



Wednesday, 1 December 2021

Dear Sir/Madam

A meeting of the Finance and Resources Committee will be held on Thursday, 9 December 2021 in the Council Chamber, Council Offices, Foster Avenue, Beeston NG9 1AB, 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:	G Marshall (Chair)	P J Owen
	S J Carr (Vice-Chair)	S Paterson
	B C Carr	M Radulovic MBE
	E Cubley	P D Simpson
	S Easom	P Roberts-Thomson
	E Kerry	E Williamson
	P Lally	

AGENDA

1. APOLOGIES

To receive apologies and to be notified of the attendance 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 5 - 10)

The Committee is asked to confirm as a correct record the minutes of the meeting held on 7 October 2021.

4. REFERENCES

4.1 Community Safety Committee

(Pages 11 - 18)

11 November 2021

Cycle Theft Prevention Action Plan

Members were presented with the new cycle theft prevention action plan and associated funding request for approval.

Cycle thefts were predominately in the south of the borough with Beeston showing the highest incidences. The data provided highlighted a three-year downward trend overall.

Discussions ensued around further options to fund cycle security and support the delivery of the plan. If bike lockers could be located within Town Centres and the feasibility of how they operate.

Councillor R D MacRae proposed an amendment to include additional bike security marking action to the recommendation.

RESOLVED that the Cycle Theft Prevention Action Plan with the addition of bike security marking action and associated funding be approved and RECOMMENDED that the Finance and Resources Committee approve supplementary funding of £2,500 to deliver the plan.

4.2 Environment and Climate Change Committee

(Pages 19 - 22)

22 November 2021

Garden Waste Subscription Charges for 2022/23021

The Committee considered the 2022/23 garden waste subscription fees.

An income target of £750,000 was set for the 2021/22 subscription period. As of 1 October 2021, 22,100 properties have subscribed to the service generating an income of £859,203.

RECOMMENDED to the Finance and Resources Committee that:

1. The price for the first bin for 2022/23 be increased by £1.00

2. The price for additional bins for 2022/23 be increased by £1.00

5. RENT AND CHARGES 2022/2023 (Pages 23 - 26)

To ask Committee to approve the rent increase for 2022/2023.

6. GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2021/22 (Pages 27 - 30)

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

7. GRANT AID REQUESTS FROM PARISH AND TOWN COUNCILS (Pages 31 - 36)

To consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

8. CAPITAL PROGRAMME 2021/22 UPDATE (Pages 37 - 46)

To report upon capital expenditure incurred in 2021/22 up to 30 September 2021 along with the planned financing of the 2021/22 capital programme and to seek approval for a capital budget variation in the current financial year.

9. TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2021/22 - MID YEAR REPORT TO 31 OCTOBER 2021 (Pages 47 - 62)

To inform the Committee of treasury management activity and the actual prudential indicators for 2021/22 for the period up to 31 October 2021.

10. PERFORMANCE MANAGEMENT - REVIEW OF BUSINESS PLAN PROGRESS - SUPPORT SERVICE AREAS (Pages 63 - 72)

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.

11. WORK PROGRAMME (Pages 73 - 74)

To consider items for inclusion in the Work Programme for future meetings.
12. 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 3, 5 and 7 of Schedule 12A of the Act.
13. PROVISION OF NEW PUBLIC TOILETS IN BEESTON (Pages 75 - 78)
14. BEESTON SQUARE PHASE 1 RENTAL AND OTHER DEBTS (Pages 79 - 82)
15. TRAM COMPENSATION - VERBAL UPDATE
16. IRRECOVERABLE ARREARS (Pages 83 - 86)

FINANCE AND RESOURCES COMMITTEE

THURSDAY, 7 OCTOBER 2021

Present: Councillor G Marshall, Chair

Councillors: S J Carr
B C Carr
E Cubley
T A Cullen (Substitute)
S Easom
E Kerry
P J Owen
S Paterson
M Radulovic MBE
P Roberts-Thomson
P D Simpson
C M Tideswell (Substitute)

Apologies for absence were received from Councillors P Lally and E Williamson

26 DECLARATIONS OF INTEREST

Councillor T Cullen declared a non-pecuniary interest in agenda item 9 as she was Chair of the Beeston Rylands Community Association minute number 33 refers.

Councillor S Paterson declared a non-pecuniary interest in agenda item 9 as she supported The Helpful Bureau minute number 33 refers.

Councillors M Radulovic MBE and G Marshall declared a non-pecuniary interest in agenda item 6 as they were both on the Beeston Town Centre board minute item 31 refers.

Councillor S Easom declared a non-pecuniary interest in agenda item 6 as being a Director on the Liberty Leisure board minute number 31 refers

Councillor G Marshall declared a non-pecuniary interest in agenda item 9 due to his association with Beeston Civic Society minute number 33 refers

Councillors P J Owen and PD Simpson both declared a non-pecuniary interest in agenda item 10 as they were Nuthall Parish Councillors minute number 34 refers.

27 MINUTES

The minutes of the meeting held on 8 July 2021 were confirmed and signed as a correct record.

28 CHARGING FOR LAND CHARGES INFORMATION

This item was moved to the beginning of the Committee agenda at the request of the Chair.

The Committee considered the option of offering a paid-for service to Personal Search Companies. Under s8 of the Local Land Charges Act 1975, anyone may make a personal on-site inspection of the Land Charges Register at the Council Offices. The person who identified the Land they wish to search were allowed to inspect the relevant record on the Local Land Charges Register. A registering Authority was not expected or obliged to assist further. However, since COVID-19 lockdown in March 2020, responses to search enquires had been undertaken by the Council's Land Charges Officer and e-mailed out to Personal Search Companies. Around one hundred search results had been e-mailed out each month to Personal Search Companies.

The Local Land Charges Act 1975 gave Councils power to set fees for the provision of Local Land Charges Services, this would not apply to personal searches. This fee had been set at zero. A charge could be passed on with supplying environmental information obtained from a personal search. Regulation 8 (3) of the Environmental Information Regulations 2004. The enhanced chargeable e-mail service would be based on staff time incurred in the preparation and extraction of information and the cost incurred in printing or copying the information and sending to the requester.

It had not been determined how many Personal Search Companies would take up the offer of the enhanced service.

RESOLVED that:

- 1. The introduction of an optional paid for enhanced e-mail service to PSCs be approved.**
- 2. The fee for the enhanced service be set by the Executive Director in consultation with the Chair of the Committee.**

29 MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2025/26 AND BUSINESS STRATEGY 2022/23

Members were updated on the Council's Medium Term Financial Strategy and the progress with the delivery of the Business Strategy.

There had been an underspend of £2.121m on the General Fund revenue budget in 2020/21 this had resulted in a General Fund balance of £6.873m. This was reported at the 8 July 2021 Finance and Resources Committee.

There were a number of issues concerning Local Government finance that would have a major impact upon the financial position of the Council. They included the uncertainty on the outcome of the Government's Spending Review 2021, the delayed Fair Funding Review and the current and ongoing economic and financial impact of COVID-19.

Two other budget pressures impacting on the Council's 2022/23 budget were the cost of a rise in employer's National Insurance contributions and the financial impact of the market supplements that had been necessary to recruit and retain key staff across the Council.

Discussions ensued surrounding the financial impact and the effects COVID-19 had on the Council budget including significant loss of income at Liberty Leisure Limited, commercial rents and car parking. The Business Strategy 2022/23 and 2023/24

proposals highlighted potential additional income or reduced expenditure, Initiatives within both the Business Strategy and Commercial Strategy and the General Fund Revenue Budget.

RESOLVED that the updated Medium Term Financial Strategy and the Business Strategy 2022/23 in the appendices be approved.

30 BUDGET CONSULTATION 2022/23

The Committee was advised on the budget consultation process for 2022/23 and the proposed timetable and budget scrutiny process. Section 65 of the Local Government Finance Act 1992 places a duty upon local authorities to consult representatives on non-domestic rate payers before setting the budget.

For 2022/23 a budget consultation process was proposed similar to that adopted previously using a web-based survey that was published through social media. Promotional activity would 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.

Members thought that a clearer introduction to the budget consultation would be helpful and provide addition information on topics. further questions could be added into the consultation based on climate change, child play areas and whether the resident is a Council tax payee.

RESOLVED that the budget-setting process for 2022/23 and the Budget Consultation questionnaire be approved.

31 CAPITAL PROGRAMME 2021/22 UPDATE

Members were asked to approve the revised Capital Programme for 2021/22. The previous year's Capital Programme had been delayed due primarily to the effects of the pandemic and national restrictions on activity. The outturn report for 2020/21 had identified carry forward budgets of £8,495,900 into 2021/22. All the projects were being reviewed to ensure all timescales were revised and phasing expenditure matched activity.

The new projects that required budget amendments included:

- Purchase of two new electric vehicles for mobile cleaning staff
- Further Beeston Square Redevelopment
- Technical Infrastructure Architecture
- Leisure Facilities Strategy-Feasibility Study for Bramcote Leisure Centre.

Members queried options regarding Beeston Town Centre and they were all encouraged to feed ideas through their own party Leader into the Beeston Town Centre Board.

RESOLVED that the capital budget variations for 2021/22 as set out in the appendix be approved.

32 GENERAL FUND REVENUE BUDGET AMENDMENTS 2021/22

The Committee considered the number of amendments to the General Fund Revenue budget for 2021/22.

The revenue budget amendments required were associated with food hygiene, discretionary housing payments, ICT technical infrastructure, wellbeing and the employee establishment. The effects of the amendments would be to increase the anticipated withdrawal from the Council's General Fund balances.

RESOLVED that the amendments to the General Fund revenue budget 2021/22 as set out in the appendix be approved.

33 GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2021/22

Members considered the requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy from 2nd Kimberley Scout Group, The Helpful Bureau, Beeston Rylands Community Association, Beeston Civic Society/Beeston Street Art and Hope Community Gospel Choir.

RESOLVED that the Grant applications be dealt with as follows:

2nd Kimberley Scout Group	£7,000
The Helpful Bureau	£10,000
Beeston Rylands Community Association	£350
Beeston Civic Society/Beeston Street Art	£1,329
Hope Community Gospel Choir	£400

34 GRANT AID REQUESTS FROM NUTHALL PARISH COUNCIL

Members were asked to consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

Two grant aid requests had been received from Nuthall Parish Council for consideration. £2,590 towards the purchase of two new outdoor defibrillators to be installed in the Horsendale and Mornington areas of the parish and the second request was for funding of £1,905.00 towards the cost of traffic management for its Remembrance Sunday Parade.

Discussions ensued around the facilities provided in locations around the Borough and maintenance of the equipment once installed. Talks had been taking place with East Midlands Ambulance Service where the most incidents had taken place and how comprehensive lifesaving equipment could be installed across the borough including equipment for diabetic emergencies.

Members agreed to approve the grant aid request towards the cost of traffic management at the Remembrance Sunday Parade and to defer the grant aid request towards the purchase of two new defibrillators until another Finance and Resources Committee when a detailed programme of proposals of equipment across the borough would be provided.

RESOLVED that:

- 1. The Grant aid request of £1,095 towards the cost of traffic management at its Remembrance Sunday Parade in 2021 be approved.**
- 2. The grant aid request for up to £2,590 towards the purchase of two new defibrillators be deferred to allow for a wider programme of proposals of equipment across the Borough.**

35 CAPITAL GRANT REQUEST - EASTWOOD TENNIS CLUB

Members considered the request for capital grant aid in accordance with the provisions of the Council's grant aid policy from Eastwood Tennis Club. It was proposed that it would be better to include it as part of the Eastwood Levelling up bid within the health/wellbeing strategy and to withdraw this item from the agenda.

