

PAPER NO. 2

REPORT TO THE EXECUTIVE MEETING OF 3rd June 2013

Meeting: Executive
Date: 3rd June 2013
Subject: Quarter 4 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
Relevant Ward(s): N/A

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 fourth quarter of the 2012-13 financial year, and provide an end of year summary of Key Achievements..

2 Recommendations:

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

2.2 That Executive Members consider and comment on the end of year performance summary of the Council's Key Achievements during 2012-2013.

2.3 To note that, in line with the new Performance Management Framework, Members will receive a new style of performance report from Quarter 1 2013-14.

3 Summary of Reasons for the Recommendations

The presentation of performance information to managers and Members 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 Councils priorities.

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 Key achievements, challenges, work in progress and performance indicators are summarised for each portfolio and attached at Appendix A. Following feedback from members of the Executive, an interim report format has been used to present Quarter 3 and Quarter 4 performance information.
- 5.2 Appendix B provides a summary of the Council's key achievements over the 2012-13 financial year.
- 5.3 Appendix C contains details of the red risks in the Corporate Risk Register at the end of March 2013. 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 on the TEN Performance Management System.
- 5.4 Appendix D contains the performance report for Harborough Innovation Centre received from Oxford Innovation Ltd. This covers performance information until the end of March 2013.
- 5.5 Performance information on the progress of 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.
- 5.6 The new Performance Management Framework was approved by the Executive on 14th January 2013, effective from April 2013. As part of this Framework, a new style of quarterly performance report is being developed which will be structured around the Critical and Key Activities outlined in the Corporate Delivery Plan, rather than portfolio plans. Members will receive this style of report starting from the end of Quarter 1 2013/14.
- 5.7 A new performance management model for the Council is being launched on TEN to reflect the new structure of business planning into Critical and Key Activities. Members are reminded that TEN is a dynamic system and, as such, performance information is available to view from the moment it is entered. Members are therefore encouraged to use TEN as their first port of call for performance information.

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 TEN 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 C of this report.

13 Consultation

13.1 Members are reminded to make use of the TEN Performance Management System which is accessible via a link on the HDC Intranet. This should be the first port of call for performance information. 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 Framework
2012/13 Portfolio Plans

Previous report(s):

Information Issued Under Sensitive Issue Procedure: N

Ward Members Notified: N

Appendices:

- A. Quarter 4 Performance Portfolio Summaries**
- B. End of Year Performance Summary : Key Achievements of 2012-13**
- C. Red Risk Register**
- D. Harborough Innovation Centre Performance Report**