

**REPORT TO THE SCRUTINY PANEL for PLACES**

**MEETING OF 20<sup>TH</sup> OCTOBER 2011**

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**Status:** For Information  
**Title:** Half-Year Portfolio Holder Reports  
**Originator:** Edward O'Neill, Democratic Officer (Scrutiny)  
**Where from:** Scrutiny Commission, 26<sup>th</sup> May 2011  
**Where to next:** Not applicable

Objective: To allow the Scrutiny Panel to examine the half-year performance of the Council against the Business Plan actions and performance indicators.

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 2011/12 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 and C.
  - 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 17<sup>th</sup> October 2011.
- Each of the three Scrutiny Panels now scrutinises performance with portfolios being allocated to a Panel according to the remit of that Panel. The following Panels have the following portfolios allocated to them:

**People Panel 24<sup>th</sup> November 2010**

Community Engagement, Cohesion and Wellbeing	Councillor Pain
Community Safety and Enforcement	Councillor Golding
Corporate and Customer Services	Councillor Dann

**Places Panel 20<sup>th</sup> October 2011**

Waste and Recycling	Councillor Charlish
Change Management, Local Business and Enterprise and Legal Services	Councillor Rook
Housing Infrastructure and planning	Councillor Mrs. Ackerley

**Resources Panel 27<sup>th</sup> October 2010**

Asset Management and Finance	Councillor Spendlove-Mason
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2.4 The information attached to this report provides an overview of performance across various aspects of the Council's performance:

- Progress against targets in priority areas
- Local Performance Indicators

- National Performance Indicators
- Achievements within portfolios
- Current work in progress
- Future plans
- Areas of concern
- Corrective actions

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 2012/13.

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**Previous report(s):**

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

Appendices

A Housing Infrastructure and Planning Half-Year Report

B Change Management, Local Business and Enterprise and Legal Services Half-year Report

C Waste and Recycling Half-year Report