



Performance Monitoring Report

Chief Executive's Office

3rd quarter October – December 2007/08

Portfolio holder: Paul Bettison, Leader of the Council
Assistant Chief Executive: Victor Nicholls



Section One: Executive Summary


Key activities this quarter included:

- The CPA Corporate Assessment inspection visit and follow up actions.
- Revised permission (s73 application) approved for the town centre.
- No call in by the Secretary of State of the revised town centre application. No High Court challenge by third parties to the grant of permission.
- Preparation of evidence for the Town centre compulsory purchase order inquiry
- Negotiation with occupiers and landowners to overcome objections to the compulsory purchase order
- Development of Civic Hub designs to RIBA Stage D.
- Development of Time Square refurbishment plan to equivalent of RIBA Stage D
- Planning application for Combined Heat and Power (CHP) for Time Square and Civic Hub submitted and permission granted.
- The Council won two Gold awards in the Chartered Institute of Publications Relations regional awards (Thames and Chiltern area): The best internal communications for the launch of the staff intranet, BORIS; The best public sector campaign for ABC.
- The Communications and Marketing team agreed to lead on communications for the Re3 partners on the project to redevelop Longshot Lane civic amenity site.
- All performance indicators for which the CEx office is responsible are in the top quartile nationally (where comparable data is available)
- Neighbourhood Action Groups have been reviewed and a new format agreed with partners. Implementation is now taking place
- Progressing with Members the work of 15 Overview and Scrutiny (O&S) Working Groups, in addition to on-going work in the O&S Commission and Panels
- Started Community Grant Aid (Voluntary Grants) process
- Completed Community Grants process, completing 2nd quarter reporting from voluntary organisations
- Neighbourhood Action Groups (NAG's) now rely on public questionnaire (sent to every household in the borough) as well as public meetings to identify issues
- Analysis of Borough wide survey on neighbourhood priorities was undertaken and results fed into second round of NAGs
- First draft of Community Cohesion strategy produced and taken to Bracknell Forest Partnership (BFP) Board
- Major community event held in November to identify priorities for the revised Sustainable Community Strategy
- Ongoing development of the new Local Area Agreement (LAA)
- As Part 2 of the Fear of Crime Survey, the Bracknell CDRP commissioned university research to identify the levels of fear of crime and anti-social behaviour. Over 5100 questionnaires were sent to households and over 800 were returned. The results of this survey should be presented in the Spring 2008.

- The CDRP is finalising its first Strategic Assessment which comprises an audit of the key community area concerns in Bracknell together with a list of priorities which will inform the Partnership Plan due on 1 April 2008.
- A Drug House Protocol and Information Exchange Protocol have been updated by the CDRT and are currently nearing completion.
- BCS Crime is currently 19.5% down on the same period last year with the current projection being that BCS crime will end on 20.6% down at year-end.

Section Two: Progress against Service Plan

The Chief Executive's Office Service Plan contains 72 detailed actions to be completed in support of the 12 Corporate Themes for 2007/08. Annex A provides information on progress against each of these detailed actions; overall 66 actions are anticipated to be achieved or already have met targets , whilst only three are causing some concern . There are also three actions where the responsibility has moved to another department or is no longer required.

The three actions that are causing concern  relate to:

- Internal regeneration strategy for town centre. This was delayed due to resource pressures related to the sign off of Stage C of the civic hub. The draft framework for the strategy was presented to the Executive at its briefing on 6 November. Internal and stakeholder Consultation is due in February 2008, and the draft strategy will be ready for approval by the end of March 2008.
- Economic development – a list of all existing economic activity was due to be compiled with a view to assessing whether to launch an Economic Partnership. This target is now superseded by the formation of a multi-agency officer group. Work is ongoing to combine this group with the existing Lifelong Learning Partnership, to form a new Economic Development and Learning Partnership. Good progress is now being met. New work is ongoing to respond to the Government's recent Sub-National review of Economic Development. One key area is helping to shape a new Berkshire-wide economic development board.
- Older Persons Strategy – the original timetable will not be met due to competing pressures and loss of staff. A discussion paper was published before Christmas; work is now progressing well and a draft strategy will be presented to the Executive in April 2008.

Section Three: Resources

Staffing

See Annex B for more detailed information

Budget

See Annex C for more detailed information

Revenue

See commentary in Corporate Services Department Performance Monitoring report

Capital

See commentary in Corporate Services Department Performance Monitoring report

Complaints

Stage	Number of complaints in the quarter	Specific commentary on complaints
1	0	N/A
2	0	N/A
3	0	N/A
Ombudsman*	0	N/A

*The Chief Executive's Office were involved in responding to 5 Ombudsman complaints affecting Service Departments during quarter 3.

