

## Tabled To-Follow

### Policy and Resources Committee Meeting

Date: Monday, 15 July 2024  
 Time: 7.00 pm,  
 Venue: Council Chamber, Swale House, East Street, Sittingbourne, ME10 3HT\*

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5. Performance Monitoring - 2023/24 Quarter 4/ Year End  <i>Update to Table 4 added 15.07.2024</i>	3 - 4
16. Membership of Sub-Committees - Appendix To-Follow  <i>Appendix I added 09.07.2024</i>	5 - 6
17. Membership of the Planning and Transportation Policy Working Group - Appendix To-Follow  <i>Appendix I added 09.07.2024</i>	7 - 8
18. Member Appointments to Joint Arrangements - Appendix To-Follow  <i>Appendix I added 09.07.2024</i>	9 - 10

The reports included in Part I of this agenda can be made available in alternative formats. For further information about this service, or to arrange for special facilities to be provided at the meeting, please contact **DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Committee, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

Chief Executive, Swale Borough Council,  
 Swale House, East Street, Sittingbourne, Kent, ME10 3HT

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### 4. Year-End outcome: Key Performance Indicators (KPIs) (Updated 10/7/2024)

N.B. Where the monthly result differs to the cumulative year-to-date result, the monthly performance is indicated by either \*R (Red) , \*A (Amber) or \*G (Green)

Monthly Performance Indicators CUMMULATIVE YEAR TO DATE RESULT		23/24 Target	Apr 23	May 23	Jun 23	July 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	2023/24 Outcome		
BV8	Percentage of invoices paid on time (within 30 days)	91%													98.97 %		
BV9	Percentage of Council Tax collected	95%													95.40 %		
BV10	Percentage of Non-domestic Rates collected	96%													97.90 %		
BV12b	Short-term working days lost due to sickness absence	3.2 days													2.09 days		
BV78a	Speed of processing – new Housing /Council Tax Benefit claims	22 days					*G	*G					*A		20.3 days		
BV78b	Speed of processing - changes of circumstances for HB/CTB claims	9 days			*R			*G	*G		*A		*G		9.4 days		
BV109a	Processing of planning apps: Major Applications (within 13 weeks)	89%				*R		*R		*R					90.63 %		
BV109b	Processing of planning apps: Minor Applications (within 8 weeks)	82%			*R	*A									99.37 %		
BV109c	Processing of planning apps: Other Applications (within 8 weeks)	91%													97.58 %		
BV218a	Abandoned vehicles - % investigated within 4 working days	95%			*G	*G	*G		*G	*G					95.11 %		
LI/DC/DCE/004	Percentage of delegated decisions (Officers)	86.5%				*A	*A								91.74 %		
LI/DC/DCE/007	Planning Enforcement - Informing complainant within 21 days	95%			*G	*G				*A			*G	*G	85.83 %		
LI/IC/CSC/002	Percentage of abandoned calls	8.5%												*R	3.7 %		
LI/LS/LCC01	Percentage of all Local Land Searches completed in 10 working days	95%													99.8 %		
LI/CC/01	Number of missed bins per annum	2340 /2145*						*R	*R	*R					1869		
LI/TBC/02	Proportion of Major Planning Applications overturned at appeal	10%		*R			*R	*R		*R					7.81 %		
NI 191	Residual household waste per household	528 kgs					*A					*R			487.6 kgs		
NI 192	Percentage of household waste sent for reuse, recycling and comp	42%				*R									37.62 %		
<b>MONTHLY INDICATOR RESULTS (x 18)</b>			<b>YEAR TO DATE Monthly Total</b>			15G 1A	15G 0A	14G 1A	13G 1A	12G 3A	12G 3A	13G 2A	13G 2A	15G 0A	15G 0A	15G 0A	14G 1A

\* Year-end targets recalculated to end February (11 month) values

Quarterly Performance Indicators CUMMULATIVE YEAR TO DATE RESULT		23/24 Target	Q1	Q2	Q3	Q4	2023/24 Outcome			
LI/ICT/0006	Website availability	99%					99.7 %			
BV79b(i)	Percentage of Recoverable Overpayments Recovered (HB) that are recovered during period	80%			*R		92.4%			
LI/CSC/003	Complaints responded to within 10 working days	90%					82.4%			
NI188	Planning to Adapt to Climate Change	3					3			
LI/EH/001	Percentage of Planning consultations responded to in 21 days	90%					98.9 %			
LI/EH/002	Food Hygiene – The percentage of food inspections completed that were due.	90%					99.1 %			
LI/IA/004	Audit recommendations implemented	95%				*G	71.7%			
LI/CEL/002	Percentage of beach huts occupied	75%					100 %			
LI/CEL/003	Percentage of disabled parking bay applications processed within 3 months	95%					100 %			
LI/PAR/001	Civil enforcement officer accuracy rate	98%					99.1 %			
<b>QUARTERLY INDICATORS (x10)</b>			<b>YEAR TO DATE Quarterly Total</b>				9G 0A 0R	9G 0A 0R	9G 0A 1R	8G 0A 2R
<b>COMBINED INDICATOR RESULTS (x28) (Monthly + Quarterly KPIs)</b>			<b>YEAR TO DATE (Monthly + Quarterly Totals)</b>				23G 1A 3R	21G 3A 3R	24G 0A 4R	22G 1A 5R

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## MEMBERSHIP OF SUB-COMMITTEES 2024/25

### Appointment Sub-Committee

Membership = 7 Quorum = 3

Labour (3)	Tim Gibson Angela Harrison Ashley Wise
Conservatives (1)	Lloyd Bowen
The Swale Independents Alliance (1)	Mike Baldock
Liberal Democrats (1)	Hannah Perkin
Green (1)	Rich Lehmann

### Investigation and Disciplinary Sub-Committee

Membership = 7 Quorum = 3

Labour (2)	Angela Harrison Ashley Wise
Conservatives (2)	James Hunt Mark Tucker
The Swale Independents Alliance (2)	Monique Bonney Derek Carnell
Liberal Democrats (1)	Hannah Perkin
Green (0)	

### Statutory Officers Disciplinary Appeals Sub-Committee

Membership = 7 Quorum = 3

Labour (2)	Tim Gibson Mark Last
Conservatives (2)	Lloyd Bowen Julien Speed
The Swale Independents Alliance (2)	Mike Baldock Elliot Jayes
Liberal Democrats (0)	
Green (1)	Rich Lehmann

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## MEMBERSHIP OF PLANNING TRANSPORTATION AND POLICY WORKING GROUP

### Planning Transportation and Policy Working Group

Membership = 11 Quorum = 3

<b>Labour (3)</b>	<b>Kieran Golding Karen Watson Tony Winckless</b>
<b>Conservatives (2)</b>	<b>James Hunt Julien Speed</b>
<b>The Swale Independents Alliance (3)</b>	<b>Monique Bonney Elliott Jayes Richard Palmer</b>
<b>Liberal Democrats (1)</b>	<b>Charles Gibson</b>
<b>Green (1)</b>	<b>Alastair Gould</b>
<b>Independent (1)</b>	<b>Mike Whiting</b>

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## MEMBERSHIP OF JOINT ARRANGEMENTS

### Mid-Kent Improvement Partnership (MKIP)

Nominations for 2024/25
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Tim Gibson Mike Baldock
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### South Thames Gateway Building Control Joint Committee

Nominations for 2024/25
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Tim Gibson
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