RESOLVED to withdraw the capital grant aid request and include as part of the Eastwood Levelling up bid.

36 BUSINESS RATES -JOINT PROPERTY INSPECTOR

The Committee noted the content of the report from the Joint Property Inspector in relation to business rates.

37 PERFORMANCE MANAGEMENT - REVIEW OF BUSINESS PLAN PROGRESS - SUPPORT SERVICE AREAS

The Committee noted the performance and progress made in achieving the actions in the Business Plans 2021-24 for the support service areas.

38 WORK PROGRAMME

The Committee considered the work programme.

RESOLVED that the Work Programme be approved.

39 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, 3, 5 and 12 of Schedule 12A of the Act.

40 TRAM COMPENSATION UPDATE

RESOLVED that the final adjustments to the claim be delegated to the Deputy Chief Executive and in consultation with the Chair of this Committee and the three main party Leaders.

41 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.

Report of the Chief Executive

CYCLE THEFT PREVENTION ACTION PLAN

1. Purpose of report

To present to Committee the new Cycle Theft Prevention Action Plan and associated funding request for approval.

2. Detail

From August 2018 to July 2021 there have been 544 bike thefts across the Borough.

FROM	TO	NUMBER
August 2018	July 2019	255
August 2019	July 2020	155
August 2020	July 2021	134

Thefts are predominantly in the south of the Borough with Beeston showing the highest incidence. The three-year trend is downwards overall however the highest rates in all three years are in Beeston. This may be due to an increase in cycle ownership and use in the Beeston area due to its easy access to the city and a range of other public transport options which enable the use of cycles as a means of travel which are unavailable in the rest of the Borough. Higher numbers of students living in Beeston may also have an impact of these figures.

There are free covered and open bike stands at key points throughout the borough some of which are provided by businesses and most of which are well lit with many in our town centre's covered by CCTV. There is also a secure cycle parking facility provided by Citycard Cycles at Beeston Station (£5.25 annually) and at Tram terminus points which are also well lit and covered by CCTV.

All members have been contacted to establish their plans for the promotion of cycle theft prevention and to capture any planned prevention events and these appear in the action plan.

3. Financial implications

The total funding required to deliver the action plan is £2,500, including the provision of 500 cycle marking kits (£1,500) and a similar number of 'D locks' (£1,000). There is no provision within the 2021/22 revenue budget for this project. If Members were minded to support this scheme an allocation would be required from the remaining 2021/22 revenue contingencies, of which £25,000 is presently available, or a one-off draw from General Fund balances.

Recommendation

The Committee is asked to:

1. **RESOLVE** that the Cycle Theft Prevention Action Plan and associated funding be approved; and
2. **RECOMMEND** that the Finance and Resources Committee approve supplementary funding of £2,500 to deliver the plan.

Background papers: Nil

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Broxtowe
Borough
COUNCIL

APPENDIX

CYCLE THEFT PREVENTION
ACTION PLAN
1 DECEMBER 2021 TO 30 NOVEMBER 2023

Data

FROM	TO	NUMBER
August 2018	July 2019	255
August 2019	July 2020	155
August 2020	July 2021	134
TOTAL		544

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The three-year trend is downwards overall however the highest rates in all three years are in Beeston.

This may be due to an increase in cycle ownership and use in the Beeston area due to its easy access to the city and a range of other public transport options which enable the use of cycles as a means of travel which are unavailable in the rest of the Borough. Higher numbers of students living in Beeston may also have an impact of these figures.

There are free covered and open bike stands at key points throughout the borough some of which are provided by businesses and most of which are well lit with many in our town centre's covered by CCTV.

There is also a secure cycle parking facility provided by Citycard Cycles at Beeston Station (£5.25 annually) and at Tram terminus points which are also well lit and covered by CCTV.

ACTION / DESCRIPTION	DUE DATE	LEAD OFFICER (Title)	UPDATE
4 Community safety and crime prevention sessions delivered to community groups or through events annually to include cycle theft prevention information	30/11/2023	Senior Communities Officer Nottinghamshire Police	
2 lighter nights campaigns delivered which includes crime prevention information relating to cycle theft, theft from gardens and shed breaks	31/05/2023	Senior Communities Officer	April / May 2022 April / May 2023
Hold Bike Register cycle marking events across the borough	31/11/2023	Nottinghamshire Police	£1,500 funding required for approx. 500 Bike Register cycle marking kits (250 North and 250 South of the Borough)
1 Darker nights campaign delivered which includes crime prevention information relating to cycle theft, theft from gardens and shed breaks	30/11/2023	Senior Communities Officer	October 2022 – post vacant October 2023

Cycle D Locks issued to cyclists at cycle marking events where necessary	30/11/2023	Nottinghamshire Police	£1,000 funding required for 66 cycle D locks (approx 33 North and 33 South of the Borough)																				
Establish a link to the Police “securing your bike” booklet on BBC website to promote cycle theft prevention	30/01/2022	Senior Communities Officer																					
Work with The University of Nottingham Off Campus Team to visit student properties within Beeston to deliver ASB and crime prevention advice and information	31/11/2023	University of Nottingham Off Campus Team Senior Communities Officer ASB and Licencing Enforcement Officer	<p>23/09/21</p> <table border="1"> <tr> <td>Marlborough Road</td> <td>Beeston North</td> </tr> <tr> <td>Peveril Road</td> <td>Beeston North</td> </tr> <tr> <td>Abbey Road</td> <td>Beeston North</td> </tr> </table> <table border="1"> <tr> <td>Lower Road</td> <td>Beeston Central</td> </tr> <tr> <td>Queens Road</td> <td>Beeston Central</td> </tr> <tr> <td>Fletcher Road</td> <td>Beeston Central</td> </tr> <tr> <td>Mona Street</td> <td>Beeston Central</td> </tr> <tr> <td>Humber Road</td> <td>Beeston Central</td> </tr> <tr> <td>City Road</td> <td>Beeston Central</td> </tr> <tr> <td>Salisbury Street</td> <td>Beeston Central</td> </tr> </table>	Marlborough Road	Beeston North	Peveril Road	Beeston North	Abbey Road	Beeston North	Lower Road	Beeston Central	Queens Road	Beeston Central	Fletcher Road	Beeston Central	Mona Street	Beeston Central	Humber Road	Beeston Central	City Road	Beeston Central	Salisbury Street	Beeston Central
Marlborough Road	Beeston North																						
Peveril Road	Beeston North																						
Abbey Road	Beeston North																						
Lower Road	Beeston Central																						
Queens Road	Beeston Central																						
Fletcher Road	Beeston Central																						
Mona Street	Beeston Central																						
Humber Road	Beeston Central																						
City Road	Beeston Central																						
Salisbury Street	Beeston Central																						

Distribute anti cycle theft posters to key sites in the borough	31/11/2022	Senior Communities Officer ASB and Licencing Enforcement Officer ASB Enforcement Officer	
MEMBERS PROMOTION, PROJECTS AND EVENTS			

REFERRED

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Report of the Executive Director

GARDEN WASTE SUBSCRIPTION CHARGES FOR 2022/231. Purpose of report

To seek approval for the 2022/23 garden waste subscription fees.

2. Background

An income target of £750,000 was set for the 2021/22 subscription period. As of 1 October 2021, 22,100 properties have subscribed to the service generating an income of £859,203.

The number of subscribers in 2021/22 has increased from those in 2020/21 suggesting that the service represents good value for money. The challenge for the 2022/23 season will be to maintain the customer base.

Outlined in the appendix are options relating to the charges for the garden waste collection service for 2022/23.

3. Financial implications

The financial implications of each option are shown in the appendix.

Recommendation

The Committee is asked to RECOMMEND to the Finance and Resources Committee that:

- 1. The price for the first bin for 2022/23 be increased by £1.00**
- 2. The price for additional bins for 2022/23 be increased by £1.00**

Background papers

Nil

APPENDIX

Charges for 2021/221. Comparison of charges

The table below shows the charges for the kerbside garden waste collection service for all district councils within Nottinghamshire.

Local Authority	First bin price (2021/22)	Additional bin price (2021/22)	Service Provision
Broxtowe Borough Council	£36	£22	Fortnightly March to November, monthly December through to February
Ashfield District Council	£28	£14	Fortnightly March to December
Bassetlaw District Council	£32	£32	Fortnightly March to November
Gedling Borough Council	£38	£20	Fortnightly April to March – no service January and February
Mansfield District Council	£30	£15.50	Fortnightly March to November, one in December and no collections in January and February
Newark and Sherwood	£30 (reduced by £5 to take account of collection issues in 2020/21)	£35	Fortnightly March to November, monthly December through to February
Rushcliffe Borough Council	£40	£25	Fortnightly but no collections over the Christmas and New Year period

The current fee of £36 for the first bin is slightly above the average price of £33.42 across the Nottinghamshire districts. There are significant differences in the prices charged for additional bins. The current charge for an additional bin is £22 with the average price across the Nottinghamshire districts being £23.35

By October 2021 2,448 subscribers have paid for the use of additional bins.

2. Charging mechanism

Residents can currently subscribe to the service in three ways:

- Online
- By telephone

- By using the kiosk (located in Beeston Council Offices)

Approximately 88.1% of Broxtowe subscribers use the online payment system. Online subscription is by far the cheapest and easiest payment method and equates to a cost of £0.15p per transaction.

3. Options for charges

Different proposed charges for 2022/23 are shown in the tables below. The figures used in the tables are based on 22,100 subscribers (the number as at October 2021).

The different options illustrate the projected income based on different prices for the first and additional bins.

		Projected income from first bins				
Number of bins	Number of subscribers	£36 (Current price)	£37 (Increase £1)	£38 (Increase £2)	£39 (Increase £3)	£40 (Increase £4)
1	22,100	£795,600	£817,700	£839,800	£861,900	£884,000
Potential Additional Income		0	£22,100	£44,200	£66,300	£88,400

		Projected income from additional bins				
Number of additional bins	Number of subscribers	£22 (current price)	£23 (Increase £1)	£24 (Increase £2)	£25 (Increase £3)	£26 (Increase £4)
1	2150	£47,300	£49,450	£51,600	£53,750	£55,900
2	223	£9,812	£10,258	£10,704	£11,150	£11,596
3	54	£3,564	£3,726	£3,888	£4,050	£4,212
4	8	£704	£736	£768	£800	£832
5	7	£770	£805	£840	£875	£910
6	1	£132	£138	£144	£150	£156
7	4	£616	£644	£672	£700	£732
9	1	£198	£207	£216	£225	£234
Total		£63,096	£65,964	£68,832	£71,700	£74,572
Potential Additional Income		0	£2,868	£5,736	£8,604	£11,476

4. Risks

Increasing the price may increase the risk that customers do not re-subscribe. The overall number of subscribers has increased by around 650 (October 2021) from the previous year. The challenge for the 2022/23 season will be to maintain the existing customer base.

Another issue which has been experienced in 2021/22 is the disruption to collections due to both COVID-19 and the national shortage of HGV drivers. From July 2021 through to September 2021 not all collections were completed on the schedule day. Unfortunately, the collections scheduled for the week commencing 19 July 2021 were cancelled in order for resources to be deployed on the priority residual and recycling services. However, it is intended that an additional collection is scheduled for February 2022 to ensure customers receive their 23 planned collections per year.

5. Recommendations

The following charges are proposed:

- The price for the first bin is increased by £1.00
- The price for additional bins is increased by £1.00

It is envisaged that the price increase on the first bin will generate additional income in the region of £22,100.

It is envisaged that the price increase for the additional bin will generate additional income in the region of £2,868.

The price increases will ensure that the provision of the garden waste collection service is in line with neighbouring authorities.

Report of the Chief Executive

RENT AND CHARGES 2022/20231. Purpose of report

To ask Committee to approve the rent increase for 2022/2023.

