

## **CABINET**

### Minutes of the meeting held on 9 July 2013 commencing at 6.00 pm

Present: Cllr. Fleming (Chairman)

Cllrs. Hogarth, Ms. Lowe and Ramsay

Apologies for absence were received from Cllrs. Bosley

Cllrs. Mrs. Clark, Firth, Mrs. Hunter, Piper and Searles were also present.

#### 11. Minutes

Resolved: That the minutes of the meeting of the Cabinet held on 6 June 2013 be approved and signed as a correct record.

#### 12. Declarations of interest

There were no additional declarations of interest.

#### 13. Questions from Members (maximum 15 minutes)

There were no questions from Members.

#### 14. Matters referred from Council

There were no matters referred from Council.

#### 15. Matters referred from the Audit Committee and Scrutiny Committee (Paragraph 5.20 of Part 4 (Executive) of the Constitution)

There were no matters referred from the Audit Committee or the Scrutiny Committee.

#### 16. Recommendations from the Cabinet Advisory Committees

- (a) 2013/14 Performance Indicators and Target Setting (*Strategy and Performance Advisory Committee – 25 June 2013*)

This item was considered at Minute 18.

#### 17. Q4 Performance

Members considered a report setting out performance levels to the end of January 2013. Set out at Appendix 1 of the report were details of the 7 'red' performance indicators categorised by the Advisory Committee which held responsibility for the service's policy development. Alongside the performance data was a trend chart, showing all performance for the year and a commentary provided by the manager of the service.

## Cabinet - 9 July 2013

Members agreed that the five Cabinet Advisory Committees should decide which of the Performance Indicators relevant to their Committees they wished to monitor, especially those where there were areas of concern.

Resolved: That the report be noted.

### 18. 2013/14 Performance Indicators & Target Setting

Members considered a report setting out performance indicators and targets for 2013-2014. Each year the Council undertakes a thorough review of the performance indicators it adopts and the performance targets it sets to continue to support the improvement of services and to enable the Council to deliver on its vision and promises to the Community. The report recommended that data was collected against 52 local performance indicators. For each performance indicator there was also a performance target for 2013/14.

The Chairman noted that there had been a detailed discussion at the Strategy and Performance Advisory Committee. It was suggested that the Advisory Committees, in consultation with Chief Officers, may wish to review stretch targets. The Chairman also reported that whilst all performance indicators were available to Members through the Covalent system in the Members portal, at Committee meetings Members would be reviewing those targets focused on outcomes.

The Policy and Performance Manager reported that the corporate planning process was now underway and there would be a greater focus on outcome based indicators.

Members also noted the suggestion made by the Strategy and Performance Advisory Committee that performance indicators LPI IT 001 – Percentage of IT Service Desk Calls resolved within the agreed time, and LPI FM 001 – Percentage of Facilities Management Service Desk calls resolved in agreed time, be removed from those reviewed by Members as they related more to management activity.

Resolved: That

- (a) That the performance indicators to be reported on by the Council for 2013/14 be approved; and
- (b) That the performance targets to be set for 2013/14 be approved.

THE MEETING WAS CONCLUDED AT 6.10 PM

CHAIRMAN