

Cherwell District Council

Executive

4 June 2018

<p>End of year 2017-2018 Performance, Finance and Risk Monitoring Report</p>

Report of Assistant Director: Performance and Transformation and Assistant Director: Finance and Governance

This report is public

Purpose of report

This report summarises the Council's Performance, Finance and Risk monitoring position as at the end of the year.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the outline revenue and capital position for 2017/18.
- 1.2 To note the performance position at the end of the year.
- 1.3 To note that the risk register is now reviewed and updated on a monthly basis.

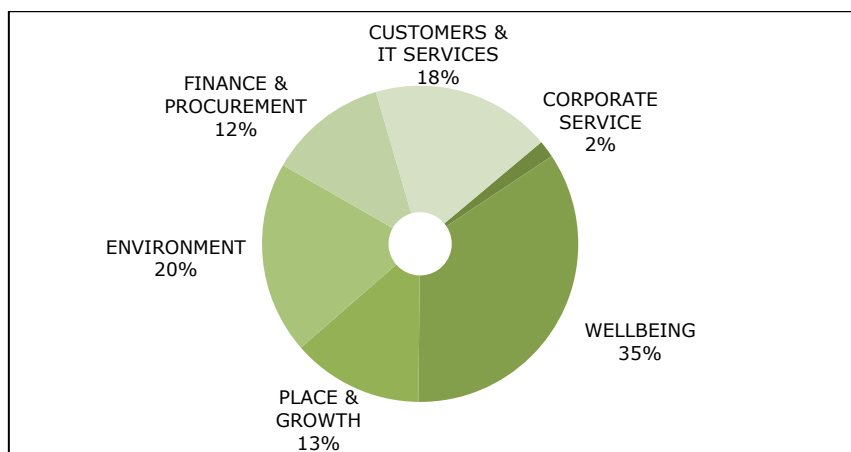
2.0 Introduction

- 2.1 In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue, capital and reserves position is formulated in conjunction with the senior leadership team, budget managers and reported formally to the Budget Planning Committee on a quarterly basis. The report is then considered by the Executive. Going forward the organisation will be moving towards monthly financial reporting which will improve the timeliness and accuracy of information which can be used to better inform our decision making.
- 2.2 The revenue, capital and reserves position for 2017/18 is currently in the final stages of a detailed review by officers. The year-end process currently requires a significant amount of input between April and June to produce the final position. The shortening of timescales to produce the statement of accounts requires the processes to be reviewed and in future improvements are being identified to improve the timeliness of information. As a result of the current work to finalise the Statement of Accounts and year-end financial position, the final outturn will be reported to Executive and Budget Planning Committee in July.

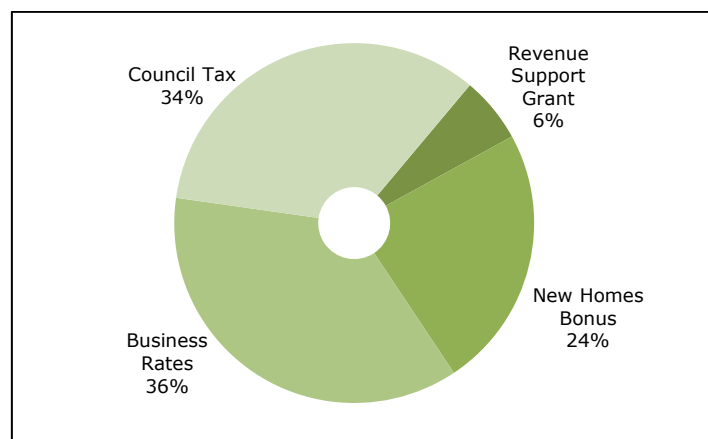
- 2.3 The Council's performance management framework sets out the key objectives, projects and programmes of work that contribute to the Council's corporate business plan. This plan sits alongside the Council's budgets and risk registers.
- 2.4 The appendix to the report provides a full summary of the performance position for the Council at the end of the year.