2. Background

In April 2020 the Rent Standard – April 2020 was introduced following the four-year period where 1% rent reductions were imposed on social landlords by the Welfare Reform and Work Act 2016.

The 2022/2023 rent increase will be approved through the committee process in line with the Rent Standard – April 2020.

3. Detail

Broxtowe Borough Councils Rent Setting Policy was approved by the Housing Committee on 18 September 2019. The Purpose of the Rent Setting Policy is to ensure the rent will be set in accordance with the relevant statutory and regulatory obligations.

The policy seeks to strike a balance between the need to keep rents affordable whilst providing sufficient funds to support the councils need to maintain its housing stock and provide a high standard of customer service. The Council is aware that many tenants have low incomes and aims to provide housing that remains affordable.

Rent and other charges will be increased annually by CPI + 1%. The CPI as at September prior to the April of implementation will be used. More detail can be found in Appendix 1.

The CPI for September 2021 is 3.1% therefore rents will be increased by 4.1%.

Tenants will be given four weeks' notice in writing in accordance with the tenancy agreement.

4. Financial Implications

The increase in rent will result in additional income to the Housing Revenue Account.

Recommendation

Committee is asked to RESOLVE that the 2022/2023 rent and charges increase be approved.

Background papers

Nil.

APPENDIX

Charge detail	2021/2022	2022/2023 Increase	2022/2023 Charge
Rent	Increased by CPI + 1% (1.5%)	Increase by CPI (3.1%) + 1% = 4.1%	4.1% Increase
Lifeline (per week)	£3.78	Increase by CPI (3.1%) + 1% = 4.1%	£3.93
Lifeline plus (per week)	£5.67	Increase by CPI (3.1%) + 1% = 4.1%	£5.90
Garage (Tenant & Leaseholder – Monthly)	£39.24	Increase by CPI (3.1%) + 1% = 4.1%	£40.85
Garage (Non Tenant- Monthly)	£47.09 (Includes VAT)	Increase by CPI (3.1%) + 1% = 4.1%	£40.85 plus VAT
IL Management Charge - Level 4	£13.28	Increase by CPI (3.1%) + 1% = 4.1%	£13.82
IL Management Charge - Level 3	£12.78	Increase by CPI (3.1%) + 1% = 4.1%	£13.30
IL Management Charge - Level 2	£12.28	Increase by CPI (3.1%) + 1% = 4.1%	£12.78
IL Management Charge – Level 1	£10.61	Increase by CPI (3.1%) + 1% = 4.1%	£11.05
GN Management Charge (Communal Areas)	N/A	New Charge	£1.50
Guest room charge	£24.00 (Includes VAT)	N/A	£24.00 (Includes VAT)
Right to buy administration (provisional of historical information)	£25.75	N/A	£25.75
Leasehold Management Charge	£162.77	Increase by CPI (3.1%) + 1% = 4.1%	£169.44
Rechargeable Repairs Invoices		10% administration fee to be added to each invoice	10% admin fee
Temporary Accommodation (Daily Charge)			
50/52/54/56 Nether Street	£17.50	Calculated by LHA rate and property	£13.91

		size	
Knapp Avenue	£17.50	Calculated by LHA rate and property size	£16.27
Plowmans Court	£17.50	Calculated by LHA rate and property size	£18.49
Decorating Allowances:			Up to:
Electrical rewiring 1/2 bed flat	£125	£5	£130
Electrical rewiring 2 bed house/bungalow	£150	£10	£160
Electrical rewiring 3 bed house/bungalow	£180	£10	£190
Electrical rewiring 4 bed house/bungalow	£210	£10	£220
Partial rewire/decoration 1/2 bed flat	£100	£10	£110
Partial rewire/decoration 2 bed house/bungalow	£120	£10	£130
Partial rewire/decoration 3 bed house/bungalow	£150	£10	£160
Partial rewire/decoration 4 bed house/bungalow	£170	£10	£180
Heating Installation/Boiler Replacement (where a back boiler is removed)	£40	£10	£50
Plastering repairs (per room depending on the extent of the damage)	Between £15 - £40	£5	Between £20-50
Resident Involvement grants and allowances:			
Maximum start up grant for local	£160	N/A	£160

tenant/leaseholder groups			
Maximum training grant for tenants to attend approved courses	£110	N/A	£110
Maximum one off grant to local tenant/leaseholder groups for purchase of equipment	£160	N/A	£160
Maximum on-going grants for local tenant/leaseholder groups to match local fund raising £ for £ approved items	£270	N/A	£270
Travelling allowance rates for attendance at meetings, training sessions, seminars and conferences	Applicable casual car user allowance	N/A	Applicable casual car user allowance

(CPI = Consumer Price Index - published by the Office for National Statistics for September 2021)

Report of the Deputy Chief Executive

**GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS,
CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS,
THE ARTS AND DISABILITY MATTERS 2021/22**

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 the appendix for consideration. The amount available for distribution in 2021/22 is as follows:

	<u>£</u>
Revenue Grant Aid Budget	168,800
Less: Estimated requirements for: Rent Awards and Other Commitments (#)	42,900
Less: Grant Awards to Date	111,929
BALANCE AVAILABLE FOR DISTRIBUTION	13,971

(#) This includes provisions in respect of the application from Toton Coronation Hall Community Association and the 5th Stapleford Scout Group.

Recommendation

The Committee is asked to CONSIDER the requests in appendix 1 and RESOLVE accordingly.

Background papers

Nil

APPENDIX 1

Applications

The following grant applications have been received for consideration in 2021/22:

<u>Applicant</u>		<u>Grant Award 2020/21</u>	<u>Grant Request 2021/22</u>
		£	£
Toton Coronation Hall Community Association	1	7,000	7,000*
5 th Stapleford Scout Group	2	4,500	4,500*
		Total	11,500

The total request is made up of £nil in 'cash' from the balance available, with £11,500* 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 keep-fit clubs (yoga, zumba, fitsteps), uniform groups, senior citizen's groups, dance classes, martial arts clubs, family groups and parties. The pandemic has had an impact on hall usage, with some groups proving to be a hesitant to return and some are not returning at all. TCH has lost a number of previously regular bookings including the Carers Trust, the weekly playgroup and the drama and theatrical group. It is estimated that up to 200 people of all ages use the facilities on a weekly basis, with the majority being local residents.

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.

TCHCA has provided its annual accounts for the year ended 31 July 2021 for scrutiny. Annual income amounted to £15,785 mainly from hall hire and grant aid. Expenditure of £12,999 included repairs and refurbishment works, rent, utilities, insurances and cleaning. Cash and bank balances as at 31 July 2021 were £11,514. TCHCA indicated that reserves are earmarked towards general repairs 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:

2020/21	£7,000
2019/20	£7,000
2018/19	£7,000
2017/18	£7,000

For 2021/22, the Toton Coronation Hall Community Association has requested a grant 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.

Uniformed Groups Category

2. 5TH STAPLEFORD SCOUT GROUP

The 5th Stapleford Scout Group was established in 1964 and is based at Stapleford House, Wesley Place in Stapleford. The Group currently has 100 members of all ages (scouts, cubs, beavers, leaders and voluntary helpers), the majority of whom are residents of Stapleford and Bramcote.

The aim of the 5th Stapleford Scout Group is to provide activities within the scout association organisation. The Group provides an interest for local children aged between 6 and 14 years to experience new adventures, learn new team and individual skills required for scouting activities, play new games and meet new friends. The Group are also supported by the local community at regular fundraising events such as jumble sales and fairs.

For the year ended 28 February 2021, receipts of £11,780 were generated from grants, donations and fundraising and other activities (subscription fees not charged due to the pandemic). Annual payments amounted to £8,322 and included equipment, premises expenses such as rent, heating, lighting, repairs and maintenance and the cost of activities and fundraising events (membership fees were not charged due to the pandemic). Cash and bank balances as at 28 February 2021 had increased to £15,439.

The 5th Stapleford Scout Group commenced their lease for first floor at Stapleford House from September 2014. The tenancy agreement reflects the Council's aim of securing economic rents on its properties, with the annual rent of the accommodation assessed at £4,500. The 5th Stapleford Scout Group only has limited financial resources and suggests that it would be unable to sustain a rental charge of this size.

The Council has regularly supported the 5th Stapleford Scout Group for many years with grant aid towards its rental obligations. The grants awarded in the past four years were as follows:

2020/21	£4,500
2019/20	£4,500
2018/19	£4,500
2017/18	£4,500

For 2021/22 the 5th Stapleford Scout Group has requested a grant of £4,500 to cover the annual market rental of the accommodation at Stapleford House. This potential grant award would be for a period of one year and would have no effect on the Council's overall budget, with the award being matched in the Council's premises income budget.

Report of the Deputy Chief Executive

GRANT AID REQUESTS FROM PARISH AND TOWN COUNCILS1. Purpose of report

To consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

2. Grant aid applications

Two grant aid requests have been received from parish and town councils for consideration:

- A capital grant request from Awsworth Parish Council towards the cost of its play area improvement project at the Shilo Recreation Ground. Awsworth has requested financial support of up to £7,000 towards the cost of the works which are anticipated to be around £19,000 in total.
- A request from Stapleford Town Council towards the cost of its Remembrance Sunday event. Stapleford has asked the Council for grant aid of £1,994 towards the cost of the event.

Details of the applications are included in appendix 1. The agreed protocol for assessing grant aid to parish and town councils is provided in appendix 2 with the grants previously awarded under this scheme listed in appendix 3.

3. Financial position

No budgetary provision exists for capital grants to parish councils and the overall capital contingencies budget has been fully committed in 2021/22. If Members wished to support this request from Awsworth, an award could be made from the £20,000 provision for grants to parish councils included in the 2021/22 revenue budget.

Similarly, if Members wished to support the request from Stapleford, an award could be made from the grants to parish councils revenue budget.

Recommendation

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

Background papers

Nil

APPENDIX 1

Revenue and Capital Grants1. **Awsorth Parish Council – Play Area Improvement Project**

Awsorth Parish Council has submitted a grant aid request for up to £7,000 towards its play area improvement project.

There are two recreation grounds within the Parish of Awsorth that are fully maintained by the parish council. Following an annual safety inspection last year, a number of items of play equipment were identified as needing to be replaced within 12 months. Since then, Awsorth has completed a scheme at The Lane Recreation Ground that included the removal and replacement of a slide, replacing damaged surfacing and removing rotten wooden logs. The total cost of the refurbishment was around £6,900.

In the meantime, the play equipment at the other site, the Shilo Recreation Ground, has deteriorated further and the Parish Council now receives regular complaints from park users. Awsorth has identified this as an urgent health and safety project but requires some funding support to ensure that the project can be fully completed at the earliest opportunity.

The Parish Council needs to remove the old climbing frame and would like to replace with a new unit; remove the bark under the climbing frame and replace with 'wet-pour'; remove the damaged mound and tunnel and replace with a new fully inclusive basket swing. Awsorth received three quotations for the scheme, with the preferred bid being for a total cost of £19,000 (plus VAT).

Awsorth had budgeted £14,500 within its precept for playground improvements in 2021/22 of which £6,900 has already spent on safety improvements to The Lane Recreation Ground. Awsorth has also spent around £3,500 on other unexpected health and safety repairs that was not included in the annual precept. Due to the urgency of the project, Awsorth has not been able to apply for funding via the regular channels (e.g. National Lottery, Sport England etc.) but has allocated some of the funds within its precept. This unfortunately still leaves Awsorth short by around £9,600. Awsorth has approached its two local County Councillors for financial support and is currently awaiting confirmation of any awards.

Awsorth Parish Council had closing reserve balance of £27,209 as at 31 March 2021. The Awsorth annual precept for 2021/22 was £79,522.

