

AUDIT COMMITTEE

5 MARCH 2007

Agenda
Item

CORPORATE INTEGRATED PLANNING AND PERFORMANCE FRAMEWORK (CIPPF) REFRESH

Summary of report:

The report sets out the latest version of the CIPPF, which was received by Cabinet on 28 February 2007. A copy of that report and the revised CIPPF is at **Appendix 1**. The Cabinet are being asked to endorse the revised CIPPF and champion its promotion, and use of the framework, by Members in fulfilling their various roles. Their actual resolution will be reported at the Audit Committee meeting. The CIPPF details the way in which various planning and performance processes interlink and demonstrates how services and resources are managed. It reflects the importance of understanding the communities served by the council and how information regarding our customers is gathered and informs our activities. The CIPPF provides the framework for all performance management activities across the council.

Background Papers:

Cabinet Report 28 February 2007 / CIPPF document (**Appendix 1**)

Recommendation:

1. To note the contents of the report
2. To further endorse the revised CIPPF and champion the use of the framework by members and officers.



Signed:

Executive Director: Carole Evans
21 February 2007

Resource and legal considerations:

The Audit Committee has a key role in the council's governance arrangements by ensuring that an effective internal control environment is maintained and for considering arrangements for, and the merits of, operating quality assurance and performance management processes. The role includes an assessment of compliance with the council's governance processes and procedures. This is inextricably entwined with the council's overall corporate planning and performance activities. The responsibility for scrutinising the council's overall performance management arrangements lies with the Corporate Services scrutiny and performance panel.

The council has had such a framework in place since 2002 which is updated as required to reflect the evolution of the council. A former version of the CIPPF was first brought to Audit Committee in March 2005. The learning from our experience of operating the CIPPF is reflected and this revision seeks to further embed a culture of planning and performance management.

Citizen impact:

The CIPPF enables objective consideration of performance outcomes to support continuous service improvement; this benefits residents, service users and other stakeholders and leads to improved customer satisfaction.

Community safety:

None arising as a result of this report.

Environmental impact:

Effective performance management in all services, including those delivering environmental services, supports continuous improvement and influences performance outcomes, regulation, audit and inspection findings and satisfaction with the council.

Performance and risk management issues:

Effective performance management is key to efficient service delivery and resource allocation. The CIPPF brings together financial planning with all other planning processes and supports services in ensuring effective governance.

The CIPPF is the council's overarching performance management framework, which can be built upon to meet the specific requirements of individual directorates. A strong corporate approach to performance management is judged as part of the CPA corporate assessment and our current performance management score is 3 out of 4. Regular review and development of the framework is good practice. The main changes for this edition of the CIPPF are:

- The addition of a diagram (diagram 2 page 11 of CIPPF) to illustrate the performance management process, the relationship between the various planning processes and the monitoring and corrective action activities that are key components of service delivery and improvement.
- A streamlined timetable (table 1 pages 12 and 13 of CIPPF) of activity which is now easier to read and has removed duplication.
- Revisions to the CIPPF diagram (diagram 3 page 14 of CIPPF) to illustrate external influence on the framework and service delivery, e.g. customer feedback, borough demographics, environment etc.

Risk management underpins effective performance management. The management of risk and opportunity is an integral part of every planning process within the CIPPF.

Equality implications:

Fair and equal access to all services is supported by effective performance management and planning processes. The CIPPF supports services by providing a performance framework that embraces and fully supports delivering of equality.

Consultation:

The CIPPF was originally launched in 2002. It is annually reviewed and improved by ensuring that feedback from colleagues across the authority and external contacts is considered when revisions are made.

Vision 2008:

The provision of strong performance management arrangements supports the achievement of annual pledges and the 10 vision priorities by providing a framework against which to plan and track achievements. The CIPPF also provides strong foundations for the delivery of future aspirations as vision 2021 continues to be developed.

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Cabinet – 28 February 2006

Corporate Integrated Planning and Performance Framework Refresh

Portfolio: Councillor Longhi – Transformation & Performance Management

Service: Corporate Performance Management

Wards: None directly

Key decisions: No

Forward plan: No

Summary of report

The report sets out the latest updated Corporate Integrated Planning & Performance Framework (CIPPF) (**appendix 1**) following this year's assessment and refresh. The CIPPF sets out how our various planning and performance processes interlink and demonstrates how services and resources are managed. The CIPPF reflects the importance of understanding the communities served by the council and how information regarding our customers is gathered and informs our activities.

Recommendation

That Cabinet endorse the revised CIPPF and champion its further promotion and use of the framework by Members in fulfilling their various roles.

Resource and legal considerations

Effective performance management is key to efficient service delivery and allocation of resources. The CIPPF brings together financial planning with all other planning processes. The CIPPF supports services in ensuring effective governance.

Citizen impact

The CIPPF enables objective consideration of performance outcomes to support continuous service improvement, which benefits residents, service users and other stakeholders and leads to improved customer satisfaction.

Community safety

None arising as a result of this report.

Environmental impact

Effective performance management in all services, including those delivering environmental services, supports continuous improvement and influences performance outcomes, regulation, audit and inspection findings and satisfaction with the council.

Performance and risk management issues

The CIPPF is the council's overarching performance management framework, which can be built upon to meet the specific requirements of individual directorates. A strong corporate approach to performance management is judged as part of the CPA corporate assessment and our current performance management score is 3 out of 4. Regular review and development of the framework is good practice. The main changes for this edition of the CIPPF are:

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Equality implications

Fair and equal access to all services is supported by effective performance management and planning processes. The CIPPF supports services by providing a performance framework that embraces and fully supports delivering of equality.

Consultation

The CIPPF was launched in 2002 and is annually reviewed and improved taking into account feedback from colleagues across the authority and external contacts.

Vision 2008

The provision of strong performance management arrangements supports the achievement of annual pledges and the 10 vision priorities by providing a framework against which to plan and track achievements. The CIPPF also provides strong foundations for the delivery of future aspirations as vision 2021 continues to be developed.

Background papers

CIPPF document at **Appendix 1**.

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Carole Evans – executive Director	Cllr Marco Longhi – Portfolio Holder
5 February 2007	XX February 2007

