Present: Councillor Callnon (Chairman), Councillor Allebone (Vice-Chairman) and Councillor Dean

Councillor G Lawman also attended the meeting.

1 APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Bigley, Crofts and Morrall.

2 OVERVIEW OF NEW PERFORMANCE REPORTING REGIME

A short training session took place which was open to all Members on the above subject. Graham Stoppani presented the training session and there was a question and answer session afterwards.

(Note: Councillor Crofts attended for the training but left for the committee meeting.)

3 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest.

4 CONFIRMATION OF MINUTES

RESOLVED that the minutes of the meeting held on 13/1/2009 be confirmed and signed.

5 PROGRESS REPORT ON THE CORPORATE DEVELOPMENT AND IMPROVEMENT PLAN

The annexed circulated report of the Head of Performance was received to seek the Committee’s approval of the delivery of the Council’s Improvement and Development Plan to date and the arrangements for its governance and delivery.

A slightly amended report was tabled at the meeting by the Head of Performance excluding two of the appendices and adding two extra paragraphs under 5.3 and 5.4.

The Improvement and Development Plan had completed its first 90 day target period and was now in its second 90 day target period. All the governance arrangements previously detailed to the Resources Committee were now in place and functioning.
The following documents were appended to the report:

- Challenge Board Priority Actions Presentation of the 16 January 2009.
- I & D Plan Governance Relationships diagram.
- Improvement and Development Plan Revision.

The I & D Plan had mainly achieved the targets set out for the first 90 day period. Some of the actions not completed had been due to the resignation of the Interim Strategic Financial Advisor and the previous Head of Policy, although both of those roles had now been filled.

Twenty five actions had been completed and of those the more significant achievements included:

- Further development of the Ward Survey scheme.
- An action plan for the reduction of crime and antisocial behaviour put in place.
- New consortium procurement arrangements put in place through the Northamptonshire Area Procurement Scheme (NAPS) and a new shared procurement officer appointed.
- Development of the Wellingborough Scorecard to measure the specific outcomes required as part of the Council’s PRIDE initiative.

The I & D Plan was under regular review and with the aid of the Challenge Board would ensure they were properly prioritised and form a coherent programme of improvement for the Council. There would be a two stage process for ensuring actions were having the desired effect. The first stage would be to ensure the action recorded as complete had not failed to deliver what was expected of it. The second stage would be to measure the expected outcomes.

Each of the services of the Council would be scrutinised by the Committee at regular intervals.

**RESOLVED** that the delivery of the Council’s Improvement and Development Plan to date be agreed plus the arrangements made for its monitoring and implementation.

### 6 ANNUAL DATA QUALITY REVIEW REPORT

The annexed circulated report of the Head of Performance was received to seek the Committee’s approval of the delivery of the Council’s Data Quality Action Plan which was attached to the report. The Plan had been prepared to raise the Council’s current level of data quality arrangements from Level 2 to Level 3. This was of prime importance in the area of performance measurement of its resources.

The Data Quality Action Plan was intended to put in place a series of systems and controls to ensure that the six principles of good data quality were adhered to and to provide documentary evidence of the Council’s compliance. It was also designed to take the Council’s current Data Quality Strategy (attached to the report) as a sound basis for improving its data quality arrangements.
RESOLVED that the Council’s Data Quality Action Plan be agreed.

7 AUDIT AND PERFORMANCE COMMITTEE TIMETABLE

The Committee considered a revised timetable of 2009’s meetings and this was agreed.

8 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during consideration of the following item in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that it would involve the likely disclosure of exempt information of the description shown in schedule 12A to the Act.

<table>
<thead>
<tr>
<th>Minute No.</th>
<th>Item</th>
<th>Paragraph of Schedule 12A</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Annual External Audit Report 2007/08</td>
<td>3</td>
</tr>
</tbody>
</table>

9 ANNUAL EXTERNAL AUDIT REPORT 2007/08

Sav Dellarocca, Director of KPMG attended the meeting to present this report.

The annexed circulated report of the Head of Financial Services was received informing Members of the report and was within the Council’s objective of prudent financial management.

The Council’s external auditors, KPMG, had completed the audit of the 2007/08 Accounts and assessed the Council’s Use of Resources as required by the Comprehensive Performance Assessment regime. The report had a number of recommendations which followed the Key Lines of Enquiry (KLOE’s) which were part of the assessment.

Mr Dellarocca explained that the report had been embargoed until today. He went through the Annual External Audit Report and gave some advice for the future which was very positive.

RESOLVED that the External Audit Report be received.

The meeting concluded at 8:40pm.

Chairman