

# ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 12<sup>th</sup> NOVEMBER 2015

## Referral to the Environmental & Public Protection Scrutiny Committee

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

- To consider and note a referral from the Policy & Resources Scrutiny Committee in relation to the format of performance monitoring reports to scrutiny committees.

### Reasons:

- To enable Committee members to exercise their scrutiny role.

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

### Executive Board Member Portfolio Holder:

CLlr. Pam Palmer (Customer Focus & Policy / Council Business Manager)

<b>Directorate:</b> Chief Executive's	<b>Designations:</b>	<b>Tel Nos. / E-Mail Addresses:</b>
<b>Name of Head of Service:</b> Linda Rees-Jones	Head of Administration & Law	01267 224010 <a href="mailto:lrjones@carmarthenshire.gov.uk">lrjones@carmarthenshire.gov.uk</a>
<b>Report Author:</b> Bernadette Dolan	Senior Consultant	01267 224030 <a href="mailto:badolan@carmarthenshire.gov.uk">badolan@carmarthenshire.gov.uk</a>

## EXECUTIVE SUMMARY

# ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 12<sup>th</sup> NOVEMBER 2015

## Referral to the Environmental & Public Protection Scrutiny Committee

### Background

The Community Scrutiny Committee is requested to consider the following referral from the Policy & Resources Scrutiny Committee:

**Agenda Item:** End of Year Departmental Performance Management Report – 1st April 2014 to 31st March 2015

**Date:** 24th July 2015

**Issue:** The format of performance monitoring reports to scrutiny committees

At its meeting on the 24th July 2015, the Policy & Resources Scrutiny Committee considered its End of Year Departmental Performance Management Report for the period 1st April 2014 to 31st March 2015.

During consideration of the report, concerns were expressed about the format and length of Report B. It was also felt that the information was out of date by the time the Committee considered it. The Performance & Information Manager advised that members had requested a move from exception based reporting to a balanced and comprehensive format several years ago. He would however accept changing the format back to exception based although this would need to be agreed by the Chairs & Vice-Chairs of Scrutiny Forum following consultation with other committees. He reminded members that they had full access to the PIMS system at any time and could generate reports within it. The roll-out of tablets to members would also improve matters and he could review PIMS with IT services to see how the format of the report could be improved in the longer term.

The Policy & Resources Scrutiny Committee therefore unanimously resolved that “other Scrutiny Committees are offered the opportunity to receive Performance Management Report B on an exception basis”.

Following the meeting, the Performance & Information Manager met with the Chairs & Vice-Chairs of Scrutiny Forum on the 27th July. The Forum asked him to look at alternative formats for the Performance Management reports.

On the 21st September, the Performance & Information Manager demonstrated a prototype “dashboard” report format to the Forum which facilitates drilling down into the PIMS system so that off- target Improvement Plan deliverables are easily identified as well as those that are on-target. Further development on this is required to enable access via Councillors’ i-Pads.

An all-member seminar has therefore been organised for 2:00pm on 14th January 2016 in 'Y Ffwrnes to demonstrate to and consult with members on the revised format. Further details about the seminar will be circulated in due course.

It is hoped to introduce a new format later in the New Year.

<b>DETAILED REPORT ATTACHED?</b>	<b>NO</b>
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## IMPLICATIONS

I 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:**            Linda Rees-Jones            Head of Administration & Law

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

## CONSULTATIONS

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

**Signed:**            Linda Rees-Jones            Head of Administration & Law

1. Local Member(s) – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations – N/A

**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
End of Year Departmental Performance Management Report – 1st April 2014 to 31st March 2015 (Policy & Resources Scrutiny Committee – 24th July 2015)	<p><b>Cymraeg</b>  <a href="http://online.carmarthenshire.gov.uk/agendas/cym/POAD20150724/MINUTES.HTM">http://online.carmarthenshire.gov.uk/agendas/cym/POAD20150724/MINUTES.HTM</a></p> <p><b>English</b>  <a href="http://online.carmarthenshire.gov.uk/agendas/eng/POLI20150724/MINUTES.HTM">http://online.carmarthenshire.gov.uk/agendas/eng/POLI20150724/MINUTES.HTM</a></p>