



Business Efficiency Board

Wednesday, 28 February 2007 at 6.30
p.m.
Civic Suite, Town Hall, Runcorn

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

BOARD MEMBERSHIP

| | |
|--|------------------|
| Councillor Arthur Cole (Chairman) | Labour |
| Councillor Martha Lloyd Jones (Vice-Chairman) | Labour |
| Councillor John Bradshaw | Conservative |
| Councillor Mark Dennett | Labour |
| Councillor David Findon | Conservative |
| Councillor Ron Hignett | Labour |
| Councillor Christopher Inch | Liberal Democrat |
| Councillor Alan Lowe | Labour |
| Councillor Shaun Osborne | Labour |
| Councillor Ged Philbin | Labour |
| Councillor Christopher Rowe | Liberal Democrat |

*Please contact Caroline Halpin on 0151 471 7394 or e-mail
caroline.halpin@halton.gov.uk for further information.*

The next meeting of the Board to be confirmed.

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

Part I

| Item No. | Page No. |
|---|-----------------|
| 1. MINUTES | |
| 2. DECLARATIONS OF INTEREST | |
| Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and (subject to certain exceptions in the Code of Conduct for Members) to leave the meeting prior to discussion and voting on the item. | |
| 3. COMPREHENSIVE PERFORMANCE ASSESSMENT (CPA) AND DIRECTION OF TRAVEL 2007 | 1 - 2 |
| 4. EFFICIENCY WORKSTREAMS | 3 - 4 |

PART II

**ITEMS CONTAINING "EXEMPT" INFORMATION FALLING
WITHIN SCHEDULE 12A OF THE LOCAL GOVERNMENT
ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO
INFORMATION) ACT 1985**

*In this case the Board has a discretion to exclude the press and public but, in view of the nature of the business to be transacted, it is **RECOMMENDED** that under Section 100(A)(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A to the Act.*

| | |
|---|---------------|
| 5. 2006/07 INTERNAL AUDIT PLAN – QUARTER 3 PROGRESS REPORT | 5 - 25 |
|---|---------------|

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Business Efficiency Board

DATE: 28 February 2007

REPORTING OFFICER: Strategic Director – Corporate and Policy

SUBJECT: Comprehensive Performance Assessment (CPA) and Direction of Travel 2007

WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 To inform members of the Board of the Audit Commission's star rating for the Council and its "direction of travel".

2.0 RECOMMENDED: That the report be noted.

3.0 BACKGROUND

- 3.1 The Board, at its meeting in January, received a report which provided information on the various service scores which were known at the time and which formed the component parts of the Comprehensive Performance Assessment. Not all the information required to determine the Council's star rating was known. Between the despatch of this agenda and the actual day of the Board meeting, the Audit Commission will be publishing its revised star rating for all upper tier authorities (on 22nd February 2007).
- 3.2 On 22nd February the Audit Commission will publish a CPA scorecard showing the direction of travel and the overall star rating for the Council, including the scores for all the component parts. Copies will be brought to the meeting.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications attached to this report.

5.0 OTHER IMPLICATIONS

- 5.1 Three and four stars authorities have increased financial freedoms and have a lighter touch approach in relation to Audit Commission inspections.
- 5.2 The Council will undergo a full Corporate Assessment and a Joint Area Review of services for children and young people in March/April 2008. The Government are currently consulting on new arrangements for assessing Council performance after 2008.

**6.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE
LOCAL GOVERNMENT ACT 1972**

6.1 There are no background papers under the meaning of this Act.

REPORT TO: Business Efficiency Board

DATE: 28 February 2007

REPORTING OFFICER: Strategic Director – Corporate and Policy

SUBJECT: Efficiency Workstreams

WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 The Board is asked to endorse a list of Efficiency Workstreams following discussion at the last meeting.

2.0 RECOMMENDED: That

- (1) **The Workstreams be approved and be developed into a formal programme; and**
- (2) **Officers investigate how the programme can be reviewed.**

3.0 BACKGROUND

- 3.1 The Committee considered a draft Efficiency Strategy at its last meeting and made specific comments about its style, but more particularly asked that greater emphasis be placed on service quality. Key to taking the strategy forward was the identification of Workstreams aimed at realising both cashable and non-cashable efficiency savings. Following discussions at the last Board, and issues raised previously through the Budget Review Working Party, the following activities have emerged to form a programme. Some of the activities have already commenced and reports have been made to the Board. Some need initiating. All need reporting mechanisms back through the Board on progress.
- 3.2 Each Workstream and its current status is outlined below:

| Workstream | Current Status |
|----------------------------|---|
| Accommodation | Initiated (Strategy Report to Executive Board on 25th January 2007) |
| Agency Staff | Group established – initial audit complete – more detailed option appraisal under way |
| Workforce Development Plan | Plan adopted – progress report required |

| Workstream | Current Status |
|---|---|
| Procurement | Strategy adopted – update report made to Board on 8th November 2007 |
| Centralisation/Decentralisation | Project needs initiating and resources allocated |
| HDL Benefits Realisation | Progress report went to Corporate Services PPB outlining future service developments on 27th September 2006 |
| Shared Services – examining opportunities with other Local Authorities or public bodies to share services | Initial work commenced with Cheshire and Merseyside Authorities. |

- 3.3 As the Board can see, a number of the Workstreams have already commenced, but some need initiating and resourcing. It is suggested that officers be asked to investigate ways in which these activities can be resourced. It is also suggested that the Board receives quarterly updates on progress against each of the Workstreams once initiated.

4.0 POLICY IMPLICATIONS

- 4.1 The programme needs to be seen as part of the Council's overall commitment to achieving its efficiency targets and annual budget requirements. Existing resources are being used to develop most of the Workstreams, however there is clearly a limit to how far that can be sustained. It may be that for certain pieces of work external support may be called upon.

5.0 RISK ANALYSIS

- 5.1 Continuing the drive for efficiency is a very part of ensuring that the Council provides high quality services within a robust financial framework.

6.0 EQUALITY AND DIVERSITY ISSUES

- 6.1 Any efficiency reviews need to take into account the equality and diversity responsibilities of the Council.

7.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

There are no background papers under the meaning of the Act.

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