

EXTRACT

THE EXECUTIVE

MEETING, 27TH JUNE, 2008

Councillor Morris	Leader of the Council – Strategy and External Relationships
Councillor Mrs. Thomas	Corporate Resources
Councillor Adia	Children's Services
Councillor Peel	Environmental Services
Councillor Murray	Health and Adult Social Care
Councillor Sherrington	Cleaner, Greener, Safer
Councillor Kay	Human Resources and Diversity
Councillor J. Byrne	Development
Councillor Ibrahim	Culture, Young People and Sport

Non-Voting Members

Councillor A.N. Spencer	
Councillor Hornby	
Councillor J. Walsh	
Councillor R. Allen	
Councillor Shaw	
Councillor Mrs Fairclough	As deputy for Councillor Morgan
Councillor A. Walsh	As deputy for Councillor Mrs Brierley
Councillor Hayes	
Councillor Mrs Ronson	
Councillor D. A Wilkinson	

Officers

Mr. S. Harriss	Chief Executive
Mr. S. Arnfield	Director of Corporate Resources
Mr. A. Eastwood	

	Director of Legal and Democratic Services
Mr. K. Davies	Director of Development and Regeneration
Ms M. Asquith	Director of Children's Services
Mr. D. Winstanley	Assistant Chief Executive
Mr. A. Donaldson	Assistant Director, Policy, Improvement and Area Working
Ms. C. Hyams	Head of Corporate Organisational Development
Mr. A. Jennings	Democratic Services Manager

Councillor Morris in the Chair

Apologies for absence were submitted on behalf of Councillors Mrs Brierley, Morgan and Zaman.

8. MINUTES

The minutes of the proceedings of the meeting of the Executive held on 2nd June, 2008 were submitted and signed as a correct record.

9. INVESTORS IN PEOPLE FEEDBACK

The Head of Corporate Organisational Development undertook a presentation informing the Executive that the Council had gained the Investors in People Award as one single organisation which was a key award for the Council.

The assessment examined two levels relating to departmental (Development and Regeneration; Children's Services and Adults and Community Services) and strategic.

Two hundred interviews were undertaken including employees, elected members and the Trade Unions.

An external moderation process had demonstrated that the Council was a very strong organisation.

The presentation highlighted the strengths that were emphasised including continuous improvement and elected member development.

Areas for further development were also highlighted including involving people more in the planning process and focusing on performance objectives.

Members were apprised of the way forward including retention of the award; sharing of the feedback and learning and consideration of other awards.

Resolved – That the presentation be noted and that those involved in the process be thanked.

10. FINANCIAL OUTTURN 2007/08

The Director of Corporate Resources submitted a report that advised the Executive of the outcome of the Final Accounts exercise for 2007/08 which was now nearing completion.

The report considered the following :-

- General Fund Revenue Monitoring;
- Aggregate Capital Financing;
- Issues from Service Account Closure; and
- Monitoring of the Prudential Guidelines.

Overall the corporate revenue balances position of £7,742,000 was £1,176,000 higher than that reported in the third report to the Executive Member for Corporate Strategy and Finance on 27th February, 2008.

In the last quarter the level of corporate revenue balances had been increased as a result of offsetting variations. The major ones being:

Reduced Capital Financing costs	£1,949,000
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Transfers to reduce accumulated deficits	£739,000
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Capital Expenditure for the year was £100,005,000 which could be fully funded. The expenditure was £18,970,000 lower than previously predicted which was largely made up of slippage to 2008/09

Each Service was considered individually and the financial issues arising from budget outturn was highlighted.

Monitoring of Prudential Indicators showed that all Treasury indicators were within the limits set

Balances as at 31st March, 2007 would be £7.742M which compared to a minimum recommended level of Balances of £6.5M. It was therefore felt that consideration could be given to the use of any resources above the recommended minimum and there were several elements that should be considered in terms of available resources in the current year.