2. **Stapleford Town Council – Remembrance Sunday Event**

Stapleford Town Council has requested grant aid of £1,994 towards the cost of its recent Remembrance Sunday event.

This annual event is run by the Town Council and is one of the most important events in the town's calendar. The planned event will comprise of a procession through the town centre, followed by a service, two-minute silence

and the laying of wreaths with the service being led by the Reverend of St. Helen's Parish Church.

The Town Council is keen to attract new visitors into Stapleford to help local businesses and believe that the Remembrance event has achieved this in the past. Whilst clearly not its focus, the Town Council recognises the opportunity this event presents for businesses with the growing number of people that the event attracts.

In addition to extending invitations to local Veterans, Stapleford Town Council includes a number of local community organisations in its commemorations, which include Stapleford and Bramcote Combined Services; Equalized Club; Bramcote and Stapleford Conservative Club; and The Salvation Army. Youth groups are also involved including 1360 (Stapleford and Sandiacre) Squadron Air Cadets; local scouts and guides; boys brigade; and various sporting clubs. The event is also attended by the Nottinghamshire Fire and Rescue Service and Nottinghamshire Police wherever possible. Involving young people in Remembrance, is helping to foster a sense of belonging and pride in the community, through connecting younger generations with local history and engendering a sense of commonality with fellow residents.

In planning this event, Stapleford Town Council will look further at ways in which community cohesion can be strengthened with a view to contributing further to the aims and objectives of Community Safety, Children and Young People, and Community Relations within the Sustainable Community Strategy. As well as this, we will consider the sustainability and growth of local business.

The main cost of the event will be incurred from the need for road closures and stewards to facilitate the procession through the town prior to the service. The roads are closed for around four hours and the stewards are contracted for the full period of closures. Stapleford also hires a PA system for the service which requires the use of the electricity box in Walter Parker VC Square (kindly provided by Broxtowe Borough Council). The total cost is expected to be around £2,750. There is £2,500 ring-fenced in the 2021/22 budget for Remembrance events this year, which would provide cover for any shortfalls. No further pledges of funding have been requested or received for the Remembrance event.

Stapleford Town Council has requested grant aid of £1,994 towards the cost of road closures, stewards and additional security at the Remembrance Sunday 2021 event.

Stapleford Town Council precept for 2021/22 was £97,182. Stapleford currently has confirmed reserves of £131,950, of which £84,000 is allocated for specific projects. The unrestricted reserves are set to be used to reduce the requirement to increase the precept in the coming financial year with a small contingency sum set aside for emergencies.

APPENDIX 2

Protocol for consideration of grant aid to parish and town councils

The protocol for the consideration of grant aid requests from parish and town councils was agreed by Cabinet on 8 June 2010. The key provisions are:

1. Grant aid will only be given in support of specific projects or services and not as a general grant towards the services provided by a parish/town council.
2. Revenue grant aid will only be considered towards services which act as a replacement for services which otherwise Broxtowe Borough Council would have to provide or which supplement services which the borough council provides so as to reduce the costs that Broxtowe would otherwise incur.
3. In applying for grant assistance the parish/town council will need to demonstrate how the service or project in question contributes to Broxtowe's aims and objectives as laid out in the Corporate Plan and the Sustainable Community Strategy.
4. In applying for grant aid assistance the parish/town council will need to provide evidence as to why they do not have the financial resources to provide the services or project in question and what the consequences would be for local residents and businesses if the service was withdrawn or the project not completed. This will include a requirement for the parish/town council to detail what other funding sources they have secured (or otherwise) and to provide a statement as to any reserves held and their planned use.
5. Preference will be given to support for the provision of mandatory services as compared with discretionary services.
6. Where grant aid is to cover the cost of a specified service, the parish/town council will be responsible at its own cost for providing an audited statement within six months of the end of the financial year concerned to confirm the amount of expenditure incurred and income received against which grant aid may be payable. Any grant payable would then be adjusted retrospectively if necessary following receipt of such an audited statement.
7. Grant aid will only be in respect of additional costs directly incurred by the parish/town council and will not cover the cost of any general overheads which the parish/town council would otherwise incur anyway as a result of their operations.
8. Grant aid will be cash limited in each year and the responsibility for costs increasing beyond the cash limit will normally rest with the parish/town council. Where such cost increases are considered to be unavoidable and beyond the parish/town council's control, then Broxtowe may be approached to seek a further grant award.

9. Where the parish/town council wishes to vary the service provided for which grant aid has been awarded, this should only take place after full consultation and with the agreement of Broxtowe.
10. Preference will be given towards one off capital projects rather than as a regular annual contribution towards the ongoing costs of providing services.
11. The parish/town council shall be required to provide such information as Broxtowe may reasonably request as to the actual outputs and outcomes arising from any service or project where Broxtowe makes a contribution.
12. Any grant contribution that may be awarded by Broxtowe need not be at the rate of 100% of net expenditure incurred but may be at a lesser rate to reflect such as its own corporate priorities, budgetary constraints or the availability of similar services or projects elsewhere.
13. Revenue grants will normally only be awarded for one year although an indicative amount for the following year may be given at Broxtowe's discretion. Capital grant aid will be towards the cost of a specific one-off project.
14. Requests for grant aid in respect of a particular financial year should normally be submitted by the end of October of the preceding year at the latest to assist with forward budget planning for both Broxtowe and the parish/town council. Broxtowe will endeavour to make a decision on such requests by the end of December in the year preceding that for which grant aid is requested.

APPENDIX 3

Grant Aid Awards to Parish/Town Councils

The table below lists the grants awarded under this scheme since 2014/15.

Date	Council	Amount	Purpose
01/04/14	Nuthall Parish Council	£2,000	War memorial construction (Capital)
16/10/14	Nuthall Parish Council	£2,500	Cemetery maintenance
02/06/15	Cossall Parish Council	£350	Memorial plaque
19/04/16	Eastwood Town Council	£5,000	Building refurbishment works (Capital)
04/07/16	Greasley Parish Council	£4,000	Upgraded heating system (Capital)
19/09/16	Awsorth Parish Council	£5,000	Heating system replacement (Capital)
09/01/17	Brinsley Parish Council	£4,000	Play facility repairs/replace (Capital)
03/10/17	Nuthall Parish Council	£1,820	Remembrance parade
12/10/17	Greasley Parish Council	£1,000	Christmas lights event
12/10/17	Nuthall Parish Council	£3,395	Cemetery maintenance
26/04/18	Nuthall Parish Council	£12,000	Cemetery roadway surface (Capital)
26/04/18	Nuthall Parish Council	£2,000	Summer Youth Club
11/10/18	Greasley Parish Council	£647	WW1 commemoration sculpture
15/08/19	Brinsley Parish Council	£2,070	Summer play day
10/10/19	Awsorth Parish Council	£1,250	Kitchen Refurbishment – Pavilion
10/10/19	Brinsley Parish Council	£2,300	Tree planting – commemoration
10/10/19	Nuthall Parish Council	£1,855	Remembrance parade
10/10/19	Stapleford Town Council	£2,010	Remembrance event
10/10/19	Trowell Parish Council	£3,500	Car park refurbishment
13/02/20	Brinsley Parish Council	£1,000	Festive lighting display
13/02/20	Brinsley Parish Council	£1,225	VE Day celebrations 2020
07/01/21	Kimberley Town Council	£1,200	New defibrillator
30/03/21	Kimberley Town Council	£1,200	New defibrillator
07/10/21	Nuthall Parish Council	£1,905	Remembrance parade

Report of the Deputy Chief Executive

CAPITAL PROGRAMME 2021/22 UPDATE1. Purpose of report

To report upon capital expenditure incurred in 2021/22 up to 30 September 2021 along with the planned financing of the 2021/22 capital programme and to seek approval for a capital budget variation in the current financial year.

2. Background

Appendix 1 sets out the 2021/22 capital programme on a scheme by scheme basis and shows expenditure incurred on all capital schemes up to 30 September 2021. The 2021/22 capital programme includes schemes totalling £8,542,650 that were carried forward from 2020/21. It also includes all subsequent adjustments to the budgets that were approved by this Committee up to and including 7 October 2021.

Capital expenditure totalling £6,778,712 (31% of the planned capital programme) had been incurred by 30 September 2021.

Also included in the capital programme are schemes totalling £1,103,000 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 2021/22 capital programme is to be financed along with details of the capital receipts that are likely to be available for capital financing.

Finally, there is an additional budget allocation required in respect of property asset management. Further details are set out in appendix 3 which sets out the amendment identified in the Capital Programme together with likely financing that will be confirmed at the end of the current financial year.

Recommendation

The Committee is asked to:

1. **NOTE** the expenditure on the 2021/22 capital programme to 30 September 2021 in appendix 1 and the planned financing of the capital programme in appendix 2; and
2. **RESOLVE** that the capital budget variation set out in appendix 3 be approved.

Background papers – Nil

APPENDIX

CAPITAL PROGRAMME 2021/22 UPDATE

The following table summarises the Capital Programme 2021/22 expenditure by service area to 30 September 2021.

Service Area	Approved Budget £	Spend to Date £	Spend to Date %
Housing	15,035,230	4,631,959	31
Jobs and Economy	488,700	100,370	21
Leisure and Health	93,600	28,107	34
Environment and Climate Change	1,638,400	451,391	28
Community Safety	25,000	0	0
Finance and Resources	5,172,245	1,566,885	31
GRAND TOTAL	22,453,175	6,778,712	30

The capital budget updates approved by this Committee on 7 October 2021 are included in the tables for completeness. For comparative purposes the capital expenditure in the previous year up to 30 September 2020 was £5.896m of a £28.467m budget (21%).

There are a further 20 schemes with an estimated cost of £1,103,000 that are on a 'reserve list' which may come forward for approval to proceed once a funding source has been identified.

The following tables provide a summary expenditure by individual schemes as at 30 September 2021.

HOUSING	Budget 2021/22 £	Spend to 30/09/21 £	%
Disabled Facilities Grant	1,351,380	356,008	26
Warm Homes on Prescription	50,000	-	-
Central Heating Replacement	2,406,850	590,911	25
Modernisation Programme	2,215,300	1,112,680	50
Major Relets	150,000	143,795	96
Disabled Adaptations	593,450	80,306	14
Window & Door Replacement	688,150	83,106	12
External Decoration & Pre Paint Repairs	928,850	371,738	40
Electrical Periodic Improvements	484,950	111,635	23
External Works – Paths/Paving	222,600	112,904	51
Fire Safety Assessment & Remedial Work	371,000	326,485	88

HOUSING	Budget 2021/22 £	Spend to 30/09/21 £	%
Structural Remedial Repairs	302,200	27,116	9
Asbestos Surveys and Remedial Works	140,550	43,398	31
Garage Refurbishment	248,800	131,407	53
HRA Stock Condition Survey	6,750	-	-
NWOW Housing Section	-	3,106	-
Acquisition of Properties	2,200,950	466,467	21
New Build Housing Feasibility Costs	616,700	87,330	14
New Build - Oakfield Road	690,850	394,667	57
New Build - Fishpond Cottage	550,000	-	-
New Build - Chilwell/Watnall Garage Sites	600,000	-	-
Housing Delivery Plan Officer Posts	188,000	188,000	100
HRA Contingency	27,900	900	3
TOTAL – HOUSING	15,035,230	4,631,959	31

JOBS AND ECONOMY	Budget 2021/22 £	Spend to 30/09/21 £	%
Former Stapleford Police Station Redevelop	-	3,030	-
Town Centre Wi-Fi	-	782	-
Mushroom Farm - New Industrial Units	81,250	79,866	98
Stapleford Towns Deal	302,450	-	-
Mushroom Farm S106	80,000	-	-
Durban House Repairs	25,000	16,692	67
TOTAL – JOBS AND ECONOMY	488,700	100,370	21

