

CORPORATE IMPROVEMENT BOARD

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

Date: Monday, 2 June 2008

Time: 10.00 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. Minutes of the previous meeting held on 10th March, 2008 (herewith) (Pages 1 - 3)
4. Matters Arising.
5. Commissioning Framework (Julie Slatter to report)
6. Comprehensive Area Assessment (presentation by Matt Gladstone)
7. Corporate Improvement Plan - Progress (report herewith) (Pages 4 - 24)

CORPORATE IMPROVEMENT BOARD
Monday, 10th March, 2008

Present:- Councillor Sharman (in the Chair); Councillors Wardle and Wyatt.

An apology for absence was received from Councillor Austen.

12. MINUTES OF THE PREVIOUS MEETING HELD ON 19TH NOVEMBER, 2007

Resolved:- That the minutes of the meeting held on 19th November, 2007 be approved as a correct record.

13. COMPREHENSIVE AREA ASSESSMENT - PRESENTATION

Resolved:- That consideration of this matter be deferred until the next meeting.

14. CPA - THE HARDER TEST FRAMEWORK FOR 2008 - PROPOSALS AND POTENTIAL IMPACT

Matt Gladstone, Assistant Chief Executive, presented the submitted report indicating that the Comprehensive Performance Assessment (CPA) was the existing assessment framework which measured how well Councils were delivering services for local people and communities. This would be replaced from 2009 with the Comprehensive Area Assessment (CAA). The Audit Commission had published a consultation paper entitled "CPA – The harder test framework for 2008" which invited views on the proposed changes to the existing CPA framework for its final year.

The deadline for responses to the consultation was 11th April, 2008.

The report set out the questions the Audit Commission was consulting on and highlighted how the proposed changes could potentially impact on the Council's existing "Excellent" CPA status where known.

Discussion and a question and answer session ensued and the following issues were covered:

- need for a more detailed look at proposed changes relating to Use of Resources
- arrangements for a mock audit prior to external audit in respect of Benefits
- potential impact in relation to Adult Social Care
- high risk of dropping score in Culture Service Block

Resolved:- (1) That the potential impact of the proposed changes to the

CPA framework for 2008 on the Council's overall existing 'excellent' CPA score, be noted.

(2) That the timescales for responding to the CPA – Harder Test Framework for 2008, be noted.

(3) That an update report on the position with regard to Adult Social Care be submitted to the next meeting.

15. LOCAL AREA AGREEMENT UPDATE

Matt Gladstone, Assistant Chief Executive, updated Members on the latest position relating to the above indicating that a report would be submitted to Cabinet in April based on 28 indicators.

It was reported that there would still be some data quality issues and concerns that some targets were too stretching. Discussion were ongoing with all partners.

Resolved:- That the information be noted.

16. CORPORATE IMPROVEMENT PLAN

Lorna Kelly, Corporate Improvement Manager, presented the submitted update summary highlighting the strengths and areas to note/address of the various sections of the Corporate Improvement Plan.

Updates had been received from the majority of people and good progress was being made.

Resolved:- That the information be noted.

17. UPDATE ON OUR FUTURE

Resolved:- That consideration of this matter be deferred until the next meeting.

18. NEXT MEETING

Resolved:- That the next meeting be held on Monday, 12th May, 2008 at 10.00 a.m.

19. COUNCILLOR PHILIP WARDLE

The Chairman reported that this would be the last meeting of the Board prior to Councillor Wardle's retirement from the Council in May, 2008.

Resolved:- That this Board places on record its sincere thanks to Councillor Wardle for his services to the Board and considerable service to the Council and that he be wished all the very best on his retirement

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Corporate Improvement Board
2.	Date:	12th May 2008
3.	Title:	Corporate Improvement Plan – Progress Report
4.	Directorate:	Chief Executive's

5. Summary

The Corporate Improvement Plan was initially developed in Summer 2005 to help the council focus on its capacity to deliver corporate priorities, provide the best possible services to the public and achieve an improved corporate assessment rating. It was subsequently refreshed in Autumn 2007 to guide the council in its priority to become an excellent authority but also to prepare for the forthcoming changes in local government.

This report highlights the progress made to date with implementation of the Corporate Improvement Plan highlighting actions achieved or on target for completion, actions not achieved or delayed. It also highlights any new issues which need to be introduced as part of its regular updating.

To date 77% of the actions have either been achieved, ongoing or are on target for completion.

6. Recommendations

The Corporate Improvement Board note the progress being made with the implementation of the Corporate Improvement Plan and the actions raised as delayed / areas of concern.

The Corporate Improvement Board approve the suggested additions and propose any new issues to feature as part of the Corporate Improvement Plan.

7. Proposals and Details

Background Information

The Corporate Improvement Plan was refreshed in Autumn 2007 to guide specific improvement activities to enable the council prepare for the recent changes in local government and the need to achieve an 'excellent' CPA rating in February 2008.

Of all the actions originally contained within the Corporate Improvement Plan a high proportion have either now been completed or are making good progress, few have slipped from their original target.

Progress on the Corporate Improvement Plan

The Corporate Improvement Plan currently contains 159 individual actions. Updates from various departments within the council were received in March 2008 to enable an assessment of progress against the actions in the Corporate Improvement Plan. Overall good progress is being made against the actions within the plan, and a number of actions are completed or are on target (Appendix A).

The table below demonstrates the good progress:

Status	%
Achieved, ongoing or on target for completion	122 actions = 77% Achieved – 62 actions Ongoing – 10 Actions On target for completion – 50 actions
Not Achieved or delayed	37 actions = 23% Not Achieved – 7 actions Delayed – 30 actions

The narrative below summarises the areas of achievement and significant progress to be noted and the areas where work has either been delayed or is an area of concern.

Achieved / Significant Progress

CPA Service Blocks – In February 2008 all of our CPA service blocks have shown improvement over the last year. Our benefits service maintained its maximum score, significant improvements were made in children's services, our culture block moved from a 2 to a 3 and a number of performance measures in the housing and environment blocks all demonstrated improvement.

Sustainable Community Strategy / Local Area Agreement / Corporate Plan Refresh – The publication of all three of the above are all interlinked and are on target to be published by June 2008. We have been rated "low" risk by Government Office Yorkshire and Humber in relation to the development and negotiation of our Local Area Agreement 2008/11. Close working between all directorates and the

Chief Executive's Office is being undertaken to ensure all the above will be effectively performance managed.

Our Future – Robust project management arrangements and ongoing reporting mechanisms are now in effect to implement the recommendations of the Our Future initiative. We have also developed our first Organisational Development Strategy which incorporates key actions from the Our Future initiative.

