

REPORT TO: Cabinet Member Performance & Governance
Council

DATE: 17th March 2010
25th March 2010

SUBJECT: Performance Management Framework

WARDS AFFECTED: All

REPORT OF: Samantha Tunney – Assistant Chief Executive (ext 2174)

CONTACT OFFICER: Alex Spencer – Corporate Performance Officer (ext 4604)

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform Members on proposals for a new performance management framework for Sefton MBC and the Sefton Borough Partnership; and to highlight work areas which will require completion in order to successfully implement the proposed framework in the 2010/11 municipal year. This is a milestone within the Governance Review.

REASON WHY DECISION REQUIRED:

If implemented, the proposed performance management framework will significantly alter the council's existing arrangements in terms of planning for, monitoring, improving and reporting performance.

RECOMMENDATION(S):

Cabinet Member Performance & Governance is requested to agree and recommend Council:

- i. Approve the proposed performance management framework (Annex 1.0 – 3.0), which will replace the existing framework.
- ii. Approve a provisional implementation plan for the proposed performance management framework (Annex 4.0)
- iii. Note this will require a changes to the Constitution;
- iv. Delegate authority to the Cabinet Member Performance & Governance to move in year changes to the framework as the aforementioned plan is implemented.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Immediately

ALTERNATIVE OPTIONS: There are no alternative options.

IMPLICATIONS:

Budget/Policy Framework: This proposal relates to the Council's performance management arrangements, and therefore impacts directly upon the planning, monitoring improvement and reporting of plans/strategies within the Council's Policy Framework.

Financial:

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: None

Risk Assessment: Not Applicable

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

1. Meeting with Chief Executive – 6th November 2009
2. Governance Review Working Group – 22nd December 2009
3. Overview & Scrutiny Management Board – 12th January 2010
4. Senior Leadership Team – 21st January 2010
5. Governance Review Working Group – 4th February 2010
6. LAA Officer Support Group – 9th February 2010
7. Performance Management Framework Consultation Event – 15th February 2010
8. Overview & Scrutiny Committee (Performance & Corporate Services) – 16th February 2010

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	➡➡		
2	Creating Safe Communities	➡➡		
3	Jobs and Prosperity	➡➡		
4	Improving Health and Well-Being	➡➡		
5	Environmental Sustainability	➡➡		
6	Creating Inclusive Communities	➡➡		
7	Improving the Quality of Council Services and Strengthening local Democracy	➡➡		
8	Children and Young People	➡➡		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

1. Minutes from Governance Review Working Group Meeting – 22nd December 2009
2. Minutes from Overview & Scrutiny Management Board – 12th January 2010
3. Minutes from Governance Review Working Group Meeting – 4th February 2010
4. Performance Management Framework Consultation Feedback from Departments & Partners

1.0 BACKGROUND:

- 1.1 As part of the Governance Review; a new performance management framework has been developed which is robust and will enable the council to drive improvement, and with partners, the performance of the Sefton Borough Partnership.

The approval of the framework is a key milestone of the Governance Review.

- 1.2 In consultation with Members, council departments and partners, a proposal has been developed; with anticipated implementation during the 2010/11 municipal year.
- 1.3 If implemented, this framework will change how the council plans, monitors, improves and reports performance.
- 1.4 In addition, the proposed framework will support and address a number of internal and external challenges including:
- Comprehensive Area Assessment (CAA)
 - Strategic Budget Review (SBR)
 - Improving the role and powers of Members as per Local Government & Public Involvement in Health Act 2007
 - Reducing reporting burdens
 - Improving a performance culture within the council

2.0 PROGRESS TO DATE:

- 2.1 The attached performance management framework (Annex 1.0 -3.0) has been developed over a number of months following significant consultation with Members, council departments and partners.
- 2.2 In its current format, the proposal:
1. Illustrates core groups within the performance improvement and reporting processes
 2. Illustrates how performance will be improved where underperformance exists
 3. Illustrates how best practice will be disseminated to inform policy making and service delivery
 4. Illustrates how and where performance will be reported.
- 2.3 The proposal therefore lays a strong performance improvement and reporting foundation. However, it is acknowledged that to have successful implementation of the framework in 2010/11, additional work will require completion.
- 2.4 To this end, a provisional implementation plan has been developed (Annex 4.0). This has been produced following a consultation event with council departments and partners, and has been circulated for review and comment.
- 2.5 Following review and comment, a finalised implementation plan will be produced, and approval then sought by Cabinet Member Performance & Governance.

3.0 NEXT STEPS:

- 3.1 The provisional implementation plan is currently being reviewed and commented upon by council departments and wider partners.
- 3.2 A finalised implementation plan will then be produced by the Performance & Partnerships Team, who will ensure that identified work underpinning the approved framework is completed.

3.3 The Performance & Partnerships Team will also be working closely with Neighbourhood Management Division to define and determine local priorities, service standards and performance targets in support of the neighbourhood management agenda.

4.0 ANNEXES:

1. Annex 1.0: Prioritisation Process & Performance Management Process Overview
2. Annex 2.0: Proposed Prioritisation Process
3. Annex 3.0: Proposed Performance Monitoring, Improvement & Reporting Framework
4. Annex 4.0: Provisional Implementation Plan for Proposed Performance Management Framework.

5.0 CONCLUSION:

- 5.1 In its current format, the proposed performance management framework provides a strong performance improvement and reporting foundation to build upon.
- 5.2 Moving forward, to ensure successful implementation of the proposed framework, a number of large and discrete pieces of work must be completed by council departments and/or partners. This has been identified within the provisional implementation plan, and a finalised version will be produced in the near future.

6.0 RECOMMENDATION(S):

Cabinet Member Performance & Governance is requested to agree and recommend Council:

- i. Approve the proposed performance management framework (Annex 1.0 – 3.0), which will replace the existing framework.
- ii. Approve a provisional implementation plan for the proposed performance management framework (Annex 4.0)
- iii. Note this will require a change to the Constitution;
- iv. Delegate authority to the Cabinet Member Performance & Governance to move in year changes to the framework as the aforementioned plan is implemented.