

**STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL**

**Cabinet**

**8 October 2024**

<b>TITLE:</b>	<b>First Quarter – Finance, Procurement &amp; Performance</b>
<b>PORTFOLIO HOLDER:</b>	<b>Councillor C Wood - Portfolio Holder for Finance</b>
<b>CONTACT OFFICER:</b>	<b>Elaine Hallworth - Principal Commissioning and Procurement Officer, Keith Pointon- Head of Finance Tanya Cooper - Head of Organisational Development and Transformation</b>
<b>WARDS INVOLVED:</b>	<b>Non- Specific</b>

**Appendices Attached –**

- **Appendix A (2024/25) – First Quarter (Financial Report)**
- **Appendix B (2024/25) – First Quarter (Procurement Report)**
- **Appendix C (2024/25) – First Quarter (Performance Report)**
- **Appendix D (CONFIDENTIAL) – First Quarter (Write offs)**

**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 30 June 2024 (“First Quarter 2024/25”).

**2. Recommendations**

- 2.1 It is recommended that Cabinet:

- Note the First Quarter 2024/25 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report.
- Approves the 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. 30 June 2024).

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><b>The Finance headlines for the First Quarter are:</b></p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> <li>• At the first quarter stage the General Fund is forecast to be £914,760 overspent for the year.</li> <li>• After funding and reserves are applied, the deficit is forecast to be £189,610.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>• The efficiency target for the year is £250,000 – at this early stage in the year this is assumed to be achieved. The report contains some narrative around the focus of the themed streams.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>• The revised Capital Programme budget for 2024/25 is £23.984million including the carry forward of capital underspends from 2023/24 and new approved projects.</li> <li>• The projected outturn at first quarter stage is to be on target.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>• Cash investments held at 30 June 2024 totalled £15.99million.</li> <li>• Council borrowing at 30 June 2024 totals £11.5million, with a maturing of £3million due in July.</li> <li>• A shortfall of £32,500 is anticipated against the Council's net interest income budget.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>• 28.66 % of Council Tax was collected by 30 June 2024 compared to 28.80% for the same period last year.</li> <li>• 29.02% of Business Rates was collected by 30 June 2024 compared to 29.53% for the same period last year.</li> <li>• At the end of the first quarter sundry debtor income over due by more than 60 days was £32,030, compared to £536,773 (included a single large invoice of £513,008) for the same period last year.</li> </ul>	Appendix A
Procurement	<p><b>The Procurement headlines for the First Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 15 procurement activities were completed</li> <li>• The Procurement forward plan included 88 procurement activities for completion in 2024/25 (either SMDC only or joint)</li> <li>• At the 30 June 2024, 94% of procurement activity undertaken was on the forward plan.</li> </ul>	Appendix B
Performance	<p><b>The Performance headlines for the First Quarter are:</b></p>	Appendix C

	<ul style="list-style-type: none"> <li>• 68% of the key performance indicators on track</li> <li>• The Council closed 22 complaints and received 30 comments and 2 compliments</li> </ul>	
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#### 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. **Alternative Options**

- 5.1 Detailed Analysis is contained within the main body of the Report.

#### 6. **Implications**

6.1	<u>Community safety, including safeguarding and prevention of terrorism</u> None
6.2	<u>Workforce</u> None
6.3	<u>Equality and Diversity/Equality Impact Assessment</u> This report has been prepared in accordance with the Council's Equality and Diversity policies.
6.4	<u>Financial Considerations</u> There are substantial financial considerations contained throughout the report.
6.5	<u>Legal</u> None
6.6	<u>Climate Change and Sustainability</u> None
6.7	<u>Conservation and Enhancement of Biodiversity</u> <u>None</u>
6.8	<u>Consultation</u> None
6.9	<u>Risk Assessment</u> There are a number of risks to the financial position presented, which are identified and explained in the financial report attached at Appendix A.

Martin Owen  
**Executive Director (Resources)**

**Web Links and  
Background Papers**

Report appendices A-C

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**7. Detail**

**7.1**