

## EXECUTIVE SCRUTINY ITEM COVERING SHEET PROFORMA

### **AGENDA ITEM:**

**REPORT TO EXECUTIVE  
SCRUTINY  
4 JANUARY 2011**

**REPORT OF CORPORATE  
MANAGEMENT TEAM**

### **Corporate Management and Finance: Lead Cabinet Member – Councillor Laing QUARTER 2 – PERFORMANCE REPORT**

#### 1. Summary

The appendix to this report outlines the progress against service performance for the second quarter of 2010/11. It highlights achievements, areas for improvement, consultation activity undertaken, summary of Freedom of Information requests, complaints, commendations and comments, RIPA update and provides details of suggestions from the staff suggestion scheme.

#### 2. Recommendations

1. To note the report

#### 3. Members Interests

Members (including co-opted Members with voting rights) should consider whether they have a personal interest in the item as defined in the Council's code of conduct (**paragraph 8**) and, if so, declare the existence and nature of that interest in accordance with paragraph 9 of the code.

Where a Member regards him/herself as having a personal interest in the item, he/she must then consider whether that interest is one which a member of the public, with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest (**paragraphs 10 and 11 of the code of conduct**).

A Member with a prejudicial interest in any matter must withdraw from the room where the meeting considering the business is being held -

- in a case where the Member is attending a meeting (including a meeting of a select committee) but only for the purpose of making representations, answering questions or giving evidence, provided the public are also allowed to attend the meeting for the same purpose whether under statutory right or otherwise, immediately after making representations, answering questions or giving evidence as the case may be;
- in any other case, whenever it becomes apparent that the business is being considered at the meeting.

And must not exercise executive functions in relation to the matter and not seek improperly to influence the decision about the matter (**paragraph 12 of the Code**).

**Further to the above, it should be noted that any Member attending a meeting of Cabinet, Select Committee etc; whether or not they are a Member of the Cabinet or Select Committee concerned, must declare any personal interest which they have in the business being considered at the meeting (unless the interest arises solely from the Member's membership of, or position of control or management on any other body to which the Member was appointed or nominated by the Council, or on any other body exercising functions of a public nature, when the interest only needs to be declared if and when the Member speaks on the matter), and if their interest is prejudicial, they must also leave the meeting room, subject to and in accordance with the provisions referred to above.**

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**QUARTER 2 – PERFORMANCE REPORT**

**SUMMARY**

The appendix to this report outlines the progress against service performance for the second quarter of 2010/11. It highlights achievements, areas for improvement, consultation activity undertaken, summary of Freedom of Information requests, complaints, commendations and comments, RIPA update and provides details of suggestions from the staff suggestion scheme.

**RECOMMENDATIONS**

1. To note the report.

**PERFORMANCE UPDATE**

1. In response to requests by members to streamline performance reporting and reduce the amount of paperwork produced on a quarterly basis a revised reporting procedure has been developed. In future detail of performance will be provided in appendices to the main cabinet report as follows:
  - **An overall summary of performance** – this will include a high level summary of progress against the Council Plan 2011 -13, overall progress against a streamlined basket of measures covering all 8 themes within the Sustainable Community Strategy.
  - **A Thematic summary** – this will include a summary of performance for each of the 8 themes within the Sustainable Community Strategy. The summary document will list all indicators within the corporate basket that are relevant to the theme. Areas showing good progress and areas where further improvements are required will be detailed in this summary report. An indication of progress against targets will be identified by the usual symbols.
  - **Indicator Report Cards.** – A detailed report card has been prepared for each indicator. This includes current and historical performance, target information, definition of indicators, national comparator information. Report cards will only be included in this report if performance is not predicting to achieve the target set. All other report cards will be available for members to view at [www.stockton.gov.uk/yourcouncil/performance/qtrperfmonitor](http://www.stockton.gov.uk/yourcouncil/performance/qtrperfmonitor)

Comments on this revised reporting format are invited from members and will inform improvements to reporting procedures going forward. Other areas still to be considered for improvements to reporting arrangements are better linkages between performance and financial information, links to risks, use of trajectories and target setting arrangements. It is hoped that this information can be captured on one side of A4. These improvements will be explored further in the Qtr 3 report in February 2011. A copy of the performance report and all appendices will be available at the following link [www.stockton.gov.uk/yourcouncil/performance/qtrperfmonitor](http://www.stockton.gov.uk/yourcouncil/performance/qtrperfmonitor)

## **FINANCIAL AND LEGAL IMPLICATIONS**

1. There are no financial implications to the performance elements of this report. EIT review savings are linked and managed through the MTFP

## **RISK ASSESSMENT**

2. Existing management systems and daily routine activities are sufficient to control and reduce risk.

## **SUSTAINABLE COMMUNITY STRATEGY IMPLICATIONS**

3. The report supports the Sustainable Community Strategy.

## **EQUALITY IMPACT ASSESSMENT**

4. The report was not subject to an Equality Impact Assessment. The report does not seek approval for a new policy and an assessment was taken on the MTFP report submitted as part of the 2010/11 budget cycle.

## **CONSULTATION, INCLUDING WARD COUNCILLORS**

5. Not applicable.

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