

**STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL**

**Cabinet**

**3 August 2021**

<b>TITLE:</b>	<b>Fourth Quarter Financial, Procurement and Performance Review 2020/21</b>
<b>PORTFOLIO HOLDER</b>	<b>Cllr Sybil Ralphs – Council Leader</b>
<b>CONTACT OFFICERS:</b>	<b>Keith Pointon – Head of Finance Vanessa Higgins – Information Business Partner</b>
<b>WARDS INVOLVED:</b>	<b>Non-Specific</b>

**Appendices Attached**

- **Appendix A (2020/21 – Fourth Quarter (Provisional Outturn (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 31<sup>st</sup> March ("Fourth Quarter 2020/21"); and

**2. Recommendations**

- 2.1 It is recommended that the Cabinet:

- 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.
- Approve the allocation of the surplus on the General Fund Revenue Account to reserves as explained in Appendix A (paragraph 2.10)
- Approve the proposal to carry forward unspent revenue budget as described in Appendix A (Paragraph 2.12)
- Approve the proposals to carry forward unspent capital budget as set out in Appendix A (paragraph 5.6)
- Approve the write offs set out in Appendix D

### 3. Executive Summary

3.1 This report essentially summarises the Council's financial, procurement and performance position after considering service activity up to the end of the Fourth Quarter (i.e. 31<sup>st</sup> March 2021).

3.2 Detailed analysis is provided in Appendix A (Finance), Appendix B (Procurement) and 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 Fourth Quarter stage the General Fund provisional outturn for 2019/20 is an underspend of £7,315,520. (including £4,521,710 of s31 grants, in respect of Business Rates reliefs, received in advance to be applied in 2021/22)</li> </ul> <p><i>Efficiency Programme</i></p> <ul style="list-style-type: none"> <li>At Quarter 4 £137,000 in savings have been achieved against the 2020/21 revised efficiency target of £519,000 (General Fund).</li> </ul> <p><i>Capital Programme</i></p> <ul style="list-style-type: none"> <li>The revised Capital Programme budget for 2020/21 is £3.08 million. The outturn for the year is £3.1million; a variance of £0.02 million.</li> </ul> <p><i>Treasury Management</i></p> <ul style="list-style-type: none"> <li>Cash investments held at 31 March 2021 totalled £18.4 million. The Ascent loan currently stands at £14million and the debenture at £5million.</li> <li>Council borrowing at 31 March 2021 totalled £15 million (£14million relates to the Ascent loan)</li> <li>The Council's net interest income receipts were £53,457 surplus above budget.</li> </ul> <p><i>Revenue Collection</i></p> <ul style="list-style-type: none"> <li>98.17% of Council Tax was collected by 31 March 2021 compared to 98.55% for the same period last year.</li> <li>97.35% of Business Rates was collected by 31 March 2021 compared with 99.3% for the same period last year.</li> <li>At the end of the Fourth Quarter debt that was over 60 days old was £65,090 which compares with £70,729 at 31 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>9 procurement activities were completed</li> <li>The Procurement forward plan includes 74 procurement activities for completion in 2021/22 (either SMDC only or joint)</li> <li>At the 31 March 2021, 62% of procurement activity undertaken was on the forward plan and the Council paid 95% of its invoices within 30 days during the year.</li> </ul>	Appendix B
Performance	<p><b>The Performance headlines for the Fourth Quarter are:</b></p> <ul style="list-style-type: none"> <li>70% of the key performance indicators met target (43% of which were better than the previous year)</li> <li>The Council received 52 complaints and 100 compliments in the Fourth Quarter.</li> <li>12 Projects were rated Green,19 grey, 1 Red, 0 Amber, and 3 Blue.</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 main body of the Report.

#### **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**

Report appendices A-C

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