



Challenge and Improvement

8 January 2019

Subject: Review of Progress and Delivery Measures 2019/20

Report by:

Executive Director Operations/Head of Paid Service

Contact Officer:

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Purpose / Summary:

This report seeks to establish the process for involving members in the review of the progress and delivery measures used for 2018/19 and to establish the measures to be used in 2019/20.

RECOMMENDATION(S):

- 1) That process set out in the report for involving members in the review of the progress and delivery measures be agreed.**
- 2) That no more than five members be nominated to serve on the progress and delivery measure 2019/20 review group.**

IMPLICATIONS

Legal: None arising from this report

Financial: None

Staffing: None arising from this report

Equality and Diversity including Human Rights: None arising from this report.

Risk Assessment: None arising from this report

Climate Related Risks and Opportunities: None arising from this report

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14 of the Scrutiny Procedure Rules apply?

Yes

No

Key Decision:

Yes

No

1. Background

- 1.1 Councillors have received progress and delivery reports since 2012. They have sought to give councillors information on how the council is performing through its services, project delivery and finances. This has given councillors the opportunities to question officers on performance and ensure that any rectification measures proposed to remedy poor performance are sufficient to tackle the issues identified.
- 1.2 Each year (in line with recommendations from internal audit) the measures used to assess the effectiveness of each service have been reviewed, both with the service managers and councillors.

2. Process for 2019

- 2.3 The review meetings with the managers have now been set up to take place early in 2019. These are due to complete on 6 February 2019.
- 2.4 It is proposed that review meetings with members commence in the week beginning 11 February 2019 following the conclusion of the officer review meetings.
- 2.5 It is proposed that this year there are three member review meetings covering the following areas:
 - Review of the progress and delivery process – what we are seeking to achieve (meeting 1)
 - Outline of the reviewed measures – following the officer meetings (meeting 2.)
 - Presentation of the final measures ahead of the Challenge and Improvement Committee on 2 April 2019 (meeting 3).
- 2.6 Obviously the need for these meetings can be kept under review depending upon the progress made.
- 2.7 In previous years the member review group has been made up of three members. Whilst this has worked in the past it has suffered when a full complement of members has not been available. It is therefore recommended that this year the member review group is made up of no more than five members.

3. Recommendations

- 3.1 That the Committee agrees that there will be three member progress and delivery review meetings commencing in the week beginning 11 February 2019 and ending in the week commencing 25 February 2019
- 3.2 That the Committee nominate no more than five members to serve on the progress and delivery review group for 2019/20.