

FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO END OF QUARTER ONE (June) 2013

Submitted by: Head of Finance and Head of Business Improvement & Partnerships

Portfolio: Communications, Transformation & Partnerships; Finance and Resources

Wards Affected: All

Purpose

To provide Cabinet with the Financial and Performance Review for the 2013/14 First Quarter (April -June).

Recommendations

- (a) That Members note the contents of the report and recommend that the Council continues to monitor and scrutinise performance alongside finances.
- (b) That Members note that the appendix A is a new style of finance report
- (c) That Members note that the appendix B is a new style of performance as detailed in line with the Performance Management Framework Review and the Council Plan 2013-14 to 2015-16.

Reasons

These monitoring reports provide information about the corporate performance of individual council services, alongside financial information. This report was presented to the Transformation & Resources Overview & Scrutiny Committee on 2 September 2013.

1. Background

- 1.1 This report provides Members with a detailed update on how the Council has performed during the first quarter of 2013/14 by presenting performance data set in a financial context.
- 1.2 This report provides financial information (Appendix A) and also detailed analysis of performance (Appendix B) in the first quarter of 2013/14.
- 1.3 A summary of the overall performance is presented in section 3 of this report. Performance is progressing well, with the majority of targets currently met.
- 1.4 Following presentation of the report to the Transformation & Resources Overview & Scrutiny Committee on 2 September 2013, Appendix B has been amended as a result of comments received in this process. One addition is a table listing the indicators to be reported on later in the year.

2. 2012/13 Outturn and 2013/14 Revenue and Capital Budget Position

- 2.1 The budget for the General Fund for 2012/13 was originally set in February 2012 and amounted to a net total of £15,383,940. The eventual outturn for the year was a positive variance against this figure, of £3,024. Whilst there were adverse variances against some budget heads, these have been offset by positive variances against

others. There were a number of areas of income, largely ones that were sensitive to the state of the local and national economy which were included in the adverse variances.

- 2.2 The Capital Programme outturn for 2012/13 was expenditure of £2,532,356. This was below the forecast amount predominantly due to delays in two externally funded projects i.e. Silverdale Community Facilities and Lowlands Road Section 106 works. This slippage has been carried forward to 2013/14 budget.
- 2.3 2013/14 Revenue and Capital Budget Position (detailed in Appendix A)

3 Performance

- 3.1 The Council Plan Performance report is reported in a new format attached as Appendix A.
- 3.2 The report has been developed from the outcomes of the Council Plan. Monitoring indicators have also been used giving demographic information, in order to give a clearer picture of progress.
- 3.3 The information is presented in four sections against each priority and details results and progress towards identified outcomes for the council and the number of indicators monitored this time is 37, of which 15 are monitoring indicators and do not have targets.
- 3.4 The proportion of indicators which have met their targets, based on data at the time of compiling this report, was 76%.
- 3.5 There are two columns to show improvement and achievement:
 - One set of symbols (arrows), show whether performance has improved, worsened or is more or less the same since the last time each indicator was reported
 - The “Good performance is” column denotes polarity: low or high and allows the reader to analyse the results in detail
- 3.6 More indicators will be added to the report as they become due and also information about activities and projects which provide progress against the outcomes.
- 3.6 An overall summary of performance against each priority is also stated, highlighting issues and improvement to be noted.
- 3.7 The intention is to further develop the format of performance reports ensuring suitability and clear communication of progress with outcomes for members and officers of the council.
- 3.8 Positive performance can be seen in a range of services although it must be borne in mind that the results later in the year can be different and that some services have seasonal factors.
- 3.9 There are a small number of areas listed in this report which are not on target, though none causes concern at present. In all cases, the management of the

service is aware of the issues and are taking steps to deal with the situation. Further updates will be provided for Members in future reports.

4. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities

4.1 All of these indicators link to corporate priorities.

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.

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 current 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 chose whether or not to use Council facilities, such as car parking and other areas directly affected by the economic downturn, such as 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 report (Appendix A) and also a Performance report (Appendix B) for the first quarter of 2013/14 is attached.

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.