



Wednesday, 30 September 2020

Dear Sir/Madam

A meeting of the Finance and Resources Committee will be held on Thursday, 8 October 2020 Via Microsoft teams, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors: S J Carr (Vice-Chair)
E Cubley
S Easom
G Marshall (Chair)
P J Owen
P D Simpson
P Roberts-Thomson

M Radulovic MBE
P Lally
E Kerry
B C Carr
E Williamson
S A Bagshaw

A G E N D A

1. APOLOGIES

To receive any apologies and notification of substitutes.

2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES

(Pages 1 - 6)

To approve the minutes of the previous meeting held on 9 July 2020

4. REFERENCES

4.1 Community Safety Committee

(Pages 7 - 20)

20 September 2020
Public Conveniences

The Committee considered the current provision of Public Conveniences in the borough

RECOMMENDED to the Finance and Resources Committee that £138,547 be allocated to the upgrading of public conveniences.

4.2 Policy and Performance Committee

(Pages 21 - 22)

1 October 2020
Leisure Facilities Strategy

The recommendation considered by Policy and Performance Committee is below due to the meeting having taken place following the despatch of this agenda. Members will receive an update at the meeting.

NOTE the contents of the Continuum Leisure Facilities Strategy, and RESOLVE (a) to procure external professional financial advice to assess the financial implications and risks associated with the two Bramcote site options for a new leisure centre in the south of Broxtowe, and to RECOMMEND the Finance and Resources Committee approves expenditure of £30,000 to complete this work, 2. (b) That the committee CONSIDERS which of the site options for a Leisure centre site in Northern Broxtowe it wishes to explore further. (c) that the Council continue to work with Chilwell School to assess the leisure facilities options at the School and report back to a future meeting.

4.3 Policy and Performance Committee (Pages 23 - 24)

1 October 2020

Devolution and Local Government Structure Reform

The recommendation considered by Policy and Performance Committee is below due to the meeting having taken place following the despatch of the agenda. Members will receive an update at the meeting.

Recommendation: The Committee RECOMMENDS to the Finance and Resources Committee that a supplementary estimate of up to £30,000 be established for the commissioning of work required in connection with a review of local government structures in Nottinghamshire.

5. GENERAL FUND REVENUE BUDGET VARIATIONS 2020/21 (Pages 25 - 32)

To seek approval for a number of amendments to the General Fund revenue budget for 2020/21.

6. CAPITAL PROGRAMME UPDATE 2020/21 (Pages 33 - 44)

To report upon capital expenditure incurred in 2020/21 up to 31 August 2020 along with the planned financing of the 2020/21 capital programme and to seek approval for a number of capital budget variations in the current financial year.

7. MEDIUM TERM FINANCIAL STRATEGY 2020/21 TO 2024/25 AND BUSINESS STRATEGY 2021/22 TO 2022/23 (Pages 45 - 56)

To present an update on the Council's Medium Term Financial Strategy (MTFS) and to highlight progress with the delivery of the Business Strategy.

8. BUDGET TIMETABLE AND BUDGET CONSULTATION 2021/22 (Pages 57 - 68)

To advise the Committee on the budget consultation process for 2021/22 and to set out the proposed timetable and budget scrutiny process.

9. GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2020/21 (Pages 69 - 74)

To consider requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy.

10. CAPITAL GRANT REQUEST- PHOENIX INHAM FOOTBALL CLUB (Pages 75 - 78)

To consider a request for capital grant aid in accordance with the provisions of the Council's grant aid policy.

11. PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN PROGRESS (Pages 79 - 84)

To report progress against outcome targets and the performance indicators identified in the Business Plans for the support services areas, linked to Corporate Plan priorities and objectives.

12. WORK PROGRAMME (Pages 85 - 86)

To consider items for inclusion in the Work Programme for future meetings.

13. EXCLUSION OF PUBLIC AND PRESS

The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Schedule 12A of the Act.

14. IRRECOVERABLE ARREARS (Pages 87 - 94)

15. ACCELERATED FUNDING REQUEST (Pages 95 - 96)

FINANCE AND RESOURCES COMMITTEE

THURSDAY, 9 JULY 2020

Present: Councillor G Marshall, Chair.

Councillors: S J Carr
E Cubley
T A Cullen (substitute)
S Easom
T Hallam (substitute)
R I Jackson (ex -officio)
E Kerry
P Lally
P J Owen
M Radulovic MBE
P Roberts-Thomson
P D Simpson
E Williamson

Apologies for absence were received from Councillors B C Carr and S A Bagshaw.

DECLARATIONS OF INTEREST

There were no declarations of interest.

MINUTES

The minutes of the meeting held on 5 March 2020 were confirmed as a correct record.

REFERENCES

POLICY AND PERFORMANCE COMMITTEE

1 July 2020

Member Devices

The Committee considered a reference from the Policy and Performance Committee in respect to the provision of ICT devices.

RESOLVED that:

1. **The procurement of the appropriate module for the Committee Management System to allow for secure remote access to Section 12 documents goes ahead.**
2. **Option 1 be adopted with point 4 omitted and an annual review of new technology/licenses to be included.**
3. **It be recommended to the Finance and Resources Committee to include £45,000 in the 2020/21 capital programme as outlined to be funded by a carry forward of £45,500 from 2019/20.**

PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN - SUPPORT SERVICE AREAS - OUTTURN REPORT

The Committee noted a report on the progress against outcome targets identified in the Business Plans for support services areas, linked to Corporate Plan priorities and objectives. It was agreed that data relating to previous financial years should be removed as they related to the previous Corporate Plan. It was confirmed that there would be a review of the information reported. There had been an increase in the amount of people registered to vote. A full written answer would be provided outlining the reasons why.

GRANT AID 2020/21

Members had previously approved grant aid of £73,750 to Citizens Advice Broxtowe (CAB). The resolution included a commitment to award grant aid at this level in both 2019/20 and 2020/21, subject to a suitable Service Level Agreement being in place. This three-year funding settlement was seen to provide some much-needed stability for Citizens Advice Broxtowe and give it a platform to lever in additional funds from other sources. The Committee praised CAB for the work that it does in the community. It was noted that no financial statements had been circulated as yet and these would be shared once received.

GRANT AID REQUEST - TRENT VALE COMMUNITY SPORTS ASSOCIATION AND BEESTON FOOTBALL CLUB

On 9 January 2020, the Committee had approved a capital grant award of £10,000 to Trent Vale Community Sports Association (TVCSA), in conjunction with Beeston Football Club (BFC). This was towards the cost of an ambitious scheme to redevelop sports and community facilities at the sports ground on Trent Vale Road, Beeston Rylands. The total cost of the scheme is £571,686, with the Premier League and Football Facilities Fund having pledged £481,656. TVCSA/BFC had to raise the outstanding funds. A late request for further financial support was submitted as a result.

RESOLVED to approve the capital grant award.

GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS

The Committee considered the requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy. Members praised the groups for the work that they do, particularly during the Covid-19 pandemic. It was confirmed that the Grant Aid Policy would be reviewed as it currently discounted animal charities. An all-party working group would look at this.

It was queried if The Helpful Bureau needed its full £10,000 bid as it had recently received funding through Nottinghamshire County Council.

The following amendment was proposed by Councillor S J Carr and seconded by Councillor T Hallam:

To match the £5,000 grant received last year instead of the proposed £10,000. Further information would be sought as to why the bid was higher than the previous year. The charity could submit another bid for the outstanding amount when the information was provided. The issue would then be discussed at the next Finance and Resources Committee meeting.

Upon being put to the meeting the amendment was carried.

RESOLVED to approve the request in appendix 1 of the report subject to the above amendment.

SECTION 106 ITPS ALLOCATIONS

The Committee was updated on available s.106 Integrated Transport (ITPS) funds and considered utilising some of these to amend the 2020/21 capital programme with an additional contribution to the Bennerley Viaduct scheme and new schemes associated with the Mushroom Farm development in Eastwood; also to support measures for disabled persons in Beeston. A written answer would be provided detailing the proposed bus stop infrastructure upgrades and footpath improvements.

RESOLVED that the amendments to the 2020/21 capital programme set out below in section 4 be approved.

- **To allocate an additional £100,000 to the Bennerley Viaduct proposal.**
- **To allocate £385,000 for upgrades to the existing bus stop infrastructure in the vicinity of the Mushroom Farm development along the A610 corridor. This investment would offer a step-change improvement in the public transport offer in Eastwood, Newthorpe, Giltbrook, Kimberley, Nuthall, Brinsley and Watnall.**
- **£15,000 for improvements to Kimberley Footpath 35**
- **£30,000 for improvements to Strelley Bridleway 4**
- **£20,000 for the introduction of traffic signal controller upgrades at the Sun Inn gyratory**
- **£10,000 for Beeston Shopmobility**
- **£2,000 for wheelchair signage on Broxtowe-owned land near Beeston train station**

TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS - ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2020

Members were updated on treasury management activity and the actual prudential indicators for 2019/20. During 2019/20 the minimum reporting requirements were that an annual treasury management strategy be approved in advance of the year, a mid year report and finally an annual report be produced following the year describing the activity compared to the strategy.

STATEMENT OF ACCOUNTS UPDATE AND OUTTURN POSITION 2019/20

The accounts for 2019/20 had been finalised, subject to audit, and showed an underspend on the General Fund revenue account of £362,388 and an underspending on the Housing Revenue Account (HRA) of £898,758 when compared to the revised estimates. It was hoped that the final, audited 2019/20 accounts would be presented for approval to the Governance, Audit and Standards Committee on 21 September 2020.

Members discussed the various reserves budgets. The reserve budget in respect of Noise Pollution Equipment replacement, was queried as new apps were now available which were admissible in court and would reduce costs. Environmental Health would look at this matter and report back to this Committee. Further information regarding Central support charges (CSCs) to Civic Affairs was requested as was clarification on the transport study. A written answer would be provided.

RESOLVED that:

- 1. The accounts summary for the financial year ended 31 March 2020 subject to audit, be approved.**
- 2. The revenue carry forward requests outlined in section 2 of appendix 1 be approved and included as supplementary revenue estimates in the 2020/21 budget.**
- 3. The capital carry forward requests outlined in appendix 2b be approved and included as supplementary capital estimates in the 2020/21 budget.**

MUSHROOM FARM - ADDITIONAL INDUSTRIAL UNITS

The Committee was updated of progress on the capital scheme to provide additional industrial units at Mushroom Farm. The LEP have indicated that, based on the projected cost of £270,000, they would be prepared to increase their contribution towards the scheme from £124,000 to £160,000 if the Council's contribution were to increase by £15,000 from £95,000 to £110,000. As previously agreed, the cost of the Council's contribution would be financed by borrowing. The site had been a success with businesses on a waiting list for units.

RESOLVED that the 2020/21 capital programme be amended such that the budget for additional industrial units at Mushroom Farm be increased from £219,000 to £270,000 with financing as set out in the report.

FINANCIAL IMPACT OF COVID 19 (2020/21)

The Committee discussed the latest estimates of the financial impact of Covid-19 on the Council's 2020/21 financial position, and the impact on the Council's medium term financial strategy. Financial estimates were being revised on a monthly basis, to reflect the various advice and guidance being issued by the government. The Government had provided a grant of £1,187,365 to provide support to various community groups and to help offset the significant shortfalls in income to the Council. More money was needed, however as the loss of income was far higher.

Leisure Centre's had lost the most income. Councillors agreed it was good news that they had been given the go ahead by Government to re-open. More clarity on proposals for recovery and funding were requested for the next committee meeting.

WORK PROGRAMME

The Committee considered the Work Programme and agreed that a Review of the Voluntary and Community Organisations Grants Policy be submitted to a future meeting.

RESOLVED that the Work Programme, as amended, be approved.

EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

BEESTON SHOP MOBILITY

The Committee considered a report on Beeston Shop Mobility.

RESOLVED that the principle of a deal be considered in accordance with the report and the negotiation of any final deal be delegated to the Deputy Chief Executive in consultation with the Chair of the Finance and Resources Committee.

BEESTON SQUARE PHASE 1 - ANNUAL REPORT 2019/20

The Committee noted details of the Beeston Square 2019/20 financial position.

IRRECOVERABLE ARREARS

Members considered a report on Irrecoverable Arrears.

RESOLVED that the arrears in excess of £1,200 on national non-domestic rates, council tax, rents, housing/council tax benefit overpayment and sundry debtors as set out in the report be written off and to note the exercise of the Deputy Chief Executive's delegated authority under financial regulation 5.9.

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Joint report of the Deputy Chief Executive and the Strategic Director

PUBLIC CONVENIENCES

1. Purpose of report

To inform Members of the current provision of Public Conveniences in the borough, to highlight future maintenance needs and to suggest possible improvements and new provision.

2. Background

Each of the four main Town Centres has one public convenience located within it. Staff within the Environment Department are responsible for keeping the public conveniences clean and stocked on a daily basis whilst responsibility for the ongoing maintenance of the actual building is under the jurisdiction of the Property Services Department.

In addition to the main Town Centre facilities, there is also an additional public convenience at the main Council Offices in Beeston, available during normal office hours.

Further information relating to the provision of public conveniences is shown within Appendix 1. Photographs are given in Appendix 2, and discussion of possible improvements and new provision is given in Appendix 3.

3. Financial implications

There is currently no budgetary provision for the Capital improvement of existing public conveniences, or to provide new facilities. Day to day maintenance and operation is covered by existing approved Revenue budgets.

However, the provision of new or improved facilities directly associated with enhancing public transport interchanges, for example the one at Beeston, could potentially be largely funded through ITPS allocations of which £138,547 is currently unallocated in the South of the Borough.

Recommendation

The Committee is asked to NOTE appendices 1 and 2; to CONSIDER the investment options given in appendix 3 and to RECOMMEND to the Finance and Resources Committee accordingly.

Background papers

Nil

APPENDIX 1

1. Current Public Conveniences in Broxtowe

There are currently five public conveniences within the Borough. All public conveniences are free to use. The public conveniences are located at:

- Nottingham Road, Eastwood Town Centre
- Eastwood Road, Kimberley Town Centre
- The Roaches, Stapleford Town Centre
- Broadgate, Beeston Town Centre
- Main Council Offices, Beeston

All of the public conveniences provided by the Council conform to the Disability Discrimination Act 1995 but none satisfy Changing Places or Space to Change standards (see appendix 3).

