

**KEY ACHIEVEMENTS 2007/08 AND PROPOSED KEY TARGETS 2008/09****1 INTRODUCTION**

- 1.1 Each year the council identifies its key targets for the year ahead and assesses performance against them. Key targets are identified to reflect the high impact or most important activities for the council in the coming year as well providing a focus on outcomes. They are monitored during the year and reported against the corporate plan in the council's annual performance plan, *Performance Matters*
- 1.2 This report seeks the panel's input into the:
  - Assessment of achievements against key targets for 2007/08
  - Proposed key annual targets for 2008/09
- 1.3 The 2008/09 draft key targets have, in the main, been identified through the high priority areas within the service improvement plans. These will also be discussed with portfolio holders and the senior management team before final agreement by cabinet
- 1.4 It is important that all targets coming forward are appropriate and SMART. This means they should be: Specific, Measurable, Achievable, Realistic and Time-related. Unless otherwise stated any target for 2008/09 without a specific date will aim to be completed by March 2009.

**2 2007/08 KEY TARGETS: ASSESSMENT OF PERFORMANCE**

- # 2.1 **Appendix 1** sets out an assessment of performance against all the council's key targets for 2007/08.
- 2.2 The committee is asked to satisfy itself that this assessment is correct.

**3 2008/09 KEY TARGETS: DRAFT PROPOSALS**

- 3.1 There are currently no key targets proposed for 2008/09.
- 3.2 The committee is asked to consider and agree if there is any activity they wish to put forward as a key target for 2008/09.

## 4 RECOMMENDATION

4.1 That the committee:

- i. Notes the assessment of performance against the 2007/08 targets  
(**Appendix 1, page 3**)
- ii. Agrees any SMART targets for 2008/09

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## KEY TARGETS 2007/08 – Forecast achievement

Ref	Key target	HOS/ Officer	Planned completion date	Progress to date	Expect to hit target?	Q2 Comments
KT29 GP&L	Ensure that all gambling premises receive their new premises licenses enabling them to operate legally under the Gambling Act 2005	Annie Righton/ Martyn Powell	Sep-07	☺	Yes	There was a blip with the new software which meant that although processing was completed the printing of the licenses was outstanding. This has now been resolved.