LEISURE AND HEALTH	Budget 2021/22 £	Spend to 30/09/21 £	%
Beeston Shopmobility (S106 ITPS)	5,000	-	-
BLC Site Options Professional Advice	15,000	-	-
Phoenix Inham FC - Clubhouse Development	9,000	-	-
KLC Pool Filter Repairs	21,600	21,588	100
BLC Replacement of Flat Roofs	25,000	-	-
BLC Lift Repairs	7,000	6,519	93
Leisure Facilities Strategy – Feasibility Study BLC	11,000	-	-
TOTAL – LEISURE AND HEALTH	82,600	28,107	34

ENVIRONMENT AND CLIMATE CHANGE	Budget 2021/22 £	Spend to 30/09/21 £	%
Brinsley P.C. - Play Area and Parks	4,000	-	-
Dovecote Lane Recreation Ground - Improvements	97,200	90,075	93
Canalside Heritage Centre - Arts Ark Project	10,000	-	-
Replacement Vehicles & Plant	1,086,950	326,401	30
New electric vehicles (x2) - mobile cleaning	44,000	-	-
Kimberley Footpath 35 Improvements	15,000	-	-
Strelley Bridleway 4 Improvements	30,000	-	-
Sun Inn Traffic Management Upgrade	20,000	-	-
Pasture Road Rec Ground (Stapleford)	78,750	3,750	5
Play Area General Improvements	31,500	15,420	49
Beeston Tram Interchange - Public Conveniences	140,000	-	-
Kimberley Depot - Garage Doors	12,000	15,745	100+
Kimberley Depot - Stores Doors	6,000	-	-
Kimberley Depot - Flood Barriers	7,000	-	-
Giltbrook Paths (S106 Env.)	56,000	-	-
TOTAL – ENVIRONMENT/CLIMATE CHNGE	1,594,400	451,391	28

COMMUNITY SAFETY	Budget 2021/22 £	Spend to 30/09/21 £	%
Stapleford Place Fund	25,000	-	-
TOTAL – COMMUNITY SAFETY	25,000	-	-

FINANCE AND RESOURCES	Budget 2021/22 £	Spend to 30/09/21 £	%
ICT & BUSINESS TRANSFORMATION			
Replacement/Development Programme	166,950	32,755	20
Technical Infrastructure Architecture	229,450	-	-
E-Facilities Initiatives	112,500	-	-
VoIP Telephony	50,000	-	-
RESOURCES			
Allpay	5,150	-	-
Beeston Square - Phase 2	3,993,500	1,511,585	38
Beeston Square Redevelopment ('Argos block')	500,000	-	-
NWOW Planning Finance & Estates	4,550	11,400	100+
NWOW - Main Reception	99,000	-	-
GF Contingency	Allocated	-	-

FINANCE AND RESOURCES	Budget 2021/22 £	Spend to 30/09/21 £	%
Grants to Voluntary Organisations	11,145	11,145	100
TOTAL – FINANCE AND RESOURCES	4,827,245	1,566,885	31

Reserve List – Schemes Awaiting Funding	Budget 2021/22 £	Spend to 30/09/21 £	%
Car Parks Resurfacing	25,000	-	-
BLC Main Pool Filter Replacement	15,000	-	-
BLC Refurbish Fitness Changing Rooms	38,500	-	-
BLC Replace Teaching Pool Filter	25,000	-	-
BLC Replacement of Flat Roofs	176,000	-	-
BLC Replace Teaching Pool Windows	33,000	-	-
BLC Replace Main Pool Windows	93,500	-	-
BLC Replacement Intruder Alarm	20,000	-	-
BLC Refurbishment of Pool Surrounds	80,000	-	-
BLC Replace High Voltage Transformer	57,000	-	-
BLC Replacement Heating Valves	22,500	-	-
BLC Replacement Hot Water Calorifier	20,000	-	-
KLC Electrical/Window/Drainage Works	12,500	-	-
KLC Replace Pool Circulation and Shower Pumps	12,000	-	-
KLC Gym Changing Facilities Extension	36,000	-	-
KLC Renewal of Intruder Alarm Sensors	8,500	-	-
KLC Replace Pipework (Plant Room to Pool)	275,000	-	-
COSC Refurbish Male Changing Room	79,500	-	-
Cemeteries/Closed Churchyards – Footpath Imps	30,000	-	-
Asset Management – Programmed Maintenance	44,000	-	-
SCHEMES AWAITING FUNDING	1,103,000	-	-

APPENDIX 2

Planned Financing of Capital Programme 2021/22

Sources of Financing	General Fund £	HRA £	Total £
Revenue Financing:			
Major Repairs Reserve	-	4,211,000	4,211,000
Direct Revenue Financing	15,000	3,851,500	3,866,500
Grants and Contributions:			
Better Care Fund	1,401,380	-	1,401,380
Section 106 Receipts – ITPS	346,000	-	346,000
LAD Funding	724,850	-	724,850
MHCLG	52,450	-	52,450
Notts Police & Crime Commissioner	25,000	-	25,000
Usable Capital Receipts:	526,345	3,446,500	3,972,845
Prudential Borrowing	6,409,150	1,444,000	7,853,150
TOTAL	9,500,175	12,953,000	22,453,175

There are a further 20 schemes with an estimated cost of £1,103,000 that are on a 'reserve list' which may come forward for approval to proceed once a funding source has been identified.

The table includes the financing of the capital budget updates approved by this Committee on 7 October 2021, despite being agreed after the reporting date.

The financing of the recently agreed scheme relating to the Further Beeston Square Redevelopment ('Argos block') are to be funded from borrowing, unless further General Fund capital receipts become available. Similarly, the reduction in the capital budget Technical Infrastructure Architecture will reduce the impact on General Fund capital receipts and additional borrowing. The net effect across the two schemes is £400,000 is currently included within prudential borrowing.

Capital Receipts

(i) General Fund

General Fund capital receipts available at 31 October 2021 for the financing of capital expenditure were approximately £450,000. This includes receipts of £431,000 brought forward from 2020/21.

The planned financing of the 2021/22 capital programme shown in the table above assumes that General Fund capital receipts of £526,000 will be utilised.

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. It should also be noted, however, that if capital receipts received throughout the year do not meet this requirement, additional borrowing may be required.

(ii) Housing Revenue Account

Housing Revenue Account (HRA) capital receipts available at 31 October 2021 for the financing of capital expenditure were £4,253,000. This was arrived at as follows:

	£
Balance as at 1 April 2020 (brought forward from 2020/21)	3,114,000
Plus: Receipts from 1 April 2021 to 31 October 2021	1,439,000
Less: Payment to MHCLG (estimated)	(300,000)
Balance as at 31 October 2021	4,253,000

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

- Capital Receipts of £4,253,000
- HRA revenue contributions (Balance at 31 March 2021 was £5,926,000)

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:

- (i) An assumed level of receipts under right to buy (RTB) based upon a baseline forecast in the self-financing settlement of March 2012.
- (ii) 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. This agreement was amended with effect from 1 April 2021. Under the terms of the original agreement, local authorities were required to spend RTB receipts within three years of the quarter they were received and the receipts should fund no more than 30% of the cost of a replacement unit. Under the amended terms, local authorities have five years to spend the receipts and this is now calculated on an annual, not quarterly basis. In addition, these receipts can now fund up to 40% of the cost of a replacement unit. However, a cap has also been introduced on the amount local authorities can spend on acquiring existing properties (as opposed to building new properties), which will come into effect on 1 April 2022. Where a local authority is unable to spend receipts within five 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 31 October 2021 the Council's cumulative new build expenditure of £5,112,416 comfortably exceeded the new build sum of £1,984,000 required by the end of the financial year. As noted above, there have been various changes to the way in which the expenditure requirement has been calculated, which is the cause of the significant difference between our requirement and our actual spend.

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:
1,984,000	31 March 2022
2,347,000	31 March 2023
3,877,000	31 March 2024

* Please note that these figures are estimates based on the current information available from MHCLG. These may be revised at a later date once annual the Pooling return has been completed and confirmed figures are provided by MHCLG.

APPENDIX 3

Capital Budget Amendments and Capital Financial

Activity	Spend £	Commentary	Financing
Bramcote Leisure Centre – Roof Repairs/ Replacement of Flat Roofs	20,000	The capital programme 2021/22 already includes a budget of £25,000 for roof repairs at Bramcote Leisure Centre. The additional budget allocation is required due to an increase in the area identified as requiring repair. There is also the additional impact of the well-publicised increases in material and labour costs being experienced in the construction industry at present.	Additional borrowing.
Total	20,000		

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Report of the Deputy Chief Executive

**TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS
2021/22 – MID YEAR REPORT TO 31 OCTOBER 2021**1. Purpose of report

To inform the Committee of treasury management activity and the actual prudential indicators for 2021/22 for the period up to 31 October 2021.

2. Detail

Regulations issued under the Local Government Act 2003 require the Council to fulfil the requirements of the Chartered Institute of Finance and Accountancy (CIPFA) Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities when undertaking its treasury management activities.

As well as the Treasury Management and Prudential Indicators annual report that is presented to this Committee in July each year, there is a regulatory requirement for Members to receive a mid-year review. This is intended to enhance the level of Member scrutiny in these areas.

Following consultation in 2017, CIPFA published new versions of the Code of Practice on Treasury Management and the Prudential Code for Capital Finance in Local Authorities. The local authority specific Guidance Notes to the former Code were issued in October 2018. The Ministry of Housing, Communities and Local Government (MHCLG) has also published its revised Investment Guidance and this came into effect from April 2018.

The CIPFA Code of Practice on Treasury Management requires the Deputy Chief Executive to operate the Treasury Management function in accordance with the Treasury Management Strategy approved by this Committee on 11 February 2021 and Council on 3 March 2021. Details of all borrowing and investment transactions undertaken in 2021/22 up to 31 October 2021, together with the balances at this date and limits on activity, are provided in appendix 1. There are no issues of non-compliance with these practices that need to be reported.

Under the Prudential Code, the Council is required to prepare a number of prudential indicators against which treasury management performance can be measured. The Council has complied with its 2021/22 prudential indicators to 31 October 2021 and details are provided in appendix 2.

Recommendation

The Committee is asked to NOTE the report to 31 October 2021.

Background papers – Nil

APPENDIX 1

1. Borrowinga) Debt activity during 2021/22

The loan debt outstanding as at 31 October 2021 compared to the opening position at 31 March 2021 is shown below:

Loan Type	Amount Outstanding at 01/04/2021 £	Amount Outstanding at 31/10/2021 £
Short Term Loans:		
Bramcote Crematorium	273,000	540,000
Money Market Loans	18,000,000	2,000,000
Public Works Loan Board	11,625	5,963
Long Term Loans:		
Money Market Loans	3,000,000	3,000,000
Public Works Loan Board	79,769,130	84,763,467
TOTAL	101,053,755	90,309,430

b) Short Term Loans

The short term money market loans are loans from other local authorities and public sector bodies. Details of the movement in these during the period are set out in the table below:

Lender	Balance 01/04/21 £	Start Date	End Date	Rate %	Balance 31/10/21 £
Merseyside Fire/Rescue Service	£2.0m	05/05/20	04/05/21	0.90	-
Somerset County Council	£2.0m	06/08/20	06/05/21	0.60	-
North of Tyne Combined Authority	£2.0m	30/09/20	29/09/21	0.55	-
South Derbyshire District Council	£2.0m	06/10/20	06/04/21	0.10	-
Shropshire & Wrekin Fire Authority	£2.0m	11/11/20	11/05/21	0.10	-
Merthyr Tydfil Borough Council	£3.0m	05/02/21	05/08/21	0.04	-
Liverpool Combined Council	£5.0m	01/03/21	01/09/21	0.10	-
Shropshire & Wrekin Fire Authority	-	11/05/21	11/11/21	0.04	£2.0m

Short term loans at 31 March 2021 included PWLB annuities of £11,625. A sum of £5,662 was repaid on 13 September 2021 and the remaining £5,963 is due for repayment on 15 March 2021.

