



**DECISION:**

- (1) That the Quarterly Performance Report for the period 1<sup>st</sup> April 2007 to 30<sup>th</sup> June 2007 and the presentation on the Covalent data system be noted.
- (2) That the format of the Quarterly Performance Report be amended, with performance indicators being categorised according to the Council's key objectives.
- (3) That, as set out in the final paragraph above, investigations be carried out with respect to the provision of insurance cover for staff sickness; over expenditure at the Discovery Centre; a shortfall in car parking income; the marketing of public halls; and over expenditure on repairs and maintenance under the Housing Revenue Account.

**4. PERFORMANCE MONITORING**

**INFORMATION:** Members received a verbal report on the proposed process for monitoring performance. It was noted, that for all Best Value Performance Indicators where improvement was required, managers would complete a pro-forma to update an action plan on the Covalent system.

**DECISION:** That the report be noted.

**5. BUSINESS EFFICIENCY REVIEWS**

**INFORMATION:** Consideration was given to a progress report on the Business Efficiency Review programme for the period 1<sup>st</sup> –31<sup>st</sup> July 2007. It was noted that some Service Areas had been given more time to undertake their reviews and to enable full and proper consultation with staff and Trades Unions to take place. This meant that the Business Cases and proposed Implementation Plans would not be presented to Cabinet for approval until October 2007.

It was noted that Ms J Lycett of Alexander Consulting had been appointed as Project Manager for a six month period in respect of the Business Transformation project.

In discussing this report, Members considered a work schedule produced by Alexander Consulting in respect of the Business Efficiency Programme for the period August 2007 to February 2008.

Members attention was drawn to other efficiency issues which would have to be considered in the future. These included the provision and use of joint accommodation by Braintree District Council and Essex County Council, the amalgamation of the Council's services with those of other authorities and new ways of working. A report on this would be presented to the next meeting of the Board.

**DECISION:** That the progress report and work schedule with respect to the Business Efficiency Review be noted.

**6. DATE OF NEXT MEETING**

**DECISION:** It was agreed that the next meeting of the Performance and Efficiency Programme Board should be held on Tuesday, 18<sup>th</sup> September 2007 starting at 4.00pm.

The meeting commenced at 5.00pm and closed at 7.25pm

M C M Lager

(Chairman)