

## **CORPORATE SERVICES POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Services Policy and Performance Board on Tuesday, 4 November 2008 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), J. Bradshaw, Browne, E. Cargill, Dennett, D. Inch, Nolan, Norddahl and Wainwright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, B. Dodd, A. Villiers and C. Halpin

Also in attendance: None

### **ITEM DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD**

*Action*

#### CS19 MINUTES

The Minutes from the meeting held on 9<sup>th</sup> September 2008 were taken as read and signed as a correct record.

#### CS20 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

#### CS21 EXECUTIVE BOARD MINUTES

The Minutes of the Executive Board and the Executive Board Sub-Committee relating to the work of the Corporate Services Policy & Performance Board since its last meeting was submitted for information.

RESOLVED: That the minutes be received.

#### CS22 HALTON STRATEGIC PARTNERSHIP BOARD MINUTES

The minutes from the meeting of the Halton Strategic Partnership Board on 10<sup>th</sup> September 2008 were submitted for information.

In relation to Minute No. 19 the Board expressed an

interest in scrutinising the Neighbourhood Management initiative in greater depth and it was agreed that a special meeting would be held prior to the next scheduled meeting of the Board in order to facilitate this.

RESOLVED: That

- (1) the Halton Strategic Partnership minutes be noted; and
- (2) a special meeting of the Board be held to scrutinise the Neighbourhood Management Initiative.

#### CS23 TOPIC GROUP - TRANSFER OF ASSETS

The Board received a report of the Strategic Director, Corporate and Policy on the work of the Topic Group on Asset Transfer.

RESOLVED: That

- (1) progress be noted; and
- (2) the draft policy be considered at the next meeting of the Board.

#### CS24 SERVICE PLANS 2009-12

The Board received a report of the Strategic Director, Corporate and Policy which offered Members the opportunity to contribute to the development of Service Plans at the beginning of the planning process for 2009/10 Financial year.

It was noted that the 3-year departmental service plans were reviewed and rolled forward on an annual basis and that the plans would be developed in parallel with the budget.

The setting of performance targets was identified as an area of the service plans which the Board could make a positive contribution to and it was agreed that a report be submitted to the meeting scheduled in January 2009. It was noted that the plans would be finalised once budget decisions had been confirmed in March 2009.

RESOLVED: That the setting of performance targets be considered at the next scheduled meeting of the Board.

*(NB: Councillors E. Cargill and Nolan declared personal interests in*

*relation to the service plan for Personnel Services in the following item of business due to both having family members employed by the authority).*

## CS25 QUARTERLY MONITORING REPORTS

The Board considered a report which outlined the progress of Performance Management 2<sup>nd</sup> Quarter against the Service Plan objectives and performance targets, performance trends/comparisons, factors affecting the services, etc, for:

- Exchequer and Customer Services;
- Financial Services;
- ICT Services;
- Legal and Member Services;
- Personnel Services;
- Policy and Performance;
- Halton Stadium; and
- Property Services.

The Board, in considering these reports, identified areas of interest or concern as detailed below:

Exchequer and Customer Services: The Board requested a list of age debtors as at 30 September 2008 be circulated and that this information be included with performance monitoring reports.

Financial Services: The Board requested that treasury management information be provided to the Board on an annual or bi-annual basis.

Property Services: The Board asked what action was being taken to increase occupancy levels at Runcorn Market.

Stadium and Hospitality: The Board asked for confirmation of the level of funding allocated to improving marketing with Widnes Vikings and what progress had been made in hosting a pitch based 'pop concert'.

In response to these requests it was noted that written responses would be provided.

The Board noted the excellent school meals service being provided by Halton Stadium and thanked staff for their hard work.

RESOLVED: The 2<sup>nd</sup> Quarter Performance

Management Reports be received.

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*Meeting ended at 7.50 p.m.*