Annex 1 **** 2016-17 TEMPLATE FOR REFERENCE ****

BUSINESS MANAGEMENT AND MONITORING REPORT QUARTER XX 2016-17

Introduction

- [Typically: "This report provides details of Oxfordshire County Council's performance for quarter XX. The report shows that we are on course to meet the three strategic priorities set out in the Corporate Plan. A report covering key achievements and performance is attached at Annex 1. Performance dashboards are included at Annex 2."]
- 2. [Then summary paragraphs showing]:
 - i. how many outcomes are rated Red, Amber or Green at the end of the quarter in question
 - ii. direction of travel since the previous quarter's report
 - iii. significant changes in specific outcomes or success indicators since the previous quarter's report
 - iv. summary of the "forward look"
 - v. any other issues concerning the business management function

Members are RECOMMENDED to:

- 1. Discuss and note the performance reported, and make any comments necessary for escalation to Cabinet before XX.
- 2. Note the ongoing work to improve business management and performance reporting.

[date]

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Section A: Key achievements against Corporate Plan priorities in this quarter

[this section typically runs to 1-2 pages]

A thriving economy

bullet points from any OCC team with key achievements to report under this priority

Protecting vulnerable people

Bullet points from any OCC team with key achievements to report under this priority

Efficient public services

Bullet points from any OCC team with key achievements to report under this priority

Section B: key issues currently affecting our ability to deliver our priorities

[this section typically runs to 1 page]

[Here, again set out by Corporate Plan priority, teams may set out any issues affecting the performance reported on in the following dashboards.]

[This section is not about risk – things which might affect performance in future.]

[Issues covered here might be)for example) that a good level of performance is being achieved despite very high levels of demand. This section might also set out what the team has done to manage that.]

Section C: key performance issues requiring intervention / decision.

[this section typically runs to 2-3 pages, with each Red-rated outcome taken separately]

Typically: "The following narratives explain outcomes which Directorates have rated "Red". A Red rating indicates that the outcome in question might not be achieved by year end as things stand. Directors' ratings may be based on a number of factors including levels of performance and degree of risk.

For example: "There are no red outcomes recommended for discussion this quarter. Red outcomes recommended to be noted without discussion are as follows:"

1.	Corporate P	lan priority	e.g. EFFICIENTPUBLIC SERVICES							
	Outcome aff	ected	e.g. Household waste is disposed of efficiently and effectively							
	Dashboard o	letails	e.g. Success indicators 32-34							
done [if tr impr [if tr wha [N.E	Brief explanation of the performance, saying why it is rated Red, and what has been lone / is being done to improve this. if the relevant Director judges that the Red performance is being managed, and that mprovement will be achieved, it is not usually recommended for discussion.] if this is not the case, the Director uses this space to request CLT / Cabinet views on what steps to take to achieve improvement] N.B. the household waste outcome is solely used for example – it was never rated Red to 2016-17]									
	Recommended [the audience] is recommended to note the reasons for the Red rating and confirm that no additional action is required at this time.									

ANNEX 2 – PERFORMANCE DASHBOARDS

CORPORATE PLAN 2016-17 PRIORITIES AND OUTCOMES, BY DIRECTORATE

				PRIO	RITY: A S	TRONG AND	THRIVIN	NG E							
Outcomes	20,000 businesse given advice and support to grow (OFRS)	d for all chi young	hievement ldren and people EF)	ren and Stra eople Oxfor c) del				a skilled w are creat sustai	High-quality jobs, and a skilled workforce, are created and sustained (E&E)		services is respons maximised spatial p (F&F) exe		oonsibilities for		ghways are dequately naintained (E&E)
			PRIC	ORITY: PR	OTECTING VI	JLNERA	BLE	E PEOPLE							
Outcomes	85,000 children and young adults (to include looked after children) to be better educated to lead safer and healthier lives (OFRS)	37,500 vulnerable children and adults helped to lead more secure and independent lives, supported by safe and wellbeing visits (OFRS)	To delive million sp safet messag contrib towar promoti safe commu across all media pla (OFR	becific ty es to oute ds ng a er nity, social tforms	Ensuring children hav a healthy start in life (PH)	ve early death and	Preventi chroni disease tacklin obesit (PH)	c by g y	Narrowing the gap for our most disadvantaged and vulnerable groups (CEF)	Keeping children and young people safe (CEF)	Adults with term cond living independer achieving th potenti (SCS)	itions I Itly and neir full ial	Support older people to live independently with dignity whilst reducing the need for care & support (SCS)		
				Р	RIORITY:	EFFICIENT P	UBLIC	SER	VICES						
Outcome	6,000 more people alive as a result of our prevention, protection and emergency response activitiesWhen a fir we aim to nearest fir in the quic poss (OFRS)		send the e engine kest time ble	level of our vulne	ting the need of most erable s (CEF)	Working togeth improve quality an for money in the and Social Care (SCS)	nd value Health	dis	ousehold waste is posed of efficiently and effectively (E&E)	reduction carbon e emis	on year n in OCC's equivalent ssions %E)	hel th	imunities are ped to help iemselves rp Services)		

