

PAPER NO. 2

REPORT TO THE EXECUTIVE MEETING OF 25th March 2013

Meeting: Executive
Date: 25th March 2013
Subject: Quarter 3 Performance Report
Report of: Ann Marie Hawkins, Shared Head of Policy, Performance & Partnerships
Portfolio Holder: Cllr Paul Dann, Portfolio Holder for Corporate Services
Status: For Information

1 Purpose of the Report

- 1.1 To inform the Executive of the performance of the Council against the Council Delivery Plan, Portfolio Plans & Performance Indicators for the third quarter of the 2012-13 financial year.

2 Recommendations:

- 2.1 **That Executive Members consider and comment on the performance of their portfolios for the third quarter of the 2012-13 financial year.**

3 Summary of Reasons for the Recommendations

The presentation of performance information for examination is part of the Council's overall approach to effective performance management. The TEN performance management system has been designed to monitor and manage the delivery of the plans of the Council.

4 Impact on Communities

- 4.1 The information in this report provides an overview of the projects and indicators that deliver our outcomes for the community.

5 Key Facts

- 5.1 Performance information, including key achievements, challenges, work in progress and performance indicators, is summarised for each portfolio and attached at Appendix A. Following feedback from members of the Executive, an interim revised report format is being used to present quarter 3 and 4 performance, until a new format is launched as part of the Performance Management Framework in April 2013.

- 5.2 Appendix B contains details of the red risks in the Corporate Risk Register at the end of December 2012. This register comprises of all risks identified in

portfolio plans and through the Transformation Programme with a score higher than 12. Full details of risks, including scoring guidelines and the risk matrix can be found in the TEN Performance Management System.

- 5.3 Appendix C contains the performance report for Harborough Innovation Centre received from Oxford Innovation Ltd. This covers Year 2 performance of the Harborough Innovation Centre during Quarter 1 (April -June), Quarter 2 (July-September), and Quarter 3 (October- December).
- 5.4 The new Performance Management Framework was approved by the Executive on 14th January 2013 and will take effect from April 2013. A new style of performance report, including dashboards, is being developed to report progress against our Critical Activities.
- 5.5 A new model is being developed on the TEN Performance Management System to reflect the structure of business planning into Critical Activities.
- 5.6 Work is ongoing to review and develop performance indicators to ensure that performance information is SMART (Specific, Measurable, Accurate, Relevant & Timely). A number of new performance indicators have been identified in the Corporate Delivery Plan 2013-14, particularly in new areas of work.
- 5.7 Performance information on the recommendations arising from the Transformation Programme is presented under separate cover. Critical Transformation activities are being captured in the Corporate Delivery Plan for 2013/14 and will be monitored as part of this.
- 5.8 A review of the Council's approach to risk management will take place later in the year, including a full review of the Risk Management Strategy.

6 Legal Issues

- 6.1 None directly from this report.

7 Resource Issues

- 7.1 None directly from this report.

8 Equality Impact Assessment Implications/Outcomes

- 8.1 The Performance Management System was subjected to an Equality Impact Assessment (EIA) at the time of adoption of the Performance Management Policy (Executive 7th Nov 2011).
- 8.2 The Performance Management System measures the progress of Equality Impact Assessments.

9 Impact on the Organisation

- 9.1 The effectiveness of the performance management system impacts on the Council's outcomes and levels of service for residents and partners, and identifies progress towards the Council's priorities.

10 Community Safety Implications

- 10.1 None directly from this report.

11. Carbon Management Implications

- 11.1 None directly from this report.

12. Risk Management Implications

- 12.1 Risk is integrated into the Performance Management System. The Council's Red Risks are included at Appendix B of this report.

13 Consultation

- 13.1 Members are reminded to make use of the TEN Performance Management System which is available to them available via the Intranet. This should be the first port of call for performance information – this is accessible via a link on the HDC Intranet <http://tens-pi/tenweb/tenweb.dll?model%3D%7B58F28584-A20F-4C9E-8D6A-252A827BCBAF%7D%26type%3DOBJPAGE>

Members can seek help with the system by contacting Beccy Marriott, Business Planning Assistant.

14 Options Considered

- 14.1 Not applicable to this report.

15 Background Papers

- 15.1 Performance Management Policy
2012/13 Portfolio Plans
-

Previous report(s):

Information Issued Under Sensitive Issue Procedure: N

Ward Members Notified: N

Appendices:

- A. Quarter 3 Performance Portfolio Summaries**
- B. Red Risk Register**
- C. Harborough Innovation Centre Performance Report**