

**HIGH PEAK BOROUGH COUNCIL**

**Report to the Corporate Select Committee**

**30th September 2019**

<b>TITLE:</b>	<b>First Quarter Financial, Procurement &amp; Performance Review 2019/20</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 – 2019/20 – First Quarter (Provisional Outturn) Financial Report**
- **Appendix B – 2019/20 – First Quarter Procurement Report**
- **Appendix C – 2019/20 – First Quarter Performance Report**
- **Appendix D – 2019/20 – First Quarter Write Offs (Confidential)**

**1. Reason for the Report**

- 1.1 The purpose of this report is to inform the Committee of the Council's overall performance and financial position for the period ended 30th June ("First Quarter 2019/20")

**2. Recommendations**

- 2.1 It is recommended that the Corporate Select Committee note:

- The First Quarter 2019/20 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report; and
- The proposed writes offs as attached in Appendix D

**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 first quarter (i.e. 30th June 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 First Quarter are:</p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> <li>At the Quarter One stage the General Fund provisional outturn for 2019/20 is a forecast small overspend of £58,810.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The 2019/20 general fund efficiency target of £714,000 has already been exceeded with £800,000 of savings achieved to date.</li> </ul> <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> <li>The Housing Revenue Account is forecast at the Quarter 1 stage to be in surplus (against budget) by £16,144</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The General Fund Capital Programme budget for 2019/20 as revised is £7.90 million. The outturn is anticipated to be on target at the Q1 stage.</li> <li>The HRA Capital Programme for 2019/20 as revised is £4.41 million. At the Quarter 1 stage the outturn is expected to be £4.01 million which represents a £0.4 million underspend.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 30th June 2019 totalled £13.5 million.</li> <li>Council borrowing at 30th June 2019 totalled £66.8 million.</li> <li>The Council's net interest general fund budget is forecast to be overspent by £60,980 with a £25,050 surplus on the HRA</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>29.64% of Council Tax was collected by 30th June 2019, compared to 29.47% for the same period last year.</li> <li>30.01% of Business Rates was collected by 30th June 2019 compared with 31.12% for the same period last year.</li> <li>At the end of Quarter 1 the value of sundry debt over 60 days old was £178,520 which compares to £461,117 at 30th June 2018</li> </ul>	Appendix A
Procurement	<p>The headlines for the First Quarter are:</p> <ul style="list-style-type: none"> <li>30 procurement activities were completed</li> <li>At the 30th June 2019, 50% of procurement activity undertaken was on the forward plan and the Council paid 95% of its invoices within 30 days</li> </ul>	Appendix B
Performance	<p>The headlines for the First Quarter are:</p> <ul style="list-style-type: none"> <li>Target was met for 60% of the key performance indicators</li> <li>Of the 15 Priority Actions within the Corporate Plan, one is awaiting a decision, and the remainder being classified as 'Green'</li> <li>The Council received 47 complaints, 51 comments and 24 compliments in the First 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

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