



Portsmouth
CITY COUNCIL

NOTICE OF MEETING

POLICY & REVIEW (PERFORMANCE) PANEL

THURSDAY 12 OCTOBER 2006 AT 4PM

**CONFERENCE ROOM A, CIVIC OFFICES,
PORTSMOUTH**

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AGENDA

(NB This Agenda should be retained for future reference with the Minutes of this meeting.)

- 1 Apologies for Absence**
- 2 Declaration of Members' Interests**

Declaration of members' interests in accordance with Standing Order 14.

- 3 Minutes of the Meeting held on 27 July 2006**

A copy of the minutes of the Policy & Review (Performance) Panel held on 27 July 2006 are attached.

RECOMMENDED that the minutes of the meeting of the Policy & Review (Performance) Panel held on 27 July 2006 be confirmed as a correct record and signed by the Chair.

- 4 Report on Internal Audit**

To consider the attached report from the Audit Manager which updates the Panel on Audit Performance for 2005/6, significant areas of control weakness on areas reviewed, the overall Audit opinion on control assurance, Audit Plan for 2006/7 and the new requirement to examine effectiveness of Internal Audit.

RECOMMENDED that the Panel

- 1. Notes the Audit performance for 2005/6**
- 2. Notes the areas where Audit have highlighted weaknesses in essential controls for 2005/6**

3. **Notes the Audit opinion on control assurance**
4. **Notes the 2006/7 Audit Plan**
5. **Approves the action to review the effectiveness of Internal Audit**

5 Report on Use of Resources Process Project

To consider the attached report from the Head of Financial Services which sets out the purpose of the Use of Resources Process Project and updates the Panel on progress made to date on the Action Plans drawn up as a result of the Financial Services Best Value Review and the District Audit Annual Audit and Inspection Letter 2004/5.

RECOMMENDED that the Panel notes the contents of the report.

6 Report on the Draft Credit Management Policy

To consider the attached report from the Head of Financial Services which provides the Panel with an overview of the reasons for the creation of the draft Credit Management Policy.

RECOMMENDED that the Panel

1. **Notes the report**
2. **Endorses the Credit Management Policy attached to the report.**

7 Best Value Review of Engineering Consultancy

To consider the attached report from the Head of Learning and Achievement and Lead Officer of the Review, which seeks approval of the recommendations of the best value review of the Engineering Consultancy.

RECOMMENDED that the Panel endorses the following

1. **The implementation of option C1 –Merge all functions of the consultancy to the most appropriate / relevant client (Highways Infrastructure and Coastal Protection to merge with the Transport and Street Management Division, Maritime will transfer to the Continental Ferry Port and Structures will merge with the Asset Management Service).**
2. **The establishment of an implementation team to implement option C1 and to address the issues identified as disadvantages for this option as outlined in section 6.3.4 of the Exit Report.**
3. **The establishment of framework agreements with one or more consultants to provide opportunities to procure additional engineering services effectively, efficiently and economically.**
4. **Greater clarity on how financial frameworks will work following the desegregation of the old engineers' department budget, which must be finalised as soon as possible to facilitate the implementation of option C1 by next financial year (April 2007).**
5. **The appointment, as soon as possible, of a Head of Profession for Engineers to support the Engineering profession throughout the council**

6. The Head of Profession for Engineers be responsible for the identification and implementation of a process to support the Institute of Civil Engineers (ICE) training agreement and career development of engineers, including stronger support from Human Resources and Corporate Training and Development.
7. That measures are developed to improve the recruitment and retention of staff with particular regard to the private sector market.
8. That clients review their own organisational structures and functions to maximise the benefit of creating integrated delivery teams
9. That a spend to save bid is produced and submitted to finance the implementation of the recommendations.

8 Corporate Plan Monitoring – Fourth Quarterly Report

To consider the attached report from the Head of Strategy which presents the fourth quarterly monitoring report on the 2005 – 2008 Corporate Plan.

RECOMMENDED that the Panel

1. Notes the assessment of corporate plan outcomes (Appendix 1)
2. Notes specific recommendations where performance concerns have been identified (section 4) and agree whether the Panel requires any further information to be presented in relation to any aspect of the report.

9 Quarterly overview of key issues from performance monitoring including corporate scorecard

To consider the attached report from the Head of Strategy which informs the Panel of key issues arising from performance reporting over the last quarter. The report is part of the regular programme of reporting every quarter to give an overview of progress on performance management.

RECOMMENDED that the Panel

1. Notes the performance issues considered by the Strategic Directors Board in the last quarter and the plans agreed to address performance issues.
2. Decides whether there are any issues previously considered by the Strategic Directors Board that the Panel wishes to receive a more detailed report on and whether there are any other performance issues the Panel would like the Strategic Directors Board to monitor and report on.

10 Update on the 2nd generation Local Public Service Agreement (LPSA2)

At the September 2005 meeting of the Panel, members decided that it would be helpful to concentrate on some individual targets in depth to gain a greater understanding of the LPSA2. This meeting will look at

- (a) Housing Targets (reports on Reducing Homelessness, providing more affordable housing and increasing the number of Decent Homes attached) and

- (b) School Attendance Targets (report attached).

RECOMMENDED that the Panel

- 1 Notes the recommendations made in the reports on Housing Targets**
- 2 Notes the recommendations made in the report on School Attendance Targets**

11 Report on specific priority issues in the Local Area Agreement.

At the June 2006 meeting of the Panel, members agreed to look in depth at the draft Local Area Agreement (over 1 or 2 meetings) to consider what more the council could do to help achieve priority outcomes for local people. Verbal presentations will be given at this meeting giving an overview of the following LAA blocks

- 1. Healthier Communities and Older People** by Paul Edmondson-Jones, Director of Improving Health and Quality at Portsmouth City Teaching Primary Care Trust.
- 2. Children and Young People** by Mike Fowler, Head of Planning Performance and Commissioning.

RECOMMENDED that the Panel

- 1. Notes the presentations**
- 2. Considers whether it wishes to make any recommendations on what more the council could do to help achieve priority outcomes for local people.**

12 Date of next meeting Thursday 16 November 2006 at 4pm Conference Room B Civic Offices.