2. Opening times and facilities

The table below shows the opening times of the public conveniences and what facilities are located at each site.

Table 1: Public Conveniences in the Borough

Location	Opening Times	Facilities	Baby Change
Beeston, Broadgate	8:30-16:30 Monday to Thursday and Saturday 8:00-16:00 Friday	Female, Unisex, DDA	In the Unisex facility
Beeston Council Offices, Foster Avenue	8:30-17:00 Monday to Thursday 8:30-16.30 Friday	Unisex/DDA	In the Unisex/DDA facility
Kimberley, Main Street	8:00-16:30 Monday to Thursday and Saturday 8:00-16:00 Friday	Male, Female, DDA	N/A
Stapleford, The Roach, Nottingham Road	8:00-16:30 Monday to Thursday and	Male, Female, DDA	In the male and female facility

Location	Opening Times	Facilities	Baby Change
	Saturday 8:00-16:00 Friday		
Eastwood, Nottingham Road	8:00-16:30 Monday to Thursday and Saturday 8:00-16:00 Friday	Male, Female, DDA	In the female facility

The Eastwood, Stapleford and Beeston Broadgate toilets are partially staffed by the Town Centre Attendant with part of their role being to maintain, clean and restock the toilets. The public convenience in Kimberley is unstaffed but is cleaned and restocked each night by an attendant and is opened by the Street Cleansing crew each morning.

3. Anti-Social and Issues Behaviour

Unfortunately, the public conveniences (the four in the main town centres) are a target for anti-social behaviour. The public conveniences at Broadgate and Eastwood are the most targeted. Examples of the anti-social encountered include:

- Graffiti
- Drug Abuse
- Sexual Activity
- Vandalism
- Theft
- Rough Sleepers

Clearly these types activities create a site which is not welcoming and attractive to other site users. It also creates an issue for the attendant who has to clean up any resulting paraphernalia.

Where individuals are found conducting inappropriate behaviour this is reported to the Police. Before the temporary closure of the public conveniences, as part of the programme of measures to help prevent the spread of COVID-19, monitoring of the frequency of anti-social behaviour activities at the public conveniences had just commenced. Unfortunately, no meaningful data is available to report at this stage.

4. Usage of current facilities

In 2015 an exercise was undertaken to establish the use of the current public conveniences at that time. This included the then Beeston Bus Station public conveniences. Counters were affixed to the entrances of each toilet. Due to sites

not being staffed over a weekend, no monitoring was undertaken at Kimberley and Stapleford on a Saturday.

It became apparent as part of the process that the results of the counter exercise could not be taken as a true reflection of how much each site was actually used. The Town Centre Attendants, who were responsible for checking the counters on a daily basis, reported that the counters were being tampered with by being zeroed throughout the day and it is possible the numbers on the counter could have been increased, for example by simply repeatedly moving a hand across the counter.

To help provide more meaningful data observational monitoring by independent persons also took place at each site. This monitoring was undertaken over an hour on each occasion and at varying times throughout the day. No monitoring was undertaken on a Saturday. The results of the monitoring are shown in Table 2.

It is acknowledged that where no people were observed using the public conveniences this is simply down to the fact that no people used them during the observational period, as opposed to these sites not being used at all.

Table 2: Average daily use per public convenience from observations

Public Convenience	Average daily use per hour of male public convenience (number of people)	Average daily use per hour of female public convenience (number of people)	Average daily use of per hour disabled public convenience (number of people)	Average daily use per hour of unisex public convenience (number of people)
Beeston Bus Station	21	13	0	-
Broadgate	-	3	1	4
Stapleford	2	2	0	-
Eastwood	8	7	1	-
Kimberley	2	0	0	-

Note: - indicates this facility isn't available at that particular public convenience. At Broadgate males use the unisex toilet

The toilets are open for 8.5 hours per day. Therefore, by scaling up the figures in Table 2 an approximate usage per day can be ascertained. Table 3 shows the results of this exercise.

Table 3: Scaled up average daily use from actual observations

Public Convenience	Average daily use per hour of male public convenience (number of people)	Average daily use per hour of female public convenience (number of people)	Average daily use of per hour disabled public convenience (number of people)	Average daily use per hour of unisex public convenience (number of people)	Total
Beeston Bus Station	179	111	0	-	290
Broadgate	-	26	9	34	69
Stapleford	17	17	0	-	34
Eastwood	68	60	9	-	137
Kimberley	17	0	0	-	17

Note: - indicates this facility isn't available at that particular public convenience

While the data in Tables 2 and 3 provide an incomplete picture, they indicate the range of use of each of the facilities. In particular, it was clear that the former Beeston Bus Station toilets were used to a much greater extent than the other facilities, and that any strategy for provision of new facilities should probably focus on this location initially.

The bus station has since been demolished and the land now forms part of Phase 2 of the redevelopment of Beeston Town Centre.

The second busiest toilets were those at Eastwood but these may soon be replaced as part of a wider redevelopment plan for the area around and including them.

5. Future maintenance cost of current facilities

The majority of the toilets are in need of improvement and renovation within the next 5-10 years. See **appendix 2** for photographs of the current facilities.

The maintenance of the public conveniences is under the remit of the Property Services Department. Table 4 shows that within the next five to ten years the public conveniences within the Borough will need significant investment of around £35,000 in order to achieve the required standards for the facility.

Table 4: Projected maintenance spend on public conveniences

Public Convenience	Estimated refurbishment spend within 5 years (from 2020/21)	Estimated refurbishment spend within 10 years (from 2020/21)
Broadgate, Beeston	£4,000	£10,000
Kimberley	£6,000	£15,000
Eastwood*	£4,000*	£10,000*
Stapleford	£4,000	£10,000
TOTAL	£14,000*	£35,000*

Note: -* Eastwood toilets are likely to be replaced anyway as part of a wider renewal of the local area and so the costs have been excluded from the TOTAL's

6. Current spend and costs of public conveniences

The costs, such as rates and materials, associated with providing the public conveniences are shown in Table 5. Unfortunately, there is no breakdown of the individual elements to the individual toilets. The total associated costs for 2019/20 was in the region of £40,907.

Table 5: Non-labour costs for 2019/20 for public conveniences

Description	Spend (£)
Repairs & Maintenance	2,197.46
Electricity	1,568.94
NNDR	4,259.43
Water Charges	1,403.30
Sewerage Charges	1,223.92
Cleaning Materials	2,769.45
Towel Supply	263.84
Insurance Premium	511
Human Resources Recharge	4450.91
ICT Recharge	7888.60
Environment Recharge	8169.75
Audit Recharge	104.44
Health & Safety Recharge	814.78
ICT Business Transformation Recharge	567.28
Creditors Recharge	221.74
Capital Charges	4492.54
Total	£40,907.38

Beeston Broadgate Public Convenience

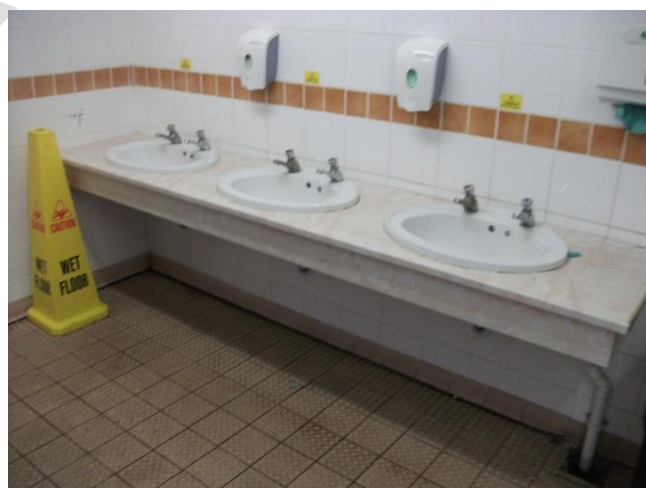
Unisex Toilet – Front View (top) and Rear View (bottom) showing electricity sub-station immediately adjacent



Eastwood Public Convenience



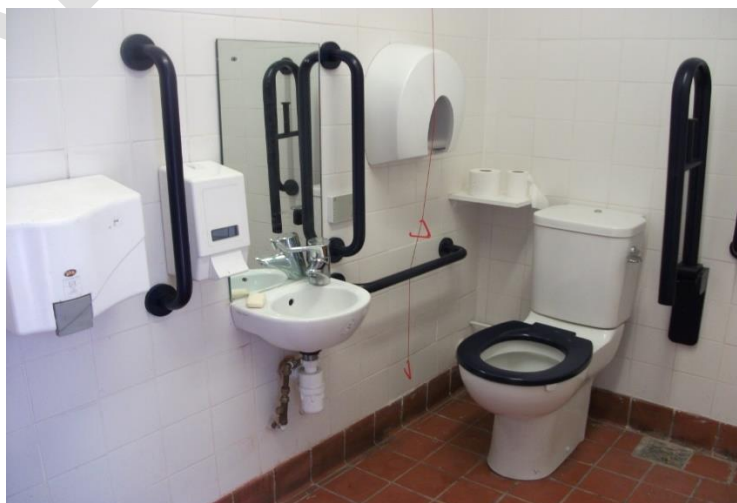
Male Toilets (top) Female Toilets (bottom)



Kimberley Public Convenience



Male Toilets (top left) Female Toilets (top right)



Disabled Toilet

Stapleford Public Convenience



Male Toilets (top) Female Toilets (bottom)



APPENDIX 3

Upgrades – future investment

From appendix 1 and its usage statistics it can be seen that replacement of the toilets at the former Beeston Bus Station and renewal at Eastwood are the investment priorities. However, as the toilets at Eastwood are very likely to be replaced anyway as part of a wider regeneration project then the main immediate priority is Beeston.

Changing Places Toilets

Changing Places toilets are larger accessible toilets for severely disabled people, with equipment such as hoists, curtains, adult-sized changing benches and space for carers. Each toilet requires 12 m² and an ability to summon support. They will become mandatory for new public buildings next year.

<https://www.gov.uk/government/news/changing-places-toilets-for-severely-disabled-people-to-be-compulsory-in-new-public-buildings#:~:text=Changing%20Places%20toilets%20are%20larger,benches%20and%20space%20for%20carers.>



(Image taken from Gov.UK)

Space to Change Toilets

Space to Change toilets bridge the gap between typical 'Document M' DDA-accessible toilets and the ultimate, a Changing Places facility. A Space to Change toilet is meant as a minor upgrade/ refurbishment, to overcome the issues campaigners consistently face when asking for Changing Places: issues of space and cost. Legally providers have to offer at least a wheelchair-accessible toilet*, all they need to do is add into that an adult-sized changing bench and hoist. A Space to Change toilet is 7.5m² (3m x 2.5m).

*Building Regulations Approved Document M 2015 section 5

Consideration of converting Broadgate Toilets to a Changing Places facility

Consideration has been given to converting the Broadgate Toilets to a Changing Places facility. The cost is relatively favourable at £50,000. However, there are some very significant issues which means this course of action is not recommended: -

The internal dimensions (3.8 metres x 3.8 metres minus the necessary plant and storage rooms) are such that one Changing Places toilet would require the whole building. As this facility would have to be restricted access (such as a Radar key) it would deny all other users a public toilet facility at this end of Beeston.

- The alternative would be to allow access for all to this facility which would then be highly prone to vandalism and misuse.
- There is not room to extend the facility at the rear due to the immediate proximity of an electricity sub-station.
- The investment would not provide new facilities adjacent to the Beeston bus/tram interchange and could not therefore be funded through ITPS.
- Broadgate is very much the quieter end of town being away from the larger retail outlets.
- There are no Council staff based nearby who could provide immediate assistance to users in distress.

Provision of a new facility at or adjacent to Beeston bus/tram interchange

The most suitable site is the triangle of land adjacent to the former Explore Learning (Note: The space in front of the grey NET cabinets cannot be used due to maintenance and inspection access requirements): -



The advantages of this site are: -

- Broxtowe Borough Council-owned

- Larger available footprint than Broadgate (7.0m x 6.5m) and makes productive use of an underused space (the cycle parking would remain)
- Adjacent to the Beeston bus/tram interchange and therefore could be largely funded via s.106 ITPS funds of which £138,547 is currently unallocated in the South of the Borough
- Is located much closer to the heart of the Town Centre
- Closer to Broxtowe Borough Council-staff
- Reasonable proximity to water supply / power / drainage

Various options have been explored with various “Superloo” providers and budget prices are given below (please note that a formal tendering exercise would be required prior to placing any order): -

Option	Budget prices	Commentary
Single DDA Toilet	£60,000 to £95,000	Price depends on architectural quality
Dual DDA + Unisex	£85,000 to £105,000	Ditto
Single Changing Places	£140,000	6.2m x 4.2m (fits on site)
Changing Places plus DDA	£100,000 to £160,000	£100,000 is low spec. Length 7.7m to 8.5 m so does NOT fit on site
Space to Change	<i>Awaited</i>	Likely to be cheaper than above and likely to fit on site

Officer recommendations: -

- It is recommended that any provision of a Changing Places or Space to Change facility has restricted access (eg. Radar) to discourage misuse and to reduce vandalism.
- Consequently, it is NOT recommended that only a Changing Places or Space to Change facility is provided as this would not provide for the majority of users. This means the provision of at least a CP or STC plus unisex facility.
- This means that only a STC plus unisex facility will fit, hence this is the recommendation. The cost is likely to be around £100,000 to £140,000 depending on architectural quality.

It is therefore recommended that a budget is set aside of **£140,000** to allow the installation of a high quality Space to Change plus Unisex toilet facility adjacent to the former Explore Learning unit in Beeston. Reflecting its location immediately adjacent to the bus/tram interchange it is suggested that this is largely funded via s.106 ITPS and any shortfall via a new General Fund capital allocation. A formal tendering exercise will be required.

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Report of the Deputy Chief Executive

LEISURE FACILITIES STRATEGY

1. Purpose of report

This report presents the Leisure Facilities Strategy produced by Continuum, our external leisure consultants for member's consideration (see Appendix 1).

2. Detail

Continuum have now completed their work, and will attend the Committee to present the Strategy, and respond to member's questions. The Leisure Facilities Strategy includes an assessment of potential leisure facilities sites across the north and the south of the Borough.

