



Cabinet (Performance Management) Panel Meeting

Minutes – 24 February 2014

Attendance

Members of the Cabinet (Performance Management) Panel

Cllr Paul Sweet (Chair)
Cllr Val Gibson
Cllr Roger Lawrence
Cllr Elias Mattu
Cllr John Reynolds
Cllr Sandra Samuels

Employees

Keith Ireland	Strategic Director, Delivery
Sarah Norman	Strategic Director Community
Damion Clayton	Policy Officer
Anita Sharma	Business Support and Regulation Officer
Polly Sharma	Policy and Equalities Manager
Dereck Francis	Democratic Support Officer, Delivery

Apologies

Apologies for absence were submitted on behalf of Cllr Peter Bilson.

Part 1 – items open to the press and public

Item Title
No.

MEETING BUSINESS ITEMS

2. **Declarations of interests**

There were no declarations of interests.

3. **Minutes of the previous meeting (18 November 2013)**

Resolved:

That the minutes of the meeting held on 18 November 2013 be approved as a correct record and signed by the Chair.

4. **Matters arising**

There were no matters arising from the minutes of the previous meeting

5. **Corporate Performance Report – Quarter Three 2013/14**

Polly Sharma, Policy and Equalities Manager presented a report monitoring performance of all corporate performance measures as at the end of quarter three in 2013/14. In doing so she reported on the two performance measures currently rated red 'looked after children per 10,000 population' and 'percentage of appraisals completed'. On the latter she advised that employees were progressing the issue of appraisal compliancy and a report would be submitted to the Audit Committee on the matter.

Cllr Gibson reported that in addition to the action plan to tackle looked after children numbers, which she had reported upon at previous meetings, Emma Bennett had been appointed to the post of Assistant Director Children, Young People and Families and would be taking up the duties in March. She would be reviewing the Council's procedures and the number of cases as part of the action plan. Close monitoring was taking place on this area in meetings involving herself and the Leader of the Council (Cllr Roger Lawrence), the Cabinet Member for Resources (Cllr Andrew Johnson) and the Strategic Director for Community (Sarah Norman). Lessons were also being learnt from the Troubled Families Programme.

Sarah Norman also informed the Panel that approval had been agreed for the Assistant Director in Essex, who has had success in this area, to provide mentoring and practical support for Emma Bennett.

Referring to the measure 'performance appraisals completed', Cllr Sweet reported that it was critical that key data is obtained on whether performance appraisals were being recorded correctly. Polly Sharma advised the Panel that a questionnaire had been issued to heads of service regarding the recording of information relating to appraisals and the returns would be analysed.

Resolved:

That the quarter three corporate performance report be noted.

6. **Wolverhampton Adult Safeguarding Peer Review - Outcome and Action Plan**

Amrita Sharma, Business Support and Regulation Officer outlined the salient points of the adult safeguarding peer review report produced by the Local Government Association following their on-site visit in September 2013, along with the corresponding action plan.

In welcoming the report Cllr John Reynolds highlighted the action 'increasing councillor awareness, understanding and ownership of adult safeguarding' would need to be picked up with councillors.

Also referring to the action plan, Sarah Norman advised that the first quarterly safeguarding meeting between the Leader of the Council, the Chief Executive, Cabinet Member for Children and Families and herself as Strategic Director for

Community had been arranged for 24 March. At that meeting the group would need to consider how best to action the item on raising member awareness of adult safeguarding.

Keith Ireland also reported that the action to make the adult social care/adult safeguarding pages more accessible on the Council's corporate website had been completed; adult safeguarding was now included on the homepage of the corporate website.

Resolved:

That a progress report on the areas highlighted for improvement within the action plan from the Adult Safeguarding Peer Review be submitted to the Panel in six months time.