

SCOTTISH BORDERS COUNCIL CORPORATE PRIORITIES SUMMARY OF PERFORMANCE 2016/17 HOW ARE WE DOING?

In 2013, we published our Corporate Plan, with eight priorities to work towards over a five year period. This summary provides an overview of performance during 2016/17, under each of the 8 Corporate Priorities. We continue to make significant progress across a number of key areas such as the economy and education, but recognise that there are ongoing challenges to face in the coming years. Reviewing performance information regularly is a vital part of ensuring we stay focused on what is important; **ensuring the best quality of life for everyone in the Scottish Borders, prosperity for our businesses and good health and resilience for all our communities.**

KEY

A mixture of performance information is provided under each priority:

The top half of each page contains high level performance indicators that show, for example, the general health of the economy. For comparison we have included last years figure and any Scottish data (where applicable). While the Council may have influence over these indicators, they are largely contextual in nature, and the information is displayed within a grey box.

FMPLOYMENT RATE

76.2%
of people aged between 16-64
are now in employment

Scotland
SB last year
78.3%



The bottom half of each page contains performance indicators that we have more influence over, for example, how quickly we process planning applications.

Information for each indicator is displayed within a white box above a coloured section. This coloured section (where applicable) will be either Green, Amber or Red and shows where performance has improved or reduced against the **previous year**.

green - improved performance amber - a minor change in performance red - area for improvement

OUR CORPORATE PRIORITIES



For more on performance visit **www.scotborders.gov.uk/performance** or email **performance**@scotborders.gov.uk Correct at time of publication: 20th June 2017.



ENSURE EXCELLENT, ADAPTABLE, COLLABORATIVE AND ACCESSIBLE PUBLIC SERVICES

HOW ARE WE DOING?

April 2016 - March 2017:

CUSTOMER INTERACTIONS

172,078

interactions with the public were handled by our Customer Service staff via email, face to face contact, phonecalls and mail in 2016/17

SBC 2015/16

175,333

FREEDOM OF INFORMATION REQUESTS (FOI)

1246

requests for information under the Freedom of Information Act

were received in 2016/17

SBC 2015/16 1147

COMPLAINTS

563

customer complaints were handled by SBC in 2016/17

SBC 2015/16 564

SOCIAL WORK
SERVICE COMPLAINTS

89

ICT

complaints received regarding the **Social Work service** in 2016/17

SBC 2015/16 71

Compliments during 2016/17

SBC receives many unsolicited compliments covering a range of services:

"Thank you for the speedy response to the broken drain cover."

"Many thanks for your welcome initiative; your actions have restored my faith in SBC.
Looking after an elderly parent is not easy and I greatly appreciate your willingness to quickly investigate and resolve this straightforward issue."

".... was very professional, and drafted a letter explaining everything succinctly and to the point. He listened intently to (the customer)".

"The service at the Eshiels Site has improved radically over the last few months."

"Please accept and pass on my thanks for the thorough and very professional job which was completed a few days after my request. Great Service!"
"I'm very happy with the new Food waste collection service- it means my kitchen bin is odour free and can be put out less often as the decaying food is kept separate".

CT

customer focus

online services

partnership

customer focus

online services

partnership

Our performance during 2016/17



CUSTOMER INTERACTIONS

62,470

face to face interactions

were logged by our **Contact Centres**

during 2016/17

(down from 67,949 in 2015/16)

103,761 phone interactions were logged by our Contact Centres in 2016/17

(up from 102,342 in 2015/16)

FREEDOM OF INFORMATION

92.5%

of **FOI requests** were **completed on time** in 2016/17

(up from 88% in 2015/16)

SOCIAL MEDIA

The number of engagements during 2016/17.

f

186,846

Y

87,704

COMPLAINTS

Our average response times for complaints for 2016/17 were as follows:

Stage 1 complaints

3.9 days

(down from 4 in 2015/16)

Stage 2 complaints

17.5 days

(up from 17.2 in 2015/16)

