

## **HIGH PEAK BOROUGH COUNCIL**

### **Report to the Corporate Select Committee**

**30<sup>th</sup> November 2020**

|                              |   |
|------------------------------|---|
| <b>TITLE:</b>                | <b>Second Quarter Financial, Procurement &amp; Performance Review 2020/21</b>                     |
| <b>EXECUTIVE COUNCILLOR:</b> | <b>Cllr Alan Barrow – Executive Councillor for Corporate Services and Finance</b>                 |
| <b>CONTACT OFFICERS:</b>     | <b>Keith Pointon – Interim Head of Finance<br/>Vanessa Higgins – Information Business Partner</b> |
| <b>WARDS INVOLVED:</b>       | <b>Non-Specific</b>   |

#### **Appendices Attached**

- **Appendix A (2020/21 – Second Quarter (Financial Report))**
- **Appendix B (2020/21 – Second Quarter (Procurement Report))**
- **Appendix C (2020/21 – Second Quarter (Performance Report))**
- **Appendix D (2020/21 – 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 30th September ("Second Quarter 2020/21")

#### **2. Recommendations**

- 2.1 It is recommended that the Corporate Select Committee:

- Note the Second Quarter 2020/21 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 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 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 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 projected outturn for 2020/21 is an overspend of £451,070.</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>At Quarter Two £86,000 of savings have been taken against the 2020/21 revised efficiency target of £257,000 (General Fund).</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 surplus (against budget) by £771,660 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 2020/21 as revised is £5.05 million. The projected outturn is £3.39 million, representing an underspend of £1.66 million – mostly in respect of programme slippage due to Covid19</li> <li>The HRA Programme for 2020/21 as revised is £5.4 million. The projected outturn is £4.6 million which represents a £0.8 million underspend - mostly in respect of programme slippage.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 30 September 2020 totalled £30.9 million.</li> <li>Council borrowing at 30 September 2020 totalled £66.8 million.</li> <li>The Council's net interest costs are forecast to be as budgeted for the HRA and £26,320 under for the general fund.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>55.72% of Council Tax was collected by 30 September 2020, compared to 56.79% for the same period last year.</li> <li>52.36% of Business Rates was collected by 30 September 2020 compared with 59.11% for the same period last year.</li> <li>At the end of Quarter Two the value of sundry debt over 60 days old was £238,850 which compares to £165,340 at 30 June 2019</li> </ul> | Appendix A |
| Procurement | <p><b>The Procurement headlines for the Second Quarter are:</b></p> <ul style="list-style-type: none"> <li>24 procurement activities were completed</li> <li>The Procurement forward plan includes 61 procurement activities for completion/start in 2020/21 (either HPBC only or joint)</li> <li>At the 30 September 2020, 76% of procurement activity undertaken was on the forward plan and the Council paid 94% of its invoices within 30 days</li> </ul>  | Appendix B |
| Performance | <p><b>The Performance headlines for the Second Quarter are:</b></p> <ul style="list-style-type: none"> <li>77% of the key performance indicators on track, with 46% better than the previous year.</li> <li>The Council received 31 complaints, 158 comments and 98 compliments in the Second Quarter.</li> <li>Priority Actions - 5 green, 1 completed, remainder yet to commence</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.

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

**Web Links and**  
**Background Papers**

Appendices A-C

**Location**

**Contact details**

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