

Appendix A

P&F CHAIR'S BRIEFING – Version 1 WEDNESDAY 27TH NOVEMBER 2013

Attending:

Councillor Sue Anderson (Chair P&F),

Simon George, Director of Finance and Assurance

Martin Randall, Senior Professional Corporate Performance and Planning

Lynne Margetts, Service Manager Scrutiny

NOTES

Revenue and Capital Monitoring report Quarter 1 2013-14

The Director and Finance and Assurance briefed Cllr Anderson on the revenue and capital monitoring report. At Quarter 2 the council is forecasting an outturn position overspending by roughly £1.88m by the end of the financial year – a Directorate overspend of £2.6 m reduced to £1.88 m after accounting for corporate items.

He highlighted the following:

The HRA surplus is improving to £660k after the external decorations programme has been rolled up into other projects

Public Health budget is forecasting an underspend. As this is a new responsibility for the council, officers are being cautious not to over-commit resources. There is also concern regarding the potential impact of legacy debt from the PCT. A public health reserve fund will be set up at the end of the year from this underspend.

The capital budget of £80.42m has a projected spend of £61m. It is expected that this spend will reduce.

Cllr Anderson clarified that the Director of Finance and Assurance is anticipating a healthy underspend at the end of the financial year. He commented that whilst this is expected to be the case, it will not be as good as the previous financial year which saw the council set aside significant sums to deal with anticipated redundancy funding. The financial risks associated with redundancies are not expected to be as significant as they had been.

Cllr Anderson was advised that with regard to central contingency, the significant issues are

- Staff overspend in Children and Families Services – the result of increasing case load pressure on social workers – and
- Placement costs in Adults Services

Watch list of items selected for further monitoring/Corporate Scorecard Quarter 2

The following performance indicators should be deleted from the watch list:

- 'Average time taken to re-let LA housing '
- 'Percentage of household waste sent for re-use, recycling and composting'
- 'Proportion of web forms and web visits as a percentage of overall contact'
- '% forecast variation from budget: capital expenditure'
- 'Accident incident rate; and reportable injury frequency rate'

Following consideration of the Corporate Scorecard, Quarter 2, it was agreed that the following indicators will be added to the watch list:

- 'Timeliness of assessments, percentage completed in 45 working days' – the indicator which this replaces 'Assessments completed in 35 days' is already on the watch list
- 'Number of smoking quitters'
- '% of new starters who completed the mandatory Equality and Diversity e-learning module within 6 months of commencing employment'

In addition the Chairman requested the following:

- Comparative information to be included in the watch list with respect to young people leaving care not in education employment or training
- An item on the provision of private rented accommodation in the light of increasing homelessness to be added to the agenda for the committee meeting on 21st January 2014
- A separate briefing on the increasing incidence of domestic violence be arranged to include the scrutiny leads for Children and Families and Community Health and Well Being
- An officer to attend the next briefing with regard to the percentage of food establishments compliant with food hygiene law
- Rate of proven re-offending to be covered at the 18th February meeting of the committee as part of the Corporate Director of Children and Families Services presentation of performance information from the Children and Families Directorate
- The report to the Communications, Performance and Resources Portfolio Holder with regard to staff sickness to be shared with chair and vice chairman of the committee.