

## **Overview and Scrutiny Committee Task and Finish Group on Performance Indicators**

### **Conclusions**

Most of the indicators which come to the Committee at the moment are concerned either with the day to day work of the Council which is already closely monitored by officers (like planning); or with indicators which are outwith the Council's control altogether (like the number of retail units in Royston).

The Overview and Scrutiny Committee should concentrate on:

- areas it can influence;
- areas of concern.

To do this, the Committee would like to receive exception reports only on performance indicators. This means indicators which are at red. It can then ask the responsible officer to attend the Committee and provide an explanation.

For this to work, the Chairman's briefing will need to take place a month before the Committee meets and the report will need to be produced by then. The leaders of the opposition groups will be invited to that part of the meeting allowing them to comment.

On projects, the Committee would also like to receive exception reports and updates on projects a month before each Committee meeting.

It would be helpful if the reports were more quantitative, focussing on whether the project is on time or on budget.

There is no need to hold a Member Workshop to set targets. Executive Members are the right people to do this in discussion with Senior Officers.

When Executive Members make their annual presentation to the Committee, this should include a list of performance indicators in their area and a report on whether they have been met. This will be the time for the Committee to review and challenge the indicators which have been set.

### **Summary**

Exception Reports only on PIs to be received a month before Committee meetings

Project updates to be received in the same timescale

Chair of OSC and Group Leaders to review reports and ask officers to attend on particular issues

Member workshop to be discontinued

Executive members to set targets with senior officers

Committee to review PIs for each Executive Member Annually