SOCIAL AND COMMUNITY SERVICES – PERFORMANCE DASHBOARD – Quarter XX 2016-17

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
LE PEOPLE	Adults with long term conditions living independently and achieving their full potential	1	20,000 people to receive information and advice about areas of support as part of community information networks.	20,000	Y	R/A/G	R/A/G	$\uparrow \\ \leftrightarrow \\ \downarrow$
VULNERABLE		2	Reduce the number of people delayed in hospital awaiting social care from current level of 30 at the end of March 2015 to 20 at the end of March 2017.	20	Ν			
TING VU	Support older people to live independently	3	Increase the proportion of older people with an on-going care package supported to live at home from 60% in April 2016 to 62% in April 2017	62%	Ν			
PROTECTING	with dignity whils reducing the need for care & support	4	Increasing the number of hours people are able to access the reablement pathway to 110,000 hours per year (2,115 per week) by April 2017.	110,000	Ν			
_	for care & support	5	80% of people who receive reablement need no ongoing support by April 2017	80%	Y			
SERVICES		6	Increase the number of carers receiving a social care assessment from 7,036 in 2015/16 to 7,500 in 2016/17.	7,500	Y			
	Working together to improve quality and value for	7	Increase % carers who are extremely or very satisfied with support or services received. 43.8 % baseline from 2014 Carers survey.	44%	Ν			
EFFICIENT PUBLIC	money in the Health and Social	8	75% of all adult safeguarding investigations will be concluded within 20 working days or have an agreed exemption by a senior manager	75%	Y			
EFFICIE		9	75% of all adult safeguarding triage decisions will be made in two working days	75%	Y			

CHILDREN EDUCATION AND FAMILIES – PERFORMANCE DASHBOARD – Quarter XX 2016-17

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
THRIVING ECONOMY	Raising achievement for all children and young people	10	% of schools judged good or outstanding by OFSTED to be in top quartile nationally by 2018.	92%	Ν	R/A/G	R/A/G	$ \begin{array}{c} \uparrow \\ \leftrightarrow \\ \downarrow \end{array} $
ш		11	Increase the number of troubled families worked with by the council from 915 in 2015/16 to 1,549 in 2016/17 and 2892 by 2020.	1549	Y			
PEOPLE	Narrowing the gap for our most	12	Increase the number of community Common Assessment Frameworks (CAFs) completed from 770 in 2015/16 to 847 in 2015/16	847	Y			
	disadvantaged and vulnerable groups	13	Persistent absence rates to be in the top quartile nationally by 2018 for secondary schools (figures available annually in July)	Tbc	Ν			
VULNERABLE		14	Permanent exclusions to remain in the top quartile nationally	<48	Ν			
		15	Set a baseline for caseloads in different teams and reduce this in the year to best practice levels	Varies by team	Ν			
PROTECTING	Keeping children and	16	Increase the proportion of referrals dealt with within timescales to 75% by March 2017	75%	Ν			
PROT	young people safe	17	Increase the proportion of assessments completed in 40 working days to 75% by March 2017	75%	Y			
		18	Increase the proportion of interviews of missing children completed on time	-	Y			
LIC	Reducing the level of	19	Recruiting 135 unrelated foster carers over the next three years	135 by March 2019	Y			
EFFICIENT PUBLIC	need of our most vulnerable families	20	Reduce the number of children placed out of county and not in neighbouring authorities from 77 to 60 by March 2016	60	Ν			

