

<b>SUBJECT:</b>	<i>PI Review 2016/17</i>
<b>REPORT OF:</b>	<i>Leader of the Council – Councillor Isobel Darby</i>
<b>RESPONSIBLE OFFICER</b>	<i>Acting Chief Executive – Bob Smith</i>
<b>REPORT AUTHOR</b>	<i>Rachel Prance (01494 732903) Sarah Woods (01494 586 800)</i>
<b>WARD/S AFFECTED</b>	<i>All</i>

## 1. Purpose of Report

The purpose of this report is to provide an update on the outcomes of the Performance Indicator (PI) review for 2016/2017 and to seek approval for the proposed changes to reporting.

### RECOMMENDATION

The policy and performance team met with each of the Heads of Service (HoS) and reviewed their PIs in detail to ascertain whether any changes were required to monitor performance. HoS recommendations are included in the appendices.

The following appendices are attached to this report.

**Appendix A** PI Review - Priority PIs 2016-17 - CDC - provides proposals for reporting priority indicators during 2016/17 with future targets.

**Appendix B** PI Review – Corporate Indicators 2016-17 - CDC- provides proposals for reporting Corporate PIs during 2016/17 with future targets.

## 2. Reasons for Recommendations

Currently, 13 priority indicators are reported on a monthly basis, within the monthly budget pack.

The quarterly performance report includes 32 corporate indicators (formerly selected by MT and Cabinet), as well as the 13 priority indicators. A total of 45 performance indicators are reported quarterly.

Each service unit has been asked to identify 2 to 3 indicators which would be strong and meaningful measures of overall performance, avoiding duplication where they are regularly reported via PAG updates. An exception is Finance, as full reporting is included in the monthly budget packs for each Council so no further PIs were deemed necessary.

Service areas will measure and monitor any remaining PIs which are useful for day to day management of the service, reporting through to PAGs/Committees where appropriate. These are departmental PIs which are not included in the appendices. If any of these PIs indicate potential problems, these will be highlighted to Management Team and where the impact is medium to high, to the portfolio holder.

For CDC, HoS are required to log into Covalent and activate PIs after they have been updated by officers. For 2016/17, we propose removing this step from the process as it is not currently done in SBDC and officers are best placed to ensure their covalent entries are correct.

If approved, for 2015/16 there will be 15 priority PIs and 28 additional corporate PIs – a total of 43.

**3. Consultation**  
*Not Applicable*

**4. Options**  
*Not applicable*

**7. Corporate Implications**

**Resources** – The monitoring of progress against performance targets is a useful tool to help monitor the progress the Council is making to improve council aims, improve service delivery, and deliver value for money services for residents.

**Financial** – Performance Management assists in identifying value for money.

**Legal** –None identified.

**Risks issues** – None identified

**8. Links to Council Policy Objectives**

Performance management helps to ensure that performance targets set through the service planning process are met and any dips in performance are identified and resolved in a timely manner. This report links to all three of the Council’s objectives.

**9. Next Step**

Cabinet are asked to note Appendix A and approve the proposed changes to the priority performance indicators.

Cabinet are asked to note Appendix B and approve the proposed changes to the corporate performance indicators.

<p><b>Background Papers:</b></p>	<p><b>Appendix A</b> PI Review - Priority PIs 2016-17 - CDC - provides proposals for reporting priority indicators during 2016/17 with future targets.</p> <p><b>Appendix B</b> PI Review – Corporate Indicators 2016-17 - CDC- provides proposals for reporting Corporate PIs during 2016/17 with future targets.</p>
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