Financial Management - In December 2007 the Council was awarded 4 out of 4 for its Use of Resources, ranking the Council amongst the top ten in the country, with maximum scores for 3 of the 5 elements including, financial management, financial standard and internal control. We have been very instrumental in providing our budget holders with financial management information to effectively undertake the financial management responsibilities. Financial Management training material was refreshed and group training sessions have been rolled out across the Council with training provided to nearly 200 budget holders. This training is available on an ongoing basis to provide knowledge and skills to new budget holders.

Data Quality - Last year the council obtained a maximum rating of “performing strongly” in all 5 elements of its annual data quality assessment. Additionally of the 12 performance measures that were subject to robust quality assurance no measures received an unqualified opinion.

Awards – In 2007/08 to date the council were awarded: *Beacon Status* - Round 9 - Better Public Places, *MJ Awards* - Pay and workforce achievement of the year, *APSE* - Winter Maintenance and Street Lighting Service Award, *IT Training Magazine Awards* - Staff Development Programme of the Year Award, *BCS Industry Awards* - Public Sector Organisation of the Year, *LGC Awards*- Children's Services Award

Delayed / Areas of Concern

Direction of Travel – Our 2007 CPA Direction of Travel Improvement Rate was 55% which was below the council's target of 70%. One of the contributing factors to this decline was that the Direction of Travel data pack content was not consistent with that of previous years. In order to improve our Direction of Travel rate for 2008 CPA the following actions have been taken so far:

- A full analysis of the data based on forecasted year end performance data for 07/08 to determine “at risk” measures
- 1:1 performance meetings held between Chief Executive and Strategic Directors to discuss performance and “at risk” measures
- Obtained updates on the work being conducted on these measures in quarter 4 to result in improved performance. Based on forecasted data an improvement rate of over 65% is expected for CPA 2008.

Customer Access Strategy – In both the Corporate Improvement Plan and the Year Ahead 2007/08 we were committed to publishing a revised customer access strategy in November 2007. There has been a delay in the publication of this document. The draft strategy was reviewed by the e-Government Board on 20th

February 2008 and consultation is now underway with key stakeholders. It is anticipated that the strategy will be finalised by the end of April / early May 2008.

Health Scrutiny – The findings of our Corporate Assessment undertaken in June 2006 recommended the council further develop the role of Scrutiny within the council and the Council's role in respect of health scrutiny to ensure focus on health elements of Rotherham Alive. Subsequently two actions were included into the Corporate Improvement Plan to strengthen this area of work both of these actions have not been completed.

The capacity building day for elected members focusing on local health structures, health finance, commissioning and reducing health inequalities due to be completed in the summer of 2007 has not been held. Additionally although a health scrutiny work programme has been produced only one review has been completed to date focusing on Water Fluoridation.

Management Development Centres – These centres have over recent years proved to be fundamental in developing the capacity of our managers and this has been recognised in external inspections and assessments.

The momentum of the programme for M3 and M4 level managements needs to be maintained and recently there has been a delay in the progress of M3 centres (the 3rd Quarter result for 07/08 27 attended against year target of 56). This has subsequently delayed the roll out of the programme to M2 managers.

As a result a recent evaluation of the existing Rotherham Management Development Programme would indicate it is now timely to revise and refresh the current provision in preparation for a cascade of development centres to all middle managers at M2 level. This will take into account both ongoing and new areas for development. Rotherham Management Development Programme is under review and being refreshed in preparation for a cascade of development centres to all Middle Managers at M2 level.

Condition of Footways – Our Corporate Assessment report highlighted that an essential part of encouraging people to walk rather than use the car is to improve the condition of our footways and suggested the Council committed to placing a greater emphasis on improving footway condition by diverting funding to this area. BV 187 Condition of Footways is also a CPA environment service block measure which is placed in the bottom threshold. Although funding was diverted into this area and performance has improved slightly the measure still remains in the bottom threshold.

Single partnership community newsletter – As part of the council's drive to improve customer satisfaction, the way we communicate with our customers and our reputation we will be developing single partnership community newspaper for Rotherham. This will be funded by partner agencies, to replace Rotherham Council Matters. The original launch date was Spring 2008. This has now been delayed and the proposed launch date is now September 2008. Proposals approved by LSP Chief Executive 28th February, CMT 3rd March, Cabinet 12th March, PSOC 14th March and LSP Board 20th March. Tender documents for contract have now been produced and distributed.

White Paper Publications – A number of actions in the Corporate Improvement Plan are currently classified as delayed due to the late issue of White Paper

Publications including those relating to Economic Development and Comprehensive Area Assessment. Subsequently target dates will be revised in liaison with the relevant action managers.

Revisions to the Corporate Improvement Plan

The Corporate Improvement Plan is a living document which is constantly being updated to reflect changes in local, regional and national priorities and policy drivers. It is recommended that in updating the Corporate Improvement Plan in April 2008 the following issues will need to be incorporated:

- Requirements of the White Paper – Strong and Prosperous Communities as and when enacted in legislation
- Awareness raising of Our Futures / Organisational Development Strategy
- Maintaining “Excellent” CPA status
- CPA Service Block issues
- Comprehensive Spending Review 07
- Improving customer perception

8. Finance

The plan currently includes a number of areas which will generate efficiency savings in line with Gershon and CSR07 requirements for example, workforce development, and procurement. However, other areas may need further investment to drive further improvements in performance.

9. Risks and Uncertainties

CPA, CAA and the White Paper are key drivers and it is important the council is well prepared for any future changes. A specific risk register is in place which tracks issues regarding the council’s priority to maintain excellent status.

10. Policy and Performance Agenda Implications

All of the areas, particularly CPA, LAA and the White Paper which are included in the Corporate Improvement Plan are fundamental to and will have a significant impact upon the council’s policy, performance and service improvement agenda. The Corporate Improvement Plan aims to ensure that these key areas of work are addressed and regular progress is monitored.