Escalated complaints 17.0 days

(up from 16.7 in 2015/16)

In 2016/17 we closed:

84.3%

of **complaints** at **stage 1** within **5 working days**

(down from 85.2% in 2015/16)

84%

of **complaints** at **stage 2** within **20 working days**

(up from 77.5% in 2015/16)

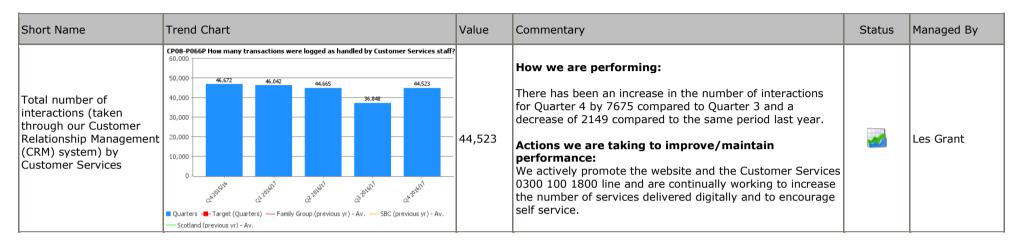
69.2% of escalated complaints within 20 working days

(down from 83.3% in 2015/16)



For more on performance visit **www.scotborders.gov.uk/performance** or email **performance**@scotborders.gov.uk Correct at time of publication: 20th June 2017. *Performance indicators with a quarter lag in data.

Corporate Priority 8: Excellent Public Services



Short Name	Trend Chart	Value	Commentary	Status	Managed By
Face-to-Face interactions (taken through CRM) by Customer Services (CP08-P63)	Exec - Customer Services Interactions logged on CRM 35,000 30,000 28,266 28,663 26,625 26,876 21,657	16,185	How are we performing: There has been an increase of 2,526 in the number of Faceto Face interactions taken through CRM than the previous quarter. In comparison to quarter 4 of 2015/16 there has been a reduction of 524 Face-to-Face interactions. Actions we are taking to improve/maintain performance: Work is ongoing to move our services on-line	<u></u>	Les Grant
Voice interactions (taken through CRM) by Customer Services (CP08-P65)	15,000 10,000 5,000	26,876	How are we performing: The number of voice interactions in Quarter 4 has decreased by 1390 over the number taken in Quarter 4 2015/16. Actions we are taking to improve/maintain performance: We actively use media campaigns to promote our services and the Customer Services 0300 100 1800 line. We continue to promote the Customer Relationship Management (CRM) system corporately. Work on training new starts and existing staff is on-going. We are also working to channel shift customers to on-line self-service options.		Les Grant



Short Name	Trend Chart	Value	Commentary	Status	Managed By
Average times: the average time in working days to respond to complaints at stage one (SPSO-04a)	SPSO-04a Average times: the average time in working days to respond to complaints at stage one (SPSO-04a) 5 4.5 4.5 4.5 2.5 2.5 2.6 1.5 0.5 0 Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	4.5	How are we performing: There has been a slight increase in the average number of days taken to respond to complaints at stage one, compared with the same quarter last year. A few unexpected staff absences during the quarter has resulted a small number of complex complaints running over time and not being closed within the required time scale. Actions we are taking to improve/maintain performance: We use the Customer Relationship Management (CRM) System to manage complaints within the allocated timescales. We also provide refresher training where necessary.	⊘	Les Grant
Average times: the average time in working days to respond to complaints at stage two (SPSO-04b)	SP50-04b Average times: the average time in working days to respond to complaints at stage two (SP50-04b) 17.5 15 12.5 2.5 0 Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	17.6	How are we performing: There has been an increase in the average number of days taken to respond to complaints at stage two, when compared to the same quarter last year. (Should be responded to within 20 days) Actions we are taking to improve/maintain performance: We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.		Les Grant

