

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

**REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE**1. Purpose of report

To report progress against outcome targets linked to Corporate Plan priorities and objectives and to provide an update as to the latest financial performance as measured against the budget.

2. Background

The Corporate Plan 2020-2024 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 Committees each year.

3. Performance management

As part of the Council's performance management framework and to meet the commitment to closely align financial and performance management, the Business Plans for the priority areas are considered alongside detailed revenue budget estimates, capital programme and other financial information.

Committees receive regular reports during the year which review progress against their respective Business Plans, including a detailed annual report where performance management and financial outturns are considered together following the year-end.

This quarterly report is intended to provide Members with an overview of progress made towards Corporate Plan priorities and the latest data relating to Critical Success Indicators (CSI), identified as a means by which outcomes relating to corporate priorities and objectives can be measured. This summary is detailed in the appendix.

4. Financial performance

A summary of the financial position as at 30 September 2021 with regard to the employee budgets, major income headings and progress against achieving the savings targets set as part of the budget is included in appendix 2. A summary of the capital expenditure position to 30 September 2021 is also included.

**Recommendation**

**The Committee is asked to NOTE the progress made in achieving the Corporate Plan priorities and with regard to the financial position for 2021/22.**

Background papers

Nil.

## APPENDIX

## PERFORMANCE MANAGEMENT

1. Background – Corporate Plan

The Corporate Plan 2020-2024 was approved by Council on 4 March 2020. It sets out the Council's priorities to achieve its vision to make "A Greener, Safer and Healthier Broxtowe where everyone prospers." Over this period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

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

A series of Business Plans linked to the five corporate priority areas were approved by the Committees at meetings held in January and February 2021.

The Business Plans detail the projects and activities undertaken in support of the Corporate Plan for each priority area. These cover a three-year period but will be revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures in the Business Plans is undertaken by the relevant Committee. This will include a detailed annual report where performance management 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, the Policy and Performance Committee receives a high level report of progress against Corporate Plan priorities on a quarterly basis. The report provides a summary of the progress made to date towards achieving the corporate priorities and objectives. It also provides the latest data relating to Critical Success Indicators (CSI), which have been identified as a means by which outcomes relating to corporate priorities and objectives can be measured.

Further operational performance data, such as Key Performance Indicators (KPI) and Management Performance Indicators (MPI) are monitored by the respective Committee and/or senior management as appropriate. Similarly, the Business Plans for the support service areas are not considered here at this stage.

Each of the five priorities is considered separately below:

## 1. HOUSING

The Council's priority for Housing is "**A good quality home for everyone**". Its objectives are to:

- *Build more houses, more quickly on under used or derelict land*

The Council's aspirations are, in particular, to build more high quality affordable sustainable homes at social rent levels. The house building delivery plan is delivering this including homes for people living with dementia and homes for veterans.

The Council will enter into a property deal with a developer whereby 51 homes for rent and shared ownership will be built and managed by the Council. This will provide a significant increase in family homes available for local people. The homes will be built to high quality environmental specification and space standards.

An application has been registered for 406 homes to be built through modular construction on the Boots enterprise zone land within Broxtowe.

Construction is progressing on the development of 5 homes for veterans in Stapleford, that are expected to be available in early 2022.

The design work for the purpose of providing affordable homes at six garage sites is being undertaken.

The Council continues to identify suitable sites on which to build affordable homes. In addition to this five former Right to Buy properties have been bought back, with other properties being offered.

- *Invest to ensure our homes are safe and more energy efficient*

A contract has been awarded to a consultant to develop a new Asset Management Strategy. This will provide a clear agenda for action for the future in terms of prioritising the de-carbonising the Council's assets. It will also help to identify where existing assets can be better utilised, and enable the Council to have a better systematic framework for investing in, improving, modernising and maintaining its assets.

The Housing Committee has authorised the payment for improvements to doors and windows (where they form part of the barrier between the Leaseholder flat and communal areas) to ensure the properties are safe and secure in the wake of the Grenfell disaster.

- *Prevent homelessness and help people to be financially secure and independent*

A new Tenancy Sustainment Officer is being recruited to support and work alongside the existing tenancy sustainment officer within the Housing section. This will provide extra resources to support tenants facing financial challenges.

