

# **HIGH PEAK BOROUGH COUNCIL**

The Executive

4<sup>th</sup> November 2024

|                              |   |
|------------------------------|---|
| <b>TITLE:</b>                | <b>Second Quarter Financial, Procurement &amp; Performance Review 2024/25</b>             |
| <b>EXECUTIVE COUNCILLOR:</b> | <b>Cllr Alan Barrow – Executive Councillor for Corporate Services and Finance</b>         |
| <b>CONTACT OFFICERS:</b>     | <b>Keith Pointon – Head of Finance<br/>Tanya Cooper – Head of OD &amp; Transformation</b> |
| <b>WARDS INVOLVED:</b>       | <b>Non-Specific</b>   |

## **Appendices Attached**

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

## **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<sup>th</sup> September 2024 ("Second Quarter 2024/25").

## **2. Recommendations**

- 2.1 It is recommended that the Executive:

- Notes the Second Quarter 2024/25 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report; and
- Approve the write-offs set out in Appendix D.

## **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. 30<sup>th</sup> September 2024).
- 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:

| Subject     | Headline   | Reference  |
|-------------|--|------------|
| Finance     | <p><b>The Finance headlines for the Second Quarter are:</b></p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> <li>At the Second Quarter stage the General Fund outturn for 2024/25 is projected to be £271,890 underspent</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>There is a target of £150,000 within the Efficiency Programme for 2024/25. This is to be achieved under the themed areas: Asset Management Plan, Income and Charges, Project Management, Recruitment and Retention, and Council Controlled Companies, each led by a Head of Service. Progress is reported against the Income and Charges stream.</li> </ul> <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> <li>The Housing Revenue Account is predicted to be in deficit (against budget) by £71,610 at the Quarter Two stage.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The General Fund Capital Programme budget for 2024/25 as revised is £14.776 million. The projected outturn is currently forecast to be £2.473 million underspent compared to budget at the Quarter Two stage.</li> <li>The HRA Programme for 2024/25 is £10.487 million. The projected outturn is forecast to be £0.161 million overspent compared to budget.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 30 September 2024 totalled £23.9 million.</li> <li>Council borrowing at 30 September 2024 totalled £69.3 million.</li> <li>The Council's net interest costs are forecast to be £493,150 over budget on the general fund and £258,000 over budget on the HRA.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>55.36% of Council Tax was collected by 30 September 2024, compared to 55.66% for the same period last year</li> <li>58.55% of Business Rates was collected by 30 September 2024 compared with 57.7% for the same period last year.</li> <li>At the end of Quarter Two, the value of sundry debt over 60 days old was £36,637 which compares to £26,183 at 30 September 2023.</li> </ul> | Appendix A |
| Procurement | <p><b>The Procurement headlines for the Second Quarter are:</b></p> <ul style="list-style-type: none"> <li>29 procurement activities were completed.</li> <li>The Procurement forward plan includes 83 procurement activities for completion/start in 2024/25 (either HPBC only or joint).</li> <li>At 30 September 2024, 95.83% of procurement activity undertaken was on the forward plan.</li> </ul>  | Appendix B |
| Performance | <p><b>The Performance headlines for the Second Quarter are:</b></p> <ul style="list-style-type: none"> <li>67% of the key performance indicators on track, with 65% performing better than at this point in the previous year.</li> <li>The Council closed 120 complaints, received 111 comments and 26 compliments in the Second Quarter.</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  
Environmental and sustainability implications are contained and discussed throughout the body of the report.

- 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.

**MARTIN OWEN**  
**Executive Director (Resources)**

**Web Links and  
Background Papers**

**Location**

**Contact details**

Appendices A-D

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