

STROUD DISTRICT COUNCIL
STRATEGY AND RESOURCES COMMITTEE

THURSDAY, 13 JANUARY 2022

Report Title	Council Plan and Performance Indicators			
Purpose of Report	For the Committee to agree Performance Indicators for activities and projects detailed in the adopted Council Plan.			
Decision(s)	The Committee RESOLVES to: a. Agree the performance indicators relating to the Council Plan b. Approve the revised performance reporting template for use by the member performance champions.			
Consultation and Feedback	Performance indicators relating to CS&L, Environment and Housing Committee have been reviewed and agreed by each of these committees. Consultation has also been held with the Strategic Leadership Team (SLT), Alliance Leadership Team (ALT) and Lead Officers identified in the Council Plan			
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Options	None			
Background Papers	None			
Appendices	Appendix A – Council Plan – delivery plan including performance indicators Appendix B – Draft performance reporting template			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	Yes	Yes

1. BACKGROUND

- 1.1 At its meeting in October Council adopted the Council Plan 2021 – 2026.
- 1.2 This committee at its meeting in November approved the Performance Management Framework (PMF) which sets out the principles of performance management across the organisation, the governance framework through which performance will be reported and reviewed, and the various key documents which will ensure that a culture of performance and accountability will be embedded throughout the organisation.
- 1.3 The PMF has been designed to ensure that the Council’s priorities are translated into clear plans with performance indicators which can be easily monitored by elected members and support effective implementation by officers.
- 1.4 The PMF is based on the ‘Plan – Do – Review – Revise’ model of performance management.
- 1.5 The existing use of the Performance Management System, Excelsis, is also being reviewed. The Council has been using this system for over 10 years, and SLT have agreed that we should be reviewing what other systems are available in the market to compare

with our current system. If a new system is procured members will have access to this, or regular reports will be made available to them.

- 1.6 The Council Plan is built on three tiers consisting of our priorities, our objectives and the key projects and activity the council will undertake to achieve our objectives.
- 1.7 To ensure that the council has a co-ordinated approach to delivering its objectives, the key projects and activities have been outlined in the Delivery Plan which also includes the governance arrangements, the timescale for start and completion of the project and the Lead Officer responsible for the successful delivery.

2. COUNCIL PLAN PERFORMANCE INDICATORS

- 2.1 ALT agreed that each committee chair should consult with all members of each committee on the performance indicators, identifying where changes or additions should be made. These amendments / changes should be reported back to this committee for approval. The review by committees was completed during the December cycle of meetings.
- 2.2 Appendix A details the Council delivery plan including performance indicators for this committee and the amended / updated performance indicators from other committees identified above.
- 2.3 As mentioned there have been numerous opportunities for input and amendments to these performance indicators by both members and officers. And it is likely that during review and monitoring that some of these may change and be amended.

3. PERFORMANCE MONITORING AND MEMBER TRAINING

- 3.1 As a result of the new Council Plan and associated performance indicators, it is necessary to review the Committee Performance Monitoring process to ensure that performance monitors have the tools and information they need to undertake their role. Appendix B details the revised committee performance monitoring report template for use by the committee performance monitors who will be reporting on performance relating to the Council Plan on a quarterly basis.
- 3.2 The principal amendment made to the monitoring template is the inclusion of a RAG rating for each objective related to the Committee as well as the inclusion of any mandatory or regulatory indicators that the Council regularly reports such as Housing Benefit processing or determination time for planning applications. It may be necessary to revise the template further if a new PMF system is implemented and a different reporting functionality is provided. Members will be updated if this is the case.
- 3.3 The Policy & Governance Team provided member training on Performance and Project Management on 1 December 2021, this was well attended; and provided an overview of our new PMF and the existing project management guidance which is currently being reviewed.
- 3.4 Further training will be offered to Members in the Spring of 2022, once the Council Plan and related performance indicators have been embedded. Members will also be offered training of a new system if one is procured as a result of the review of Excelsis.

3.5 Additional training will also be provided for Member performance monitors from each committee on the revised performance monitoring report template. It is recognised that Committee Chairs may, from time to time, wish to appoint additional monitors and training can be provided when that occurs.

4. CONCLUSION

4.1 The Council Plan is an integral element of the council's performance management framework and this creates the golden thread that links service, team and personal performance to the priorities of the organisation.

4.2 The performance indicators attached to the delivery plan relating to the Council plan will enable the Council to determine the level of progress on each action or project, whether we own or contribute to the performance indicator, by regular monitoring and reviewing.

4. IMPLICATIONS

4.1 Financial Implications

There are no direct financial implications from this decision. The review of the performance management system may result in additional cost for implementation but this is not known at this stage of the process.

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4.2 Legal Implications

None directly arising from this report, but legal advice and support will be provided to lead officers to assist them with the delivery of their performance indicators, as appropriate.

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4.3 Equality Implications

There are equality considerations incorporated in the council plan with associated measures, these will be regularly reported.

4.4 Environmental Implications

There are no significant implications within this report, however there are environmental implications within the Council Plan and associated PIs and these will be regularly reported to Committee.