### Critical Success Indicators for Housing

Indicator Description	Actual 2020/21	Q2 2021/22	Target 2021/22	Comments (incl. benchmarking)
Overall Satisfaction <b>HSTOP10_01</b>	80.0%	89%	90%	During Q2, 220 surveys were completed via post and online. These consisted of 153 for repairs; 59 for Income; 5 for Allocations; 3 for Tenancy & Estates.  The STAR survey (Survey of Tenants and Residents) was sent to all tenants and leaseholders during Quarter 2.
Gas Safety <b>HSTOP10_02</b>	99.2%	100%	100%	Compliancy was retained during Q2 despite it being one of the busiest periods due a greater number of checks completed than in the same period last year.
Homelessness cases successfully intervened or prevented rather than relieved/a main duty being accepted <b>HSLocal_42</b>	New 2021/22	54.8%	70%	During Quarter 2, 54.8% of cases were intervened or prevented rather than relieved / a main duty being accepted. This comprises of 48% in the month of July, 50% in the month of August and 66.6% in the month of September.  The number of cases presenting to the Housing options team have significantly increased since the lifting of the eviction ban.
Rent Collection: Rent collected as a proportion of the rent owed <b>BV66a</b>	102.8%	96.2%	99.0%	We are happy to see an increase in rent collection in September and this is a slightly better figure than September 2020 (96.05%). The arrears are still significantly lower in September 2021 than they were in September 2020.  The team have continued to contact tenants in recent weeks to discuss the changes to Universal Credit that come into effect in a few days.  The Furlough Scheme has now ended and the team are ready to assist any tenants that need our support in the coming weeks and months. Housing Services continue to liaise with the DWP and CAB to offer residents welfare reform support.  Changes coming into effect from September 2021 have been discussed with the team as there may be an increase in universal credit cases due to the Furlough Scheme scheduled to end.

Data for the following PIs is collected annually and at this stage no information is available.

- **HSLocal\_39** Number of New Council houses built or acquired
- **NI 154 Net** Additional Home provided

## 2. **BUSINESS GROWTH**

The Council's priority for Business Growth is **'Invest in our towns and our people'**. Its objectives are to:

- *Complete the redevelopment of Beeston Town Centre*

A number of the new units constructed as part of the regeneration phase 2 scheme have been let. Children who visited Beeston's new art trail in the town centre this summer received a special certificate for finding all of the pictures.

A new craft, gift and food fair was also launched in Beeston on 3 July 2021 to encourage shoppers back into the town centre as lockdown restrictions began to lift. The event was well attended and benefitted from positive publicity for the new development in Beeston which is very welcome.

- *Undertake town investment schemes in Eastwood, Kimberley and Stapleford*

Broxtowe Borough Council has welcomed two businesses; East Midlands Vending Ltd and Towersey Festivals Ltd, to its Mushroom Farm Court site in Eastwood. Both businesses were occupying temporary accommodation until recently, and their new more suitable premises in the Borough. By building the two new units, the Council in partnership with the D2N2 LEP, continue to support SMEs by providing much needed and affordable small platform commercial floor space. This new development quickly snapped up by the interested parties.

Progress is being made on the content of levelling up bids for both Eastwood and Kimberley. There is a strong health and wellbeing theme emerging from the ideas that have been put forward. Exciting new community assets will deliver levelling up for the area.

In Kimberley the task group is also continuing to work productively on their ideas including creation of a significant new community asset; transformational investment in the town centre to support its vitality and viability post COVID-19; investment in leisure and ensuring a step change in connectivity to access business, town centre and recreational opportunities in the area of Kimberley. The local MP is well engaged with the bid and very supportive of the work going on in the task group.

- *Support skills development, apprenticeships, training opportunities and wellbeing in our workforce*

A Jobs Fair took place at the Pearson Centre recently. The Council was represented through members of our HR team and a number of businesses, including Amazon and Boots participated as well as NHS employers, the armed forces, the DWP, various training organisations, Police and Fire services. The event was very well supported and considered to be a success.

Critical Success Indicators for Business Growth

Indicator Description	Actual 2020/21	August 2021	Target 2021/22	Comments (incl. benchmarking)
Town Centre occupancy:				National Occupancy Rate at July 2021 = 88.5%
• Beeston TCLocal_01a	91.5%	90.2%	90%	Decrease from August 2020 (93.6%)
• Kimberley TCLocal_01b	90.2%	90.2%	80%	Increase from August 2020 (88.5%)
• Eastwood TCLocal_01c	87.5%	88.3%	85%	Decrease from August 2020 (87.5%)
• Stapleford TCLocal_01d	89.2%	90.2%	85%	Increase from August 2020 (88.2%) Town Centre Occupancy is exceeding the 2021/22 targets.

