

## **Local Area Agreement performance management arrangements for 2007/08**

### **Introduction**

In the past year the Partnership Team and Corporate Performance Team, (the LAA central team), have worked to improve the performance management arrangements for Local Area Agreement targets. Performance management is working particularly well where the LAA Central Team links into existing reporting arrangements established by the LAA blocks. For example:

- The Safer Communities Block monitors targets quarterly via their own spreadsheets and report these to the central team, the central team is kept up to date of group meetings and sent minutes and agendas
- The Central Team collects information on the Children and Young People's Block via the monitoring of the Children and Young People's Plan

In the examples above blocks have a dedicated **performance lead** who acts as a single point of contact for the LAA central team and responds to queries or additional requests for information. This reduces the burden on individual target leads and ensures that the block lead can be kept easily up to date. It also supports the process of collating more detailed performance information for the Government Office (GOSE) reporting schedule.

However, these positive examples are not replicated across the board and there is still a need to improve performance management to ensure that it is adding value and not duplicating other performance information requirements and creating an unnecessary burden. Feedback received from block leads indicates that there also needs to be more challenge and more opportunity to discuss the broader strategic context of targets within and across blocks at the Public Service Board meetings.

### **Areas of concern**

- Reporting on LAA targets need to be more closely related to outcomes, and related to the impact they have
- We need to ensure that every block has a designated **block performance lead** in place for 2007/08
- Wherever possible we must minimise duplication of effort and use one information gathering exercise to meet the needs of the LAA and other requirements to report to government departments.
- Ensure that milestones are in place for all targets in order that progress can be tracked in- year
- Develop a consistent approach across all blocks (this will enhance reporting to GOSE)
- Develop improved discussion and more challenge to targets at Public Service Board meetings
- Develop improved risk management for LAA targets (an increasing priority of GOSE)
- Improve accountability and address poor performance

## **Specific monitoring arrangements for 2007/08**

### **Stretch target monitoring:**

- Stretch targets only will continue to be monitored every quarter and reported to the PSB. Reporting will highlight current performance, risk and direction of travel (quarter on quarter performance). A brief commentary will accompany this covering targets by exception only
- Poor performance/risks must be accompanied with action planning/recommendations which will be followed up at the next meeting creating an accountability loop
- There will still be an opportunity at the meeting for block leads to raise important issues relating to *any* target in their block but we will not be formally collecting this. Monitoring of non-stretch targets will be delegated to blocks.

### **New- Block focus:**

A focus on a particular block each quarter will be organised for PSB. This will provide an opportunity for in depth review including consideration of the broader issues around targets (non stretch and stretch). This will be scheduled to complement related reporting timescales where possible, for example, CYP block to be scheduled after a review of the CYPP plan and to coincide with the release of annual GCSE achievement figures. It is suggested that block should lead on this (with key officers if useful) in their own style, (presentation, written report), but this **must** cover the following:

- Solid outcome data against targets
- Key achievements
- Targets at high risk of not being achieved with mitigation plans
- An explanation of poor performance and plans in place to remedy this

Block leads **might also like to** consider:

- Any cross cutting issues/broad strategic issues affecting the block, which need to be raised.
- Any relevant benchmarking information they have received to put into context their progress
- The impact of the targets/block on the locality

Areas of concern identified during block monitoring will be followed up in the next quarterly PSB meeting alongside the regular stretch target monitoring creating an accountability loop

### **For more information please contact:**

Laura Noctor, Corporate Performance Team (01865) 816376  
[laura.Noctor@oxfordshire.gov.uk](mailto:laura.Noctor@oxfordshire.gov.uk)

Claire Phillips, Partnership Team (01865) 816029  
[claire.Phillips@oxfordshire.gov.uk](mailto:claire.Phillips@oxfordshire.gov.uk)