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<b>REPORT TO:</b>	<b>Environmental &amp; Development Services Committee</b>	<b>AGENDA ITEM:10</b>
<b>DATE OF MEETING:</b>	<b>21<sup>st</sup> August 2014</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>Director of Community &amp; Planning Services / Director of Housing &amp; Environmental Services / Chief Executive</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>Stuart Batchelor (ext. 5820) Bob Ledger (ext. 5775) Frank McArdle (ext 5700)</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>Corporate Plan 2009-15: Performance Management Report (1<sup>st</sup> April – 30<sup>th</sup> June 2014)</b>	<b>REF:</b>
<b>WARD (S) AFFECTED:</b>	<b>All</b>	<b>TERMS OF REFERENCE:</b>

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## **1.0 Recommendations**

1.1 That Members:

- (a) Note the progress and achievements during the period 1<sup>st</sup> April to 30<sup>th</sup> June 2014, in relation to the Council's Corporate Plan 2009/15.
- (b) Review where progress has failed to achieve the specified target and consider the adequacy of the remedial action taken.

## **2.0 Purpose of Report**

- 2.1 To report details of progress and achievements during the period 1<sup>st</sup> April to 30<sup>th</sup> June 2014, in relation to the Council's Corporate Plan 2009 –2015.
- 2.2 Details are provided in the respective appendices outlined below, which are attached to this report.
  - Progress against Corporate Plan 'key projects' as attached at Appendix A; and,
  - Progress against Corporate Plan 'performance measures' as attached at Appendix B.

## **3.0 Detail**

### **Executive Summary**

It is important that Members scrutinise the performance of the Council as part of the democratic process. This report reflects the first quarter's performance 2014/15 on the key targets the Council has set and approved.

## Corporate Plan 2009/15

- 3.1 To provide context the Council's Corporate Plan 2009-15 Action Plan consists of four main 'themes' or 'priorities' (*Sustainable Growth & Opportunity*; *Safe & Secure*; *Lifestyle Choices*; and *Value For Money*).
- 3.2 In March 2014, the Corporate Plan was refreshed along the current themes, with an emphasis being placed on 'how our actions' will make a difference to our residents and stakeholders. In order to focus our actions, performance will be measured against a reduced number of actions or 'key projects' and performance measures.
- 3.3 Each 'theme' contains a number of 'outcomes' that help explain what the 'theme' is about. In order that the Council and its stakeholders are able to tell whether the 'outcomes' are being delivered, a number of 'key projects' (with a series of 'tasks/ milestones') and performance measures have been allocated to each 'outcome' that will be monitored either on a quarterly or annual basis.
- 3.4 This Committee is responsible for the delivery of 3 'outcomes' [*Developing economic and employment opportunities within the District; increasing recycling resulting in less waste being sent to landfill; and, sustainable planning*] within the '**Sustainable Growth & Opportunity**' theme.

### Progress to 30<sup>th</sup> June 2014

#### 'Key Projects'

- 3.5 Table 1 below; summarises the progress made against 'key projects.' It shows that 6 (75.0%) tasks for the quarter have been completed.

**Table 1: Progress against Corporate Plan Projects (as at 30<sup>th</sup> June 2014)**

Theme	'Completed' Tasks	'Failed' Tasks	'Not Applicable'	Total
Sustainable Growth & Opportunity	6 (75.0%)	2 (25.0%)	0	8 (100%)

- 3.6 Those tasks that have not been completed and the remedial action taken are summarised in Table 2 below.

**Table 2: Corporate Plan – Key Projects– 'Failed' Tasks (as at 30<sup>th</sup> June 2014)**

Project	Task 'not completed'	Remedial Action
GP 03 - Promote inward investment and business development	GP 03.1 - 1x Event Supported, 1x Publication prepared	Recruitment underway to fill the vacant Economic Development Officer post
GP 07 - Progress the South Derbyshire Local Plan	GP 07.1 - Complete pre-submission consultation on the Local Plan. Submit Local Plan to the Planning Inspectorate	Pre Submission consultation completed and Plan to be considered by Council on 3 July

## Performance Measures

- 3.6 Table 3 below, provides a summary of performance against targets for both the current quarter and projected out turn for the year. It shows that three (75%) quarterly targets have been 'achieved'. No targets have been set for any of the proxy' measures. It is also predicted that all targets are 'on track' for the year end.

**Table 3: Performance Measures – performance against targets (as at 30<sup>th</sup> June 2014)**

Theme	Quarter Target			Total	Projected Annual Target		
	'Achieved'	'Failed'	'N/a' / Proxy <sup>Note 1</sup>		'On Track'	'At Risk'	'N/a' / Proxy <sup>Note 1</sup>
Sustainable Growth & Opportunity	3 (75.0%)	1 (25.0%)	6	10	4 (100%)	0	6

Note 1 Proxy Measures are outside the Council's direct control but provide an indication of the 'overall health of the district' For instance: A Council Strategy to 'improve employment opportunities in the area' may have an impact on the local unemployment rate

- 3.7 Table 4 below, summarises both the quarterly targets that have 'not been met' and where the projected annual target maybe 'at risk' of failure. Brief comments and remedial action taken is also provided.

**Table 4: Performance Measures - targets 'at risk' of failure (as at 30<sup>th</sup> June 2014)**

Description	Qtr 1 Target	Qtr 1 Actual	Comments and Planned Remedial Action
GM 07 - Speed of Planning applications	85%	84.5%	Target narrowly missed -

## Managing Risks

- 3.8 The Council has a comprehensive risk register, which details all known service risks, control mechanisms and review dates. Table 4 overleaf outlines the main risks across the Sustainable Growth & Opportunity theme of the Corporate Plan.

**Table 4: Managing Risks**

Risk Description	Likelihood	Impact	Mitigating Action
Failure of tourism partnership <i>(Main Responsible Officer – Chief Executive)</i>	Tolerate the risk	Low	The partnership and its forward development should be reviewed annually, in discussion with partners.
Failure of Tourist Information Centre partnership <i>(Main Responsible Officer – Chief Executive)</i>	Tolerate the risk	Low	Annual review of risk
Failure of economic development partnership <i>(Main Responsible Officer – Chief Executive)</i>	Tolerate the risk	Low	Annual review of risk
Increase in fuel costs resulting in budget overspend <i>(Main Responsible Officer – Director of Housing and Environmental Services)</i>	Tolerate the risk	Medium	Ensure routes are fully optimised Monthly monitoring and reporting of actual spend against budget
Suitability of household waste for composting <i>(Main Responsible Officer – Director of Housing and Environmental Services)</i>	Treat the risk	Low	Keep abreast of on-going national discussions and maintain relations with partner contractors.
Failure of Sharpe’s Pottery Museum <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Tolerate the risk	Medium	Annual review of risk
Reduced Planning Fees <i>(Main Responsible Officer Director of Community &amp; Planning Services))</i>	Tolerate the risk	Low	Six monthly monitoring
Judicial review and/or appeals against Planning decisions <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Treat the risk	Low	Annual review of risk

Maladministration leading to injustice <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Treat the risk	Low	Annual review of risk
Judicial Review / Ombudsman find rule against Building Control Decision <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Treat the risk	Low	Annual review of risk
Loss of market share below sustainable level <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Treat the risk	Low	Annual review of risk
Negligence resulting in loss to personal property <i>(Main Responsible Officer – Director of Finance and Corporate Services)</i>	Treat the risk	Low	Annual review of risk
Technical and legal problems/threats leading to delays in the adoption of the Local Plan documents <i>(Main Responsible Officer – Director of Community &amp; Planning Services)</i>	Treat the risk	Medium	Ensure on-going monitoring and review, every six months as a minimum

### **Service Area Commentary**

- 3.9 To assist Members in their assessment of progress made, the Lead Officer for each of the performance measures has provided some supplementary information on how the performance measures are supporting the delivery of the outcomes.
- 3.10 Within Community and Planning Service further progress has been made on the South Derbyshire Local Plan and in particular the final consultation prior to Council approval and submission. Support was provided to the events programme and in particular the National Forest Walking Festival was again successful.
- 3.11 In Housing and Environmental Services projects and performance are both on target and its pleasing to report significant increases in recycling and composting over the quarter compared to last year.

### **4.0 Financial Implications**

- 4.1 There are no specific financial implications relating to this report. The need to continually improve whilst delivering the ambitions of the *Corporate Plan* will require a sustained efficiency programme, including the shifting of resources to the priority areas.

## **5.0 Corporate Implications**

- 5.1 The Council aspires to be an “excellent” Council in order to deliver the service expectations of our communities.
- 5.2 This performance report evidences an improvement in how we are meeting those demands and expectations.
- 5.3 This report has no implications in respect of meeting the Public Sector Equality Duty of the Equalities Act 2010.

## **6.0 Conclusion**

- 6.1 A high level of performance and improvements has delivered a range of outcomes for local communities.