

**Classification:** Public

**Key Decision:** No

## **Gravesham Borough Council**

**Report to:** Performance and Administration Committee

**Date:** 19 February 2019

**Reporting officer:** Stuart Bobby – Director (Corporate Services)

**Subject:** Corporate Performance Update – Quarter Three 2018-19  
(October – December 2018)

### **Purpose and summary of report:**

To present Members of the Performance and Administration Committee with an update against the Performance Management Framework, as set out within the council's Corporate Plan 2015-19, for Quarter Three 2018-19 (October – December 2018).

### **Recommendations:**

This report is for information purposes only.

## **1. Introduction**

- 1.1 In October 2015 the council formally adopted its Corporate Plan for 2015-19. The plan sets out the council's vision for the borough, complete with a suite of corporate objectives and policy commitments that will shape the council's activities over the four year period.
- 1.2 In order to evaluate if the council is effectively achieving against its stated policy commitments, and is ultimately delivering consistently high quality services, the council needs to have a sound performance management process in place. Developed by senior council officers and Cabinet portfolio holders, the council's Corporate Plan presents a Performance Management Framework (PMF) that forms the basis of reporting corporate performance to council Members and residents.

## 2. Performance Management Process

- 2.1 The effective management of the council relies upon good quality and timely performance information on which to base informed decisions. The council's PMF presents a range of performance information which includes;
- Performance Measures (PM): These are target-based measures identified and established specifically for being essential to the delivery of the Corporate Plan's key objectives e.g. waste recycling rates.
  - Performance Indicators (PI): These represent important contextual performance information related to the Corporate Plan's key objectives. PI's are not target based as the council, whilst having influence over their delivery, does not directly control their outcomes e.g. crime statistics.
- 2.2 Appendix Two to this report provides Members with an overview of the council's performance against the Performance and Administration portfolio for Quarter Three 2018-19 (October – December 2018).
- 2.3 Information on performance over the period is presented in tabular form for all indicators and graphically for PMs. Where any PMs have not met their set target for the quarter, exception notes have been provided for review. In addition, for PIs the tables provide 'direction of travel' arrows to give Members an indication of progress made against the previous reporting period and the respective arrows are explained in the key below;

### Performance Indicators: 'Direction of Travel' explanatory note

*Performance has improved on the previous reported period*



*Performance has stayed the same on the previous reported period*



*Performance has fallen on the previous reported period*



- 2.4 For future reference, equivalent performance reports will be presented to Members of the Committee on a quarterly basis.
- 2.5 This report is for information purposes only.

## 3. BACKGROUND PAPERS

- 3.1 There are no background papers pertaining to this report.

<b>IMPLICATIONS</b>		<b>APPENDIX 1</b>
<b>Legal</b>	The council's Corporate Plan is an integral part of the authority's policy framework as defined by the Constitution. The new Plan will ensure the council has in place an effective framework to delivery its responsibilities and delivers better results for vulnerable local residents, with the assistance of relevant partner agencies.	
<b>Finance and Value for Money</b>	There are no significant costs associated with the monitoring of the council's Corporate Plan from which council activities should be based and which therefore should be accounted for as part of on-going financial planning processes.	
<b>Risk Assessment</b>	Implementation of a performance management framework allows the council to evidence how successful it is in achieving against its stated objectives, and for residents it provides genuine accountability in how successfully the council is administering its resources.	
<b>Equality Impact Assessment</b>	<b>Question</b>	
	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer.  N/A	
	b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer.  N/A	
	<i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.</i>	
<b>Corporate Plan</b>	The council's adopted Corporate Plan sets the strategic vision and objectives for the authority over the 2015-19 period. This report provides Cabinet with a quarterly assessment of how the council is delivering against its objectives through its performance management framework.  All future committee reports will be presented in consideration of the new Corporate Plan.	
<b>Crime and Disorder</b>	Community safety is an integral theme of new Corporate Plan and work by the council in this area, alongside its key partners, will go towards delivering corporate objective 1: 'a Safer Gravesham'.	
<b>Digital and website implications</b>	In terms of the council's performance management framework, digital implications are represented and assessed through the outturns relating to 'PI 49 - web self-help forms'.	
<b>Safeguarding children and vulnerable adults</b>	There are no implications in respect of safeguarding children and vulnerable adults.  It should be noted however, that the council's work in safeguarding children and vulnerable adults helps contribute towards delivering corporate objective 1: 'a Safer Gravesham' and corporate objective 2: 'a Stronger Gravesham'.	