

REPORT TO THE SCRUTINY PANEL for PEOPLE
1st September 2011

Status: For Recommendation
Title: Performance Management Strategy
Originator: B. Jolly, Head of Corporate & Development Services
Where from: Scrutiny Commission, 26th May 2011
Where to next: Executive

Objective: That the Scrutiny Panel comment on and recommend for approval the attached strategy.

1. Outcome sought from Panel
 - 1.1 Comments on the strategy and onward recommendation for approval.
2. Background
 - 2.1 Performance Management at Harborough District Council has been developing over a number of years, but principally since the Comprehensive Performance Assessment in 2004. However until now there has been no codified strategy.
 - 2.2 Our performance management principles, systems, roles and responsibilities, and procedures have developed based on experience and the needs for reporting results locally and nationally.
 - 2.3 It is important that everyone who works for the Council recognises that they have a responsibility to improve performance. The Council links Business Planning to Team Plans and individual appraisals.
 - 2.4 This document formulates all of the above into a single strategy; the aims of which are to identify a clear approach to performance management and ensure that this is embedded and applied at all key levels of the organisation.
3. Points for discussion
 - 3.1 Does the attached strategy meet the Council's business requirements regarding performance management?

4 Equality Impact Assessment Implications/Outcomes (attach completed EIA)

4.1 An Equality Impact Assessment of the strategy is attached.

5 Impact on Communities

5.1 By having a cohesive performance management strategy and implementing the processes contained within it, this will have a beneficial impact on the community as the council improves its performance in all service areas.

6 Legal Issues

6.1 There are no specific legal issues with the Performance Management Strategy, but the Council's constitution requires approval by the Executive.

7 Resource Issues

7.1 No additional resource implications. Implementation of the strategy will ensure the council's resources are used effectively.

8 Community Safety Implications

8.1 None specific to this report.

9 Carbon Management Implications

9.1 The strategy recommends a move towards electronic performance management via use of online reporting from TEN rather than paper copies.

10 Risk Management Implications

10.1 There is a section on Risk Management within the strategy.

11 Consultation

11.1 Feedback from Members and officers as part of the LEAN projects fed into the development of this strategy as well as best practice from other Councils.

12 Background Papers

12.1 **None. This is the first draft of the strategy.**

Previous report(s): N

Information Issued Under Sensitive Issue Procedure: *N*

Appendices:

A. Performance Management Strategy

B. Equality Impact Assessment