

TO:	PERSONNEL COMMITTEE		
DATE:	6 OCTOBER 2016	AGENDA ITEM:	5
TITLE:	CORPORATE DIRECTORS' APPRAISALS		
LEAD MEMBER SERVICE:	CLLR LOVELOCK	PERSONNEL COMMITTEE CHAIR	
	CORPORATE SUPPORT SERVICES	WARDS:	BOROUGHWIDE
AUTHOR:	SIMON WARREN/WARREN KING	TEL:	74500
JOB TITLE:	INTERIM MANAGING DIRECTOR/INTERIM HR AND PAYROLL SERVICES MANAGER	E-MAIL:	Warren.king@reading.gov.uk

1. PURPOSE OF REPORT

To formally approve new objectives for the Corporate Directors for the forthcoming year.

2. RECOMMENDATIONS

That you consider this report and approve the objectives that it sets out for the Corporate Directors for the coming year.

3. BACKGROUND

The Director of DENS and the Director of ASCH were appraised by Ian Wardle, the previous Managing Director, before his departure in the summer. This report sets out a summary of the Corporate Directors' objectives that he set for the current year.

5. 2016/17 OBJECTIVES

Director of DENS

Council-wide

Deliver the agreed activities in the corporate plan such as Homelessness Prevention, Streetcare and Love Clean Reading, WOC, Reducing Domestic

Abuse, New ASB Strategy, Improving Air Quality, Reducing the Council's Carbon Footprint etc.

Deliver the agreed **budget savings** and have compensatory savings for any that cannot be delivered

Priority Programmes - have the outcomes etc. detailed for the two major pieces of work that you are leading on (assets and income maximisation) ensuring that they are fully scoped and adequately resourced to deliver

Assets

Maximise capital receipts

Commence construction of the Community Hubs at Battle, South Reading, Dee Park, Amersham Road and Southcote

Start on site at Conwy Close to build the Council Houses

Commence the leisure procurement and deliver the feasibility study for Palmer Park, procure the demountable swimming pool

Complete the Office Review and Rationalisation to be presented to Administration Briefing in July

Complete the Register Office options appraisal by the end of June

Commence the Theatre Procurement in July

Coordinate the Community Hubs offer with the Early Help and Early Years Review

Develop options to reduce FM costs by £1m over the next 2 years

Income Maximisation

Develop proposals for increasing income to achieve the targets

Hold the ring corporately to ensure we meet the target

Waste Minimisation

Deliver the strategy - being clear on the must do's this year

Think Neighbourhood

Investigate and prepare proposals to replace the Neighbourhood Strategy with a new approach to increase neighbourhood resilience and reduce dependency tying up with the work being done on Wellbeing and Early Help and Early Years. Proposals to be ready in September for a CMT discussion.

Additional Budget Measures

Produce and deliver new Service Offers within the indicative envelopes that will be set for her services

Operational Management to secure improvement:

Branding and raising awareness. This would include ensuring:

that the Council logo and strapline being used on all communications from her services;

Individual services and teams not having their own logo, as this can cause confusion and reduces consistency. Research has shown the most highly-rated councils use a clear single identity and this increases awareness of the range of council services and reduces potential confusion about who is the providing the service;

All frontline staff have liveried uniforms/protective clothing displaying the council logo;

Our vehicles are consistently branded and will raise the profile of the council's services;

Council venues should make it clear that the service is being provided by the Council; and

Some selected council promotions and campaigns can have their own logos, subject to agreement.

Director of ASCH

Task	Rationale	Desired outcome	Measure of success
Deliver a balanced budget across Corporate and DACHS:- Structure (incl PSW) Finance tools and systems Panel oversight	Need to plan a balanced budget Need to eliminate o/s	Clear plan to deliver a balanced budget	Monthly financial position on track wrt Budget profile and comparison Resources Panel and close data quality reporting impact monthly

Efficient and trusted adviser to Members	Co leadership	Responsive, proactive and strategic	Timely responses (meetings, papers, plans) Lead member positive evaluation of strategic proposals
Ensure efficient and effective delivery of Corp Plan and cross Council working		Clear plans, mitigation and contingency planning	
Deliver the Transformation Programme Savings Modernisation	Necessary to be sustainable	Compliance with legislation, regulation, Peer Review, market shaping and analysis	PID, highlight reports, savings generated reports, projections, future scanning and awareness
Consolidate models for future sustainability Integration STP FEP DG CHC	Requirement to achieve more integration by 2020 Financial viability needs to be assured	Strategic plans to be anticipated	Costed projected models to be evaluated
Deliver and QA robust oversight of the safeguarding duty SAB Ind chair appointment DOLS Managed SAR	Core Corporate aim to safeguard	Safety cannot be guaranteed, but efforts need to provide sharp analysis, maximise protection and fast comprehensive and robust response to risk	Compliance with Procedures and policy monitored and within tolerance Dols reviews up to date/new referrals completed to time SAB plan delivered
Robust QA system for professional standards supervision and oversight	Legal, regulatory, Peer Review and best practice compliance	Robust and frequent performance regime embedded into the culture	Defined standards Mosaic records qa Case file audit process established

7. EQUALITY IMPACT ASSESSMENT

7.1 The decisions outlined in this report will not have a differential impact on: racial groups; gender; people with disabilities; people of a particular sexual orientation; people due to their age; people due to their religious belief.

8. LEGAL IMPLICATIONS

8.2 It is a contractual obligation on the part of both the Corporate Directors and the council to engage in a regular process of appraisal.

