



**Overview and Scrutiny
Committee**

19th October 2021

**Subject: Request to Convene a Progress and Delivery Member Working
Group**

Report by:

Assistant Director, Change Management and
Regulatory Services

Contact Officer:

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Purpose / Summary:

To seek approval for a time limited, cross-party
Progress and Delivery Member Working Group
as part of the process for setting the Council's
Progress and Delivery measures and targets for
2022-23

RECOMMENDATION(S):

1. That Members agree to commission a time-limited, cross party Member Working Group as part of the process for setting the Council's Progress and Delivery measures and targets for 2022-23.

IMPLICATIONS

Legal:

There are no legal implications as a result of this report.

Financial :

There are no financial implications as a result of this report.

Staffing :

There are no staffing implications as a result of this report.

Equality and Diversity including Human Rights : N/A

Data Protection Implications : N/A

Climate Related Risks and Opportunities: N/A

Section 17 Crime and Disorder Considerations: N/A

Health Implications: N/A

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

Risk Assessment :

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

X

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

X

Background

As part of a strong performance management framework that focuses on continuous learning and improvement, the Council has in place a robust target setting process for its key performance indicators which engages all relevant stakeholders. The last deep dive review of the Council's performance measures and targets was undertaken in 2019, which involved consultation with a cross-party Progress and Delivery Member Working Group.

The purpose of the Member Working Group is to review all of the Council's proposed key performance indicators and corresponding targets; ensuring they reflect a balanced scorecard approach, are stretch based to reflect the Council's ambitions and enable a transparent view of performance across the Council's service areas. This process not only increases member engagement with performance management, it also ensures that the Council has a set of performance measures that contribute clearly to the Council's Corporate Plan and supports teams to manage and improve the performance of their service.

In 2020, a broad review of the Council's Progress and Delivery (P&D) measures and targets was undertaken which involved key stakeholders and final sign-off at the Council's Corporate Policy and Resources Committee which also resolved that another deep dive review be conducted in the autumn of 2021. As the Progress and Delivery Member Working Group is not defined in the Council's Constitution, Overview and Scrutiny Committee are therefore asked to commission a time-limited, cross party Member Working Group whose remit is contribute to the deep dive review as set out below.

Scope of the Progress and Delivery Member Working Group

It is recommended that the P&D Member Working Group follows the same format as in 2019. To that end, the Performance and Programmes Team will consult with the Council's political group leaders to identify five elected members to sit on the cross-party Working Group and attend a two hour P&D workshop in November 2021, the scope of which is:

- To review the proposed basket of P&D performance measures for each of the Council's service areas for 2022-23.
- To review the proposed targets for each P&D performance measure for 2022-23.
- To ensure, as far as possible, that the proposed measures reflect a balanced scorecard approach and are aligned to the priorities identified in the Council's Corporate Plan.
- To ensure, as far as possible, that the proposed targets are stretch based but achievable, taking account of factors such as COVID recovery and statutory requirements.

The P&D Workshop will be facilitated by the Performance and Programmes Team and led by the Assistant Director for Change Management and Regulatory Services. Per the Council's Constitution, the P&D Member Working Group cannot formally adopt the Council's P&D performance measures, rather, it is a consultative group ensuring member engagement and transparency of process. Formal approval of the proposed P&D measures and targets rests with the Council's Corporate Policy and Resources Committee via a paper to be received by CP&R Committee on 13th January 2021.