

Meeting:	Performance and Finance Sub Committee
Date:	23 July 2007
Subject:	Principles of performance management
Key Decision:	No
Responsible Officers:	Ed Hammond, Scrutiny Unit Andrea Durn, Service Manager, Performance
Portfolio Holder:	Cllr Paul Osborn (Strategy and Business Support)
Exempt:	No
Enclosures:	Briefing on the principles of performance management

SECTION 1 – SUMMARY AND RECOMMENDATIONS

This report sets out some brief introductory information for members on the principles of good performance management.

Members are being asked to:

- 1) Note the report.
- 2) Consider and suggest potential methods for members of the Sub-Committee to be trained on the principles of successful performance monitoring in preparation for the first substantive meeting of the Sub-Committee in the autumn.

SECTION 2 - REPORT

Background

The Performance and Finance Sub-Committee will be taking a different, and more holistic, view of performance information than the approach previously operated at service-based scrutiny committees.

To assist in these developments, some information is being provided as an appendix to the report relating to the principles of performance management. Much of this has been extracted from a number of reports and publications made available from the Improvement and Development Agency (IDeA), which have been summarised and placed in a local context. The original documents can be found on the IDeA website.

Training

Over the summer, a detailed training programme in the new scrutiny arrangements will be prepared, with sessions for members taking place in the late summer and early autumn. An element of this training will involve sessions pertaining to performance management, targeted at the scrutiny performance leads and all members and reserve members of the Performance and Finance Sub-Committee.

Issue to be determined

Members are being asked to read and note the report, and to discuss how they might want to be trained and briefed further on this subject.

Legal and financial implications

There are no legal implications.

Financial implications relating to the cost of member training on performance management will be identified by the scrutiny unit once the training needs of members become clear. All costs will be met from the existing scrutiny training budget.

SECTION 3 - STATUTORY OFFICER CLEARANCE

Chief Finance Officer	<input checked="" type="checkbox"/>	Name: Sonal Shah Date: 13 July 2007
Monitoring Officer	<input checked="" type="checkbox"/>	Name: Jill Travers Date: 16 July 2007

SECTION 4 - CONTACT DETAILS AND BACKGROUND PAPERS

Contact: Ed Hammond, Scrutiny Officer (020 8420 9205)

Background Papers: Improvement and Development Agency, "Councillors' guide to performance management", "Managers' guide to performance management", other PMMI documents

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	YES/ NO
2.	Corporate Priorities	YES / NO
3.	Manifesto Pledge Reference Number	