

South Lakeland District Council

Audit Committee

22 April 2020

Review of Performance Management Framework and Risk Management Process

Portfolio:	Cllr Giles Archibald - Leader of the Council
Report from:	Dan Hudson – Strategy 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 2021 in appendix 1; and
- (2) notes the Risk Management Process 2021 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 23rd February 2021, 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. The Performance Management Framework 2021 has been aligned with the updated Council Plan and has an accessible format.

3.5 The Risk Management Process describes how the Council identifies and manages operational and strategic level risks. The Risk Management Process 2021 has been reviewed to include changes brought about by the new organisational model – and has an accessible format.

4.0 Consultation

4.1 Strategy has been 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

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Appendices Attached to this Report

(delete if no appendices attached)

Appendix No.	Name of Appendix
1	Performance Management Framework 2021
2	Risk Management Process 2021

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	Date Signed off
Legal Services	07/01/21	25/03/21
Section 151 Officer	07/01/21	26/03/21
Monitoring Officer	07/01/21	25/03/21
CMT	25/03/21	25/03/21

Circulated to	Date sent
Lead Specialist	16/12/20
Human Resources Lead Specialist	07/01/21
Communications Team	07/01/21
Leader	
Committee Chairman	
Portfolio Holder	
Ward Councillor(s)	NA
Committee	22/04/21
Executive (Cabinet)	
Council	N/A