

Report Title:	Quarterly Assurance Report Q2 2023-24 or where latest information is available until October 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 – 24 January 2024
Responsible Officer(s):	Stephen Evans, Chief Executive Elizabeth Griffiths, Executive Director
Wards affected:	All

REPORT SUMMARY

The purpose of this report is to provide the 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 is a mechanism to support good governance and reflects performance (Q2 23/24 or where latest information is available until October 2023) and risk for RBWM.

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.**

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

- 2.1 The Quarterly Assurance Report (QAR) at Appendix A was introduced in October 2023 to bring 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 Council 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 Council Plan provides a framework for decision-making and resource allocation.
- 3.2 The aims and priorities of the new Council Plan will be presented at both Cabinet and Full Council in February 2024, alongside the 2024/25 Budget. The

full Council Plan, inclusive of deliverables and a refreshed suite of performance indicators, will be considered by the Corporate Overview & Scrutiny Panel and Cabinet in March, and presented to Full Council in April 2024.

- 3.3 As part of its consideration of the first QAR in November 2023, the Corporate Overview & Scrutiny Panel shared constructive feedback in relation to the QAR's future evolution, including feedback on additional performance indicators to be considered for inclusion. The Panel's feedback is being factored into the development of the new performance management framework that will support the new Council Plan, and which will be monitored through the Quarterly Assurance Report going forwards.
- 3.4 In the interests of good governance, an interim performance management framework (PMF) has been developed to share performance with Cabinet and the Corporate Overview & Scrutiny Panel in 2023/24. This is set out in the QAR (see Appendix A). 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.

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. A separate Budget Monitoring report is provided to Cabinet monthly with full detail of the council's latest financial position.
- 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	08.01.24	16.01.24
Andrew Vallance	Deputy Director of Finance		
Elaine Browne	Deputy Director of Law & Governance & Monitoring Officer	08.01.24	16.01.24
<i>Mandatory: Equalities Officer – to advise on EQiA, or agree an EQiA is not required</i>			

Ellen McManus-Fry	Equalities & Engagement Officer	N/A	N/A
<i>Other consultees:</i>			
<i>Directors</i>			
Stephen Evans	Chief Executive	02.01.24	16.01.24
Andrew Durrant	Executive Director of Place	08.01.24	
Kevin McDaniel	Executive Director of Adult Social Care & Health	08.01.24	16.01.24
Lin Ferguson	Executive Director of Children's Services & Education	08.01.24	10.01.24

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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