

Report to Finance and Performance Sub-Committee

Date of meeting 9th February 2017

By the Head of Finance

INFORMATION REPORT

Not exempt



**Horsham
District
Council**

REPORT ON HDC'S CORPORATE PLAN PRIORITIES, FINANCE AND PERFORMANCE IN QUARTER 3 OF 2016/17

Executive Summary

This report shows how successful the Council has been in delivering against identified Corporate Plan Priorities. The Council uses corporate performance indicators; financial reporting and review of progress against key corporate projects to demonstrate progress against corporate priorities.

The key projects where there has been significant progress over the quarter include; plans for the Broadbridge Heath Leisure Centre; the redevelopment of Hop Oast Depot; and the Future Horsham Programme.

We are projecting a surplus at year end on the revenue budget of £251k.

Monitoring of Key Performance Indicators that demonstrate progress towards delivery of the Corporate Plan are showing 69.5% within target and 25% close to target, with no areas of major concern.

Recommendations

It is recommended that Members note the contents of this report.

Reasons for Recommendations

The monitoring of Financial and Service Delivery as part of the duty of Best Value to drive up service improvement.

Consultation: SLT

Wards affected: All

Contact: Gillian Bloomfield ext. 5450

Background Papers:

Appendix A: Q3 Performance Highlight Report (PIs and Corporate Plan Priorities/Key Tracked Projects reporting)

Appendix B: Q3 Financial Highlight Report

Appendix C: Q3 Revenue Dashboard

Appendix D: Q3 Capital Budget monitoring

Background Information

1. MONITORING OF PERFORMANCE

- 1.1 The sub-committee meets on a quarterly basis to deal with the main items of regular business for both finance and performance matters. The sub-committee reviews progress in meeting the Corporate Plan priorities, financial performance and key performance indicators and progress reporting for major projects.

2. MONITORING OF CORPORATE PLAN PRIORITIES 2016/17

- 2.1 The Corporate Plan Priorities monitoring report for 2016/17 is appended to this report at Appendix A. The Corporate Plan for the three years 2016-19 was agreed by Cabinet on 28 January 2016 and approved at Council in February 2016.
- 2.2 Priorities where there has been significant progress over the quarter include; plans for Broadbridge Heath Leisure Centre; the redevelopment of Hop Oast Depot; and the Future Horsham programme.
- 2.3 The Hop Oast capital building project is broadly on programme, however, Broadbridge Heath Leisure Centre is both complex and high profile and project deadlines are tight. Key tracked projects monitoring is included within Appendix A.

3. FINANCIAL PERFORMANCE

- 3.1 The Financial Dashboard for Q3 is attached at Appendix B. At this stage in the financial year we are projecting a revenue surplus of £251k.
- 3.2 The Revenue Dashboard containing summary comments on the more significant forecast variances is attached at Appendix C.
- 3.3 The detailed capital programme and expenditures to date and a year-end forecast are provided at Appendix D.

4. Performance Monitoring

- 4.1 A Dashboard of Key Performance data are provided for discussion at this meeting at Appendix A, covering the Quarter 3 2016/17 period. The Key Performance Basket of Indicators form part of the measures to demonstrate delivery of the [Corporate Plan Priorities 2016-19](#).
- 4.2 Where possible, performance is measured against set targets. A target is not appropriate for a small number of volumetric (ie data only) performance indicators which identify the number of cases/enquiries.
- 4.3 Revisions of performance indicators and targets are undertaken annually as part of the development of the departmental service plans, and in year where necessary. [Service plans for 2016/17](#) were published on the website in April 2016 and a revised Key Basket of Indicators agreed with SLT and shared with Cabinet Members and this sub committee.
- 4.4 A review of the Corporate Plan priorities 2016-19 has been undertaken by SLT and Cabinet as we approach the end of the first year. Some adjustments and redefining

of priorities has been undertaken. The Service Planning 2017/18 and budget setting process has taken the refinements into consideration. Draft Service Plans for service areas have been produced for 2017/18 and will be finalised and published alongside the Corporate Plan Year 2+ in April 2017.

- 4.5** An analysis of performance demonstrates that 69.5% of indicators met or exceeded targets set; 25% were close to target, and 5.5% fell outside of the target range. There are no areas of major concern.

5 OUTCOME OF CONSULTATIONS

- 5.1** SLT has considered the review of Financial Monitoring and Key Performance Indicators; the Corporate Plan Priorities and Tracked Key Projects Report for Q3 in 2016/17.

6. OTHER COURSES OF ACTION CONSIDERED BUT REJECTED

- 6.1** Not appropriate; Council needs to be seen to effectively monitor its performance.

7. STAFFING CONSEQUENCES

- 7.1** There are no staffing consequences associated with this report.

8. FINANCIAL CONSEQUENCES

- 8.1** There are no direct financial consequences as a result of this report

9. CONSEQUENCES OF THE PROPOSED ACTION

- 9.1** This report does not impact on Crime & Disorder; Human Rights; Equality & Diversity and Sustainability matters and there are no risks associated.