Internal audit assurances

(Where internal audit carried out with limited or no assurance)

Service area	Issues with limited or no assurance and remedial action to be taken
	No Internal Audit Reports affecting the Chief Executive's Office were issued in quarter 3

Section Four: Forward Look

Key activities during the next quarter:

- Approval of Civic Hub RIBA stage D and commencement of RIBA Stage E
- Procurement and selection of primary contractor for civic hub
- Completion of CHP designs
- First site analysis of CAB and New Hope relocations completed
- Finalising the CPA Corporate Assessment and Direction of Travel Reports, and preparing the improvement plan.
- Ongoing development and preparation of the Sustainable Community Strategy
- Ongoing development of the LAA for 2008/09
- Continue to support the Overview and Scrutiny process, including 16 Working Groups
- Continue to develop the Economic Development and Learning Partnership
- Voluntary Sector Codes of Good Practice report to Executive
- Strategic Assessment of Crime & Disorder within the Borough to be completed followed by new 3 year Crime & Disorder Plan
- Co-ordinate preparation of all quarterly Performance Monitoring Reports, prepare 3rd quarter Corporate Performance Overview Report
- Prepare quarter 3 LAA performance monitoring report
- Progress the town centre Compulsory Purchase Orders including giving evidence at the public inquiry in February.
- Facilitate the Town Centre Partnership
- Preparation of Community Cohesion Strategy
- Proposals for new IT system for performance management for the Council
- Working with other Berkshire councils and SEEDA to respond to the Sub National Review of Economic Development.

Communications








- Town & Country - the next edition is due to be published at the beginning of March.
- RE3 – lead the implementation of the Communications plan for the Longshot Lane civic amenity site redevelopment.
- Bracknell Forest Homes launch – plan the joint event and associated activities with Bracknell Forest Homes
- Update key publications: Street map and A-Z of services.
- Welcome Pack – produce a new borough-wide pack with partners for all residents new to the area.
- Bracknell Forest Partnership Communications – Update communications plan and produce forward calendar of events.
- Bracknell town centre regeneration – implement joint communications strategy with BRP. Implement Civic hub communications plan and support town centre events.

- Forest views – produced monthly as per schedule.
- Corporate messages – produce monthly.

Annex A: Progress against detailed actions from Service Plan

Corporate Theme 1: Promote the sustainable development of Bracknell Forest

Key Action/ Outcome: 1.1 Lead the regeneration of Bracknell Forest Town Centre

Action 1.1.1: Draft and consult on internal regeneration strategy, based on Town Centre workstreams		Draft framework produced for November Executive Briefing. Stakeholder and internal consultation due February 08. Draft Strategy for approval by end March 2008.
Action 1.1.2: Approve and agree detailed design for Civic Hub		Stage D was received from the developers but to a standard to enable approval and commencement of next design stage. Still on target to meet March deadline.
Action 1.1.3: Support relocation of town centre users displaced by regeneration plans		Further investigation to relocation of CAB and New Hope has been ongoing. Site analysis started
Action 1.1.4: Support development of third party sites		Enid Wood House, 3M, Camp Moss and the market negotiations ongoing. Application submitted for Enid Wood House.
Action 1.1.5: Ensure Members and Scrutiny Function are involved in the development of the Town Centre		On going. O&S members decided not to include this in their 2007/08 work programme. Members updated regularly through Performance Monitoring Reports from CEx Office and Corporate Services department.
Action 1.1.6: Co-ordinate and implement communication strategies for the town centre regeneration, including the vitality of the town before regeneration, internal communications and the council's element of the project e.g. Civic Hub		Ongoing implementation of over-arching strategy and specific projects.
Action 1.1.8: Draft Town Centre management strategy, including Keeping Bracknell Town Centre alive during the redevelopment , ready for consultation		Partnership established. Further meeting set up in February for main steering group and smaller action group meetings set up for January to further discuss ideas that came out of






Shows Key actions that are anticipated to be achieved within timetable, or already have been achieved



Shows Key actions that have not been or are not likely to be achieved on time

Action 1.1.9: Develop with BFP a clear statement for carbon reduction in the town centre		November's meeting and business planning workshop. Report on potential for renewables in town centre commissioned and completed, to inform future work.
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Key Action/ Outcome: 1.5 Deliver the Council's LAA agreement commitments to support economic development and enterprise

