

LONDON BOROUGH OF BRENT

PERFORMANCE & FINANCE SELECT COMMITTEE – 16th JULY 2003

Report From The Director Of Policy & Regeneration

FOR ACTION

NAME OF WARD(S): ALL

BRENT COUNCIL'S QUARTERLY PERFORMANCE DIGEST QUARTER 4 JANUARY TO MARCH 2003

1. SUMMARY

- 1.1 This report introduces the quarterly Performance Digest for the period January to March 2003.
- 1.2 The Digest sets out the data on the Council's performance against the statutory best value performance indicators, together with service based locally developed indicators.
- 1.3 As from this quarter, current as well as previous performance is now colour coded against the annual target:
 - Green for improvement against annual target
 - Red where performance has not reached the annual target
- 1.4 Appendix A is a support document, and as such provides a complete colour coded summary again split into service areas, with responses provided from the responsible officer on performance.

2. RECOMMENDATIONS

Members of the Performance & Finance Select Committee are recommended to:

- 2.1 Note the quarterly digest continues to report consecutive current year performance against targets.
- 2.2 Note that the summary table attached to this report, provides a clear and concise indication of where performance has improved or fallen against the previous quarter.
- 2.3 Note that the data reported unless stated is for this quarter only and is not cumulative.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report. However, the quarterly digest is an important document by which the performance of the Council can be monitored on a regular basis. It is a tool to gauge the effectiveness and value for money of its activities.

4. **STAFFING IMPLICATIONS**

None directly arising from the report.

5. **DETAILED IMPLICATIONS**

5.1 The regular, quarterly, monitoring of key performance indicators is an important initiative for the following reasons:

- It provides an at a glance summary of good and bad performance highlighting areas where performance has fluctuated.
- It provides details of any remedial action to be taken
- It allows Councillors and officers to assess, during the course of the year, progress in achieving performance targets as well as reviewing changes in previous years performance
- It 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
- It is used as a tool to assist with the Performance Plan Process

5.2 The indicators in the attached Digest, are only those, which are appropriate for quarterly reporting. The majority of PI's are drawn from the statutory Best Value Performance indicators 2002/03 set by the Office of the Deputy Prime Minister (ODPM)

6. **BACKGROUND INFORMATION**

Background papers used in the preparation of the schedule include:

- Best Value Performance Indicators 2002/03 (ODPM)
- Performance report sheets produced by each Council Service Area May 2003

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

Phil Newby
Director of Policy & Regeneration