

PERFORMANCE INDICATORS 2006/07**VERIFICATION/SIGN-OFF SHEET**

PI NO:	
DESCRIPTION:	
STRATEGIC MANAGER:	
RESPONSIBLE OFFICER(S):	

PERFORMANCE FOR 2006/07

	2005/06	2006/07
TARGET		
ACTUAL		

PERFORMANCE COMMENTARY (Please include reasons for reaching/not reaching target and reductions/increases in performance from previous year):

TARGETS

Please review current targets and set a new target for 2009/10. Your current targets are set out overleaf, but the 2008/09 target can be changed if necessary.

Targets should be set by responsible officers for all PIs and be approved by Strategic Managers and Portfolio Holders. Targets should take into account:

- national district council comparisons (district council quartile figures are available from the performance management section and on the bulletin board (under Best Value)
- any national/regional targets
- local priorities
- trends and history
- comparison with other authorities
- budget and resources
- customer expectations
- external influences outside the control of the service providers

2006/07 TARGET	2007/08 TARGET	2008/09 TARGET	2009/10 TARGET

BASIS FOR TARGETS (Please provide a rationale for the above targets):

VERIFICATION

Please complete the following checklist:

<u>CHECKLIST:</u>	Initial
The information has been collected in accordance with the Audit Commission's guidance (for BVPIs) or local procedure notes (for local PIs).	
The arithmetic has been checked to ensure it is correct.	
An explanation of the performance has been included in the performance commentary box.	
The targets have been reviewed and a new target is set for 2009/10, with an explanation on what they are based.	
The Strategic Manager has reviewed the performance commentary and approved the targets.	
The relevant portfolio holder has reviewed the performance commentary and approved the targets.	

I verify that this is a true account of the performance of the above Indicator for which I am responsible.

I understand that this information will be published in the Best Value Performance Plan 2007/08 and may be subject to any future audits, internal and external.

Signed (Responsible Officer):

Name:

Date:

For any further information, advice or guidance, please contact:-

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