

Active Devon Performance & Risk Sub Committee

27 April 2023, 5.15pm, via Teams

Agenda		Recommendations
1. FY23 Q4 Performance Report (Strategy Leads)	20 mins (for scrutiny)	To note the contents
2. Draft Evaluation Dashboard (HW/TH)	15 mins (for discussion & feedback)	To provide feedback on draft Evaluation Dashboard
3. FY23 Q4 Risk Report (TH)	10 mins (for scrutiny)	To note the contents
4. Policy Reviews (a) FY24 Risk Register (TH) (b) Business Continuity Plan (AH)	20 mins (for approval)	Approves the updated Risk Register and Business Continuity Plan
5. AOB & Summary		Are there any matters for action/elevation with the Board or other sub-committees

Implications relating to equality, diversity & inclusion (EDI), welfare & safety, environmental impact and Active Devon's values:

EDI: Strong examples of EDI alignment and impact across Q4 performance (item 1).

Welfare & Safety: Staff satisfaction and morale metrics proposed in evaluation dashboard (item 2); Team welfare risks identified in risk register, being managed accordingly (item 3), also within Business Continuity Plan (item 4b).

Environmental: progress achieved on carbon footprint assessment (item 1).

Values: (Item 1) commitment to values evident across all performance themes.

Supporting Information

Agenda Item 1: **FY23 Q4 Performance Report**

The [performance report](#) is Included in appendices for Board Members' consideration and scrutiny. In addition to standard quarterly exceptions report a headline summary of annual progress against Theory of Change outputs is included.

Agenda Item 2: **Draft FY24 Evaluation Dashboard**

At Board Members' request and as identified in the Nov 22 Board Performance review, we have committed to creating an 'evaluation dashboard'. It will contain a selection of performance and management information metrics relating to Devon Moving Together's strategic themes and relevant business wide enabling work.

The Evaluation Dashboard is intended to bring an additional dimension to the largely qualitative performance exception reports we currently provide. Whilst we hope this is a useful addition, we should stress that the information contained is just a small part of the overall performance picture.

The [draft Evaluation Dashboard](#) is included in the appendices. We would like to receive feedback so that it can be refined ahead of being brought into use for Q1 performance reporting. In particular we are interested to hear views about:

- The usefulness of specific metrics included
- What additional metrics may be helpful?
- In respect of format / presentation, are simple number tables and/or graphs and charts most helpful?

The Evaluation Dashboard largely focuses on shorter term measures. It is considered a priority to establish a clearer set of measures, in support of our Theory of Change, that indicate longer term progress. The support of Board Members with relevant expertise in developing these would be greatly valued.

Agenda Item 3: **FY23 Q4 Risk Report**

The [risk report](#) is included in appendices.

Agenda Item 4: **Policy Reviews**

(a) [FY24 Risk Register](#) – an updated copy of the Board Level risk register is included in appendices. There is no proposed change to the register's format or process for managing risk and these remain in line with AD's Risk Policy. Material updates are shown in red font, rationale as follows:

- **Risks 2 & 3 External Strategic Events** – risks consolidated to embrace positive and negative opportunities and risks. Makes ongoing reporting clearer.
- **Risk 5 Team Capability (capacity & competence)** – original risk reframed to explicitly cover capacity management risks and encompass Board as well as staff team
- **Risk 8 Core IT, business systems and/or processes** – updated to explicitly consider core IT failures (in line with updated Business Continuity Plan below)

(b) [Business Continuity Plan](#) – The plan has been reviewed. The concise format (in conjunction with detailed DCC continuity plans) is still considered proportionate and relevant. The only material change suggested is strengthening of the section related to Core IT/ Business Systems (shown as track changes).