

Report Title:	Quarterly Assurance Report Q1 2023-24 or where latest information is available until August 2023
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Werner, Leader of the Council and Cabinet Member for Community Partnerships, Public Protection and Maidenhead
Meeting and Date:	Cabinet – 25 October 2023
Responsible Officer(s):	Stephen Evans, Chief Executive Rebecca Hatch, Assistant Director of Strategy & Communications Andrew Vallance, Deputy Director of Finance
Wards affected:	All

REPORT SUMMARY

The purpose of this report is to provide the first combined “Quarterly Assurance Report” (Appendix A) focused on the latest available position in relation to performance indicators and the corporate risk register. Audit and Workforce insights are also included. The Quarterly Assurance Report (QAR) reflects performance (Q1 23/24 or where latest information is available until August 23) and risk for RBWM as a whole, and each individual Directorate, and is introduced as a mechanism to support good governance.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Reviews the Quarterly Assurance Report setting out progress against the performance indicators and risk register.**
- ii) Identifies any areas that Cabinet may wish to recommend for scrutiny to the Corporate Overview & Scrutiny Panel.**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Quarterly Assurance Report (Appendix A) is a new combined assurance report, bringing together the latest available performance insights and risk information. Audit and Workforce insights are also included. As a mechanism to support good governance, there are no options associated with this report.

3. KEY IMPLICATIONS

- 3.1 The council is developing a new Corporate Plan which will set out a vision for the borough over the coming years and describe the most important aims and priorities that the council will focus on delivering. The new Corporate Plan will

therefore provide a framework for decision-making and resource allocation and will be presented to full council in February 2024.

- 3.2 Ahead of a new Corporate Plan and related performance indicators being developed, and in the interests of good governance, an interim performance management framework (PMF) has been developed for reporting in 2023/24 as part of new Quarterly Assurance reporting arrangements. Performance reporting for indicators is based on a traffic-light concept where green is on/above target, amber provides an early warning for possible intervention, and red suggests intervention may be necessary. The intention is to bring the new QAR to Cabinet on a quarterly basis to support good governance.

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 This report combines the council's performance and risk. Robust information on performance and risk helps to inform future resource allocation decisions, including the current budgeting process.
- 4.2 The current predicted overspend, coupled with a potential budget gap in 2024/25 are significant risks. An update was provided to Cabinet on 27 September 2023, summarising further, urgent action to address the financial risk.

5. LEGAL IMPLICATIONS

- 5.1 In considering its financial and non-financial performance, the Cabinet is supporting the Council to fulfil its duties under s.151 of the Local Government Act 1972 to ensure that there are arrangements in place for the proper administration of its financial affairs. Further, under s.3 of the Local Government Act 1999 to make arrangements to secure continuous improvement in the way its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

6. RISK MANAGEMENT

- 6.1 Specific risk management activities and consideration of the corporate risk register is included within the relevant sections of Appendix A. Failure to manage risks appropriately could have financial, reputational or other consequences. Risk owners are required to implement controls to mitigate risks and update these regularly.

7. POTENTIAL IMPACTS

- 7.1 **Equalities.** This report does not have direct implications for equality and diversity.
- 7.2 **Climate change/sustainability.** This report does not have direct environmental impacts.

7.3 **Data Protection/GDPR.** There are no data protection impacts as a result of this report.

8. CONSULTATION

8.1 No consultation was required in creating this report.

9. TIMETABLE FOR IMPLEMENTATION

9.1 The Quarterly Assurance Report set out at Appendix A provides an update on latest position in relation to performance and risk. There are no implementation items associated with this report.

10. APPENDICES

This report is supported by 1 appendix.

- Appendix A: Quarterly Assurance Report

11. BACKGROUND DOCUMENTS

11.1 There are no background documents.

12. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officer (or deputy)</i>			
Elizabeth Griffiths	Executive Director of Resources / S151 Officer	18.09.23	20.09.23
Andrew Vallance	Deputy Director of Finance	18.09.23	26.09.23
Elaine Browne	Deputy Director of Law & Governance & Monitoring Officer	18.09.23	22.09.23
<i>Mandatory: Equalities Officer – to advise on EQiA, or agree an EQiA is not required</i>			
Ellen McManus-Fry	Equalities & Engagement Officer	22.09.23	22.09.23
<i>Other consultees:</i>			
<i>Directors</i>			
Stephen Evans	Chief Executive	18.09.23	11.10.23
Andrew Durrant	Executive Director of Place	18.09.23	20.09.23
Kevin McDaniel	Executive Director of Adult Social Care & Health	18.09.23	11.10.23
Lin Ferguson	Executive Director of Children's Services & Education	18.09.23	22.09.23

Confirmation relevant Cabinet Member(s) consulted	Councillor Werner, Leader of the Council and Cabinet Member for Community Partnerships, Public Protection and Maidenhead	Yes
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
For information	No	No

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