

Committee Name and Date of Committee Meeting

Cabinet – 20 June 2022

Report Title

First Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Jo Brown, Assistant Chief Executive

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Ward(s) Affected

Borough-Wide

Report Summary

In January 2022, the Council adopted a Council Plan for 2022-25 as well as a Year Ahead Delivery Plan for the period up to 31 March 2023.

The Council Plan was informed by public consultation and sets out the Council's vision for the borough and priorities for serving residents and communities.

To enable the Council to work towards the Council Plan outcomes and achieve its commitments, a Year Ahead Delivery Plan was also developed, setting out the key activities to be delivered over the next year (January 2022 – March 2023).

Formal quarterly progress reports are to be presented in public at Cabinet meetings. The first quarterly progress report is attached at Appendix 1. This focuses on the progress made on the activities in the Year Ahead Delivery Plan since January 2022.

Council Plan performance measure data will be reported in future progress reports, from September 2022 onwards.

Recommendations

That Cabinet:

1. Note the overall position in relation to the Year Ahead Delivery Plan activities
2. Discuss the activities which have been delayed and any resulting actions required
3. Note the year-end data for 2021-22 for the Council Plan performance measures
4. Note the performance reporting timetable for 2022-2023.

List of Appendices Included

Appendix 1 – Council Plan 2022-25 and Year Ahead Delivery Plan first quarterly progress report

Appendix 2 – Equality Analysis

Appendix 3 – Carbon Impact Assessment

Background Papers

Council Plan 2022-25 and Year Ahead Delivery Plan approved by Council in January 2022.

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

First Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report

1. Background

- 1.1 The Council Plan 2022-25 is a key document which sets out the Council's vision for the borough and priorities for serving residents and communities and is informed by public consultation. The plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.
- 1.2 To enable the Council to work towards the Council Plan outcomes and achieve the commitments, the plan includes a suite of performance measures and targets as well as a Year Ahead Delivery Plan which sets out the key activities to be delivered over the next year (January 2022 – March 2023 for this first period). The Year Ahead Delivery Plan will be updated annually.
- 1.3 Both the Council Plan 2022-25 and the Year Ahead Delivery Plan were adopted by Council in January 2022.
- 1.4 The process for monitoring performance is set out in the Council's Performance Management Framework which explains how robust performance monitoring should be carried out.
- 1.5 To ensure that the delivery of actions and their impact is assessed, formal quarterly performance reports will be presented in public at Cabinet meetings. Scrutiny will also consider the reports in line with the Council's normal processes.
- 1.6 Service Plans have been produced for every Council service and these will be reviewed annually to ensure a 'golden thread' runs from the Council Plan through to each service as well as the Personal Development Review (PDR) process at individual officer level.

2. Key Issues

- 2.1 Informed by this programme of public and stakeholder engagement, the Council Plan sets out medium-term priorities and actions, building on and taking forward commitments made by members to the Rotherham community. The plan is framed around five themes:
 - Every neighbourhood thriving
 - People are safe, healthy, and live well
 - Every child able to fulfil their potential
 - Expanding economic opportunity
 - A cleaner, greener local environment.
- 2.2 These five themes are underpinned by a cross-cutting strand - 'One Council' - which sets out how the Council will operate to achieve the vision.

- 2.3 The Council Plan sets out the outcomes that the Council will work towards over the next three years. There are 26 outcomes and 47 commitments in total.
- 2.4 To ensure delivery against these, the Year Ahead Delivery Plan includes 92 priority actions/milestones to be delivered by March 2023.
- 2.5 The Council Plan will be monitored through both the delivery of the milestones and activities within the Year Ahead Delivery Plan and the 66 performance measures outlined in the Council Plan. The performance measures include a mixture of output measures and longer-term outcome measures.
- 2.6 This is the first Quarterly Progress Report (see Appendix 1) focusing on the progress made since January 2022, to deliver the five headline priorities for Rotherham as set out in the Council Plan for 2022-25.
- 2.7 The report has been designed to ensure that progress on the Year Ahead Delivery Plan activities is up to date, up to the time of publication.
- 2.8 The Council Plan performance measure targets relate to the new financial year 2022-23. As a result, performance against targets will not be reported to Cabinet until the second quarterly progress update. Year-end data for 2021-22 has however been included within Appendix 1 of this report to provide a baseline for future reports.
- 2.9 The Quarterly Progress Report (Appendix 1) includes a high-level overview overall and is then presented by Council Plan theme, with each thematic section including achievements and challenges; Year Ahead Delivery Plan trackers and performance scorecards. The report also includes wider information, key facts and intelligence, specific case studies and a timeline of key achievements/activities to demonstrate activity during the quarter.
- 2.10 The Year Ahead Delivery Plan milestone trackers (included in Appendix 1) outline progress against the 92 actions within the Year Ahead Plan. Each action has been rated as follows:

Status	Definition
Not yet due to start	Action not yet scheduled to start.
On track	Action started and on track to be delivered by the original deadline.
Known delays	Action has some risk/delay to delivery or is behind the original schedule by less than three months.
Will not be met	Action will not be/has not been met within three months of the original target date.
Complete	The action is fully complete and/or operational.

2.11 As of 31 May 2022, the activities within the Year Ahead Delivery Plan are rated as follows:

- 16% (15) complete
- 67% (62) are on track to be delivered by original target date
- 12% (11) are delayed by less than 3 months
- 1% (1) will not be met within 3 months of original target date
- 3% (3) are not yet due to start.

2.12 The Performance Scorecards (included in Appendix 1) provide an analysis of the Council's performance against each of the 66 performance measures and each are given equal priority.

2.13 Within future reports each of the measures will be rated as follows:

Status	Definition
✓	Performance is on or above target.
●	Currently performance is not at expected levels. Confidence that the target will still be achieved by year-end.
✗	Performance is not currently on target. High risk that year-end target will not be achieved.
△	Target can not be assessed this quarter (ie annual measure or awaiting publication of data)
①	Information measure targets not applicable (ie volume/demand measures where 'good' is neither high or low)

Direction of travel	Definition
↑	Performance has improved or numbers have increased.
→	Performance has maintained or numbers are the same.
↓	Performance has declined or numbers have decreased.
◆	Quarterly direction of travel not applicable.

2.14 Performance/progress will continue to be kept under review within directorates and reported publicly quarterly, in order to ensure that the Council's direction of travel remains positive. Reports will be presented to Cabinet meetings throughout the financial year, as follows:

- 19th September 2022 - Second progress report to Cabinet (covering Q1 performance)
- 19th December 2022 - Third progress report to Cabinet (covering Q2 performance)
- 20th March 2023 – Fourth progress report to Cabinet (covering Q3 performance)
- TBC June 2023 – Fifth progress report to Cabinet (covering Q4 performance)

3. Options considered and recommended proposal

- 3.1 The Council Plan 2022-25 was developed in consultation with Cabinet members and officers across all directorates, as well as being informed by public consultation. This report forms part of the Council's commitment to public reporting on its progress.
- 3.2 It is recommended that Cabinet note the overall position in relation to the Year Ahead Delivery Plan activities and discuss the activities which have been delayed and any resulting actions required. It is also recommended that Cabinet note the year-end data for 2021-22 for the Council Plan performance measures and also note the performance reporting timetable for 2022-2023 contained at paragraph 2.14.

4. Consultation on proposal

- 4.1 A programme of public consultation and engagement to support the development of the Council Plan took place throughout August and September 2021. This included online and postal surveys, focus groups, a series of short interactions and engagement at the Rotherham Show. There were 350 online and postal surveys returned and over 1,000 other interactions in total across all methods of engagement.
- 4.2 In addition to the public consultation, engagement took place with key stakeholders, including work with Cabinet members and officers across all directorates, a session with OSMB and a session that was open to all elected members.
- 4.3 The consultation is part of an ongoing dialogue between the Council and members of the public. Feedback continues to be sought on the Year Ahead Delivery Plan activities, Rotherham Partnership Plan and the refresh of the Equalities Strategy.

5. Timetable and Accountability for Implementing this Decision

- 5.1 It is proposed in paragraph 2.14 above that the second quarterly progress report is presented to Cabinet on 19th September 2022.

6. Financial and Procurement Advice and Implications

- 6.1 The Council Plan and the Year Ahead Delivery Plan are designed to help steer the use of Council finances, balanced against the wider funding backdrop for

the Council and the broader context of national local government finance and policy. There are no direct financial implications as a result of this report and the delivery of the Council Plan will be managed within the Councils available budgets.