A major development has been the notice of termination of the joint use agreements at Kimberley School, issued by the Chief Executive of the East Midlands Trust (EMET) to the Council on the 23rd April 2020. An initial report which focuses on the various options around leisure provision in the north of Broxtowe, was presented to an extraordinary Policy and Performance Committee during June 2020. Following the recommendations of the June Committee negotiations commenced with Kimberley School, and are still on-going. In order to keep key stakeholders informed on the progress with these negotiations, correspondence between the Chief Executive at EMET and the Deputy Chief Executive, has been circulated to the Leader, Deputy Leader, Chair and Deputy Chair of the Leisure and Health Committee, Chairs of the Finance and Personnel Committees the Managing Director of Liberty Leisure, and the Leader of the Opposition.

Chilwell School are actively seeking funding for a new School, and recently met with the Leader, Deputy Leader, Chair of the Finance Committee, Chief Executive, Deputy Chief Executive, and the Managing Director of Liberty Leisure to discuss future leisure facilities options at the School. The group agreed that the Council would work with the School to assess various leisure facilities at the School

3. Financial implications

The Leisure Facilities Strategy has been developed within the capital budget approved for this work. The recommendations within this report include a request to the Finance and Resources Committee for £30,000 to procure external professional financial advice covering the financial implications and risks associated with the two Bramcote site options for a new leisure centre

Recommendation

The Committee is asked to ;

1. **NOTE** the contents of the Continuum Leisure Facilities Strategy, and **RESOLVE**
 - (a) to procure external professional financial advice to assess the financial implications and risks associated with the two Bramcote site options for a new leisure centre in the south of Broxtowe, and to **RECOMMEND** the Finance and Resources Committee approves expenditure of £30,000 to complete this work,
 2. (b) That the committee **CONSIDERS** which of the site options for a Leisure centre site in Northern Broxtowe it wishes to explore further.
 - (c) that the Council continue to work with Chilwell School to assess the leisure facilities options at the School and report back to a future meeting.

Background papers

Nil

Report of the Chief Executive

DEVOLUTION AND LOCAL GOVERNMENT STRUCTURE REFORM

1. Purpose of report

To request approval for expenditure to respond to a request from the Secretary of State, should it be made, that proposals be put forward for a review of local government structures in Nottinghamshire.

2. Background

The County Council has written to the Secretary of State requesting that he issues an invitation to Nottinghamshire Councils to bring forward proposals for local government reform. The District Councils and the City Council have also written to the Local Government Minister, requesting that a Unitary County option be not the only option considered and that time be allowed for the development of alternatives, should the Secretary of State be minded to issue an invitation.

It is understood that a white Paper on Devolution and Local Recovery is to be published shortly, which may set out some proposals about review of local government structures.

District council leaders have agreed to work together with other partners (including the County and City) to consider alternatives should the Secretary of State require it, and to jointly commission work (which will be a less expensive way of working than individually), to produce evidence in relation to the options, which will be required. A figure of up to £30,000 for each authority may be necessary.

3. Financial implications

The funding of £30,000 will be taken from the council's reserves.

Recommendation

The Committee RECOMMENDS to the Finance and Resources Committee that a supplementary estimate of up to £30,000 be established for the commissioning of work required in connection with a review of local government structures in Nottinghamshire.

Background papers

Nil

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Report of the Deputy Chief Executive

GENERAL FUND REVENUE BUDGET AMENDMENTS 2020/21

1. Purpose of report

To seek approval for a number of amendments to the General Fund revenue budget for 2020/21.

2. Background

Recent government announcements, particularly in response to the Covid-19 pandemic, along with detailed budget monitoring have identified a number of General Fund 2020/21 revenue budgets that need to be amended. There are also a number of other service priorities that will require amendments to the General Fund 2020/21 revenue budget. Details are set out in appendix 1.

The effect of the amendments set out in appendix 1 are summarised in appendix 2 and will be to increase the anticipated withdrawal in 2020/21 from the Council's General Fund balance by £50,850.

There will undoubtedly be a requirement for further General Fund revenue budget amendments in 2020/21, especially in response to the Covid-19 pandemic. These will include a further amendment to the management fee payable to Liberty Leisure to reflect the loss of income incurred by the Council's trading company following the closure of the leisure centres and the income received from the Government's scheme to compensate local authorities for part of the income they have lost from sales, fees and charges.

Details of further General Fund revenue budget amendments for 2020/21 will be presented to the Finance and Resources Committee for approval in due course.

Recommendation

The Committee is asked to RESOLVE that the amendments to the General Fund 2020/21 revenue budget as set out in appendices 1 and 2 be approved.

Background papers

Nil

APPENDIX 1

1. Business Support Grants – Expenditure and Income

The Chancellor of the Exchequer announced two business grant schemes, the Small Business Grants Fund and the Retail, Hospitality and Leisure Grants Fund, on 11 March and 17 March 2020. Detailed guidance as to the eligibility for these grants was subsequently published along with details of the funding that local authorities were to receive and then distribute to eligible businesses.

The Council received funding of £17,914,000 for this and the Revenues and Benefits section in association with Finance Services processed the required payments accordingly.

The Local Authority Discretionary Grant Fund was announced on 1 May 2020, with particular emphasis on supporting small businesses that were not eligible for funding from the other two business support grant schemes and which had high fixed property related costs. The Council received funding of £634,250 to distribute for this scheme.

As directed by the Government, applications for all three schemes closed on 28 August 2020. All payments to those deemed eligible had to be made by 30 September 2020. A reconciliation process would then be undertaken. Any funding not utilised by a local authority would need to be returned and if a local authority incurred more expenditure on the schemes than funding received then it would need to meet the additional cost from its own resources.

It is presently anticipated that the Council will utilise the total funding received for all three schemes in full.

In July 2020 the Council, like most local authorities, received new burdens funding of £130,000 from the Department for Business, Energy and Industrial Strategy (BEIS) for compensate for the costs of administering the Small Business Grants Fund and the Retail, Hospitality and Leisure Grants Fund.

2. Re-Opening High Streets Safely Fund – Expenditure and Income

On 24 May 2020 the Government announced a Re-Opening High Streets Safely Fund to provide £50m of funding for English local authorities to prepare for the reopening of non-essential retail following the Covid-19 pandemic. This funding is intended to support a range of practical safety measures including new signs, street markings and temporary barriers. Local authorities are also to use this money to develop local marketing campaigns to explain the changes to the public and reassure them that their high streets and other commercial areas are safe.

The Council's Re-Opening High Street Safely Fund allocation is £101,458. The Council will be able to claim reimbursement of expenditure incurred up to this sum and it is presently anticipated that the Council's allocation will be utilised in full.

3. Liberty Leisure – Management Fee

The 2020/21 budget for the management fee payable to Liberty Leisure for the provision of leisure and cultural activities across the borough on behalf of the Council is £845,000.

Following the Covid-19 outbreak and the closure of the Council's leisure centres, Liberty Leisure placed almost all of their entire workforce on the Government's Coronavirus Job Retention ('furlough') Scheme (CJRS). This allowed most of the workforce to continue to receive their salary in full with 80% of the cost being reimbursed to Liberty Leisure by the Government.

The Chief Executive (after discussions with the Leader and Deputy Leader of the Council) agreed that the Council would meet the other 20% of the cost for the staff affected by this from April to July 2020 rather than expect Liberty Leisure to meet this cost themselves. This requires the management fee payable to Liberty Leisure for 2020/21 to increase by £134,400 from £845,000 to £979,400.

4. Additional Pay Award (April 2020)

The 2020/21 budget approved by Finance and Resources Committee on 13 February 2020 and then by Council on 4 March 2020 assumed a pay award for employees of 2.0% with effect from 1 April 2020. Following negotiations between local government employer and employee representatives, a 2.75% pay award has now been agreed.

The cost of the additional 0.75% pay award for the General Fund in 2020/21 is estimated to be £81,750.

5. Community Support Grants

Following the outbreak of the coronavirus back in March 2020, the Council made funds available to local groups to support community based work in response to the pandemic. The total sum awarded thus far amounts to £74,000 and budget provision now needs to be established for this.

Further details of the sums awarded to individual groups will be reported to Finance and Resources Committee on 10 December 2020.

6. Homelessness - Miscellaneous

The coronavirus pandemic has resulted in additional costs being incurred to address the impact upon individuals that are either homeless or at risk of becoming homeless.

The miscellaneous expenditure budget of £117,400 for 2020/21 is presently expected to overspend by £78,450. This will be met from a combination of the homelessness reserve and the receipt of various grants referred to elsewhere in this report.

7. Homelessness – Bed and Breakfast

The outbreak of the coronavirus has resulted in significant addition expenditure on bed and breakfast accommodation. The budget for 2020/21 of £60,000 is presently expected to overspend by 50% with an outturn of £90,000 currently projected for the year.

8. Monitoring Officer – Legal Advice

The recent payment of £7,500 to the Independent Person for work involved in investigating a complaint highlighted the fact that there is presently no budget for such costs.

It is therefore proposed that a permanent budget of £20,000 per annum is established from 2020/21 onwards to enable the Monitoring Officer to secure independent legal advice as and when considered necessary.

9. Finance Services – Final Accounts Work 2020/2021

Finance and Resources Committee on 12 July 2018 and 10 October 2019 agreed to include provision in the 2018/19 and 2019/20 budgets for specialist interim accounts staff to assist with the production of the final accounts for 2018/19 and 2019/20 respectively.

This worked successfully with the Council achieving the 31 May 2019 deadline under the Accounts and Audit Regulations (2015) for the production of the draft Statement of Accounts 2018/19 and achieving an unqualified audit opinion and value for money conclusion from the external auditors by the statutory 31 July 2019 deadline.

This also worked successfully with the draft Statement of Accounts 2019/20 presented to the external auditors for examination on 30 June 2020 as agreed in accordance with the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020. A report on the progress of the external audit of the Council's draft Statement of Accounts 2019/20 was presented to the Governance, Audit and Standards Committee on 21 September 2020.

The interim member of staff that was engaged led on the collation of the information required to produce the final accounts for 2018/19 and 2019/20 and was a lead contact in terms of engagement with the external auditors. This enabled other members of the team to conduct their final accounts tasks in conjunction with their other activities.

It is proposed that, given the successful outcomes in 2018/19 and 2019/20, an interim final accounts specialist is appointed to undertake a similar role with regards to the 2020/21 final accounts. As well as ensuring that all the required deadlines are met, this will also provide an opportunity to pass knowledge and skills on to existing members of staff that should allow them to undertake such a role in future. This support would be provided from mid February 2021 through to July 2021 with an anticipated cost of £11,900 in 2020/21 and £23,850 in 2021/22.

10. Local Government Re-Organisation - Consultancy

As reported to Policy and Performance Committee on 1 October 2020, Nottinghamshire County Council are looking to utilise powers expected to be announced in the forthcoming Devolution and Local Recovery White Paper to seek unitary status.

It is proposed that a budget of £30,000 be established in 2020/21 as a contribution towards various consultancy work being procured jointly by all district and borough councils in Nottinghamshire to undertake detailed evaluation of any Nottinghamshire County Council proposal and to seek to identify alternative options.

11. Department for Work and Pensions (DWP) Import File

The process of receiving files containing significant volumes of information from the Department for Work and Pensions (DWP) and their subsequent entry into the Council's financial systems has traditionally been very resource intensive.

The Council has procured a software solution costing £3,250 to allow this process to be automated. This will significantly reduce the amount of resources dedicated to this activity. A budget is therefore required to meet this one-off cost in 2020/21.

12. Covid-19 MHCLG Support

The Ministry of Housing, Communities and Local Government (MHCLG) have so far made available three separate tranches of funding for local authorities to help address financial issues in terms of increased costs and reduced income arising from the coronavirus pandemic.

The Council received an initial £51,030 followed by further sums of £1,136,335 and £165,544 totalling £1,352,909. This now needs to be reflected in the 2020/21 budget.

Further financial support should be received with compensation of 75p for each £1 of sales, fees and charges income lost as a result of the pandemic subject to the Council meeting an initial 5% of the loss when compared to the budget.

13. Interest on Investments

The budget for interest on investments in 2020/21 of £370,00 was based upon the bank rate of 0.75% that was in place during the time of budget preparation. Following the outbreak of the coronavirus pandemic and the anticipated outcome upon financial markets, the Bank of England's Monetary Policy Committee (MPC) subsequently reduced the bank rate to a record low of 0.10%.

This is expected to have a significant impact upon the income that the Council will earn on its investments in 2020/21. Whilst the Council has made a number of longer-term investments in recent years and sought to diversify into areas such as property funds, the amount of investment income received in 2020/21 is presently anticipated to be much less than the original budget and a revision to this is considered necessary.

14. Commercial Property – Rent Income

The 2020/21 budget for rent income from the Council's ownership of properties in Beeston Square is £700,000. The coronavirus pandemic has had a differing impact upon the various tenants. Some tenants were able to continue trading as normal whilst others had to close or severely restrict their operations. Unfortunately, some were forced to cease trading altogether.

The Council has responded to the impact upon tenants by offering the opportunity to defer rents where possible. However, it is inevitable that rental income for the year will be significantly less than the budget. Based upon current projection, rental income is expected to be £596,800 for 2020/21. However, this may change further as a result of the pandemic upon the economy.

In order to assist the tenants, the Council has suspended recovery action and is engaging with each tenant separately to assess their ability to pay their outstanding rent obligations and to agree a schedule of payments.

Overall commercial rents are expected to fall by £536,000.

15. Loss of Income

Planning fees, car parking fees and other fees and charges have all been affected by the Covid-19 pandemic.

Despite further financial support expected to be received from MHCLG where compensation of 75p for each £1 of sales, fees and charges income lost as a result of the pandemic, subject to the Council meeting an initial 5% of the loss when compared to the budget, income will be reduced during 2020/21. Any amendments to the income budgets will be aligned to the impact of the Government's income compensation scheme.

16. Additional Covid-19 costs

Additional resource has been required within the Refuse Collection team to enable collections to be maintained in a safe and secure manner across the borough during the Covid-19 lockdown period. Agency workers have been used to ensure service delivery has been met during this time.

The abrupt change in working practices due to the lockdown period have necessitated an increase in investment in ICT systems and processes. This has enabled the Council's staff to continue to undertake their many and varied roles with no disruption to services.

