

HIGH PEAK BOROUGH COUNCIL

Report to the Corporate Select Committee

26th July 2021

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

Appendices Attached

- **Appendix A – 2020/21 – Fourth Quarter Financial Report**
- **Appendix B – 2020/21 – Fourth Quarter Procurement Report**
- **Appendix C – 2020/21 – Fourth Quarter Performance Report**
- **Appendix D – 2020/21 – Fourth 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 31st March ("Fourth Quarter 2020/21")

2. Recommendations

- 2.1 It is recommended that the Corporate Select Committee:

- Note the Fourth 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 allocation of the surplus on the General Fund Revenue Account to reserves as explained in Appendix A (paragraph 2.11)
- Recommend for approval the proposal to carry forward unspent revenue budget as described in Appendix A (Paragraph 2.14)
- Recommend for approval the proposals to carry forward unspent capital budget as set out in Appendix A (Paragraph 6.5 and 7.5)
- 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 Fourth Quarter (i.e. 31st March 2021).

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>The Finance headlines for the Fourth Quarter are:</p> <p><i>Performance against Budget</i></p> <ul style="list-style-type: none"> At the Quarter Four stage the General Fund provisional outturn for 2020/21 is an underspend of £4,921,342 (including £3,360,640 of s31 grants, in respect of Business Rates reliefs, received in advance to be applied in 2021/22) <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> At Quarter 4 £210,000 in savings have been achieved against the 2020/21 revised efficiency target of £257,000 (General Fund) <p><i>Housing Revenue Account</i></p> <ul style="list-style-type: none"> The Housing Revenue Account is in surplus (against budget) by £2,240,494 at the Quarter Four (provisional outturn) stage. <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> The General Fund Capital Programme budget for 2020/21 as revised is £2.7 million. The outturn is £2.8 million, representing an overspend of £0.12 million at year end. The HRA Programme for 2020/21 as revised is £3.97 million. The outturn is £3.73 million which represents a £0.25 million underspend. <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> Cash investments held at 31st March 2021 totalled £28.4 million. Council borrowing at 31st March 2021 totalled £66.8 million. The Council’s net interest general fund budget is in surplus by £32,306 with a £7,984 deficit on the HRA <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> 97.83% of Council Tax was collected by 31st March 2021, compared to 98.41% for the same period last year. 98.11% of Business Rates was collected by 31st March 2021 compared with 98.39% for the same period last year. At the end of Quarter Four the value of sundry debt over 60 days old was £182,978 which compares to £162,981 at 31st March 2020 	Appendix A
Procurement	<p>The Procurement headlines for the Fourth Quarter are:</p> <ul style="list-style-type: none"> 14 procurement activities were completed The Procurement forward plan includes 88 procurement activities for completion/start in 2021/22 (either HPBC only or joint) At the 31st March 2021, 62% of procurement activity undertaken was on the forward plan and the Council paid 95% of its invoices within 30 days 	Appendix B

Performance	<p>The Performance headlines for the Fourth Quarter are:</p> <ul style="list-style-type: none"> • 67% of the key performance indicators met target, with 41% of measures performing better than last year • The Council received 86 complaints, 328 comments and 174 compliments in the Fourth Quarter. 	Appendix C
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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.

JOHN BETTS
Interim Executive Director Finance and Revenues & Benefits

**Web Links and
Background Papers**

Location

Contact details

Appendices A-C

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