

## PERFORMANCE AND RISK REPORT - FEBRUARY 2024

<b>Head of Service:</b>	Andrew Bircher, Interim Director of Corporate Services
<b>Wards affected:</b>	(All Wards)
<b>Urgent Decision?(yes/no)</b>	No
<b>If yes, reason urgent decision required:</b>	N/A
<b>Appendices (attached):</b>	Appendix 1 – Corporate Performance Report- February 2024

### Summary

The appendix to this report provides an overview of the Council's performance with respect to its 2023-2024 annual plan objectives, key performance indicators, corporate risks, committee risks, and annual governance statement actions.

### Recommendation (s)

#### The Committee is asked to:

- (1) Note and comment on the performance and risk information located at Appendix 1.**

## 1 Reason for Recommendation

- 1.1 The terms of reference for this committee includes the responsibility for reviewing the performance of the Council, and evaluating and monitoring progress on whether expected outcomes are being achieved in accordance with the Council's strategic plans.
- 1.2 This report has been brought to the committee to aid its members in meeting these objectives.

## 2 Background

- 2.1 In February 2020 the Council agreed a Four-Year Plan for the period 2020 to 2024. The six themes are:

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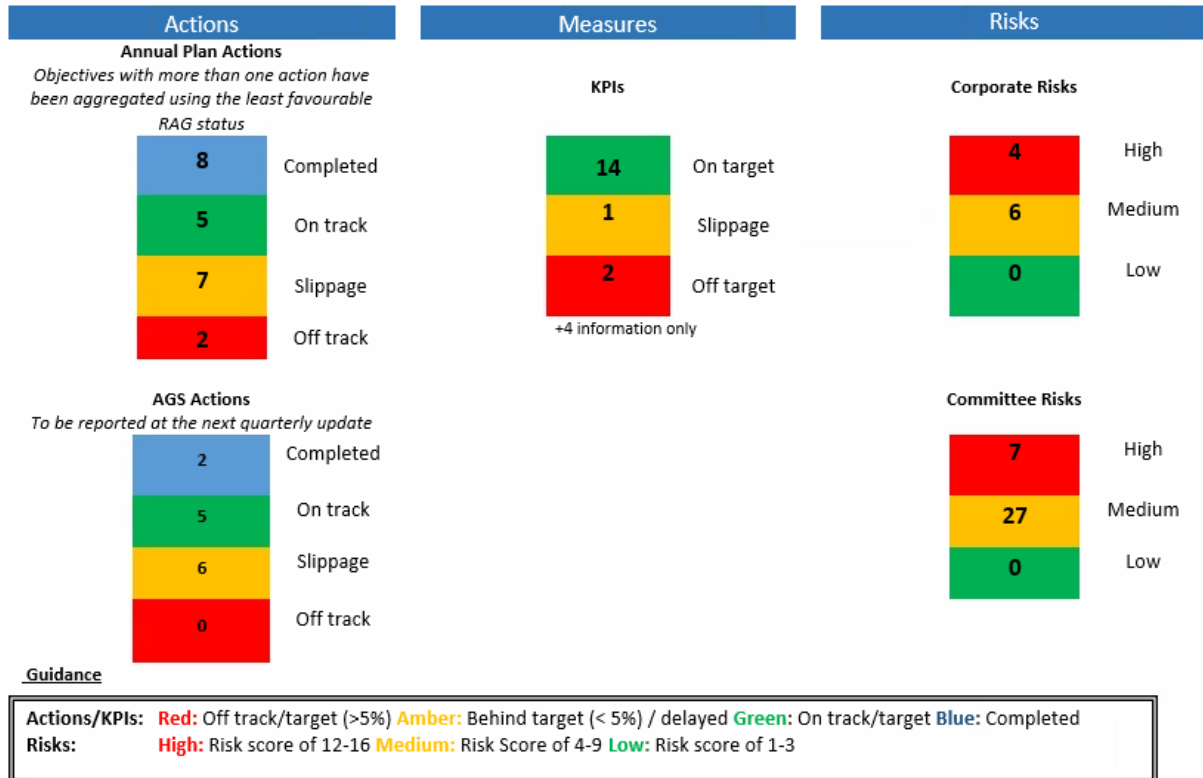
- **Green & Vibrant** - A better place to live where people enjoy their surroundings.
  - **Safe & Well** - A place where people feel safe, secure, and lead healthy, fulfilling lives.
  - **Opportunity & Prosperity** - A successful place with a strong, dynamic local economy where people can thrive.
  - **Smart & Connected** - Alive and connected socially, economically, geographically, and digitally.
  - **Cultural & Creative** - A centre for cultural and creative excellence and inspiration.
  - **Effective Council** - Engaging, responsive and resilient council.
- 2.2 Since the Four-Year Plan's inception, three annual plans have been developed to support the delivery of these six themes and regular progress reports have been submitted to the committee.

