

NFNPA 568/19

NEW FOREST NATIONAL PARK AUTHORITY

AUTHORITY MEETING – 28 MARCH 2019

DRAFT WORK PROGRAMME 2019/20

Report by: Alison Barnes, Chief Executive and David Stone, Corporate Services Manager

Summary:

To consider and approve the draft Work Programme for 2019-2020 which contains the actions for the year (under the themes of Protect, Enjoy, Prosper and Achieving Excellence) that deliver the agreed priorities and objectives within the 2018-21 Business Plan.

Recommendation:

It is recommended that the Authority approve the draft Work Programme 2019/20 attached to the report as Annexes 1 and 2.

1. Draft Work Programme 2019/20

- 1.1 A draft of the Work Programme for 2019/20 was briefly considered at the Resources, Audit and Performance Committee meeting on 4 March. However, Members requested that an informal meeting of the Committee be convened to consider the programme in detail before a recommendation was made to the Authority.
- 1.2 Consequently, the Committee met informally on 8 March and agreed that:
 - any 'business as usual' items be removed from the PEPA tables (Protect, Enjoy, Prosper and Achieving Excellence);
 - the format of the tables be amended to include short, snappy outcomes
 - the details of how officers will achieve the outcomes be set out in an objective/priorities/actions column describing unambiguously what is going to be done to achieve the outcome during the year.
- 1.3 The Programme has been revised and redrafted as described above and is attached under Protect, Enjoy, Prosper and Achieving Excellence as **Annex 1**.
- 1.4 Progress against the actions is measured by referring to the RAG status under the quarterly column. RAG (Red, Amber or Green) measures risk using a traffic light system – green, on track or completed; orange, off track but not

significantly; and red, significantly off track. Progress over the year to date is measured under an overall RAG status column. An amber or red status for the quarter or year will be addressed through an 'action to regain' column aimed at mitigation or corrective action to bring the status back to green.

2 Strategic themes

2.1 Members also agreed to highlight key areas of the Authority's work in a separate table under the seven strategic themes set out in the Business Plan:

Data and evidence
The future of land management
Working beyond our boundaries
People and the National Park
Developing partnerships
Future generations
People Plan

2.2 A new table has accordingly been added to the Work Programme which identifies actions on key Authority projects and activities planned for the year, grouped under the above strategic themes. The new table is attached to the report as **Annex 2** – the relevant actions have been removed from the PEPA tables to avoid duplication.

3. Benefits of the new format for the Work Programme

- The new tables are more streamlined, efficient and less resource intensive - the quarterly RAG status highlights areas for further investigation by members whilst avoiding the need for officers to provide a detailed quarterly progress narrative against each of the outcomes as with previous work programmes (these narratives would still be available through the Chief Executive's reports);
- a comparison against progress over the year to date can also be made through the overall RAG status as risk attributable to the quarter may differ from the overall risk;
- outcomes, objectives and actions are clearly defined, measurable and focused enabling these to be closely monitored by officers and members;
- the introduction of the new strategic themes table enables members to pay particular attention to key areas of Authority work and to identify where quarterly or overall risk has increased and agree any mitigation measures which may need to be taken to bring the action back on target.

4. Recommendation:

The Work Programme is a key performance management tool, intended as a living and working document, designed not just to report outcomes to the Authority but used to drive behaviours and apply resources efficiently and effectively in delivering the work and objectives of the NPA. Once approved by the Authority, quarterly

updates on progress will continue to be given to the Resources, Audit and Performance Committee.

It is recommended that the Authority approve the draft Work Programme 2019/20 attached to the report as Annexes 1 and 2.

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Papers: NFNPA 568/19 - Cover paper
NFNPA 568/19 – Annex 1 – Draft Work Programme 2019/20
Annex 2 – Strategic Themes.

Equality and Diversity Implications:

There are no specific equality or diversity implications arising directly from this report, however where specific actions within the Work Programme do have equality or diversity implications, they will be considered as appropriate.