11. Background Papers and Consultation

Strong and Prosperous Communities – The Local Government White Paper

Contact Name: Lorna Kelly, Corporate Improvement Manager, ext 2764

Appendix A – Corporate Improvement Plan Update

Task	Target / Date	Status	Comments
Objective: Achieve 'excellent' CPA score by February 2008			
Produce and submit annual Direction of Travel Statement	DOT assessment score of 4 / 4 – Improving Strongly (Oct 07)	Not Achieved	Direction of Travel Score received for 2007 – Improving Well. The target of Improving Strongly was not met as a result of the overall improvement rate of the performance indicators which form the Audit Commission's CPA data pack.
Improve Direction of Travel performance indicators	More than 70% of PI's showing an improved direction of travel (Oct Annually)	Not Achieved	Direction of Travel Improvement rate for 2008 was 55%. Subsequently work has been conducted to improve this rate for 2008 by: <ul style="list-style-type: none"> • Conducting a full analysis of the data based on forecasted year end performance data for 07/08 to determine "at risk" measures. • 1:1 performance meetings between CEX and Strategic Directors to discuss performance • Obtained updates on the work being conducted on these measures in quarter 4 to result in improved performance. Based on forecasted data an improvement rate of over 65% is expected for CPA 2008.
Ensure improvements from UOR year are being implemented	UOR score 4/4 (October 2007)	Achieved	
Use of Resources -obtain score of 4	UOR score 4/4 (October 2007)	Achieved	
Culture Block - Reduce the number of PI's in the lower threshold to 2	Service Block score 3/4 (February 2008)	Achieved	
Benefits Block – maintain existing score	Service Block score 4/4 (February 2008)	Achieved	
Environment Block – maintain existing score	Score 3/4 (February 2008)	Achieved	
Housing Block – maintain/improve existing score	Score 3/4 (February 2008)	Achieved	
Adults Block – improve/maintain existing service block score	Service Block score 3/4 (February 2008)	Achieved	
Children's Block - improve or maintain existing score	Service Block score 3/4 or 4/4 (February 2008)	Achieved	
Raise awareness of implications / results of CPA amongst workforce	Ongoing	Ongoing	Regular reports submitted to CMT outlining implications of CPA. New CPA Guidance published on intranet.
Objective: Corporate Plan and Community Strategy in response to the potential demands of the forthcoming Local Government Bill and Statutory Guidance by March 2008 and ensure they are well understood by staff and partners and performance managed effectively			
Refresh and publish Community Strategy	May 2008	On target	Partnership project group established. Targets currently being negotiated and finalised.

Task	Target / Date	Status	Comments
Refresh Corporate Plan to reflect council contribution to Borough vision	May 2008	On target	Corporate Plan working group established. Targets currently being negotiated and finalised.
All service plans are quality assured and align to community strategy / Corporate Plan	May 2008	On target	Service Planning quality assurance processes determined and cascaded to directorates. Service Plans to be quality assured in May 2008 alongside Corporate Plan / Community Strategy refresh to ensure alignment.
Conduct PDR Audit to determine the number of PDR's effectively conducted and test understanding of strategies	Increase in the quality of PDR's conducted October 2008	On target	Report submitted to CMT March 2008 to highlight findings. The general quality and quantity of PDR's undertaken were found to be much improved on 2007 although there are still areas for development. For 2007 the audit RAG status was given to the main areas of the audit to allow focus on priority development areas with an overall corporate rating of amber.
Objective: Ensure effective delivery of the Community Strategy and LAA and NRS and aim to obtain an improved rating of Rotherham Partnership by focusing on crime and health inequalities targets			
Improve performance against all LAA Stretch targets to maximise performance reward grant	No. of improved LAA stretch targets	On target	As at Q3 11 of 13 of stretch targets on target to achieve some part of their reward grant. The following 2 measures have been under close scrutiny following concerns in performance and have been subject to Performance clinics. <ul style="list-style-type: none"> • Proportion of 16-18 year old NEETs • Older people helped to live at home (PAF C32)
Improve performance relating to crime indicators including violent crime	BVPI 127a – Violent crime per 1,000 population (22.1 – 07/08)	On target	The following is an assessment on performance compared to the same point last year we have achieved a reduction in very single crime type, including violent crime. Year end un-audited figure for violent crime for 07/08 forecasted is well below target.
Objective: To improve outcomes for Children and Young People			
Development and introduction of a CYPs Joint Commissioning Framework	Joint Commissioning strategy in place (March 2008)	Delayed	A Joint Commissioning Group is to be established under the Children's Board. The joint commissioning framework is drafted and processes will be in place by April 2008 in order to comply with Every Child Matters timeframe.
To have in place arrangements that produce integrated working at all levels, from planning through to delivery as per children's trust requirements	March 2009	On target	
Objective: To implement the 'Our Future' Review work recommendations and deliver an OD strategy to ensure the Council can implement Government Agendas for change in Local Government over the next 3-5 years			
Establish a programme office	July 2007	Achieved	
Identify formal programmes and projects arising from the Our Futures recommendations.	August 2007	Achieved	
Develop and Implement robust Programme Management	August 2007	Achieved	

Task	Target / Date	Status	Comments
Develop and implement a generic project management methodology	August 2007	Achieved	
Production of Project Initiation Documents (PID's) for all projects	November 2007	Achieved	2 PID's outstanding - not produced awaiting CMT decisions, workstyle & constitutional arrangements (election of Leader)
Training on Project Management methodology	November 2007	Achieved	
Quarterly progress reporting to CMT and Cabinet Members	Ongoing	Ongoing	Quarterly reporting in place. Next report due 21 st April 2008
Objective: Responsive services and empowered communities - To ensure the delivery of more responsive services, extend choice and control and empower individuals and community groups as raised in the White Paper Strong and Prosperous Communities (Links to OF group 2)			
Improve consultation and involvement of service users through development and introduction of a detailed councilor call for action	Councillor Call for Action in place March 2008	Delayed	Procedures and practices all in place ready for implementation. There may be a delay in implementation as Statutory Government Guidance and Commencement Orders have yet to be issued.
Ensure multi agency neighbourhood charters are developed setting out local standards and priorities	7 charters in place Summer 2007	Achieved	Publication of the Neighbourhood Charters is complete incorporating 15 multi-agency standards chosen from 65 contained in the customer services charter. Multi-agency Working group to further develop the charters in line with new guidance from DCLG.
Implement stronger area assembly leadership and lines of accountability	Introduce pilot neighbourhood charter – April 2008	Achieved	Neighbourhood Management vision and plan agreed at the LSP. Area Assembly Co-ordinators group within each Area Assembly Partners involved in 7 Neighbourhood Action Groups tackling crime, ASB and fear of crime. Task and Finish groups set up in response to community priorities identified in the area plan consultation, particularly around young people, crime and cleaner streets issues.
Improve capacity of Parish Council's to deliver better services and represent community interest	4 parish council's with quality status September 2008	On target	Several parish councils are actively pursuing quality status and are at different stages of development. 2 parish council's currently have status.
Annual report on the performance of the Community Strategy (LAA) distributed	Annual report distributed	Achieved	<ul style="list-style-type: none"> • 2006/07 Annual Report and 2007/08 Delivery Plan for Community Strategy placed on Council Web site. • All minutes of Rotherham Partnership now located on Council Web site.
Objective Strong Cities, Strategic Regions - To devolve powers and resources locally to work across boundaries on economic development (e.g. city regions) and the potential use of Multi Area Agreements (MAA's)			
Respond to Draft Local Transport Bill Consultation relating to the reform of Passenger Transport Authorities	7 th September 2007	Achieved	