**3. ENVIRONMENT**

The Council's priority for Environment is '**Protect the environment for the future**'. Its objectives are to:

- *Develop plans to reduce the Borough's carbon emissions to net zero*

On 25 September 2021 the Inham Nook Recreation Ground, Chilwell was used to promote Big Green Week (18-26 September 2021). This was a national week of events celebrating action on Climate Change. Councillors and Council Employees attended and provided information on a range of initiatives identified in the Council's Climate Change Strategy and Green Futures Programme, including Waste and Recycling, Local Nature Reserves, the 'Go Green' Challenge and Tree Planting. Darren Henry, MP visited the event and promoted it on social media. There were also stalls from other local groups all with an environmental theme.

- *Invest in our parks and open spaces*

The Council is again offering 500 free trees for Broxtowe residents. The theme this year is "native trees" and we will have 100 of the following native trees to give away.

The football pitches on the Council's parks and recreation grounds are once again in use as the 2021/22 season has begun. There are 38 pitches, made up of a mixture of 11-a-side, 9-a-side and 7-a-side. In recent years there has been a big increase in junior football with a demand for more small size pitches. New goalposts have been erected at Weirfields Recreation Ground, Beeston, which were funded following a successful bid to the Football Foundation.

Visitors to Broadgate Park in Beeston are now able to enjoy new artwork whilst using the park's facilities. On the wall of the play area are striking images of wildlife created by the street artist known as N4T4. The images extend street art found through Beeston and Chilwell into the park and feature birds and insects that can be found on a number of Broxtowe's parks and green spaces. There is also a temporary display of attractive woollen pom-poms brightening the walkway along in the park adjacent to Humber Road, creating the "Pom-Pom Promenade". The pom-poms have been made by local craft group "Bee Creative" and will stay in place through the Autumn.

A group of enthusiastic Kimberley volunteers have recently enhanced a section of the Great Northern Path. The route starting at a point near the top of High Street follows the line of the old railway and is a very pleasant walk, linking Kimberley to Awsworth, offering the potential for lots of circular routes in open countryside. The volunteers have restored and painted the old railway gates together with a series of railway artefacts along the route. They have also cleared vegetation to make the route more accessible, coppiced trees and refurbished a seat. The work has been very well received by walkers using the route.

- *Increase recycling and composting*

Garden waste collections continue to exceed expected levels, with the projected budget for brown bins being exceeded by £100k. In 2020/21 there was an increase in kerbside recycling scheme tonnages: glass increased by 18%, garden waste increased by 11% and there was a 5% increase in the comingled collections. There was an Increase in the Councils recycling rate by 0.5%.

#### Critical Success Indicators for Environment

Indicator Description	Actual 2020/21	Q2 2021/22	Target 2021/22	Comments (incl. benchmarking)
Household waste recycled and composted <a href="#">NI 192</a>	39%	41% Est.	42%	This figure is an estimate as not all data is available. The intended outcome for this is a continued increase in the recycling rate.
Parks achieving Broxtowe Parks Standard % PSData_09 <a href="#">PSData_09</a>	98%	-	98%	Data not yet available – survey results now being collated.
Energy consumption across all operational sites - total kWh gas and electric ('000) <a href="#">CPLocal_03</a>	4,866	-	6,500	Reported annually. During the pandemic use of communal areas in Housing complexes and council facilities was restricted reducing the amount of energy required.

## 4. HEALTH

The Council's priority and objective for Health is '**Support people to live well**'. Its objectives are to:

- Promote active and healthy lifestyles in every area of Broxtowe

At Manor Farm Recreation Ground, Toton United Football Club have raised funds to purchase a defibrillator. Working in partnership with the club, the Council has now erected the unit and connected it to the power supply in the pavilion. With a key combination on the outside that is accessed by dialling 999 the defibrillator is available for any emergency, be that somebody playing sport or just walking or running in the park. The Club have had a very successful season with the under 13 and under 15 girls teams and the under 13 and under 15 boys teams all winning their respective leagues. Broxtowe United who play at Weirfields Recreation Ground in Beeston have also raised funds for a unit and this will also be in place in the near future.

