

**STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL**

**Finance and Performance Committee**

**23 July 2024**

<b>TITLE:</b>	<b>Fourth Quarter – Finance, Procurement &amp; Performance Report</b>
<b>PORTFOLIO HOLDER:</b>	<b>Councillor C Wood - Portfolio Holder for Finance</b>
<b>CONTACT OFFICER:</b>	<b>Keith Pointon – Head of Finance Tanya Cooper – Head of OD and Transformation</b>
<b>WARDS INVOLVED:</b>	

**Appendices Attached –**

- **Appendix A (2023/24) – Fourth Quarter (Financial Report)**
- **Appendix B (2023/24) – Fourth Quarter (Procurement Report)**
- **Appendix C (2023/24) – Fourth Quarter (Performance Report)**
- **Appendix D (CONFIDENTIAL) – Fourth 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 31st March (“Fourth Quarter 2023/24”).

**2. Recommendation**

- 2.1 It is recommended that the Committee:

- Note the Fourth Quarter 2023/24 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report;
- Recommend for approval the proposal of reserve movements in Appendix A (Paragraph 2.15);
- Recommend for approval the proposals to carry forward unspent capital budget as set out in Appendix A (Paragraph 5.6);
- Recommended for approval the inclusion of our Decision Notice fee within our Fees and Charges document. (Paragraph 8.1); and
- Recommend for approval 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 Fourth Quarter (i.e. 31<sup>st</sup> March 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 Fourth Quarter are:</b></p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"><li>At the Fourth Quarter stage the General Fund provisional outturn for 2023/24 is an overspend of £416,265.</li></ul> <p><i>Efficiency Programme</i></p> <p>There is no new savings target in the 2023/24 budget.</p> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"><li>The revised Capital Programme budget for 2023/24 is £7.27 million including the carry forward of capital underspends from 2022/23.</li><li>The provisional outturn for the year at Quarter Four is £6.98 million showing an underspend of £0.295million.</li></ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"><li>Cash investments held at 31 March 2024 totalled £13.2 million.</li><li>Council borrowing at 31 March 2024 totals £7.6 million</li><li>The Council's net interest income receipts for the year is to exceed the budget by £0.98 million.</li></ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"><li>98.54 % of Council Tax was collected by 31 March 2024 compared to 98.3% for the same period last year.</li><li>99.2% of Business Rates was collected by 31 March 2024 compared to 98.8% for the same period last year.</li><li>At the end of the Fourth Quarter, debt that was over 60 days old was £27,590 which compares with £29,808 for the same period last year.</li></ul>	Appendix A

Procurement	<p><b>The Procurement headlines for the Fourth Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 20 procurement activities were completed.</li> <li>• The Procurement forward plan included 48 procurement activities for completion in 2023/24 (either SMDC only or joint).</li> <li>• At the 31 March 2024, 94% of procurement activity undertaken was on the forward plan.</li> </ul>	Appendix B
Performance	<p><b>The Performance headlines for the Fourth Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 68% of the key performance indicators on track.</li> <li>• The Council closed 66 complaints and received 239 comments and 36 compliments.</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. 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> None
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

**Contact details**

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