Members were reminded that the Budget Council on 20th February 2008 agreed that if the expected resources from LABGI (approximately an additional £500,000) was received, it would be allocated on a one-off basis as follows:-

- up to £300,000 to improve roads and pavements in residential areas;
- the residue (up to a maximum of £500,000) to Area Forums on the basis of an equal amount to each Ward; and
- if there was any further residue, it would be allocated to balances.

Council also agreed that if the expected resources from the Manchester Airport Dividend (approximately an additional £975,000) was received, subject to there being no other urgent demands on it, it would be used to fund any shortfall in the one-off allocations outlined above with any residue being allocated to Balances.

In terms of LABGI the Council had only been awarded £1.2M against a budget required of £1.5M. The Director felt that the Council would subsequently receive the outstanding £0.3M, but recommend that it was best not to anticipate any extra being received at this stage.

Recent Airport meetings had suggested that the expected Airport Dividend would be made but this would not be formally announced until June/July. It was estimated that this would provide a one-off of £975,000.

The Executive was also reminded that there were three items originally included in the budget which were subsequently removed as part of the Executive's overall budget recommendations; viz

- (1) A key element within the Council's Change Programme was to achieve efficiency savings through Value for Money Reviews, changing business processes and shared services opportunities. These initiatives had delivered significant savings to the Council over the last 2 years and, in order to facilitate the delivery of even more efficiencies through these routes, it was suggested that a one-off investment in resources to manage projects and to buy in appropriate skills in the order of £300,000 would help to speed up the achievement of efficiencies;
- (2) Members were reminded that there were a significant amount of new developments taking place, planned and in the pipeline within the Borough and that it was vitally important that the Council managed the inter-action between these projects and the impact that their delivery would have on traffic and business. In finalising projects there would also be several one-off costs associated with legal, financial and development aspects. It was therefore suggested that resources in the order of £200,000 would meet this requirement for the next 12 months.

- (3) The amount available for youth provision/BSF was also reduced in the final budget decisions. However, it was important to ensure that the resources available for BSF were sufficient to support the likely costs of the programme. To this extent additional resources would need to be added into subsequent years projections and the Council were facing fairly significant costs in the current year. It was therefore suggested that an additional £200,000 be provided to ensure that the originally intended £500,000 was available for BSF.

Members were also reminded of the re-tendering of the Council's Insurance arrangements and a full review of the funds set aside for future liabilities. The re-tendering exercise had resulted in savings in insurance premiums of just under £400,000 per year. This would provide available resources in 2008/09 and subsequent years.

Resolved – (i) That in the light of the information provided in the Financial Outturn 2007/08 report the following allocations be approved:-

Items identified in the Outturn Report

	£000
Youth Provision/BSF (ongoing)	200
VFM/Process Change (as detailed in the report)	300
Managing Town Centre Projects (one-off sum)	200
Area Forums (2008/09) (one-off sum – Budget Resolution)	250
Additional Highways Investment (one-off sum– Budget Resolution)	300

	1,250

Proposed Additional Growth

Free School Meals (ongoing)	140
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(to fund the proposal to introduce free school meals for the first term for new primary school pupils)

Free Swimming Lessons (ongoing) 50
(to fund the proposal to develop a programme of free swimming lessons for children who are unable to swim within a cost limit of £50,000)

Improvements to Sports Pitches (one-off) 200
(to fund an initial injection of additional resources to make improvements in sports pitches across the Borough)

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(ii) That the net revenue expenditure can currently be contained within the budget provision it being noted that the current forecast of available balances at 31st March 2008 is £7, 742,000.

(iii) That capital expenditure can be financed within available resources.

(iii) That it be noted that services have managed variations in their controllable budgets through the use of earmarked reserves as is required by Financial Regulations.

(iv) That all Prudential Indicators are within the range originally reported to Council on 20th February, 2008.

13. CORPORATE PERFORMANCE DASHBOARD YEAR END 2007-2008

The Chief Executive submitted a report that provided the Executive with an overview of the Council's performance at year end 2007-08.

