

# **BUDGET AND PERFORMANCE PANEL**

## **Corporate Performance and Financial Monitoring - Quarter 2 2012/13**

**11 December 2012**

### **Report of Assistant Head Community Engagement (Partnerships) and Financial Services Manager**

#### **PURPOSE OF REPORT**

To present the corporate performance and financial monitoring reports for Quarter 2 of the 2012/13 Performance Review Team cycle and progress as at September 2012 towards delivery of the Corporate Plan 2012 – 15 (and more recent financial context).

**This report is public**

#### **RECOMMENDATIONS OF CORPORATE PLANNING AND PERFORMANCE MANAGER AND FINANCIAL SERVICES MANAGER**

- (1) That Budget and Performance Panel considers this report and makes any comments or recommendations as appropriate.

#### **1.0 CORPORATE PERFORMANCE MONITORING – QUARTER 2**

##### **Individual Cabinet Member Performance Review Team (PRT) meetings**

- 1.1 Performance Review Team (PRT) meetings with Cabinet Members for Quarter 2 were held between 17 and 31 October.
- 1.2 For the first time, performance reports were produced using the council's Performance Management Information system, CorVu. The reports considered at the PRT meetings set out progress towards the delivery of Corporate Plan outcomes and success measures for each Cabinet Portfolio Holder's area of responsibility.
- 1.3 Cabinet Members were also provided with the half-year report previously considered by Budget and Performance Panel (15 October 2012) and Cabinet (09 October 2012) on progress towards the achievement of Corporate Plan actions and with financial summary reports for Quarter 2 for their Portfolio.
- 1.4 Together these reports provided a more focussed and easy to understand overview of operational and financial performance and as a result positive feedback has been received on the format and content of the reports and the subsequent discussions that they helped to inform.

##### **Corporate Performance Review Team Meeting**

- 1.5 The Corporate Plan Performance Review 2012/2015 report attached as **Appendix A** was considered by the Leader of the Council and Corporate PRT on 07 November.

- 1.6 This new report shows progress towards the delivery of the corporate plan priorities at this early stage of the life of the 2012/2015 Corporate Plan. This report has also received positive feedback as it indicates performance for the whole Corporate Plan in a clear and understandable way covering all areas of work, not just those activities where performance is failing.
- 1.7 The report specifically indicates performance against agreed corporate plan success measures that are now explicit and quantifiable measurements (*Targets*) which quantify achievement of, or progress towards, delivery of the Corporate Plan priorities.
- 1.8 Based on the *Actual* data and information submitted by designated officers (indicated in the report as the 'Owner' of the success measure), CorVu automatically rates performance against the *Target* using a Red/Amber/Green (R/A/G) reporting system in the following way:

Rating	Target for delivery
Green	<i>Actual at or above Target</i>
Amber	<i>Actual below Target but above Intervention*</i> (*This is a number set by Owners indicating when action would need to be taken to address failing performance)
Red	<i>Actual significantly below Target and below Intervention</i>

- 1.9 The system provides for the performance monitoring of success measures to be set at relevant and meaningful frequencies (i.e. Daily; Monthly; Quarterly; Half-yearly; Yearly). As at Quarter 2, it will be seen that there are a number of corporate success measures where no data is yet available (indicated by grey shading) this is because they have been set by *Owners* as 'Yearly' measures. As such, performance against these measures will be reported in Quarter 4 at which point performance for the whole of the Corporate Plan will be reported.
- 1.10 The main points to note from the report are that:
- At the halfway point in the first year of the 2012-15 corporate plan, the majority of success measures are at, or are above *Target*. Shown as Green
  - Three success measures are slightly behind *Target*. Shown as Amber  
Commentary on the reasons for this are set out in the report
  - There are currently no success measures indicating a Red status where performance is significantly below *Target* and action is needed to get back on track.
- 1.11 The *Corporate Financial Monitoring* for General Fund and Housing Revenue Account (HRA) (see **Appendix B**) and the *Treasury Management Progress Report* (see **Appendix C**) for Quarter 2 were also considered at the Corporate PRT meeting. The main points to note from these reports are as follows:
- General Fund current underspend of £998K and projected to remain virtually the same for the remainder of the year. Main variance relates to staffing savings (£450K) and external borrowing savings (£364K).
  - Housing Revenue Account is currently overspent by £135K with only a slight improvement forecast by the end of the year down to £119K. The main variance here relates to additional subsidy payments due to the Government following the final 2011/12 submission.

- 1.12 Since producing the corporate financial monitoring report for Quarter 2, a mid-year update on the Council's Medium Term Financial Strategy has been produced, as well as a later update report on the budget, which is due to be considered by Cabinet on 04 December. This later report provides more up to date information on the revised budget for the current year, as well as providing wider context on the Council's financial prospects and the challenges it faces. For these reasons, this budget report is attached at **Appendix D**. (The treasury management appendix to this budget report is already attached, as highlighted earlier).

## **2.0 CONCLUSION**

- 2.1 The Council's Performance Management Framework requires the regular reporting of operational and financial performance to Cabinet as part of the Performance Review Team cycle of meetings.
- 2.2 The Corporate PRT report for Quarter 2 has been produced from the council's new Performance Management Information system, CorVu providing a summary of progress towards the deliver of corporate priorities. Based on real data and evidence the report clearly demonstrates that at the mid-point of 2012 the council is on track to achieve stated outcomes and priorities within the Corporate Plan 2012-2015.

### **CONCLUSION OF IMPACT ASSESSMENT**

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None arising from this report

### **LEGAL IMPLICATIONS**

None directly arising from this report

### **FINANCIAL IMPLICATIONS**

None directly arising from this report

**OTHER RESOURCE IMPLICATIONS: Human Resources / Information Services / Property / Open Spaces:** None directly arising from this report

### **SECTION 151 OFFICER'S COMMENTS**

The s151 Officer has been consulted and has no further comments.

### **MONITORING OFFICER'S COMMENTS**

The Monitoring Officer has been consulted and has no further comments.

### **BACKGROUND PAPERS**

Corporate Performance Review  
Team Reports Quarter 2 2012/13

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