

NOTES
OF THE MEETING OF THE
PERFORMANCE MANAGEMENT BOARD
TUESDAY 24 APRIL 2012

Held at 7.00 pm in the Council Chamber, Civic Centre, Pavilion Road, West Bridgford

PRESENT:

Councillors D G Wheeler (Chairman), B Buschman, L B Cooper (Substitute for S P Bailey) B G Dale, R M Jones, A MacInnes, S J Robinson, D V Smith, J A Stockwood

OFFICERS PRESENT:

C Caven-Atack	Performance and Reputation Manager
L Dennis	Temporary Member Support Officer
B Knowles	Leisure Contracts Manager
P Randle	Deputy Chief Executive (PR)

APOLOGY FOR ABSENCE:

Councillor S P Bailey

32. Declarations of Interest

There were none declared.

33. Notes of the Previous Meeting

The notes of the meeting held on Tuesday 21 February 2012 were accepted as a true record.

With regard to the action sheet, Members were informed that work on the extranet was continuing and that the Performance and Reputation Manager and the Democratic Services Manager were liaising with IT on the more complex technical issues. An update will be presented to the Member Development Group at their next meeting in June.

It was agreed by Members that it would be beneficial for the report to be made available to all Members prior to the Member Development Group meeting. The Performance and Reputation Manager would discuss this with the Democratic Services Manager.

34. Cabinet Member Questions

There were none received.

35. Civil Parking Enforcement Contract

The Leisure Contracts Manager presented a report updating Members on the financial performance of the Civil Parking Enforcement Contract, which commenced in May 2008 and was run in partnership with Nottinghamshire County Council and each district council in the County.

The Leisure Contracts Manager explained the current financial position of the contract from commencement in May 2008 up to the end of March 2012. He highlighted the figures illustrated and informed Members that the contract had a current deficit of £30,044, a reduction of £4,674 over the past year. He added there were also £70,260 worth of outstanding Parking Charge Notices (PCNs), but explained that this figure changed on a daily basis as new PCN's were issued, payments were received and bailiff action recovered older debts. A total of £40,260 had been recovered through bailiff action.

The Leisure Contracts Manager explained that a meeting was due to take place shortly, between the County Finance Officers, at which time discussions would be held regarding the financial performance of the contract at a county level and how to deal with any surpluses or deficits.

Following on from a question, the Leisure Contracts Manager explained that the costs for bailiff action were taken direct from the debtor, with no costs being incurred by the Council. In response to whether bailiffs were the most effective method for collection of these outstanding debts, he confirmed that this was the case.

There followed a number of questions regarding the financial information, in particular, that in the original report to this Board in August 2009 it stated that the scheme was to be self-financing and the Nottinghamshire model had been produced predicting that the scheme would pay for itself in 3 years. Members raised concerns that this appeared not to be the case, and there were particular concerns regarding the accumulation of unpaid fines. In response, the Leisure Contracts Manager gave a detailed explanation of the figures, and it was explained that the Council were in a better position than some other districts. He agreed that this model of presentation could benefit from some modification and that a more comprehensive report could be prepared if required by Members.

Members commented on the impact of this service in defined areas, and questioned the benefits for individual parts of the Borough. Their concerns were based predominantly on how this was being measured and whether future targets had been set. The Deputy Chief Executive (PR) explained that there were no targets for individual Civil Enforcement Officers but the overall financial targets would be considered as part of the planned meeting of the County Finance Officers. A date had not yet been set for this meeting, but it was expected to take place before the end of May 2012.

Members asked that a more detailed report should be provided at the August meeting.

It was AGREED that:

- a) a further, more comprehensive report be brought to the Board's August meeting
- b) Gareth Johnson, Head of CPU at County Council, be invited to the August meeting in order to answer any questions that the Members of the Board might have.

36. Annual Review of Work Programme 2011/12

The annual report, which provided a review of the work undertaken by the Performance Management Board during 2011/12, was submitted to Members. Each of the Scrutiny Groups prepared an annual report and these would be presented to full Council on 21 June 2012.

The report highlighted that the Performance Management Board had scrutinised and monitored the quarterly performance in relation to the Council's strategic tasks and the key performance indicators.

In addition, the Board had scrutinised:

- Nottinghamshire Local Area Agreement
- Performance Management Framework 2011/12
- Review of Customer Feedback 2010/11
- Ombudsman's Annual Letter 2010/11
- Edwalton Golf Courses Annual Report
- Leisure Centres Annual Report
- East Leake Leisure Centre Annual Report
- Corporate Basket of Indicators
- Civil Parking Enforcement Contract Financial Performance

The Chairman, on behalf of the Board thanked everyone for their contribution to this report.

The Performance Management Board AGREED the report and forwarded this on to Council for consideration.

37. Rolling Work Programme

The Board considered its work programme for 2012/13 and included Civil Parking Enforcement on 21 August 2012.

Members were also informed that the Rushcliffe Community for Voluntary Service and Rural Community Action Nottinghamshire Service Level Agreement had been agreed by the Cabinet at the meeting held on 17 April 2012, and that this would be reviewed by the Performance Management Board on an annual basis.

The meeting closed at 7.50pm.

Action Sheet**PERFORMANCE MANAGEMENT BOARD - TUESDAY 24 APRIL 2012**

Note Number	Actions	Officer Responsible
35. Civil Parking Enforcement Contract	i) a further report regarding the Civil Parking Enforcement Contract be presented to the next meeting. ii) Gareth Johnson, Head of CPU at County Council be invited to the Board's August meeting to be on hand to answer any questions the Board may have	Leisure Contracts Manager Performance and Reputation Manager
37 Rolling Work Programme	i) Civil Parking Enforcement to be included in the work programme in August. ii) Rushcliffe Community for Voluntary Service and Rural Community Action Nottinghamshire Service Level Agreement to be included into the Board's programme for 23 April 2013.	Performance and Reputation Manager