

Report Title:	Council Manifesto Tracker
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Dudley, Leader of the Council and Chairman of Cabinet Councillor Gilmore, Deputy Lead Member for Manifesto Delivery
Meeting and Date:	Cabinet – 23 March 2017
Responsible Officer(s):	Russell O’Keefe, Strategic Director – Corporate and Community Services David Scott, Head of Governance, Partnerships, Performance and Policy
Wards affected:	All



## REPORT SUMMARY

1. This report provides the details of progress that has been made against the Council’s 137 manifesto commitments, 24 (18%) are met, 109 (80%) are on target and 4 (2%) are currently unmet. Progress towards commitments are summarised in Tables 1, 2 and 3. Details of significant changes since the last tracker are set out at 2.9 – 2.11.
2. 18% of the commitments have already been met / achieved with a further 80% on target for delivery. Four of the commitments are just short or unmet, compared to three in September 2016 when progress was last reported.
3. The tracker report recommends that Members note the progress towards delivering the manifesto commitments and that Strategic Directors, in consultation with the responsible Lead Members, continue to work on the manifesto commitments to ensure successful delivery.

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) **Notes the progress in delivering the manifesto commitments.**
- ii) **Requests Strategic Directors in consultation with Lead Members to continue to progress work towards delivering the unmet manifesto commitments.**

## 2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 The Manifesto Tracker has been updated by each Directorate within the Council to provide the latest progress on the current position to deliver the administration's manifesto commitments.

2.2 The manifesto commitments contribute in varying ways to the council's strategic priorities; for instance the finance commitments 1.01 – 1.11 contribute towards the delivery of value for money whilst commitments such as 05.09 Continue to promote fostering and adoption not only help us achieve residents first but are an example of delivering together.

2.3 Table 1 shows an overview of performance as of end of February 2017.

2.4 **Table 1: Manifesto Tracker overview summary**

Status	February 2017		September 2016	
	Number	Percentage	Number	Percentage
<b>Met</b>	24	18%	21	15%
<b>On Target</b>	109	80%	113	83%
<b>Just Short</b>	2	1%	0	0%
<b>Unmet</b>	2	1%	3	2%
<b>TOTAL</b>	<b>137</b>	<b>100%</b>	<b>137</b>	<b>100%</b>

2.5 Table 2 provides a status update for each of the commitments grouped by Directorate.

2.6 **Table 2: Summary by Directorate**

Directorates	Status					Total
	Met	On Target	Just Short	Unmet	Not Available	
Adult, Children & Health Services	2	31	1	1	0	35
Corporate & Community Services	13	39	0	0	0	52
Operations & Customer Services	9	39	1	1	0	50
<b>Total</b>	<b>24</b>	<b>109</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>137</b>
September 2016 Total	21	113	0	3	0	137

2.7 Table 3 provides a status update for each of the commitments grouped by Lead Member, Principal Member or Deputy Lead Member responsible.

2.8 **Table 3: Summary by Lead Member / Principal Member / Deputy Lead Member**

Member Responsible	Status					Total
	Met	On Target	Just Short	Unmet	Not Available	
Cllr Dudley	2	9	0	0	0	11
Cllr Coppinger	0	11	0	0	0	11
Cllr Bicknell	1	7	1	1	0	10
Cllr Cox	5	16	0	0	0	21

Member Responsible	Status					Total
	Met	On Target	Just Short	Unmet	Not Available	
Cllr Hill	1	7	0	0	0	8
Cllr D Wilson	1	4	0	0	0	5
Cllr N Airey	3	8	1	0	0	12
Cllr Saunders	2	4	0	0	0	6
Cllr S Rayner	2	18	0	0	0	20
Cllr Rankin	1	8	0	0	0	9
Cllr Bateson	6	1	0	0	0	7
Cllr Targowska	0	1	0	0	0	1
Cllr D Evans	0	1	0	1	0	2
Cllr M Airey	0	1	0	0	0	1
Cllr McWilliams	0	0	0	0	0	0
Cllr Alexander	0	2	0	0	0	2
Cllr Sharma	0	2	0	0	0	2
Cllr Carroll	0	7	0	0	0	7
Cllr Gilmore						
Cllr D Hilton	0	2	0	0	0	2
<b>Total</b>	<b>24</b>	<b>109</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>137</b>
September 2016 Total	21	113	0	3	0	137

### Changes since the last tracker

- 2.9 In the past six months, five of the manifesto commitments have improved their progress; 4.07, 5.04, 12.06 and 12.07 have all been deemed as met. 5.03 has moved from unmet to just short.
- 2.10 Three manifesto commitments have seen a decline in their progress; 2.10 has moved from on target to just short, 4.02 has moved from met to on target and 12.05 has moved from on target to unmet. Details of the significant next actions and further information on all manifesto commitments are in Appendix A.
- 2.11 Further changes to the tracker in this period include two additional columns to the appendix. The first to classify whether the commitment is a principle to be upheld or a tangible deliverable. The other additional column is to add an Expected Completion Date. It is envisaged that these refinements to Appendix A will further assist transparency of performance and enable better monitoring of progress and phasing within the remaining administration period. Work to ensure accurate data for these two new fields is underway.

