

LONDON BOROUGH OF BRENT

**MEETING OF THE EXECUTIVE
13TH SEPTEMBER 2004**

REPORT FROM THE DIRECTOR OF POLICY & REGENERATION

FOR ACTION

NAME OF WARD(S): ALL

**BRENT COUNCIL'S VITAL SIGNS
QUARTER 1 - April to June 2004**

FP REF: PRU-04/05-3

1. **SUMMARY**

- 1.1 This report introduces the Vital Signs for the period April to June 2004
- 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 Executive 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
- 2.3 Note the changes in reporting as some vital signs within Social Services have been replaced, and in the case of indicator BV 99 (Environmental Services) the ODPM definition has changed.

3. **FINANCIAL IMPLICATIONS**

- 3.1 There are no direct financial implications arising from this report.

4. **STAFFING IMPLICATIONS**

None, directly arising from the report.

5. **LEGAL IMPLICATIONS**

- 5.1 None, directly arising from the report.

6. **DETAIL**

6.1 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

7. **BACKGROUND INFORMATION**

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

Phil Newby
Director of Policy & Regeneration