Action 1.5.1: Through the BFP, facilitate the LAA commitments to support economic development and enterprise		Most of the detailed actions are progressing satisfactorily, and initial progress on the envisaged Economic Theme Partnership is underway. See commentary above.
Action 1.5.2: Undertake research into the economic profile of the borough		Completed and presented to the BFP board.
Action 1.5.3: Compile list of economic development activity already occurring, and subsequently consider launching an Economic Partnership		Some information held but incomplete. The Economic Development and Learning Partnership has started to be formed and is making good progress. This target superseded as a consequence. Considerable work ongoing to respond to the Sub National Review of Economic Development.

Update on Strategic risks identified from Service Plan

Risk identified <small>[indicate whether Service Plan or new]</small>	Update
Delay in CPO programme	No change to risk profile
Reliance on third party decisions and prevailing market conditions	No change to risk profile
Internal capability	No change to risk profile
Member capacity	No change to risk profile
Changing national priorities and government policy	Sub National Review of Economic Development has required joint working with other Berkshire Councils and SEEDA, which was not planned for when the current Service Plan was drafted. Capacity



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	pressure.
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Corporate Theme 2: Promote sustainable communities through innovative housing strategies and effective maintenance policies

Key Action/ Outcome: 1.1 Implement the outcome of the housing stock options ballot of Council tenants

Action 1.1.1 Develop and implement internal and external communications plan for housing stock transfer.		Joint plan agreed with Bracknell Forest Homes. Implementation ongoing
Action 1.1.6: Co-ordinate and implement communication strategies for the town centre regeneration, including the vitality of the town before regeneration, internal communications and the council's element of the project e.g. Civic Hub		Ongoing implementation of over-arching strategy and specific projects eg. civic hub communications plan.

Corporate Theme 3: Help create a safer, stronger community which is socially cohesive

Key Action/ Outcome: 3.1 Work with partners to reduce the incidence of British Crime Survey Crime within the borough





Action 3.1.1: Restructure the Safer Community Team		Complete
Action 3.1.2: Ensure that Community Safety issues are addressed in the town centre regeneration, through the production of a strategy		Closer links with the regeneration team through relocation within CEx office. Regular meetings with Regeneration Officers, closer working with Bracknell town centre businesses have been developed. Regular meetings held with the development of town centre CCTV. No specific strategy produced to date although on track.
Action 3.1.3: Implement and review the Safer		Most of the actions of the 2005 – 08 Safer Communities



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Communities Strategy (CPA)		Strategy have now been completed. The crime & disorder agenda has moved on in the three years and the CDRT are now preparing the draft Community safety Plan for 2008 – 11.
Action 3.1.4 Support the development of Neighbourhood Policing arrangements including the use of Police Community Support Officers for reassurance patrolling (Community Plan)		All NAGs and Neighbourhood Forums now established. CDRT supports the NAGs & Forums wherever possible. Contributions are made to the deployment of the PCSOs to meet the needs of both council and the police.
Action 3.1.5; Undertake at least three initiatives each year with Crimestoppers (Community Plan)		<p>Crime stoppers initiatives have been used in the following during 2007:</p> <ul style="list-style-type: none"> • CS criminal damage signs in Great Hollands • CS promoted at EP School during the Damilola Taylor Trust presentation. Maggie Cannon also attended. • CS info in ALL Larceny packs; over 2,500 distributed so far • CS info in 40,000 letters distributed to residents before Xmas (burglary prevention) <p>CS promoted during week of action, in particular at The Meadows</p>
Action 3.1.6 Encourage crime deterrent schemes in public car parks such as car valeting and security guards to reduce car crime (Community Plan)		Security guards have been employed at the three council car parks, the Look Out, Coral Reef and the Leisure Centre. There has been a marked reduction in Theft from Vehicles from these locations since the guards started in June 07
Action 3.1.7: Work with Bracknell Chamber of Commerce to protect business staff from violence (Community Plan)		Bracknell Chamber of Commerce have been consulted on this matter. They have conducted their own survey and work has been done with them to promote resources to address domestic violence among their staff.








