

# PERTH AND KINROSS COUNCIL

Scrutiny Committee – 15 September 2021  
Environment & Infrastructure Committee – 27 October 2021  
Housing and Communities Committee – 10 November 2021

## ANNUAL PERFORMANCE REPORT 2020-21 BUSINESS MANAGEMENT & IMPROVEMENT PLAN 2021-22

Report by Executive Director (Communities)  
(Report No. 21/160)

This report presents the Communities Annual Performance Report 2019-20 and Business Management Improvement Plan 2021-22.
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### 1. BACKGROUND / MAIN ISSUES

- 1.1 Council Services produce a combined Annual Performance Report (APR) and Business Management Improvement Plan (BMIP) on an annual basis. They set out the key actions which the Service will deliver in the coming year, to ensure better outcomes for everyone in Perth & Kinross, and to demonstrate how they contribute to the delivery of the Council's strategic objectives.
- 1.2 These plans are an important part of the strategic planning framework for the organisation, translating the strategic objectives of the Local Outcome Improvement Plan (LOIP) and Corporate Plan into the contributions that each Service makes to achieving these objectives including the supporting actions and performance indicators. Individual team plans are then based on Service BMIPs.

### 2. PROPOSALS

- 2.1 This is the first APR and BMIP for the Communities Service. It focusses on our key service objectives and it aims to:-
  - provide clear direction and actions for the future within the context of national agendas, the LOIP and the Corporate Plan.
  - outline our key strategic priorities and improvement areas.
  - provide a focus on delivery of outcome focused services.
  - set out objectives, with measures and targets.
- 2.2 Our Annual Performance Report includes the following:-
  - our vision, strategic objectives and outcomes
  - what we have done to achieve these objectives
  - context within which we work, including workforce development, financial overview and performance and risk management.
  - key performance indicators.

2.3 The APR and BMIP have continued to be developed with managers and team leaders. They recognise the breadth of activities undertaken by the Communities Service to contribute and support the strategic outcomes of the Council and its partners.

2.4 The report outlines the considerable contribution our people have undertaken to respond to the pandemic to maintain essential services and to support our local communities.

2.5 In the coming year, our key priorities will be:-

- supporting business to grow and attract investment and higher value jobs into Perth & Kinross as outlined within the Economic Wellbeing Plan.
- the ethos of the Perth & Kinross Offer will be at the heart of how we work. We are determined to build new relationships within our communities as we know communities are better at identifying their needs and designing solutions.
- narrowing inequalities gaps and demonstrating a consistent and systematic approach to prevention, early intervention and fairness.
- further developing a strong “locality based” approach and strengthen relationships with our communities and Community Planning Partners.
- the Climate Change Strategy for Perth and Kinross, setting out our plans and actions to lower our carbon usage, and meet our obligations on upcoming regulatory requirements.
- focussing on the connections between leadership, organisational culture and employee engagement to support the integration of our new Service.
- empowering our staff to do what needs to be done to improve people’s lives by being solution focussed and thinking yes.
- refocussing on collaborative working with all our partners including other Councils to unlock efficiencies, share best practice and allow us to offer services to our communities that would be otherwise be unachievable in the current financial context
- delivering of our existing transformation programme and developing further transformative opportunities for shared working, digitisation and efficiency to help meet the financial challenges ahead.

2.6 We will take forward these priorities by building on and embedding our performance management framework across the Service. Key to demonstrating progress towards the achievement of these priorities will be team plans which will -

- provide clarity of purpose for teams across the Service and a yardstick to assess progress against targets.
- link strategic plans to employee roles.
- improve accountability.
- ensure learning and development is linked to supporting improvement.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 Committees are asked to approve the first Communities Annual Performance Report (2019/20) and Business Management Improvement Plan (2021/22).

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#### Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	3 September 2021

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	
Community Plan/ Single Outcome Agreement	<b>Yes</b>
Corporate Plan	<b>Yes</b>
<b>Resource Implications</b>	
Financial	<b>Yes</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>Yes</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>Yes</b>
Sustainability (community, economic, environmental)	<b>Yes</b>
Legal and Governance	<b>None</b>
Risk	<b>Yes</b>
<b>Consultation</b>	
Internal	<b>Yes</b>
External	<b>Yes</b>
<b>Communication</b>	
Communications Plan	<b>Yes</b>

### 1. Strategic Implications

1.1 The Community Plan and the Council's Corporate Plan, has five outcomes which provide clear strategic direction, inform decisions at a corporate and service level and shape resource allocation.

- Giving every child the best start in life;
- Developing educated, responsible and informed citizens;
- Promoting a prosperous, inclusive and sustainable economy;
- Supporting people to lead independent, healthy and active lives;
- Creating a safe and sustainable place for future generations.

### 2. Resource Implications

#### Financial

2.1 There are no financial implications.

#### Workforce

2.2 There are no workforce implications.

#### Asset Management (land, property, IT)

2.3 There are no asset management implications.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) and were assessed as not relevant for the purposes of EqIA.

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. However, no action is required as the Act does not apply to the matter presented in this report.

#### Sustainability

- 3.4 None.

#### Legal and Governance

- 3.5 None.

#### Risk

- 3.6 The Communities Senior Management Team regularly review monitoring reports that highlight individual project progress and risk.

### **4. Consultation**

#### Internal

- 4.1 The Communities Senior Management Team, service managers and team leaders have been consulted in the preparation of this report

#### External

- 4.2 None.

## **2. BACKGROUND PAPERS**

- 2.1 There are no background papers.

### **3. APPENDICES**

- 3.1 Appendix 1 – Communities Annual Performance Report 2019/20 and Business Management Improvement Plan 2020/21.