17. External legal fees for Midland Engine Devco

Members will be aware of this important project impacting on 3 district/borough in the East Midlands, of which Broxtowe is one at the Toto/Chetwynd site. This project involves detailed legal consideration and is likely to require primary legislation as well as commercial and governance advice.

The three districts, North West Leicestershire, Rushcliffe and Broxtowe have jointly instructed external legal advisers who have progressed a first phase consideration and negotiation of a joint agreement between the districts, two counties and the emerging interim development company and are sharing the costs of procuring this work. The next phase will be more detailed and involve draft legislation state aid issues and consideration of powers of the various parties.

This is one of the most complex regeneration projects involving this council in recent years and the Council's external legal fees budget will not be sufficient to finance this single major project and could impact negatively on other legal cases if that budget is exhausted on this single project. Sharing the costs 3 ways helps keep costs down. The initial phase has cost the council about £7,500, and the next phase is likely to be significantly greater, therefore a budget of £20,000 is being established.

APPENDIX 2

Budget Heading	Current Budget (£)	Proposed Budget (£)	GF Budget Change (£)
Business Support Grants - Expenditure	0	18,548,250	18,548,250
Business Support Grants - Income	0	(18,548,250)	(18,548,250)
Re-Opening High Streets Safely - Expenditure	0	101,450	101,450
Re-Opening High Streets Safely - Income	0	(101,450)	(101,450)
COVID-19			
Business Support Grants – New Burdens Funding	0	(130,000)	(130,000)
Covid-19 MHCLG Support	0	(1,352,900)	(1,352,900)
Liberty Leisure – Management Fee	845,000	979,400	134,400
Community Support Grants	0	74,000	74,000
Homelessness - Miscellaneous	117,400	195,850	78,450
Homelessness – Bed and Breakfast	60,000	90,000	30,000
Interest on Investments	(370,000)	(74,000)	296,000
Refuse Collection Agency Staff	356,000	416,000	60,000
Systems improvements	0	15,000	15,000
Planning Income estimated loss of income net of compensation	(580,000)	(494,000)	86,000
Car Park income estimated loss of income net of compensation	(258,500)	(233,500)	25,000
Other Fees and Charges estimated loss of income net of compensation	(220,860)	(202,860)	18,000
Commercial Rents	(989,160)	(453,160)	536,000
Other Changes			
Additional Pay Award (April 2020)	218,000	299,750	81,750
Monitoring Officer – Legal Advice	0	20,000	20,000
Finance Services – Final Accounts Work 2020/21	0	11,900	11,900
Local Government Re-Organisation - Consultancy	0	30,000	30,000
DWP Import File	0	3,250	3,250
External legal fees for Midlands Engine Development Corporation	0	20,000	20,000
Durban House plans – LEP bid (CE use of urgency powers Policy & Performance Committee 1/10/20)	0	5,000	5,000
Rent concessions to Beeston square traders (75% concession for 9 months 2020/21)	0	9,000	9,000
Total	(822,120)	(771,270)	50,850

Report of the Deputy Chief Executive

CAPITAL PROGRAMME 2020/21 UPDATE

1. Purpose of report

To report upon capital expenditure incurred in 2020/21 up to 31 August 2020 along with the planned financing of the 2020/21 capital programme and to seek approval for a number of capital budget variations in the current financial year.

2. Background

Appendix 1 sets out the 2020/21 capital programme on a scheme by scheme basis and shows expenditure incurred on all capital schemes up to 31 August 2020. The 2020/21 capital programme includes schemes totalling £4,238,000 that were carried forward from 2019/20. It also includes all the adjustments to the budgets that were approved by this Committee on 9 July 2020.

Appendix 1 shows that capital expenditure totalling £4,999,425 (or 17.56% of the planned 2020/21 capital programme) had been incurred by 31 August 2020.

Included in the 2020/21 capital programme are schemes totalling £2,663,500 that are on a “reserve list” and will be brought forward for formal approval to proceed once a source of funding is identified.

Appendix 2 sets out how it is anticipated that the 2020/21 capital programme is to be financed along with details of the capital receipts that are likely to be available for capital financing.

Examination of progress against the approved capital programme for 2020/21 along with the receipt of additional information has identified a number of schemes where the budget needs to be amended. Further details are set out in appendix 3.

Recommendation

The Committee is asked to:

1. **NOTE** the expenditure on the 2020/21 capital programme to 31 August 2020 and the planned financing of the 2020/21 capital programme in appendices 1 and 2.
2. **RESOLVE** that the capital budget variations for 2020/21 as set out in appendix 3 be approved.

Background papers

Nil

APPENDIX 1

	Total Budget 2020/21 £	Actual to 31 August £	Expenditure %
<u>CAPITAL EXPENDITURE SUMMARY</u>			
ENVIRONMENT AND CLIMATE CHANGE	1,893,700	233,100	12.31%
LEISURE AND HEALTH	180,250	114,313	63.42%
FINANCE AND RESOURCES	11,243,800	2,923,331	26.00%
HOUSING	11,926,250	1,669,615	14.00%
JOBS AND ECONOMY	553,450	59,065	10.67%
COMMUNITY SAFETY	6,400	0	0.00%
RESERVE LIST	2,663,500	0	0.00%
TOTAL	28,467,350	4,999,425	17.56%

<u>DETAILED SCHEMES</u>			
<u>ENVIRONMENT AND CLIMATE CHANGE</u>			
Brinsley P.C. - Play Area and Parks	4,000	0	0.00%
Nuthall P.C. - Play Area and Parks	500	0	0.00%
Parks and Open Spaces Improvements	42,000	5,080	12.10%
Dovecote Lane Recreation Gr'd-Improvement Works	115,500	5,500	4.76%
Swiney Way Open Space – Improvement Works	42,000	17,019	40.52%
Hall Om Wong – Extended Provision	75,050	76,050	101.33%
Hall Om Wong – Footpath Improvements	11,000	9,024	82.04%
Purchase and Installation of CCTV Cameras	20,000	0	0.00%
Hall Park (Eastwood) – Access Improvements	1,350	1,350	100.00%
Bramcote Ridge – Access Improvements	1,000	0	0.00%
Canalside Heritage Centre – Arts Ark Project	10,000	0	0.00%
Replacement Vehicles & Plant	966,600	96,588	9.99%
Pedestrian Crossing - Hickings Lane	31,500	0	0.00%
St Helen`s Church Gates (Stapleford)	3,200	2,489	77.78%
Bennerley Viaduct	120,000	20,000	16.67%
Bus Stop Infrastructure Upgrade	385,000	0	0.00%
Kimberley Footpath 35 Improvements	15,000	0	0.00%
Strelley Bridleway 4 Improvements	30,000	0	0.00%
Sun Inn Traffic Management Upgrade	20,000	0	0.00%
Total for Environment and Climate Change	1,893,700	233,100	12.31%

	Total Budget 2020/21 £	Actual to 31 August £	Expenditure %
<u>LEISURE AND HEALTH</u>			
BLC – Combined Heat and Power Unit	119,000	79,320	66.66%
KLC – Fire Alarm Smoke and Heat Detectors	11,100	11,110	100.00%
Leisure Centres – Planned Maintenance	4,950	16,645	336.26%
Leisure Facilities Strategy	22,700	7,238	31.89%
Trent Vale Community Sports Association	12,500	0	0.00%
Beeston Shopmobility	10,000	0	0.00%
Total for Leisure and Health	180,250	114,313	63.42%

<u>FINANCE AND RESOURCES</u>			
<u>RESOURCES</u>			
Beeston Square Redevelopment	10,353,900	2,756,351	26.62%
NWOW – Planning, Finance and Estates	124,100	87,896	70.83%
NWOW – Main Reception	100,000	10,979	10.98%
NWOW – New Civic Suite/Customer Services/Staff Accommodation	22,650	4,361	19.25%
NWOW – Data Server Room Re-Location	0	-4,618	N/A
Capital Contingency	23,500	5,000	21.28%
<u>ICT SERVICES</u>			
ICT Replacement Programme	137,200	26,090	19.02%
Technical Infrastructure Architecture	292,900	7,047	2.41%
E Facilities Initiatives	72,500	0	0.00%
VoIP Telephony	50,000	0	0.00%
Committee Administration System	0	8,510	N/A
Revenues and Benefits Self-Service Module	21,500	21,715	101.00%
Member ICT Devices	45,550	0	0.00%
Total for Finance and Resources	11,243,800	2,923,331	26.00%

<u>HOUSING</u>			
Disabled Facilities Grants	869,150	37,534	4.32%
Nottinghamshire Warm Homes on Prescription	26,750	0	0.00%
Dementia Friendly Bungalows – Willoughby St	265,250	159,941	60.30%
Central Heating Replacement	1,392,950	147,882	10.62%
Housing Modernisation Programme	2,067,500	372,779	18.03%
Major Relets	45,100	10,000	22.17%
Aids and Adaptations – Disabled Persons	452,400	50,269	11.11%
Window and Door Replacement	292,800	19,557	6.68%
External Pre-Paint Repairs and Decoration	562,350	8,656	1.54%
Electrical Periodic Improvement Works	305,250	55,141	18.06%
External Works-Paths Pavings & Hard Standings	211,800	30,708	14.50%
Fire Safety Assessment and Remedial Work	367,700	30,872	8.40%
Structural Remedial Repairs	105,000	5,000	4.76%

	Total Budget 2020/21 £	Actual to 31 August £	Expenditure %
Asbestos Surveys and Remedial Works	106,000	7,131	6.73%
Garage Refurbishment	252,300	13,800	5.47%
HRA Stock Condition Survey	34,150	5,925	17.35%
Redwood Crescent (Beeston) - Pocket Park	3,300	0	0.00%
NWOW – Housing Section	27,250	5,169	18.97%
HRA Acquisition of Properties	2,090,100	667,151	31.92%
New Build Housing Feasibility Costs	164,850	41,200	24.99%
New Build – Oakfield Road	700,000	0	8.57%
New Build – Fishpond Cottage	600,000	0	13.83%
New Build – Chilwell/Watnall Garage Sites	900,000	0	11.11%
Housing Delivery Plan Officer Posts	56,400	0	0.00%
HRA Contingency	27,900	900	3.23%
Total for Housing	11,926,250	1,669,615	14.00%

<u>JOBS AND ECONOMY</u>			
Walker Street (Eastwood) - Transport Feasibility Study	20,000	0	0.00%
HS2 Potential Extension Studies	100,000	0	0.00%
Former Stapleford Police Station Redevelopment	128,800	27,474	21.33%
Town Centre Wi-F (Beeston, Kimberley, Eastwood)	34,650	9,191	26.53%
Mushroom Farm – New Industrial Units	270,000	22,400	8.30%
Total for Jobs and Economy	553,450	59,065	10.67%

<u>COMMUNITY SAFETY</u>			
Beeston Weir - Life Saving Equipment	6,400	0	0.00%
Total for Community Safety	6,400	0	0.00%

<u>SCHEMES AWAITING 2020/21 FUNDING</u>			
Car Park Resurfacing	25,000	0	0.00%
BLC – Main Pool Filter Media Replacement	15,000	0	0.00%
BLC - Refurbishment of Fitness Gym Changing Rooms	38,500	0	0.00%
BLC – Replacement of Teaching Pool Filter	25,000	0	0.00%
BLC - Replacement of Flat Roofs	176,000	0	0.00%
BLC - Replacement of Teaching Pool Windows	33,000	0	0.00%
BLC - Replacement of Main Pool Windows	93,500	0	0.00%
BLC - Replacement Intruder Alarm	20,000	0	0.00%
BLC - Refurbishment of Pool Surrounds	80,000	0	0.00%
BLC - Replacement of High Voltage Transformer	57,000	0	0.00%
BLC – Replacement Heating Valves	22,500	0	0.00%
BLC – Replacement Hot Water Calorifier	20,000	0	0.00%
KLC – Spinning Studio Conversion	30,500	0	0.00%
KLC – Replace Pipe Work (Plant Room to Swimming Pool)	275,000	0	0.00%

	Total Budget 2020/21 £	Actual to 31 August £	Expenditure %
KLC – Renewal of Intruder Alarm Sensors	8,500	0	0.00%
KLC – Electrical, Roof, Window and Drainage Works	22,000	0	0.00%
KLC – New Full Size 3G Football Pitch and Car Park	1,050,000	0	0.00%
KLC – PRAMA Studio	80,000	0	0.00%
KLC – Reconfigure Gyms and Studios	70,000	0	0.00%
KLC - Replacement Pool Circulation & Shower Pumps	12,000	0	0.00%
KLC - Extension of Gym Changing Facilities	330,000	0	0.00%
KLC - Replacement of Suspended Ceilings & Floorings	18,000	0	0.00%
KLC - Re-Paint Car Park Lines and Customer Walkways	8,500	0	0.00%
CO – Refurbishment of Male Changing Rooms	79,500	0	0.00%
Cemeteries/Closed Churchyards-Footpath Impts	30,000	0	0.00%
Asset Management - Programmed Maintenance	44,000	0	0.00%
Total for Schemes Awaiting 2020/21 funding	2,663,500	0	0.00%

APPENDIX 2

Planned Financing of 2020/21 Capital Programme

Source of Financing			
	General Fund	HRA	Total
	£	£	£
Revenue Financing:			
Major Repairs Reserve		4,166,200	4,166,200
Direct Revenue Financing		2,087,550	2,087,550
Grants and Contributions:			
Better Care Fund	895,900	265,250	1,161,150
D2N2 LEP	252,150		252,150
FCC Communities Foundation	104,050		104,050
Section 106 Receipts – Parks and Open Spaces	12,350		12,350
Section 106 Receipts – ITPS	705,950		705,950
Ministry of Housing, Communities and Local Government (MHCLG)	1,000		1,000
Insurance Settlement	5,350		5,350
Homes England	20,000		20,000
Usable Capital Receipts:	2,826,000	4,511,350	7,337,350
Borrowing	9,950,750		9,950,750
Reserve List:			
Usable Capital Receipts – Awaited	1,907,500		1,907,500
Grants and Contributions	756,000		756,000
Total	17,437,000	11,030,350	28,467,350

Capital Receipts

(i) General Fund

General Fund capital receipts available at 31 August 2020 for the financing of capital expenditure were approximately £816,550. This includes receipts of £772,150 brought forward from 2019/20

The planned financing of the 2020/21 capital programme shown in the table above assumes that General Fund capital receipts of £2,826,000 will be utilised. This includes £2,080,000 from the sale of the former Beeston Fire Station site for the provision of residential accommodation that is due to be completed in November 2020. This receipt will be used to assist with the financing of the Beeston Square redevelopment scheme.

