

WIRRAL COUNCIL

REGENERATION AND ENVIRONMENT POLICY AND PERFORMANCE COMMITTEE

10 JULY 2013

SUBJECT:	DIRECTORATE PLAN PERFORMANCE MANAGEMENT REPORT (DRAFT)
WARD/S AFFECTED:	ALL
REPORT OF:	KEVIN ADDERLEY (STRATEGIC DIRECTOR OF REGENERATION & ENVIRONMENT PERFORMANCE)
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The aim of this report (Appendix 1) is to outline the proposed performance management report to support the delivery of the Directorate Improvement Plan for 2013/14.
- 1.2 It translates the priorities set out in the Plan into a coherent set of performance outcome measures and targets. They will be used to evaluate the achievement of the priorities outlined in the plan over the next year.
- 1.3 It is anticipated that the development of the Plan will be an iterative process during 2013/14 based on the feedback and requirements of elected members and the portfolio lead. It will run in parallel to the wider development of the underpinning business planning and performance management infrastructure within the council (e.g. Performance Management Framework Policy, electronic provision of performance information to elected members, transition from targets to outcomes).

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Directorate Plan links directly to the Corporate Plan and sets Directorate objectives in national and local context. The indicators contained within the Directorate Plan form a hierarchy underneath the high level indicators specified in the Corporate Plan. The Corporate Plan high level indicators are to be considered at Council in July for approval, but to allow the Policy & Performance Committee to consider progress against this portfolio we have included them. Until Council approval they should be considered as draft.
- 2.2 The Strategic Director for Regeneration & Environment (Kevin Adderley) has signed off the indicators contained within the performance report and agreed the following parameters which underpin their on-going performance management:

- 2013/14 Plan
 - 2013/14 Plan trajectory (see Appendix 2)
 - 2013/14 Performance tolerance levels (determine RAG [Red, Amber, Green] status)
 - Head of Service responsible for delivery of target
- 2.3 Directorate Plan performance (includes Corporate Plan targets) will be monitored on a monthly basis against the parameters agreed as part of the business planning process (e.g. RAG tolerance levels). A number of indicators are only available on a quarterly basis, in line with the availability of data.
- 2.4 The outputs from this monitoring process will be performance managed proactively on an exception basis. The system is designed to promote a “no surprises” approach to performance management.
- 2.5 Heads of Service responsible for the delivery of targets must complete an exception report and delivery plan for all indicators which are under performing (e.g. red RAG rated indicators). Appendix 3 illustrates the pro-forma which will be used to capture this information.
- 2.6 Monthly Directorate Plan performance reports will be produced and made available (to support corporate challenge) in line to support:
- Monthly DMTs
 - Monthly Portfolio Lead briefings
 - Quarterly Audit, Risk, Governance and Performance meetings
 - Quarterly Policy and Performance Committees

3.0 RELEVANT RISKS

- 3.1 The performance management framework is aligned to the risk management strategy. At present no risks are identified in relation to the latest version of the Corporate Plan performance report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 N/A

5.0 CONSULTATION

- 5.1 The Corporate plan was drafted based on the feedback generated by the What Really Matters public consultation. The Directorate plan underpins this plan.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 6.1 N/A

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 7.1 Financial implications of undertaking the actions to deliver the Directorate Plan will be addressed by Directorate as appropriate.

8.0 LEGAL IMPLICATIONS

- 8.1 Legal implications of undertaking the actions to deliver the Directorate Plan will be addressed by Directorate as appropriate.

9.0 EQUALITIES IMPLICATIONS

- 9.1 The Directorate Plan has a clear focus on supporting those who are disadvantaged, including the delivery of specific services and through ensuring that all of Wirral's diverse communities are equally able to access services.
- 9.2 Equalities implications relating to the actions set out in the Directorate Plan will be addressed by the Directorate as appropriate, and details set out in individual Directorate plans. This work is also monitored by the Corporate Equalities and Cohesion Group and the Council Excellence Overview and Scrutiny Committee.

10.0 CARBON REDUCTION IMPLICATIONS

- 10.1 N/A

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 11.1 N/A

12.0 RECOMMENDATION/S

- 12.1 Committee are requested to use the information contained within this report to inform its future work programme.

13.0 REASON/S FOR RECOMMENDATION/S

- 13.1 To ensure that the report provides elected members with the information required to evaluate the delivery of the key priorities identified by the Directorate Plan.

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APPENDICES

Appendix 1 – Directorate Plan Performance Report (13/14)
Appendix 2 – Directorate Plan Performance Report (13/14) Technical Specification
Appendix 3 – Copy of Exception/Delivery Report Template

REFERENCE MATERIAL

N/A

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
N/A	N/A