

## PERFORMANCE AND RISK REPORT – MARCH 2025

<b>Head of Service:</b>	Andrew Bircher, Interim Director of Corporate Services
<b>Report Author:</b>	Will Mace, Business Assurance Manager
<b>Wards affected:</b>	(All Wards)
<b>Appendices (attached):</b>	Appendix 1 – Corporate Performance Report- March 2025

### Summary

The appendix to this report provides an overview of the council's performance with respect to its 2024-25 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 The 2024 - 2025 Annual Plan was approved by the Strategy and Resources Committee on the 25<sup>th</sup> January 2024, based on which individual service delivery plans have been produced.

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### 3 Quarter 3 Performance Report (October 2024 – December 2024)

- 3.1 Appendix 1 comprises a corporate performance report for Quarter 3. Alongside progress updates for the Annual Plan 2024-2025, the report includes key performance indicators, the corporate risk register, the policy committee risk registers, and the annual government statement actions.
- 3.2 A key aim of the updated 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 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.

Annual Plan Actions 2024-2025



#### RAG rating criteria:

<b>Actions:*</b>	<b>Red:</b> Behind schedule, more than 3 months	<b>Amber:</b> Behind schedule, up to 3 months	<b>Green:</b> On schedule	<b>Blue:</b> Completed
<b>KPIs:**</b>	<b>Red:</b> Off target - significant	<b>Amber:</b> Off target - marginal	<b>Green:</b> On target	
<b>Risks:</b>	<b>High:</b> Risk score of 12-16	<b>Medium:</b> Risk Score of 4-9	<b>Low:</b> Risk score of 1-3	

\* Note: Council and policy committees can agree to revise schedules.  
 \*\* For KPIs the definition for red 'significant' and amber 'marginal' is set for each KPI individually.

### 4 Risk Assessment

#### Legal or other duties

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### 4.1 Equality Impact Assessment

4.1.1 No direct risks.

### 4.2 Crime & Disorder

4.2.1 No direct risks.

### 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 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.

## 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 2024-2025 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.

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- 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:**

- 8.2 Epsom and Ewell Borough Council – Corporate Performance Report February 2025, Audit & Scrutiny Committee, 6 February 2025 Online available: <https://democracy.epsom-ewell.gov.uk/documents/s34580/Performance%20and%20Risk%20Report%20February%202025.pdf> [Last accessed: 13/02/2025]

#### **Others:**

- 8.3 Epsom and Ewell Borough Council - Audit and Scrutiny Committee: Terms of reference. Online available: <https://democracy.epsom-ewell.gov.uk/mgCommitteeDetails.aspx?ID=157>[Last accessed: 10/12/2024]