



REPORT TO: POLICY AND RESOURCES COMMITTEE

DATE: 25 JUNE 2009

HEAD OF SERVICE: TRANSFORMATION

**REPORTING OFFICER: HEAD OF TRANSFORMATION
CLARE SLATER**

SUBJECT: PERFORMANCE AND FINANCE REPORT

WARDS AFFECTED: ALL

1.0 PURPOSE OF REPORT

- 1.1 To present for comment the first set of performance and finance reports for 2009/10, and establish the principles of strategic performance management.
- 1.2 To inform Members of progress made against the Council's agreed aims and strategic objectives, as agreed by members in the Council Plan 2009/13.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Members endorse the performance and finance report and agree any amendments to policy or further action required to improve performance.

3.0 BACKGROUND & INTRODUCTION

- 3.1 The Council adopted the Council Plan for 2009-13 in March 2009. The Financial Strategy was agreed in February 2009. The document attached at Annex A provides a progress report on the delivery of the Council Plan to the end of May 2009 in terms of actions delivered and performance levels achieved and a review of the financial implications to date.
- 3.2 This report includes progress against Aim 5, To Transform the Council, which falls within the remit of this committee.
- 3.3 Performance against the other four aims (listed below) has been reported to the Community Services Committee on 11 June 2009.

- Aim 1 To meet housing need in the Ryedale District Council area;
- Aim 2 To create the conditions for economic success;
- Aim 3 To have a high quality, clean and sustainable environment; and
- Aim 4 To help residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe.

4.0 PERFORMANCE REPORT FORMAT

- 4.1 The Performance Report for each Aim takes the following format:
- Council Aim - What outcome do we want to achieve?
 - Strategic Objectives – What will we do to achieve this aim?
 - Key Performance Questions – What questions should we be asking to know if we are delivering in line with achieving our stated aim?
 - Indicators which help to answer to these questions
 - Priority service objectives and actions
 - Priority actions to be delivered in pursuit of the Council's Aims and included in service delivery planning

5.0 PERFORMANCE MANAGEMENT CYCLE

- 5.1 The diagram attached at Annex B illustrates the performance management cycle for the Council, from the Performance and Finance reports to members to individual staff appraisals. This forms part of an annual reporting cycle, which is designed:
- to ensure that members receive information to enable them to monitor the delivery of the Council Plan and the financial implications of the Plan.
 - to inform future strategic decisions.

6.0 PERFORMANCE REPORTING SCHEDULE

- 6.1 The table below details the schedule of the performance reports to be presented to members throughout the year and links to the corporate planning framework.

Schedule of Performance Reports 2009/10			
Date	Committee	Report	Links to Corporate Planning Framework
11 Jun 09	Community Services	Council Plan Aims 1,2,3 & 4 Performance and Finance Report	Setting the scene and progress to end of May 2009
25 Jun 09	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
02 Jul 09	Overview & Scrutiny	Annual Report	Review of delivery and achievements to March 2009
23 Jul 09	Community Services	Annual Report	
30 Jul 09	Policy & Resources	Annual Report	
24 Sep 09	Community Services	Council Plan Aims 1,2,3 & 4 Performance and Finance	Progress to end of August 2009, informing budget process and service delivery plan revision
01 Oct 09	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
26 Nov 09	Community Services	Council Plan Aim 1,2,3,4 Performance and Finance	Progress to end of October 2009
03 Dec 09	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
25 Mar 10	Community Services	Council Plan Aim 1,2,3,4 Performance and Finance	Council Plan - revised delivery detail for 2010/11
01 Apr 10	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	

6.2 The comprehensive report at Annex A is used by the Senior Management Team to manage the Council's performance against the Council Plan. It is proposed to bring regular Performance and Finance Reports to this committee, Members are asked to consider whether, at future meetings, they would wish to see the full report or a summary report where performance is reported by exception only.

6.3 Some financial information is supplied as part of the enclosed reports, detailing:

- Capital expenditure against the Council aims
- Additional revenue spend - 2009/2010 investment in priorities

6.4 In addition to this any areas of difficulty within the Council's budget identified will also be brought to members attention in these reports.

7.0 FINANCIAL IMPLICATIONS

7.1 The financial implications of the Council Plan have been incorporated into the Financial Strategy.

8.0 RISK ASSESSMENT

8.1 Any risk has been identified and any mitigation planned for in the Council's Corporate Risk Management Plan and the Service Risk Plans. These plans will be scrutinised by the Overview and Scrutiny Committee and are incorporated in the forward plan for the committee.

9.0 CONCLUSION

9.1 Members of the Council have agreed the 5 Aims and 10 Strategic Objectives of the Council Plan, to provide a clear strategic direction for the Council. Officers would appreciate feedback from members about the format and content of the Performance and Finance Reports.

OFFICER CONTACT: Please contact Clare Slater, Head of Transformation if you require any further information on the contents of this report. The officer can be contacted at Ryedale House, Malton, YO17 7HH or on 01653 600666 ext 347 or by email at clare.slater@ryedale.gov.uk

BACKGROUND PAPERS:

Council Plan 2009-13	http://www.ryedale.gov.uk/pdf/CP%20draft%2001%2003%2009%20-%20summary.pdf
Financial Strategy 2009-12	http://www.ryedale.gov.uk/pdf/AnnexD_Financial_Strategy09to12_FullCouncil_23Feb09.pdf
The Sustainable Communities Strategy, Imagine Ryedale...	http://www.imagine-ryedale.org.uk/
North Yorkshire Local Area Agreement 2	http://www.nysp.org.uk/

CORPORATE POLICY APPRAISAL FORM

Policy Context	Impact Assessment	Impact +ve -ve Neutral
Community Plan Themes	All are covered by the proposed aims and objectives	+ve
Corporate Objectives/Priorities	This report is referenced directly to each of the Aims and strategic objectives of the Council Plan 2009-13	+ve
Service Priorities	Links have been made through the service delivery planning to the delivery of priority service objectives	+ve
Financial	The priorities will be the focus of the councils future expenditure planning, and will form the basis of the Corporate Efficiency Plan	+ve
Procurement Policies	These have been considered in the delivery planning for each of the priorities	+ve
Asset Management Policies	These have been considered in the delivery planning for each of the priorities	+ve
LA21 & Environment Charter	These have been considered in the delivery planning for each of the priorities	+ve
Community Safety	These have been considered in the delivery planning for each of the priorities and most particularly Aim 4	+ve
Equalities	An equalities impact assessment of the draft corporate plan was undertaken in December 2009. Monitoring of services by equalities group is incorporated in the service planning and the performance proposals attached	+ve
E-Government	This will be considered in the delivery planning for each of the priorities and particularly as an enabler for the transformation theme and as an integral part of the Corporate Efficiency Programme	+ve
Risk Assessment	The corporate risk register will be scrutinised by the Overview and Scrutiny Committee.	+ve
Estimated Timescale for achievement	The timescale for the corporate plan has been revised from three years to four. An annual review will be undertaken to ensure that we are on target to deliver the priority outcomes by March 2013	+ve