

ABERDEEN CITY COUNCIL

COMMITTEE	Corporate Policy and Performance
DATE	25 November 2010
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Committee Decision Implementation
REPORT NUMBER:	OCE/10/020

1. PURPOSE OF REPORT

At its meeting on 25 May 2010 the Housing and Environment Committee resolved to request that the Chief Executive report to the Corporate Policy and Performance Committee proposing a policy that would instruct officers to report back to a Committee with an explanation in the circumstance where a committee decision has not been implemented within a set period of time. This report proposes a means of meeting this request.

2. RECOMMENDATION

That the Committee resolves that progress on the implementation of committee decisions be reported as part of the quarterly performance packs received by the Council's Committees.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications to this report. However there may be financial implications in relation to decisions not having been implemented within the set period time indicated when the matter was agreed by Committee.

4. OTHER IMPLICATIONS

There are no other direct implications to this report, but as it relates to the monitoring and management of performance it will impact across the Council's services and their successful delivery.

5. BACKGROUND/MAIN ISSUES

At its meeting on 25 May 2010 the Housing and Environment Committee considered a report by the Director of Housing and Environment on the refurbishment of Kepplehills Garages. One of the recommendations agreed by the Housing and Environment Committee was to request that the Chief Executive report to the Corporate Policy

and Performance Committee proposing a policy that would instruct officers to report back to a Committee with an explanation in the circumstance where a Committee decision has not been implemented within a set period of time.

At its meeting on 29 April 2010, the Corporate Policy and Performance Committee considered a report by the Director of Corporate Governance on financial and performance monitoring and reporting to Committee and agreed that the Council's Committees receive quarterly performance packs showing progress and performance in relation to actions, key performance indicators, risks and budget monitoring.

At its meeting on 23 September 2010, the Corporate Policy and Performance Committee considered a report by the Director of Corporate Governance on reporting performance by exception and agreed that it will be the responsibility of a Service's senior management to identify exceptions in each reporting period.

Given the recommendations already agreed by the Corporate Policy and Performance Committee in relation to quarterly performance reporting, incorporating exception reporting, to the Council's Committees it is suggested that the request from the Housing and Environment Committee can be met by ensuring that progress on the implementation of committee decisions is reported as part of this process. In addressing any exceptions to be reported a Service's senior management would be expected to provide the envisaged explanation in the circumstance where a committee decision has not been implemented within a set period of time.

6. IMPACT

The report concerns the monitoring and management of performance and as such is intended to have a positive impact on the delivery of the Council's commitments as set out in the Single Outcome Agreement and the Council Policy Statement *Vibrant, Dynamic and Forward Looking*.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

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