Task	Target / Date	Status	Comments
Inform, influence and respond to the issues arising from the Sub-National Review of Economic Development (July 07)	Autumn 2007	Delayed	Further consultation published in March 2008 and the response date for this consultation is June 2008. Rotherham has started work on various streams e.g. work with Yorkshire Forward towards "projects to programmes, involvement in the National EDC network and work with Sheffield on joint areas including Advanced Metals Manufacturing team, Local Economic Growth Initiative, Working Neighbourhood Fund and European Regional Development Fund.
Keep abreast of Government work on developing Multi Area Agreement (MAA)s and inform, influence and respond as required	Government Guidance on MAA's – TBC	Ongoing	First MAA being developed is currently being led by Tom Bell. CEX Office responsible for maintaining overview in relation to MAA's and providing regional briefings. Regional Skills MAA currently being discussed which EDS will be involved in.
Government to explore the establishment of statutory city-regions for transport and economic development. RMBC to be actively involved in Sheffield City Region.		Ongoing	RMBC represented on a regional policy officer group, organised by LGYH. Discussions surround regional leaders structures and interface with Yorkshire Forward and use of Regional Improvement and Efficiency Strategy to help with capacity building across Local Authorities to respond to this agenda. At a local and City regional level work is ongoing with Yorkshire Forward on their Projects to Programmes approach for SRIP and also on calls for proposals under ERDF. Completion of RMBC's Economic Masterplan is the next key milestone.
Local authorities to hold RDAs to account and approve the regional strategies	TBC by Government	Delayed	Consultation paper from Central Government received March 2008 and the response date for this consultation is June 2008.
A proposed duty for councils to write local economic evaluations	TBC by Government	Delayed	Consultation paper from Central Government received March 2008 and the response date for this consultation is June 2008. Rotherham MBC are working towards a new Economic Strategy / Masterplan which will contain a detailed analysis and evaluation of economic needs. To be completed spring / summer 2008.
Objective: Local Government as a strategic Leader and Place-shaper - To have a common vision, shared values, mutual respect and mechanisms to agree priorities and monitoring arrangements with our partners which meet the requirements of government			
Respond to LAA consultation paper for 09/10	Summer 2007	Achieved	
Refresh Community Strategy	May 2008	On target	
Improve and integrate strategic planning procedures, LDF and homelessness and housing strategies into the community strategy	May 2008	On target	
Introduce new strategic commissioning guidance in line with requirements of government	Commissioning guidance approved April 2008	Milestone slipped but on target	The guidance was presented to Our Futures Group in February 2008. A report is to be presented to CMT for approval of the guidance.
Objective: A New Performance Framework – CAA: To ensure that the council effectively implement the new performance management framework by 2009			
Refresh Local Area Agreement	LAA signed by Minister June 2008	On target	This activity is incorporated within the Community Strategy refresh process.

Task	Target / Date	Status	Comments
Rationalise the council's and partners key PIs included in the LAA and council's performance reporting framework	Quarter 1 08/09 200 PIS including	On target	The number of PIs were rationalised as part of the first year refresh of the LAA. The second phase has commenced now that the national indicator set has been finalised by central government. The CEX Office are currently prioritising these measures in accordance with consultation findings and past performance.
Respond to consultation relating to CAA	February 2008	Achieved	
Raise awareness of the CAA amongst staff and partners	April 2008	Delayed	Still awaiting guidance relating to CAA from government. Final guidance expected summer 2008 when awareness sessions will be scheduled.
Objective: Efficiency – transforming local services			
Develop a strategy for shared services	Strategy In Place – December 07	Delayed	Delayed due to resource implications - Project Group established and preliminary work is now being undertaken. To be written by June 08.
Ensure 3 year financial settlements in place	To commence 2008 – 2011	On target	3 year settlement information received in line with CSR 2007 including area based grant funding.
Objective: Effective, Accountable and Responsive Local Government: To remove barriers and create conditions that promote strong, accountable and responsive representation and leadership (links to OF group 1)			
Revisit the terms of reference of the Standards Committee be once the new responsibilities devolved from the Standards Boards of England are known	December 2007	Delayed	Increased size of Committee approved by Council to meet new responsibilities. Report to Council on appointment of Independent Members. Yorkshire Local Councils Associations asked to recruit Parish Council representatives. Response sent to government consultation paper and draft regulations still awaited.
Review the function and delegation of powers of the Planning Regulatory Board	September 2007	Achieved	Function reviewed January 2008. Report to be presented to CMT April 2008.
Consider / resolve political leadership model of the council as per the white paper requirements	Dec 2009 Model Identified May 2010 Model Completed	On target	Bill received Royal Assent. Report on implications for political leadership to be submitted.
Strengthen membership and governance arrangements of the existing cohesive communities groups	As per White Paper Implementation Plan	On target	Cohesive Communities Partnership Group has been managing the community cohesion action plan 2007/2008 and is a sub-group of the Proud Board. Membership includes public sector and Voluntary Community Sector and the group is chaired by a RMBC Cabinet Member with the vice-chair from South Yorkshire Police.
To review governance arrangements for existing cohesive communities groups and strengthen involvement linkages to scrutiny	As per White Paper Implementation Plan	On target	As above and relationship to Scrutiny will be discussed at future meeting once further guidance on the relevant section of the White Paper has been issued.

Task	Target / Date	Status	Comments
Develop and implement a Cohesive Communities Action Plan which takes account of national indicators, A8 immigration	TBC for implementation in 2009	On target	Specific plan for A8 migration developed with activity managed by the Cohesive Communities Partnership and reported to Proud Board. RMBC performance benchmarked against national guidance document and pro-forma completed; various reports submitted to LSP Board, Chief Officers Group, Proud Board, Delegated Powers, Cabinet, CMT, etc. Seminars for member held; briefings for Heads of service, Clifton Partnership, and Joint Leadership Team delivered; multi-agency partners workshop held and action plan based on recommendations in the process of being developed.
Objective: Further develop the role of Scrutiny within the council and the Council's role in respect of health scrutiny to ensure focus on health elements of Rotherham Alive			
Ensure the delivery of the Self Evaluation for Overview and Scrutiny Action Plan	% of recommendations implemented June 2008	On target	Self Assessment conducted Summer 2007 – Self Assessment action plan in place and being implemented. Majority of recommendations implemented others are ongoing.
Undertake scrutiny reviews and ensure recommendations accepted by Cabinet and implemented	Conduct at least 10 reviews pa and Implement 80% of agreed recommendations per year – May Annually	On target	10 reviews are on track for completion by the end of the municipal year (May 2008) A system has now been developed to track implementation of agreed recommendations so that % can be monitored accurately.
Hold capacity building day for elected members focusing on local health structures, health finance, commissioning and reducing health inequalities	Capacity Building day held – July 2007	Delayed	This event has not yet been held but is envisaged to take place in May 2008. A number of contributors signed up for this and a mutually convenient date is being determined.- All members of the Adult Services & Health Panel (including co-optees) and CYP Panel to be invited.
Agree a health scrutiny work programme and undertake at least 2 specific reviews	April 2008	Delayed	Water Fluoridation - review completed in May 2007. Recommendations were made to the Council, Strategic Health Authority, PCT and Department of Health. An update on the response to the recommendations is scheduled to come to Adult Services and Health Panel on 29 May 2008. Adult access to NHS Dental Services review - Review Group set up, but will not meet to agree Terms of Reference /scope until after Easter 2008.
Work with SY Health Scrutiny Committee on the 07/08 Annual Health Check responses for sub regional health trusts and produce agreed responses	April 2008	On target	Programme in place for conducting Health Checks covering RDASH, PCT, Foundation Trust, Sub Regionally Sheffield Teaching Hospital and Children's Hospital and Ambulance Service. Annual Health Check is now currently taking place. Responses to be submitted in April 2008. Annual Health Checks will also be conducted in the same way in 2008/09 if it remains a requirement.
Member Development programme to be adopted to accommodate the expanding scrutiny role	All relevant members to have received relevant training – End April 2008	On target	<ul style="list-style-type: none"> Hosted a conference on the issues arising out of the LG Act 2007 attended by members and officers from south Yorkshire and beyond at Magna – 60+ attendees Delivered a workshop with elected members on the impact of scrutiny on Councillor Call for Action – attended by approx 25 members.
Objective: Strengthen Corporate Governance arrangements in line with external audit requirements and best practice with a focus on partnerships			
Revise the Council's Local Code of Governance in line with up to date with Best Practice	May 2007	Achieved	

