



REPORT OF:	DIRECTOR OF FINANCE & ORGANISATION
AUTHOR:	Luke Harvey, Project & Performance Team Leader
TELEPHONE:	01737 276519
E-MAIL:	Luke.Harvey@reigate-banstead.gov.uk
TO:	EXECUTIVE
DATE:	24 January 2019
EXECUTIVE MEMBER:	COUNCILLOR T. SCHOFIELD

KEY DECISION REQUIRED:	NO
WARD (S) AFFECTED:	ALL

SUBJECT:	QUARTERLY PERFORMANCE REPORT (Q2 2018/19)
-----------------	--

RECOMMENDATION:

To note the performance outlined in the attached report.

REASONS FOR RECOMMENDATIONS:

To consider the performance for the second quarter of the financial year 2018/19.

EXECUTIVE SUMMARY:

The attached report provides the headline issues in relation to the Council's overall performance for Quarter 2.

The attached report (Annex 1) was considered by the Overview and Scrutiny Committee on 6 December 2018.

The Committee made two observations relating to the Performance Report to be reported to the Executive. These are laid out below. One additional observation resulting from the Committee's consideration of the report of the Budget Scrutiny Review Panel is also included for reference, as it relates to the Council's Internal Audit Process which is reported within this report. This is also laid out below.

Executive has authority to approve the above recommendation.

OBSERVATIONS OF THE OVERVIEW & SCRUTINY COMMITTEE

Performance Report – Risk Management

1. The Overview and Scrutiny Committee requested a description of the colour codes used to rate the risks on the Council's risk registers. This is provided in the table below and will appear within future performance reports.

Risk	Action
Red risk	Where management should focus attention. Immediate actions should be identified and plans in place to reduce risk as a priority. Review regularly and report upwards
Amber risk	Where management should ensure that contingency plans are in place. These may require immediate action and will require monitoring for any changes in the risk or controls. These will be a key area of assurance focus.
Yellow risk	These should have basic mechanisms in place as part of the normal course of management.
Green risk	Where risk is minimal if does not demand specific attention but should be kept under review.

2. The Committee queried the identification and evaluation of risks relating to Brexit. In addition to the references made to Brexit within the report, it was identified that consideration has been made to: a possible general election or referendum, recruitment, supply of goods and services, general economic context, increased service pressures, and income received. It was however identified that the Council was considered to be positioned to be able to manage these risks either within the year, or to address them within the budget process for future years, and that the Council was confident that service delivery would not be adversely impacted.

Internal Audit

3. Following consideration of the report of the Budget Scrutiny Review Panel, the Overview and Scrutiny Committee recommended that an internal audit of how budgets are developed and reported be conducted in advance of the 2020/21 budget process.