### 3 Performance Report – February 2024

- 3.1 Appendix 1 comprises a corporate performance report for the Council. Alongside progress updates for the Annual Plan 2023-2024, the report includes key performance indicators, the corporate risk register, committee risk registers, now including Licensing Policy and Planning Committee, and the annual governance statement actions.
- 3.2 A key aim of the report is to provide a concise overview of how the Council is performing, in a single document, regarding its strategic objectives, service delivery, and risks that may hinder its ability to deliver these.
- 3.3 Regarding corporate risks, please note that Risk PR11, which is listed in the Strategy & Resources risk register is now redundant. However, the report covers Quarter 2 risks. Therefore, in the next edition of the report this risk will be retired, and a new risk added related to the move from the current Town Hall to 70 East Street, as per the Full Council decision in December 2023.
- 3.4 The table below presents the summary dashboard from Appendix 1. Please note that key performance indicator information is provided on a quarterly basis, unless stated otherwise in Appendix 1. The other performance and risk information is the latest update at the time of this report's writing. Further details can be found in Appendix 1.

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3.5 The paragraphs below highlight items in the performance report that have been off-target (red) for two quarters or longer. There are 2 Annual Plan actions, 4 Corporate risks and 4 Committee risks.

3.6 Annual Plan (Section 2 of Appendix 1):

- Ref. 7 - Regulation 18 and Regulation 19 on the Local Plan consultation
- Ref. 8 - Draft Infrastructure Delivery Plan (linked to the Local Plan consultation)

3.7 Key performance indicators: no items.

3.8 Corporate risks (Section 4 of Appendix 1):

- PD14 - Failing to deliver a local plan
- HC9 - Risk of homelessness expenditure exceeding budget provision
- IT6 - Failure or interruption to IT services
- HC5 - Non-compliance with safeguarding legislation, internal policies, and best practice

3.9 Committee risks (Section 5 of Appendix 1):

- Environment Risk Register OS5 - Outcome of national waste strategy
- Environment Risk Register OS21 - Climate change imperatives
- Environment Risk Register PD22 - Increased costs associated with the new tree strategy

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- Community and Well-being Risk Register HC6 - Non-delivery of annual plan objectives, H & C Service, due to response to refugee crisis.
- Licensing Policy and Planning Committee Register is newly added to this edition of the report. Therefore, there are no directions of travel included and consequently no risks that have featured in the report for two quarters or longer.

3.10 Annual Governance Statement actions: no items.

## 4 Risk Assessment

### Legal or other duties

#### 4.1 Equality Impact Assessment

4.1.1 No direct implications.

#### 4.2 Crime & Disorder

4.2.1 No direct implications.

#### 4.3 Safeguarding

4.3.1 None for the purposes of this report.

#### 4.4 Dependencies

4.4.1 The production of this report is dependent on the capacity of other service areas and committees to consider and contribute to its content.

#### 4.5 Other

4.5.1 None: corporate risks and committee risks are included in Appendix 1.

## 5 Financial Implications

5.1 No financial implications for the purposes of this report.

5.2 **Section 151 Officer's comments:** None arising from the contents of this report.

## 6 Legal Implications

6.1 No legal implications for the purposes of this report.

6.2 **Legal Officer's comments:** None arising from the contents of this report.

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### 7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged: Green & Vibrant, Safe & Well, Opportunity & Prosperity, Smart & Connected, Cultural & Creative, Effective Council.
- 7.2 **Service Plans:** The matter is reflected in the 2023-2024 Service Delivery Plan.
- 7.3 **Climate & Environmental Impact of recommendations:** The Annual Plan reflects some objectives relating to climate change.
- 7.4 **Sustainability Policy & Community Safety Implications:** The Annual Plan reflects some objectives relating to community safety and enforcement.
- 7.5 **Partnerships:** Successful achievements of some objectives will require work with partners.

### 8 Background papers

- 8.1 The documents referred to in compiling this report are as follows:

#### Previous reports:

- Epsom and Ewell Borough Council – Corporate Performance Report September 2023, Audit & Scrutiny Committee, 28 September 2023  
Online available: <https://democracy.epsom-ewell.gov.uk/documents/s28613/Performance%20and%20Risk%20Report%20-%20September%202023.pdf> [Accessed: 19/12/2023]

#### Others:

- Epsom and Ewell Borough Council - Audit and Scrutiny Committee: Terms of reference. Online available: <https://democracy.epsom-ewell.gov.uk/mgCommitteeDetails.aspx?ID=157> [Accessed: 11/08/2023]