

 <b>EXECUTIVE</b>		<b>Agenda Item No.</b>  <b>8</b>
<b>Title</b>	Update on Service Area Plan Performance 2011 - 2012	
<b>For further information about this report please contact</b>	Karen Warren – HR&OD Manager	
<b>Wards of the District directly affected</b>	All	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	14 <sup>th</sup> June 2011. Minute No.6	
<b>Background Papers</b>	2011/12 Portfolio Holder Statements (see appendices to 14 <sup>th</sup> June Executive Report 2011)	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	Yes
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes. Ref. 415
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>	No
These will be undertaken at project level rather than programme level.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		Chris Elliott, Andrew Jones, Bill Hunt
Head of Service		Susie Drummond
CMT		Chris Elliott, Bill Hunt, Andrew Jones
Section 151 Officer		Mike Snow
Monitoring Officer		Andrew Jones
Finance		
Portfolio Holder(s)		Michael Doody, Les Caborn
Consultation & Community Engagement		
Appendices prepared by Service Area Managers in consultation with Portfolio Holders		
Final Decision?		No
Suggested next steps (if not final decision please set out below)		

## **1 SUMMARY**

To update the Executive on a full year of service measures for each of the service areas as agreed in the Portfolio Holder Statements and Service Area Plans.

The content of this report gives the services' overall summary on progress against the measures for a whole financial year. It also gives the headlines for projects undertaken during the year and current status of projects by service area. It particularly highlights any areas of success and where learning has led to improvements or changes both of which contribute to the corporate priorities as agreed in the Fit For the Future (FFF) programme.

## **2 Recommendations**

- 2.1 That Executive notes the Performance of the Service Areas as described at Appendices A to H and considers the comments of the Overview & Scrutiny Committee

## **3 Reasons for the Recommendation**

At the Executive meeting of 8<sup>th</sup> June 2011, Members agreed to receive update reports on the Portfolio Holder Statements each September and March to enable effective scrutiny of progress to take place and to ensure that the activities within the portfolios are progressing and are co-ordinated.

## **4 Policy Framework**

- 4.1 The Fit for the Future (FFF) policy framework was approved by Council in October 2010. In May 2011, the Portfolio Holder Statements and Service Area Plans for 2011/12 were developed in line with FFF showing which measures would be used to help us understand how effective we are being in delivering FFF and setting out the key projects each service will be undertaking during the year.
- 4.2 This report is in line with FFF and provides an update on the whole suite of measures following their first full year.

## **5 Budgetary Framework**

- 5.1 Each Service Area's budget was agreed using a separate process in February 2012 which takes in to account the changing priorities emerging from the learning and updates of the Service Area Plans.

## **6 Alternative Option considered**

- 6.1 The option of not reporting on progress of the full year of service measures to Members was considered. However, it is vital that members are made aware of progress so that effective scrutiny can take place and so that the plans can be formally updated. It is also important that the public have the opportunity to keep abreast of progress.

**Appendix A:** Community and Corporate Services' Measurements and Portfolio Holder Statement

**Appendix B:** Culture Services' Measurements and Portfolio Holder Statement

**Appendix C:** Development Services' Measurements and Portfolio Holder Statement

**Appendix D:** Environment Services' Measurements and Portfolio Holder Statement

**Appendix E:** Finance Services' Measurements and Portfolio Holder Statement

**Appendix F:** Housing and Property Services' Measurements and Portfolio Holder Statement

**Appendix G:** Neighbourhood Services' Measurements and Portfolio Holder Statement

**Appendix H:** Community Protection Services' Measurements and Portfolio Holder Statement