



London Borough of Barnet,  
2 Bristol Avenue,  
Colindale,  
London NW9 4EW  
6 January 2020  
Our ref: 5913632

Thank you for your request received on 30 December 2019, for the following information:

**Under the freedom of information act I write this email to request for your Performance Team Organisational structure; not only could you please include the job titles of each employee in the Performance team but also please provide their main duties and the list of softwares used to accomplish their main duties.**

We have processed this request under the Freedom of Information Act 2000.

## **Response**

The council holds the information requested and it is attached/ the answers to your questions are below

***Under the freedom of information act I write this email to request for your Performance Team Organisational structure; not only could you please include the job titles of each employee in the Performance team but also please provide their main duties and the list of softwares used to accomplish their main duties.***

Within Growth & Corporate Services, the Performance & Risk team consists of:

- Head of Programmes, Performance & Risk
- Performance Monitoring Manager (x2)
- Performance & Systems Officer
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The roles cover corporate performance and risk management, in terms of setting the frameworks for monitoring performance and risk; acting as a business partner to other Directorates; and producing reports for the Directorate (Growth & Corporate Services) and Council management teams and Committees (Theme Committees (x6), Policy & Resources Committee and Financial Performance & Contracts Committee); as well as oversight of the strategic contracts with Capita (CSG and RE), Cambridge Education and The Barnet Group.

We don't use any software for performance or risk management. Instead we use Excel spreadsheets.

### **Further information**

If you are interested in the data that the council holds you may wish to visit Open Barnet, the council's data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

### **Advice and Assistance : Direct Marketing**

If you are a company that intends to use the names and contact details of council officers (or other officers) provided in this response for direct marketing, you need to be registered with the Information Commissioner to process personal data for this purpose. You must also check that the individual (whom you wish to contact for direct marketing purposes) is not registered with one of the Preference Services to prevent Direct Marketing. If they are you must adhere to this preference.

You must also ensure you comply with the Privacy Electronic and Communications Regulations (PECR). For more information follow this Link [www.ico.org.uk](http://www.ico.org.uk)

**For the avoidance of doubt the provision of council (and other) officer names and contact details under FOI does not give consent to receive direct marketing via any media and expressly does not constitute a 'soft opt-in' under PECR.**

### **Your rights**

If you are unhappy with the way your request for information has been handled, you can request a review within the next 40 working days by writing to the Information Management Team at: [foi@barnet.gov.uk](mailto:foi@barnet.gov.uk). Or by post to Information Management Team (FOI) London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW

If, having exhausted our review procedure, you remain dissatisfied with the handling of your request or complaint, you will have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (telephone: 0303 123 1113; website [www.ico.org.uk](http://www.ico.org.uk)). There is no charge for making an appeal.