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Action 3.1.8: Use preventative and rehabilitative initiatives to reduce offending by Prolific and other Priority Offenders. (Community Plan)		There was a cohort of 14 PPOs in 2005. The data on their level of offending is collected annually and the indications are that there will be a reduction over the 3 year period.
Action 3.1.9: Work with partners to reduce vehicle crime and provide diversionary activities		Auto crime (theft of & theft from M/V) is on course to reach its 3 year community safety strategy reduction target but is likely to fall short of its LPSA 2 target. Theft from motor vehicle offences are on course to reach the LPSA target
Action 3.1.10: Implement the Domestic Violence Strategy to comply with BVPI 225		All 11 indicators of BVPI 225 have been met with the exception of the statement to be contained within tenancy agreements. This will be met by the adoption of the Bracknell Forest Homes TA to be introduced in Feb 08. BVPI 225 is to be discontinued at the end of this year (2007 – 08)

Key Action/ Outcome: 3.21 Seek to reduce the fear of crime in the Borough




Action 3.2.1: Undertake University based research into fear of crime		The second phase of the Fear of Crime research has been undertaken and the data is currently being evaluated. The results will be published in the spring of 2008
Action 3.2.2: Host a conference on negative perceptions of crime and alcohol misuse		Perceptions of Crime / Alcohol conference held at the Grange Hotel Bracknell on 17 th May 2007
Action 3.3.2 Ensure community cohesion questions are included in consultations and used as part of an evidence base for prioritising interventions to promote community cohesion.		Undertaken October 07 as part of cross-borough NAG consultation.
Action 3.3.3 Prepare annual report for community cohesion strategy		Complete. Report received by Executive in December. Due to go to BFP in January 08.
Action 3.5.1 Community Engagement – as per Corporate		Work is ongoing in this area.



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Services Department Service Plan – CEX office to advise and assist		
Action 3.5.2: Monitor Voluntary Sector grants on a quarterly basis		Ongoing
Action 3.5.3: Produce plan to secure delivery of LAA target on volunteering and engagement, specifically: <ul style="list-style-type: none"> • Special Constables and school governors • Informal volunteering rates Helping residents to influence decisions		Special Constable and School Governor numbers exceeding planned target profile. Other targets to be measured in BVUSS 2009. Third neighbourhood speedwatch initiative launched Dec 07.
Action 4.1.1: In collaboration with the Youth Service and BRP, identify options for youth provision and inclusion in the town centre		Officers following up meeting with Youth coordinator, in March 08. Ongoing talks have taken place with various interested individuals in Connexions, Youth Forum, Education, Children's Services and Libraries.



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Performance	Indicator Reference	Performance Indicator	Performance to date	Target for 2007/08	National quartile comparison	Comments
	BV 2a	The level of the Equality Standard to which the Authority conforms in respect of gender, race and disability	Annual indicator	Level 2 working towards Level 3	n/a	06/07 outturn was Level 2
	BV2b	Quality of the Race Equality Scheme (RES) and the improvements resulting from its application	84%	95%	Top	The Racial Incidents Advisory Forum (RIAF) meets monthly and includes representation from all minority groups. It reports into the Corporate Cohesion Group (BFBC) and is still developing.
	BV126	Domestic burglaries per 1000 households	7.02	6.87	Top	Forms 1 of the sub-priorities of the CDRP Strategic Assessment under Reducing Crime.
	BV127a	Violent crime per 1000 population	12.93	15.72	Top	
	BV127b	Robberies per 1000 population	0.37	0.24	Top	Many of these are random with no pattern and mostly involve young victims & offenders. Work continues in schools to encourage personal safety.
	BV128	Vehicle crime per 1000 population	6.54	10.12	Top	



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	BV174	Racial incidents recorded	9	30	n/a	Below target. 4 incidents took place this quarter, 3 of which were within Bracknell Schools.
	BV175	Racial incidents resulting in further action	100%	100%	Top	All actioned.
	BV225	Actions against domestic violence	90%	100%	n/a	Only 1 indicator outstanding: DV statement to be contained within tenancy agreement which will be met by the adoption of the Bracknell Forest Homes Housing Association in February 2008. BVPI 225 is to be discontinued from 2008/09.








