

**Report to:** Cabinet

**Date:** 4 February 2021

**Title:** Portfolio progress and performance report 2020/21- quarter 3

**Report of:** Ian Fitzpatrick, Deputy Chief Executive/ Director of Regeneration and Planning

**Cabinet member:** Councillor Chris Collier, Cabinet member for performance and people

**Ward(s):** All

**Purpose of report:** To consider the Council's progress and performance in respect of key projects and targets for the third quarter of the year (October-December 2020) as shown in Appendix 1.

**Decision type:** Non-key

**Officer recommendation(s):** To note progress and performance for Quarter 3

**Reasons for recommendations:** To enable Cabinet members to consider specific aspects of the Council's progress and performance.

**Contact Officer(s):** Name: Millie McDevitt  
Post title: Organisational Effectiveness and Performance Lead  
E-mail: Millie.McDevitt@lewes-eastbourne.gov.uk  
Telephone number: 01273 085637 / 01323 415637

---

## **1 Introduction**

- 1.1 The Council has an annual cycle for the preparation, implementation and monitoring of its business plans and budgets. This cycle enables us regularly to review the Council's work, and the targets it sets for performance, to ensure these continue to reflect customer needs and Council aspirations.
- 1.2 It is important to monitor and assess progress and performance on a regular basis, to ensure the Council continues to deliver priority outcomes and excellent services to its customers and communities.

## **2 Overview**

- 2.1 Despite the district being in lockdown and moving into tier 4 during this quarter, performance continues to remain at a high level with only 1 of the performance indicators falling below its target (for a very specific one-off reason).

### **3 Corporate plan and council policies**

- 3.1 This report sets out the Council's performance in the third quarter of 2020/21 against its aspirations as set out in the Corporate Plan 2020-24.

### **4 Financial appraisal**

- 4.1 Project and performance monitoring and reporting arrangements are contained within existing estimates. Corporate performance information should also be considered alongside the Council's financial update reports (also reported to Cabinet each quarter) as there is a clear link between performance and budgets/resources.

### **5 Legal implications**

- 5.1 Comment from the Legal Services Team is not necessary for this routine monitoring report.

### **6 Risk management implications**

- 6.1 It is important that corporate performance is monitored regularly otherwise there is a risk that reductions in service levels, or projects falling behind schedule, are not addressed in a timely way.

### **7 Equality analysis**

- 7.1 The equality implications of individual decisions relating to the projects/services covered in this report are addressed within other relevant Council reports or as part of programmed equality analysis.

### **8 Appendices**

- Appendix 1 – Portfolio Progress and Performance Report (Quarter 3 2020/21)