ENVIRONMENT AND ECONOMY – PERFORMANCE DASHBOARD – Quarter XX 2016-17

	Outcome		Success indicator		Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
	An Infrastructure Strategy for Oxfordshire is delivered	21	a framework that enables the county's planned growth will be produced by March	 Strategy Scoped (5%) Procurement underway (13) Consultant appointed and 1 complete (50%); Strategy work complete (14) 	I Stage	Y	R/A/G	R/A/ G	$\uparrow \\ \leftrightarrow \\ \downarrow$
	High-quality jobs,	22	Oxfordshire is chosen for 35 new investors / re-inv 'high value' (as defined in OxLEP contract)	vestors, 14 of which are	35 / 14	Y			
ECONOMY	and a skilled workforce, are created and sustained	23	We participate in 15 funding bids for innovation su Smart Oxford programme	3 per year	Y				
/ING EC		24	525 additional apprenticeship starts are delivered		525	Y			
THRIVING	Funding for public	25	Value of monies secured in s106 / s278 agreemen identified through the Single Response process	nts as a % of requirements	80%	Y			
	services is maximised	26	No more than 20% of s106 monies are held within payback	n 2 years of potential	<20%	Y			
	OCC's responsibilities for	27	80% of District Council planning applications are ready agreed deadline	responded to within the	80%	Y			
	OCC's responsibilities for _ spatial planning	28	50% of Mineral and Waste applications are determ	mined within 13 weeks	50%	Y			

ENVIRONMENT AND ECONOMY – continued

	Outcome		Success indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
		29	% of highway defects posing an immediate risk of injury are repaired within 24 hours	100%	Ν	R/A/G	R/A/ G	↑↔↓
	Highways are adequately maintained	30	% of highway defects that create a potential risk of injury repaired within 28 calendar days	90%	Ν			
		31	% of the A and B Classified road network where carriageway maintenance should be considered.	28%	Ν			
ECONOMY	Household waste is disposed of	32	59% of household waste is reused, recycled or composted	59%	Ν			
THRIVING EC	efficiently and effectively	34	% of waste from Household Waste Recycling Centres (HWRC) which is recycled	60%	Ν			
Ĩ	Year on year reduction in OCC's carbon equivalent emissions	35	Average 3% year on year reduction in carbon equivalent emissions from Oxfordshire County Council estates and activities	11%	Y			

PUBLIC HEALTH – PERFORMANCE DASHBOARD – Quarter XX 2016-17

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
		36	Conceptions in women aged under 18 per 1,000 females aged 15-17 (teenage conceptions). This reflects calendar year 2015	<=16.8 (189)	Y	R/A/ G	R/A/ G	t↔↓
PLE		37	Percentage of mothers who receive a universal face to face contact at 28 weeks or above	Q1 55% Q2 60% Q3 62% Q4 65%	Ν			
ABLE PEOPLE		38	Percentage of births that receive a face to face New Birth Visit (NBV) within 10-14 days by a Health Visitor	93-95% (each quarter)	Ν			
PROTECTING VULNERABLE	Ensuring children have a	39	Percentage of births that receive a face to face New Birth Visit (NBV) completed	95%	Ν			
CTING	healthy start in life	40	Percentage of children who received a 12 month review	93-95% each 1/4	Ν			
PROTE		41	Percentage of children who received a 2-2.5 year review	93-95% each ¼	Ν			
		42	Percentage of infants for whom breastfeeding status is recorded at 6-8 week check	95.0%	Ν			
		43	Babies breastfed at 6-8 weeks of age (County). No individual CCG locality should have a rate of less than 55%)	63.0%	Ν			
		44	% of Mothers who received a Maternal Mood Review in line with the local pathway by the time the infant is aged 8 weeks.	93.0%	Ν			

