

**HIGH PEAK BOROUGH COUNCIL**

**Report to the Corporate Select Committee**

**25th November 2019**

<b>TITLE:</b>	<b>Second 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 – Second Quarter (Provisional Outturn) Financial Report**
- **Appendix B – 2019/20 – Second Quarter Procurement Report**
- **Appendix C – 2019/20 – Second 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 30th September (“Second Quarter 2019/20”)

**2. Recommendations**

- 2.1 It is recommended that the Corporate Select Committee:

- Note the Second Quarter 2019/20 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report

**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 Second Quarter (i.e. 30th September 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:

<b>Subject</b>	<b>Headline</b>	<b>Reference</b>
Finance	<p>The headlines for the Second Quarter are:</p> <p>Performance against Budget</p> <ul style="list-style-type: none"> <li>• At the Quarter Two stage the General Fund provisional outturn for 2019/20 is a forecast surplus of £252,870.</li> </ul> <p>Efficiency Programme</p> <ul style="list-style-type: none"> <li>• The 2019/20 general fund efficiency target of £714,000 (General Fund) has already been exceeded with £900,000 of savings achieved to date.</li> </ul> <p>Housing Revenue Account</p> <ul style="list-style-type: none"> <li>• The Housing Revenue Account is forecast at the Quarter 2 stage to be in surplus (against budget) by £1,467,100.</li> </ul> <p>Capital Programme</p> <ul style="list-style-type: none"> <li>• The General Fund Capital Programme budget for 2019/20 as revised is £7.99 million. The outturn is anticipated to be £1.84 million underspent at the Q2 stage.</li> <li>• The HRA Capital Programme for 2019/20 as revised is £4.41 million. At the Quarter 2 stage the outturn is expected to be £2.93 million which represents a £1.48 million underspend.</li> </ul> <p>Treasury Management</p> <ul style="list-style-type: none"> <li>• Cash investments held at 30th September 2019 totalled £21 million.</li> <li>• Council borrowing at 30th September 2019 totalled £66.8 million.</li> <li>• The Council's net interest general fund budget is forecast to be in surplus by £20,500 with a £35,430 surplus on the HRA</li> </ul> <p>Revenue Collection</p> <ul style="list-style-type: none"> <li>• 56.79% of Council Tax was collected by 30th September 2019, compared to 57.10% for the same period last year.</li> <li>• 59.11% of Business Rates was collected by 30th September 2019 compared with 60.25% for the same period last year.</li> <li>• At the end of Quarter 2 the value of sundry debt over 60 days old was £165,340 which compares to £156,120 at 30th September 2018</li> </ul>	Appendix A
Procurement	<p>The headlines for the Second Quarter are:</p> <ul style="list-style-type: none"> <li>• 14 procurement activities were completed</li> <li>• At the 30th September 2019, 52% of procurement activity undertaken was on the forward plan and the Council paid 96% of its invoices within 30 days</li> </ul>	Appendix B
Performance	<p>The headlines for the Second Quarter are:</p> <ul style="list-style-type: none"> <li>• Targets for 57% of the key performance indicators were met</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 74 complaints, 143 comments and 61 compliments in the Second 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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