

## **Performance, Finance and Customer Focus Overview and Scrutiny Committee**

**Wednesday 12 June 2019**

### **PRESENT:**

Councillor Kelly, in the Chair.  
Councillor Winter, Vice Chair.  
Councillors Derrick, Dreaan (substituting for Ms Watkin), Mrs Johnson, Murphy (substituting for Hendy), Pengelly (substituting for Wigens) and Vincent.

Co-opted Representatives:

Apologies for absence: Councillors Hendy (Councillor Murphy substituting), Wigens (Councillor Pengelly substituting) and Ms Watkin (Councillor Dreaan Substituting).

Also in attendance: Jamie Sheldon (Democratic Advisor), Councillor Lowry (Cabinet Member for Finance), Andrew Loton Senior Performance Advisor and Paul Looby (Head of Financial Planning and Reporting).

The meeting started at 3.00 pm and finished at 5.00 pm.

*Note: At a future meeting, the Panel will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

#### **54. To Note the Appointment of the Chair and Vice Chair**

The Committee noted the appointment of Councillor Kelly as Chair and Councillor Winter as Vice Chair for the forthcoming municipal year 2019/ 2020.

#### **55. Declarations of Interest**

There were no declarations of interest made by Members in accordance with the code of conduct.

#### **56. Minutes**

Members agreed the minutes of the meeting held on 20 March 2019 as an accurate record.

#### **57. Chair's Urgent Business**

Under this item the Chair discussed the approach to recommendations and how all recommendations would be taken after each item and be open and transparent. The Chair also discussed with members the possibility of changing the time of the Performance, Finance and Customer Focus Overview and Scrutiny Committee from 3pm to 2pm to be in line with other Scrutiny Committees.

Members agreed the change of time from 3pm to 2pm for all future Performance, Finance and Customer Focus Overview and Scrutiny Committees.

58. **Terms of Reference**

Under this item the Chair highlighted to Members the creation of the new Overview and Scrutiny Management Committee and drew attention to the specific terms of reference for the Performance, Finance and Customer Focus Overview and Scrutiny Committee.

Members noted the terms of reference document.

59. **Corporate Performance and Finance Outturn Report (To Follow)**

Councillor Mark Lowry (Cabinet Member for Finance), Paul Looby (Head of Financial Planning) and Andrew Loton (Senior Performance Advisor) presented the Corporate Performance and Finance Outturn Report -

- (a) In terms of performance against the Corporate Plan, this report provided analysis of quarter four (January to March 2019) performance against the Council's key performance indicators (KPIs), providing a detailed performance update against the Corporate Plan priorities.
- (b) This report formed part of the Council's Performance Framework and was a key part of our aim to achieve a 'golden thread' from the Corporate Plan and its KPIs, through to service and team level business plans, and ultimately to individual objectives.
- (c) The Council's gross revenue budget for 2018/19 was £501.679m which after allowing for income and grants was £185.556m. The financial outturn position before any adjustments was an overspend of £1.117m against the budget set in February 2018. Assuming the transfers to and from reserves a breakeven position will be declared i.e. an outturn of £185.556m.
- (d) In comparison to 2017/18 the overspend before any adjustments (e.g. the use of section 106 grants) was £2.411m. This year represents an improvement although the £1.117m will be drawn from the Council's working balance with the aim to repay this sum during the financial year starting 1 April 2019. This will be reflected within the developing Medium Term Financial Plan.
- (e) This report proposed a number of adjustments to the financial accounts following the financial review always undertaken by the Section 151 Officer at the end of the year. Decisions made as part of this report will feed into the Council's annual Statement of Accounts which was subject to external audit. The external audit was expected to commence at the start of July 2019 with the final accounts approved and signed off by our external auditors at the end of July 2019.

- (f) As at 31 March 2019 the Working Balance stood at £8.050m and the final Capital outturn position is £98.963m. The Working Balance has a recommended minimum set at 5% of the net revenue budget.
- (g) This minimum was approved by Council. Due to the continued pressures felt, the Council has had to make further use of its Working Balance reducing it to 4.3% of the net revenue budget.

The key areas of questioning from Members related to –

- the total savings target for 2019/2020 and the total of all extra grants;
- how do funds go back into the Working Balance;
- the Climate Change Emergency Plan;
- strategic Projects across Plymouth;
- acquisition of assets;
- Electoral Services Processes and Procedures.

The Committee noted the report.

The Committee requested Monthly Finance Monitoring reports to be circulated to members and a report to come to each Committee meeting.

#### 60. **Draft Work Programme**

The Performance, Finance and Customer Focus Overview and Scrutiny Committee agreed to schedule the following items -

- Monthly Finance reports;
- Procurement Services update;
- Electoral Processes/ Performance data;
- Carbon Initiative;
- Communication Review report;
- The Homelessness Strategy;
- Street Services;
- People Directorate.

The Committee noted Work Programme.