

CABINET MEMBER FOR SUSTAINABILITY AND INNOVATION

**Venue: Town Hall, Moorgate
Street, Rotherham.**

Date: Monday, 11 February 2008

Time: 11.30 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for absence.
4. Minutes of the previous meeting held on 14th January, 2008 (copy attached) (Pages 1 - 2)
To consider the minutes of the previous meeting and update any matters arising
5. RBT Performance Update (report attached) (Pages 3 - 13)
To consider the attached report of the Chief Executive, RBT
6. Minutes of a meeting of the Procurement Panel (copy attached) (Pages 14 - 19)
To consider the minutes of the meeting of the Procurement Panel held on 14th January 2008
7. Liaison with RBT
To consider any questions received from Elected Members

CABINET MEMBER FOR SUSTAINABILITY AND INNOVATION
Monday, 14th January, 2008

Present:- Councillor Wyatt (in the Chair) and Councillor Hodgkiss.

51. MINUTES OF THE PREVIOUS MEETING HELD ON 10TH DECEMBER, 2007

Consideration was given to the minutes of the previous meeting held on 10th December, 2007.

Resolved:- That the minutes of the meeting held on 10th December, 2007, be approved as a correct record.

52. RBT PERFORMANCE UPDATE

The Chief Executive, RBT, submitted a report on the progress and performance of RBT for the period November, 2007, with a presentation by the Service Leader, Performance and Improvement, highlighting:-

- RBT had won the Public Sector Organisation of the year award in the British Computer Society Awards 2007
- All SLA targets achieved within Rotherham Connect
- ICT achieved 100% of its SLA targets
- BVPI8 performance improvement to 96% for November
- Rotherham ranked highest for Revenue Collection for 2006/07 in South Yorkshire

In addition, reference was also made to:-

- Customer Services/Public Access
- HR and Payroll
- ICT
- Procurement
- Revenues and Benefits
- Progress against Corporate initiatives
 - Equalities and Diversity
 - Investors in People
 - Consultation/Complaints

Discussion took place on the report. The following issues were highlighted:-

- Renewal of uniforms
- Language translation
- Review of Service Level Agreements
- Recycling of computers
- Orders generated by the first edition of ConnectED newsletter

- "Tell us One" pilot to continue

Resolved:- (1) That the report be noted.

(2) That future reports include the forecast percentage of national non-domestic rate collection.

53. COMMUNICATIONS AND MARKETING GROUP

Consideration was given to the minutes of a meeting of the Communications and Marketing Group held on 11th October, 2007.

Resolved:- That the contents of the minutes be noted.

54. MINUTES OF A MEETING OF THE PROCUREMENT PANEL

Consideration was given to the minutes of a meeting of the Procurement Panel held on 10th December, 2007.

Resolved:- That the contents of the minutes be noted.

55. LIAISON WITH RBT

There were no issues to report.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Sustainability & Innovation Cabinet
2.	Date	11 th February 2008
3.	Title:	RBT – Performance Update
4.	Programme Area:	RBT

5. Summary

The report presents the progress and performance of RBT for the period December 2007.

6. Recommendations

That the information in the report be noted.

7. Proposals and Details

Highlights

Highlights for the period have included:

- All SLA targets achieved within Rotherham Connect;
- 'Tell Us Once' to commence as a six month pilot;
- Rotherham Connect employee wins Heart Employee of the month;
- HR support continues with Rotherham 2010 employees;
- ICT achieve 100% of its SLA targets;
- BVPI8 performance reported at 95% for December;
- Procurement Savings confirmed as £1,741,000 to 30th November 2007.

7.1. Service by Service Overview

7.1.1. Customer Services / Public Access

As the contract re-negotiations continue the overall Public Access programme is undergoing a period of re-planning and new scope definition.

As the re-negotiations take place work continues in the following areas:

- Customer Service Centres and
- CRM Integration Projects.

It is pleasing to report that all the service's SLAs have achieved their targets for December.

The Performance Management Framework (PMF) was revised on the 28th December 2007 following consultation and feedback workshops from local and central government contact centre managers. The indicators have now been reduced to twenty-four indicators from twenty-six. The next submission is due to be sent to the Contact Council by the 31st January 2008 for the period October – December 2007.

