

KEY DECISION? NO

**DEMOCRACY, STRATEGY AND PARTNERSHIPS – QUARTER 2
PERFORMANCE MONITORING**

SUMMARY AND RECOMMENDATION:

This paper sets out the performance information for the Democracy, Strategy and Partnerships service for the second quarter of 2018/19. The information includes progress of actions against priorities, other work completed, service measures and assessment of current key risks.

The Committee is asked to note the progress made towards delivering the business plan requirements and to consider any areas for further investigation.

1. Introduction

- 1.1 The Council adopted its three year rolling business plan at its meeting on 25th July, 2019 and service business plans reflect the priorities set out in the Council Business Plan. This paper sets out the performance monitoring information for the Democracy, Strategy and Partnerships service following the request by the Committee on 11th September, 2019.
- 1.2 The Council is currently introducing a new performance management structure which aims to be more streamlined and focussed than the previous system. The service monitoring document provides a range of detailed information which enables review by the organisation and management by the service.
- 1.3 The main focus of the monitoring document is on the key priorities and the structure will be explained at the meeting. The structure includes:
 - Pie charts showing a summary of performance
 - Specific monitoring of Council projects falling within the service which are colour coded that also indicate whether a project is on schedule overall even if performance in the quarter has not been met
 - Key work undertaken during the quarter which is not in the list of priorities
 - Some specific service measures
 - Areas identified as corporate risks in this quarter

2. Conclusion

- 2.1 The Committee is asked to consider the performance information and any areas where further work might be needed. Members will also be requested to review this item in the context of its role to monitor and scrutinise the Council wide performance information. At the next meeting, the Committee will receive the monitoring information for all the Council's activities in quarter 2.

BACKGROUND DOCUMENTS:

None

CONTACT DETAILS:

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