Short term loans at 31 March 2021 also included £273,000 that had been invested with the Council by Bramcote Crematorium. At 31 October 2021 Bramcote Crematorium had invested £540,000 with the Council. A distribution of £200,000 was made to each of the constituent authorities on 1 October 2021.

The major element of the long-term loans from the PWLB is the loans totalling £66.4m taken out on 28 March 2012 to make the payment to the Department for Communities and Local Government (DCLG). This enabled the Council to exit the Housing Revenue Account (HRA) subsidy system and move to self-financing arrangements that allow local authorities to support their housing stock from their own HRA income. These loans were for maturity periods between 10 and 20 years and were at special one-off preferential rates made available by the PWLB for this exercise of 13 basis points above the equivalent gilt yield at the date on which the loans were taken out.

Debt is kept under review in order to match the level of borrowing with the financing requirement for assets, based on analysis of the Council's balance sheet, with the aim of maintaining borrowing at the most efficient level in line with the prudential framework for capital finance.

The planned financing of the 2021/22 capital programme as at 31 October 2021 indicates that borrowing of £6,409,150 would be required to help fund the General Fund part of the programme. This borrowing has not, as yet, been fully undertaken as the availability of large investment balances has meant that there has been no specific need to undertake this borrowing thus far.

The Council will continue to adopt a cautious and considered approach to any borrowing that it may undertake. The Council's treasury advisors, Arlingclose, actively consult with investors, investment banks and capital markets to establish the attraction of different sources of borrowing and their related trade-off between risk and reward. The Council will liaise with its advisors before making any borrowing decisions and then report these to Members.

Arlingclose expects short-dated borrowing from the money markets to remain cheaper than long-term borrowing from the PWLB over the next 12-month period.

b) Debt rescheduling

In conjunction with the treasury management advisors, the Council continues to seek opportunities for the rescheduling of debt that could reduce its overall borrowing costs. No debt rescheduling has taken place to date in 2021/22.

Whilst the possibility of achieving savings by repaying a loan may initially appear attractive, if a replacement loan is taken out to facilitate this then the replacement loan will have to be replaced at some stage. There is a risk that, as interest rates rise, future loans could be more expensive and the initial decision to pursue the repayment of the original loan could turn out to be costly in the long term.

There may be opportunities in the future to achieve discounts by repaying loans using funds that are currently invested but the Council's primary concern will be to ensure that it has sufficient liquidity available to meet its liabilities and this represents a significant barrier to debt repayment activity.

Currently all of the Council's PWLB loans would attract a premium, i.e. a penalty, on premature repayment of between 5% and 99%. Those which have a higher probability of attracting a discount in the future where interest rates rise (i.e. where the current premium is between 0% and 10%) are some loans that were taken out on 28 March 2012 at preferential rates as part of the move to exit the HRA subsidy system as referred to in 1(a) above.

The Council and its treasury management advisors will continue to monitor the situation and evaluate potential opportunities where appropriate. Debt rescheduling activity will only be undertaken when annual revenue savings can be achieved and both a stable debt maturity profile and suitable interest rate structure can be maintained.

c) Cost of borrowing and debt profile

i. Long term debt

The Council's long term debt had an average of 8.00 years to maturity at 31 October 2021 (31 March 2021 was 7.03 years). The average interest payable at that date was 3.19% (31 March 2021 was 2.93%).

ii. Short term borrowing

Short-term borrowing comprises the continuing loan from the Bramcote Crematorium Joint Committee and the loans outlined in 1(a) above.

The Council has, on occasion, taken advantage of exceptionally low interest rates for short-term loans that have been available from other local authorities and public sector bodies.

iii. PWLB Rate Changes and Future Borrowing

Most of the Council's long term debt is borrowed from the PWLB. The most recent PWLB Technical Note (published on 21 October 2021) shows the current Standard Rate for PWLB loans is 100 basis points above current gilt prices. Those local authorities who submit a Certainty Rate Return, which is primarily a high-level analysis of the authority's capital programme, capital financing and borrowing plans for the next three years, are eligible to borrow at the Certainty Rate. The Certainty Rate is 20 basis points below the Standard Rate.

Given that current PWLB lending terms are currently competitive, PWLB will be considered, alongside other lenders, by the Council when looking to take out future long-term borrowing.

2. Investments

a) Investment Policy

The Council's investment policy is governed by MHCLG guidance, which was implemented in the annual investment strategy approved at the Finance and Resources Committee meeting on 11 February 2021 and then by Council on 3 March 2021. This gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles.

The Council only places investments with banks and building societies which are UK domiciled and have, as a minimum, the following rating from the Fitch, Moody's and Standard and Poor credit rating agencies:

(i) Long Term A- (or equivalent)

The Council is also able to invest in Money Market Funds (MMF) that are AAA rated and with the UK government, as well as with other local authorities. The maximum permitted duration of investments is two years.

The investment activity during the first seven months of 2021/22 conformed to the approved strategy and the Council had no security or liquidity difficulties.

b) Interest Received

The total interest receivable for the period ended 31 October 2021 amounted to £101,300 at an average rate of 0.96% (to 31 October 2020 was £144,400 and 1.20%). This was largely due to the continuation of the 0.1% Base Rate and the ongoing economic impact of the pandemic causing a small but noticeable decrease in long-term investment income. In addition, the Council held relatively high levels of cash in the previous financial year due to the large number of Covid related grants received, with the surplus funds being included in short-term investments. The majority of these grants will not be received in 2021/22.

The return of Money Market Funds (net of fees) also fell during the period up to 31 October 2021 and for MMF the net returns currently range between zero and 0.1%. In a number of cases, fund management companies have temporarily lowered or waived fees in order to maintain a positive net return.

Whilst the Council's treasury advisors, Arlingclose, expects Bank Rate to remain at 0.10% for the foreseeable future, there remains substantial risks to this forecast, dependant on factors such as the impact of the Covid-19 pandemic, the on-going impact of inflation, supply, Brexit, global growth and trade concerns.

The UK 1 month, 3-months and 12-months LIBID rates averaged -0.01%, 0.11% and 0.33% respectively over the period from 1 April to 31 October 2021.

The Council has a total of four long term investment totalling £8.0m and details of these along with the average interest income received per quarter are as follows:

- CCLA Local Authority Property Fund (LAPF) – £2.0m (£18,000)
- CCLA Diversified Income Fund (DIF) – £2.0m (£15,000).
- Royal London Enhanced Cash Plus Fund – £2.0m (£3,700)
- Ninety-One Diversified Income Fund – £2.0m (£8,900)

The £2.0m invested in the CCLA Local Authorities' Property Fund (LAPF) had a dividend yield of 3.86% at 31 October 2020 whilst the £2.0m invested in CCLA Diversified Income Fund had a dividend yield of 2.57% as at that date. The Royal London Cash Plus and Ninety-One Diversified Income Funds have dividend yields that generally average around 0.45% and 2.18% respectively. Further details of these long-term investments are set out in 3(v).

Similar to many other property funds, dealing (i.e. buying or selling units) in the CCLA Local Authorities Property Fund was suspended in March 2020. The relative infrequency of property transactions as the Covid-19 pandemic intensified meant that it was not possible for valuers to be confident that their valuations correctly reflected prevailing conditions. To avoid material risk of disadvantage to buyers, sellers and holders of units in the fund, it was obliged to suspend transactions until the required level of certainty is re-established. The dealing suspension was lifted in September 2020. There has also been a change to redemption terms for the CCLA Local Authorities Property Fund in that from September 2020 investors are required to give at least 90 calendar days' notice for redemptions.

c) Investments Placed

A summary of all investments (either short or long term) made and repaid from 1 April to 31 October 2021 is set out in the following table:

Investments	Balance 01/04/21 £000	Invests Made £000	Invests Repaid £000	Balance 31/10/21 £000	Invests Movement £000
UK Banks/Building Societies					
Barclays	-	-	-	-	-
Santander UK	3,000	8,274	(11,274)	-	(3,000)
Other Local Authorities	-	-	-	-	-
Money Market Funds					
Insight MMF	-	-	-	-	-
LGIM MMF	-	-	-	-	-
Aberdeen MMF	379	15,721	(16,100)	-	(379)
Federated MMF	-	-	-	-	-
Public Sector Deposit Fund	1,873	12,072	(10,145)	3,800	1,927

Long Term Funds					
LA Property Fund	2,000	-	-	2,000	-
Royal London Enhanced Cash Plus	2,000	-	-	2,000	-
CCLA Diversified Income Fund	2,000	-	-	2,000	-
Ninety One Diversified Income Fund	2,000	-	-	2,000	-
Total	13,252	36,067	(37,519)	11,800	(1,452)

The Money Market Funds (MMF) are set up as individual accounts where funds can be placed short-term, often overnight, and monies withdrawn as and when required. This has a major impact upon the number of investments made with these institutions during the period above.

Use continues to be made of MMF due to their ability to provide a secure and highly liquid place in which to invest and the reduced number of other potential counterparties available as outlined in 2(g) below.

d) Credit Risk

Security of capital has remained the Council's main investment objective. The Council aims to achieve a score of '7' or lower in order to reflect its overriding priority of maintaining the security of any sums invested. This equates to the minimum credit rating threshold of A- for investment counterparties as set out in the 2021/22 investment strategy.

Counterparty credit quality has been maintained at an appropriate level during 2021/22 as shown by the credit score analysis in the following table:

Date	Value Weighted Average – Credit Risk Score	Value Weighted Average – Credit Rating	Time Weighted Average – Credit Risk Score	Time Weighted Average – Credit Rating
31 March 2021	5.18	A+	5.18	A+
30 June 2021	5.34	A+	5.33	A+
30 September 2021	5.38	A+	5.38	A+

No investments were made with institutions where the credit rating exceeded a score of 7 (i.e. lower than A-). All deposits were made with institutions achieving an average score of 5.5 or better. As such, counterparty credit quality has been maintained at an appropriate level during the period.

The table below shows how credit risk scores are related to credit ratings:

Long-Term Credit Rating	Score
AAA	1
AA+	2
AA	3
AA-	4
A+	5
A	6
A-	7
BBB+	8
BBB	9
BBB-	10

e) Risk Benchmarking

The Investment Strategy 2021/22 to 2023/24 contained a number of security, liquidity and risk benchmarks to allow officers to monitor the current and trend positions and incorporate these within investment decisions. The benchmarks have been met in full for the period to October 2021 such that:

- the Council's maximum average credit risk score has been less than 7;
- a bank overdraft limit of £1m has been maintained;
- liquid short-term deposits of at least £0.5m have been available within one week;
- the average weighted life of investments has been below a maximum of six months; and
- returns on investment have been above the 7-day London Interbank Bid rate (LIBID).

f) Counterparty Update

The Deputy Chief Executive maintains a counterparty list based upon criteria set out in the Investment Strategy. Any proposed revisions to the criteria will be submitted to Finance and Resources Committee for formal approval as set out in 2(g) below.

The rating criteria use the lowest common denominator method of selecting counterparties and applying limits. This means that the application of the Council's minimum criteria will apply to the lowest available rating for any institution. For example, if an institution is rated by two agencies and one meets the Council's criteria and the other does not, the institution will fall outside the lending criteria.