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Key Action/ Outcome: 5.1 Develop an overarching 'health strategy' for the Borough involving all Council departments and other partners and in particular to review options with the Berkshire East Primary Care Trust to increase provision of health facilities in the borough

Action 5.1.1: Consult partners and deliver a health and well-being strategy for the Borough		Complete
Action 5.1.2: Review options with the Berkshire East Primary Care Trust to increase provision of health facilities in the borough		On going discussions and brief prepared.
Action 5.1.3: Contribute input from Overview and Scrutiny to the annual 'Healthcheck' declarations by the 4 NHS Trusts		Action for early 2008 (Completed on time in 2007)
Action 5.1.4: Support Overview and Scrutiny Working Groups on: Healthcare Funding; Patient Focus; Health Strategy; and Extended Schools/Childrens Centres		All working groups being supported, including additional groups to those cited.
Action 5.1.5 : Support health scrutiny members (both BFBC and Joint East Berkshire) in making an effective contribution to debate about and consultation on local health provision		Ongoing

Key Action/ Outcome: 8.16 Finalise and begin implementation of a comprehensive council wide strategy for older people

Action 8.16.1: Prepare draft Older People's Strategy		Timetable slipped due to competing pressures and loss of staff. Work now progressing well. Discussion paper approved by Executive in December 2007. Stakeholder consultation ongoing. Draft strategy to Executive in April 2008.
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Corporate Theme 9: Create and maintain a quality environment

Action 9.2.1: Revise RE3 Communications Strategy with Wokingham and Reading Councils		Communications plan developed for Longshot Lane by Bracknell Forest and agreed by Reading and Wokingham.
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Corporate Theme 11: Improve efficiency, effectiveness and access to services











Action 11.0.1: Support and facilitate the work of the Berkshire Improvement Partnership		Supported via participation in Berks Heads of Policy Group, but facilitation role being carried out by Slough BC
Action 11.0.2: Undertake value for money self-assessment for Comprehensive performance Assessment (CPA)	n/a	Complete
Action 11.0.3: Undertake Direction of travel self-assessment (CPA)	n/a	No self assessment required. Draft DOT statement now received
Action 11.0.4: Manage annual CPA		Major project proceeding as planned – results due in February 2008
Action 11.0.5: Undertake timely monitoring and assessment/comparison of performance information, highlighting changes in performance appropriately		Ongoing. Summary analysis of performance information now provided in the CPOR and comparisons with national quartiles given.
Action 11.0.6: Prepare and publish an Annual Report		Complete - 2006/07 Annual Report approved by Executive and Council, and published by 30 June, followed by designed version.



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Action 11.0.7: Act as a resource to the Council and its services to undertake research – with emphasis on future developments, new legislation and guidance		Ongoing
Action 11.0.8: Investigate, specify and – subject to resources – implement a performance management system for the whole Council		Phase 2 of RBFRS system about to commence for LAA target monitoring. Potential IT systems being investigated for use within the Council.
Action 11.0.9: Provide support and assistance and co-ordinate any Beacon Council applications		Advice being provided as and when required within the annual Beacon Council award cycle.
Action 11.0.10: Seek out and participate in relevant performance benchmarking groups		Ongoing. BFBC have now joined the PWC Unitary Authority benchmarking club.
Action 11.10.1: Advise new Council Executive on prioritising current and future Corporate Themes and outcomes		On course for completion - new MTO's being submitted for approval at February Council meeting.
Action 11.10.2: Refresh approach to QOR and CPOR reports (as part of this develop plans for a transition from performance monitoring to more of a performance management approach)		Complete
Action 11.15.1 Equalities Schemes – as per Corporate Services Service Plan – Cex office to advise and assist		Disability Equality Scheme in place – first annual report to be prepared in January 08.
Action 11.16.1 Race Equality - as per Corporate Services Service Plan – Cex office to advise and assist		Draft scheme prepared and consultation still underway.
Action 11.17.1 As per Corporate Services Service Plan, CEx office to advise and assist with Community Cohesion in particular setting up a BME forum.		Currently working with Bracknell Voluntary Action who facilitate the BME forum.
Action 11.17.2 : Produce statement assessing the community cohesion and inclusion aspects of the town		Ongoing.



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centre regeneration		
11.18.1; Produce and implement annual departmental communications and marketing forward plans		Plans produced. Ongoing implementation.
11.18.2: Produce Town & Country every quarter		Produced as per schedule. Next edition is March 2008.
11.18.3: Answer media enquiries according to the Council's media protocols		Ongoing
11.18.4: Produce forest views staff newsletter every month		Produced as per schedule.
11.18.5: Conduct staff attitude survey 2007		Staff survey carried out in May 2007. Results and actions plans published on BORIS.
11.18.6: Review internal communications strategy as a result of the staff survey		Internal Communications Strategy agreed by CMT and published on BORIS
11.18.7: Carry out internal and external communications campaigns according to the Council's priorities		Ongoing, including consultation on Council objectives 2008-2011; Council restructure; Take Pride/Influencing decisions; launch of Bracknell Forest Homes; Re3.











