

**CORPORATE PERFORMANCE REVIEW WORKING PARTY: - WORK PROGRAMME FOR 2013/14 PROGRESS UPDATE REPORT**

**NAMES OF MEMBERS**

<b>ELECTED MEMBER</b>	<b>DESIGNATION</b>
Cllr Gideon	Chairman
Cllr Campbell	
Cllr Gibson	
Cllr I. Gregory	
Cllr Grove	
One Vacant Seat	
<b>SUPPORTING OFFICERS</b>	<b>DESIGNATION</b>
Sarah Martin	Financial Services Manager
Adrian Halse	Policy & Business Planning Manager

<b>DATE OF MEETING/ACTIVITY</b>	<b>KEY AGENDA ITEMS CONSIDERED/ACTIVITIES UNDERTAKEN</b>	<b>WITNESSES INVITED</b>	<b>PROGRESS TO DATE / CHALLENGES ENCOUNTERED</b>
Meeting 1 23 July 2013 @ 7.00 pm	a. Election of Chairman b. Agreement of all items of business to be considered by working party in 2013/14 c. Agreement of timetable for all future meetings before final report is presented to Overview and Scrutiny Panel	Sue McGonigal, CEx; Sarah Martin, Financial Services Manager	Members elected the chairman agreed a detailed work programme for 2013/14 which was based on the terms of reference of the subgroup.
Meeting 2 Date/time 16 September 2013 @ 7.00pm		Sue McGonigal, CEx; Donna Reed, Director of EK Services	Working Party received a presentation from Sue McGonigal, CEx on the "Council Priorities" and a co-presentation from CEx and Donna Reed, Director of EK Services "Service Review Programme."

			<p>The Working Party suggested that Council should consider using digital television for some of its services. They also suggested that a need to agree what Council was going to stop doing as part of cost cutting measures.</p>
<p>Meeting 3 Date/time 11 November 2013 @ 7.00pm</p>		<p>Sarah Martin, Financial Services Manager; Adrian Halse; Policy &amp; Business Planning Manager</p>	<p>After debating on the "Review of Corporate Performance for the financial year up to July 2013, Members proposed the following:</p> <ol style="list-style-type: none"> <li>1. Design a sustainable business model for the Ramsgate Harbour and Marina; that would increase tourist attraction rather than just focusing on the harbour and marina related activities;</li> <li>2. In the foreward to the performance report there should some text to explain that the KPIs did not cover all the Council activities;</li> <li>3. Contextual performance indicators ought to be reported to Members regularly throughout the year;</li> <li>4. Council ought to have a plan of how the Council was going to engage potential external partners. The KPIs would reflect the Council's effort in trying to implement that engagement plan;</li> <li>5. Performance reports should capture information on significant activities and initiatives (with both formal and informal community groups) that were being undertaken by Council.</li> </ol>

			<p>The value of outcomes of such initiatives (to include in-kind initiatives) to be measured;</p> <ol style="list-style-type: none"> <li>6. Use a comparator for some of the indicators;</li> <li>7. Provide a forwarding text in the report that offers an explanation of what Key Performance Indicators mean and their purpose in the performance report;</li> <li>8. refined some of the KPIs to aim to impact on influencing the issues that are debated and decided upon;</li> <li>9. Find a way of measuring Council's influence on its partners in other initiatives like the Margate Task Force</li> <li>10. Staff restructure should take into consideration succession planning in order for the organisation to retain in its institutional memory information relating to among other things, the relationships Council has with community groups;</li> </ol>
Meeting 4 Date/time 30 January 2014 @ 7.00pm			
Final meeting Date/time	<ol style="list-style-type: none"> <li>a. Completion of final report</li> <li>b. Agreement of recommendations to be presented to the Overview and Scrutiny Panel</li> </ol>		