

LONDON BOROUGH OF BRENT

Meeting of
Executive
17 January 2005

Report from Director Policy & Regeneration

For ACTION

Wards affected:
ALL WARDS

Report Title: VITAL SIGNS PERFORMANCE DIGEST QUARTER TWO JULY TO SEPTEMBER 2004

Forward Plan Ref: PRU-04/05-8

1.0 Summary

- 1.1 This report introduces the Vital Signs for the period January to March 2004 and a full year summary review of performance for 2003/04.
- 1.2 The Vital Signs set out the data on the Council's performance against the key priority indicators.
- 1.3 The Vital Signs are colour coded
 - Green for improvement against same quarter in previous year
 - Red where performance has fallen against same quarter in previous year
 - Yellow where there is incomplete data

2.0 Recommendations

- 2.1 Members of the CMT are recommended to:
- 2.2 Note that the digest provides a clear and concise summary of performance over the previous 5 quarters, with comments from

Executive Lead Members and key officers

3.0 Detail

3.1 The Vital Signs document provides quarterly information on key performance indicators across the council. In particular, it:

- Provides an at a glance summary of good and bad performance highlighting areas where performance has fluctuated
- Provides details of any remedial action to be taken
- Allows both Councillors and officers an opportunity to comment and assess performance progress
- Encourages regular performance monitoring by service managers and thereby signals that such monitoring should not just be seen as a one-off end of year exercise but an essential part of good management practice throughout the year
- Provides an essential overview of key performance indicators for both the Executive and Performance & Finance Select Committee

4.0 *Financial Implications*

4.1 There are no direct financial implications arising from this report.

5.0 *Legal Implications*

5.1 None, directly arising from the report

6.0 *Diversity Implications*

None, directly arising from the report

7.0 *Staffing/Accommodation Implications (if appropriate)*

7.1 None, directly arising from the report

7. BACKGROUND INFORMATION

Further information can be obtained from Ann Kenny (Policy & Regeneration Unit) on 020 8937 1033