

8. **PERFORMANCE AND BUSINESS PLAN 2015/16 (A197 / WA)**

Purpose of the report

1. To approve the draft Performance and Business Plan 2015/16, as a reflection of our achievements over the past twelve months and our focus of activity for the year ahead, prior to publication of the Plan by the statutory deadline of 30 June 2015.

2. **Key Issues**

The Performance and Business Plan represents:

- **A report of the Authority's performance over the past 12 months against our Corporate Plan 2012-15;**
- **A plan of activity and how we will monitor ourselves over the next 12 months.**

Recommendation

3. **1. Approve the draft Performance and Business Plan 2015/16, subject to approval of the proposed performance indicators and targets for 2015/16, also by this Authority today (usually approved by Audit, Resources and Performance Committee), and with the completion of details delegated to the Chief Executive, for publication by 30 June 2015.**

How does this contribute to our policies and legal obligations?

4. The requirement for the Performance and Business Plan is laid down in the Defra Grant Memorandum, April 2008. This document states that: "every National Park Authority is required to publish a business plan" and "the Secretary of State requires each National Park Authority to submit to him as soon as possible after the end of the financial year, an annual report on the exercise and performance of its functions ... and shall also prepare annually accounts for the main functional heads. These should be signed ... and submitted to the auditor appointed by the Audit Commission not later than 30 June following the end of the financial year." This document represents a combination of the business plan and the annual report for the purposes laid down by Defra.

Background

5. The Defra Grant Memorandum also clearly states that the National Park Management Plan "is the overarching strategic document for the Park to which all other park plans and strategies should relate in setting the vision, objectives and frame for all policy and activity pursued by the Authority".
6. During 2011, the Authority developed and approved (December 2011 Authority, Minute ref 72/11) a set of Corporate Objectives 2012 – 15 to reflect the Authority's contribution to delivering the National Park Management Plan 2012 – 17, in line with the Authority's strategy document '*The future size and shape of the Authority*'.

7. In 2012, the Authority produced a new strategy document 'Moving Forward in a Time of Change' (December 2012, minute ref 73/12) and agreed an approach to delivery of the National Park Management Plan through 5 signature programmes (December 2012, minute ref 83/12) and some of our Corporate success factors were completed. This led to a review of our Corporate Objectives and success factors; amendments were approved at Audit Resources and Performance Committee in May 2013 (minute ref 8.13). These were incorporated into the Performance and Business Plan 2013/14 (minute ref 28/13).
8. A further change was approved to success factor 1c 'We have increased the amount of Authority owned Site of Special Scientific Interest land in favourable condition from 33% to at least 35% by 2025' by this Authority in May 2014 (minute ref 24/14).
9. The Performance and Business Plan 2015/16 represents the look back at our performance over the past 12 months as the final year of our Corporate plan 2012-15 and a look ahead over the next 12 months into a transition year for the Authority.
10. Some information is not available at present and will be inserted into the Plan prior to publication:
 - The financial overview
 - Annex 7 – the overall financial statement in relation to Defra's functional headings for current and future years
 - Annex 8 – Cross Park comparison.
11. Some information will be considered in detail by this Authority today as a separate report:
 - The draft indicators and targets to monitor our focus of activity for 2015/16.
12. Audit Resources and Performance Committee also consider the Authority's financial outturns in detail and these will be summarised in Annex 7 (overall financial statement) prior to publication.
13. If additional performance improvements or actions are required as a result of Audit, Resources and Performance Committee consideration, these will be reflected in the final Performance and Business Plan 2015/16.
14. There is a period of 1 week following the Authority meeting to allow for members to provide any further comments on detail to the Senior Performance Officer (Wendy Amis at wendy.amis@peakdistrict.gov.uk or 01629 816293 or by post to Aldern House).
15. The statutory deadline for publication of the document is 30 June and it will be available on the Authority's website by that date. Paper copies will be made available. A wide range of key stakeholders will be informed of publication.

Proposals

16. Approve the draft Performance and Business Plan 2015/16, as a reflection of the work completed during 2014/15 and a plan of the work to be undertaken over the next 12 months, (subject to further consideration by this Authority today of the draft indicators and targets for 2015/16 as described in paragraph 11 above) with completion of details delegated to the Chief Executive, to allow publication by the statutory deadline of 30 June.

Are there any corporate implications members should be concerned about?

17. **Financial:** Preparation and reporting of this Plan is within existing budget.
18. **Risk Management:** Production of this Plan, and the supporting corporate and service planning, is project planned annually, to mitigate the risk to the Authority of not having an approved plan in place to comply with our statutory duty and to drive performance improvement forward.
19. **Sustainability:** No issues have been identified.
20. **Background papers** (not previously published) – None

Appendices -

Appendix 1 – the draft Performance and Business Plan 2015/16

Report Author, Job Title and Publication Date

Wendy Amis, Senior Performance Officer, 28 May 2015