

## **HIGH PEAK BOROUGH COUNCIL**

### **Report to The Executive**

**15th February 2018**

<b>TITLE:</b>	<b>Third Quarter Financial, Procurement &amp; Performance Review 2017/18</b>
<b>EXECUTIVE COUNCILLOR:</b>	<b>Cllr Emily Thrane – Executive Councillor for Finance &amp; Operational Services</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 - 2017/18 – Third Quarter Financial Report**
- **Appendix B - 2017/18 – Third Quarter Procurement Report**
- **Appendix C - 2017/18 – Third 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 31st December 2017 ("Third Quarter 2017/18")

### **2. Recommendations**

- 2.1 It is recommended that The Executive:

- Note the third quarter 2017/18 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3

### **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 third quarter (i.e. 31st December 2017).
- 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><b>The Finance headlines for the Third 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 underspent by £1,260,760 at the Quarter 3 stage.</li> <li>The underspend is required to be ring-fenced to support an additional drawdown against reserves in 2018/19 to account for the impact of business rates appeals and reliefs</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The overall efficiency target of £310,000 for 2017/18 is projected to be achieved at the third quarter stage – with £225,250 achieved to date. However, this is dependent on the progression of key efficiency programmes.</li> </ul> <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> <li>The Housing Revenue Account is forecast to be in surplus by £1,169,190 - £659,000 of which contributes to ongoing Financial Improvement Plan savings.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The Capital Programme budget for 2017/18 is £6.1m including the carry forward of capital underspends from 2016/17. The projected outturn is £4.2m which represents an underspend of £1.9m relating to the reprofiling of asset management plan schemes</li> <li>The HRA Capital Programme for 2017/18 is £4.15 million, with spend forecast to be £0.34m underspent against budget at Quarter 3.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 31st December 2017 totalled £21.9 million.</li> <li>Council borrowing at 31st December 2017 totalled £72.2 million.</li> <li>The Council's net interest receipts general fund budget is projected to be underspent by £17,000, with a £80,000 underspend on the HRA</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>85.2% of council tax was collected by 31st December 2017, compared to 85.6% for the same period last year.</li> <li>81.9% of business rates was collected by 31st December 2017 compared with 83.0% for the same period last year</li> <li>At the end of Quarter 3 the value of sundry debt over 60 days old was £266,422 which compares to £273,073 at 31st December 2016</li> </ul>	Appendix A
Procurement	<p><b>The Procurement headlines for the Third Quarter are:</b></p> <ul style="list-style-type: none"> <li>22 procurement activities were completed (1 high value (greater than £172,000) – gas servicing and solid fuel service contract)</li> <li>The procurement forward plan includes 69 procurement activities currently scheduled for 2017/18 (either HPBC only or joint)</li> <li>At the 31st December 2017, 67% of procurement activity undertaken was on the forward plan and the Council paid 96% of its invoices within 30 days</li> </ul>	Appendix B

Subject	Headline	Reference
Performance	<p><b>The Performance headlines for the Third Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 59% of the key performance indicators are on track</li> <li>• Of the 19 Priority Actions within the Corporate Plan, one is rated 'amber', one is awaiting a decision, the remainder being classified as 'Green'; and</li> <li>• The Council received 64 complaints, 54 comments and 50 compliments in the Third 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**  
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**Web Links and  
Background Papers**

**Location**

**Contact details**

Various background working papers

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