PUBLIC HEALTH – continued

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
		45	Of people aged 40-74 who are eligible for health checks once every 5 years, at least 15% are invited to attend during the year. No CCG locality should record less than 15% and all should aspire to 20%.	15%	Y	R/A/ G	R/A/ G	t↔↓
		46	Take-up of invitation for NHS Health Checks should exceed national average (2015-16 = 51.7% nationally) and aspire to 55% in year ahead. No CCG locality should record less than 50%.	>51.7% (Aspire 55%)	Y			
PEOPLE		47	Number of the eligible population, aged 40-74, who received their NHS Health Check	Q1 3724 (3939) Q2 7448 (7877) Q3 10722 (11816) Q4 14896 (15755)	Y			
		48	Number of people who have received a health check that were identified as high cardiovascular risk (heart attack, stroke, diabetes)	Q1 186 (197) Q2 372 (394) Q3 558 (591) Q4 745 (788)	Y			
/ULNE	improving quality of life in	49	Number of people quitting smoking for at least 4 weeks should exceed 2015-16 baseline by at least 10% (15-16 baseline = 1923)	> 2115	Y			
PROTECTING VULNERABLE	later years	50	Number of users of OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months, as a percentage of the total number of opiate users in treatment.	> 4.5% 5% end year Aspire 6.8% long term	Y			
PR		51	Number of users on NON-OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months, as a percentage of the total number of non-opiate users in treatment.	< 26.2% 30% end year Aspire 37.3% long term	Y			
	-	52	All drugs: successful completions	2015-16 national average: 15.2%	Y			
		53	Successful completions as a % of the total Number in Treatment (ALCOHOL)	39.2% 2015/16 national average	Y			

PUBLIC HEALTH – continued

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
RABLE		54	National Childhood Measurement Programme (NCMP) - obesity prevalence in Reception year	Maintain <7%	Ν	R/A/G	R / A / G	t↔↓
PEOPLE	Preventing chronic disease	55	National Childhood Measurement Programme (NCMP) - obesity prevalence in Year 6. No district population should record more than 19%	<=16%	Ν			
ECTING	by tackling obesity	56	National Childhood Measurement Programme (NCMP) - % of all children measured in Reception (coverage)	90%	Ν			
PROTE		57	National Childhood Measurement Programme (NCMP) - % of all children measured in Year 6 (coverage)	90%	Ν			

CORPORATE SERVICES – PERFORMANCE DASHBOARD – Quarter 3 2016-17

	Outcome		Success Indicator	Target	Cumulativ e Target Y/N	Last ¼ RAG	Current RAG	Outlook
EFFICIENT PUBLIC SEERVICES	Communities are encouraged to help themselves with support from the County Council, strengthening the role of individual citizens and communities	58	OCC effectively uses a variety of mechanisms including active participation in the democratic system, being part of Town and Parish Councils, volunteering in their local community and receiving support from the providers of the Council's Voluntary & Community Sector Infrastructure Contract. Also through direct service delivery under the Oxfordshire Together programme and using communications and services facilitated by OCC libraries.	-	Ν	R / A / G	R / A / G	↑↔↓

OXFORDSHIRE FIRE & RESCUE SERVICE – PERFORMANCE DASHBOARD – Quarter XX 2016-17

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
	20,000 businesses given advice and support to grow	59	833 businesses given advice and support, per quarter.	833	Y	R/A/G	R/A/ G	↑↔↓
PEOPLE	85,000 children and young adults (to include looked after children) to be better educated to lead safer and healthier lives	60	3,542 children and young adults to be better educated to lead safer and healthier lives, per quarter	3,542	Y			
PROTECTING VULNERABLE P	37,500 vulnerable children and adults helped to lead more secure and independent lives, supported by safe and wellbeing visits	61	1,562 vulnerable children and adults helped to lead more secure and independent lives, supported by safe and wellbeing visits per quarter	1,562	Y			
PROTEC'	To deliver 1.6 million specific safety messages to contribute towards promoting a safer community, across all social media platforms	62	To deliver 66,666 specific safety messages across all social media platforms, per quarter.	66,666	Y			

OXFORDSHIRE FIRE & RESCUE SERVICE - continued

	Outcome		Success Indicator	Targ et	Cumulative Target Y/N	Last ¼ RAG	Current RAG	Outlook
EFFICIENT PUBLIC SEERVICES	6,000 more people alive as a result of our prevention, protection and emergency response activities	63	250 more people alive as a result of our prevention, protection and emergency response activities per quarter	250	Y	R/A/G	R / A / G	↑↔↓
	When a fire occurs we aim to send the	aim to send the	80%	Y				
	nearest fire engine in the quickest time possible	65	95% of emergency call attendances to be made within 14 minutes, per quarter	95%	Y			

FINANCIAL REPORTS – Quarter XX 2016-17

SOCIAL AND COMMUNITY SERVICES

	Success Indicator		Position at end Dec 2016	On Target?	Notes
	Actual expenditure for Adult Social Care and Joint Commissioning is in line with the latest agreed budget	< 2.0% of net budget			
Performance	Actual expenditure Fire and Rescue, Emergency Planning and Community Safety is in line with the latest agreed budget Actual Pooled Budget Reserves (as at 31 March 2017)	<2.0% of net budget			
Financial P	Other Directorate Reserves (as at 31 March 2017) Number of 2016/17 budget virements requested requiring Council	-			
Ë	approval as they were a change in policy Planned savings for 2016/17 assumed in the MTFP have been achieved	- 100% achieved			