3.0 Report Details

- 3.1 The revenue, capital and reserves position for 2017/18 is currently in the final stages of a detailed review by officers. The details of income and expenditure variances for 2017/18 will be provided in more detail when the position has been finalised. The shortening of timescales to produce the statement of accounts requires the processes to be reviewed and in future improvements are being identified to improve the timeliness of information.
- 3.2 The information below sets out a high level overview of the financial picture for 2017/18.
- 3.3 The Council set a net budget of £18.7m. An overview of how the Council has spent its money during 2017/18 is shown below:

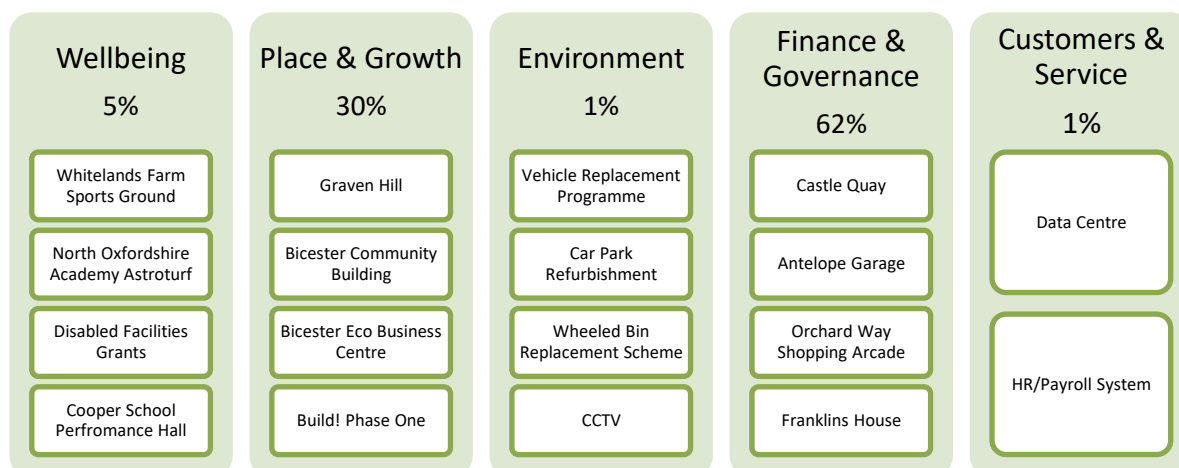


- 3.4 The Council receives money from a number of sources. During 2017/18 the Council received £18.7m. A breakdown of this is set out below:



- 3.5 Full details of the final Capital Programme position will be reported when the detailed review has been finalised by officers. The capital position will be reported

alongside the revenue position. The capital budget during the year was £120m. Some examples of how this money has been spent are shown below.



Summary of Performance

3.6 The table below shows the overall position of all measures contained within the 2017-18 business plan.

Status	Description	Number of Measures	% of Measures
Green	Ahead or on target	77	89%
Amber	Slightly off target	7	8%
Red	Off target	3	3%

3.7 The full set of performance indicators for 2017-18 with commentary are presented in Appendix 1 of this report.

3.8 The table above shows a positive year end position for the Council in terms of delivering against the 2017-18 business plan and the corporate priorities. 89% of measures are ahead or on target, 8% of measures are slightly off target and 3% of measures are off target.

3.9 Performance Highlights

This section presents a selection of performance highlights from the measures in the 2017-18 business plan. The full details can be found in Appendix 1:

Business Improvement District (BID) for Banbury

In response to calls from businesses, the Council invested in the formation of the Banbury Business Improvement District (BID). The BID Company became operational in April 2018. This project promises to deliver significant additional services and activity over the next five years and represents a successful intervention by the Council.

Reducing the number of anti-social behaviour incidents in our town centres

Operation Jobe saw joint foot patrols introduced between Thames Valley Police and the Council's Community Wardens. Their presence has made a significant impact, raising public trust and confidence, and resulted in a reduction in shoplifting and anti-social behaviour incidents. This has been well received by the community and businesses and a patrol schedule has been established for 2018.

