

HISTORIC SCOTLAND BOARD

1. KEY PERFORMANCE TARGETS 2008-09: QUARTER 3 EXCEPTION REPORT 2. KEY PERFORMANCE TARGETS 2009-10: PROPOSED

Purpose

- 1 To inform the Board of progress on Key Performance Targets for the third quarter of 2008-09; and
- 2 To seek the Board's approval of proposed Key Performance Targets 2009-10 (Annex A) prior to submission to and agreement by the Minister.

Priority

- 3 Routine

Key Performance Targets – Exception Report

- 4 Seven out of the nine key performance targets are green. The two exceptions are:
 - Historic Scotland Earned Income (red)

Target (£m)	25.879
Forecast (£m)	23.570
Shortfall (£m)	2.309

- Cash Releasing Efficiency Gains on all Non-Grant Expenditure (red)

Target (£m)	1.000
Forecast efficiencies (£m)	0.740
Shortfall (£m)	0.260

Mitigation Activity

- 5 In light of the third quarter performance against these targets, the following action is being taken to mitigate the risk of the projected shortfalls materialising:
 - 5.1 **Earned income** – Realistically we cannot recover the income position.
 - 5.2 **Efficiency** – While we are still forecasting a worst case shortfall of £0.260 million, this is an improvement of £0.234 million on quarter 2 and the gap between identified efficiencies and forecast efficiencies has also reduced marginally this quarter. However, HSB will note that actual efficiencies achieved to date amount to £0.271 million.

In mid-February we will be meeting with Scottish Government Audit Services for an interim assessment of the HS Efficient Government Programme to allow them an early opportunity to review our efficiencies and the underlying calculation methodologies

employed. This should provide early assurance that while we are not on track to meet the target those efficiencies already achieved or forecast are countable towards the target.

The Efficient Government Programme Board continues to ask Directors to review their efficiency projects rigorously in order to ensure the delivery of the identified efficiencies and for any efficiency activity already underway which has not yet been put forward for the Efficient Government Programme.

The difficulty in meeting the target for 2008-09 is expected to become progressively more difficult in subsequent years of the Programme. We must start to turn our attention to years 2 and 3, identifying and setting in motion efficiency projects which will count towards the achievement of the KPT in future years.

Key Performance Targets 2009-10

- 6 Annex A sets out the proposed Key Performance Targets for 2009-10, along with commentary and the 2008-09 targets for comparison. Five of the measures and associated targets remain the same as last year – listed building and scheduled monument consents; mystery visits; school visits feedback; and efficiency. In each of these cases, the ‘crossbar’ is already very high. The statutory consultations target increases from 70% to 90% within 14 days. This is in line with Ministerial agreement last year.
- 7 Proposed new targets relate to preparations for a Bill to amend heritage legislation; completion of the Stirling Castle Palace Project main contract by 2010; a new TCG target relating to the National Progression Award (NPA) in Conservation of Masonry; and a new earned income target of £22.5 million. A separate PIC paper provides more detail on the proposed income target.

Conclusion

- 8 The Board is invited to:
 - Note the above report; and
 - Discuss and approve the proposed Key Performance Targets for 2009-10 prior to submission to and agreement by the Minister.

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Corporate Development Manager
12 February 2009

KEY PERFORMANCE TARGETS 2009-10

HISTORIC SCOTLAND KEY PERFORMANCE TARGETS 2009-10

Proposed 2009-10 Targets	Commentary	Targets 2008-09
1. To reach a view on 80% of scheduled monument consent applications within 5 weeks.	No change	To reach a view on 80% of scheduled monument consent applications within 5 weeks.
2. To reach a view on 97% of applications for listed building and conservation area consents within 28 days	No change	To reach a view on 97% of applications for listed building and conservation area consents within 28 days
3. To reach a view on 90% of statutory planning consultations within 14 days	This was a new target for 2008-09 in recognition of the Government's intention to make the planning system more responsive. The target now increases from 70% to 90%.	To reach a view on 70% of statutory planning consultations within 14 days in 2008-09 rising to 90% in 2009-10.
4. By March 2010, take work on a Bill to amend heritage legislation to a point where it is ready for introduction	New for 2009-10	Issue 4 Scottish Historic Environment Policy papers in final form or for consultation
5. Stirling Castle Palace Project main contract to be completed by March 2010 within the approved budget of £4.95M	Updated.	Stirling Castle Palace Project main contract to be accepted and on site by end of December 2008.

Proposed 2009-10 Targets	Commentary	Targets 2008-09
6. Eight 12 month Bursary Awards and 125 short term placements aimed at the National Progression Award (NPA) in Conservation of Masonry.	New for 2009-10. These bursaries and short term placements are aimed at the new qualification established in 2007 in partnership with HLF, SQA, ConstructionSkills and Scottish Enterprise.	N/A
7. Historic Scotland earned income - £22.5m million.	This is based on a 10% reduction in visitor numbers (adjusted for Easter). Each income stream has been forecast based on the latest market condition information available and the Q3 reforecast for year end 2008-09 (income down on target by £2.3 million).	Historic Scotland earned income - £25.879 million.
8. Performance rating from Mystery Visits Programme – 88.5%	This target will remain at this level despite changing contractor this year.	Performance rating from Mystery Visits Programme – 88.5%
9. Performance rating from education visit appraisal forms – 93%	Unchanged.	Performance rating from education visit appraisal forms – 93%
10. Cash-releasing efficiency gains on all non-grant expenditure – 2%	This reflects the target set by the Government following the conclusion of the 2007 Spending Review. This target amounts to £1 million per year in Historic Scotland.	Cash-releasing efficiency gains on all non-grant expenditure – 2%