

**HIGH PEAK BOROUGH COUNCIL**

**Report to the Corporate Select Committee**

**22nd July 2019**

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<b>TITLE:</b>	<b>Fourth Quarter (Provisional Outturn) Financial, Procurement &amp; Performance Review 2018/19</b>
<b>EXECUTIVE COUNCILLOR:</b>	<b>Cllr Alan Barrow – Executive Councillor for Corporate Services and Finance</b>
<b>CONTACT OFFICERS:</b>	<b>Claire Hazeldene - Finance Vanessa Higgins - Performance</b>
<b>WARDS INVOLVED:</b>	<b>Non-Specific</b>

**Appendices Attached**

- **Appendix A – 2018/19 – Fourth Quarter Financial Report**
- **Appendix B – 2018/19 – Fourth Quarter Procurement Report**
- **Appendix C – 2018/19 – Fourth Quarter Performance Report**

**1. Reason for the Report**

- 1.1 The purpose of this report is to inform members of the Council's overall performance and financial position for the period ended 31st March ("Fourth Quarter 2018/19")

**2. Recommendations**

- 2.1 It is recommended that the Corporate Select Committee request that the Executive:
- Note the Fourth Quarter 2018/19 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report
  - Approve the allocation of the surplus on the General Fund Revenue Account to reserves as explained in Appendix A (paragraph 2.10)
  - Approve the carry forward unspent revenue budget as described in Appendix A (Paragraph 2.13)
  - Approve the carry forward unspent capital budget as set out in Appendix A (Paragraph 7.6 and 8.4)

### 3. Executive Summary

3.1 This report summarises the Council's performance and financial position after considering service activity up to the end of the Fourth Quarter (i.e. 31st March 2019).

3.2 Detailed analysis is provided in Appendix A (Finance), Appendix B (Procurement) & Appendix C (Performance).

3.3 The position can be summarised as follows:

Subject	Headline	Reference
Finance	<p>The headlines for the fourth quarter are:</p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> <li>At the Quarter Four stage the General Fund provisional outturn for 2018/19 is an underspend of £1,381,989.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The overall general fund efficiency target was of £581,000 for 2018/19. A small shortfall of £56,743 has been carried forward to be achieved in 2019/20. The HRA 2018/19 efficiency target of £245,000 has been achieved through the reduction in minimum revenue provision when setting the MTFP.</li> </ul> <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> <li>The Housing Revenue Account is in surplus (against budget) by £1,409,779</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The General Fund Capital Programme budget for 2018/19 as revised in February 2019 is £4.62 million. The outturn is £3.99 million which represents an underspend of £0.63 million, half of which relates to revised vehicle procurement scheduling.</li> <li>The HRA Capital Programme for 2018/19 as revised in February 2019 is £4.07 million. The outturn is £3.38 million which represents a £0.69 million underspend.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 31st March 2019 totalled £14.4 million.</li> <li>Council borrowing at 31st March 2019 totalled £66.8 million.</li> <li>The Council's net interest general fund budget is marginally underspent by £57,298 with a £34,660 surplus on the HRA</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>98.43% of council tax was collected by 31st March 2019, compared to 98.35% for the same period last year.</li> <li>99.09% of Business Rates was collected by 31st March 2019 compared with 98.74% for the same period last year.</li> <li>At the end of Quarter 4 the value of sundry debt over 60 days old was £184,465 which compares to £182,066 at 31st March 2018</li> </ul>	Appendix A
Procurement	<p>The headlines for the fourth quarter are:</p> <ul style="list-style-type: none"> <li>22 procurement activities were completed</li> <li>At the 31st March 2019, 64% of procurement activity undertaken was on the forward plan and the Council paid 95% of its invoices within 30 days</li> </ul>	Appendix B

Subject	Headline	Reference
Performance	<p>The headlines for the fourth quarter are:</p> <ul style="list-style-type: none"> <li>• 61% of the key performance indicators met target, with 45% better than target</li> <li>• Of the 22 Priority Actions within the Corporate Plan, seven are completed, one is awaiting a decision, and the remainder being classified as 'Green'; and</li> <li>• The Council received 223 complaints, 294 comments and 167 compliments in the Fourth Quarter. Repeat complaints and response times both on track</li> </ul>	Appendix C

#### **4. How this Report Links to Corporate Priorities**

- 4.1 The successful delivery of all corporate priorities is dependent upon the effective management of performance and financial resources, which is the subject of this report.

#### **5. Options and Analysis**

- 5.1 Detailed analysis is contained within the appendices

#### **6. Implications**

- 6.1 Community Safety - (Crime and Disorder Act 1998)  
None

- 6.2 Workforce  
None

- 6.3 Equality and Diversity/Equality Impact Assessment  
This report has been prepared in accordance with the Council's Equality and Diversity policies.

- 6.4 Financial Considerations  
There are substantial financial considerations contained throughout the report.

- 6.5 Legal  
None

- 6.6 Sustainability  
None

- 6.7 External Consultation  
None

## 6.8 Risk Assessment

There are a number of risks to the financial position presented, which are identified and explained in the financial report attached at Appendix A.

**ANDREW P STOKES**  
**Executive Director (Transformation) & Chief Finance Officer**

**Web Links and  
Background Papers**

**Location**

**Contact details**

Various background working papers

Buxton Town Hall

Claire Hazeldene  
01538 395400 Ext. 4191  
Vanessa Higgins  
01538 395400 Ext. 4195