

# Management response form



**Report title:** Review of Performance Management Arrangements – Monmouthshire County Council

**Completion date:** December 2024

**Document reference:**

Ref	Recommendation	Management response Please set out here relevant commentary on the planned actions in response to the recommendations	Completion date Please set out by when the planned actions will be complete	Responsible officer (title)
R1	<p>The Council should ensure that its performance management arrangements continue to support transparent and robust scrutiny of performance. In order to continue the progress already made, it should:</p> <ul style="list-style-type: none"><li>• increase the consistency of service planning;</li><li>• promote the training resources and support available; and</li></ul>	<p>The Council's performance management arrangements have continued to be developed in the last few years to meet the performance requirements of Local Government and Elections (Wales) Act 2021. The recommendation in the report will be used to inform our plans for further improvement of these arrangements.</p> <p>To address the recommendations, we will:</p> <p>Complete annual quality assurance of Service Business Plans and support managers to implement the findings.</p>	<p>Annual Quality Assurance process following Quarter 2</p>	<p>Performance &amp; Data Insight Manager</p>

<p>ensure that areas of underperformance are consistently and adequately mitigated with robust explanation.</p>	<p>Review and update, where necessary, using feedback gathered, the service business plan principles and guidance and further develop training and support available for plans.</p>	<p>– December 2024 &amp; December 2025</p>	<p>Performance &amp; Data Insight Manager</p>
	<p>Identify the potential for making performance management training available via the Council's online Learning Management System (Thingji)</p>	<p>April 2025</p>	<p>Chief Officer – People, Performance and Partnerships</p>
	<p>Review and update, using feedback gathered, the Self-assessment process, including aiming to strengthen the application of a self-evaluative mindset when assessing performance and arrangements to explain areas of underperformance or improvement.</p>	<p>June 2025</p>	<p>Performance &amp; Data Insight Manager</p>
		<p>Develop the self-assessment process for 2024/25 – April 2025</p>	
		<p>Self-Assessment report for 2024/25 produced – September 2025.</p>	