Deliver at least 190 units of affordable housing

This year a total of 427 new affordable housing units were delivered in Cherwell district, against a target of 190 units. Of those, 284 are for affordable rent and 143 are for shared ownership. This figure includes seven bungalows; six of which are included in a specialist supported housing scheme.

Deliver the actions identified within the revised Homelessness prevention

The Homeless Action Plan for 2017/18 has been delivered to plan. A new Homelessness Strategy is in development which will set out the Council's priorities over the next 18 months.

Implementing the actions set out in the new Asset Management Strategy

The purchase of the Castle Quay Shopping Centre has provided a platform for accelerated rental income growth. This will provide a surplus for the Council which can be used to enhance other commercial projects to generate growth and increased revenues for the Council and wider community.

3.10 Areas for Improvement

This section provides an overview of the measures in the 2017-18 business plan that did not meet the target at the end of the year:

Housing Benefit: Average time taken to process new claims

June 2017 saw the conclusion of a systems harmonisation project for the new joint team. At the end of this project, systems were closed down for two weeks followed by a period of reconciliation and balancing. This has had an impact on both the work outstanding and the time taken to process new claims. An action plan was put in place to remedy this, and performance for March 2018 was 13.97 days. However, the average performance across the year was 24.87 days against a target of 22 days.

The improvements put in place during 2017-18 puts the service in a strong position moving into 2018-19 and we expect to see this improved performance sustained.

Housing Benefit: Average time taken to process change in circumstances

Performance was impacted by the issues outlined above relating to systems harmonisation in June 2017. An improvement action plan was implemented and performance has improved significantly. The average time taken to process a change in circumstances request for the month of March 2018 was significantly better than the target at 2.51 days. However, the year to date processing time of 9.34 days is slightly higher than the target of 8 days.

The improvements put in place during 2017-18 puts the service in a strong position moving into 2018-19 and we expect to see this improved performance sustained.

Commence, with the aid of external funding the redevelopment of the Hill in Banbury

The tender process was completed to plan but resulted in only one tender being submitted and this was over budget. An analysis of the tender process was undertaken and identified that the original specification was higher than would normally be requested. A new architect has been appointed to revise the specification to deliver the project within budget.

3.11 Summary of Performance

In summary, overall performance for 2017-18 was positive with 89% of measures against the strategic priorities performing on or above target.

Three measures were off target at the end of year as outlined above, and seven measures were performing slightly behind target. The full performance outturn can be found in Appendix 1.

The information presented in this report and Appendix 1 will be developed into the public facing Annual Performance Report which will be published in July. This report will present the achievements of the Council in a visual format.

Risk Update

- 3.12 The Leadership Risk Register is a live document and is now reviewed and considered on a monthly basis by the senior management team and by the Executive.

4.0 Conclusion and Reasons for Recommendations

- 4.1 It is recommended that the contents of this report are noted.

5.0 Consultation

- 5.1 This report sets out budgetary, performance and risk information from the previous month and as such no formal consultation on the content or recommendations is required.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: This report illustrates the Council's performance against the 2018-19 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional

information.

7.0 Implications

Financial and Resource Implications

7.1 There are no financial or resource implications arising from this report.

Comments checked by:

Adele Taylor, Executive Director: Finance and Governance (Interim), 0300 003 0103, Adele.taylor@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 There are no legal implications from this report.

Comments checked by:

James Doble, Assistant Director: Law and Governance, 0300 003 0207
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Risk management

7.3 There are no risk implications from this report. A risk management strategy is in place and the risk register is reviewed and updated on a monthly basis.

Comments checked by:

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8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillors

Councillor Richard Mould – Lead Member for Performance Management
Councillor Tony Ilott – Lead Member for Financial Management

Document Information

Appendix No	Title
Appendix 1	2017-18 Performance Outturn
Background Papers	
None	
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