

# LONDON BOROUGH OF BRENT COUNCIL

## PERFORMANCE & FINANCE SELECT COMMITTEE - 8<sup>TH</sup> APRIL

### REPORT FROM THE DIRECTOR OF POLICY & REGENERATION

#### FOR ACTION

#### NAME OF WARD(S):

ALL

### BRENT COUNCIL'S VITAL SIGNS - QUARTER THREE October to December 2003

#### 1. SUMMARY

- 1.1 This report introduces the Vital Signs for the period October to December 2003.
- 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 previous quarter
  - Red where performance has fallen against previous quarter
  - Yellow where there is incomplete data

#### 2. RECOMMENDATIONS

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

- 2.2 Note that the summary table provides a clear and concise indication of where performance has improved or fallen against the previous quarter.
- 2.3 Note that for quarter three the annual comparative data has been up-dated and now covers the period 2002/03 as published by the ODPM.

#### 3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report. However, the Vital Signs is an important document by which the performance of the Council can be monitored on a regular basis.

#### 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 both Councillors and officers an opportunity to comment and assess performance progress
- 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

## **6. BACKGROUND INFORMATION**

Background papers used in the preparation of the schedule are in-line with:

Agreed service area priorities CMT Awaydays - July 2003

PIIG produced data on behalf of the Service Areas - February 2004

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

**Phil Newby**  
**Director of Policy & Regeneration**