Any surplus capital receipts can be used to reduce the projected level of borrowing required or to finance some of the schemes that are presently on the reserve list awaiting funding.

(ii) Housing Revenue Account

Housing Revenue Account (HRA) capital receipts available at 31 August 2020 for the financing of capital expenditure were £4,233,700. This was arrived at as follows:

	£
Balance at 1 April 2020 (brought forward from 2019/20)	4,002,250
Plus: Receipts from 1 April 2020 to 31 August 2020	335,700
Less: Payment to MHCLG	<u>(104,250)</u>
Balance at 31 August 2020	4,233,700

Overall, the HRA has the following resources available for capital investment, including the construction of new build properties:

- Capital Receipts of £4,233,700
- HRA revenue contributions (NB. Balance at 31 March 2020 was £4,625,550)

Borrowing is also a potential source of funding of HRA capital expenditure along with any grants that are received.

The payments that are required to be made to MHCLG are comprised of the following elements:

- An assumed level of receipts under right to buy (RTB) based upon a baseline forecast in the self-financing settlement of March 2012
- Any receipts that are required to be returned in line with the agreement on the one for one replacement of the housing stock

Like most local authorities with their own housing stock, the Council entered into an agreement with the Government in 2012 to retain receipts from the sale of council houses in excess of those in (i) above to fund the replacement of stock that is sold. Under the terms of this agreement, local authorities are required to spend RTB receipts within three years and the receipts should fund no more than 30% of the cost of a replacement unit. Where a local authority is unable to spend receipts within three years they have to be returned to MHCLG, together with interest of 4% above base rate, to be spent on affordable housing through Homes England.

The table below confirms that the Council has spent a sufficient amount on new build expenditure to be at low risk in the short term of having to return capital receipts from the sale of council houses to MHCLG under the one for one replacement agreement. At 30 June 2020 the Council's cumulative new build expenditure of £2,721,884 comfortably exceeded the required new build sum of £1,983,193 at that date. The Council's required new build expenditure over the next three years is as set out in the table below.

Cumulative New Build Expenditure Required (£)	Date New Build Expenditure Required By:
1,983,192.69	30 June 2020
2,265,302.84	30 September 2020
2,725,242.70	31 December 2020
3,801,590.80	31 March 2021
4,145,580.91	30 June 2021
4,667,359.76	30 September 2021
5,576,040.85	31 December 2021
5,931,251.26	31 March 2022
5,942,703.13	30 June 2022
6,368,660.29	30 September 2022
6,491,057.68	31 December 2022

Given that the Council's cumulative new build expenditure presently stands at £2,721,884 there is not presently a requirement to incur further new build expenditure until the final quarter of 2020/21. This expenditure needs to have been incurred on a scheme that has been completed rather than in progress at that date to fulfil the conditions of the agreement.

APPENDIX 3**1. Bramcote Leisure Centre – Replacement Boilers**

Bramcote Leisure Centre is served by four boilers and a combined heat and power (CHP) unit. A capital scheme to replace the CHP commenced in 2019/20 and was completed earlier in 2020/21.

Two of the four boilers failed some months ago and the performance of a third started to deteriorate. Given that all four boilers were over twenty-five years old and spare parts were no longer available, the Chief Executive (after consulting with the Leader and Deputy Leader of the Council) used her Standing Order 32 powers in August 2020 to agree that a contract for three replacement boilers be awarded to DCH Heating Services Limited at a cost of approximately £40,000.

This decision was required urgently due to a four-week lead-in period for the purchase of these items and to enable installation in early October. It was considered that a formal procurement process would have meant that the new boilers would not have been installed until winter and this would have had a significant impact upon the ability of operational effectiveness of the centre.

The 2019/20 capital programme included £140,000 for a replacement CHP at Bramcote Leisure Centre to be financed by borrowing. Following a procurement exercise, a contract was awarded and initial expenditure of £21,000 was incurred in 2019/20. Finance and Resources Committee on 9 July 2020 agreed to carry forward the remaining £119,000 budget into 2020/21 to allow the scheme to be completed. The scheme has concluded with expenditure of £79,300 in 2020/21 resulting in an underspend of £39,700.

It is proposed that the remaining budget for the CHP of £39,700 be used to meet the anticipated cost of the three replacement boilers at Bramcote Leisure Centre and that this be met by borrowing.

2. New Build Housing Feasibility Costs

Finance and Resources Committee on 10 October 2019 agreed to include £200,000 in the 2019/20 capital programme for feasibility costs to initiate new build housing schemes as set out in the Housing Delivery Plan with the cost to be met from available receipts from the sale of Council houses.

Expenditure incurred in 2019/20 totalled £35,150 and Finance and Resources Committee on 9 July agreed to carry forward the remaining £164,850 budget into 2020/21 to allow the planned work to be completed.

The allocation of £200,000 has been committed to schemes in the capital programme at Oakfield Road in Stapleford, Fishpond Cottage in Bramcote and the feasibility surveys for developing several Housing Revenue Account (HRA) owned garage sites.

New opportunities are now emerging to work with local house builders to develop a significant number of additional Council homes. Once suitable schemes have been identified and the required preparatory work has been completed, these schemes will be presented to the Finance and Resources Committee for consideration of their formal incorporation within the capital programme. In addition, the garage schemes now need to progress to planning application stage. These require the commissioning of further work with construction consultants and solicitors in order to be progressed and approval for this is required.

It is therefore proposed that an additional sum of £200,000 be allocated in the 2020/21 capital programme for feasibility costs to progress the second phase of new build housing schemes as set out in the Housing Delivery Plan. This additional sum of £200,000 can also be met from available receipts from the sale of Council houses.

3. Durban House (Eastwood) Refurbishment

The Council has submitted a bid for funding to the D2N2 Local Enterprise Partnership (LEP) to convert Durban House in Eastwood (formerly the DH Lawrence Heritage Centre) into office space for use by small and medium sized enterprises (SMEs) and start up businesses. The building is currently vacant.

Detailed work is underway to establish the estimated cost of the proposed scheme but initial indications are that this could be approximately £700,000. In submitting the bid the Council is seeking to access around £350,000 of funding from the LEP's Local Growth Fund Programme and would need to meet the remainder from its own resources.

At this stage of the bid process the Council is not obliged to proceed with any scheme. However, If LEP funding is secured then the Council would have to match fund the grant secured. Should the bid be successful then a report would be presented to the Finance and Resources Committee requesting formal approval to proceed with the scheme along with details of how the Council's share of the capital cost would be financed.

It is therefore proposed to incorporate a scheme in the 2020/21 for £700,000 to refurbishment Durban House in Eastwood but to place this on the "reserve list" to proceed only when formal approval has been granted by Finance and Resources Committee once the outcome of the LEP bid is known.

4. Walker Street (Eastwood) – Transport Feasibility Study

Following the approval by Planning Committee on 22 March 2017 of a scheme to construct 16 dwellings at Walker Street in Eastwood, there was a requirement for the Council to ensure that a transport feasibility study was undertaken. This was expected to cost an estimated £20,000 and be met in full by the Homes and Communities Agency (now Homes England). Finance and Resources Committee on 12 October 2017 therefore agreed to include a scheme for the transport feasibility study at Walker Street in Eastwood in the 2017/18 capital programme.

Finance and Resources Committee have carried this budget forward in each subsequent year such that there is £20,000 for this scheme in the 2020/21 capital programme.

Despite extensive research by both Finance and Neighbourhoods and Prosperity staff, no expenditure incurred on or funding received for this scheme has been identified. It is therefore proposed that this scheme be removed from the 2020/21 capital programme.

Summary of Proposed Changes in Appendix 3 to 2020/21 Capital Programme

<u>Scheme</u>	<u>Present Budget (£)</u>	<u>Proposed Budget (£)</u>	<u>Funding Source (£)</u>
Bramcote Leisure Centre – Combined Heat and Power Unit (CHP)	119,000	79,300	General Fund Borrowing
Bramcote Leisure Centre – Replacement Boilers	0	39,700	General Fund Borrowing
New Build Housing Feasibility Costs	164,850	364,850	Housing Capital Receipts
Durban House (Eastwood) - Refurbishment	0	700,000	D2N2 LEP/Council Resources
Walker Street (Eastwood) – Transport Feasibility Study	20,000	0	Homes England
TOTAL	303,850	1,183,850	

MEDIUM TERM FINANCIAL STRATEGY 2020/21 TO 2024/25 AND BUSINESS STRATEGY 2021/22 TO 2022/23

1. Purpose of report

To present an update on the Council's Medium Term Financial Strategy (MTFS) and to highlight progress with the delivery of the Business Strategy.

2. Background

As reported to this Committee on 9 July 2020, there was an underspend of £362,388 on the General Fund revenue budget in 2019/20 resulting in a General Fund balance of £5.452million at 31 March 2020. This was predominantly due to various staffing and non-staffing underspends, additional income across departments, carry-forwards and effective financial management across the Council.

There are a number of significant issues concerning local government finances that will have a major impact upon the financial position of both this Council and other local authorities, including the significant financial impact of Covid-19 which was reported to the July Finance and Resources Committee. Further details of these and how they may impact upon the General Fund revenue budget, the Housing Revenue Account and the capital programme are set out in appendix 1.

Given that Central Government's Spending Review and Fair Funding Review has only just commenced, it is difficult at this stage to determine exactly how many of these issues will impact upon the Council's financial position. A further uncertainty is the current economic and financial environment, so it is important to note that the net financial impact of Covid-19, is difficult to assess accurately, and will be subject to revision, as more information becomes available over the next few months. However, as the situation becomes clearer then further details will be provided to Members at the earliest opportunity.

The MTFS is the Council's key financial planning document. An updated MTFS based upon the latest information and assumptions is set out in appendix 2.

In order to address the financial challenge facing the Council, a Business Strategy is maintained that sets out initiatives that will be pursued to reduce costs, generate additional income, and/or improve services. A number of these initiatives have already been implemented and were taken account of in the production of the 2020/21 budget. Further details of the Business Strategy 2021/22 to 2022/23 are set out in appendix 3 for consideration.

Recommendations

The Committee is asked to:

- 1. RESOLVE that the updated Medium Term Financial Strategy in appendix 2 be approved.**
- 2. APPROVE the Business Strategy 2021/22 to 2022/23 as set out in appendix 3.**

Background papers - Nil

1. General Fund Revenue Budget

Financial impact of Covid-19

Near the end of the 2019/20 financial year the Covid-19 Pandemic had a significant impact on Broxtowe Borough Council, and on its residents and businesses across the borough. In line with CIPFA guidance, the following impacts need to be highlighted;

- Provision of services – during the Covid-19 Pandemic, the Council continued to provide the vast majority of its services, with a significant majority of its staff working remotely. Committee and Council meetings also continued remotely using Microsoft Teams software. Senior officers were engaged with a number of Local Resilience Forum cells set up to manage the impact of the Pandemic (e.g. Finance, Excess deaths, Recovery, Strategic Co-ordination Group etc.)
- Council's workforce – During the Pandemic, a significant majority of staff are working from home utilising Microsoft Teams to communicate, and front-line services continue to be delivered, in line with Government guidance.
- Supply chains – Wherever possible, the Council continued to utilise existing suppliers and process payments in line with stipulated terms.
- Reserves and financial performance – The pandemic has resulted in significant loss of income (leisure, car parks, rental income) and additional costs (shielding staff, top-up furlough costs), which have been reported to central government (MHCLG), on a monthly basis, and was reported to the Finance and Resources Committee on the 9 July 2020. The overall quantification of the financial impact is difficult to ascertain, but will result in reduced general reserves. The MTFS assumes a net financial impact of approximately £269,000 reduction in reserves, after taking account of government support. Given the very uncertain economic and financial environment, it is important to note that the net financial impact of Covid, is difficult to assess accurately, and will be subject to revision, as more information becomes available over the next six months. The refreshed Business Strategy identifies measures to mitigate and manage the financial impact of Covid-19.
- Cash-flow management – No issues with cash-flow have been identified.
- Major risks to the Council – The main risks relate to the significant loss of income at Liberty Leisure Limited, commercial rents, and car parking. Also the major distress in the food and beverage market, which has resulted in difficulties in securing tenants for the Beeston Phase 2 development.
- Recovery plan – The Council's strategic approach to the Covid 19 pandemic and its Recovery Strategy was presented to the Policy and Performance Committee on the 1 July 2020.

Spending Review 2020

The Chancellor had previously confirmed that the 2020 Spending Review will be finalised this autumn, covering years from 2021/22 to 2023/24 for revenue spending and years from 2021/22 to 2024/25 for capital spending. However, the Chancellor has recently announced a postponement to the Autumn budget and due to the current economic uncertainty the comprehensive spending review will only cover one year.

The Spending Review allocates central government funding to its priority areas over the medium term, e.g. health, housing, environment, defence, local government, welfare spending etc. The Spending Review 2020 has commenced and it is expected to be completed by the end of this calendar year. Additional monies have previously been allocated to health and it is anticipated that any additional funds for local government will be directed to demand led services such as adult social care and children's services.

National Non Domestic Rates

National non-domestic rates (NNDR) is more commonly referred to as "business rates". The removal of RSG and the reduction in NHB, in association with the rules limiting increases in council tax mean that business rates will become an increasingly significant funding stream for the Council. The need to develop the business rates base across the borough will become more important for the Council.

The Nottinghamshire authorities are part of a business rates pool. This allows business rates income that would otherwise have been returned to Central Government to be retained within the county and provides a safety net for authorities whose income falls below a defined level.

The current business rates retention scheme sees 50% of the business rates collected retained by the precepting bodies and 50% returned to Central Government. The Government had announced plans to move towards 75% local retention of business rates from 2020/21, but this has not taken place, as the Fair Funding Review has not yet been completed, and the current business rates pool continued in 2020/21. It is not yet clear whether the Nottinghamshire pool will continue in 2021/22.

