

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Portfolio Holder for Internal Services, Performance and Business Development and the Assistant Director Democratic Services

To: Cabinet – 15 January 2013

(Author: Samantha dancer – Joint Performance Team Leader)

Subject: Q2 Performance Report

Purpose: To provide Members with a report on the Performance of the Council and the Priorities set out in the Corporate Plan 2011-2015

Recommendation:

That Members give consideration to and note the contents of the report and the appendices.

1.0 BACKGROUND

- 1.1 Appendix A is the new style Quarterly Performance Report which has been generated by our new performance management system 'Performance Plus' and shows the position as at the end of quarter 2 - 30th September 2012.
- 1.2 Included at the front of the report is a high level overview of the Council's performance against each of our corporate priorities outlined in our Corporate Plan 2011-2015.
- 1.3 The main body of the report contains a summary of each service which includes:
 - Actual / Forecast spend vs Revised Budget
 - Performance indicators
 - Projects
 - Audit Recommendations
 - Risks

It is followed by a detailed three month overview of all performance indicators and projects, reported on by exception (under and over performing items only) as requested by the Executive board on 27/11/2012. Commentary is then provided by service managers / portfolio holders, to give further information on potential areas of concern, identified by the red triangles.

- 1.4 Portfolio Holders and Service Management are now managing performance through live access to individual reports within Performance Plus.
- 1.5 Appendix B is the Annual Greenhouse Gas (GHG) Emissions Report which reports performance against the council's Carbon Management Plan and the savings that are being achieved.

1.6 Appendix C is a report on the outturns from Procurement Lincolnshire for South Holland, which provides a summary of savings to date, the current in year position and future expectations.

2.0 **OPTIONS**

2.1 That we continue to report at the level provided in Appendix A.

2.2 That we will report annually on progression against our Carbon Management Plan and consequent savings.

2.3 That we will report quarterly on the savings and confidence levels achieved through Procurement Lincolnshire.

3.0 **REASONS FOR RECOMMENDATION(S)**

3.1 Overview and Scrutiny received this report on the 11th December 2012. Their comments / recommendations are included in Appendix D.

4.0 **EXPECTED BENEFITS AND TIMELINES**

4.1 Following the creation of the shared management team across Breckland District Council and South Holland District Council focus has been placed on aligning processes and systems to improve time management and efficiency.

4.2 With a joint management structure there was evidently a need for a single performance management system that provided a flexible platform for the monitoring and management of each authority's corporate priorities.

4.3 Performance Plus sits on a web based server which allows access from both work and home for all licence users and therefore affords greater access for a shared management team, executive members and wider officer core, facilitating a more flexible working arrangement.

4.4 Performance Plus allows for tailored reports to be created, developed and shared by the Council allowing more time to be spent on data analysis than data collection. This has resulted in bespoke reports for Portfolio Holders being created which present a tailored overview of their services in a simple and easy to understand format.

5.0 **IMPLICATIONS**

5.1 **Carbon Footprint & Environmental Issues**

5.1.1 Included in Appendix B.

5.2 **Constitution & Legal**

5.2.1 There are no implications resulting from this report

5.3 **Contracts**

5.3.1 There are no implications resulting from this report

5.4 **Crime and Disorder**

5.4.1 There are no implications resulting from this report

5.5 **Equality and Diversity & Human Rights**

5.5.1 There are no implications resulting from this report

5.6 **Financial**

5.6.1 There are no implications resulting from this report

5.7 **Risk Management**

5.7.1 There are no implications resulting from this report

5.8 **Staffing**

5.8.1 There are no implications resulting from this report

5.9 **Stakeholders / Consultation**

5.9.1 There are no implications resulting from this report

6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 None.

Background papers: - None

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Key Decision: No

Exempt Decision: No

Appendices attached to this report:

Appendix A – Q2 Performance Report

Appendix B – Greenhouse Gas Emissions Summary Report 2012

Appendix C – Procurement Lincolnshire Outturns Report

Appendix D – Comments / Recommendations from PMP