

**Brief for Scrutiny**

**TRANSFORMATION AND RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

<p><b>Topic to be scrutinised</b></p> <p>Review of the Council's Performance Management Frameworks</p>
<p><b>Questions to be Addressed</b></p> <ol style="list-style-type: none"> <li>(1) What do the existing performance management frameworks cover and how do they work?</li> <li>(2) In light of the ongoing resource reductions affecting the council and the public sector generally, are these performance management frameworks still fit for purpose?</li> <li>(3) What changes need to be made to ensure that the council's priorities and ambitions are being realised, services are being delivered effectively, savings are being made where necessary and the quality of life in the Borough continues to improve?</li> </ol>
<p><b>Outcome</b></p> <ol style="list-style-type: none"> <li>(1) To establish a performance management framework which is systematic, effective and easy to use and to understand.</li> <li>(2) To ensure that this framework assists in the delivery of positive outcomes in key areas of Borough life – economy, health and quality of life generally.</li> <li>(3) That the framework both highlights areas of under-performance and also is an effective management tool to look forwards and shape the council in the future in order to provide services and work effectively in partnership with others to achieve success in all areas of work.</li> </ol>
<p><b>Background Materials</b></p> <ol style="list-style-type: none"> <li>(1) Existing performance and financial monitoring reports currently provided to Cabinet and scrutiny on a quarterly basis.</li> <li>(2) The Borough's Sustainable Community Strategy.</li> <li>(3) The Borough Council's Corporate Plan.</li> <li>(4) Other Borough Council plans and key documents.</li> <li>(5) Plans and strategies from key partner organisations and partnerships where relevant.</li> </ol>
<p><b>Evidence and Witnesses</b></p> <ol style="list-style-type: none"> <li>(1) Previous performance reports and information, including techniques of measuring.</li> <li>(2) Comparative information from national government and from other local authorities.</li> <li>(3) Data on need and perceptions from residents and other key cohorts.</li> <li>(4) Elected Members – to gain perspective on reporting techniques and opportunities for challenge, including Cabinet and scrutiny committee members.</li> <li>(5) Audit Commission representatives – to gain wider perspective on</li> </ol>

<p>alternative approaches.</p> <p>(6) Key partners – examination of techniques for measuring partnership performance information and approaches designed to drive up levels of performance in this sense.</p> <p>(7) Key officers of the council.</p>
<p><b>Method of Scrutiny</b></p> <p>(1) Task and Finish Group – made up of Chair of Transformation and Resources Overview and Scrutiny Committee and other selected Members as a cross-section from scrutiny committees – considering the information set out above and reporting back to Cabinet and Scrutiny on a regular basis</p>
<p><b>Timetable</b></p> <p>Start date                    2 November 2011 – initial report to Transformation and Resources</p> <p>Dates of meetings: Task and Finish Meetings on regular basis, to be confirmed</p> <p>Draft report:                25 January 2012 – Transformation and Resources</p> <p>Final report:                28 February 2012 – recommendation to 28 March Cabinet</p> <p>Report to Council: To be confirmed</p>
<p><b>Constraints</b></p> <p>(1) Availability of information on performance, following changes to the national framework for performance</p> <p>(2) Assessing what an ‘outcome’ is – need to establish</p> <p>(3) Availability of data in all areas, including health</p> <p>(4) Limitations of partnership working, including capacity</p>
<p><b>Members to Undertake the Scrutiny</b></p> <p>Councillor Mrs Shenton</p> <p>Others to be confirmed</p>
<p><b>Support</b></p> <p>Head of Business Improvement &amp; Partnerships</p> <p>Business Improvement Manager</p> <p>Business Improvement Officer (Performance &amp; Procurement)</p> <p>Audit Commission</p> <p>Chief Executive</p> <p>Executive Directors</p> <p>Heads of Service</p>
<p><b>Newcastle Borough Council Corporate Plan Priority area (s)</b></p> <ul style="list-style-type: none"> <li>▪ Creating a cleaner, safer and sustainable Borough</li> <li>▪ Creating a Borough of opportunity</li> <li>▪ Creating a healthy and active community</li> <li>▪ Transforming our Council to achieve excellence</li> </ul>
<p><b>CfPS Objectives:</b></p> <ul style="list-style-type: none"> <li>• Provides and critical friend challenge to executive policy makers and decision makers</li> </ul>

## APPENDIX A

- Enables the voice and concerns of the public to be heard
- Is carried out by independent governors who lead and own the scrutiny role
- Drives improvement in public services

### **Brief Approved by Overview and Scrutiny Co-ordinating Committee**

Signed:

Date: