

REPORT TO: **AUDIT COMMITTEE 24 APRIL 2000**

REPORT ON: **BEST VALUE: PERFORMANCE MANAGEMENT AND PLANNING
AUDIT**

REPORT BY: **CHIEF EXECUTIVE**

REPORT NO: **296/2000**

1. **PURPOSE**

This report introduces the first overview report by the external auditors, Henderson & Loggie, on Best Value using the Performance Management and Planning Audit template issued by Audit Scotland.

2. **RECOMMENDATIONS**

- 2.1 The Committee is asked to note the contents of the report and the auditors report contained in the Appendix.

3. **FINANCIAL IMPLICATIONS**

None

4., **LOCAL AGENDA 21 IMPLICATIONS**

The Council's Local Agenda 21 strategy under the heading of Policy, Protection, Participation and Partnership are considered in all Best Value procedures.

5. **EQUAL OPPORTUNITIES IMPLICATIONS**

The Council's Equality Action policies are fully considered in all Best Value procedures.

6. **BACKGROUND**

- 6.1 The Performance Management and Planning audit (PMP.) fulfils the duty of the External Auditor to evaluate that the Council has in place appropriate arrangements to secure value for money. The audit also fulfils the requirements placed on Audit Scotland to audit implementation of Council's policies on Best Value. These were submitted to the Secretary of State in December 1997 and subsequently updated in October 1999 (Policy and Resources Committee 11 October 1999 report 630/1999).
- 6.2 Three Departments services were selected to undergo the first PMP audit: Social Work; Dundee Contract Services and Libraries and Community Information Services. All Departments (plus a corporate audit) will undergo the audit over the next four years.

6.3 Each department audited had to make a submission covering the ten criteria listed in the table below. Fifty audit days were allocated to testing relevant documents that support the submissions made, interviews with officers and drafting and consultation on the auditors reports.

Q1	How do we know we're doing the right things?
1.	We understand the needs, expectations and priorities of all our stakeholders
2.	We have decided on the best ways to meet these needs, expectations and priorities
3.	We have detailed plans for achieving our goals
4.	Our plans are clearly based on the resources we have available
Q2	How do we know we're doing things right?
5.	We make best use of our available resources
6.	We make best use of our people
7.	We monitor and control our overall performance
8.	We have sound financial control and reporting
Q3	How do we plan to improve?
9.	We actively support continuous improvement
Q4	How do we account for our performance
10.	We provide our stakeholders with the information they need about our services and performance and listen to their feedback

7. FINDINGS OF THE AUDIT

7.1 The attached report from the external auditor is an overview based on the findings in each of the three departments audited. Appendix I & II of the auditors report contain a summary of the strengths and areas where the Council might consider improvement. The three departments audited have each agreed specific actions with the external auditor that will result in improvements in these areas. These actions will be subject to future audits. The report is for members to consider and it specifically highlights the external auditors views on the role of Members in setting objectives and monitoring performance.

7.2 A copy of the report is being sent to the Controller of Audit who will report on the findings across Scotland to the Scottish Executive.

8. CONSULTATION

The Directors of Social work, Dundee Contract Services and Neighbourhood Resources and Development have been consulted on this report.

9. **BACKGROUND PAPERS**

Submission on Best Value to Secretary of State for Scotland December 1997.

Report 630/1999 - Policy and Resources Committee October 1999

Performance and Management and Planning Audit Guide - Accounts Commission
September 1999

Chief Executive Date