

Quarterly Performance Report
Finance and Resources OSC - Steve Baker/Cllr Neil Harden - Residents & Regulatory Services
Qtr 1, 2012

Ref	Indicator	Target	Qtr 1 Result	Qtr 4 Result	Trend	Updater Comments	Sign Off	Approval Comments
Finance & Governance >> Legal Democratic & Regulatory >> Democratic Services - Jim Doyle								
MS01	Average number of training opportunities taken up per Member	Info only	1.1 opportunity(ies) (55/51)	1.0 opportunity(ies) (51/51)	↑		✓	Approved. The spring quarter has seen a flurry of member training opportunities of which members have taken full advantage.
Finance & Governance >> Legal Democratic & Regulatory >> Legal Governance - Mark Brookes								
DPA01	Percentage of DPA requests met in 40 days	Info only	100.00% (10/10)	100.00% (8/8)	→	100% - no comments to add.	✓	Approved.
FOI01	Percentage FOI requests satisfied in 20 days	Info only	99.21% (125/126)	97.06% (99/102)	↑	Only one FOI target date was missed in the 1st quarter so this was a pleasing result.	✓	Approved.
LG01	Percentage of draft new commercial leases sent to the prospective tenants/their Solicitors within 10 working days of receipt of full instructions	90.00%	100.00% (5/5)	100.00% (2/2)	→		✓	Approved. 100% - No comment.
LG02	Percentage of draft commercial lease renewals sent to tenants/their Solicitors within 15 working days of receipt of full instructions	90.00%	100.00% (1/1)	100.00% (8/8)	→		✓	Approved. 100% - No comment
LG03	Percentage of Right to Buy documents sent to tenants/their Solicitors within 15 working days of receipt of full instructions	90.00%	100.00% (5/5)	100.00% (2/2)	→		✓	Approved. 100% - No comment
LG05	Percentage of Section 106 Planning Obligations completed within determination target date	Info only	No workflow (0/0)	No workflow (0/0)			✓	Approved. There were no new S.106 instructions to Legal Governance in Q1.
LG07	Percentage of Licensing Act 2003 decision letters sent to applicants/licensees within 5 working days of the date of the Sub Committee hearing	90.00%	100.00% (1/1)	0.00% (0/1)	↑		✓	Approved. 100% - No comment
LG08	Percentage of decision letters sent to hackney carriage/private hire drivers within 14 working days of the date of the Sub Committee hearing	90.00%	100.00% (2/2)	100.00% (1/1)	→		✓	Approved. 100% - No comment
LG09	Percentage of prosecution proceedings commenced within 20 working days of receipt of full instructions	90.00%	100.00% (1/1)	100.00% (3/3)	→		✓	Approved. 100% - No comment