The Council offered a summer holiday activity programme providing 1,164 places on programmes including food and activities for children from lower income families (1,035 places for primary age children and 129 for secondary age). The project cost £45,931 – provided through the County Council from the government. Four providers involved in the programme included Bricks4Kidz and Liberty Leisure Limited; Eastwood CFC, Premier Education and Transform Training.

- Come up with plans to renew our leisure facilities in Broxtowe (He2)

Hemlock Rocks took place on 18 September 2021 from 3-8pm at The Walled Garden, Bramcote Hills Park. The event was held in the intimate walled garden area of the park and was a great success. With an afternoon of quality music supplied by the likes of local favourites: The Jeanie Barton Quartet, Nottingham's own DJ Expression playing a fine selection of popular and rare, soul, funk and house grooves, the Two Tone influenced sounds from the SKA's, and acoustic classics from singer and guitar duo PancakeBoy & Miss Shapen.

The D.H. Lawrence Music Festival has also taken place with over 100 acts in over 10 venues across Eastwood, there was something for everyone from Country to Punk, Folk to Rap.

- Support people to live well with dementia and support those who are lonely of have mental health issues (He3)

Nottinghamshire County Council has developed short briefings about Autism and Mental Health, that have been shared with safeguarding practitioners supporting adults with care and support needs. Council Officers are invited to make use of this resource.

The Council works with colleagues in Public Health, who have shared resources to support frontline practitioners working with adults who may be at risk of suicide. This includes information leaflets, posters, and a guidance for practitioners on suicide prevention.

The Council has become party to the Prevention Concordat for better mental health. In becoming a signatory, the Council had to submit a dossier of evidence that demonstrated that it is addressing the issues highlighted in the national concordat framework based on demonstrating that it fully understands local needs and assets; takes action to address needs and engages in prevention and promotion work around mental health; that it works in partnership with a range of agencies; addresses mental health needs of the workforce; addresses mental health inequalities; and measures outcomes.

The council has renewed its commitment to the Armed Forces Covenant with a refreshed action plan. This includes commitments to promote recruitment amongst members of the Armed Forces Community; Complete the accommodation for veterans being built in Stapleford; make a bid for £25k to the Armed Forces Covenant Fund to support the work we are doing with veterans; support employees who are reservists; organise at least 3 armed forces recognition events a year; and promote awareness through various communication and information sharing tasks.

### Critical Success Indicators for Health

The data for the Critical Success Indicators for Health is collected annually.

Indicator Description	Actual 2020/21	Q2 2021/22	Target 2021/22	Comments (incl. benchmarking)
Air Quality – number of NO2 diffusion tube samples with annual mean reading at or below 40 micrograms m-3 <b>ComS_090</b>	100%	-	100%	40 tests completed in 2020/21. Data collected Annually
Dementia Friends trained <b>ComS_091</b>	On hold	0	80	Dementia Friends training for community groups / businesses recommenced in Quarter 3. The Helpful Bureau staff received training on 12 November 2021. Information on how to become a dementia friend has been published in Broxtowe Matters. Online training for Officers will be provided in 2022 using the online system, Broxtowe Learning Zone.
Personal wellbeing score for the Borough (out of 10) <b>ComS_092</b>	7.9	7.3	8.1	Data collected by Office for National Statistics. Due to the pandemic the data collection method changed therefore data at Local Authority level is not available for 2020/21. The 2021/22 data shows that there has been a sharp decline in wellbeing across the country as a result of the pandemic.
Percentage of Inactive Adults in Broxtowe <b>LLLocal_G09</b>	25.3%	-	20%	Data collected annually -not yet available <ul style="list-style-type: none"> <li>• 2017/18 = 23.9%</li> <li>• 2018/19 = 18.4%</li> <li>• 2019/20 = 19.5%</li> </ul>

## 5. COMMUNITY SAFETY

The Council's priority for Community Safety is that '**A safe place for everyone**'. Its objectives are:

- Work with partners to reduce knife crime

Work is continuing to implement the Stapleford Action Plan and the Knife Crime Action Plan, both of which involve working with communities including those in Stapleford, to reduce incidents of knife crime. The additional funding secured from the Police and Crime Commissioner (£25k) will be invested in Hickings Lane Park to improve CCTV, lighting and safety generally in the area of this facility.

The Community Safety Committee has completed a review of the Council's CCTV cameras in accordance with the national code of practice. A number of cameras were agreed to be removed in accordance with recommendations from a task and finish group. Full coverage of priority areas remains in place. There will be investment in new better mobile CCTV technology.

