

## Corporate Improvement Board

### Notes of the meeting held 6 February 2009

**Present:** Cllr E Woodburn, Cllr A Holliday (Chair), Cllr A Norwood, Cllr G Sunderland;

Fergus McMorrow, Hilary Mitchell, Richard Quayle

#### 1. Notes of the meeting of 3 November 2008

The notes of the meeting on 3 November 2008 were agreed.

#### 2. Apologies for Absence

Apologies were received from Liam Murphy, Jane Salt and Keith Parker

#### 3. Declarations of Personal and Prejudicial Interest

No declarations were made.

#### 4. Arrangement of Agenda

Items were taken in the order in which they appeared on the agenda.

#### 5. Monitoring the delivery of the Corporate Plan

Those present considered the updates given in the detailed CoValent report. A number of the comments made were to be followed up outside the meeting and more information provided before the Executive meeting on 10 February 2009.

Members also made more general comments relating to the wording of the Corporate Plan targets and also to the notes provided as updates. Targets needed to be more specific and smart with firm milestones to allow monitoring to demonstrate achievement of outputs and outcomes. There were also too many targets.

Similarly updating notes from managers should refer to outputs rather than internal processes to show progress. Abbreviations and references to other targets should be avoided. There were also a number of updates missing, and the progress bars were not consistently used.

The development of the Corporate Plan for 2009/10 was expected to overcome a number of the issues with setting target and milestones. Guidance notes were to be issued to managers to improve the updating notes in CoValent. **Action: KP & HM**

Future performance reports to Corporate Improvement Board should include notes on achievements on the National Indicators. **Action: RQ & CP**

It was agreed with the Chair that for future meetings the performance report should be the last item on the agenda. **Action: RQ**

## **6. CAA: Learning about the requirements of the CAA**

There had been a special meeting of the Corporate Improvement Board on 25 November 2008 at which representatives of the Audit Commission had made a presentation on the methodology for the Comprehensive Area Assessment. It would have two main elements: an area assessment which would measure the achievements of public services in Cumbria and Copeland, and an organisational assessment for each of the public sector agencies concerned in delivering services in the area. Information from each assessment would inform the other.

The Use of Resources judgement for each agency would be relaunched with revised Key Lines of Enquiry to provide the framework for the assessment of managing organisational value for money and achieving outcomes which met the communities' priorities. There would be a "managing performance" element which assessed the capacity for management and improvement.

The new form of Use of Resources was to be launched in Cumbria at a meeting on 9 Kendal. Follow up actions from the meeting would be communicated to members of the Corporate Improvement Board following the meeting. **Action: FM & KP**

## **7. T-Enabling Update**

Jane Salt and Richard Quayle provided a summary update on the progress of the projects in the T-Enabling programme.

Members asked that a report on the progress with measuring NI14 should be taken OSC when the second round of results were available. **Action: JS**

Members also asked that PIDs for the T-Enabling projects financed from capital funding should be brought to a future Corporate Improvement Board. The minutes of the T-Enabling Board were also to be copied to members of the Corporate Improvement Board. **Action: RQ**

## **8. Locality Working**

Julie Betteridge had prepared a paper to update the Corporate Improvement Board on the progress of the Locality Working scheme. The Locality Working Group was continuing to meet, with additional people attending, including a representative from CALC.

As far as possible Locality Working would make use of the existing partnership infrastructure. Appointments to some of the Locality Working team posts were proposed to start in April.

Discussions with parish council were continuing and a half day conference was proposed for later in the spring. The planned pilots were likely to be North East Copeland and Mid-Copeland.