

South Lakeland District Council

Audit Committee

Tuesday, 9 April 2019

Review of Performance Management Framework and Risk Management Process

Portfolio:	Cllr Giles Archibald - Leader of the Council
Report from:	Claire Gould – Performance, Innovation and Commissioning Lead Specialist
Report Author:	John Davies – Performance and Risk Officer
Wards:	Not applicable
Forward Plan:	Not applicable

1.0 Expected Outcome

1.1 This report presents the update to the Performance Management Framework and the Risk Process.

2.0 Recommendation

2.1 It is recommended that Audit Committee:-

(1) **notes the Performance Management Framework 2019/20 in appendix 1;**
and

(2) **notes the Risk Management Process 2019/20 in appendix 2**

3.0 Background and Proposals

3.1 The Council has an existing Performance Management Framework and Risk Management Process which are reviewed annually. The Council Plan, adopted by Full Council on 26 February 2019, has been taken into consideration as part of the annual review of these documents.

3.2 The Performance Management Framework describes how the Council monitors its performance and reflects the performance monitoring structures and schedules. There have been changes to the Council Plan that require updates to the Performance Management Framework. These changes are the Council Plans updated Priorities and Values.

3.5 The Risk Management Process describes how the Council identifies and manages operational and strategic level risks. There have been no changes required for risk management processes and therefore no changes for the Risk Management Process for 2019.

4.0 Consultation

4.1 Partnerships and Organisational Development staff were involved in the review of the Performance Management Framework and the Risk Management Process.

5.0 Alternative Options

5.1 The consequences of not approving updates to policies are to weaken corporate governance arrangements.

6.0 Links to Council Priorities

6.1 Reviewing key policies is a key organisational control that supports good performance with the Council Plan and helps develop and embed a high performance culture.

7.0 Implications

Financial, Resources and Procurement

7.1 There are no financial, resources or procurement implications are associated with the reviewed documents.

Human Resources

7.2 There are no resource implications are associated with the reviewed documents.

Legal

7.3 There are no legal implications associated with the reviewed documents.

Health, Social, Economic and Environmental

7.4 Have you completed a Health, Social, Economic and Environmental Impact Assessment? No

7.5 If you have not completed an Impact Assessment, please explain your reasons: the Performance Management Framework and the Risk Process underpin positive impacts on Health, Social, Economic and Environmental needs.

7.6 Summary of health, social, economic and environmental impacts: none.

Equality and Diversity

7.7 Have you completed an Equality Impact Analysis? No

7.8 If you have not completed an Impact Assessment, please explain your reasons: the Performance Management Framework and the Risk Management Process have a positive impact on Equality and Diversity.

7.9 Summary of equality and diversity impacts: none.

Risk

Risk	Consequence	Controls required
Not to update governance policies	The consequences of not updating policies are to weaken corporate governance arrangements	Policies are updated and approvals sought prior to implementation

Contact Officers

John Davies, Performance and Risk Officer, 01539 733333, rj.davies@southlakeland.gov.uk

Appendices Attached to this Report

(delete if no appendices attached)

Appendix No.	Name of Appendix
1	Performance Management Framework 2019/20

Appendix No.	Name of Appendix
2	Risk Management Process 2019/20

Background Documents Available

Name of Background document	Where it is available
Council Plan	South Lakeland District Council Website

Tracking Information

Signed off by	Date sent
Legal Services	14/03/19
Section 151 Officer	14/03/19
Monitoring Officer	14/03/19
SMT	28/03/19

Circulated to	Date sent
Assistant Director	14/03/19
Human Resources Manager	14/03/19
Communications Team	14/03/19
Leader	28/03/19
Committee Chairman	N/A
Portfolio Holder	28/03/19
Ward Councillor(s)	N/A
Committee	09/04/19
Executive (Cabinet)	N/A
Council	N/A