- Work with partners to reduce domestic abuse and support survivors

The Council works in partnership with the Broxtowe Women's Project to support women experiencing domestic abuse. A new arrangement with Broxtowe Women's Project has been reached enabling them to operate out of the Council Offices and use the building to see clients. This means they will be ideally located within easy reach of the CAB, and the Housing, Revenues, and Benefits services. The more we can all work together to support people facing abusive situations who need advice help and support the better.

- Reduce anti-social behaviour

National Hate Crime Awareness Week has held at from 9 October 2021. A hate incident is; 'Any incident, which may or may not constitute a criminal offence, which is perceived by the victim or any other person, as being motivated by prejudice or hate'.

The Council recognises that hate incidents and hate crimes are always serious and can sometimes be life-threatening. They affect victims, families and the communities they live and work in. The Council aims to make Broxtowe a safer place to live, work and visit; and will not tolerate hate incidents and hate crimes. The Council will work together with partners to reduce risk and improve services to victims. There are a number of ways that you can report a hate crime from reporting it to the police, to reporting it online. Full details are on our website.

Critical Success Indicators for Community Safety

Indicator Description	Actual 2020/21	Q2 2021/22	Target 2021/22	Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe (Notts Police Strategic Analytical Unit) <b>ComS_011</b>	2,881	378	483	Q3 2019/20 = 1,500 Data for Q4 2019/20 is not available due to technical issues during the changeover of Police recording systems. Increase in neighbour complaints due to the COVID-19 lockdown. Neighbour nuisance noise complaints have increased significantly
Reduction in ASB cases reported in the borough to: Environmental Health <b>ComS_012</b>	561	133	-	2021/22 Quarter 1 = 142
Communities <b>ComS_014</b>	67	15	-	2021/22 Quarter 1 = 19
Housing <b>ComS_013</b>	118	14	-	2021/22 Quarter 1 = 20
Repeat high risk domestic abuse cases referred to the Multi-Agency Risk Assessment Conference [% of all re-referrals] <b>ComS_024</b>	25%	10%	-	2019/20 = 18 cases from 129 re-referred 2020/21 = 27 cases from 107 re-referred 2021/22 = 9 cases from 43 in Quarter 1 = 4 cases from 40 in Quarter 2  Data collected by Police.
Domestic Crimes reported in the Borough <b>ComS_025</b>	786	-	801	Data collected Annually. Domestic crime increased during the pandemic lockdown due to families being together more often and tensions being created.

## APPENDIX 2

## FINANCIAL PERFORMANCE

Employee Position

The summary position as at 30 September 2021 for employee budgets is as shown:

Department	Annual Budget £'000	Budget to 30/09/21 £'000	Actual to 30/09/21 £'000	Variance £'000
Chief Executive's Dept.	3,060	1,513	1,471	(42)
Deputy Chief Executive's Dept.	3,140	1,543	1,481	(62)
Executive Director's Dept.	5,858	2,883	2,553	(330)
<b>General Fund – Total</b>	<b>12,058</b>	<b>5,939</b>	<b>5,505</b>	<b>(434)</b>
Housing Revenue Account	4,051	1,990	1,824	(166)
<b>Total</b>	<b>16,109</b>	<b>7,929</b>	<b>7,329</b>	<b>(600)</b>

The budget position to 30 September 2021 for gross employee costs shows a £600k underspend, which includes savings made with vacancies and the current status of the 2021/22 pay award. This underspend is split £434k for the General Fund (GF) and £166k for the Housing Revenue Account (HRA).

The budget figures above exclude the vacancy rate target set for the GF of £300k when the 2021/22 budget was approved.

The budget for 2021/22 includes an allowance for pay inflation based upon the earlier announcement from the Chancellor of the Exchequer of a guaranteed public sector pay award of at least £250 on any earnings below the median wage of £24k. The final pay award for 2021/22 has not yet been agreed and is therefore not reflected in the actuals above. The impact of an annual pay award of say 1.75% on gross pay for all employees would see an estimated additional cost to the Council of around £163k (£126k GF, £37k HRA) in 2021/22.

A full impact analysis will be undertaken as part of the revised estimate process with budget monitoring activity which will include detailed examination of employee costs to determine extent and duration of any existing budget pressures.

