

Performance measure	Link to Corporate Plan priority	Target and reporting timescale	Baseline/output from 2021 to 2022	Owner and co-owners	Outcome or output 2022 to 2023
		95% within 5 working days, annually	Average days to response - 6 working days (result of email outage and support post vacant since February 2020).		late. New personnel within departments have been trained to answer.)
Support the continued professional development of the team to ensure that they are meeting with personal and professional career development opportunities	Sound financial management	As identified, annually	The service continues to meet with the professional and statutory requirements for CPD.	Director Legal Senior Legal Assistant Legal Assistant Information Officer Local Land Charges Officer and Paralegal	The service continues to meet with the professional and statutory requirements for CPD.
100% of appraisals completed	Sound financial management	By June 2023, annually	100% of appraisals completed by June 2022.	Director Legal	100% of appraisals to be completed by June 2023.
Regularly review corporate risks associated with the Council's legal requirements; the current risks to the Authority are as follows: <ul style="list-style-type: none"> • compliance with the General Data Protection Regulations • Data Protection Act 2018 	Sound financial management	As required, annually	In full compliance with GDPR (UK) and Data Protection Act 2018. Internal audit 2021 rating: <ul style="list-style-type: none"> • control - substantial • compliance - satisfactory • organisational impact - minor No audit carried out since 2021.	Director Legal Information Officer	In full compliance with GDPR (UK) and Data Protection Act 2018. Internal audit 2021 rating: <ul style="list-style-type: none"> • control - substantial • compliance - satisfactory • organisational impact - minor No audit carried out since 2021.
Contribute to the preparation of, and subsequent implementation of, the Council's Climate and Environment Action Plan	Cleaner, greener East Cambridgeshire	As identified, annually	New performance measure.	Cross Council activity	Local Land Charges Officer and Paralegal part of the Council's Green Team and Courtyard Working Party.

