

REPORT TO:	FINANCE AND MANAGEMENT COMMITTEE	AGENDA ITEM: 11
DATE OF MEETING:	20 JUNE 2024	CATEGORY: (See Notes) DELEGATED or RECOMMENDED
REPORT FROM:	EXECUTIVE DIRECTOR, RESOURCES AND TRANSFORMATION	OPEN
MEMBERS' CONTACT POINT:	CHARLOTTE JACKSON, 01283 595501 Charlotte.jackson@southderbyshire.gov.uk	DOC:
SUBJECT:	PERFORMANCE MANAGEMENT FRAMEWORK	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: FM13

1.0 Recommendations

1.1 The Committee approves the Performance Management Framework in Appendix A.

2.0 Purpose of the Report

2.1 To update the Council's Performance Management Framework to reflect the Council's approach to, the monitoring and reporting of performance and to align the Framework with the Council Plan 2024-2028.

3.0 Executive Summary

3.1 The Performance Management Framework was last reviewed and updated in December 2020 in line with the Corporate Plan 2020 to 2024.

3.2 The Council Plan 2024-2028 was approved by Elected Members at Council on the 28th February 2024 and was effective from the 1st April 2024, following the conclusion of the Corporate Plan 2020-2024.

3.3 The Framework has been updated to align it with the Council Plan and to reflect changes in approach to performance management.

4.0 Detail

4.1 Following approval of the new Council Plan 2024 – 2028, a number of changes have been made in the Council's Performance Management Framework to reflect changes in approach and ensure alignment with the new Council Plan.

4.2 The following paragraphs summarise these changes:

- 4.3 **Service Plans** - Previously the Council maintained three Directorate Service Plans for the Chief Executive, Corporate Resources and Service Delivery Directorates. Moving forward Service Plans will be maintained by the Head of Service for each service area of the Council.
- 4.4 Each Service Plan will be used as an operational tool and will outline how daily operations of Council services aligns with the strategic priorities and aims of the Council. The Service Plans include access to services, partnerships, workforce planning, procurement, income generation, communication planning and operational risk registers.
- 4.5 The Service Plans will be used as a supporting document to support and inform the PDR process for officers.
- 4.6 **Section summarising Financial Monitoring approach** - Section 7, Financial Monitoring has been included to the Framework to link the Council's performance to its management of the Council's financial resources including revenue and budgeting.
- 4.7 **Updated reporting cycle** - Section 9, Reporting cycle has been added to the Framework to provide an outline for when performance against the Council Plan will be reported to the Committees.
- 4.8 **Exception reporting** - Section 11.0, Performance Reporting and Review has been updated to advise an exception report will be provided to the appropriate Committee for any Council Plan measure or project that is underperforming.
- 4.9 **Leadership Team monitoring and oversight approach** - Section 11.3 has been added to the Framework to outline the provision of Leadership Team having full oversight and approval of Council Plan performance information prior to submission to Committee deadlines.

5.0 Financial Implications

- 5.1 Section 7, Financial Monitoring has been included in the Performance Management Framework.

6.0 Corporate Implications

Employment Implications

- 6.1 None directly

Legal Implications

- 6.2 None directly

Council Plan Implications

- 6.3 The Performance Management Framework outlines the Council's approach to performance management and acts as a tool to ensure that the Council is delivering against its priorities and aims detailed in the Council Plan 2024-2028.

Risk Impact

- 6.4 The Risk Management Framework has been updated to align with the Council Plan 2024-2028.

7.0 Community Impact

Consultation

- 6.5 None directly.

Equality and Diversity Impact

- 7.1 Not applicable in the context of the report.

Social Value Impact

- 7.2 Not applicable in the context of the report.

Environmental Sustainability

- 7.3 Not applicable in the context of the report.

8.0 Conclusions

- 8.1 The Performance Management Framework is aligned with the Council Plan and will support the delivery and reporting of the Council's priorities and aims.

9.0 Background Papers

Appendix A – Performance Management Framework.