CHILDREN EDUCATION & FAMILIES

	Success Indicator	Target	Position at end Dec 2016	On Target?	Notes
	Actual expenditure for Education & Learning is in line with the latest	< 2.0%			
	agreed budget	of net budget			
(I)	Actual expenditure for Children's Social Care is in line with the latest	<2.0%			
Performance	Actual expenditure for Children's Social Care is in line with the latest agreed budget	of net			
ma		budget			
for	Actual expenditure Children, Education & Families Central costs is in line with the latest agreed budget	<2.0%			
Per		of net			
a		budget			
Financial	School Reserves (as at 31 March 2017)	-			
Ë	Directorate Reserves (as at 31 March 2017)	-			
	Number of 2016/17 budget virements requested requiring Council approval as they were a change in policy				
	Planned savings for 2016/17 assumed in the MTFP have been	100%			
	achieved	achieve			

ENVIRONMENT & ECONOMY

	Success Indicator	Target	Position at end of Dec 2016	On Target?	Notes
	Actual expenditure for Strategy and Infrastructure is in line with the latest agreed budget				
ance	Actual expenditure for Commercial Services is in line with the latest agreed budget				
al Performance	Actual expenditure for Oxfordshire Customer Services is in line with the latest agreed budget	< 2.0% of net budget			
Financial	Directorate Reserves (as at 31 March 2017)	-			
L.	Number of 2016/17 budget virements requested requiring Council approval as they were a change in policy				
	Planned savings for 2016/17 assumed in the MTFP have been achieved	100% achieved			

PUBLIC HEALTH

	Success Indicator	Target	Position at end Dec 2016	On Target ?	Notes
nance	Actual expenditure is in line with the latest agreed budget	< 2.0% of gross budget			
orm	Actual Directorate Reserves (as at 31 March 2017)	-			
ial Perf	Number of 2016/17 budget virements requested requiring Council approval as they were a change in policy	-			
Financi	Planned savings for 2016/17 assumed in the MTFP have been achieved	100& achieved			

CORPORATE SERVICES

Success Indicator			Position at end Dec 2016	On Target?	Notes
nce	Actual expenditure is in line with the latest agreed budget				
rma	Actual Directorate Reserves (as at 31 March 2017)				
Financial Perfor	Number of 2016/17 budget virements requested requiring Council approval as they were a change in policy	-			
	Planned savings for 2016/17 assumed in the MTFP have been achieved	100% achieve d			

CORPORATE

Success Indicator	Target	Based on position at end Dec 2016	On Target?	Notes
Actual expenditure for the Council is in line with the latest agreed budget	< 2.0% of net budget			
Cross Directorate Reserves (as at 31 March 2017)	-			
Corporate Reserves (as at 31 March 2017)				
Capital Reserves (as at 31 March 2017)	-			
Cash Flow Reserves (as at 31 March 2017)	-			
General balances as a proportion of the original gross budget (£798m for 2016/17)	-			
Total reserves as a proportion of the original gross budget (£798m for 2016/17)	-			
Capital programme use of resources compared to programme agreed in February 2016	90%			
Capital programme expenditure realisation rate				

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CORPORATE (continued)

Success Indicator	Target	Based on position at end Dec 2016	On Target?	Notes
Year to date debtor invoices – all(*)	48 days			
Percentage of debtor invoices cleared in 90 days - Social Care Clients(*)	94%			
Percentage of debtor invoices cleared in 90 days	97%			
Treasury Management Indicators – Average Interest Rate achieved (In - House) compared to Treasury Management Budgeted Rate				
Treasury Management Indicators – Average Annualised Return achieved compared to Benchmark Rate (**) (Pooled Fund)				

(*)The indicators have been modified post IBC to show average debtor days for debtors as a whole including Adult Social Care (previously they were shown separately to general debtors).

(**)Composite of 7 Day LIBID, 7 Day LIBID + 50BPS, IPD Other Balanced Property Funds Index, BofA Merrill Lynch 1-10 Year Non-Gilt Index & BofA Merrill Lynch Euro High Yield ex Financials Index (GBP Hedged).