Task	Target / Date	Status	Comments
Objective: Review and implement improvements to Internal Audit so that it meets the required standards e.g. CIPFA			
Deliver all key annual internal audit performance targets	Ongoing	On target	Performance to date in 07/08 is showing improvement over 06/07. 07/08 targets generally on track although it has been necessary to engage agency staff to cover gaps left by maternity and staff turnover.
Implement all recommendations relating to Internal Control from 2006 UOR	Maintain a Use of Resources Score of 4 – October 2007	Achieved	
Ensure that standards in the 2006 CIPFA Code of Internal Audit are met through self assessment and regular monitoring of action plan	External Audit Assessment of whether CIPFA standards are met – July 2007	Achieved	Standards achieved ratified by KPMG Report
Objective: Strengthen the Council's approach to financial management to retain a good score under CPA UOR			
Provide Budget Holders with financial management information to effectively undertake the financial management responsibilities	November 2007 - budget holders to have received financial management training	Achieved	Financial Management training material was refreshed and group training sessions have been rolled out across the Council with training provided to 186 budget holders by the end of July 2007. This training is available on an ongoing basis to provide knowledge and skills to new budget holders.
Improve public involvement in the budget consultation process building on last years approach and further QOL survey to track success of engagement in budget process		On target	Planned timetable for delivering 2008/09 financial plan and refresh of MTFS including opportunity for ongoing consultation with stakeholders
Publish an updated medium term financial strategy (MTFS)	March 2008	Milestone slipped but on target	Timetable for refreshing MTFS in place following the refresh of the corporate plan. Ongoing work to identify / evaluate national and local medium term financial planning issues.
Objective: Council identifies and manages all strategic and operational risks to improve risk mitigation			
Implement an e training package for risk management	Package available on intranet - December 2007	Achieved	E Package went live in November 2007. Members received refresher training in October 2007. Other traditional training has also been made available to officers.
Refresh corporate risk register and strengthen associated risk management arrangements	March 2007	Achieved	
Risk registers are routinely used by staff and managers Councillors	Ongoing	Achieved	

Task	Target / Date	Status	Comments
Objective: Ensure the Council has effective governance arrangements in place by 2008 for all of its key private/public partnerships			
Produce corporate guidance to assist services to improve governance arrangements of partnerships	Guidance Produced – September 2007	Achieved	
Produce a register of 'significant partnerships' and test the operation of governance arrangements	Governance arrangements of 100% of key partners tested and findings reported – March / April 2008	On target	Report to be submitted to CMT in March / April 2008 on the test of partnership governance arrangements.
Objective: Improve consultation feedback into the community and strengthen and improve consultation, involvement, and engagement mechanisms to improve public perception of the council and service delivery			
Identify and analyse all council consultation exercises	April Annually Sept Annually	On Target	Annual Plan for 2007 developed and published. Annual review for 2007 currently being developed and is expected to be submitted to Corporate Management Team in April 2008.
Objective: To use effective communications and marketing to develop and maintain a positive reputation for the council, so that people feel informed about local affairs and levels of satisfaction within the Borough and the Council are raised by 5% and maintained			
Conduct baseline assessment of all communications and marketing budgets across the council with a view to pooling resources	June 2007	Achieved	Budgets against publicity and promotional nominals to be pooled in 2008/2009 in line with recommendations of CMT. Head of Communications and Marketing and Head of Service Finance to present joint paper to CMT on how the budget will be managed in-year, and the centralisation progressed over the next two/three years.
Align communications and marketing activity with corporate and business priorities in council wide plan	October 2007	Milestone slipped but on target	
Launch corporate identity guidelines	October 2007	Delayed	Paper with key recommendations on way forward re branding submitted to CMT on 17 th March – Head of communications and marketing and head of RBT design and print.
Refresh and strengthen Corporate Communications and Marketing strategy	October 2007	Delayed	Some dependency on other actions above ref marketing budgets and delivery model. To be completed by May 2008
Produce annual report for RMBC	October 2007	Achieved for 2007	Future implementation depends on whether Rotherham Council Matters is replaced by new LSP community newspaper, £8k funding has been included in business case/funding model for new newspaper.
Develop single partnership community newspaper for Rotherham, funded by partner agencies, to replace Rotherham Council Matters	Spring 2008	Delayed	Proposed launch date now September 2008. Proposals approved by LSP CX 28 th Feb, to CMT 3 rd March, Cabinet 12 th March, PSOC 14 th March and LSP Board for ratification 20 th March.