Creditworthiness information is provided by the treasury management advisors, Arlingclose, on all counterparties that comply with the criteria set out in the Investments Strategy. Any counterparty failing to meet the criteria is removed from the counterparty list.

g) Changes to the Investments Strategy

Due to the level of uncertainty in financial markets, it is important that there is sufficient flexibility to enable changes to be made to the Investments Strategy at short notice should they be considered necessary by the Deputy Chief Executive.

Any such changes to the Investments Strategy will be made by the Chief Executive Exercising Standing Order 32 powers following consultation with the Chair of the Finance and Resources Committee. A report setting out the detail behind these changes would then be presented to this Committee at the next available opportunity.

h) Regulatory Update

The MHCLG consulted in July 2018 on statutory overrides relating to the introduction of the IFRS 9 Financial Instruments accounting standard from 2018/19. It has since decided to introduce a statutory override for fair value movements in pooled funds for at least five years until 31 March 2023.

MHCLG accepted arguments made by many respondents to the consultation that the unamended adoption of IFRS 9 could result in unwarranted volatility for the General Fund and impact unnecessarily upon council tax or service expenditure. It will therefore a statutory override that, while requiring IFRS 9 to be adopted in full, requires fair value movements in pooled investment funds to be taken to a separate unusable reserve instead of to the General Fund.

MHCLG accepted that the three-year statutory override suggested in the consultation was too short a period and committed to keeping the override in place for five years. It will keep under review whether permitting the override to lapse in March 2023 will have a detrimental impact on balanced budget calculations in subsequent years.

The override will apply to all collective investment schemes and not just to pooled property funds as suggested in the consultation. As set out above, in order to promote transparency MHCLG will require a separate unusable reserve to be used to hold the fair value movements rather than the Financial Instruments Adjustment Account.

i) Prudential and Treasury Management Code Changes

The Prudential Code requires the production of a high-level Capital Strategy report to full Council covering the basics of the capital programme and treasury management. The prudential indicators for capital expenditure and the authorised borrowing limit are included in this report

The definition of investments in the Treasury Management Code now covers all of the Council's financial assets as well as other non-financial assets that are held primarily for a financial return. This is replicated in MHCLG's Investment Guidance in which the definition of investments is further broadened to include all such assets held partially for financial return. The Council has no such assets at present.

3. Treasury Management Indicators

The Council measures and manages its exposures to treasury management risks using the following indicators:

i) Security

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Credit Risk Indicator	Target 2021/22
Portfolio Average Credit Rating	A-

The Council has complied with this indicator by achieving an average credit rating of A+ for its investment portfolio between 1 April and 31 October 2021.

ii) Liquidity

The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.

Liquidity Risk Indicator	Target 2021/22
Total cash available within 3 months	£10m

The Council has complied with this indicator by maintaining an average of £10.7m in cash available to meet unexpected payments within a rolling three-month period from 1 April to 31 October 2021.

iii) Interest Rate Exposures

This indicator is set to control the Council's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interest rates for 2021/22 are:

Interest rate risk indicator	Target Limit 2021/22
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£1,000,000
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	£1,000,000

The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at current rates.

Even after the reduction in Bank Rate from 0.75% to 0.10%, the target limits for 2021/22 have been complied with for the period to 31 October 2021.

iv) Maturity Structure of Borrowing

This indicator is set to control the Council's exposure to refinancing risk. It is intended to limit large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates.

Maturity Structure of Fixed Rate Borrowing	Lower Limit %	Upper Limit %	Fixed Rate Borrowing 31/10/21	Level %	Compliance with Set Limits
Under 12 months	0	50	7,606	8	Yes
12 months to 2 years	0	50	4,513	5	Yes
2 years to 5 years	0	50	24,498	27	Yes
5 years to 10 years	0	75	45,022	50	Yes
10 years to 20 years	0	100	2,125	2	Yes
20 years to 30 years	0	100	0	0	Yes
30 years to 40 years	0	100	3,000	3	Yes
40 years to 50 years	0	100	0	0	Yes
50 years and above	0	100	3,000	3	Yes

Investments are limited to a maximum of two years as set out earlier. As suggested in the CIPFA Code, fixed rate investments of less than 12 months and fixed rate borrowing with less than 12 months to maturity are regarded as variable rather than fixed rate investments and borrowings as their replacement could be subject to movements in interest rates. This principle has been applied in calculating the fixed and variable interest rate exposures on debt and

investments. However, the borrowing with less than 12 months to maturity at 31 October 2021 is shown as fixed rate borrowing in the maturity structure.

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

v) Principal Sums Invested for Periods Longer than a Year

The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end will be:

Risk Indicator	Target Limit 2021/22 £000
Upper limit on principal invested beyond year end	8,000

The upper limit for this indicator was set at 50% of the estimated in-year average of total investments of £16.0m for 2021/22. The Council has complied with the limit during the period to 31 October 2021.

The Council had £8.0m in long term investments as at 31 October 2021 consisting of:

- £2.0m invested in the CCLA Local Authorities' Property Fund (LAPF). Although the Council can theoretically redeem part or all of its holding in the fund by giving 90 calendar days' notice as set out in 2(c), this is intended to be a long term investment.
- £2.0m invested in the CCLA Diversified Income Fund. Whilst this is intended to be a long term investment, two days' notice is required should this investment need to be repaid to the Council.
- £2.0m invested in the Royal London Enhanced Cash Plus Fund. Whilst this is intended to be a long term investment, should the Council require this to be repaid then it can be done with one day's notice.
- £2.0m invested in the Ninety-One Diversified Income Fund. The minimum recommended period for such an investment is 3-5 years. However, should this need to be repaid to the Council then it can be done with three days' notice.

APPENDIX 2

PRUDENTIAL INDICATORS

1. Introduction

The Local Government Act 2003 requires local authorities to comply with the Prudential Code for Capital Finance in Local Authorities when carrying out their capital budgeting and treasury management activities. Fundamental to this is the calculation of a number of prudential indicators, which provide the basis for the management and monitoring of capital expenditure, borrowing and investments. The indicators are based on the Council's planned and actual capital spending.

2. Capital Expenditure and Financing 2021/22

The Council undertakes capital expenditure on assets which have a long term value. These activities may either be:

- financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resulting impact upon the Council's borrowing need; or
- if insufficient financing is available or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

Actual capital expenditure forms one of the required prudential indicators. The following table shows the 2021/22 capital programme as at 31 October 2021 compared with the original estimate for the year across each committee:

	2021/22 Original Estimate £000	2021/22 Estimate at 31/10/21 £000
Housing	10,785	15,035
Community Safety	0	25
Jobs and Economy	0	489
Leisure and Health	0	94
Environment and Climate Change	866	1,638
Finance and Resources	360	5,172
Total	12,011	22,453

The change to the original estimate is largely accounted for by the carry forward of unspent capital budgets totalling £8,542,650 from 2020/21 plus additional budget allocated to a variety of schemes including £725,000 allocated to the Central Heating Improvements scheme (grant funded) and £400,000 allocated to New Housing Feasibility costs.

Excluded from the original 2021/22 capital programme were schemes totalling £1,123,000 that were on a 'reserve list' to be brought forward for formal approval to proceed once a source of funding was identified. The schemes on the 'reserve list' had have reduced to £1,103,000 at 31 October 2021 as one scheme, namely repairs to the Kimberley Leisure Centre roof, was funded from the 2021/22 Capital Contingency and has therefore been moved off the reserve list.

The table below shows the planned capital expenditure up to 31 October 2021 and how this will be financed:

	Original Estimate 2021/22 £000	Original Estimate at 31/10/21 £000
General Fund	2,024	8,769
HRA	9,987	13,684
Total Capital Expenditure	12,011	22,453
Financed by:		
Capital Receipts	2,383	3,972
Capital Grants	798	2,550
Revenue	6,369	8,078
Unfinanced Capital Expenditure	2,461	7,853

The increase in the estimated use of capital receipts in 2021/22 is primarily due to schemes carried forward from 2020/21 and to the further use of HRA capital receipts to assist the financing of capital schemes in the Housing Delivery Plan.

The increase in the estimated use of capital grants in 2021/22 is largely attributable to additional funding of £724,850 provided for central heating upgrades along with £346,000 of schemes funded by Section 106 contributions.

It is anticipated that the schemes on the 'reserve list' will be financed from capital receipts received at a future date. Unfinanced capital expenditure will be met from additional borrowing as set out above.

2. Overall Borrowing Need

The Council's underlying need to borrow is called the Capital Financing Requirement (CFR). This figure is a gauge of the Council's debt position and represents net capital expenditure that has not yet been paid for by revenue or other resources.

Part of the treasury management activity seeks to address this borrowing need, either through borrowing from external bodies or utilising temporary cash resources within the Council.

As set out in 1(a) in appendix 1, the Council has not fully taken out the anticipated borrowing of £7,852,000 in respect of the planned capital expenditure for 2021/22 shown as unfinanced above. It is likely that some of this borrowing will be delayed until 2022/23 if there is significant slippage in the capital programme from 2021/22 into the following year. Any additional borrowing to be undertaken will seek to align the Council's overall borrowing level with the CFR. As at 31 October 2021, the Council has one short term loan totalling £2.0 million with other local authorities that is due to mature before 31 March 2022 as set out in 1(a) in appendix 1. The Council has reduced its position on short-term loans in the period as the Council sought to stabilise its level of investments in order to reduce credit risk.

The Council's CFR will next be calculated as at 31 March 2022 when the financing of actual capital expenditure incurred in 2021/22 will be undertaken. This will be reported to this Committee in July 2022.

3. Prudential Indicators and Compliance Issues

Some of the prudential indicators provide either an overview or specific limits on treasury management activity. These are as follows:

i) Gross Borrowing Compared to the Capital Financing Requirement (CFR)

In order to ensure that borrowing levels are prudent over the medium term, the Council's external borrowing must only be for a capital purpose. Gross borrowing should not therefore, except in the short term, exceed the CFR. This indicator will be calculated at the end of 2021/22 and the result reported to this Committee in July 2022. It is presently anticipated that the Council will comply with this indicator.

ii) Authorised Limit

This is the statutory limit determined under section 3(1) of the Local Government Act 2003 and represents the limit beyond which borrowing is prohibited. It reflects the level of borrowing which could be afforded in the short term to maximise treasury management opportunities and cover temporary cash flow shortfalls, but is unlikely to be sustainable over the longer term. The table below demonstrates up to 31 October 2021, the Council has maintained gross borrowing within its authorised limit.

iii) Operational Boundary

This indicator is based on the probable external debt during the course of the year. The operational boundary is not a limit and actual borrowing can vary around the levels shown for short times. The operational boundary should act as an indicator to ensure the authorised limit is not breached and is a key management tool for in year monitoring of treasury management activities by the Deputy Chief Executive.

	Values £000
Authorised Limit 2021/22	124,250
Operational Boundary 2021/22	99,400
*Maximum Gross Borrowing (April to October 2021)	101,054

The maximum external debt in the period from April to October 2021 represents the gross borrowing figures as set out in 1(a) and includes the loan received from Bramcote Crematorium during this period.

*The Council temporarily had borrowing beyond its operational boundary (but not beyond the authorised limit) for six days (1 to 6 April). This was due to a short-term loan being taken out earlier in March 2021 to take advantage of favourable market rates, which was partly used to repay a short-term loan that matured on 6 April 2021. The risk was assessed to be low. The Council subsequently maintained gross borrowing within its operational boundary up to and including 31 October 2021.

iv) Ratio of Financing Costs to Net Revenue Stream

This indicator compares net financing costs (borrowing costs less investment income) to net revenue income from revenue support grant, business rates, housing revenue account subsidy, council tax and rent income. The purpose of the indicator is to show how the proportion of net income used to pay for financing costs is changing over time. The indicator will be calculated for 2021/22 at the end of the financial year and reported to this Committee in July 2022.

