



**Reigate & Banstead**  
BOROUGH COUNCIL  
Banstead | Horley | Redhill | Reigate

<b>SIGNED OFF BY</b>	DOULA PONT, HEAD OF PROJECTS AND PERFORMANCE PAT MAIN, INTERIM HEAD OF FINANCE
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<b>TO</b>	EXECUTIVE
<b>DATE</b>	25 June 2020
<b>EXECUTIVE MEMBERS</b>	COUNCILLOR V. LEWANSKI AND COUNCILLOR T. SCHOFIELD

<b>KEY DECISION REQUIRED</b>	YES
<b>WARDS AFFECTED</b>	ALL

<b>SUBJECT</b>	<b>QUARTERLY PERFORMANCE REPORT (Q4 2019/20)</b>
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<b>RECOMMENDATIONS</b>
<ul style="list-style-type: none"><li>(i) To note the performance and risk management update for the fourth quarter of 2019/20;</li><li>(ii) That the provisional Revenue Budget outturn position for 2019/20 and the transfer of £2.086 million unspent resources to General Fund Reserves is approved;</li><li>(iii) That the provisional Capital Programme outturn position for 2019/20 and the carry-forward of £29.491 million of approved Capital Programme resources to 2021/20 be approved.</li><li>(iv) To approve the new KPIs to be reported on for 2020/21 as detailed in section 5 of the report;</li><li>(v) To approve the new strategic risks for 2020/21 as detailed in section 6 of the report.</li></ul>
<b>REASONS FOR RECOMMENDATIONS</b>
To consider performance and risk management for 2019/20 and 2020/21, as well as to advise Members of the provisional Revenue and Capital expenditure for 2019/20.

## EXECUTIVE SUMMARY

The attached report provides an update on the Council's performance for the fourth quarter of financial year 2019/20 and details the Key Performance Indicators and strategic risks for 2020/21 for the Executive to approve.

The Council's provisional Revenue and Capital Outturn Report for 2019/20 sets out how the Council services performed in monetary terms. The final outturn position will be finalised when the Statement of Accounts for the year are prepared; no material changes are expected.

The Council has been impacted by several financial challenges in 2019/20 however, due to prudent financial management, overall financial performance has not been negatively impacted. These challenges include the delay in reopening the Harlequin Cinema, DWP Housing Benefit Administration Grant reductions, service development pressures in the Finance Team and the emerging impacts of the global pandemic (COVID-19).

**Revenue budget:** The provisional outturn for Service budgets is £0.47m (3.5%) higher than the approved budget; the overall provisional outturn including Central Items is £2.09m (11.9%) lower than budget. Detailed commentaries on each revenue variance are provided in the report.

In view of the Council's net provisional outturn underspend of £2.09m, it is recommended that this resource be transferred to Earmarked Reserves initially to help address unfunded COVID-19 budget pressures with any unspent balance allocated to build up funds in anticipation of the next Pension Fund Revaluation in 2022.

**Capital Programme:** Significant progress has been delivered across a number of major projects which support delivery of the Council's objectives. At year end the 2019/20 Capital programme provisional outturn was £18.96m compared to the approved Budget of £49.11m; the £30.15m variance is 61% below the approved programme for 2019/20. The variance comprises £29.74m slippage and an £0.41m underspend. Detailed commentaries on each Capital scheme variance are provided in the report.

The report was considered by the Overview and Scrutiny Committee on 11 June 2020. The Committee made a number of observations on the report, the detail of which is captured in the minutes of the meeting.

**Executive has authority to approve the above recommendations**