Fair Funding / Business Rates Review

The Government is undertaking a "fair funding" / business rates review to accompany the move towards 75% business rates retention. It is not possible at this stage to profile what, if any, impact this may have upon the Council. However, it would appear that priority in any redistribution exercise is likely to go to those authorities with social care responsibilities. The current business rates retention scheme continued in 2020/21.

New Homes Bonus

As reported to this committee on 13 February 2020, the Council's income from New Homes Bonus (NHB) has reduced considerably in recent years as set out below:

	£
2011/12	190,273
2012/13	402,385
2013/14	632,584
2014/15	661,309
2015/16	742,166
2016/17	828,562
2017/18	465,071
2018/19	210,348
2019/20	146,750
2020/21	109,722

No further allocations of new NHB are expected in the 2021/22 settlement in December 2020. The Government intend to explore incentives to encourage housing growth more effectively by, for example, using the Housing Delivery Test results to reward delivery or incentivising plans that meet or exceed local housing need. The Government will consult on any changes prior to implementation.

Council Tax Base

The council tax base for 2021/22 will be presented to the Finance and Resources Committee on 7 January 2021. In recent years the council tax base has increased by approximately 1.0% over that in the previous year.

2. Housing Revenue Account (HRA)

The Government have announced that rents can be increased by CPI plus 1 per cent each year from 2020/21 for the following five years. This is reflected in the annual update of the financial model that accompanies the 30 year HRA Business Plan.

In order to maintain a sufficient balance on the HRA it is necessary to reduce costs or increase income and alternative strategies have been developed, including changes in other sources of income, such as garage rents and leaseholder charges, reduction in management costs through, for example, returning to in-house provision of voids works and electrical testing, and re-phasing planned capital expenditure over the lifetime of the plan.

The previous borrowing cap has now been removed, allowing new-build housing to be funded, subject to viability and business case. There are numerous variables which will affect the financial model, including the level of Right to Buy properties and new builds achieved over the next 30 years as well as changes in the level of interests rates and inflation.

The financial model makes assumptions about the levels of housing stock but these have tended to assume a level of Right to Buys in single figures. The numbers of RTB sales increased to 26 in 2014/15 and 27 in 2015/16 before falling back to 20 in 2016/17 and then increasing to 39 in 2017/18, 37 in 2018/19, and falling to 17 in 2019/20.

The Council recruited an interim Housing Delivery Manager to accelerate the delivery of the approved housing delivery plan, which includes new-build, acquisitions and re-modelling of existing housing stock.

3. Capital Programme

An update on the 2020/21 capital programme is on the agenda for this meeting. As set out in this report, the lack of capital resources in terms of receipts or grants is limiting progress with schemes totalling £2.664million in the General Fund 2020/21 capital programme that are unable to proceed at present due to the lack of a source of funds.

With the exception of the funding from the Better Care Fund for disabled facilities grants and related activities, the Council no longer receives capital grants to the extent that it once did. However, further NET compensation (in addition to the previously received sums) is anticipated, and these resources will assist with the financing of future capital expenditure.

There are also two sources of capital resources which will assist the financing of the Beeston Town Centre phase 2 re-development. These are the receipt from the sale of the Beeston Square site for residential development which is expected to result in a significant capital receipt and £750,000 from the D2N2 Local Enterprise Partnership towards meeting costs associated with the development of Beeston Town Centre re-development which is progressing well and is due to be complete by the end of December 2020, allowing the Arc cinema fit-out to commence.

APPENDIX 2

GENERAL FUND FINANCIAL PROJECTIONS TO 2024/25

	REVISED ESTIMATE 2020/21 £'000	ESTIMATE 2021/22 £'000	ESTIMATE 2022/23 £'000	ESTIMATE 2023/24 £'000	ESTIMATE 2024/25 £'000
BASE EXPENDITURE (Base already includes vacancy factor of £300k)	10,610	10,879	11,696	11,784	11,999
Changes to the base					
* One off changes within prior year not required going forward	Reflected in the Base Budget	(48)	(74)	0	(100)
* Revenue effects of capital programme		0	20	0	0
* Estimated change in New Homes Bonus		90	2	17	0
* Increased fees and charges		(40)	(190)	(90)	(90)
* Liberty Leisure repayment		(75)	(75)	(75)	(75)
* Inflation allowance: Pay including pensions back-funding		226	231	236	240
* Inflation allowance: Prices		43	63	69	74
* Interim delivery vehicle, year end support and efficiency reviews		174	0	0	0
* Minimum Revenue Provision (Borrowing) and Interest		447	111	58	(8)
BUDGET REQUIREMENT BEFORE SPECIAL EXPENSES	10,610	11,696	11,784	11,999	12,040
Beeston Special Expenses net requirement	25	25	25	25	25
GROSS BUDGET REQUIREMENT	10,635	11,721	11,809	12,024	12,065
FINANCED BY:					
Beeston Special Expenses precept (council tax)	25	25	25	25	25
Non Domestic Rates (NDR - Business Rates)	3,259	3,324	3,390	3,458	3,527
NDR - Share of Previous Years					
Collection Fund Deficit	(215)	0	0	0	0
NDR - Section 31 Grants	1,217	1,241	1,266	1,291	1,317
Returned Levy from Nottinghamshire Business Rates Pool	20	20	20	20	20
Growth Levy/(Safety Net to/(from) Notts NNDR Pool	(648)	(661)	(674)	(687)	(701)
Council Tax	5,679	5,852	6,029	6,212	6,400
Council Tax Share of Previous Years					
Collection Fund Surplus	65	0	0	0	0
TOTAL RESOURCES	9,402	9,801	10,056	10,319	10,588
SURPLUS (DEFICIT) TO BE MET BEFORE MOVEMENT IN RESERVES	(1,233)	(1,920)	(1,753)	(1,705)	(1,477)

NET ESTIMATED IMPACT OF COVID-19	(269)	0	0	0	0
MOVEMENT IN RESERVES					
Planned Movement into Earmarked Reserves	(40)	(40)	(40)	0	(40)
Planned Movement (from) Earmarked Reserves	161	0	15	120	0
PLANNED SURPLUS/DEFICIT AFTER MOVEMENT IN RESERVES TO BE FUNDED FROM GENERAL FUND BALANCE	(1,381)	(1,960)	(1,778)	(1,585)	(1,517)
FORECAST BALANCES AS AT 31ST MARCH					
-General Fund Opening Balance	5,452	4,071	2,111	333	(1,252)
-In-year net movement in reserves	(1,381)	(1,960)	(1,778)	(1,585)	(1,517)
- General Fund Closing Balance	4,071	2,111	333	(1,252)	(2,769)
Balance of Reserves					
Minimum Balance	1,500	1,500	1,500	1,500	1,500
Available Reserves (Figures in bold - below minimum balance)	2,571	611	(1,167)	(2,752)	(4,269)
-Earmarked Reserves Opening Balance	302	181	221	246	126
-In year net movement in reserve	(121)	40	25	(120)	40
Earmarked Reserves Closing Balance	181	221	246	126	166
Council Tax Base	34,039.20	34,379.59	34,723.39	35,070.62	35,421.33
Basic council tax	167.58	170.93	174.35	177.84	181.39
% change on previous year	3.08	2.00	2.00	2.00	2.00

Business Strategy

In 2015 the Council developed a Business Strategy which is designed to ensure that it will be:

- Lean and fit in its assets, systems and processes
- Customer focused in all its activities
- Commercially-minded and financially viable
- Making best use of technology.

A number of initiatives within the Business Strategy have been implemented and have resulted in either reduced costs or additional income, and/or improved services for the Council.

The Business Strategy is complemented by the Commercial Strategy approved by Policy and Performance Committee on 3 October 2017. This seeks to implement a more business-like approach to service analysis and delivery.

A number of initiatives within both the Business and Commercial Strategies have been implemented including the conversion of residential units within the Beeston Square development and the conversion of the former Police Station in Stapleford, to office use intended to encourage the growth of new businesses.

The latest refreshed Business Strategy proposals for 2021/22 are set out in appendix 3, and have been incorporated within the Medium Term Financial Strategy. A number of these proposals will arise from discussions with officers and will require further detailed engagement and development.

APPENDIX 3

Business Strategy 2021/22 and 2022/23 proposals

PROPOSAL	BUSINESS IMPACT	Financial impact- additional income/reduced expenditure
2021/22 Proposals		
Sale of Crematorium land	Negotiations currently on-going with a developer to sell land adjacent to the Crematorium, any proceeds would be shared 50/50 with Erewash Council.	Subject to on-going commercial negotiations
Leasing of Council offices	Lease Council office space to public or private sector organisations.	c£30,000 income
Staffing efficiencies	Leverage technology, take advantage of vacancies to restructure to save money, manage vacancies. Where possible, bring together and consolidate services under fewer senior managers where turnover allows and services can be improved.	c£170,000 savings
Transfer of community buildings to community groups	Work with community groups to examine whether there currently are surplus community buildings or whether new ones need to be provided Link to the review of grants to voluntary organisations.	To be confirmed
CCTV	Rationalise and ensure CCTV cameras are targeted effectively – possibly greater use of mobile cameras	c£50,000 savings
Procurement	Re-tendering contracts will bring efficiencies and savings, which will be predominantly capital savings.	Predominantly capital savings, revenue savings to be confirmed
Beeston Phase 2 development	Delayed construction will result in lower financing costs (MRP commences 22/23)	c£110,000 savings
HRA and the General fund cost allocations	A detailed review of staff costs and services between the HRA and General Fund. New Head of Asset Management position with costs shared between HRA and capital	To be confirmed – report before Personnel Committee on 29 Sept 2020.
Council Tax increase above the referendum limit e.g. for climate change	Council Tax increase above referendum limit (previously £5 or 2%) Our current MTFS already includes a 2% rise for 2021/22	£60,000 income for each 1% above referendum level

Car parking income	Abolish the free hour, and charge 50p for the first hour. Link to reduced carbon emissions and improved air quality. Savings from phone payments to be confirmed	c£80,000 income
Planning Income	Following the approval of the Local Plan Part 2, additional income expected. Dependent on speed of development post-covid	c£20,000 income
Garden Waste Income	Price and volume increases. Increase in subscriptions during 2020/21.	c£30,000 income
Bramcote Crematorium	Potentially additional income during covid pandemic, however the 2021/22 surplus is budgeted at an increase of £100k to £400k. Looking into potential additional income from pet cemetery, natural burials or retail opportunities (food and flowers)	To be confirmed
Housing - Lifeline income	Potential income from the additional marketing of lifeline	To be confirmed
Homelessness – Reduce bed and breakfast	Increased use of existing empty properties to reduce use of bed and breakfast accommodation	To be confirmed
Environment – Tenants garden Maintenance	Review garden maintenance service provided to tenants	To be confirmed
Environment - volunteers	Use of community group / volunteers to assist in street cleansing and grounds maintenance as new open spaces are created and as the maintenance of Green Futures project outcomes become more complex and potentially resource intensive	To be confirmed
Grants to voluntary organisations	Review the existing grants to voluntary organisations policy (more targeted)	To be confirmed
Business support unit	Use of new software, reduced post (hybrid mail) and manual invoices, resulting in reduced administration	To be confirmed
Total Revenue Savings and Income 2021/22		£490,000 (excludes potential income from the sale of crematorium land and any council tax rises above 2%)

Capital Receipt 2021/22	Tram compensation negotiations are on-going with Nottingham City Council, and will provide a capital receipt	Subject to on-going commercial negotiations
2022/23 Proposals		
Business rates income growth	Business rates income from three new large industrial units near A610 (fully tenanted) and utilising a property inspector to identify additional business rates income	Identify reasonable targets (caveat- there will be a business rates hit to the pool). Income growth is impacted by Covid-19, the pace of the economic recovery, and the Governments delayed Funding Review.
Reshape our leisure offer	Outcome of strategic reviews of leisure facilities and leisure services.	Current costs of leisure c£845k p.a. Potential savings and additional income greatly impacted by Covid-19.

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Report of the Deputy Chief Executive

BUDGET TIMETABLE AND BUDGET CONSULTATION 2021/22

1. Purpose of report

To advise the Committee on the budget consultation process for 2021/22 and to set out the proposed timetable and budget scrutiny process.

2. Background

Section 65 of the Local Government Finance Act 1992 places a duty upon local authorities to consult representatives of non-domestic ratepayers before setting the budget. There is no specific statutory requirement to consult residents. Local authorities were placed under a general duty to 'inform, consult and involve' representatives of local people when exercising their functions by the Local Democracy, Economic Development and Construction Act 2009 but this was repealed and replaced by more prescriptive forms of involvement by the Localism Act 2011.

For 2021/22 a similar budget consultation process is proposed similar to that adopted for 2020/21 using a web-based survey, publicised through social media.

As with the 2020/21 budget, it is proposed that elements of the budget are reported to the relevant Committees for detailed scrutiny. An overall budget report will then be presented to the Finance and Resources Committee on 11 February 2021 for recommendation to Full Council on 3 March 2021.

Appendix 1 denotes the budget timetable and consultation process. The consultation survey is attached at appendix 2. This includes questions relating to resident's method of access of particular Council services and preferred means of interacting with the Council, and the impact of Covid-19.

Promotional activity will include social media messages, email me bulletins, press releases, website promotion and direct engagement with groups, organisations and individuals on the Council's stakeholder map.

Recommendation

The Committee is asked to RESOLVE that:

- 1. The budget-setting process for 2021/22 be approved.**
- 2. The Budget Consultation questionnaire be approved.**

Background papers

Nil

APPENDIX 1

Budget timetable and consultation process

19 October 2020	Online questionnaire published by this date.
31 October 2020	Capital and revenue submissions received
30 November 2020	Online questionnaire closes
November 2020	Compilation of proposed three-year Capital Programme
November-December 2020	Scrutiny of services business and financial plans by General Management Team
7 January 2021	Results of budget consultation exercise and draft budget proposals to Finance and Resources Committee. Council Tax base set.
January–February 2021	Scrutiny of service business and financial plans by service Committees
11 February 2021	Budget proposals presented to Finance and Resources Committee
3 March 2021	Budget approved by Council

Help us balance the books

Each year, we ask residents for their views as we start to prepare the budget for the new financial year.

Your views are important to us so please take a few minutes to complete the survey below. Your answers will help inform the budget process.