Our Customer Service Centre (CSC) was visited by Hull City Council as a benchmarking exercise. Rotherham was chosen based on a comparable population and council size and the feedback was very positive.

The pilot scheme of providing a Money Advice service in the town centre CSC is to be extended for a further three months. The service is offered on alternate Mondays on an appointment basis with Customers being referred by Customer Service Advisors who identify a need whilst conducting associated transactions.

The success of the 'Tell Us Once' prototype phase in our Registrars Service has resulted in Rotherham being selected to further develop the concept in a six month pilot. A meeting is being held on 9th January 2008 to define the scope of the project and establish change request requirements.

It is with great pride that we can report that Carol Thomas, one of our Customer Service Advisors, has been awarded the employee of the month HEART award for her participation in the 'Tell Us Once' prototype phase.

Our Welfare Rights and Money Advice Service continues to develop its knowledge and understanding of key client groups. The service works with many children on the Autistic spectrum and two workers attended a conference on Autism on 4th December 2007 to learn more about residential facilities to be opened in Rotherham and about the sensory world of Autism. In addition two workers attended a meeting of the National Association of Welfare Rights Advisers in Birmingham where they participated in workshops and joined talks on current benefit topics.

7.1.2. HR and Payroll

Within the partnership's HR Service, it is disappointing to report that the Payroll accuracy SLA (HR03) failed to meet its contractual target of 99.50%. Performance is reported as 99.24% with 169 errors from 22,126 payslips produced.

This underperformance happened as a result of a processing error. The arrears of pay due under Job Evaluation pay protections were not properly adjusted. Without this issue the target would have been achieved at 99.6%.

As reported previously within our HR service centre the SLA target monitoring calls answered by the Helpline Team, without needing to refer to any of the other teams, reverted to 80% with effect from 1st August 2007. It is pleasing to report that the team continues to maintain its excellent performance with reported performance of 81.83% for December. It is also pleasing to report that the quality of advice given remains good.

Pay award arrears were backdated to 1st April 2007 for NJC Local Government Services employees and included in December salaries along with revised rates and arrears from April 2007 for JNC Chief Officers.

Applications following the launch of the Council's new salary sacrifice scheme for bikes were checked and orders processed during November. Deductions commenced in December's salary and will now run for the next eighteen months.

Within our Advice and Guidance Service training activity was a little quieter during December as demand at this time generally reduces, however, our popular Recruitment & Selection and PDR courses both ran and were fully booked.

Following the decision to close 2010's manufacturing unit at Barbot Hall, the HR team conducted one-to-one redundancy/redeployment counselling interviews with the thirty-eight staff during December. Over the next three months, until the unit closes on 31st March 2008, the team will be heavily engaged seeking redeployment for the thirty-three employees who have requested it. The Leader of the Council has given approval for the ring-fencing of appropriate posts within the Council for "at risk" 2010 employees.

7.1.3. ICT

All monthly SLA measures were once again achieved in our ICT service.

The ICT Refresh programme continues in CYPS. Although progress is much slower than anticipated measures are to be put in place to speed up the process. So far 128 computers have been refreshed as part of the programme.

A number of issues and Change Requests are currently being processed to improve security. Recent highly publicised data losses by Government Departments have raised the profile of this area of work. A short summary of the major areas of Concern were to be reported to the Corporate Information Governance Group meeting on the 9th January 2008.

Our ICT Design and Print service are currently working on a proposal to provide design, print and mail fulfilment for a re-launched joint Rotherham and Barnsley Chamber Magazine. The magazine will be produced on a bi-monthly basis. The proposal submission is required by 11th January and the Rotherham Chamber will be visiting our premises during January to see our Design & Print capabilities.

7.1.4. Procurement

Even though December was a shorter period due to the festive break, good progress continued right across the partnership's Procurement Service.

The distributed Procurement Card process is now being rolled out to Park Hill Lodge and Netherfield Court Social Care establishments. We are currently awaiting confirmation from the following food suppliers: - Country Fresh, Underwood Meats and Diary Farmers of Great Britain that they are enabled; these are expected by the end of January 2008. Supplier 3663 is already enabled with the first transactions expected to be processed before the end of January 2008.

SLAs for the month of December all reported above target. Procurement satisfaction results were produced for November 2007 as 88.90% which is a pleasing result. The results and comments are now being analysed and a complete update will be available on the intranet and circulated to Procurement Champions in February 2008.

