

# COMMITTEE REPORT

## Arun District Council

<b>REPORT TO:</b>	<b>Planning Committee – 11 September 2024</b>
<b>SUBJECT:</b>	<b>Key Performance Indicators 2022-2026 – Quarter 1 performance report for the period 1 April 2024 to 30 June 2024</b>
<b>LEAD OFFICER:</b>	<b>Jackie Follis, Group Head of Organisational Excellence</b>
<b>LEAD MEMBER:</b>	Councillor McDougall, Chair of Planning Policy Committee
<b>WARDS:</b>	<b>N/A</b>
<b>CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:</b> The Key Performance Indicators support the Council's Vision and allows the Council to identify how well we are delivering across a full range of services.	
<b>DIRECTORATE POLICY CONTEXT:</b> This report is produced by the Group Head of Organisational Excellence to give an update on the Q1 Performance outturn of the Key Performance Indicators.	
<b>FINANCIAL SUMMARY:</b> Not required.	

### 1. PURPOSE OF REPORT

- 1.1. This report is to update the Committee on the Q1 Performance Outturn for the Key Performance Indicators (KPIs) which make up the Corporate Plan, for the period 1 April 2024 to 30 June 2024.

### 2. RECOMMENDATIONS

- 1.2. It is recommended that the Committee notes the contents of this report and provides any questions or comments on the indicators relevant to this Committee to the Policy and Finance Committee on 24 October 2024.
- 1.3. It is recommended that the Committee request the Policy and Finance Committee to approve the removal of CP29, CP30, CP31, CP32, CP33 and CP34 from the KPI list for Planning Committee (para 4.9)

### 2. EXECUTIVE SUMMARY

- 2.1. This report sets out the performance of the Key Performance indicators at Quarter 1 for the period 1 April 2024 to 30 June 2024.

### 3. DETAIL

- 3.1. The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision we need a comprehensive and meaningful set of performance measures which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and Finance Committee on 17 March 2022. The first of these are annual indicators and will primarily update the progress against strategic milestones. In addition to this 'key performance indicators' (KPIs) will be reported to committees every quarter. These KPIs are known as our Corporate Plan.
- 3.2. A short report and appendix will go to each of the other Committees in the cycle of meetings after each quarter has ended. This appendix will only contain the indicators which are relevant to each Committee.
- 3.3. A full report showing quarterly performance against all indicators (which are measured at that quarter) will go to the relevant Policy and Finance Committee meeting at the end of the cycle of the other Committee meetings. Members of the other Committees will be able to give comments or ask questions about the KPI indicators that are relevant to their Committee and these will be submitted to the Policy and Finance Committee for consideration.
- 3.4. Thresholds are used to establish which category of performance each indicator is within.

Achieved target	100% or above target figure
Didn't achieve target but within 15% range	85%-99.9% below target figure
Didn't achieve target by more than 15%	85% or less target figure

- 3.5. There are 43 Key Performance indicators. 10 of these indicators relate to this Committee.
- 3.6. Appendix A gives full commentary for each indicator.

Status	Number of KPI's in this category at the Q1
Achieved target	5
Didn't achieve but within 15% range	2
Didn't achieve target by more than 15%	3
<b>TOTAL</b>	<b>10</b>

- 3.7. The Planning Committee have also requested a spreadsheet showing 12 month rolling average figures for the Planning indicators. This information is attached in Appendix B and gives the rolling average for the period July 2023 to June 2024.

3.8. Actions to be taken for KPI's not achieving at Q1

<b>KPI</b>	<b>Proposed actions</b>
CP30 - Average number of days to determine other applications	To be monitored by the Group Head of Planning and by CMT on a monthly basis.
CP31 - Average number of days to determine applications - Trees	To be monitored by the Group Head of Planning and by CMT on a monthly basis.
CP32 - Average number of days to determine application - Discharge of Condition	To be monitored by the Group Head of Planning and by CMT on a monthly basis.

3.9. Recommendations to remove KPI's

4.9.1 The Planning Service has collected the data that is currently reported to this Committee for a number of years. However, the reporting of the full basket of planning indicators to the Committee only began in 2022.

4.9.2 For the Committees' information, both average determination times and the level of performance within a specified time period are reported because they show performance in two separate ways. The former ensures that the performance of all applications within a given category are taken into account and the latter is largely the way performance is reported to the Government.

4.9.3 The setting of Council targets which are more ambitious than Government targets should always be the ambition in seeking to deliver efficient and effective services regardless of what service they relate to.

4.9.4 It is recommended that the Committee request the Policy and Finance Committee to approve the removal of the following KPI's from the list which are reported to Planning Committee. The Planning department will still collect this data for internal performance management purposes but this will not be reported through to Members in future:

CP29 - Average number of days to determine householder application
CP30 - Average number of days to determine other applications
CP31 - Average number of days to determine applications - Trees
CP32 - Average number of days to determine application - Discharge of Condition
CP33 - Average number of days to determine major planning applications
CP34 - Average number of days to determine minor planning applications

4.9 The government has published performance data at the end of Q4 2023/24. This also includes rolling data over a two-year period. The data has been examined and the following data has been extracted and worthy of note.

- Arun determined 84% of non-major applications within 8 weeks without the use of any extensions of time. Only two authorities in the country determined more (Barking – 90%, Watford – 87%). Arun is the third best performing authority in England (out of 328 authorities).
- Arun used only 130 EoT's on non-major applications which represented 7.5% as a percentage of the total number of decisions. Arun has the lowest use of Extensions of Time for any authority in England.
- Arun determined over 25% of major applications within 13 weeks over this two year period without using Extensions of Time. That puts us at 85th in a list of 324 authorities. There are a lot of factors that affect this performance and make comparing a bit more difficult (overall numbers, scale of development, delegation levels etc). Only 6 of the authorities above us determined more applications.

#### **4. CONSULTATION**

- 4.1. No consultation has taken place.

#### **5. OPTIONS / ALTERNATIVES CONSIDERED**

- 5.1. To review the report
- 5.2. To request further information and/or remedial actions be undertaken

#### **6. COMMENTS BY THE GROUP HEAD OF CORPORATE SUPPORT/SECTION 151 OFFICER**

- 6.1. None required.

#### **7. RISK ASSESSMENT CONSIDERATIONS**

- 7.1. None required

#### **8. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER**

- 8.1. As this report is an information paper, there are no recommendations for the Committee to consider. This report is to be taken as read only with Members having the opportunity to ask questions at the meeting on service performance. Members can also submit questions or comments on the indicators relevant to their Committee and these will be considered by the Policy and Finance Committee on 8 February 2024.

#### **9. HUMAN RESOURCES IMPACT**

- 9.1. Not applicable.

#### **10. HEALTH & SAFETY IMPACT**

- 10.1. Not applicable.

## **11. PROPERTY & ESTATES IMPACT**

11.1. Not applicable.

## **12. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE**

12.1. Not applicable.

## **13. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE**

13.1. Not applicable.

## **14. CRIME AND DISORDER REDUCTION IMPACT**

14.1. Not applicable.

## **15. HUMAN RIGHTS IMPACT**

15.1. Not applicable.

## **16. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS**

16.1. Not applicable.

---

### **CONTACT OFFICER:**

**Name:** Jackie Follis

**Job Title:** Group Head of Organisational Excellence

**Contact Number:** 01903 737580

**BACKGROUND DOCUMENTS:** *None*