Task	Target / Date	Status	Comments
Objective: Obtain a maximum 4 out of 4 rating for data quality by 2008			
Develop and implement data quality strategy / statement	September 2007	Achieved	
Ensure data quality checks are being conducted quarterly and reported to reduce the number of PI's with issues or reservations	0 PI's with reservations 2007 Audit	Achieved	Data quality assessed as performing strongly which is well above minimum requirements by KPMG on behalf of the Audit Commission.
Raise awareness of data quality amongst PI Managers and relevant officers and partners	April 2008	On target	Data Quality Training currently being developed with anticipated roll out to PI Managers in April 2008.
Address all recommendations identified in data quality audit report within agreed timescales	100% of recommendations implemented – June annually	Achieved for 2007	Ongoing for 2008
Submit a quality self assessment and supporting evidence to external auditors	Data Quality Rating 4 out of 4 - June 2007	Achieved	
Objective: Maintain and identify further improvements year on year to performance management arrangements and implement an integrated approach to performance and financial management in line with existing best practice			
Annual review of service planning framework	September Annually	Achieved	
Ensure all BIP's and SIP's have performance management details included		On target	Budget Issue Papers / Saving Issue Papers are being finalised as part of the final stages of the 2008/09 financial planning cycle – these will include performance management implications
Extend the use of the computerised performance management software within the council and amongst key partners (VAR, PCT, Police)	All 3 key partners to have access to Performanceplus council users identified as part of phase 2 to have P+ access – December 2007	Delayed	VAR have access to and are inputting data into performanceplus. Meeting held with PCT re: monitoring of NST. South Yorkshire police have had initial meeting to discuss data transfer between systems with follow up meeting in April 2008 to finalise details once National Indicator set in place. All directorates have identified officers to appropriate levels of system access. Directorate usage is to be regularly assessed to ensure usage remains at level directorates require.
Develop and implement a rolling programme of performance management training for M2/3 Managers and other relevant staff	December 2007	Achieved	Series of Performance Management Training sessions held as part of M2 and M3 Manager training. Training now needs slight revision to incorporate changes in national performance management arrangements. Future dates currently being set up by HR
Hold performance clinics challenge and action poor performance	10 performance clinics held per annum – March 08	Achieved	

Task	Target / Date	Status	Comments
Objective: To develop senior managers and Elected Members to address identified needs and future “Strong & Prosperous Communities” agenda. To engender Leadership amongst the workforce, increasing Pride and employee perception			
Undertake a risk assessment of Councillor surgeries	TBC	Delayed	No progress made with this action
Conduct Pilot of “@home in...” ward info grid based on Westminster project	December 2007	Delayed	@ Home – on hold pending all members going onto Broadband. Action to be revisited in Sept 2008
Participation in Leadership Academy	12 additional members to have completed - March 2008	Not Achieved	An additional 8 members have completed the Leadership Academy this year – however cancellations have impacted on us not meeting the target this year. 1 member already booked for next October 2009.
Prepare submission & respond to Roberts Commission	Autumn 2007	Achieved	
E Mail IT training for Members continuation	May 2008	Ongoing	Approximately 10 members have completed e mail IT training although there are others doing other work such as the European Computer Driving Licence. IT Training continues but once Broadband installed there will be a new impetus.
Talent Management Project & support for under-represented groups into senior management	March 2008 Increase in BVPI –top 5%	Delayed	Sheffield CC is leading this project. An audit of succession planning in all 4 SY Councils has been completed and reported to CMT. The next phase –roll out of Sheffield BME programme and succession planning training will take place 2008. Year end forecast for top 5% BME representation is 2.0% compared to target of 2.8%. an increase on 1.27% actual for 06/07.
Development Centres – M3	May 2008	Delayed	There has been a delay in progress of M3 centres due to cancellation of centres (non availability of assessors and participants). 3rd Quarter result for 07/08 27 attended against year target of 56.
Commence M2 Centres	Attendance at Development Centres – LPI – February 2008	Delayed	M2 centres not yet commenced, due to delay above. Report scheduled at CMT for 14 th April covering options for centres going forward during 2008.
Review of management development programme content	March 2008	Achieved	Review completed - Options for new model agreed with Steering Panel and included in report scheduled for CMT on 14 th April.
liP profile assessment of manager capacity	September 2007	Achieved	Progress achieved through Profile indicators for management to levels 2 and 3 (out of 4).
Maintenance of Exchange	March Annually	Ongoing	
Conduct HEART awareness raising	March Annually	Ongoing	Recent liP result indicated embedding of HEART. Annual awards presented at VIP Awards – February 2008.
Develop job-specific competencies	March 2009	Delayed	<ul style="list-style-type: none"> No progress has been made against this action to date. liP review and Talent Management audit indicated priority to complete career progression pathways work, using skills frameworks/competencies. Bid submitted to Capacity Building Programme to lead Yorkshire and Humber project on skills framework. If successful the project end date will be revised to October 2009.

Task	Target / Date	Status	Comments
Objective: To further develop management development programme, provide employee development in accordance with need, improve perception of learning and ensure consistent induction			
Refresh management development modules in response to White Paper, add on further modules	March annually	Ongoing	Good progress – new master classes have been piloted since February 2008
Audit of PDRs and learning need identification and recording & generic provider review	October 2007 October 2008 October 2009	Achieved	Audit completed and report submitted to Corporate Management Team. Audit not to be completed in 2008 as the focus of the audit will be on workforce planning. Further PDR Audit planned for October 2009.
Conduct a Manager induction review & audit	December 2007	Delayed	Audit delayed until August 2008 following further roll out of e-induction and manager induction programme.
Aim: To provide organisational structures fit for purpose, continue to improve sickness management, progress against the liP Profile standard, embed workforce planning, develop awareness of policies & increase flexible working			
Introduce Organisational change management toolkit	September 2007	Achieved	Toolkit launched in December 2007
Improve Sickness Management through: Conducting Stress e-learning & training, Musculo-skeletal project, Increasing Public health support, Sickness management support	March 2008 BVPI 12 – 8.25 days by March 2009/10	On target	Sickness absence has fallen to 8.59 days for Q3 of 07/08 (both ahead of target) – Year end forecast 9 days. Various initiatives being undertaken to reduce sickness: <ul style="list-style-type: none"> - Revisions to smoking policy completed - counseling support maintained and continuing provision of occupational health service via RDGH - Improved provision of sickness absence data to managers - Advice and guidance briefings conducted to managers on handling absenteeism - Manager briefings highlighted various support avenues such as counselling, occupational health, referrals, flexible working and phased returns circulated.
liP Review	June 2007	Achieved	liP Awarded – June 2007
Workforce Planning: Audit of workforce planning & development of return on investment	June 2007	Achieved	Audit completed and findings reported to CMT in January 2008.
Workforce Planning: Roll out PSe learning & development to support workforce planning	December 2007	Delayed	Problems are being experienced with Northgate tailoring of PSe. Timescales have been revised for the first 2 phases of project – April 2008. Project Plan for phase 3 is being developed.
Workforce Planning: Publicity re HR policies and flexible working options	March 2009	On target	<ul style="list-style-type: none"> • Further pilots of homeworking taking place. Workstyle project formed in September 2007 to develop a strategy to address workstyle needs arising from new town centre building. • BT conducted discovery stage and negotiations with BT continuing on options and costs of workstyle implementation.
Council regarded as Employer of Choice, with a balanced workforce. Recruitment/retention measures are responsive to need			
Development of Employer of Choice advertising talent pools for generic	March 2009	On target	Recruitment Management system now selected and action plan being developed to implement during 2008.

