

Work Programme Record Card

Main Work Area :	Fin & Perf Monitoring	{	Priority allocated by Committee :	High	{
	Strategic/Service Review	{		Med	
	Shadowing the Executive			Low	
	Member/Public Request				
	Other				
Subject :	Performance Management Task Group				
Requested by :	Council	Date of request:	27/06/06		
Details :	<ol style="list-style-type: none"> 1. Compare information with bench mark authorities over 3 year period 2003 – 2006 to identify trends. 2. Identify areas of poor performance and priorities for improvement to feed into Member Policy Day which is set up to provide views on corporate priorities and non-priorities 3. Consider Draft Business/Service Plans including growth and savings items and reasonableness of targets. Focus should be on areas poor performance that are priorities. 4. Consider the results of the Audit Commission Report on NWDC's arrangements for monitoring and reviewing performance, including arrangements to ensure data quality. 5. Review Budget consultation process and suggest improvements for next year. 6. Consider whether draft Corporate Plan adequately reflects the budget consultation. <p>Meetings: August, October, January & March</p>				
Task Group members:					
Timescale :	First considered by Task Group:				
	Plan of action – Latest Position:				
Consultation	Audit Commission, Corporate Management Board, Executive Members, Performance Management Officers.				
Scrutiny Support Arrangements	James Whittleton, Will Oulton, Bruce Matthews, Graham Wilkie and Rose Outen.				

Indicative Timetable for Task Group

Action	Date	Note
1. Compare information with bench mark authorities over 3 year period 2003 – 2006 to identify trends.	August	In response to Council Resolution.
2. Identify areas of poor performance and priorities for improvement to feed into Member Policy Day which is set up to provide views on corporate priorities and non-priorities	August	Member Policy Day scheduled for 7 th September 2006.
3. Consider Draft Business/Service Plans including growth and savings items and reasonableness of targets. Focus should be on areas poor performance that are priorities.	October	Scheduled in Policy & Budget Framework for October/November
4. Consider the results of the Audit Commission Report on NWDC's arrangements for monitoring and reviewing performance, including arrangements to ensure data quality.	October	Report from AC scheduled to be completed by end of September 2006. – See actions 3 & 4 in Appx 2 of Audit & Inspection Plan
5. Review Budget consultation process and suggest improvements for next year.	January	Scheduled in Policy & Budget Framework for January 2007
6. Consider whether draft Corporate Plan adequately reflects the budget consultation.	March	Draft Corporate Plan already scheduled to be considered by O&S in March 2007 prior to Executive consideration on April 2007.

NB: Number Actions identified in timetable are plotted on the Framework illustrated at Appendix Four.

e.g. Action 1. =

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APPENDIX THREE

Extract from Audit & Inspection Work Plan – 2006/07 - Criteria to inform the auditor's conclusion on proper arrangements for securing economy, efficiency and effectiveness in the use of resources – Audit & Inspection Plan

Arrangements for monitoring and reviewing performance, including arrangements to ensure data quality

- 3 The body has put in place arrangements for monitoring and scrutiny of performance, to identify potential variances against strategic objectives, standards and targets, for taking action where necessary, and reporting to members.
- 4 The body has put in place arrangements to monitor the quality of its published performance information, and to report the results to members.

Policy & Budget Framework – Numbered Circles ref to Task Group Actions

