

PERFORMANCE MANAGEMENT INTERNAL AUDIT REPORT - UPDATE

1. SUMMARY

The Audit Committee on 5 March 2010 the Audit Committee received an internal audit report for Performance Management. The report contained three recommendations of high importance and the Audit Committee further requested that in respect of the first two recommendations a progress report be brought to the June Audit Committee.

2. RECOMMENDATIONS

2.1 The contents of this report are to be noted.

3. DETAILS

3.1 The first action point reflected that some of the data currently held in Pyramid may no longer reflect the Corporate and Service plans. The recommendation made to correct the issue was that the content of Pyramid should be reviewed and amended to reflect both Corporate and Service plans. The Head of Improvement & Human Resource was to issue instructions to the SMT that this had to be carried out.

3.2 The second action point centred on the accuracy of data held in Pyramid not being checked on a formal basis and consistently across the Council. It was recommended the each department should have nominated officers who have responsibility for ensuring that the information held in Pyramid is accurate, up to date and complete. The Head of Improvement & Human Resource was to issue instructions to the SMT that this had to be carried out. Both recommendations have an agreed implementation date of 30 June 2010.

3.2 The following can be reported, that the 2010 -11 Service Plans have been rebuilt from the Service Plans agreed by Council in February 2010, to reflect the modernised Council structure. Meetings are taking place with each Head of Service to agree the content of Scorecards, ensuring that Service Scorecards properly reflect Service Plans. The departmental Scorecards will be developed following this work, as they are based on combined service performance. The Council Scorecard has been rebuilt to reflect the Corporate Plan adopted by Council in February 2010. This will all be complete by the end of June, ready for FQ1 reporting. This action will also ensure the completeness of data in Pyramid thereby addressing the second action point. Each service has agreed a Pyramid Users Group (PUG Net) member to lead on an agreed process of checking data currency and accuracy.

4. CONCLUSIONS

These matters will be progressed to a successful conclusion.

5. IMPLICATIONS

5.1 Policy: None

5.2	Financial:	None
5.3	Personnel:	None
5.4	Legal:	None
5.5	Equal Opportunities:	None