Performance in BVPI8 for December is reported at 95% and work continues to advise Council officers of their requirement to receipt goods and services promptly.

Procurement savings for the month of October were confirmed at over £170,352 with savings for the year to date showing at £1,741m.

The first draft of next year's Annual Plan reveals that BPP are confidently predicting savings in excess of £2.636M at present with work ongoing to increase this prediction further before the second draft is produced in February.

7.1.5. Revenues & Benefits

Our Revenues and Benefits Service asked to be considered for a cross matching pilot of overpayments to national DWP records. The DWP had decided to proceed with just one authority, Bury MBC. However the entire project has now been put on hold whilst the DWP consider the implications in light of their recent failures to safe guard personal data in their care.

The project for the implementation of the Local Housing Allowance in April 2008 remains on schedule. Software is expected in the week commencing 7th January 2008. Once delivered, training will be scheduled accordingly.

A project team has now been put in place to plan and implement the rollout of the e-benefits product across Customer Service Centres and the Call Centre. An initial meeting will take place on 7th January 2008.

Our Council Tax recovery schedule remains on target. In comparison with 2006/07, however, there has been a 13% increase in the number of Liability Orders obtained at Magistrates Court, generating additional recovery work.

The Business Rates recovery schedule remains on target, with the collection rate showing a marked increase in early January 2008 with the final instalment due for the majority of taxpayers. However due to the flooding and new occupants there is a marked increase in instalments due in February and March 2008.

Performance across all SLAs is progressing on target with the following exceptions

RB02/BV09 – Percentage of Council Tax collected for the year

As at the 31st December 2007 the collection rate was 83.89% compared to 84.08% last year.

The collection rate is 0.19% below last year's. 2007/08 has seen an increase in taxpayers choosing to pay over a twelve month period, the effect of this is that a larger percentage of debt is due to be collected in February and March 2008. Furthermore the debit for Council Tax has increased by £36,000 from the end of November 2007 to the end of December 2007. In the same period last year the net debit reduced by £45,000. The combination of these two amounts does make a difference of nearly 0.1% when compared to previous years. Consequently the service is confident that a collection rate of 97% will be maintained.

RB03/BV10 – Percentage of National Non Domestic Rate collected for the year

As at 31st December 2007 the collection rate was 86.96% compared to 88.45% last year.

The collection rate is 1.49% below last year's. This represents a significant improvement on the comparison last month. An analysis has indicated that the shortfall can be attributed to instalments. The amount due in January 2008 is approximately £300,000 more than previous years and February 2008 is £500,000 more - this is a result of recalculations of liability due to the flooding in June of 2006. This would account for a substantial part of the reduction in cash collection up to December 2007.

RB20 - Number of reductions in benefit entitlement in year

The performance against this target is starting to slip. For the last two months' performance has fallen below the required level. The team have increased the level of pro-active work to address this dip in performance and are currently reviewing those claimants with working non-dependants and those on minimum wage.

7.2. Progress against Corporate Initiatives

7.2.1. Equalities & Diversity

Each service in RBT has attended a service planning workshop, in which the ESG was explained and the commitment required to achieve level five was outlined. Services are to produce an action plan to deliver a case study to be used in evidencing level five by December 2008.

7.2.2. Investors in People

The TUTOR system requires additional functionality. A proposals document awaits review by Senior Management.

The PDR process will begin in February, in line with RBT's earlier Service planning, due to the requirements for measurable targets and more challenging performance management of people. RBT's deadline for completion is May 2008 and objectives will run from April to March.

The IIP variance data was fed into service planning.

Tighter control of spend on Training and Development will ensure a clearer link to return on investment in line with recommendations. This will be facilitated by the implementation of TUTOR.

7.2.3. Consultation/Complaints

Consultation

In January 2008 a complainant satisfaction survey will be piloted across the Council and will be forwarded to a number of customers who received a response to their complaint from the Council / Rotherham 2010 Ltd between the 1st October and the 31st December 2008. This pilot is being administered by the RBT Performance Team and will provide important customer feedback on their experience of both the complaints procedure and the outcome of their complaint, as well as helping to inform the scrutiny review into complaints management that is currently underway.

Additionally work is continuing to roll-out a procurement satisfaction survey within RBT in February, with the analysis being undertaken in March 2008. This survey, which will replicate the survey that already goes to RMBC Cedar users, will provide important feedback on the service that RBT employees feel that they are receiving from the Procurement service.