Task	Target / Date	Status	Comments
vacancies, of Recruitment portal			Participation in Hallam FM Job Fairs planned for 2008 and general employer of choice case studies to be included in new Community Newspaper in 2008. Proposing a joint Careers Fair in 2008 with Local Strategic partners for prospective employees with disabilities.
Introduce Equip 2	March 2010	On target	Now to be included within arrangements for wider Programme Led Placements and creation of apprenticeships
Develop pre-employment training with JobCentre plus	March 2009	On target	Discussions taking place with Job Centre Plus. Commitment to offer jobs with significant number of working hours required which may place restrictions on types of work where this initiative may be applicable. Local Employment Partnership now signed with Job Centre Plus to promote employment of JC+ clients and movement of people from benefits into employment.
Support graduates within the workforce –case studies & development	March 2008	Not Achieved	Funding not available to support National Graduate Development Programme.
Delivery of Investors in Education project	December 2007	Achieved	
Pathways for those on incapacity benefit	March 2009	On target	Work not yet commenced on this project but discussions are taking place with job centre plus
Recruitment Management system	December 2007	Delayed	Report submitted to CMT in February 2008 – Provider company now selected and verified. Target date revised to September 2008.
Conduct an exit interview review	November 2007	Achieved	New process launched to encourage completion and return of exit interviews. Analysis being included in Exchange feed back to CMT, 2008.
To improve data available to support workforce planning, including recruitment management data and learning records	Ongoing	Ongoing	Variance data charts have been further improved in November 2007. Learning and development recording is also currently being progressed through the PSe project and the Recruitment Management System.
Aim: Implementation of Job Evaluation exercise, flexible pay & reward structure, single status			
Phased implementation of new pay & grading system	July 2008	On target	Phase 1 implemented for former manual grades and APT&C up to scale 3. Phase 2 up to spinal column point 49 implemented April 2008.
Manage tribunal claims	December 2007	Delayed	Tribunal originally scheduled for 20 th August 2007. Originally postponed and claims widened from original position. New date for consideration by ET is 1 st April 2008. Prospects for value for money settlements are being explored with NE Solicitor and Trade Union claimants.
Carry out pay audit	December 2007	Achieved	
Development of job profiles and pathways	December 2007	Achieved	Profiles developed and used to map employees into correct band post JE. Applied from 1 st April 2008 for Phase 2.
Complete pensions review	April 2008	Achieved	Preparations for new National Local Government Pension Scheme completed on schedule. Team Briefings, Payslip Messages and Newsletter from SYPA (April) to inform members of the Scheme.

Task	Target / Date	Status	Comments
Implement Total Reward	April 2010	On target	<ul style="list-style-type: none"> Longer term aim in conjunction with National & Regional Working Groups to identify a standard Local Government approach including options for offering a range of other flexible benefits. Interim opportunity being investigated to give employees a statement setting out value of total pay package working for Local Government i.e. Pension contributions, annual leave, sickness provisions etc.
Objective: To enable the Council to consistently deliver improved value for money by using existing methods and exploring new approaches – in order to achieve 3% cashable savings annually from 07/08 – 09/10			
Produce an efficiency statement as required by ODPM timescales and in line with technical note	Forward Looking April 2007	Achieved	Both returns completed and Rotherham has the second highest savings in proportion to the budget of Met Councils
	Backward Looking July 2007	Achieved	
Produce a shared services strategy	December 2007	Delayed	Delayed due to resource implications - Project Group established and preliminary work is now being undertaken.
Objective: Maintain or improve existing positive judgement for the VFM element under Use of resources section of CPA by 2008			
Address any changes to UOR / VFM criteria	Dec annually	On target	A report highlighting the new/revised KLOE criteria and the progress made or planned to address these changes was presented to CMT in December 2007. A timetable for completing the Council's self assessment is in place.
Objective: Fundamentally review the base budget for high spend cross cutting areas identify areas for disinvestment and the identification of efficiency savings by end of 2008			
Conduct comprehensive reviews on high spend areas	June 2008	On target	Discussions currently being undertaken between CEX's Office and Finance to review base budget review process for 2008.
Objective: Secure and demonstrate procurement savings through the RBT partnership and joint working			
Improve performance around the processing of invoices within 30 days	Mar 08 BVPI 8 – 96.3%	Not Achieved	Performance was affected in June & July by the flood emergency. Actions have been implemented to improve performance with additional work ongoing – unaudited data indicates we are unlikely to meet 07/08 target.
	Mar 09 BVPI 8 - 97.0%		
	Mar 10 BVPI 8 - 97.5%		
Monitor savings achieved against targets in annual procurement plan	March 2008 - Bought in Goods savings target achieved	On target	07/08 Original Annual Plan target is £3.043m with £1,854k achieved as at December; monthly monitoring continues to track savings.
Objective: Improve efficiency of procurement processes and systems			
Rollout electronic ordering and invoicing with suppliers	Reduce the number of paper-based transactions	Ongoing	Roll out continuing and the reduced number of paper based transactions has facilitated a reduction of 5 temporary/agency staff in the service.
Objective: Improve Access to the Council's Services			
Review and develop the Council's Customer Access Strategy	October 2007	Delayed	The draft strategy was reviewed by the e-Government Board on 20 th February 08 and consultation is now underway with key stakeholders. Due to be completed by April 08.

Task	Target / Date	Status	Comments
Increase the % of authority buildings open to the public in which all public areas are suitable for, and accessible to disabled people	BVPI 156 – 75% 2007/08	On target	EDS Performance Officer conducting validation check April 2008 to confirm outturn which forecast indicates target will be met.
Web Improve the quality of the website In terms of design and accessibility	Proposals for the improvement/re-design of the Council website developed – July 07	Delayed	An initial report has been presented to CMT with recommendations relating to: - raising satisfaction rates in line with performance - ensuring RMBC's communications are fit for purpose
Open total of 6 customer centres	December 2008	Delayed	Civic, Swinton and Dinnington customer service centres are operational. Building for Maltby joint customer service centre (JCSC) is well underway and the centre is on track to open July 08. Aston JCSC has received planning permission and is planned to open in 2009. Rawmarsh JCSC is expected to open in 2010.
Improve connectivity between front line and back office systems to ensure major services are included (corporate assessment): RBT to assess the current Siebel system and ensure that all requirements are deliverable (i.e. authentication, master customer database, service-take on and integration).	December 07 for Maltby June 08 for Aston and Rawmarsh	Achieved On target	Maltby ICT Infrastructure costs agreed and funding identified. Work underway on infrastructure and costs for Aston and Rawmarsh.
RBT to look at integration of Revenues and Benefits citizen contact into Siebel CRM.	April 08	On target	A Project Board has been set up. Deployment will begin in April.
Improve footway condition in 2006/07 by diverting funding to this area (corporate assessment recommendation)	BV 187 – middle threshold	Not Achieved	Progress been made but target will not be met – Performance in 2006/07 for this measure was 46% and qtr 3 2007/08 currently projecting 42.5%. This will result in this measure remaining in the lower threshold for CPA 2008.
Objective: Achieve compliance against national standards e.g. DDA, Equalities Standard, Commission for Race Equality			
Achieve level 5 of the Equality Standard for Local Government by the end of 2008	December 2008	On target	
Increase BME Representation within the Workforce	Improve BV 17a from 2.8% to above national average	On target	Forecasted outturn for 07/08 is 3%

