

NEWCASTLE –UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO CABINET

Date: 10th September, 2014

REPORT TITLE: FINANCIAL AND PERFORMANCE MANAGEMENT REPORT
TO END OF QUARTER ONE (April - June) 2014

Submitted by: Head of Finance and Head of Business Improvement, Central
Services & Partnerships

Portfolio: Communications, Policy & Partnerships
Finance and Resources

Wards Affected: All

Purpose of the Report

To provide Cabinet with the Financial and Performance Review report - first quarter 2014/15.

Recommendations

- (a) That Members note the contents of the attached report and agrees to the recommendation that the Council continues to monitor and scrutinise performance alongside the latest financial information for the same period.
- (b) That Members note the comments made through the Scrutiny process and the responses from officers and others to these comments.

Reasons

The Financial and Performance Management monitoring reports provide information on a quarterly basis regarding the performance of individual council services, alongside related financial information on the organisation. This report was originally presented to the Finance, Resources & Partnerships Scrutiny (FRAPS) Committee meeting on 1st September 2014.

1. Background

- 1.1 This quarterly report provides Members with a detailed update on how the Council has performed during the first quarter of 2014/15 by presenting performance data set within a financial context.
- 1.2 This report provides financial information (Appendix A) and also detailed analysis of performance (Appendix B) for the first quarter of 2014/15.
- 1.3 Appendix C is a new addition to this report and is entitled 'Delivering our Outcomes'. This new section of the report aims to provide information and/or a case study on a themed area of service delivery in order to highlight steps being taken to improve desired outcomes.


- 1.4 The subject featured in 'Delivering our Outcomes' may be a requested topic from members for further information (e.g. where performance may be an issue) or may be an area of work where good practice and results are communicated, some of which may have lessons for other parts of the organisation.
- 1.5 A summary of the overall performance picture is presented in section 3 of this report.
- 1.6 In summary, performance is generally progressing well, with the majority of targets currently being met.

2. 2014/15 Revenue and Capital Budget Position


- 2.1 The Council approved a general fund revenue budget of £14,893,770 on 26 February 2014. Further financial information is provided in Appendix A.

3 Performance

- 3.1 The latest performance information is reported and attached as Appendix B.
- 3.2 Any indicators failing to meet the set targets are reported, by exception, in the table found in section 3.6.
- 3.3 The information found in Appendix B is presented in four sections against each corporate priority and detailed results and progress towards identified outcomes for the Council is presented here as well.
- 3.4 The number of indicators monitored in this report for quarter one 2014-15 is 24 in total, and the proportion of indicators which have met their target during this period stands at 83%.
- 3.5 The report contains five columns designed to show achievement:
 - The "Good is" column denotes whether 'low' or 'high' figures are good and allows the reader to analyse the results in detail;
 - There are two columns included showing comparative quarterly performance for 2013-14 and 2014-15 – this allows the reader to gain some insight into annual trends;
 - The fourth column shows the target for 2014-15 (in some cases a quarterly target may be provided when relevant and necessary) and;
 - One set of symbols (icons) show whether performance is on target or not at this time.
- 3.6 Two indicators from Appendix B are off target this quarter and are reported by exception in the table below, together with commentary.

Exception Report Quarter 2014 (April-June)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
1.7	The amount of residual waste per household	109.61kgs	415kgs (annual)		Trevor Nicoll	Ann Beech
Comment	The indicator would appear off target in quarter 1 given the annual target of 415kgs which equates to a quarterly target of 104kgs, and that 'good performance' is low. This result reflects the quarterly returns					

	for last year where the results were seasonally affected due to residents' behavioural changes. The service continues to deliver and promote its programme to encourage residents to recycle more and reduce residual waste.
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Exception Report Quarter 2014 (April-June)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
3.6	Number of people accessing leisure and recreational facilities	154,131	167,000 (quarterly)		Rob Foster	Trevor Hambleton
Comment	<p>The figures for quarter 1 are not on target but the direction of travel remains positive. The breakdown of users is as follows in quarter 1: Jubilee 2 -117,946, Kidsgrove Sports Centre -28,817, and Sports & Events Team 7,368. These figures were impacted adversely by the gym being partially closed over four weeks at Jubilee 2. There has continued to be short term closures at Kidsgrove Sports Centre this quarter due to vandalism and mechanical failure which has impacted on meeting the targets sets. It should be noted that the recording of user figures can also be affected by tailgating, group entries (e.g. a family with pushchair) and recording omissions when bookings are taken. Also it must be remembered that the service had a total of 628,006 users in 2013-14 and the stretched target for 2014-15 is 670,000. Work to profile the targets to include seasonal fluctuations is to be completed and reported in quarter 2.</p>					

These indicators are not causes for concern at present, and the management of each of the service areas concerned continue to monitor and take steps to deal with the situation where possible and/or appropriate.

Further quarterly updates will be provided for Members in future reports.

- 3.7 Positive performance can be seen in a range of services although it must be borne in mind that the results later in the year may be liable to change and that some services have seasonal factors.
- 3.8 The focus for 'Delivering our Outcomes' (Appendix C) is Tackling Anti-Social Behaviour (ASB) and gives information on the work being undertaken at this time to reduce and resolve incidences in communities. Members may wish to use this case study to ask further questions about the service featured.

4. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities

- 4.1 All of these indicators link to corporate priorities set out in the Council Plan and/or Service Plans.

5. Legal and Statutory Implications

- 5.1 The Council has a duty to set targets for performance of a range of functions and needs to monitor these closely.

6. Equality Impact Implications

- 6.1 There are no differential equality issues arising directly from this monitoring report.

7. Financial and Resource Implications

- 7.1 Any positive variance for the full year on the General Fund Revenue Account will enable that amount to be transferred to the Budget Support Fund and will be available in future years for use as the Council considers appropriate. Conversely, if there is an adverse variance, the amount required to cover this will have to be met from the Budget Support Fund.

8. Major Risks

- 8.1 The ongoing difficult economic situation represents the greatest risk to the revenue budget, particularly with regard to the impact it may have upon income receivable in relation to services where customers may choose whether or not to use Council facilities, such as car parking and other areas directly affected by the economic downturn (e.g. land charges and planning applications). The situation will be monitored through the normal budget monitoring procedures.
- 8.2 The capital programme will require regular monitoring to identify any projects which are falling behind their planned completion dates. This will be carried out by the Capital Programme Review Group, which meets on a monthly basis together with quarterly reports to Cabinet.
- 8.3 The above represents a high level view of risk. There are detailed risk registers available if members wish to see them.

9. List of Appendices

Financial information (Appendix A), the Performance report (Appendix B) and Delivering our Outcomes (Appendix C).

10. Background Papers

Working papers held by officers responsible for calculating indicators.

11. Management sign off

Each of the designated boxes need to be signed off and dated before going to Executive Director/Corporate Service Manager for sign off.