Complaints

In December 2007 RBT received 5 Stage 1 complaints, closing 3 in the month with all of them being closed within target. When added to the complaints handled in October and November 2007, RBT received a total 18 complaints in the third quarter of the year (16 of which were Stage 1's with the remaining 2 complaints being Stage 2's.). A breakdown of the complaints received per ward in the third quarter is available in appendix A. From the 1st October - 31st December 21 complaints were closed, with 18 of these being closed within target. This equates to a quarterly performance figure of 86% of complaints being closed in time which represents a slight dip from the performance achieved between the 1st April - 30th September 2007 which was 91%.

Cumulatively performance in closing complaints (from the 1st April - 31st December) within target equates to 89%, with 66 of 74 complaints being closed in time. Due to the relatively low number of complaints the performance figures continue to remain volatile and the failure to close a complaint in time can have a big impact on performance. For example if the next complaint is closed out of time performance would drop to 88%, whereas the next 13 complaints would have to be closed in time for performance to return to 91%, the figure achieved from the 1st April to the 30th September. RBT still remain a positive contributor to the overall RMBC figure.

Over the period 38% of complaints were upheld in the customer's favour, with the other outcomes being Not Upheld (52%), and Partially Upheld (10%). This maintains the improvement from the 2006 - 07 annual outturns. It is felt that this is due to the efforts of local managers who deal with Stage 1 complaints and the centralised quality assurance process that is in place to ensure that any complaint response is appropriate.

Between the 1st April and the 31st December RBT received 74 complaints, the majority of which relate to the Revenues and Benefits service. Given the overall number of service users this represents a low proportion.

It is recognised that the complaints procedure is an important feedback mechanism for customers to highlight issues. A key part of the procedure is to learn from this feedback and to take actions locally to guard against similar incidents. In order to ensure that lessons are learnt work continues around introducing a complaint review process to ensure that the appropriate actions are taken and to help identify any further learning opportunities for RBT or the wider Council.

8. Finance

The contract with RBT includes a service-credit arrangement, the effect of which is that whenever any SLA target is not achieved, a calculation based on the amount by which the target was missed and a number of other factors, results in a decrease in the amount of service charge payable. In other words, there is a financial penalty for RBT as a direct consequence of its underperformance.

9. Risks and Uncertainties

We proactively manage risk to prevent negative impacts on performance that may affect our CPA rating or service delivery.

10. Policy and Performance Agenda Implications

The partnership is responsible for key areas of service delivery and therefore has a key role in the delivery of BVPI's and LPI's.

