

**REPORT TO THE SCRUTINY COMMISSION**

**MEETING OF 22<sup>nd</sup> NOVEMBER 2012**

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**Status:** For Information  
**Title:** Half-Year Portfolio Holder Reports  
**Originator:** Edward O'Neill, Democratic Officer  
**Where from:** Scrutiny Commission, 4<sup>th</sup> July 2012  
**Where to next:** Not applicable

Objective: To allow the Scrutiny Panel to examine the half-year performance of the Council against planned Portfolio activities.

1. Outcome sought from Panel
  - 1.1 Comments and questions for the Executive Portfolio Holders on the half-year performance of the Council for the 2012/13 business year.
2. Background
  - 2.1 The presentation of performance information to Scrutiny for examination is part of an overall system of performance management designed to deliver, to the greatest extent possible, the plans of the Council. Quarterly performance information is produced and discussed within one-to-one meetings between Managers and Directors as well as being shared with staff in team meetings. These procedures are complemented by discussions at Management Board level in relation to performance to provide a corporate and strategic oversight. Portfolio Holders receive performance information regularly throughout the year, through Executive Members attending Scrutiny meetings to report on performance.
  - 2.2 This report contains information on the performance of the Council against the Business Plan actions, local performance indicators and high level risks for the first half of the 2011/12 business year. Performance Management statements from Portfolio Holders are attached at Appendices A, B, C, D, E and F.
  - 2.3 Panel members should note that Scrutiny performance management meetings now operate somewhat differently to previous years. The significant changes which Panel members need to be aware of are:

- Panel members should now make greater use of the TEN system prior to the Panel meeting in order to inform their discussions and questioning of portfolio holders on the Council's performance and risk management. To this end each of the three Panels have received training in the use of TEN by the Council's Research and Performance Management Officer.
- Panel members are asked to submit any in-depth questions which may require additional supporting information in advance to Edward O'Neill, Democratic Officer for Scrutiny ([e.oneill@harborough.gov.uk](mailto:e.oneill@harborough.gov.uk)). This will support Portfolio Holders in answering questions at the Panel meeting. This should be done by close of business on Monday 19<sup>th</sup> November 2012.
- The half-year Portfolio reports are now presented to the Scrutiny Commission (agreed at the Meeting of the Scrutiny Commission on 4<sup>th</sup> July 2012).
- The Executive Portfolios are set out below:

<b>Portfolio</b>	<b>Portfolio Holder</b>
Finance, Efficiency and Assets	Councillor Spendlove-Mason
Corporate and Customer Services	Councillor Dann
Health and Community	Councillor Pain
Regulatory and Safety	Councillor Golding
Planning, Environment and Conservation	Councillor Mrs. Ackerley
Business Growth	Councillor Rook

2.4 The information attached to this report provides an overview of performance across various aspects of the Council's performance:

- Key Achievements
- Key Challenges
- Key Areas of Work in Progress
- Key Performance Indicators

3. Points for Discussion.

3.1 Members are invited to discuss the content of the performance report and the progress with achieving Council priorities.

3.2 Members are invited to make any observations on performance which they wish to be fed into the business planning process for 2013/14.

**Previous report(s): N/A**

**Information Issued Under Sensitive Issue Procedure: No**

Appendices

- A Finance, Efficiency and Assets Performance Statement
- B Corporate and Customer Services Performance Statement
- C Health and Community Performance Statement
- D Regulatory and Safety Performance Statement
- E Planning, Environment and Conservation Performance Statement
- F Business Growth Performance Statement