

To: City Executive Board

Date: 5th December 2012

Report of: Head of Finance
Head of Business Improvement and Technology

Title of Report: Integrated Report 2nd Quarter 2012/2013

Summary and Recommendations

Purpose of report: To update Members on Finance, Risk and Performance as at the end of Quarter 2, 30th September 2012.

Key decision: No

Executive lead member: Councillor Ed Turner

Policy Framework: Improving value for money and service performance

Recommendation(s):

The City Executive Board are asked to note the contents of this report

Appendix A Integrated Report

Background

1. Historically Finance, Performance and Risk have been reported separately to the City Executive Board with little documented consideration of the interrelationship of these three key elements of management information.
2. An integrated reporting approach is one which enables a more holistic picture to be presented and understood. It is a concept many local authorities have and are grappling with.
3. Attached at Appendix A is the Council's first integrated performance report. It has been produced using CorVu the Council's performance management system and utilises a Red, Amber and Green reporting methodology.

Principles of the integrated report

4. The key principles applied in producing the report are:

- Exception reporting utilising clear graphical summaries, followed by narrative which focuses only on those issues that requires attention.
- Narrative which pulls together and makes the links between risk, finance and performance to form a holistic view and incorporating trend data.
- CorVu will be used to create the base data for the report from existing information (i.e. no additional work created for Services).
- Some entries for performance monitoring and risk monitoring are shown as “no data”. What this means when referring to performance measures is the indicator is not required to be calculated for the period reported. For risk it is because the previous quarterly measurement was not undertaken so no assessment of the risk being increased or reduced is possible.
- The distinction between a summary Corporate-level view and Directorate-level picture of performance is retained and the latter enhanced by the inclusion of, service plan target performance
- The detail of the existing finance report will be appended to the integrated as it is needed to enable decisions to be taken at executive level (authorisations, virements etc)
- The following tolerances apply to the financial dials:
 - **Green** – Forecast outturn is within 100% of the latest approved budget
 - **Amber** – Forecast outturn is within 100% - 105% of the latest approved budget
 - **Red** - Forecast outturn is over 105% of the latest approved budget. Performance in this area is a potential concern and will be commented on within the report

Financial Implications

5. The financial and risk implications are set out within the detail of the report.

Legal Implications

6. There are no legal implications directly relevant to this report.

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List of background papers:

Version number: