

# **Report to Finance & Performance Management Cabinet Committee**



**Report reference: FPM-002-2019/20**

**Date of meeting: 20 June 2019**

**Portfolio: Leader**

**Subject: Corporate Plan Action Plan Year 2 Performance Report**

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## **Recommendations/Decisions Required:**

- (1) That the Finance Performance Cabinet Committee considers the proposed, new reporting format for the Council's Corporate Plan Action Plan; and**
- (2) That the reviewed KPIs and RAG rated programmes for 2019/20 be agreed.**

## **Report:**

1. The Corporate Plan Action Plan provides a mechanism for reporting to Members on Key Performance Indicators (KPIs) and key programmes of work and highlights the Council's overall performance against agreed Corporate Objectives.
2. The Year 2 Action Plan (covering 2019/20) will represent the second reporting cycle for EFDC's Corporate Plan (2018-23). Performance measures for Year 2 have been streamlined to enable improved focus on how Corporate Objectives are being met. This has resulted in a reduction of the number of KPIs listed in the 2018/19 Corporate Plan from 47 to 13, and 11 key corporate programmes of work.
3. Following feedback from Members, a new Action Plan reporting format has been designed (see appendix 1) which provides a more concise presentation of information and greater clarity on performance. Information reported in the new format is now either a KPI or a corporate work programme ranked with a RAG rating.
4. KPIs will continue to have a defined target that performance is measured against and quarterly updates will consist of a range of numerical comparison of targets and actuals along with charts and narrative relating to performance.

5. RAG ratings will be used for the 11 corporate programmes to demonstrate performance;

RAG rating	Status
 Red	Below target
 Amber	Attention needed
 Green	Meeting or exceeding target

The background information related to each KPI and work programme will additionally be available for Members to refer to, where necessary. However, this will be in a more simplified format.

6. When progress on KPIs or programmes is either below target or requires attention, a corrective action will be detailed to provide assurances on getting progress back on track.

7. The 11 corporate programmes currently being worked on are:

Stronger Communities	Stronger Places	Stronger Council
Customer Excellence	Local Plan	People Strategy
Insight & Behaviour	St Johns Road	Digital Enablement
Partnership Working	Growth/Skills/Employment	Accommodation Strategy
	North Weald	
	Housebuilding	

\*Additional projects and programmes may also be included in the Corporate Plan Action Plan if deemed the best fit for the Corporate Objective being served (i.e. Delivery of the Epping Forest Health & Wellbeing Strategy for the Corporate Objective: Supporting healthy lifestyles).

**Resource Implications:**

Resource requirements for actions to achieve specific objectives or benefits within the plan will be identified by the responsible Service Director and reflected in the respective budget.

**Legal and Governance Implications:**

There are no legal or governance implications arising from the recommendations of this report. However, any implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director.

**Safer, Cleaner and Greener Implications:**

There are no implications arising from the recommendations of this report in respect of the Council’s commitment to the Climate Local Agreement, the Safer, Cleaner and Greener initiative, or any crime and disorder issues with the district. Relevant implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director.

**Consultation Undertaken:**

Leadership team

**Background Papers:**

Epping Forest District Council Corporate Plan 2018-23

Epping Forest District Council Corporate Plan Progress Reports (Q1-Q4 2018/19)

**Risk Management:**

There are no risk management issues arising from the recommendations of this report. Relevant issues arising from actions to achieve specific objectives or benefits will be identified by the responsible service director during business planning and communicated to the Corporate Risk Management Group.