The report drew together data from a range of sources to provide the Executive with an overview of the organisation's performance, enabling the Executive to scrutinise and

challenge both performance and the enclosed improvement actions.

The report built on the analysis presented in the quarter 3 dashboard, which the Executive reviewed earlier in the year. Specifically, it provided an overview of progress against the Council and Bolton Vision Partnership's six priority themes, namely

- Healthy Bolton
- Achieving Bolton
- Prosperous Bolton
- Safe Bolton
- Clean and green Bolton
- Strong and confident Bolton

This report also provided an update on performance against the three main aims over the next three years: to deliver economic prosperity, narrow the gap and transform services.

The report's key findings were:

- performance remained strong overall, with the majority of performance indicators showing an improvement on the same period last year, and more targets delivered;
- the overwhelming majority of tasks and targets set out in both the Bolton Plan and through Service Improvement Action Plans (SIAPs) were on track;
- financially the organisation continued to be in good health, and sickness had reduced for the second successive year; and
- challenges remained around a number of key outcomes for local people, such as educational attainment, health and skills

A more detailed performance management report was contained in the appendices which considered performance against a whole range of data and included improvement actions where appropriate.

Resolved – That the report be noted and that Executive Members work with Directors to deliver the improvement actions contained within the report.

14. NEW PERFORMANCE FRAMEWORK FOR THE COUNCIL AND THE BOLTON VISION PARTNERSHIP – UPDATE

The Chief Executive submitted a report that provided the Executive with an update on work to develop a new Performance Management Framework for the Council and its partners, as agreed by the Executive in April 2008.

The Executive was reminded that the national context around performance management for localities was changing significantly and included

- from 2009, an annual Comprehensive Area Assessment, looking at all outcomes delivered by the Council and its partners in Bolton, would replace the current Comprehensive Performance Assessment of the Council;
- starting this financial year, a new, strengthened use of resources assessment would increasingly focus on how Councils delivered value for money;
- a new national indicator set (NIS) was now in force to replace all previously existing national statutory indicators, including Best Value Performance and Performance Assessment Framework indicators;
- a new Local Area Agreement for 2008-11 had been agreed with Government Office North West and was awaiting ministerial sign-off by the end of June; and
- the new national framework would give the Council greater flexibility to focus on local priorities and the issues that mattered most to local people.

Bolton Council and its partners had a clear set of priorities for the Borough, set out in 'Bolton, Our Vision 2007-2017' and the Bolton Plan and it was the achievement of these that the Council's performance would be judged against in the future.

Members were reminded that the Executive had approved the draft Community Strategy 3 Year Plan in April, 2008 and since then:

- the LAA indicators and targets, incorporated within the Community Strategy 3 Year Plan, had been agreed with GONW and were awaiting ministerial sign-off ;
- the draft plan had been agreed by both the Vision Steering Group and the Agencies Group; and
- targets were now in place for most indicators (except health) following corporate review and challenge to ensure targets were ambitious but attainable.

Reducing health inequalities and improving skills and attainment had been particular challenges in terms of delivering the Community Strategy outcomes. Having undertaken a more detailed analysis a small number of key performance issues had been identified that the Council and its partners needed to address to meet the Borough's challenges going forward.

The Executive was consequently requested to endorse these in principle to become a particular focus for the Executive to performance manage and lead. They would be reflected across the tiers of the local performance framework:

Theme	Indicator
Healthy Bolton	<ul style="list-style-type: none"> • Life expectancy (male/female) • Alcohol • Teenage conceptions • Direct payments
Achieving Bolton	<ul style="list-style-type: none"> • GCSE attainment (all pupils and LAC)

