

RECORD OF ACTION POINTS:

Performance and Governance Committee

Date: 19 April 2011

<u>Action</u>	<u>Description of Action</u>	<u>Response from Responsible officer</u>
ACTION 1	That Select Committee Chairmen be encouraged to review relevant indicators using performance monitoring software.	Covalent is now available to all Members through the new Members Portal and is currently being redesigned to improve access to performance information. Training on Covalent will be made available to all Members in due course.
ACTION 2	That the Performance Indicator Basket be annotated to indicate those items that were considered by the Finance Advisory Group.	If Members chose to select a basket of performance indicators in future years full reference will be made to any Committee also monitoring any data.
ACTION 3	That LPI Clean 002 be re-worded to clarify that the incidents of fly tipping referred to were those that the District Council was responsible for clearing.	Action complete. LPI Clean 002 now has the description 'Average number of days taken to remove fly tips which the District Council has responsibility to clear'
ACTION 4	the Audit Risk and Anti Fraud Manager undertook to note in the Plan the involvement of the relevant Portfolio Holder in the audit process.	This action will be completed in time for the next Annual Internal Audit Plan.

