

## **HIGH PEAK BOROUGH COUNCIL**

### **The Executive**

**6 August 2020**

<b>TITLE:</b>	<b>Fourth Quarter Financial, Procurement and Performance Review</b>
<b>EXECUTIVE COUNCILLOR:</b>	<b>Councillor Alan Barrow - Executive Councillor for Corporate Services and Finance</b>
<b>CONTACT OFFICER:</b>	<b>Keith Pointon - Interim Head of Finance Vanessa Higgins – Information Business Partner</b>
<b>WARDS INVOLVED:</b>	<b>Non-Specific</b>

- **Appendices Attached**
- **Appendix A – 2019/20 – Fourth Quarter Financial Report**
- **Appendix B – 2019/20 – Fourth Quarter Procurement Report**
- **Appendix C – 2019/20 – Fourth 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 March ("Fourth Quarter 2019/20")

#### **2. Recommendation**

- 2.1 It is recommended that the Executive:

- Note the Fourth Quarter 2019/20 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of this covering report; and
- Recommend for approval the allocation of the surplus on the General Fund Revenue Account to reserves as explained in Appendix A (paragraph 2.10)
- Recommend for approval the proposal to carry forward unspent revenue budget as described in Appendix A (Paragraph 2.13)
- Recommend for approval the proposals to carry forward unspent capital budget as set out in Appendix A (Paragraph 6.5 and 7.4)

#### **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 March 2020).

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 Fourth Quarter are:</b></p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> <li>At the Quarter Four stage the General Fund provisional outturn for 2019/20 is an underspend of £295,441.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>The 2019/20 revised efficiency target of £714,000 (General Fund) has been exceeded with £867,000 of savings achieved to date.</li> </ul> <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> <li>The Housing Revenue Account is in surplus (against budget) by £2,114,450 at the Quarter Four (provisional outturn) stage.</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The General Fund Capital Programme budget for 2019/20 as revised is £5.33 million. The outturn is £4.7 million, representing an underspend of £0.62 million at year end.</li> <li>The HRA Programme for 2019/20 as revised is £2.7 million. The outturn is £2.55 million which represents a £0.15 million underspend.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 31<sup>st</sup> March 2020 totalled £20.5 million.</li> <li>Council borrowing at 31<sup>st</sup> March 2020 totalled £66.8 million.</li> <li>The Council's net interest general fund budget is in surplus by £112,079 with a £25,112 surplus on the HRA</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>98.41% of Council Tax was collected by 31<sup>st</sup> March 2020, compared to 98.43% for the same period last year.</li> <li>98.39% of Business Rates was collected by 31<sup>st</sup> March 2020 compared with 99.09% for the same period last year.</li> <li>At the end of Quarter Four the value of sundry debt over 60 days old was £162,981 which compares to £184,465 at 31<sup>st</sup> March 2020</li> </ul>	Appendix A

Procurement	<p><b>The Procurement headlines for the Fourth Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 21 procurement activities were completed</li> <li>• The Procurement forward plan includes 67 procurement activities for completion/start in 2020/21 (either HPBC only or joint)</li> <li>• At the 31<sup>st</sup> March 2020, 67% of procurement activity undertaken was on the forward plan and the Council paid 97% of its invoices within 30 days</li> </ul>	Appendix B
Performance	<p><b>The Performance headlines for the Fourth Quarter are:</b></p> <ul style="list-style-type: none"> <li>• 64% of the key performance indicators met target, with 49% better than target</li> <li>• The Council received 120 complaints, 325 comments and 119 compliments in the Fourth 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. **Alternative Options**

- 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 Climate Change  
None

6.7 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.

CLAIRE HAZELDENE  
**Acting Executive Director (Finance and Customer Services)**

**Web Links and  
Background Papers**

Appendices A-C

**Contact details**

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