



**Performance & Finance Select  
Committee**  
21<sup>st</sup> March 2005

**Report from the Director of  
Policy & Regeneration**

For Action

\* delete as necessary

Wards Affected:

ALL

**VITAL SIGNS PERFORMANCE DIGEST QUARTER THREE**  
**October – December 2005**

Forward Plan Ref: Report: PRU 05/06 9

## 1.0 Summary

- 1.1 This report introduces the Vital Signs for the period October to December 2005. The Vital Signs monitors the council's performance against key indicators.
- 1.2 The basket of indicators in this report reflect the council's changing priorities and CPA (Comprehensive Performance Assessment) requirements. This report presents the data by reporting performance against target with only high and medium risk indicators being reported in full. This section of the digest also includes the action plan for improvement and comments from members and managers.
- 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

## 2.0 Recommendations

- 2.1 Members of the Executive are recommended to:

Note the council's performance against key performance indicators.

### **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% of 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  
Phil Newby