

**Agenda Item No:**

**Report to:** Overview and Scrutiny (Services)

**Date of Meeting:** 20th September 2010

**Report Title:** Quarter 1 Performance and Financial Monitoring Report

**Report By:** **Jane Hartnell and Peter Grace**  
**Head of Policy & Performance and Head of Financial Services**

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### **Purpose of Report**

To advise Members of the performance against the 2010/11 targets in Part II and Part III of the Corporate Plan, with related budget and risk issues.

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### **Recommendation(s)**

- 1. That staff in the Regeneration Homes & Communities and Environmental Services Directorates be thanked for their hard work and achievements in this quarter.**
- 2. That the Committee be assured that action is being taken to improve any shortfalls in performance and/or to address risks highlighted.**

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### **Reasons for Recommendations**

To enable the Overview and Scrutiny Committee to undertake their performance management function.

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## Background

1. Part II of the Council's Corporate Plan sets out the 2010/11 annual targets by service, Part III sets out performance indicators and three-year targets up to 2012/13. These documents with the associated Budget together form the Council's overarching strategic policy and financial direction for the period up to 2012/13.
2. These are probably the Council's most important documents. The focus of service activity, policy developments, financial commitments, and partnership working is geared towards achieving the goals set out in this Plan.
3. The Overview and Scrutiny Committee play a key role in reviewing performance against the Annual Targets on a quarterly basis.
4. During this quarter, scrutiny committee members will be working with officers to enhance the performance review process. It is anticipated that changes to the review process will be implemented from quarter 2 onwards.

### Performance in Quarter 1 2010/11

5. The appendices attached to this report set out details of performance against targets. Officers from the services will be available to respond to Members questions at the meeting.
6. Appendix A shows first quarter progress of each Part II target relating to this committee's area of responsibility. Each of the Corporate Plan targets is tagged with a status comment as either:
  - a. Achieved: Target has been delivered successfully
  - b. On Target: Confident of delivery of the target as worded by the end of the year or earlier if indicated in the target wording.
  - c. On Target with Risks Identified: Majority of item on target for delivery, delays possible with some items (to be detailed in text)
  - d. Slippage Possible: There are concerns about ability to deliver within the year – consequences and remedial actions to be described
  - e. Will Not Meet Target: Reasons, consequences and any actions needed
7. In addition, each Corporate Plan target has a risk rating attributed to it. This is a means of further integrating our Risk and Performance Management processes.
8. Appendix A also contains the updates for the cross-cutting targets which relate to this Committee's area of responsibility. These reflect the range of work undertaken across Directorates.
9. Appendix B, Section I sets out an exception summary of PIs by Service, Section II sets out detailed tables for each indicator for the areas of responsibility of this Committee with comparison data for the previous year.

## Summary of Financial Information

10. The expected outturn for the Council at the end of quarter 1 is savings of (£116,000) on the £22 million budget for 10/11. The major issues at the end of quarter 1 are the loss of £490,000 external grants; the majority of this loss has been managed by reduction to grants awarded to projects. There are potential savings of (£160,000) on salary costs if the current pay award of a nil % increase is accepted, there are estimated costs of £100,000 on the major contracts due to inflation being higher than budgeted and there is a loss of £40,000 income per full year anticipated arising out of the revoking of the current £22 fee for personal searches in respect of Land Charges.

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### Wards Affected

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

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### Area(s) Affected

Central Hastings, East Hastings, North St. Leonards, South St. Leonards

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### Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	Yes
Crime and Fear of Crime (Section 17)	Yes
Risk Management	Yes
Environmental Issues	Yes
Economic/Financial Implications	Yes
Human Rights Act	Yes
Organisational Consequences	Yes

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### Supporting Documents

Appendix A - Progress against targets (including cross cutting targets) outlined in part II of the Council's Corporate Plan

Appendix B - Performance Indicators and three year targets

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### Officer to Contact

Officer Name: Jane Hartnell  
Officer Email Address: [jhartnell@hastings.gov.uk](mailto:jhartnell@hastings.gov.uk)  
Officer Telephone Number: 01424 451482