

**Draft Key Performance Indicators for Policy and Resources  
Committee 2018-19**

<b>Final Decision-Maker</b>	Policy and Resources
<b>Lead Head of Service</b>	Angela Woodhouse Head of Policy Communications and Governance
<b>Lead Officer and Report Author</b>	Anna Collier Policy and Information Manager
<b>Classification</b>	Public
<b>Wards affected</b>	All

**Executive Summary**

Committees have recently reviewed a refresh of the Strategic Plan for 2018-19 which sets out the action areas that deliver the identified priorities. Each Service Committee was asked to consider and agree key performance indicators relevant to the services within its remit so as to measure achievement of our priorities for 2018-19.

**This report makes the following recommendations to this Committee:**

1. To agree the key performance indicators to be reported to this Committee in 2018-19 which cover the three action areas prioritised in the refreshed Strategic Plan.

**Timetable**

<b>Meeting</b>	<b>Date</b>
Policy and Resources Committee	28 March 2018

# Draft Key Performance Indicators for Policy and Resources Committee 2018-19

## 1. INTRODUCTION AND BACKGROUND

- 1.1 The Council has refreshed the Strategic Plan for 2018-19. Each Service Committee is asked to consider and agree key performance indicators relevant to the services within its remit so as to measure achievement of our priorities for 2018-19.
- 1.2 The Committee agreed in December 2016 to focus performance reporting on the three action areas prioritised in the refreshed Strategic Plan for 2017-18:
  - Providing a Clean and Safe Environment
  - Regenerating the Town Centre
  - A Home for Everyone
- 1.3 At the Councillor workshops and the committee meetings to consider the refresh of the Strategic Plan it was identified that where there are strategies and plans in place to deliver the action areas we will use measures set out in those documents.
- 1.4 As the Strategic Plan priorities and action areas have not changed other than the amendment to the clean and safe priority to: Providing a Safe, Clean and Green Environment it is proposed that the same approach is adopted for 2018-19.
- 1.5 Indicators have been reviewed with Heads of Service and the table at Appendix A; shows the draft indicators by action area, current targets for 2017-18 and proposed targets for 2018-19.
- 1.6 Where the target for 2018-19 is to be confirmed (TBC), this is either because, the indicator is annual and the final outturn is needed before the target can be assessed or performance is varied or unexpected and a full year's data is needed to ensure that the target is based on an educated assessment.

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## 2. AVAILABLE OPTIONS

- 2.1 Members are asked to consider the draft set of indicators at Appendix A and could choose to increase, reduce or change any presented.
- 2.2 Members could also choose not to have any performance reported to this committee. This is not recommended as monitoring performance ensures oversight and challenge to the delivery of the Council's priority action areas and mitigates risk of the Council not delivering its priorities.

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### **3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

3.1 The Committee is asked to consider which indicators will best measure and track progress against the action areas that are relevant to its terms of reference. Agreement is sought on the indicators and targets for 2018-19 and a list of recommended indicators has been given for the Committee to review.

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### **4. RISK**

4.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. That consideration is shown in this report at paragraph 2.2. We are satisfied that the risks associated are within the Council's risk appetite and will be managed as per the Policy.

### **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

5.1 The Committee has previously considered performance measures when it reviewed the strategic plan in December 2016 and January 2017. As well as the earlier workshop with Service Committee Chairs and Vice Chairs an evening workshop was also held to which all Councillors were invited to ascertain views on indicators for each action area in March. This report reflects those meetings.

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### **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

6.1 The Committee's agreed set of indicators will be reported and added to its work programme for 2018-19.

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### **7. CROSS-CUTTING ISSUES AND IMPLICATIONS**

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Impact on Corporate Priorities</b>	Performance management is focussed on identifying whether the Council is achieving the strategic priorities and action identified in the Council's Strategic Plan.	Head of Policy, Communications and Governance
<b>Risk Management</b>	Managing performance effectively should act as both risk mitigation and identification	Head of Policy, Communications and Governance

<b>Financial</b>	The proposals set out in the recommendation are all within already approved budgetary headings and so need no new funding for implementation.	Section 151 Officer & Finance Team
<b>Staffing</b>	The indicators will be used by staff as part of performance managing our services and assessing progress against our priorities. They will not require additional staffing resource	Head of Policy, Communications and Governance
<b>Legal</b>	N/A	[Legal Team
<b>Privacy and Data Protection</b>	N/A	Head of Policy, Communications and Governance
<b>Equalities</b>	N/A	Head of Policy, Communications and Governance
<b>Crime and Disorder</b>	N/A	Head of Policy, Communications and Governance
<b>Procurement</b>	N/A	Head of Policy, Communications and Governance

## 8. REPORT APPENDICES

- Appendix A: Draft Key Performance Indicators for Policy and Resources Committee 2018-19

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## 9. BACKGROUND PAPERS

The Council's Refreshed Strategic Plan for 2018-19,  
<http://aluminum:9080/documents/s59658/Appendix%20A%20-%20Strategic%20Plan%20Refresh.pdf>