

## STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

### Report to Cabinet

1 August 2017

<b>TITLE:</b>	<b>First Quarter Financial, Procurement and Performance Review 2017/18</b>
<b>PORTFOLIO HOLDER</b>	<b>Cllr Sybil Ralphs – Leader</b>
<b>CONTACT OFFICERS:</b>	<b>Claire Hazeldene – Finance &amp; Procurement Vanessa Higgins - Performance</b>
<b>WARDS INVOLVED:</b>	<b>Non-Specific</b>

#### Appendices Attached:

- **Appendix A (2017/18 – First Quarter Financial Report)**
- **Appendix B (2017/18 – First Quarter Procurement Report)**
- **Appendix C (2017/18 – First 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 June 2017 ("First Quarter 2017/18"); and

#### **2. Recommendations**

- 2.1 That Cabinet note the First Quarter 2017/18 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report.
- 2.2 That Cabinet approve:
- The in advance pension contribution payment of £1.9m covering a period of 3 years (2017/18 – 2019/20) in order to receive a discount of £100,000.
  - In order to fund the payment, an additional drawdown of £1.34m from general fund contingency reserves in 2017/18.

### 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. 30th June 2017).

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>The General Fund budget for 2017/18 is forecast to be £315,110 underspent at the Quarter 1 stage</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The overall efficiency target of £661,000 for 2017/18, is projected to be achieved at the first quarter stage. However, this is dependent on the progression of key efficiency programmes. Any shortfall can be funded using the earmarked reserve established to meet some of the one-off/short-term costs incurred in implementing the programme.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The Capital Programme budget for 2017/18 is £3.37 million including the carry forward of capital underspends from 2016/17. The projected outturn is £2.86 million which represents an underspend of £508,000 relating to Disabled Facilities Grants</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 30th June 2017 totalled £6.2 million. The Ascent loan and debenture currently stands at £19 million.</li> <li>Council borrowing at 30th June 2017 totalled £13.2 million (£12 million of which relates to the Ascent loan)</li> <li>The Council's net interest receipts budget is projected to be on target at quarter 1 stage.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>29.7% of Council Tax was collected by 30th June 2017, compared to 29.8% for the same period last year.</li> <li>28.9% of Business Rates was collected by 30 June 2017 compared with 28.8% for the same period last year.</li> <li>At the end of quarter one the value of sundry debt that was over 60 days old was £151,780 which compares with £272,230 at 30th June 2016</li> </ul>	Appendix A
Procurement	<p><b>The procurement headlines for the First Quarter are:</b></p> <ul style="list-style-type: none"> <li>22 procurement activities were completed</li> <li>The procurement forward plan includes 47 procurement activities for 2017/18 (either SMDC only or joint)</li> <li>At the 30th June 2017, 70% 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><b>The performance headlines for the First Quarter are:</b></p> <ul style="list-style-type: none"> <li>80% of the key performance indicators are on track</li> </ul>	Appendix C

	<ul style="list-style-type: none"> <li>• Of the 23 Priority Actions within the Corporate Plan, two are still to commence, 2 are complete, the remainder being classified as 'Green'; and</li> <li>• The Council received 51 complaints, 98 comments and 31 compliments in the First Quarter. Repeat complaints and response times both on track</li> </ul>	
--	--	--

#### **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