11. Background Papers and Consultation

None

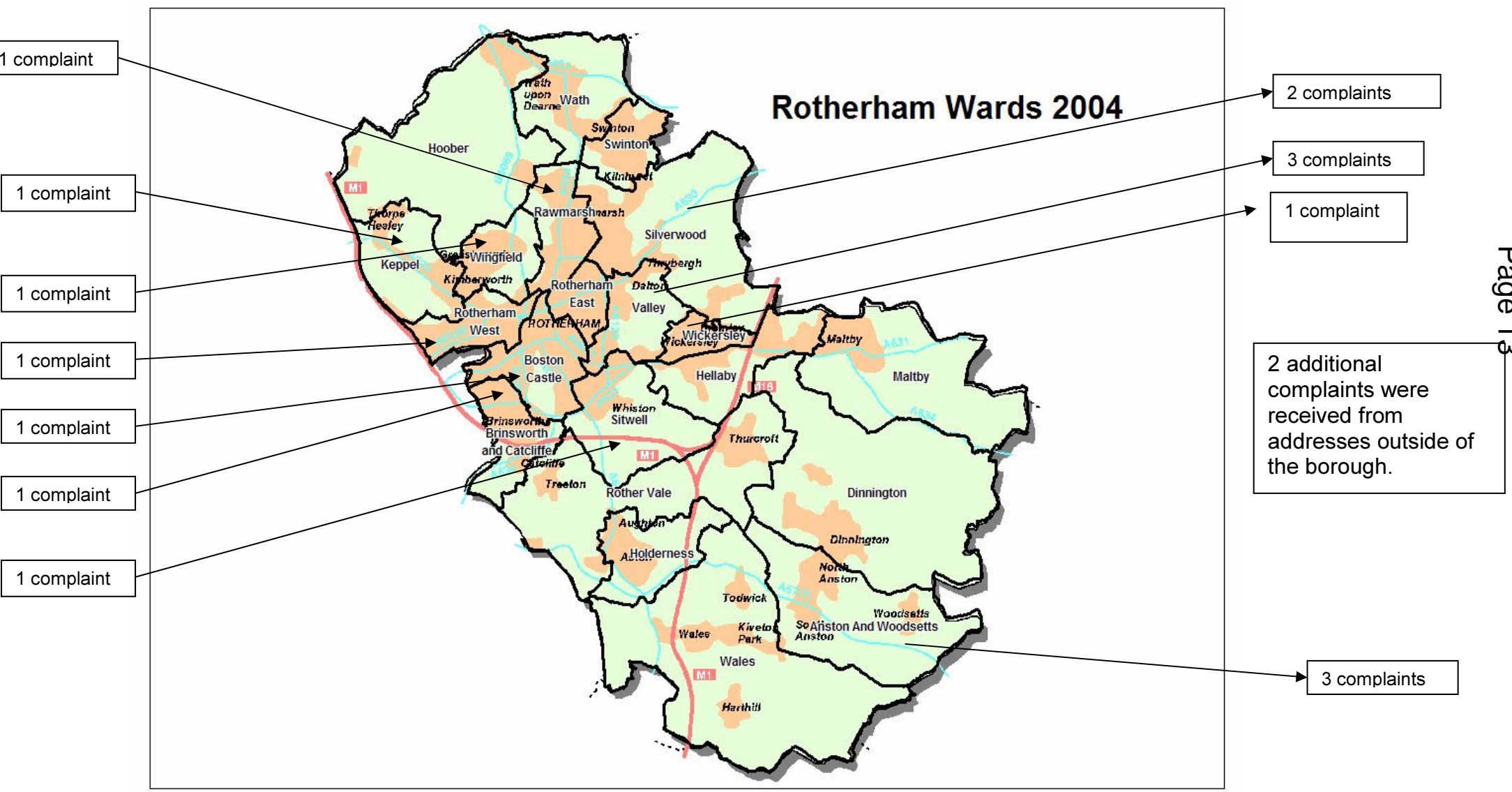
Contact Names:

Paul Hamblett, RBT Enterprise Programme Officer Manager –
paul.hamblett@bt.com, X 3482,

RBT complaints received, between the 1st October and the 31st December 2007.

	Ward	Number of complaints received per ward
Ward 1	Anston and Woodsetts	3
Ward 2	Boston Castle	1
Ward 3	Brinsworth and Catcliffe	1
Ward 4	Dinnington	0
Ward 5	Hellaby	0
Ward 6	Holderness	0
Ward 7	Hooper	0
Ward 8	Kepple	1
Ward 9	Maltby	0
Ward 10	Rawmarsh	1
Ward 11	Rother Vale	0
Ward 12	Rotherham East	0
Ward 13	Rotherham West	1
Ward 14	Silverwood	2
Ward 15	Sitwell	1
Ward 16	Swinton	0
Ward 17	Valley	3
Ward 18	Wales	0
Ward 19	Wath	0
Ward 20	Wickersley	1
Ward 21	Wingfield	1
Outside of Rotherham		2
Total		18

RBT complaints, by ward, received between the 1st October and the 31st December 2007.



Meeting Minutes

Meeting Title	Procurement Panel
Date	Monday 14th January, 2008
Start time	10.00 am
Venue	Committee Room 1, Rotherham Town Hall
Chair	Councillor Ken Wyatt

Attendees	Init	Programme Area
Ken Wyatt	KW	Councillor
John Brayshaw	JB	2010 Rotherham Limited
Lesley Dabell	LD	Voluntary Action Rotherham
Abi Dakin	AD	RBT
David Finch	DF	Client Officer
Mark Gannon	MG	Transformation Manager
Sandra Greatorex	SG	Voluntary Action Rotherham
Peter Hunter	PH	RiDO Investment Team
Helen Leadley	HL	Procurement Client Manager
Sarah M ^c Call	SM	Client Officer
Laura Poulter	LP	Children & Young People's Services
Tim Spensley	TS	RBT
Jon Surridge	JS	Environment & Development Services