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Corporate Theme 12: Improve Corporate Governance and Partnership Working






Action 12.0.1: Develop, re-shape and continue to support and facilitate the Neighbourhood Forums and Action Groups		This round of NAGs (until end January) will complete the setting of priorities for 2008.
Action 12.0.2 Provide training opportunities for Overview and Scrutiny Members to enhance their effectiveness		Training opportunities have been offered.
Action 12.0.3: Support members to develop a work programme for Overview and Scrutiny		Complete – work programme developed, consulted on and finalised. Now being delivered.
Action 12.1.1: Review and update BFP governance arrangements in light of changing Government agenda		New Government LAA arrangements do not require Area Based Grant financial decisions to be made by BFP. Therefore no change of governance arrangements required.
Action 12.1.2: Develop the LAA performance framework, specifically roll out integrated performance management framework to all key BFP partnerships (CYPP, H&SC, LSP, Crime and Disorder) and put plans in place for similar version for departments		IPM framework now in place for CYPSP and CDRP. Other theme partnerships to follow later in the year.
Action 12.1.3: Implement Action Plan to improve the BFP's internal and external communications		BFP Handbook published to support internal communications. Annual conference held November 2007. Investigating procurement of Community TV. Action plan published for Jan 08 to Jan 09, updated as a consequence of discussions with partners.
Action 12.1.4: Produce Annual Report of Overview and Scrutiny		Action due later (2006 Annual Report produced on time)
Action 12.2.1: Ensure effective implementation of the Local Government and Public Involvement in Health Act in particular by establishing a new Public Services Scrutiny		See 12.2.2. Position uncertain pending government guidance.



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Board		
Action 12.2.2: Restructure O&S to accommodate requirements of the Police and Justice Act (and secure necessary changes to Council's Constitution)	N/A	The O&S provisions of the Policy and Justice Act were not 'Commenced' , have been repealed, and are being reviewed by the Government.
Action 12.2.3: Establish scrutiny arrangements for the Bracknell Forest Partnership		O&S Commission and BFP Board briefed. Detailed arrangements await issue of government guidance.
Action 12.4.1: Lead and co-ordinate the refresh of the Local Area Agreement between the Government and Bracknell Forest Partnership		Evidence base developed and published to web. Inclusion criteria agreed with CMT/BFP/Executive. Long list of improvement themes drafted for stakeholder consultation in Jan/Feb 08.
Action 12.4.2: Produce six monthly progress review of LAA for Government Office for the South East (GOSE)		Six month performance reported to CMT and BFP in Nov 07.
Action 12.5.1: Draft the refresh of the Sustainable Community Strategy		Evidence base developed and published to web. Outline framework drafted for stakeholder consultation in Jan/Feb 08.
Action 12.5.2: Produce proposals on a set of voluntary (and benchmarked) quality of Life performance indicators		This work is being incorporated into the development of the Sustainable Community Strategy for Bracknell Forest.



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Annex B: Staffing information

Staffing Levels

	Establishment Posts	Staffing Full Time	Staffing Part Time	Total Posts FTE	Vacant Posts	Vacancy Rate
Chief Executive	2	1	1	1.81	0	0
Chief Executives Office	32	23	9	28.46	2	5.8%
Department Totals	34	24	10	30.27	2	5.56%

Increase in staff level this quarter as a result of the Print Room transferring into Communications.

Staff Turnover

For the quarter ending	31 December 2007	3.85%
For the year ending	30 December 2007	19.23%

Turnover.

2006/7 total turnover for the Council: 13.39% excluding schools

2005/6 turnover for local authorities in the South East 17.3% excluding schools
Source: LG Pay and Workforce Strategy survey 2006

Sickness Absence

	All employees, average days sickness absence per FTE
Bracknell Forest Borough Council 06/07	7.04 days
[Comparator data to be provided]	days

Bracknell Forest Borough Council 06/07, all employees, average days sickness absence per employee: 5.3 days

All sectors employers in South East 05/06: average days sickness absence per employee, 7.3 days
Source: Chartered Institute of Personnel and Development – figure supplied by South East Employers

Staff Sickness (1 October 07 to 30 December 07)

Section	Total staff FTE	Number of days sickness	Average per employee (FTE)	Projected annual average per employee (FTE)
Chief Executive Q3	1.81	0	0.00	4.41
Chief Executive's Office Q3	28.46	20.5	0.72	1.14
Department Totals YTD	30.27	30.5	1.00	1.34

Annex C: Financial information

The Chief Executive's Office financial information is included in the Performance Monitoring Report for the Corporate Services Department