

B/03/038

PERFORMANCE REVIEW MEETING: 12 June 2003

Agenda Item: Standard quarterly reporting package

Issue:

HSE's proposed quarterly reporting package on PSA delivery

Current position:

The package comprises –

- Draft translation tables for SR2000 PSA 1,2 3
- Proxy indicators for each of the eight priority programmes which we intend will be used for quarterly reporting on programme performance. This does not yet include progress data as 2003-04 first quarter figures are not yet available. Fully populated priority programme templates for 2003-04 are included; it is for decision whether these are needed in future, or whether the summary sheets are sufficient for monitoring purposes.
- Summary details of other HSE work contributing to delivery of the targets, including the emerging "Government as example" programme.
- Progress report on developing the draft translation table for major hazard industries' proposed PSA target.

Time line:

Data showing progress against proxy indicators during the first quarter of 03-04 will be included for the September review meeting. [Where possible, baselines are on 2002-03 data]. Indicators are based on best judgement of what will be effective and may be valid for specific phases of programmes. They will be reviewed for effectiveness regularly, through results, evaluation and as part of the planning and performance review process.

Issues:

Decide whether the above provides a robust and consistent package for reporting quarterly to both the DWP Board and the Minister;

Agree that "Government as example" should be taken forward as an additional priority programme. HSC to be advised, HSE with DWP support to develop specific targets for engagement of OGDs in this exercise;

Determine the optimum timing of future PSA review sessions – current timing means it is impossible to reflect most up to date data.