

KEY PERFORMANCE INDICATORS (KPIs)

Summary: To review the KPI Q1 performance.

Recommendation: That the Executive Committee notes the results of the KPIs.

Report by: Ann Wyatt – Head of Finance

INTRODUCTION

1. The Key Performance Indicators were approved by the Executive Committee at the May 2020 meeting.
2. They will help to monitor progress against the three-year Business Plan Framework.
3. It should be noted that the KPIs are measured against original budgets and annual work programme outputs not the Covid-19 impacted forecasts. This will allow the Board to better understand the full impact of Covid-19 on our operations.

KEY POINTS

4. To provide some context around the data:
 - *KPI1 Training Days* – the target is for everyone to have a minimum of four training/ development days per annum (averaging one per quarter). Only two employees achieved that in Q1 so the KPI is currently red. This isn't a surprising result given the situation and the trend may continue into Q2/Q3.
 - *KPI2 Process Improvements Identified and Implemented* – the target is eight per annum (averaging two per quarter). There have been five in Q1 so the KPI is blue. The new processes are as follows:
 - Planning statistics; Paperless Board meetings; Remote working and meetings; Health and safety policy and process; Employee performance review and development planning
 - *KPI3 Value of Externally Funded Projects* – both the Glorious Cotswolds Grasslands and Cotswolds Champions projects are performing as expected.
 - *KPI4 Number of People Directly Engaged* – this KPI has been most affected by Covid-19 and is currently red.
 - *KPI5 New Partnerships* – the target is eight per annum (averaging two per quarter). One new partnership has been established in Q1 and so amber.
 - *KPI6 Useable Reserves* – the target by year-end is £63.7k (58%) and the new forecast is £79.6k (72%) so it is currently blue.

SUPPORTING PAPERS

- Appendix A – Q1 Results for the KPIs