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

**PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN
PROGRESS – SUPPORT SERVICE AREAS**

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 11 February 2021.

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.

Recommendation

The Committee is asked to NOTE the performance and progress made in achieving the actions in the Business Plans 2021-24 for the support service areas.

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 the corporate priority areas were approved by Council on 3 March 2021, 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> 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 2021/22





	Completed 	In Progress 	Warning 	Overdue 	Cancelled 
Finance Services	1	4	2	-	-
Administrative Services	1	2	-	-	-
Legal Services	1	2	-	-	-
Governance and Democratic Services	2	3	-	-	-
Property Services	-	1	-	-	-
Health and Safety	-	4	-	-	-
ICT and Business Transformation	-	4	-	-	-
Revenues, Benefits and Customer Services	-	5	-	-	-
TOTAL	5	25	2	-	-




EXCEPTION REPORTING – KEY TASKS AND ACTIONS




The following table provides further details by exception. This includes actions that are in progress but nearing a target date and/or key task milestones and also actions that have been completed since the previous Committee meeting.

Full details on all actions are available from the respective Heads of Service/Priority Leads and via the system using the Members login at <https://broxtowe.pentanarpm.uk>.

Status	Action Title and Code	Action Description	Progress	Due Date	Comments
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Status	Action Title and Code	Action Description	Progress	Due Date	Comments
Warning 	Determine the Council's approach to procurement to ensure that it meets needs and objectives (FP1922_05) (Finance)	Review current procurement arrangements to ensure that the Council has sufficient expertise to maintain compliance with regulations.	80%	Dec-2021	Refreshed Procurement Strategy has been implemented and officer briefings provided. The Interim Procurement and Contracts Officer continues in post whilst the Council considers its options for delivering the procurement function. It is proposed to extend the due date to March 2022.
Warning 	Continue to develop a contract management framework for adoption across the Council (FP2023_05) (Finance)	Establishing a corporate contract management framework to include performance management arrangements/reporting. Opportunities for savings and efficiencies may be achieved through effective procurement.	90%	Dec-2021	A Corporate Contract Management framework has been designed and agreed by GMT. This is now being rolled out across the Council.
In Progress 	Rewrite the Council's Constitution (LA1922_02) (Legal)	Update the Council's constitution to reflect the Council's day to day business	71%	Oct-2021	Full Council on 13 October 2021, agreed in principle to change the Council's governance system from a Committee system to a Leader and Cabinet system. The current review of the Council's existing constitution was abandoned. Work is now being undertaken to rewrite the Constitution to adopt the new Leader and Cabinet system by May 2022.
In Progress 	Community Governance Review (DEM1518_01) (Admin)	Community Governance Review - Revision of all Parish boundaries so that existing anomalies are removed wherever possible.	56%	Jul-2022	The Stage 1 consultation has finished and a report will be considered by the Task 7 Finish Group on 11 October 2021 to begin to draft recommendations for GAS Committee to consider on 29 November 2021.

Status	Action Title and Code	Action Description	Progress	Due Date	Comments
In Progress 	Roll Out Phase 2 of the Committee Management System (DEM1922_01) (Governance)	More efficient and effective production and distribution of Agendas, Minutes and improved website information	44%	Sep-2021	Rollout remains deferred. The costs to administer and maintain an app for members to enable viewing of Section 12A information on mobile devices are not considered to be value for money. Officers will continue to support Members as currently. The proposed change to a Cabinet model of Governance is expected to provide efficiencies in the reporting processes. Due date revised to April 2022 whilst a discussions continue on the proposed change.
Completed 	Hybrid meetings (combined physical/virtual meetings) (DEM2124_02) (Governance)	Investigate the requirements for facilitating hybrid meetings	100%	May-2022	Legislation not extended to require hybrid meetings to be held. However, procedures were reviewed and changes have been made to administration processes that were identified as critical to enabling possible future meetings to be held if required.
In Progress 	Member Development Programme (DEM2124_03) (Governance)	Develop a bespoke member training programme to update skills to promote sound decision making.	75%	Sep-2021	Report presented to Personnel Committee on 28 September 2021 on the Member development programme. Members' Personal Development plans will be distributed by December 2021. Due date revised to December 2021 to reflect the distribution date.

Status	Action Title and Code	Action Description	Progress	Due Date	Comments
In Progress 	Progressing the completion of First Registration of Council owned land (LA1821_02) (Legal)	Achieve 100% registration of unregistered Council land	24%	Oct-2022	Due date of October 2022 was aligned to the contracted resource available however having assessed the task based on the now known number of deed packets with unregistered parcels is 676. The resource required to register the deed packets is anticipated to be greater than currently available, which will require the due date to further extended. This may also be affected by the time taken by the Land Registry Service to register the deed packets.
In Progress 	Introduce a replacement Asset Management Plan for 2021 to 2026 (CP2023_01) (Property)	Seek to restore income from commercial assets post COVID and maximise efficiency for non-commercial assets	25%	Jan-2022	Tender process completed. A consultant has been appointed. A report is being prepared on the new Asset Management Plan to be presented in January 2022.
In Progress 	Develop further training and mentoring for managers (H&S2124_04) (Health & Safety) (New)	Ensure managers are competent to manage health and safety within their own sections / departments.	20%	Mar-2022	Risk Assessment Training was provided internally to 51 Managers. Ten managers have received Legionella training from an external provider.

SUMMARY OF PROGRESS - PERFORMANCE INDICATORS 2021/22









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





	Satisfactory 	Warning 	Alert 	Unknown 
Finance Services	2 (1)	1	1	-
Administrative Services	-	-	-	-
Legal Services	1	-	-	-
Governance and Democratic Services	3	-	-	-
Property Services	1	-	2	1
Health & Safety	-	-	-	-
ICT and Business Transformation	3 (2)	-	1	1 (1)
Revenues, Benefits and Customer Services	2 (1)	-	3 (1)	-
TOTAL	12 (4)	1	6 (1)	2 (1)








EXCEPTION REPORTING – PERFORMANCE INDICATORS

The following table provides further details by exception. This includes all Critical Success Indicators (CSI) and all monthly/quarterly Key Performance Indicators (KPI). Those indicators where data is updated annually are not included on this quarterly report.

Full details on all performance indicators are available from the respective Heads of Service/Priority Leads and via the system using the Members login at <https://broxtowe.pentanarpm.uk>.

Status	CSI and Code	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q2	2021/22 Target	Notes
Green 	CSI Invoices paid within 30 days of receipt % (BV8) (Finance)	Quarterly	97.2%	98.6%	98.9%	99%	Further roll-out of Intelligent Scanning is expected to enhance the efficiency of the creditor payment process and increase the speed with which creditors are paid.
Amber 	Sundry debtors raised in any one financial year paid in that year % (FPLocal_02) (Finance)	Quarterly	83.4%	75.2%	85.7%	90%	Recovery action has now recommenced. Whilst the majority of debtor invoices are typically paid within 90 days.
Green 	Invoices paid within 20 days % (FPLocal_09) (Finance)	Quarterly	92.6%	96.5%	97.9%	98%	Officers are entering and authorising payment of invoices promptly.
Red 	Procurement compliant contracts as identified in the Contracts register (FPLocal_11) (Finance)	Quarterly	96%	90%	90%	98%	The Contracts Register is reviewed regularly and managers informed of action required to ensure contract compliance. Most of the non-compliance is in low value areas of spend.
Green 	Prosecutions where a sentence is imposed in the Magistrates Court % (LALocal_13) (Legal)	Quarters	100%	100%	100%	90%	All successful prosecutions the Council have conducted in the Magistrates have sentences imposed.
Green 	Complaints acknowledged within the specified time % (LALocal_04) (Governance)	Quarterly	97%	98%	100%	100%	The new complaints system has assisted with improving performance.
Green 	Freedom of Information requests dealt with within 20 working days % (LALocal_12) (Governance)	Quarterly	96%	96%	96%	85%	ICO guidance suggests a target of 85% of requests being sent a response within the appropriate timescales is acceptable. Currently exceeding the ICO target. Target to be revised during the Business Plan 2022/25 planning cycle.
Red 	Tenants of industrial units with rent arrears % (CPLocal_02) (Property)	Quarterly	5%	2%	10%	2%	There are a small number of industrial tenants in arrears and individual discussions are being held with these.

Status	CSI and Code	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q2	2021/22 Target	Notes
Red 	Beeston Square Shops vacant for more than 3 months % (CPLocal_05) (Property)	Quarterly	0%	5%	17%	0%	There are active plans to refurbish the "Argos" block and entice new tenants into the former Argos and Explore Learning units.
Green 	CSI Council Tax collected % (BV9) (Revenues)	Monthly	98.3%	97.0%	55.6%	98%	The collection rate has slightly improved from 2020/21 but remains below the pandemic levels. The Council has commenced recovery proceedings but this will take time to filter through to the collection rates.
Red 	CSI Non-domestic Rates Collected % (BV10) (Revenues)	Monthly	98.6%	96.6%	44.3%	98%	The collection rate is below 2020/21 and pre pandemic levels. This is due to the reduction in Retail Discount that altered in July 2021. This increased the charge to businesses from this point and they have the remaining instalments in the year to pay this balance. It is anticipated that the collection rate will be at a similar level to 2020/21 by March 2022. In addition to this, the Council has seen the Rateable Value of business properties increase from £67.1m to £70.5m since April 2021. As this increase has happened in a staggered manner over the year, the Council has to provide statutory instalments to businesses to make these payments, even though the net Business Rates charge increases immediately.
Red 	Average time (days) to process new HB/CTB claims (calendar days) (BV78a) (Benefits)	Quarters	8.6	8.7	9.8	9.0	Performance is slightly under the target by less than one day. The Benefits service is also administering the governments Test and Trace payment scheme which will have an impact on performance.

Status	CSI and Code	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q2	2021/22 Target	Notes
Red 	Average time (days) to process changes of circumstances for HB/CTB claims (calendar days) (BV78b) (Benefits)	Quarters	4.4	3.5	4.7	4.0	Performance remains on track to achieve target. This level of performance is in line with the highest performing Authorities in the Country.
Green 	HB overpayments written off (BV79b(iii)) (Benefits)	Quarters	6.85%	5.00%	3.26%	9%	It is expected that there will be an increase in write-offs as a result of COVID-19 but this will not be reflected until future years
Green 	CSI System Availability (ITLocal_01) (ICT)	Monthly	99.9%	99.7%	99.8%	100%	On target.
Green 	CSI Virus Protection (ITLocal_05) (ICT)	Monthly	100%	100%	100%	100%	On target.
Unknown 	CSI ITLocal_07 Telephony Abandonment – Business Transformation (ITLocal_07) (ICT)	Monthly	20%	Not collected	Not collected	6%	
Green 	Service Desk Satisfaction (ITLocal_02) (ICT)	Monthly	96%	98%	99%	100%	
Red 	BBSi Programme Completion (ITLocal_04) (ICT)	Monthly	100%	100%	50.4%	100%	Performance remains on track to achieve target.

Report of the Executive 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.

6 January 2022	<ul style="list-style-type: none"> • Council Tax Base 2022/23 • Local Council Tax Support Scheme 2022/23 • Irrecoverable Arrears • Telephone system • Budget Consultation Response
10 February 2022	<ul style="list-style-type: none"> • Budget Proposals and Associated Strategies • Business Plans and Financial Estimates 2022/23-2024/25 • Performance Management – Review of Business Plan Progress – Support Service Areas • Grants to Voluntary and Community Organisations • Irrecoverable Arrears.

<u>Recommendation</u>

<p>The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.</p>
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Background papers

Nil

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