AA11

	<ul style="list-style-type: none"> • NEETs • Level 2 and 3 skills (age 19)
Prosperous Bolton	<ul style="list-style-type: none"> • Working age benefit claimants (deprived areas) • Working age population level 2/3 skills
Safe Bolton	<ul style="list-style-type: none"> • Violent crime • Employment for ex-offenders • Perceptions of anti-social behaviour
Cleaner, Greener Bolton	<ul style="list-style-type: none"> • Street and environmental cleanliness • Environmental sustainability • Waste and recycling
Strong and Confident Bolton	<ul style="list-style-type: none"> • Affordable homes • Community cohesion
Corporate Health	<ul style="list-style-type: none"> • Sickness absence • Employees with a disability • VFM • Job satisfaction • Resident satisfaction • Complaints satisfaction

Resolved - (i) That the updated Community Strategy 3 Year Plan (incorporating the Local Area Agreement indicators for 2008/11) and Corporate Health indicators (appendices 1 and 2) be approved.

(ii) That the progress made in developing the detail behind Bolton's new performance management framework be endorsed.

(iii) That the draft 'priorities for improvement' chosen for particular attention in terms of corporate performance management over the next 12 months be endorsed.

(iv) That the Executive receive more detail as part of a series of future reports over the next few months.

15. VALUE FOR MONEY STRATEGY 2008/11

The Chief Executive submitted a report that updated the Executive on progress made in developing the value for money strategy and sought approval for the way forward.

The Executive, at its meeting on the 14 April, 2008, agreed to an outline Value for Money (VFM) Strategy for 2008/11. The strategy built on the Council's existing VFM programme, agreed by the Executive in September 2007, with an increased scope and revised approach to meet the new efficiency requirements set by the Comprehensive Spending Review 2007. It had been agreed that work should continue to develop the detail of the strategy and the report outlined in more detail the scope and implementation approach for delivering the three year strategy, including a summary of the progress that had been made in the first year of the original VFM programme and sought members approval for a way forward on a number of key points.

In terms of delivery, a number of key strands of work would be pursued over the next three years:

- a strengthened programme of VFM service reviews;
- achieving greater efficiencies from modern procurement techniques;
- rationalisation of accommodation and the property portfolio;
- optimisation of existing shared service centres and delivery of new ones; and
- minimising expenditure on 'day to day' costs, such as paper, energy, mobile phones etc.

Once the strategy had been approved each service Director would present detailed VFM strategies to the appropriate Executive Member for approval during the next cycle. Of the original VFM programme, agreed by the Executive in September 2007, good progress had been made in delivering year 1, and the reviews remain a key part of the revised three year programme.

Whilst the Council could clearly demonstrate that it generally provided very good value for money, the Executive indicated that they wanted even greater efficiency savings to help Bolton deliver its local priorities and respond to the Government's targets around efficiency and VFM.

Directors were developing detailed VFM strategies for their departments, which would include a programme of reviews, but also ongoing continuous improvement work that would lead to savings to contribute towards the overall efficiency target. Work would continue to develop the details of the strategy and put in place a robust process for identifying and realising the benefits from the various elements. Clear financial targets would be developed for each strand, which the Executive would be asked to approve.

Resolved (i) That the progress made be noted.

(ii) That the proposed actions detailed in the report be endorsed.

(iii) That the Executive agrees to drive the development and implementation of VFM strategies within their individual portfolios.

16. EXCLUSION OF PRESS AND PUBLIC

Resolved - That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraph 3 (financial and business affairs) of Part 1 of Schedule 12A to the Act; and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.

19. PAY AND GRADING

The Director of Legal and Democratic Services submitted a report that set out the latest position with respect to the pay review and associated key issues, together with the proposed implementation strategy.

It was explained that to date the Council had :-

- evaluated every post within the Authority;
- implemented a compensation strategy to settle potential equal pay claims;
- determined a pay policy, the principles of which would underpin the future pay structure; and
- began negotiations with the Trades Unions on the future pay structure.

The intention was to implement the new pay structure in April 2009 and members were apprised of a number of key issues.

Resolved (i) That the progress to date be noted.

(ii) That the advice received on the proposed implementation strategy be noted.

(iii) That the proposal to implement the new pay structure with effect from April, 2009 without back dating be approved.