

<b>REPORT SUBJECT</b>	<i>Performance Indicator Review 2018-19</i>
<b>REPORT OF</b>	<i>Councillor Nick Naylor (SBDC)</i>
<b>RESPONSIBLE OFFICER</b>	<i>Bob Smith, Chief Executive</i>
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<b>WARD/S AFFECTED</b>	<i>Report applies to whole district</i>

## 1. Purpose of Report

To provide an update on the outcomes of the Performance Indicator (PI) review for 2018/2019 and to seek approval for the proposed changes to reporting.

### RECOMMENDATION

Cabinet is asked to approve the changes to the Performance Indicators for each service.

## 2. Executive Summary

Overview of performance indicators (PIs) for 2018/19:

Service	Total PIs	Priority PIs	Corporate PIs	Data Only PIs
<b>Leaders</b>	4	3	0	2
<b>Resources</b>	12	4	8	0
<b>Healthy communities</b>	13	3	8	2
<b>Planning and Economic Development</b>	18	3	15	4
<b>Environment</b>	4	1	3	0
<b>Total PIs</b>	<b>56</b>	<b>14</b>	<b>34</b>	<b>8</b>

## 3. Reasons for Recommendations

- 3.1 Reviewing Performance Indicators allows each service to adjust targets, add in more relevant indicators and remove those indicators that do not provide valuable information.
- 3.2 This year, the internal consultation process has been extended to include all managers within service areas, plus other staff as appropriate, prior to sign-off from Heads of Service. This is in order to make sure that the Performance Indicators adopted include the measuring of all aspects of each service to provide only meaningful information to Management Team, Members and Officers. This also ensures that the process has been more robust than in previous years.
- 3.3 To reflect joint services, indicators are to be jointly reported where practical. Where this is not possible care has been taken to align indicators so that the data sets gathered within each Council are similar.
- 3.4 Performance Indicators are part of the Service Planning process, and serve as an important part of the Council's performance management framework as detailed in the Joint Business Plan 2016 – 2020 and link to the Councils' policy objectives.

3.5 The following appendices are attached to this report.

- **Appendix A:** SBDC Priority PIs 2018-19
  - Provides proposals for reporting priority indicators during 2018/19 with future targets.
- **Appendix B:** SBDC Corporate Indicators 2018-19
  - Provides proposals for reporting Corporate PIs during 2018/19 with future targets.
- **Appendix C:** SBDC Data Only Indicators 2018-19
  - Provides proposals for reporting Data Only PIs during 2018/19.

#### 4. Key points to note

- 4.1 Finance is an exception to this process as full reporting is included in the monthly budget packs for each Council, so no further PIs are deemed necessary.
- 4.2 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.
- 4.3 If approved, for 2018/19 there will be 14 priority PIs, 34 additional corporate PIs and 8 data only PIs – a total of 56.
- 4.4 Changes to PIs:
- **Leaders:** HR PIs have now become joint Chiltern and South Bucks PIs to reflect that the workforce is now under joint terms and conditions. No major changes within Communications, Policy and Performance.
  - **Resources:** Targets have been increased for all Revenues and Benefits indicators, with a placeholder added within Customer Services to measure numbers of compliments received once the Customer Experience Strategy is in place.
  - **Healthy Communities:** Targets for customer satisfaction at the Leisure centres have been increased, with the Beacon Centre increasing by 1% for 18/19, rising to 2% in 19/20 and 20/21 and the Evreham Centre increasing by 2% per year as these are thought to be realistic but ambitious targets. JtLI3 - Percentage of customers satisfied with the licensing service received (annual) – has a reduced target of 80%, rather than the 89% of 2017/18 to reflect that not all those who are pleased with the service fill in a survey, and that many of the issues reported by those who complete the survey are outside of the service's control e.g. IT issues, legislation etc.
    - Within Healthy Communities, a set of additional PIs have been created in response to the Homelessness Task and Finish Group, and will be reported monthly to MT and Cabinet, and quarterly to the Overview and Scrutiny Committee.
  - **Planning and Economic Development:** Indicators within this Portfolio have been amended to reflect the priorities for the Exemplar Planning Service and Local Enforcement Plan.

- **Environment:** A new PI (SbWR4) has been added in to determine how many missed assisted collections are occurring each month and therefore the success of this service; SbWR2 Percentage of household waste sent for reuse, recycling and composting (cumulative) has had its target reduced from 55% to 53% to mirror national trends in plateauing recycling rates. Additionally, SbSE1 - Cumulative CO2 reduction from local authority operations from base year of 2008/09 – has been added in to align with the existing CDC PI.

## 5. Consultation

*Not Applicable*

## 6. Options

*Not applicable*

## 7. Corporate Implications

7.1 **Financial** - Performance Management assists in identifying value for money.

7.2 **Legal** – None specific to this report.

7.3 **Crime and Disorder, Environmental Issues, ICT, Partnership, Procurement, Social Inclusion, Sustainability** – reports on aspects of performance in these areas.

**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 that any dips in performance are identified and resolved in a timely manner.

This report links to all three of the Council's objectives, listed below:

Objective 1 - Efficient and effective customer focused services

Objective 2 - Safe, healthy and cohesive communities

Objective 3 - Conserve the environment and promote sustainability

## 9. Next Step

Cabinet are asked to note Appendixes A and B and approve the proposed changes to the priority and corporate performance indicators.

Background Papers:	
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