Apologies	Init	Programme Area
Gerald Smith	GS	Councillor
Andrew Bedford	AB	Strategic Director of Finance
Simon Bradley	SB	RBT Procurement Manager
Teresa Butler	TB	2010 Rotherham Limited
Tim Gollins	TG	Manager – Supporting People
Trevor Posliff	TP	Youth Offending Service
David Rhodes	DR	Environment & Development Services
Julie Slatter	JS	Head of Policy and Performance
Ian Smith	IS	Director of Asset Management
Paul Smith	PS	Rotherham Construction Partnership

Minutes		
Ref	Item or Action	Action Owner
01/08	<p>Mrs. Helen Leadley – Procurement Client Manager</p> <p>The Procurement Panel welcomed Mrs. Helen Leadley, Procurement Client Manager, who was returning to work after maternity leave.</p>	

	<p>The Panel expressed its thanks to Sarah McCall and David Finch who had managed the procurement client function during Helen's absence.</p>	
02/08	<p>Minutes of Previous Meeting</p> <p>The minutes of the previous meeting of the Procurement Panel, held on Monday, 10th December, 2007, were agreed as a correct record.</p>	
03/08	<p>Performance Clinic on Procurement - Update</p> <p>The Panel welcomed Michael Clark, Partnership Officer, Chief Executive's Office, who reported details of the progress made since the performance clinic on Procurement with the voluntary and community sector.</p> <p>The Local Area Agreement included a performance target about the financial health of the voluntary and community sector, including the Borough Council's corporate spending in that sector. This performance target continued to be monitored by the 'Proud' Board of the Local Strategic Partnership.</p> <p>The Procurement Panel noted that all of the actions from the performance clinic were being progressed and five of the short-term actions had already been completed.</p> <p>It was intended that another performance clinic would take place shortly and the Council's partner organisations (eg: Primary Care Trust), as well the Regional Centre of Excellence, the IdEA and the Audit Commission would be invited to contribute.</p> <p>Michael was thanked for his progress report.</p>	
04/08	<p>Procurement – Commissioning Team for Children and Young People's Services</p> <p>Laura Poulter presented a report about the procurement process of the Commissioning Team for Children and Young People's Services. Reference was made to:-</p> <ul style="list-style-type: none"> - Children and Young people's Services participation on the establishment of multi-agency working between social care, education and health staff in delivering front line services; - the Commissioning Team has led or taken part in a number of commissioning and procurement projects during 2007, including:- 	

	<ul style="list-style-type: none"> - Calderdale Project (regional commissioning) - young carers recommissioned service - e-learning pilot in two Pupil Referral Units - camhs commissioning strategy - development of the Looked After and Adopted Children's Team (mental health service) - a number of large procurement exercises would be taking place in 2008/9:- - leaving care services 2009 onwards - accommodation services for care leavers 2009+ (joint exercise with Supporting People) - Connexions 2009 onwards - CCIS (client information system for Connexions) 2009 onwards - possible joint tendering with Barnsley and Doncaster in the commissioning of these services - the Commissioning Framework; - Yorkshire and Humber Children's Contracting Steering Group; - partnering, collaboration and supplier management; - stimulating markets and achieving community benefits; - progress with issues included in the action plan. <p>The contents of the report were noted.</p> <p>Reference was also made to the Children and Young People's Services joint commissioning framework consultation process; documents may be accessed via:-</p> <p>http://intranet.rotherhamconnect.com/C10/Joint%20Commisioning/default.aspx?Mode=View</p> 	
<p>05/08</p>	<p>Buy Recycled Project (Recycling Action Yorkshire) – Action Plan Update</p> <p>The Procurement Panel considered a report stating that, as part of a Yorkshire-wide project to increase the amount of recycled materials purchased, this Council is currently working on a project with Recycled Action Yorkshire (RAY) which will operate until March 2008. RAY's 'Buy Recycled' project is providing free consultancy support to try and increase the number and volume of recycled products purchased by the Council. RAY is funded by Yorkshire Forward and the project is designed to stimulate the market</p>	