### 2.12 Table 4: Recommendation and Options

Option	Comments
The Council does not track delivery against the manifesto commitments.  This is not recommended	The Council will be unable to assess achievement against the priorities of the Administration or ensure that ongoing and successful delivery is maintained.
That Strategic Directors, in consultation with Lead Members, report on the successful delivery of the administration's manifesto	This will enable residents to be able to judge which manifesto commitments have been delivered during the term of the administration.

Option	Comments
commitments.	
<b>This is the recommended option</b>	

### 3. KEY IMPLICATIONS

#### 3.1 Table 5: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Fulfil all manifesto commitments	Less than 100% fulfilled.	100% fulfilled.	N/A	N/A	31 March 2019
Over-deliver against manifesto commitments	0% over-delivered against.	1-5% over-delivered against.	6-10% over-delivered against.	11-15% over-delivered against.	31 March 2019

### 4. FINANCIAL DETAILS / VALUE FOR MONEY

#### 4.1 No financial implications.

**Table 6: Financial details**

	2016/17	2017/18	2018/19
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£0	£0	£0
Net impact	£0	£0	£0

	2016/17	2017/18	2018/19
	Capital	Capital	Capital
Addition	£0	£0	£0
Reduction	£0	£0	£0
Net impact	£0	£0	£0

### 5. LEGAL IMPLICATIONS

#### 5.1 There are no legal implications arising from this report. Certain manifesto commitments may have legal implications and specific legal advice would be provided on the individual commitment at the appropriate stage where required

### 6. RISK MANAGEMENT

#### 6.1 Table 7: Risk Management

Risks	Uncontrolled Risk	Controls	Controlled Risk

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
Reputational damage to the council if the council does not fulfil its manifesto commitments	High	Tracking the progress of the manifesto commitments	Low

## 7. **POTENTIAL IMPACTS**

7.1 An EQIA is not required for this report.

## 8. **CONSULTATION**

8.1 Lead Officers have identified expected outcomes and action plans with Lead Members.

## 9. **TIMETABLE FOR IMPLEMENTATION**

9.1 The time line for significant next actions (SNA) for each of the commitments is set out in Appendix A.

### 9.2 **Table 8: *Timetable for implementation***

<b>Date</b>	<b>Details</b>
Up to April 2019	Progress to meet the manifesto commitments for the duration of the current administration.

## 10. **APPENDICES**

10.1 Appendix A: Council Manifesto Tracker

## 11. **BACKGROUND DOCUMENTS**

11.1 This report summaries progress towards all 137 Manifesto Commitments.

11.2 Appendix A is a tracker designed to provide a summary of the progress for each manifesto commitment for monitoring purposes. It lists all 137 manifesto commitments and the expected outcome for each commitment. The report also shows what actions are taking place so that progress can be monitored to ensure that the Council meets each commitment.

11.3 The following principles have been used to underpin the work undertaken to deliver the commitments:

- Always put outcomes before processes.
- Put Residents First.
- Find best practice rather than invent a new wheel.
- Consult local councillors before significant events occur in an area.
- Plan and deliver projects and budgets properly.
- Never forget whose money it is.

11.4 The Council is committed to improving the Borough and the services provided for residents and those who work, learn in or visit the Borough. The Council is ambitious in its plan and the tracker sets out the progress and the significant next actions for the 137 commitments. Officers are working closely with Lead Members to progress the initiatives that will improve the Borough and the services provided.

12. **CONSULTATION (MANDATORY)**

<b>Name of consultee</b>	<b>Post held</b>	<b>Date sent</b>	<b>Commented &amp; returned</b>
Cllr Dudley	Leader of the Council	17/02/17	
Cllr Gilmore	Deputy Lead Member for Manifesto Delivery	17/02/17	23/02/17
Alison Alexander	Managing Director	17/02/17	
Russell O'Keefe	Strategic Director Corporate and Community Services	17/02/17	
Andy Jeffs	Interim Strategic Director Operations and Customer Services	17/02/17	
Rob Stubbs	Head of Finance	17/02/17	

**REPORT HISTORY**

<b>Decision type:</b> For information	<b>Urgency item?</b> No
Report Author: Paul Johnson, Corporate Performance Officer, 01628 796445	