

Land & Property Services

Summary of the Management Board meeting held in Queen's Court on 30 July 2009 at 9.30am

Present:

John Wilkinson	Chair and Chief Executive
Alan Brontë	Director of Valuation
Iain Greenway	Director of Operations
Ivan Houston	In place of Director of Corporate Services
Wilfie Hamilton	Independent Board member
Colum McMenamin	Agenda item 3.2 only
Patricia Montgomery	Director of Customers and Business Improvement(CBI)
Trevor Steenson	Director of Data Information and Systems (DIS)
Deirdre Teague	Chair of Management Committee. Item 4 only
Ruth Thompson	Secretary

Apologies

Stephen Boyd	Director of Corporate Services
--------------	--------------------------------

1. Conflicts of interest.

There were no conflicts of interest.

2. Minutes of the meeting held on Thursday 25 June 2009

The minutes were agreed.

3. 1 Monthly update – Revenues and Benefits

The Management Board discussed the information provided in this paper, including that collection levels to the end of June remained behind profile due to general economic pressures causing ability to pay problems. Uncertainty regarding LPS funding levels for 2009-2010 had delayed completion of business planning for the year and this had also had an impact. Work continued to drive improvement and maximise rate collection performance, while recognising other statutory and political commitments, and that any reductions in resources would have significant detrimental effects on performance.

It was agreed that a Management Board 'away-day' would be held as soon as possible.

3.2 Finance Report

The Management Board considered the recommendations made in this

paper to help alleviate the ongoing financial pressures. In the discussion that followed the Management Board expressed considerable concern about the impact of these steps on the Agency's work and progress and agreed a number of actions to be taken as a matter of urgency.

3.3. Debt Management Plan

This paper focused on concerns about increasing ratepayer debt and proposals for actions that LPS could take. Management Board considered the draft plan and supported the proposals for work to be done.

3.4 LPS Business Plan

A final draft of the LPS Business Plan was agreed, subject to some final amendments.

4. Matters arising from the Management Committee

The Board considered, discussed and agreed matters arising from the Management Committee meeting held on 27 July 2009, along with a number of recommendations to the Board.

5. Minutes of BIMC meeting on 26 June 2009

The Management Board noted these minutes and that work was ongoing with regard to the lessons-learned report on BIMC.

6.1 Managing attendance

It was noted that figures on sickness absence had been provided.

6.2 Staffing issues

Management Board considered the information provided.

6.3 LPS Accommodation update

As discussed at previous meetings, work was ongoing regarding accommodation developments.

6.4. Corporate Balanced Scorecard

The Corporate Balanced Scorecard was reviewed in connection with item 4 above.

6.5 Audit Recommendations Monitor

The current status of this monitor was reviewed.

6.6 Action Plan Monitor re Public Accounts Committee Recommendations

The Board reviewed the current status of this monitor. An update on progress with regard to the PAC Action Plan had been provided to the Minister and the Finance and Personnel Committee in line with agreed monitoring procedures.

6.7 LPS Events calendar

The events calendar was noted and it was agreed that there needed to be more clarity on what should be recorded on this document.

6.8. Matters arising/progress against action points

The Board dealt with matters arising and progress made against action points

7. Any other business

The Chief Executive advised Directors that he would brief them as soon as possible regarding the PEDU Review.

Ruth Thompson
July 2009