Short Name	Trend Chart	Value	Commentary	Status	Managed By
Average times: the average time in working days to respond to complaints after escalation (SPSO-04c)	SPSO-04c Average times: the average time in working days to respond to complaints after escalation (SPSO-04c) 20 17.5 12.5 12.5 2.5 2.5 2.5 Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	18.1	How are we performing: There were 13 stage two complaints that were escalated .The average time taken to respond to the customer has increased compared to the previous quarter but slightly decreased compared to the same quarter last year. Actions we are taking to improve/maintain performance: We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.	⊘	Les Grant
Performance against timescales: the number of complaints closed at stage one within 5 working days as % of total number of stage one complaints (SPSO-05a)	SPSO-05a Performance against timescales: the number of complaints closed at stage one within 5 working days as % of total number of stage one complaints (SPSO-05a) 80% 70% 60% 50% 40% 90% 10% 00% 10% Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	84.3%	How are we performing: There has been a slight decrease of 1.2% in comparison to the same quarter last year, however overall the figure continues to remain fairly consistent. Actions we are taking to improve/maintain performance: We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary		Les Grant

Short Name	Trend Chart	Value	Commentary	Status	Managed By
Performance against timescales: the number of complaints closed at stage two within 20 working days as % of total number of stage two complaints (SPSO-05b)	SPSO-05b Performance against timescales: the number of complaints closed at stage two within 20 working days as % of total number of stage two complaints (SPSO-05b) 90% 80% 70% 40% 30% 20% 10% 0 42 Again Caracters 42 Again Caracters 43 Again Caracters 55 C (previous yr) - Av. — Scotland (previous yr) - Av.	84%	How are we performing: There has been an increase of 5.4% in comparison to the same period last year. Actions we are taking to improve/maintain performance: We use the Customer Relationship Management System to SPSO manage complaints within the allocated timescales. We also provide refresher training where necessary.		Les Grant
Performance against timescales: the number of escalated complaints closed within 20 working days as a % of total number of escalated stage two complaints (SPSO-05c)	SP50-05c Performance against timescales: the number of escalated complaints closed within 20 working days as a % of total number of escalated stage two complaints (SP50-05c) 80% 70% 60% 40% 30% 10% 0% Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	69.2%	How are we performing: There were 13 complaints within stage two that were escalated, Actions we are taking to improve/maintain performance: We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.		Les Grant

Short Name	Trend Chart	Value	Commentary	Status	Managed By
Freedom of Information (FOI) Requests Received	CP08-P053 FOI Requests Received 350 300 250 200 150 100 50 Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	372	Observations: The number of FOI requests received each quarter continues to rise, in line with national trends. Each FOI requires officer time to collate responses and depending on the request, can take significant amounts of time.		Nuala McKinlay
% of FOI Requests Completed on Time	CPO8-P054P What percentage of requests for information received, under the Freedom Information Act, did we complete on time? 100% 91% 92% 92% 92% 80% 70% 60% 50% 40% 30% 20% 10% 10% 20% 10% 20% 10% Quarters Target (Quarters) — Family Group (previous yr) - Av. — SBC (previous yr) - Av.	92%	How are we performing: SBC has made good progress over the year, and steady progress over the longer term. Whilst we strive to reach 100%, many of the requests are very complex, and require information held across a number of departments. Actions we are taking to improve/maintain performance: All staff must undergo training on dealing with FOIs, and the streamlining of processes within departments, as well as the availability of information on SBC's new website, means that we can respond to the majority of FOI requests quickly and efficiently		Nuala McKinlay
Number of Facebook Engagements	CP08-P159 Number of Facebook Engagements 80,000 70,000 60,000 40,000 20,000 10,000 0 Quarters — Family Group (previous yr) - Av. — SBC (previous yr) - Av. — Scotland (previous yr) - Av.	84,143	Observations: On Facebook, SBC posts reached an estimated 509,483 people, with 84,143 engaging (liking, commenting, sharing) with posts. Over Q4 the number of Facebook followers rose by over a thousand to 14,174. The most popular Facebook posts in Q4 were posts connected to Storm Doris and the "teaser" video ahead of the opening of Wilton Lodge Park playpark.		Tracey Graham

