

# POLICY & RESOURCES SCRUTINY COMMITTEE

## 22<sup>nd</sup> MARCH 2017

### 2016/17 Improvement Plan Departmental Performance Monitoring Report

Quarter 3 – 31<sup>st</sup> October to 31<sup>st</sup> December 2016

#### To consider and comment on the following issues:

That the Committee scrutinises the 2016/17 Improvement Plan Performance Monitoring Report for Quarter 3. The report includes:

- Actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit.

#### Reasons:

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

**To be referred to the Executive Board for decision: NO**

#### Executive Board Member Portfolio Holders:

- Cllr. David Jenkins (Resources)
- Cllr. Pam Palmer (Communities)
- Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)

<b>Directorates:</b> Chief Executive's / Corporate Services	<b>Designations:</b>	<b>Tel Nos. / E-Mail Addresses:</b>
<b>Names of Heads of Service:</b> Paul R. Thomas	Assistant Chief Executive (People Management & Performance)	01267 246123 <a href="mailto:prthomas@sirgar.gov.uk">prthomas@sirgar.gov.uk</a>

<b>Names of Heads of Service:</b>	<b>Designations:</b>	<b>Tel Nos. / E-Mail Addresses:</b>
Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 <a href="mailto:wswalters@carmarthenshire.gov.uk">wswalters@carmarthenshire.gov.uk</a>
Owen Bowen	Interim Head of Financial Services	01267 224886 <a href="mailto:obowen@carmarthenshire.gov.uk">obowen@carmarthenshire.gov.uk</a>
Noelwyn Daniel	Head of ICT Services	01267 246270 <a href="mailto:ndaniel@sirgar.gov.uk">ndaniel@sirgar.gov.uk</a>
Jonathan Fearn	Head of Property Maintenance & Construction	01267 246244 <a href="mailto:jfearn@carmarthenshire.gov.uk">jfearn@carmarthenshire.gov.uk</a>
Linda Rees Jones	Head of Administration & Law	01267 224010 <a href="mailto:lrjones@carmarthenshire.gov.uk">lrjones@carmarthenshire.gov.uk</a>
Phil Sexton	Head of Audit, Risk & Procurement	01267 246217 <a href="mailto:psexton@carmarthenshire.gov.uk">psexton@carmarthenshire.gov.uk</a>
<b>Report Authors:</b> Eva Hope	Departmental Performance Management Officer (Chief Executive's Department)	01267224484 <a href="mailto:ehope@carmarthenshire.gov.uk">ehope@carmarthenshire.gov.uk</a>
Tracey Thomas	Principal Business Development Officer (Corporate Services)	01267 246202 <a href="mailto:trthomas@carmarthenshire.gov.uk">trthomas@carmarthenshire.gov.uk</a>

**EXECUTIVE SUMMARY  
POLICY & RESOURCES SCRUTINY COMMITTEE  
22<sup>nd</sup> MARCH 2017**

**2016/17 Improvement Plan Departmental  
Performance Monitoring Report**

**Quarter 3 – 31<sup>st</sup> October to 31<sup>st</sup> December 2016**

The attached report sets out the progress against the actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit (Chief Executive's and Corporate Services' Departments), as at 31st December 2016.

<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>
----------------------------------	------------

**IMPLICATIONS**

**We confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.**

**Signed:**      **Paul R. Thomas**      **Assistant Chief Executive (People Management & Performance)**  
                   **Wendy Walters**      **Assistant Chief Executive (Regeneration & Policy)**  
                   **Chris Moore**            **Director of Corporate Services**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>

**1. Policy, Crime & Disorder and Equalities**

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

**2. Legal**

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

**5. Risk Management Issues**

This report refers to all actions and measures in the 2016/17 Improvement Plan within the Committee's remit. Potential risks addressed are:

- regulatory report recommendations
- comments on not meeting our own goals - actions and measures
- meeting statutory targets
- improvement and comparative data for national measures

## CONSULTATIONS

**We confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:**

**Signed:**      **Paul R. Thomas**      **Assistant Chief Executive (People Management & Performance)**

**Wendy Walters**      **Assistant Chief Executive (Regeneration & Policy)**

**Chris Moore**      **Director of Corporate Services**

- 1. Local Member(s) – N/A**
- 2. Community / Town Council – N/A**
- 3. Relevant Partners – N/A**
- 4. Staff Side Representatives and other Organisations – All Departments have been consulted and have had the opportunity to provide comments on their performance and progress**

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
CCC Annual Report 2015/16 & Improvement Plan 2016/17	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A">http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A</a>
Performance Measurement Records	Performance Management Unit, Regeneration & Policy Division
Departmental Business Plans 2016/17	Performance Management Unit, Regeneration & Policy Division
Carmarthenshire Integrated Community Strategy 2011-16	<a href="http://www.thecarmarthenshirepartnership.org.uk">www.thecarmarthenshirepartnership.org.uk</a>
CCC Corporate Strategy 2015-20	<a href="http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf">http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf</a>
Budget Monitoring Reports	Corporate Services Department