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| **Agenda item:** | **7** |
| **Attachment:** | **B** |

**HRA BOARD COVER SHEET**

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| --- | --- |
| **Date of Meeting:** | 29/10/2014 |
| **Title of Paper:** | KPI Report up to Sep 2014 |
| **Purpose of Paper:** | To present progress on KPI’s to the Board |
| **Reason for Submission:** | A requirement to report quarterly to the board on KPI’s contained in the Business Plan |
| **Details:** | The data offers no specific areas for major concern. The tables below represent the key areas of interest. Further comments on performance are contained within in the comments section of the KPI spreadsheet

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| **POSITIVE** |  |
| **Ref** | **Comment** |
| 1a-1f | **REC Operation** - An excellent performance in terms of meeting statutory requirements and stretched targets in maintaining business as usual. Particularly noteworthy due to the transition arrangements for moving RECs out of London with vacancies or newly appointed staff in receiving Centres. |
| B3d | **Efficiency** - c£60,000 projected saving on reduction from 69 to 68 RECS |
| D5f | **Transparency** (publishing data) Green Status as at 30th Sept. Expenses and £15k payments - upto date (August published. Sept to be published by 31st Oct in accordance with requirements), £15k payments , BPPC stats - all reported in the board reports which are on the website. HR Recruitment exception data also added (waiting for response from cabinet office re timing of publication of organogram) |

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| **AREAS TO ADDRESS** |  |
| **Ref** | **Comment** |
| 1g-1l | **CAG** - Improvement in precedent set review applications is noted and welcomed. Whilst a better performance in processing amendments - more work is required to improve performance. |
| E2b | **Sickness absence rate** caused by a number of long term absences in a number of offices  |

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| **Suitable for wider circulation?** | For publication on web after Board meeting |
| **Recommendation / Proposed Actions:** | **To Approve** | **x** |
| **To Note** |  |
| **Comments** |  |
| **Name:** | Ian Cook |
| **Job Title:**  | Director of Corporate Services |
| **Date:** | 23/10/14 |