



Brixton Parish Council

How Brixton Parish Council manages the performance of the council, councillors and staff member to achieve its business plan

Council Performance

The aim of the Council is:

- To provide effective, efficient and accountable local government for Brixton Parish, enabling the involvement of residents in the life of the community and its future.
- To be a voice for residents and local businesses
- To work towards improving the quality of life for parishioners
- To protect the history and heritage of the parish.

The Council reviews its performance in achieving this aim by:

- Reviewing and updating the Business Plan and Action Plan annually (January)
- Monitoring the Action Plan through the quarterly agenda (March, June & Sept)
- Monitoring the budget quarterly (March, June, Sept & December)
- Completing an Annual Performance Review (January)
- Responding to and adapting to the changing social and political environment i.e. COVID-19

The Performance Review covers areas of:

- Strategy: the Council as a clear vision of purpose in managing its performance
- Engagement: how the Council properly engages with its community, wider community and other bodies
- Effectiveness: how effective the Council is in managing its performance
- Finances: how the Council manages and makes use of public funding
- Councillors and Staff: how Council make best use of its human resources
- Actions and improvements are fed into the Action Plan annually
- The Annual Performance Review is available on the Parish Councils website

Councillors' performance

New councillors undertake an induction when joining the Council. 'New Councillors' training, provided by DALC, is completed within 6 months of joining the parish council by all new councillors. The Chairman has undertaken training in chairing skills and understanding the role and function of the Chairman and the Parish Council. Additional training in managing planning applications has also been provided. New learning is applied to the Council's governance through policy and procedural changes. Councillors training needs are identified and met to improve the performance of individual councillors and the Council as a corporate body. The cost of identified training is met through the annual budget setting. Since COVID-19 virtual training /e learning has been taken up. Three councillors appointed in 2020 have attended the virtual DALC Good Councillor training sessions. A skills audit has been completed and personal development plans made.

Staff performance

The Council employs one member of staff as Clerk and RFO. The clerk is CILCA qualified and holds other relevant qualifications. An annual appraisal of the Clerk is carried out by the Chairman and Vice Chairman and in consultation with members of the Council. Performance, linked to the Council's Action Plan and the Job Description for the clerk, is reviewed and as part of the clerk's continuous professional development. New objectives are set and additional training identified where appropriate. A record of each annual appraisal is maintained.