

Report Title:	Quarterly Assurance Report Q3 2023-24 or where latest information is available until February 2024
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 April 2024
Responsible Officer(s):	Stephen Evans, Chief Executive Elizabeth Griffiths, Executive Director
Wards affected:	All

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## 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 (Q3 23/24 or where latest information is available until February 2024) and risk for RBWM.*

### 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet considers 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

#### Options

**Table 1: Options arising from this report**

Option	Comments
Cabinet reviews the Quarterly Assurance Report (QAR) and the challenges and successes it highlights around performance, risk and audit across the council.	<b>This is the recommended option.</b> The QAR provides accountability and transparency around the council's performance, risk monitoring, workforce and audit. Its consideration by Cabinet is a key part of good governance.
Cabinet does not review the Quarterly Assurance Report.	<b>This is not recommended.</b>

## **2. KEY IMPLICATIONS**

- 2.1 The full Council Plan, inclusive of deliverables and a refreshed suite of performance indicators was considered by the Corporate Overview & Scrutiny Panel on 25 March 2024 and Cabinet on 27 March 2024 and was presented to Full Council on 16 April 2024 for agreement and adoption.
- 2.2 An interim suite of performance indicators (“the Interim PMF”) was developed to share performance with Cabinet and the Corporate Overview & Scrutiny Panel as part of Quarterly Assurance reporting arrangements in the interests of good governance, while officers worked to develop the new Council Plan. This is the last report against the Interim PMF before the adoption of the new council plan in April 2024. 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.
- 2.3 As part of its consideration of the previous QAR in November 2023 and January 2024, 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 has been 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. FINANCIAL DETAILS / VALUE FOR MONEY**

- 3.1 This report combines the council’s performance and risk. Robust information on performance and risk helps to inform resource allocation decisions, and highlights progress and challenges on delivery within budget. A separate Budget Monitoring report is provided to Cabinet monthly with full detail of the council’s latest financial position. Going forwards this will also include progress against transformation programmes.
- 3.2 The council presented a balanced budget 2024/25 to Cabinet and Full Council. This was approved by Full Council in February 2024. Nevertheless, the risk to deliver the actions set out in the budget remains due to a range of reasons including increased social care demand and costs, increased borrowing costs and increased contract costs.

## **4. LEGAL IMPLICATIONS**

- 4.1 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.

## 5. RISK MANAGEMENT

- 5.1 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.

## 6. POTENTIAL IMPACTS

- 6.1 **Equalities.** This report does not have direct implications for equality and diversity, although the performance metrics include a number of metrics which measure progress in tackling inequalities within the borough.
- 6.2 **Climate change/sustainability.** This report does not have direct environmental impacts but includes performance metrics which measure progress against our environmental priorities.
- 6.3 **Data Protection/GDPR.** There are no data protection impacts as a result of this report.

## 7. CONSULTATION

- 7.1 No consultation was required in creating this report.

## 8. TIMETABLE FOR IMPLEMENTATION

- 8.1 The Quarterly Assurance Report set out at Appendix A provides an update on latest position in relation to performance and risk. The report will be shared at the next meeting of the Corporate Overview and Scrutiny Panel, for their review and consideration.

## 9. APPENDICES

This report is supported by 1 appendix.

- Appendix A: Quarterly Assurance Report

## 10. BACKGROUND DOCUMENTS

- 10.1 There are no background documents.

## 11. 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	26.03.24	03.04.24

Elaine Browne	Deputy Director of Law & Governance & Monitoring Officer	<b>26.03.24</b>	<b>27.03.24</b>
<i>Deputies:</i>			
Julian McGowan	Senior Business Partner & Deputy S151 Officer	<b>05.04.24</b>	
<i>Mandatory:</i> Equalities Officer – to advise on EQiA, or agree an EQiA is not required			
Ellen McManus-Fry	Equalities & Engagement Officer	<b>N/A</b>	<b>N/A</b>
<i>Other consultees:</i>			
<i>Directors</i>			
Stephen Evans	Chief Executive	<b>26.03.24</b>	<b>08.04.24</b>
Andrew Durrant	Executive Director of Place	<b>26.03.24</b>	
Kevin McDaniel	Executive Director of Adult Social Care & Health	<b>26.03.24</b>	<b>05.04.24</b>
Lin Ferguson	Executive Director of Children's Services & Education	<b>26.03.24</b>	<b>08.04.24</b>

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

<b>Decision type:</b>	<b>Urgency item?</b>	<b>To follow item?</b>
For information	No	No

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