Task	Target / Date	Status	Comments
Objective: Continue to achieve national awards for quality each year			
Promote , encourage and co-ordinate number of submitted applications for national awards throughout the authority	Minimum of 3 awards won – March 2008	Achieved	In 2007/08 to date the council have been awarded: Beacon Status - Round 9 - Better Public Places, MJ Awards - Pay and workforce achievement of the year, APSE - Winter Maintenance and Street Lighting Service Award, IT Training Magazine Awards - Staff Development Programme of the Year Award, BCS Industry Awards - Public Sector Organisation of the Year, LGC Awards - Children's Services Award
Seek to obtain council wide charter mark accreditation	Autumn 2008	Delayed	The launch of the new charter mark standard is expected in March 2008. Decision to be made on whether we await the new standard. Report to be presented to CMT early March 2008. However due to the launch date of the new standard the earliest council wide accreditation can be achieved is now summer 2009. Target date to be revised due to reflect change in launch date.
Obtain ISO 9000 for Culture and Leisure	September 2007	Achieved	
Objective: To review and develop the councils customer complaints procedures to ensure fair, easy and timely administration of customer complaints received by the council and improve customer satisfaction			
Reduce the number of complaints to ombudsman	2008 Median (17 - 28) 2009 TQ (> 16)	On target	The final year-end figures will be received by the Council in April 2008 when the Ombudsman's Letter will be issued. Council predictions based on our database show a reduction is forecasted.
Reduce the number of days taken to deal with Ombudsman	2008 Median (25 - 28 days) 2009 TQ (> 24 days)	On target	The final year-end figures will be received by the Council in April 2008 when the Ombudsman's Letter will be issued. Early indications from speaking with the Local Government Ombudsman this month indicate that the Council's performance in responding to first enquiry letters is set to improve on last years 34.7 calendar days. In order that issues can be identified ahead of future Annual Letters it has been agreed with the Ombudsman that they will provide the Council with a half-yearly interim report in order that corrective action can be taken sooner.
Objective: In conjunction with partners determine and implement specific actions to improve health within Rotherham so that Rotherham can meet the national health improvement and health inequalities targets by 2010			
Implement the recommendations of the Affordable Warmth and Energy Strategy',	100% of recommendations implemented - March 2010	On target	Strategy approved. Good progress is being made with implementing the recommendations to date. Key outcomes to date include: <ul style="list-style-type: none"> Intervention in the private sector has resulted in 482 cavity wall and loft installations and in 68 heating installations to raise the average SAP of the properties well above the government target. 1412 Private Sector properties were referred to warm front government scheme. Hot Spots training programme undergone with PCT, Energy Efficiency, Pensions and Fire services staff. A full page advert was placed in the Rotherham record (free Press going out to every Rotherham Household) on the March 12th stating free cavity wall and loft insulation was available to all those over the age of 70. A radio advert on Rother FM will run along side this advert. Rotherham is also benefiting from 8 home energy advisors who will be visiting 5000 private sector households. The addresses have been targeted on index of deprivation and those we thermo graphically photographed last year. This project is being sponsored by DEFRA.
Appointment of a smoking cessation manager		Achieved	
Rotherham MBC complies with	July 2007	Achieved	

Task	Target / Date	Status	Comments
Smokefree legislation and fulfils its responsibilities as an enforcing authority			
Implement and evaluate Smoke Free Rotherham	April 2008	Achieved	
Produce a BME Health Needs Assessment and implement the associated action plan	November 2007	Delayed	Draft Health Needs Assessment report produced. In depth consultation with BME communities underway which will finalise the Health Needs Assessment and result in an action plan.
Agree Joint DPH post and set objectives	December 2007	Achieved	Joint Director of Public Health appointment reviewed and Joint Director of Public Health now regularly attends CMT. The remit and responsibilities of the post will continue to evolve and be reviewed.
Implement Public Health Strategy	March 2010	On target	The majority of actions are underway and are being actively performance managed through a joint implementation group reporting to the PCT, RMBC and Alive Theme Board.
Conduct data analysis/ mapping of vulnerable households	Mapping Completed - March 2008	Achieved	
Objective: To improve outcomes for older peoples services through developing improved performance measures and improved co-ordination of older peoples services			
Commence implementation of the older people's strategy	July 2007	Achieved	
Develop a joint work programme with the PCT for a 3 year period	March 2008	Achieved	
To significantly improve our performance in relation to key indicators relating to number of Older People and Disabled People helped to live at home	Increase C29 (Disabled People) from 3 to 3.5 (2008) projected outturn of 3 Increase C32 (Older People) from 83 to 97 (2008) - projected outturn of 70	Not Achieved	<p>There is an inter-relationship between these indicators and the number of reviews and assessments that have been completed. This year 2,000 more reviews and 331 additional new assessments have been undertaken. By increasing the number of reviews we have found that a significant number of people no longer require a service. Consequently our performance figures have deteriorated. This drop in performance has been partly offset by actions to free up resources through VFM measures, enabling 346 additional care packages to be provided.</p> <p>We have also eradicated the backlog of 300 assessments and no new people waiting for a care package. Our performance levels are adversely affected by our eligibility criteria being set at the substantial level. This means that we cannot increase performance levels because everyone who is eligible for help is receiving services. Substantial extra resources will however need to be freed up if we are to make a step change in performance so that we compare at least as well as others.</p>
Objective: Implement Corporate Assessment Recommendation relating to Decent Homes Standard by 2010			
Develop and implement a private sector investment plan to increase the proportion of vulnerable households living in decent homes in the private sector	2010 – 70%	On target	<ul style="list-style-type: none"> Private Sector Stock Condition completed in December 2007 PSA 7 is currently on target and this year's outturn is 78%. A Private Sector Strategy was approved by Cabinet in October 07 and Private Sector Investment Framework is in place. We have significantly increased performance on BVPI 64 (empty properties brought back into use) from 15 in 2006/07 to 80 in 2007/08. This implemented an action from the performance meeting between the Chief Executive and the Strategic Director for NAS and helps us to achieve the highest CPA housing rating for the strategic housing function.