*** 1. What is your opinion of the following Council services over the last 12 months?**

	Satisfied	No opinion	Dissatisfied	Not used
Household waste collection (black lidded bin)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Garden waste collection (brown lidded bin)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kerbside Recycling (green lidded bin, glass bag or red-lidded glass bin, textiles)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Street cleanliness (litter collection, graffiti removal, fly tipping, neighbourhood wardens)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure services (leisure centres, arts and culture, sports development)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planning (planning applications and planning policy)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Satisfied	No opinion	Dissatisfied	Not used
Economic Development (support to businesses, regeneration, Town Centre Management, business growth)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Protection (licensing, food hygiene inspections, nuisance complaints)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Revenues and Benefits (housing benefit and council tax support payments, collection of council tax and business rates)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Housing service (housing options advice, homelessness, provision of affordable housing, tenancies)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public car parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Safety (anti-social behaviour, domestic abuse, alcohol awareness)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Electoral Services (elections, voting)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parks & Nature Conservation (parks, open spaces)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bereavement Services (crematorium, cemeteries)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Have we done something positive over the last year which has helped make a difference to you? Please explain.

*** 3. We work to provide the services that local people need, but providing these services costs money. Please tell us what your preferred and least preferred approach would be to help us meet the needs of our community?**

	Most preferred option	Second most preferred option	Third most preferred option	Least preferred option
Increased council tax levels	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increased fees and charges	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provided fewer services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Generate income from commercial activity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

*** 4. Of the following Council services, are there any you think should have their funding increased, decreased or stay the same?**

	Increased	Stay the same	Decreased
Household waste collection (black lidded bin)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Garden waste collection (brown lidded bin)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kerbside Recycling (green lidded bin, glass bag or red-lidded glass bin, textiles)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Street cleanliness (litter collection, graffiti removal, fly tipping, neighbourhood wardens)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure Centres and sports development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arts and culture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Increased	Stay the same	Decreased
Planning (planning applications and planning policy)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic Development (support to businesses, regeneration, business growth)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Protection (licensing, food hygiene inspections, nuisance complaints)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Revenues and Benefits (housing benefit and council tax support payments, collection of council tax and business rates)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Housing service (housing options advice, homelessness, provision of affordable housing, tenancies)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public car parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Safety (anti-social behaviour, domestic abuse, alcohol awareness)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parks & Nature Conservation (parks, open spaces)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. Do you have any other suggestions on how the Council could increase income, reduce costs or make savings to help us balance the budget?

6. The pandemic has had serious financial implications for the Council, as well as local people. Do you have any ideas about how we could increase income, reduce costs or make savings to help us balance the budget and to support our recovery from COVID-19?

*** 7. Overall, how satisfied or dissatisfied are you with...**

Very Satisfied

Satisfied

Neutral

Dissatisfied

Very dissatisfied

The way in which
the Council provides
services

☐☐☐☐☐

Your local area as a
place to live

☐☐☐☐☐

*** 8. Do you feel that the Council listens to you?**

☐ Yes

☐ No

9. Thinking about your experiences during the pandemic, is there any further support you feel the Council could have provided you with?

10. If the Council could do one thing to make a difference to you, what would it be?

*** 11. Overall, how satisfied are you with the way you can access Council services?**

☐ Very satisfied

☐ Unsatisfied

☐ Satisfied

☐ Very unsatisfied

☐ Neutral

*** 12. How frequently do you access Council services?**

☐ A few times a year

☐ Weekly

☐ Monthly

☐ Daily

*** 13. How do you prefer to conduct business with the Council? Please select your most preferred option and least preferred option.**

	Most preferred	Least preferred
Phone	<input type="radio"/>	<input type="radio"/>
Email	<input type="radio"/>	<input type="radio"/>
Social Media e.g. Facebook, Twitter	<input type="radio"/>	<input type="radio"/>
Online through the website or online forms	<input type="radio"/>	<input type="radio"/>
In person	<input type="radio"/>	<input type="radio"/>
By Post	<input type="radio"/>	<input type="radio"/>
Via a Councillor	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

*** 14. Please explain why these are your most preferred and least preferred methods**

*** 15. The pandemic has changed how access services. Will you continue to access services in new ways once the pandemic is over?**

☐ Yes

☐ No

☐ Not sure

16. Please explain your answer.

Tell Us About You

We want to make sure that our services are provided fairly and to those who need them. The information collected helps us get a picture of who contacts us, uses or does not access our services, so will help us improve what we provide and reduce potential barriers to access.

Please answer the questions below by ticking the boxes that you feel most describes you. Some questions may feel personal, but the information we collect will be kept confidential and secure. The better the information is that we collect the more effective our monitoring will be.

17. Which of the following areas do you live in?

- | | |
|------------------------------------|----------------------------------|
| <input type="radio"/> Attenborough | <input type="radio"/> Greasley |
| <input type="radio"/> Awsworth | <input type="radio"/> Kimberley |
| <input type="radio"/> Beeston | <input type="radio"/> Nuthall |
| <input type="radio"/> Bramcote | <input type="radio"/> Stapleford |
| <input type="radio"/> Brinsley | <input type="radio"/> Toton |
| <input type="radio"/> Chilwell | <input type="radio"/> Trowell |
| <input type="radio"/> Cossall | <input type="radio"/> Newthorpe |
| <input type="radio"/> Eastwood | |

18. How would you best describe your gender?

- ☐ Male
- ☐ Female
- ☐ Another way
- ☐ Prefer not to say

19. Which age group do you belong to?

- | | |
|--------------------------------|-----------------------------|
| <input type="radio"/> Under 18 | <input type="radio"/> 45-59 |
| <input type="radio"/> 18-24 | <input type="radio"/> 60-64 |
| <input type="radio"/> 25-29 | <input type="radio"/> 65+ |
| <input type="radio"/> 30-44 | |

20. Ethnicity

- | | |
|---|---|
| <input type="radio"/> White - British | <input type="radio"/> Black or Black British - African |
| <input type="radio"/> White - Irish | <input type="radio"/> Black or Black British - other background |
| <input type="radio"/> White - other background | <input type="radio"/> Mixed - White and Black Caribbean |
| <input type="radio"/> Asian or Asian British - Indian | <input type="radio"/> Mixed - White and Black African |
| <input type="radio"/> Asian or Asian British - Pakistani | <input type="radio"/> Mixed - White and Asian |
| <input type="radio"/> Asian or Asian British - Bangladeshi | <input type="radio"/> Mixed - other background |
| <input type="radio"/> Asian or Asian British - other background | <input type="radio"/> Chinese |
| <input type="radio"/> Black or Black British - Caribbean | <input type="radio"/> Any other ethnic group |

21. Do you consider yourself as disabled or have any long-term health problems that limit daily activity?

- ☐ Yes
- ☐ No



Thank you for completing this survey

Stay up to date!

Did you know you could stay up to date with Council news and services by subscribing to our Email Me Service?

Simply visit www.broxtowe.gov.uk/emailme, type your email address in to the box and tick which services you'd like email updates on.

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Report of the Deputy Chief Executive

GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2020/21

1. Purpose of Report

To consider requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy.

2. Applications and Financial Position

Details of the grant application received is included in appendix 1 for consideration. The amount available for distribution in 2020/21 is as follows:

	£
Revenue Grant Aid Budget	168,800
Less: Estimated requirements for:	
Rent awards and other commitments (#)	45,900
Less: Grants awarded to date	106,850
BALANCE AVAILABLE FOR DISTRIBUTION	<u>16,050</u>

(#) This includes provisions in respect of the application from Toton Coronation Hall Community Association.

Members are reminded that they will need to suitably constrain grant awards in 2020/21 if the budget is not to be exceeded. The total 'cash' grants requested in this report are £1,800. The additional sums requested in this report, when compared to the previous year, would amount to £1,800 if all applications are fully supported.

Recommendation

The Committee is asked to:

- 1. Consider the request in appendix 1 and RESOLVE accordingly; and**
- 2. NOTE the grants awarded under delegated authority in appendix 2.**

Background papers

Nil

APPENDIX 1

Applications

The following grant applications have been received for consideration in 2020/21:

<u>Applicant</u>		<u>Grant Award 2019/20</u>	<u>Grant Request 2020/21</u>
		£	£
Toton Coronation Hall Community Association	1	7,000	7,000*
Eastwood Athletic Football Club	2	Nil	1,800
		Total	8,800

The total request is made up of £1,800 in 'cash' from the balances available with £7,000* being covered by a provision for rents and other commitments.

Community Associations Category1. TOTON CORONATION HALL COMMUNITY ASSOCIATION

The Toton Coronation Hall Community Association (TCHCA) is responsible for the management and operation of the Coronation Hall on Portland Road in Toton which opened in 1953.

The aim of the Community Association is to provide the best possible social meeting place for Toton and the surrounding area. A variety of groups utilise the facilities for educational, recreational, leisure and sporting activities, including playgroups, keep fit clubs, uniform groups, senior citizen's groups, dance classes, drama and theatrical group, martial arts clubs, family groups and parties. It is estimated that 200 people of all ages use the facilities on a weekly basis, with the majority being residents of the borough.

A new Committee was formed in March 2017 to oversee the operation of the Community Association. There has since been continued refurbishment of the Coronation Hall including redecoration, health and safety improvements, new curtains and blinds, stage curtains, new cooker and fridge and replacement furniture. The refurbishment has attracted a theatrical group to use the facilities for rehearsal and to provide tuition.

TCHCA has provided its annual accounts for the year ended 31 July 2020 for scrutiny. Annual income amounted to £17,723 from hall hire and grant aid. Expenditure of £19,599 included central heating repair (£2,988), repairs and refurbishment works, rent, utilities and cleaning. Cash and bank balances as at 31 July 2020 were £10,628. TCHCA indicated that reserves are earmarked towards the refurbishment and improvement of the premises.

The current tenancy agreement for the Coronation Hall replaced the earlier arrangement of charging a peppercorn rent. As part of the Council's aim to

secure economic rents on its premises the annual rental is £7,000. TCHCA has suggested that it would be unable to sustain the tenancy with a rental charge of this size.

The Council has previously supported TCHCA with grant aid towards its premises rental with the grants awarded in the past four years being as follows:

2019/20	£7,000
2018/19	£7,000
2017/18	£7,000
2016/17	£7,000

For 2020/21, Toton Coronation Hall Community Association has requested grant aid of £7,000 to cover the market rental of the Coronation Hall. This grant award would be for a period of one year, with the potential award being matched by allowances within the premises income budget.

Sports Club

2. EASTWOOD ATHLETIC FOOTBALL CLUB

Eastwood Athletic Football Club (EAFC) was formed in 2013 and is based at Hall Park on Mansfield Road in Eastwood. The club is run by volunteers, with all coaches having the appropriate certification and DBS checks as required by the Football Association. The club currently has around 200 members including 160 junior members and eleven teams from Eastwood and the surrounding areas.

The principal aim of EAFC is to provide football and coaching for children and young adults, delivered in a social and competitive environment. The club seeks to help local young people feel as valued members of a team and community. It provides structured activities in evenings and at weekends. The club sees success as rewarding and encourages positive thinking and physical fitness. The club offers opportunities to learn sport to the local children and young people regardless of ability or socio-economic background and it supports those with financial constraints. Many members live in the more deprived area of Eastwood South, with some children coming from single parent families or from families who are struggling financially.

EAFC is family run and sees itself as more than a football club. The children and young adults see it as a place to come where they can meet new friends, keep active and feel part of a football family. The club's welfare officer has a degree in social work and tries to reach children through football. She supports them with the building of confidence and assisting with any mental health needs. This support extends to siblings and their family members.

EAFC would also like to improve its offering further for young players by purchasing new kit, footballs and training equipment. The club has requested funding for training equipment to facilitate the eleven teams (balls, cones, bibs

etc.) and 20 managers'/coaches jackets. This will enable the club to present a more professional look when coaching and hosting games.

EAFC is an ambitious club working to a long-term plan and is striving towards providing a well-run inclusive service for the local community. It has indicated that it would like to work with the Council to secure a long-term lease on the Council owned premises at Hall Park. The club has requested grant aid towards the cost of adapting one of the changing rooms to accommodate girls football. This will include the purchase of new seating, mirrors, shelves/hooks, sanitary machines and bins. The funding would provide private changing areas for girls along with suitable sanitary wear and waste disposal systems. Any proposals would be agreed with the Council being responsible for the overall repairs and maintenance of the building. These facilities are as required by the Football Association but are currently not available to the girls that play sport and use these facilities.

EAFC provided its accounts for the 2019/20 season for scrutiny. Total income amounted to £10,600 from subscriptions and fundraising. Expenditure totalled £10,300 which mainly related to pitch hire, match and league fees, referees' expenses, winter training venue, affiliations, insurance and other running costs. Cash and bank balances were around £3,000.

The Council has previously supported Eastwood Athletic Football Club with grant aid towards its activities with the last award being in 2017/18 for £250.

For 2020/21, Eastwood Athletic Football Club has requested total grant aid of £1,800 towards the cost of upgrading of the female changing facilities (£1,200) and the purchase of additional equipment and training jackets (£600).

APPENDIX 2

DELEGATED AWARDS

A summary of the grants awarded under delegated authority since April 2020 is included below. The Council's policy in respect of grant aid to voluntary organisations is to award the amount requested by the organisation or the maximum specified whichever is the lower. Additional consideration is given to groups who can demonstrate that they are meeting the particular needs of disadvantaged sections of the community.

All requests under £250 are considered under delegated authority, in consultation with the Chair of this Committee. This includes applications from individuals involved with sport and the arts.

This Committee determines all requests for grants in excess of the £250 maximum.

Groups

Group	Total Members	Total Broxtowe Residents	Grant Award in 2019/20	Grant Award in 2020/21	Purpose of Grant Award
5 th Beeston Rainbows	22	21	None	£100	Replenishing craft materials and contributing towards the annual census.

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Report of the Deputy Chief Executive

CAPITAL GRANT REQUEST – PHOENIX INHAM FOOTBALL CLUB

1. Purpose of report

To consider a request for capital grant aid in accordance with the provisions of the Council's grant aid policy.

2. Grant Aid Application

An application for capital funding has been received from the Phoenix Inham Football Club, which is based at the Inham Nook Recreation Ground in Chilwell.

