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**PERFORMANCE MANAGEMENT REPORTING**

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**1 INTRODUCTION**

- 1.1 This report outlines options for the Audit Committee to consider regarding scrutiny of the council's performance management processes and procedures. The Audit Committee's role is to ensure that there are appropriate management systems in place. Now that the council's Performance Review and Scrutiny Committee has been established, there is a requirement to review the role of the Audit Committee in relation to performance management.

**2 RECOMMENDATION**

- 2.1 1 That the Audit Committee considers the options for future scrutiny of the council's performance management system and procedures.

**3 DETAIL**

- 3.1 The Audit Committee has scrutinised the council's performance management processes and procedures on a quarterly basis to ensure that appropriate management systems are in place.
- 3.2 The council has now established a Performance Review and Scrutiny Committee which now considers performance reporting, which was previously the role of the Executive Committee. This is the forum for discussion on and scrutiny of the council's scorecards and overall performance. The PRS will also consider Annual Reports on performance and the performance of Police and Fire against their approved plans.
- 3.3 Although the PRS will consider scrutiny, the Audit Committee retains a responsibility to ensure that appropriate management systems are in place across the council.
- 3.4 There are a number of options for the Audit Committee to consider in order that it may continue to be assured that the effective performance management systems are in place.
- 3.5 **Annual Audit Plan**  
The Annual Audit Plan includes audit of the performance management system which is reported to the Audit Committee as a matter of course.

### 3.6 **Annual Report**

An Annual Report on performance management processes and procedures, can be developed as part of the review of the Planning and Performance Management Framework. This would be a new and additional piece of work.

### 3.7 **Performance Risk Based Assessment of Audit**

An additional criterion could be added to the Audit Plan Risk Assessment process based on a scoring of the section/team/service's performance management processes. This would ensure that higher risk sections were highlighted for additional support and if required additional scrutiny.

### 3.8 **Internal Audit Findings**

Internal audit findings could be amended to include consideration and analysis in terms of the effectiveness of a section/department/team's performance management system.

## 4 **CONCLUSION**

- 4.1 There are a number of options for the Audit Committee to consider in order to ensure that there continues to be an assessment of the performance management system that is in place in the council.

## 5 **IMPLICATIONS**

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| Policy              | None   |
| Financial           | None   |
| HR                  | None   |
| Legal               | None   |
| Equal Opportunities | None   |
| Risk                | Effective management of performance reduces risk across the council. |
| Customer Service    | None   |

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