

# STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

## Report to Cabinet

30th July 2019

<b>TITLE:</b>	<b>Fourth Quarter Financial, Procurement and Performance Review 2018/19</b>
<b>PORTFOLIO HOLDER</b>	<b>Cllr Sybil Ralphs – Council Leader</b>
<b>CONTACT OFFICERS:</b>	<b>Claire Hazeldene - Deputy Director and Head of Finance Vanessa Higgins – Information Business Partner</b>
<b>WARDS INVOLVED:</b>	<b>Non-Specific</b>

### Appendices Attached

- **Appendix A (2018/19 – Fourth Quarter (Provisional Outturn) 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 2019 ("Fourth Quarter 2018/19")

### **2. Recommendations**

- 2.1 It is recommended that the Cabinet:
- 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 2.9); and
    - the proposals to carry forward unspent capital budget as set out in Appendix A (paragraph 5.6)

### **3. Executive Summary**

- 3.1 This report summarises the Council's financial, procurement and performance 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) and 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 £777,487.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The overall efficiency target for 2018/19 was £830,000. There was a shortfall of £422,973 against target which has been offset in the year by the overall General Fund underspend without the need to use the Council's earmarked efficiency programme reserve. The Efficiency Programme was reprofiled when setting the Budget &amp; MTFP in February.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The revised Capital Programme budget for 2018/19 was set at £3.59 million as part of the MTFP presented in February 2019. The provisional outturn is £2.23 million which represents an underspend of £1.36 million. Of this £0.77million relates to reprofiling of spend on vehicle and plant acquisitions and £0.34million to an underspend against the provision for Disabled Facility Grants.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 31st March 2019 totalled £7.6 million. The Ascent loan and debenture currently stands at £19 million.</li> <li>Council borrowing at 31 March 2019 totalled £11 million (relates to the Ascent loan)</li> <li>The Council's net interest receipts were £59,851 above budget.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>98.66% of Council Tax was collected by 31 March 2019 (98% target exceeded), compared to 98.60% for the same period last year.</li> <li>99.13% of Business Rates was collected by 31 March 2019 (98.1% target exceeded) compared with 98.54% for the same period last year.</li> <li>At the end of Quarter Four debt that was over 60 days old was £70,434 which compares with £110,423 at 31st March 2018 (5% reduction target exceeded).</li> </ul>	Appendix A
Procurement	<p>The headlines for the Fourth Quarter are:</p> <ul style="list-style-type: none"> <li>15 procurement activities were completed</li> <li>The Procurement forward plan includes 61 procurement activities for completion in 2019/20 (either SMDC only or joint)</li> <li>At the 31st March 2019, 64% of procurement activity undertaken was on the forward plan and the Council paid 92% of its invoices within 30 days during the year</li> </ul>	Appendix B

Subject	Headline	Reference
Performance	<p>The headlines for the Fourth Quarter are:</p> <ul style="list-style-type: none"> <li>• 79% of the key performance indicators met target (performance has improved from last year in respect of 45% of the indicators)</li> <li>• Of the 25 Priority Actions within the Corporate Plan, six are complete, two are still to commence, three are rated amber, one rated red the remainder being classified as 'Green'; and</li> <li>• The Council received 98 complaints, 184 comments and 82 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

Moorlands House

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