This growing and ambitious club wants to provide a well-run inclusive service for the local community. It is working with the Council and is looking to secure a 10-year lease on the Council owned premises at Inham Nook. The club has requested grant aid towards the cost of developing its clubhouse and changing rooms into a community use facility (the Phoenix Inham Community Project). The total cost of the scheme is around £9,000, although the club would also like to install a new kitchen and this has been quoted at an additional £2,000. Further details of the application are included in the appendix.

Phoenix Inham Football Club has requested grant aid of up to £9,000 towards the cost of the renovation. Given the nature of this scheme, any approved grant would normally be given on the basis of 50% of the actual costs incurred (given that it relates to a Council owned asset) with a maximum figure specified in appropriate circumstances.

3. Financial Position

No budgetary provision exists for capital grants to voluntary organisations. If Members were minded to make an award, this could be funded from the 2020/21 Capital Contingencies of which £14,700 remains available.

Recommendation

The Committee is asked to consider the request and RESOLVE accordingly.

Background papers – Nil

APPENDIX**PHOENIX INHAM FOOTBALL CLUB**

A request for capital funding has been received from the Phoenix Inham Football Club (PIFC) towards an ambitious scheme to transform the Inham Nook Pavilion into a community hub and safe space for all.

PIFC was formed in 2015 and is based at the Inham Nook Recreation Ground in Chilwell. In addition to the organisers, coaching staff and senior team, the club currently has over 100 members from Chilwell and the surrounding areas.

The principal aim of PIFC is to provide football for adults and children, delivered in a social and competitive environment. PIFC runs teams at several age ranges from under 8's to a newly established men's team. The club believes that, through football, it can help the community. So, another key aim of the club is to provide a community engagement element in a deprived area. Membership subscriptions are kept deliberately low to maximise inclusion across the estate. This inevitably leads to pressure on resources and, as a small family-run club, funding has always been the biggest hurdle in progression.

Football is at the heart of everything PIFC aims to achieve. The club believes playing football should not be exclusive, but it is becoming too expensive for a vast number of households locally. The club aims that by 2023 it will become one of the first free to play football clubs in the country. This can only be achieved by building a sustainable infrastructure with a constant flow of funds raised by the club and the local community.

The Phoenix Inham Community Project

PIFC is working with the Council and looking to secure a 10-year lease on the Council owned premises at Inham Nook.

The next stage will be to transform the building into a community hub and safe space for all ages and backgrounds. Some initiatives have already been lined up with the sole purpose of helping those in the local community, including:

- District Food and Clothing bank through the First There to Care team. This organisation is inundated with donations from all over the East Midlands but do not currently have a useable space to store and distribute items fairly.
- Monthly food kitchen, run by a local volunteer and qualified chef to guarantee a high level of health and hygiene as well as implementing best practises for all food preparation and service.
- Coffee mornings for the senior citizens and those socially isolated. This would be run by volunteers a couple of mornings a week as well as providing work experience to those that need it.
- Shoe Box Campaign, to help disadvantaged children all over the world.
- Activity evenings, including providing regular dance lessons for all ages and general health and fitness evenings once a week.

The concept will provide the club with a steady funding stream. During events such as weekend football matches, live sporting events and social evenings, the clubhouse will be able to provide food, drinks and entertainment. The club will focus on low risk options such as sandwiches, snacks and bottled/canned refreshments with a healthy profit margin whilst being affordable for all. Currently, annual events such as Christmas parties and presentation nights are a big expense. Going forward, PIFC would use its own facilities and also generate funds through food and refreshment sales, raffles and other fundraising initiatives. By designing the clubhouse as a versatile, functional space, PIFC would also look at hiring the room out for birthday parties, business meeting, health and fitness groups and other groups etc. Sponsorship is already a huge part of football at all levels and the club hopes to encourage local businesses to buy sponsorship packages.

The project will be overseen and organised by PIFC members with the long term goal of launching the Phoenix Inham Community Foundation – a small team of passionate hard-working volunteers with the collective goal of making the local community a better place for all.

PIFC has obtained a number of quotes relating to the cost of developing and refurbishing the pavilion into a community use facility. These include electrical works (£5,100); replacement windows and fascia (£2,700); and new suspended ceiling (£1,200). The total cost of this scheme is around £9,000, although the club would also like to install a new kitchen and this can be supplied for £2,000.

PIFC has provided its accounts for the year ended 31 March 2020 for scrutiny. Total income amounted to £9,361 from subscriptions and fundraising. Expenditure for the year totalled £9,398 which mainly related to pitch hire, match and league fees, referees' expenses and other running costs. The surplus was added to cash and bank balances which totalled £338.

This is the second application that the Council has received from PIFC, the previous request being in 2018/19 when a grant of £1,000 was awarded towards the purchase of new kit, footballs and training equipment.

For 2020/21, Phoenix Inham Football Club has requested grant aid of up to £9,000 towards the cost of the renovation. Given the nature of this scheme, any approved grant would normally be given on the basis of 50% of the actual costs incurred (given that it relates to a Council owned asset) with a maximum figure specified in appropriate circumstances.

No budgetary provision exists for capital grants to voluntary organisations. If Members were minded to approve this request, then an allocation from the Council's capital contingencies would be required.

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Joint report of the Chief Executive, the Deputy Chief Executive and the Strategic Director

PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN PROGRESS – SUPPORT SERVICE AREAS
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1. Purpose of Report

To report progress against outcome targets and the performance indicators identified in the Business Plans for the support services areas, linked to Corporate Plan priorities and objectives.

2. Background

The Corporate Plan was approved by Council on 4 March 2020. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety are subsequently approved by the respective Committees each year. Business Plans for the support service areas of Resources; Revenues, Benefits and Customer Services; and ICT & Business Transformation were approved by this Committee on 13 February 2020.

3. Performance Management

The Council's performance management framework sees Committees receive regular reports which review progress against their respective Business Plans; including a detailed annual report where both performance and financial management is considered following the year-end.

This report provides an overview of progress from the perspective of the support service areas. It provides a summary analysis of progress made to date on key tasks and priorities for improvement and the latest data relating to Critical Success Indicators (CSI) and Key Performance Indicators (KPI). Further details including summary tables and exception reporting is provided in the appendix.

The content of this report is based upon data required to demonstrate progress with the Business Plan. The Council is currently reviewing its corporate performance reporting arrangements, including the content of regular reports to Committees. Members are invited to comment upon the format, level and content of data provided for future reports.

<p><u>Recommendation</u></p>

<p>The Committee is asked to NOTE the progress made in achieving the key tasks and actions in the Business Plans for the support service areas and performance in relation to the current performance indicators.</p>
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Background papers – Nil

APPENDIX

PERFORMANCE MANAGEMENT

1. Background - Corporate Plan

The Corporate Plan 2020-2024 was approved by Council on 4 March 2020. This sets out the Council's priorities to achieve its vision to make "**A Greener, Safer and Healthier Broxtowe where everyone prospers.**" Over the period, the Council will focus on the following priorities:

- Housing – A good quality home for everyone
- Business Growth – Invest in our towns and our people
- Community Safety – A safe place for everyone
- Health – Support people to live well
- Environment – Protect the environment for the future

The Corporate Plan prioritises local community needs and resources are directed toward the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

2. Business Plans






Business Plans linked to corporate priority areas were approved by Council on 4 March 2020, following recommendations from the respective Committees. These Business Plans detail the projects and activities to be undertaken in support of the Corporate Plan for each priority area. These cover a three-year period and are revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures is undertaken regularly, including an annual report where performance and financial outturns are considered together following the year-end as part of the Council's commitment to closely align financial and performance management.

3. Performance Management

As part of the Council's performance management framework, this Committee receives regular reports on progress with the Business Plan relating to support service areas. This report provides a summary of progress made to date on key tasks and priorities for improvement (as extracted from the *Pentana* performance management system) and the latest data relating to Critical Success Indicators (CSI) and Key Performance Indicators (KPI).

The Council monitors its performance using *Pentana*. Members can access the system at <https://broxtowe.pentanarpm.uk/login> with a generic user name and password, enabling them to interrogate the system on a 'view-only' basis. A traffic light system of red, amber and green symbols is used to provide an indication of performance at a particular point in time.


SUMMARY OF PROGRESS – KEY TASKS AND PRIORITIES FOR IMPROVEMENT 2020/21

	Completed 	In Progress 	Warning 	Overdue 	Cancelled 
Finance Services	1	9	-	1	-
Legal Services	2	2	1	-	-
Governance and Democratic Services	-	1	-	-	-
Property Services	-	1	-	-	-
ICT and Business Transformation	-	3	-	-	-
Revenues, Benefits and Customer Services	-	6	-	-	-
TOTAL	3	22	1	1	-

The following table provides further details by exception. Full details on all actions are available from the respective Head of Service/Priority Lead and via the system using the Members login at <https://broxtowe.pentanarpm.uk/login>.





EXCEPTION REPORTING – KEY TASKS AND ACTIONS

Status	Action Title and Code	Action Description	Progress	Due Date	Comments
Overdue 	Review and update Financial Regulations for approval by Members (FP2023_01)	Updated Financial Regulations to be adopted by the Council	20%	Jun-2020	Financial Regulations for Contracts (Standing Orders) was updated in March 2020. The update of the general Financial Regulations is outstanding.

Status	Action Title and Code	Action Description	Progress	Due Date	Comments
Warning 	Rewrite the Council's Constitution (LA1922_02)	Update the Council's Constitution to reflect the day to day business	71%	Apr-2021	An update of Contract Standing Orders has been completed along with the Scheme of Delegation. The Code of Conduct will be considered after the national model code is approved.









SUMMARY OF PROGRESS - PERFORMANCE INDICATORS 2020/21


(Critical Success Indicators CSI included in figures and identified separately in brackets)

	Satisfactory 	Warning 	Alert 	Unknown 
Finance Services	3	2 (1)	1	-
Legal Services	-	-	-	-
Governance and Democratic Services	1 (1)	2 (1)	-	-
Property Services	3	-	1	-
ICT and Business Transformation	4 (2)	-	-	-
Revenues, Benefits and Customer Services	5 (4)	1	1	-
TOTAL	16 (7)	5 (2)	3	-

The following table provides further details by exception. Full details on all performance indicators are available from the respective Head of Service/Priority Lead and via the system using the Members login at <https://broxtowe.pentanarpm.uk/login>.

EXCEPTION REPORTING – PERFORMANCE INDICATORS

Status	CSI and Code	Frequency	2018/19 Achieved	2019/20 Achieved	2020/21 Q1	2020/21 Target	Notes
Warning 	CSI Invoices paid within 30 days of receipt % (BV8)	Quarterly	99.3%	97.2%	97.8%	99%	Ongoing challenges due to Covid-19. Users have been reminded of their obligations. System developments should help to improve performance back to earlier levels.
Alert 	Sundry debtors raised in any one financial year paid in that year % (FPLocal_02)	Quarterly	83.4%	83.4%	48.9%	90%	Challenges with collecting debt due to Covid-19. Performance should improve once recovery channels are re-opened.
Warning 	Internal Audit: Planned audits completed in the year % (FPLocal_03)	Annually	97%	86%	n/a	90%	The impact of Covid-19 continues to present challenges with completing the audit plan. This is currently under review.
Warning 	Freedom of Information requests dealt with within 20 working days % (LALocal_12)	Quarterly	97%	96%	99%	100%	ICO guidance suggests a target of 85% of requests being sent a response within the appropriate timescales is acceptable. Exceeding the ICO target.
Warning 	Complaints acknowledged within 3 working days % (LALocal_04)	Quarterly	94%	97%	96%	100%	Of the 65 complaints received, three were not acknowledged within the appropriate time frame.
Alert 	Tenants of industrial units with rent arrears % (CPLocal_02)	Quarterly	1.6%	5.0%	8.3%	2%	Increase due to Covid-19 pandemic with two additional units having rent arrears.
Satisfactory 	CSI Online payments transactions to the Council (CSLocal_14)	Monthly	67,541	82,889	n/a	n/a	Data collated annually. A significant increase in online payment transactions in 2019/20
Warning 	Average speed of processing new HB/CTB claims (calendar days) (BV78a)	Annually	11.4	8.6	11.6	9.0	Performance dipped in April and May as a result of a significant increase in claims received. This recovered in June 2020 (6.6 days) to better than previous performance levels in 2019/20.

Status	CSI and Code	Frequency	2018/19 Achieved	2019/20 Achieved	2020/21 Q1	2020/21 Target	Notes
Alert 	HB overpayments recovered as % of the total amount of HB overpayment debt outstanding (BV79b(ii))	Annually	29.0%	26.5%	5.8%	10.6%	Recovery of overpayments has decreased significantly as a result of COVID-19. DWP are no longer accepting requests to recover monies owed through other social security benefits.

Report of the Strategic Director

WORK PROGRAMME

1. Purpose of report
To consider items for inclusion in the Work Programme for future meetings.
2. Background
Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

10 December 2020	<ul style="list-style-type: none"> Budget Consultation Response Treasury Management/Prudential Indicators 2020/21 Mid-Year Report Capital Programme Update 2020/21 Revenue Budget Variations 2020/21 Spending Review/Fair Funding Review/Business Rates Retention Grants to Voluntary and Community Organisations Performance Management – Review of Business Plan Progress – Support Service Areas Irrecoverable Arrears Review of the Voluntary and Community Organisations Grants Policy.
7 January 2021	<ul style="list-style-type: none"> Council Tax Base 2021/22 Local Council Tax Support Scheme 2021/212 Irrecoverable Arrears Local Government Finance Settlement 2021/2022 Treasury Management Ethical Investment Policy
11 February 2021	<ul style="list-style-type: none"> Budget Proposals and Associated Strategies Business Plans and Financial Estimates 2021/22 – 2023/24 Budget Proposals and Associated Strategies Capital Programme Update 2020/21 Grants to Voluntary and Community Organisations Irrecoverable Arrears

3. Further information
At its meeting on 10 June 2020, during discussion on Covid-19, the Leisure and Health Committee requested that “the Finance and Resources consider adding the subject of the operation of the grants budget in order to ensure the excellent work undertaken by voluntary and mutual aid groups during the pandemic is nurtured and encouraged.”

Recommendation

The Committee is asked to CONSIDER the Work Programme, the request from the Leisure and Health Committee and RESOLVE accordingly.

Background papers- Nil

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