	<p>for recycled materials throughout the recycling chain from collection, reprocessing, manufacture to end markets. An action plan has been developed to take the project forward and the report detailed the current position of performance against the action plan.</p> <p>The Panel was informed of the calculation that, to date, 45.6 tonnes of waste have been diverted from landfill and a saving of over 60 tonnes of carbon dioxide emissions has been made by printing the 'Rotherham Matters' news sheet on recycled paper.</p> <p>It was also noted that action 2.5.3 (specifying minimum recycled content percentage in planning guidance) was currently at status amber because there is currently no timetable for the preparation of more detailed policy and accompanying guidance within the Local Development Framework, due to limited resources.</p> <p>The Procurement Panel noted the contents of the report and the current performance against the action plan.</p> <p>It was agreed that an enquiry should be made with Yorkshire Forward about the possibility of continued funding for the Recycling Action Yorkshire Project beyond March 2008.</p>							
06/08	<p>BVPI8 – Payment of invoices within 30 days</p> <p>Sarah McCall presented a report about BVPI 8, the performance indicator which measured performance of the payment of undisputed invoices within thirty days. The Council has agreed the following average annual targets for performance of BVPI8 with RBT:</p> <table data-bbox="539 1442 831 1547"> <tr> <td>2007/08</td> <td>96.3%</td> </tr> <tr> <td>2008/09</td> <td>97.0%</td> </tr> <tr> <td>2009/10</td> <td>97.5%</td> </tr> </table> <p>After a reduction in performance against this indicator in May 2006, a series of measures were put in place by the Council and the situation steadily improved, although the final outturn figure for the year was 91% against a target of 95.90%. Performance against BVPI8 is not as consistent as it should be and it is recognised that the Council should act to instil and embed good practice in this area and work continues to this effect. The provision of automated monthly reports, by Directorate, on invoices where GRNs are late, is considered to be the main way of improving performance as action can be targeted to areas with low performance.</p>	2007/08	96.3%	2008/09	97.0%	2009/10	97.5%	
2007/08	96.3%							
2008/09	97.0%							
2009/10	97.5%							

	<p>Recent performance during 2007 has achieved:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>April</td> <td>97%</td> <td>May</td> <td>95%</td> </tr> <tr> <td>June</td> <td>91%</td> <td>July</td> <td>91%</td> </tr> <tr> <td>August</td> <td>91%</td> <td>September</td> <td>91%</td> </tr> <tr> <td>October</td> <td>94%</td> <td>November</td> <td>96%</td> </tr> <tr> <td>December</td> <td>95%</td> <td></td> <td></td> </tr> </table> <p>The average performance against BVPI 8 for the year 2007/08 to date is 93.44%.</p> <p>Agreed:- That the performance of BVPI 8 be noted and the current course of rectifying action, as detailed in the report submitted, be approved.</p>	April	97%	May	95%	June	91%	July	91%	August	91%	September	91%	October	94%	November	96%	December	95%			
April	97%	May	95%																			
June	91%	July	91%																			
August	91%	September	91%																			
October	94%	November	96%																			
December	95%																					
07/08	<p>Procurement Strategy - Action Plan Update</p> <p>Sarah M^cCall presented a report which drew the Panel's attention to the actions which were either amber or red and provided an update on the work being undertaken to resolve each action. Particular reference was made to the following actions listed in the report submitted:-</p> <p>2.03 – Policy on the Council's use of Trading and Charging powers – on hold until completion of base budget review of fees and charges;</p> <p>3.05 – To implement document imaging – the outcome of the pilot scheme at Sandwell MDC was awaited;</p> <p>4.06 – Development of the Procurement Forward Plan on the Council's Internet web site – the Transformation and Strategic Partnerships Team has implemented a short term solution, with a long term solution to be included within the website redesign;</p> <p>The report also detailed progress with the actions arising from the base budget review of Third Sector Funding and further details would be available at the next meeting, after consideration of this item by the Performance and Scrutiny Overview Committee.</p> <p>Agreed:- (1) That the information be noted.</p> <p>(2) That the actions to implement the Procurement Strategy are noted and the updated Action Plan is approved.</p>																					

Next Meeting	
Date	Monday, 11 th February, 2008
Time	10.00 a.m.
Venue	Town Hall, Rotherham

Dates of Future Meetings

The dates for future meetings of the Procurement Panel are agreed as follows:-

Monday, 10th March 2008, at 10.00 a.m.

Monday, 14th April 2008, at 10.00 a.m.

All actions to be completed prior to the next meeting unless otherwise stated.