

PERFORMANCE AND RISK REPORT - MARCH 2024

Head of Service:	Andrew Bircher, Interim Director of Corporate Services
Wards affected:	(All Wards)
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	Appendix 1 – Corporate Performance Report- March 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:
 - Green & Vibrant - A better place to live where people enjoy their

Audit and Scrutiny Committee

28 March 2024

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.

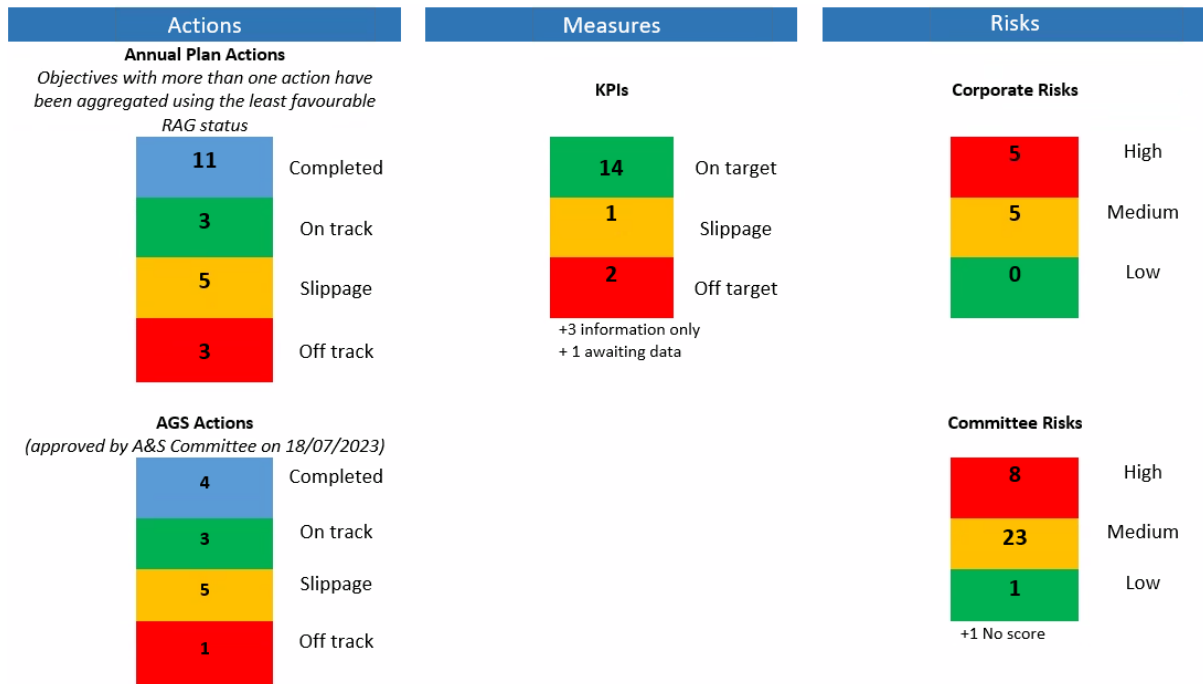
- 2.2 Since the Four-Year Plan's inception, four annual plans have been developed to support the delivery of these six themes and regular progress reports have been submitted to the committee. The Annual Plan 2024-2025 was recently approved by [Strategy and Resources Committee](#). A new Four-Year plan for 2024-2028 will be produced for the new financial year through a series of Member workshops and brought to the appropriate committee meetings for review and approval.

3 Performance Report – March 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, 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 The table on the next page 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.

Audit and Scrutiny Committee

28 March 2024



3.4 The paragraphs below highlight items in the performance report that have been off-target (red) for two quarters or longer. There is one Annual Plan action, five Corporate risks and seven Committee risks, and one KPI.

3.5 Annual Plan:

- Ref. 8 - Draft Infrastructure Delivery Plan (linked to the Local Plan consultation) (page 6 of Appendix 1).

3.6 Key performance indicators: Households living in nightly paid accommodation (page 15 of Appendix 1).

3.7 Corporate risks:

- PD14 - Failing to deliver a local plan (page 20 of Appendix 1).
- HC9 - Risk of homelessness expenditure exceeding budget provision (page 20 of Appendix 1).
- PCR16 - Failure to comply with GDPR/Data protection 2018 (page 21 of Appendix 1).
- IT6 - Failure or interruption to IT services (page 22 of Appendix 1).
- HC5 - Non-compliance with safeguarding legislation, internal policies, and best practice (page 22 of Appendix 1).

3.8 Committee risks:

- Environment Risk Register OS5 - Outcome of national waste strategy (page 40 of Appendix 1).
- Environment Risk Register OS21 - Climate change imperatives (page 41 of Appendix 1).

Audit and Scrutiny Committee

28 March 2024

- Environment Risk Register PD22 - Increased costs associated with the new tree strategy (page 42 of Appendix 1).
- Community and Wellbeing Risk Register HC6 - Non-delivery of annual plan objectives, H & C Service, due to response to refugee crisis. (page 36 of Appendix 1).
- Community and Wellbeing Risk Register HC13 - Inadequate budget for homelessness over medium-long term (page 37 of Appendix 1).
- Licensing Policy and Planning Committee Risk Register PD7 - Unable to meet costs of essential tree maintenance (page 44 of Appendix 1).
- Licensing Policy and Planning Committee Risk Register PD26 - Failing to submit the Local Plan ahead of legislation changes in July 2025, due to delays in completing critical path items (page 45 of Appendix 1).

3.9 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

Audit and Scrutiny Committee

28 March 2024

- 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.

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 February 2024, Audit & Scrutiny Committee, 1 February 2024 Online available: <https://democracy.epsom-ewell.gov.uk/documents/s30296/Performance%20and%20Risk%20Report%20-%20February%202024.pdf> [Accessed: 09/02/2024]

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]