



## Definition of Key Terms

In order to help to describe and explain the Council's performance, it is necessary to clarify some of the key terms that are used throughout the Annual Performance Report. These are set out below.

**Accounts Commission:** The Accounts Commission is a statutory, independent body which, through the audit process, assists all local authorities in Scotland to achieve the highest standards of financial stewardship and the economic, efficient and effective use of resources.

**Audit Scotland:** Audit Scotland is a statutory body set up in April 2000 under the Public Finance and Accountability (Scotland) Act 2000. Audit Scotland provides services to the Accounts Commission and the Auditor General for Scotland to ensure that the Scottish Executive and public sector bodies in Scotland are held to account for the proper, efficient and effective use of public funds.

**Best Value reviews:** Orkney Islands Council carries out Best Value reviews of all of its service areas as and when required. A Best Value review involves consulting with service users, staff and partners, comparing the way that the service is provided with similar services in other councils, and then planning the improvements identified as being necessary.

**Care Commission:** The Scottish Commission for the Regulation of Care (The Care Commission) is a national organisation set up under the Regulation of Care (Scotland) Act 2001 to regulate and inspect Scottish care services. The Care Commission works towards developing a unified system of care regulation, promoting consistency of practice, and the improvement of care services for everyone who uses them.

**Social Work Inspection Agency:** The Social Work Inspection Agency (SWIA) works with partners in the public, private and independent sectors to promote excellence in social work services. The agency focuses on the positive impact of social work services on people's lives.

**Scottish Social Services Council:** The Scottish Social Services Council (SSSC) is responsible for registering people who work in social services in Scotland and regulating their education and training. The role of the SSSC is to increase protection for people who use social services, to raise standards of practice and increase public confidence in the sector.

**Her Majesty's Inspectorate of Education (HMIE):** HMIE is an Executive Agency of the Scottish Ministers under the terms of the Scotland Act 1998. HMIE operates independently and impartially whilst remaining directly accountable to Scottish Ministers for the standards of its work. HMIE's status guarantees the independence of its inspection, review and reporting within the overall context of the Minister's strategic objectives for the Scottish education system. The core business of HMIE is inspection and review of Scottish schools.

**Performance, Management and Planning Framework (PMP):** Prior to the enactment of the Local Government in Scotland Act 2003, all councils in Scotland were required to have in place a Performance, Management and Planning Framework (PMP) which encompassed each council's management arrangements, processes and systems. Sound PMP was seen to lie at the heart of the

drive towards Best Value and in consequence, the Accounts Commission and Audit Scotland developed a detailed audit approach to assess and support each council's progress in developing arrangements for PMP. This audit approach was applied for the first time in all 32 Scottish councils in 1999-2000; in 2004 PMP was superseded by a more comprehensive audit entitled the Audit of Best Value.

**Statutory Performance Indicators (SPIs):** Audit Scotland, on behalf of the Accounts Commission, requires all Scottish councils to record 65 SPIs annually relating to various services and activities common to each council. Given the technical nature of SPIs, some explanation of their use within the Annual Performance Report is necessary:

- not all recorded SPIs are included in the Council's Annual Performance Report 2004/05, only those selected by Audit Scotland for national comparison and publication on the Audit Scotland website, [www.audit-scotland.gov.uk](http://www.audit-scotland.gov.uk) under the heading 'council profiles';
- where available, the Annual Performance Report details additional information relating to both the Scottish average performance and the Council's position on the Scottish league table, 1 to 32. It is the Council's place on the Scottish league table which has informed whether the Council's performance is described in this report as being 'excellent' (1 to 5 on the league table), 'very good' (6 to 10), 'good', (11 to 15) 'fair' (16 to 20), 'not very good' (21 to 25) or 'poor' (26 to 32); and
- it should also be noted that in almost every year, Audit Scotland assesses a very small number of SPIs as being 'unreliable'; in 2004/05 Orkney Islands Council recorded only four. An unreliable SPI does not mean that it is necessarily wrong; but rather that the auditors have been unable to verify the recording system, or its supporting documentation, or it is based on estimated figures.

To view the full list of the Council's Statutory Performance Indicators 2004/05 please go to the following website:

[http://www.orkney.gov.uk/media/Home/publications/Performance\\_Indicators\\_2004\\_2005.pdf](http://www.orkney.gov.uk/media/Home/publications/Performance_Indicators_2004_2005.pdf)