

Performance Monitoring Report: S&R Committee

DATE OF MEETING	22 July 2021
ATTENDEES	Members: Nick Housden Officers: Andrew Cummings
PERFORMANCE UPDATE <i>(please give a brief progress update on the following areas)</i>	
CDP PRIORITIES <i>(see Excelsis)</i>	<p>CDP 1 – Continue to allocate funds from the business rates pilot fund in line with the agreed principles</p> <p>The budget for 2021/22 included a number of items related to economic recovery from the pandemic. The business rates pilot was included as a funding source as part of those proposals.</p> <p>In Autumn 2021 a report will be presented allocating sums from this fund to new Council Plan priorities.</p>
	<p>CDP 1.3 – Progress and deliver the redevelopment of Brimscombe Port by securing planning permission and being ready to seek a development partner</p> <p>At its meeting on June 10th 2021 Strategy and Resources Committee members agreed to seek vacant possession of units which are to be demolished in order to allow for infrastructure works. Officers have been working to implement this decision whilst supporting the tenants as the Committee requested.</p> <p>A dedicated project manager has now been appointed to lead the project as it continues.</p> <p>The Council was successfully in securing £776k of Land Release funding from the One Public Estate Programme towards the cost of the scheme.</p>

CDP 1.4 – Submit a bid to the National Lottery Heritage Fund by April 2020 to restore the canal link between Stonehouse and Saul.

This quarter has seen the retirement of Dave Marshall the Canal Manager who had driven the project so successfully including the recent HLF bid.

Work to get the “permission to start” continues and is reaching its conclusion. As part of this process the Council has committed to review the governance and the project to ensure that consideration of Equality, Diversity and Inclusion remains a key part of the project throughout.

It has been confirmed with Network Rail that the delayed works on the Ocean Bridge, Stonehouse will now take place at Christmas 2021.

CDP 1.6 – Create a strategic approach to building more effective partnerships with parish and town councils.

The development of a new engagement strategy with Town and Parish Councils is a key element of the 2021 workplan for the Corporate Policy and Governance Team. This project will include consideration of engagement with Town and Parish Councils across the whole authority. As both the District and Parish Councils were subject to elections in May 2021 this new project is set to begin now that new Councillors are in place.

CDP 1.7 – Adopt a clear vision and digital strategy which is fit for purpose to deliver good quality, convenient and efficient services for staff, residents and local businesses.

The Digital Platform procurement was cancelled in order to develop a joint procurement with CBC. The objective is to select the same vendor and enjoy improved commercials along with opportunities to share experience, artefacts and (potentially) development resource.

A demonstration session is to be arranged for members to show the benefits of a digital platform and to begin shaping how we can use it to better serve our residents.

The procurement is underway with tender responses expected mid-July and services to start in October.

	<p>CDP 5.2 - Explore the opportunities for income generation to help achieve financial self-sufficiency</p> <p>The outturn report is being presented to this committee. The new upcoming Council Plan will include full consideration of the resourcing of Council priorities.</p>
PROJECTS / CAPITAL PROGRAMME (if not covered in CDP)	<p>The major capital projects for the Committee are the Canal and Brimscombe Port which are included in the actions above.</p>
RISKS (see Excelsis)	<p>CCR 1 Failure to develop a Budget Strategy 6/16 (was 9/16) 2021/22 Budget and MTFP were approved at full Council in Feb 2021. The longer term need to generate savings remains in place but the Council remains financially sustainable in the medium term. CCR 4 Business Continuity 16/16 The work to plan and prioritise the recovery of Council IT services will start later in July.</p> <p>CCR10 Inability to recruit specialist staff 4/16 – (previous 16/16) A People Strategy has been produced to set out how the Council supports and develops staff within the organisation. Subject to clearance of references, the ICT team has recently recruited a second Infrastructure engineer. This will reduce the risks associated with operation of the Council's IT services</p> <p>CCR 16 Inadequate telephony and IT infrastructure 8/16 – The Infrastructure Refresh Programme is delivering a wide range of improvements that will improve the stability and resilience of the IT service and the risk has been rescored accordingly. This work is now scheduled to complete in July, following a change 'freeze' that we decided to impose in order to ensure IT reliability over the election period. The Council's telephony has now been upgraded to modern, internet-based technology that enables softphone functionality. The roll-out of softphones is in pilot stage and we hope to complete the full roll-out in July. Refer to CCR 4 for update on Disaster recovery.</p> <p>CCR 19 Covid-19 pandemic 9/16 The pandemic is being actively managed as an ongoing risk. It has significant impacts, short and long-term on service delivery and financial position. The wider SLT group meets every fortnight to consider the current position.</p>
RISKS (see Excelsis)	<p>CCR91 – Inadequate Information Governance Framework 6/16 Mandatory Data Protection Course in place and work is underway to implement a second intermediate level course for Service</p>

	<p>Heads/Information Asset Owners and Information Governance Coordinators to increase their level of knowledge. Both courses will also reflect data breach investigations to address and prevent further occurrence.</p> <ul style="list-style-type: none"> - An enhanced training exception report has been built with the Learning provider which highlights which staff and members have not yet completed training. - Statutory DPO providing detailed GDPR expertise, advice and support with a recently introduced role of Information Governance Officer to support adherence to regulations and compliance. - revised incident reporting framework and procedure in place, with investigation form completed for all breaches and learning taken forward and shared. - Data Breaches are to be included in a Dashboard to SLT to enable effective response.
RELEVANT FINANCE ISSUES	<p>The Statement of Accounts was signed by the Section 151 Officer on July 1st and the External Audit has now commenced.</p> <p>The outturn report will be presented to this Committee.</p>
ANY OTHER ISSUES CONSIDERED AT THE MEETING (eg staffing / resources)	<p>The Strategic Director of Change and Transformation has left the Council during the Quarter. Internal adverts are currently out for a temporary replacement. The appointment is likely to have been made before the Committee date.</p>
FOLLOW UP (any issues for consideration at the next meeting)	
PERFORMANCE MEASURES (see <i>Excelsis</i> where applicable)	<p>None available at this point.</p> <p>The new Council Plan is currently being prepared and objectives will be given a clear set of KPIs.</p>
ANY ISSUES OF SIGNIFICANT CONCERN TO BE REPORTED TO AUDIT AND STANDARDS	
ANY ACTIONS/RECOMMENDATIONS FOR THE COMMITTEE	
REPORT SUBMITTED BY	Nick Housden
DATE OF REPORT	14/07/2021