- 6.2 The Council operates in a constantly changing environment. It will be important to ensure that ambitions and performance targets remain realistic in the context of central government policy, forthcoming legislation, and the financial position of the authority.
- 6.3 Whilst there are no direct procurement implications in this report the Year Ahead Delivery Plan includes some activities which require the need to procure goods, services or works to achieve the Council Plan outcomes. All projects will need be procured in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules, giving clear consideration and application of social value, the real Living Wage and other ethical factors.
- 6.4 Appendix 1 includes information regarding the Council's financial position, and this has been aligned to the financial reporting timelines.

7. Legal Advice and Implications

- 7.1 Whilst there is no specific statutory requirement for the Council to have a Performance Management Framework and Council Plan, being clear about the Council's ambitions gives staff, partners, residents, and central Government a clear understanding of what it seeks to achieve and how it will prioritise its spending decisions.
- 7.2 An effective and embedded Council Plan is also a key part of the Council's ongoing improvement journey.

8. Human Resources Advice and Implications

- 8.1 There are no direct Human Resources (HR) implications as a result of this report, though the contribution HR makes to an engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers is set out within the 'One Council' theme.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The Council Plan has a core focus on the needs of children and young people and vulnerable adults and this is embedded throughout all themes of the plan, particularly in theme three (Every child able to fulfil their potential).

10. Equalities and Human Rights Advice and Implications

- 10.1 Equalities is cross cutting throughout the Council Plan and Year Ahead Delivery Plan.

- 10.2 Of the five guiding principles, two in particular aim to meet residents' and communities' differentiated needs:
- Expanding opportunities for all
 - Working with our communities
- 10.3 'Expanding opportunities for all' encompasses the Council's essential priority to tackle inequality, striving to ensure that the health and life chances of the most disadvantaged communities are improving the fastest. To complement this approach, 'working with our communities' ensures that to achieve the best outcomes for local people, residents are involved in the things that matter to them and services are designed based on input from those who use them.
- 10.4 There is also an outcome focussed on addressing inequalities and leaving no one behind within the 'people are safe, healthy and live well' theme. This will involve providing support to our communities at a level that is proportionate to the degree of need – taking a universal approach where appropriate whilst also providing targeted support to those who most need it.
- 10.5 In addition, the underlying 'One Council' theme encompasses two specific areas which ensure different needs are met:
- Effective customer services
 - Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers
- 10.6 The Council's commitment to place all customers at the heart of service delivery includes a strengthened approach to equalities and being inclusive. The commitment to an engaged, diverse and skilled workforce is expected to improve the council's response to diverse customer needs, by bringing a more differentiated understanding of equality and diversity considerations and barriers.
- 10.7 A detailed Equality Analysis is attached (see Appendix 2).

11. Implications for CO2 Emissions and Climate Change

- 11.1 A cleaner, greener local environment is a theme within the plan, focused around reducing harmful levels of carbon emissions to limit the impacts on communities and the environment. Actions within this theme encompass plans for the reduction of emissions in housing, through a Green Housing Strategy, and transport, such as through cycleway improvements, and public transports improvements, as well as improving data on waste and single-use plastic.
- 11.2 A Carbon Impact Assessment has been produced based on the Year Ahead Delivery Plan (see Appendix 3). The impact assessment will continue to be reviewed and updated each quarter.

12. Implications for Partners

- 12.1. Working with partners across the public, private and voluntary and community sectors will be integral to the delivery of the Council Plan, and partners have been consulted as part of its development. All the themes will require multi-agency approaches to some degree and the Council will continue to show effective leadership, operating through a range of strategic partnership bodies.
- 12.2 The Rotherham Plan 2017-25, the overarching partnership plan for the borough, will be refreshed in 2022. The Rotherham Plan will align with and complement the Council Plan, setting out partners' joint ambitions to improve outcomes for local people.

13. Risks and Mitigation

- 13.1 The Corporate Strategic Risk Register has been realigned to the new Council Plan themes and the process of updating and identifying strategic risks is in place to manage risks connected to the plan.
- 13.2 Quarterly progress reports will continue to note risks associated with actions at risk of not being delivered, or those that have missed the deadline, as well as performance measures which have not progressed in accordance with the target set.
- 13.3 Directorates are also responsible for ensuring that any significant risks are addressed via directorate and corporate risk registers.

14. Accountable Officers

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Approvals obtained on behalf of Statutory Officers:

	Named Officer	Date
Chief Executive	Sharon Kemp	06/06/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	31/05/22
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	31/05/22

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