

**POLICY AND RESOURCES (POLICY, PLANNING AND PERFORMANCE REVIEW)
SUB – 21 May 1998**

Motherwell, 21 May 1998 at 2 pm.

**A Meeting of the POLICY AND RESOURCES
(POLICY, PLANNING AND PERFORMANCE REVIEW) SUB-COMMITTEE**

PRESENT

Councillor McCabe, Convener; Councillors Craig, McCulloch, H. McGuigan, G. Murray and Wilson.

CHAIR

Councillor McCabe (Convener) presided.

IN ATTENDANCE

The Principal Administrative Officer, Assistant Chief Executive (Policy), Policy Planning Manager and Information and Research Manager.

APOLOGIES

Councillors Brooks, Coyle, Craigie, Griffin, Logue and Shaw.

BEST VALUE - SERVICE REVIEW PROPOSALS

1. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 8 January 1998 when it was reported that North Lanarkshire Council had gained a further one year exemption from Compulsory Competitive Tendering subject to final agreement on details of a Best Value Implementation Plan, there was submitted a report (docketed) dated 12 May 1998 by the Chief Executive (1) detailing implementation proposals for the next stage of the Council's Best Value Plan; (2) indicating that the first tranche of service reviews would be the "pilot" and would influence the service review process in subsequent years; (3) outlining, in Appendix 1 to the report, the process and content of proposed service review guidelines; (4) detailing the rota for the first year of service reviews which included (a) Education - teaching and learning (primary education); (b) Leisure - catering; (c) Environmental Services - cleansing; (d) Finance - payroll, and (e) Social Work - residential accommodation for children; (5) advising that departments had indicated a preferred methodology of cost and quality benchmarking; (6) detailing, in Appendix 2 to the report, proposals for the cost quality benchmarking review of the payroll section of the Department of Finance, and (7) proposing that details, containing the information specified in Appendix 3 to the report, for the service reviews for Education, Environmental Services, Social Work and Leisure Services be submitted for consideration to the Policy and Resources Committee at its meeting on 16 June 1998.

Decided:

- (1) that the service review guidelines detailed in Appendix 1 to the report be noted;
- (2) that the service review methodology of cost quality benchmarking be approved for the Finance Department, payroll service review, in the terms of Appendix 2 to the report;
- (3) that detailed service review proposals for catering, cleansing, teaching and learning (primary education) and residential care for children, containing the information specified in Appendix 3 to the report, be submitted to the next meeting of the Policy and Resources Committee to be held on 16 June 1998, and
- (4) that the contents of the report be otherwise noted.

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2. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 19 February 1998, there was submitted a report (docketed) dated 21 May 1998 by the Chief Executive advising the Sub-Committee on (1) the status of systems to produce the 1997/98 Statutory Indicators; (2) progress to date in relation to quarterly reporting of the 1997/98 Performance Indicators, and (3) a review of performance for the 4th quarter of 1997/98.

Decided: that the contents and key findings of the report be noted.

STATUTORY PERFORMANCE INDICATORS 1996/97

3. With reference to paragraph 1 of the Minute of the meeting of this Sub-Committee held on 2 April 1998, there was submitted a report (docketed) dated 21 May 1998 by the Chief Executive (1) providing additional information on (a) the Council's performance relative to that of the other Scottish Councils; (b) trends within the Council's own performance, and (c) data previously provided for indicators relating to the Council Tax collection rate, former tenant arrears, library staff costs per item issued, library borrowers as a percentage of the population and attendances at leisure and traditional pools, and (2) outlining proposals by the departments concerned to improve performance levels.

Decided:

- (1) that the actions proposed by the service departments be noted;
- (2) that performance indicators, referenced L2 and L5 and outlined in the report, be included in the Value for Money review of the library service programmed for 1998/99, and
- (3) that the contents of the report be otherwise noted.