

APPENDIX F

INTERVENTIONS USED TO ACHIEVE PERFORMANCE TARGETS

Reference No.		Description	Building confidence in Coalville – shop front grants (businesses engaged)														
Lead Officer		Barrie Walford	Date Plan Completed	18.10.18													
Performance Out-turn		2018/19					2019/20					2020/21					
		Q1	Q2	Q3	Q4	Full Year	Q1	Q2	Q3	Q4	Full Year	Q1	Q2	Q3	Q4	Full Year	
Overall Measure	Target	10	10														
	Actual	8	0														
Explanation of Current Performance	<p>Zero companies against a target of 10 have been engaged in Q2 in relation to shop front grants. This is because the scheme has not been actively promoted to enable a review of processes to take place.</p> <p>The lead project officer in consultation with the Business Focus Manger, the Head of Economic Development and the Director of Place agreed to pause the delivery of the Coalville Shopfronts programme to allow for a mid-point review to be completed.</p> <p>The review highlighted a number of recommendations to improve the efficiency in managing, administering and delivering the scheme.</p> <p>Project officers are now preparing a paper to strategy group to present the mid-point review and seek approval to amend the scheme. Subject to strategy group approval it is intended the Coalville frontages scheme will be reopened to applications in early 2019.</p>																
Interventions in the last 3 months and evaluation of impact	Scheme halted to enable review.																

INTERVENTION PLAN TO ACHIEVE PERFORMANCE TARGETS

	Key Interventions in Place to Achieve Performance	By When	By Who	Resource Implications	Most Significant Risk to Achievement of Intervention	Contingency Intervention for Most Significant Risk	Monitoring Process	Outcomes expected from intervention
1	Complete changes to scheme processes	Dec. '18	Business Focus	Internal staff resource	Lack of staff resource	Prioritise work	Business Focus work plan updates to Head of Service	Scheme improved to reflect findings of mid-point evaluation
2	Relaunch scheme	Jan. '19	Business Focus	Internal staff resource	Strategy Group approval	Consult members before finalising scheme	Member approval followed by quarterly reports	Scheme relaunched in 2019 and eligible shop fronts improved