

# STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

## Cabinet

8 October 2019

<b>TITLE:</b>	<b>First Quarter Financial, Procurement and Performance Review 2019/20</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 (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) – EXEMPT**

### **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 30th June 2019 ("First Quarter 2019/20")

### **2. Recommendations**

- 2.1 It is recommended that Cabinet:

- 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
- Approve the proposed write offs set out in Appendix D

### **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 first quarter (i.e. to 30th June 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 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 projected outturn for 2019/20 is an overspend of £52,590.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The 2019/20 general fund efficiency target of £842,000 has almost been achieved with £830,690 of savings achieved to date.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The revised Capital Programme budget for 2019/20 is £5.8 million including the carry forward of capital underspends from 2018/19. The projected outturn for the year is £5.8 million at this early stage.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 30th June 2019 totalled £9.1 million. The Ascent loan and debenture currently stands at £19 million.</li> <li>Council borrowing at 30th June 2019 totalled £11 million</li> <li>The Council's net interest receipts are projected to be £18,010 above budget.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>28.62% of Council Tax was collected by 30th June 2019 compared to 28.99% for the same period last year.</li> <li>29.38% of Business Rates was collected by 30th June 2019 compared with 29.63% for the same period last year.</li> <li>At the end of Quarter One debt that was over 60 days old was £72,400 which compares with £82,560 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>14 procurement activities were completed</li> <li>The Procurement forward plan includes 70 procurement activities for completion in 2019/20 (either SMDC only or joint)</li> <li>At the 30th June 2019, 50% of procurement activity undertaken was on the forward plan and the Council paid 94% of its invoices within 30 days during the year</li> </ul>	Appendix B
Performance	<p>The headlines for the first quarter are:</p> <ul style="list-style-type: none"> <li>71% of the key performance indicators met target</li> <li>Of the 18 Priority Actions within the Corporate Plan, two are still to commence, four are rated amber, one rated red the remainder being classified as 'Green'</li> <li>The Council received 20 complaints, 47 comments and 13 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 main body of the Report.

#### **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

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