

Management Response and Action Plan
Audit of Performance Reporting
June 2013

Recommendations	Management Response and Planned Management Action	Deliverables	Expected Completion Date	Responsibility
<p>Recommendation 1</p> <p><i>It is recommended that the Chief Financial Officer update the Integrated Planning and Reporting Framework to establish and clarify common practices for performance reporting. This should include:</i></p> <ul style="list-style-type: none"> ▪ <i>the expectations for data scrutiny and accountability;</i> ▪ <i>a requirement for establishing targets and target dates for all key initiatives and corresponding outcomes as identified in the Performance Measurement Framework and the Departmental Operational Plan; and</i> ▪ <i>an outline of how risk, financial and non-financial performance information is to be used in support of planning and resource allocation decisions.</i> 	<p>Management agrees with this recommendation.</p> <p>The Integrated Planning and Reporting Framework (IPRF) and guidance documents will be updated to reflect common practices for performance reporting as well as additional requirements as mandated by Treasury Board.</p>	<p>Updated IPRF and guidance documents</p>	<p>December 2013</p>	<p>Chief Financial Officer Branch (CFOB) – Planning and Corporate Management Practices Division (PCMPD)</p>
	<p>This will include:</p> <ul style="list-style-type: none"> ▪ expectations regarding the type of data required for the Performance Management Framework and the Departmental Operational Plan; ▪ the requirement that each branch establish targets and target dates for key initiatives identified in the Performance Management Framework and the Departmental Operational Plan; and 	<p>Updated IPRF and guidance documents</p>	<p>December 2013</p>	<p>CFOB</p>

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	<ul style="list-style-type: none"> ▪ Information found in the IPRF regarding how risk, financial and non-financial information can be used to support planning and resource allocation decisions will be updated. 	Relevant concepts and wording from Health Canada's Integrated Risk Management Framework will be integrated in the IPRF	December 2013	CFOB
<p>Recommendation 2</p> <p><i>It is recommended that the Chief Financial Officer, in collaboration with branch assistant deputy ministers, establish a formal process for the timely review of branch progress achieved against performance targets established in the departmental planning instruments.</i></p>	<p>Management agrees with this recommendation.</p> <p>The Chief Financial Officer Branch, using Executive Committee – Planning and Accountability, will establish a formal review process to review key initiatives against performance targets reflected in departmental planning reports.</p>	Formal review process established	September 2014	CFOB – PCMPD in collaboration with assistant deputy ministers (ADMs) from other branches
	<p>The IPRF and guidance documents will be updated to include guidance on the new review process.</p>	Updated IPRF and guidance documents	December 2013	CFOB - PCMPD

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<p>Recommendation 3</p> <p><i>It is recommended that the Chief Financial Officer, in collaboration with branch assistant deputy ministers, request that branch inputs to the Departmental Operational Plan include the sources of the information required to assess performance in order that corresponding performance reports use the same metrics.</i></p>	<p>Management agrees with this recommendation.</p> <p>The Chief Financial Officer Branch will request that branch inputs to the Departmental Operational Plan include the sources of information to be used to assess performance.</p>	<p>Updated IPRF and guidance documents</p>	<p>December 2013</p>	<p>CFOB – PCMPD in collaboration with ADMs from other branches</p>