

LONDON BOROUGH OF BRENT

Meeting of Performance and Finance Select Committee

6 September 2005

Report from the Director Policy & Regeneration

For ACTION

Wards affected ALL WARDS

Report Title: VITAL SIGNS PERFORMANCE DIGEST QUARTER ONE April to June 2005

1.0 Summary

- 1.1 This report introduces the Vital Signs for the period April to June 2005. The Vital Signs monitors the council's performance against key indicators.
- 1.2 The basket of indicators in this report are new, reflecting the council's changing priorities and CPA (Comprehensive Performance Assessment) requirements. This report also presents the data in a new format, reporting performance against target (as opposed to performance in the same quarter of the previous year). Only high and medium risk indicators are reported fully, outlining plans for improvement and Member/Manager comments.
- 1.3 The Vital Signs are colour coded:
- Green for those indicators which are meeting their target
 - Amber for those which are within 10-15% of meeting their target
 - Red for those indicators which are not meeting their target
- 1.4 Future reports will show the direction of travel for each performance indicator and will monitor improvement plans proposed in this document.

2.0 Recommendations

- 2.1 Members of the Performance and Finance Committee are recommended to:
- Note the council's performance against key performance indicators
 - Choose a performance issue for further investigation

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

6.1 This report monitors the gender and ethnic background of the top 5% on earners. Targets are set and plans are made for ensuring women and people from ethnic minorities are properly represented in this group of council employees.

7.0 Background Information

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

Director of Policy and Regeneration
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