In addition, the 'market supplements' agreed to date are not included in the budget data up to 30 September 2021 as these were not active. These will be incorporated into future budget monitoring reports.

**Income Budgets**

The position to 30 September 2021 in respect of the most significant variable income budgets is as follows:

<b>Income</b>	<b>Annual Budget £'000</b>	<b>Income to 30/09/21 £'000</b>	<b>Latest Projection £'000</b>	<b>Projected Variance to Budget £'000</b>
Planning Fees	(450)	(326)	(583)	(133)
Pre-Planning and History Fees	(40)	(6)	(14)	26
Industrial Units Rents	(177)	(288)	(198)	(21)
Craft Centre Complex Rents	(34)	(27)	(34)	-
Garden Waste Income	(750)	(859)	(859)	(109)
Sale of Glass	(45)	(19)	(44)	1
Sale of Wheeled Bins	(30)	(20)	(32)	(2)
Recycling Credits - Glass	(120)	(15)	(120)	-
Trade Refuse Income	(468)	(470)	(470)	(2)
Special Collections Income	(55)	(20)	(60)	(5)
Parking Income (Pay & Display)	(180)	(69)	(125)	55
Off-Street PCN Income	(50)	0	(30)	20
Cemeteries	(211)	(123)	(220)	(9)
Miscellaneous Legal Charges	(10)	(25)	(25)	(15)
Land Charges Income	(80)	(47)	(80)	-
Licence Income	(164)	(70)	(112)	52
Interest on Investments	(289)	(101)	(250)	39
Beeston Square Rent	(500)	(357)	(500)	-
General Properties Rents	(58)	(12)	(58)	-
<b>Total</b>	<b>(3,711)</b>	<b>(2,854)</b>	<b>(3,814)</b>	<b>(103)</b>

**Notes**

The current status is in respect of income billed rather than income collected.

The majority of the current annual projections above are pro-rata based upon activity to 30 September 2021 and/or profiled projections based upon 2020/21 outturn.

- i) The projected income from Planning Fees is consistent with 2020/21 outturn but also includes a large application received in August 2021.
- ii) Industrial unit tenants are billed for their rent in advance, so the final outturn will be adjusted for accruals and receipts in advance. The previous 2020/21 rent income budget was reduced by Finance and Resources Committee on 8 October 2020 as a prudent measure in anticipation of tenants having difficulty in paying their rent as a consequence of the pandemic. The Council will benefit from additional income from the two new industrial units at Mushroom Farm. The current position for 2021/22 is being regularly monitored.
- iii) Garden waste income exceeded expectations with over 21,000 subscriptions in 2021/22 which compares favourably with the original budget estimate.
- iv) Income from the sale of wheeled bins in 2021/22 has exceeded expectations. This will be offset by additional expenditure on wheeled bin replacements.
- v) Pay and display car parking income has been adversely affected due to the Covid-19 outbreak. The Finance and Resources Committee received reports to reduce the previous 2020/21 budgets in response to the restrictions imposed following the national lockdowns and the impact of increasing store closures and the acceleration towards on-line shopping. Income in 2021/22 will continue to be carefully monitored as the local economy recovers.
- vi) Penalty Charge Notice (PCN) income from off-street car parking is received from Nottinghamshire County Council at the end of each financial year.
- vii) The estimated increase in Cemeteries income is based on current trend.
- viii) Legal Services are allowed to charge when instructed on certain matters with the level of income being dependent on the number of instructions received. In the last year, despite the pandemic, there has been a particular increase in leasehold enquiry instructions (where a previous Right to Buy lease has been subsequently sold) and an increase in Section 106 agreements.
- ix) License fee income received so far in 2021/22 is significantly below the budget, which is as a direct and ongoing consequence of the reduced economic activity caused by the pandemic.
- x) Covid-19 has impacted upon the tenants at Beeston Square in different ways. Whilst some managed to continue trading, others were forced to close for a period and some ceased trading completely. The previous year's rent income budget was subsequently reduced by the Finance and Resources Committee on 8 October 2020. The current position for 2021/22 is being regularly monitored and a detailed report on commercial matters is being prepared for Finance and Resources Committee on 9 December 2021.

**Capital Programme**

Capital Programme expenditure as at 30 September 2021 is summarised as follows:

	<b>Approved Budget 2021/22 £'000</b>	<b>Actual Spend to 30/09/21 £'000</b>	<b>Proportion of Budget Spent</b>
General Fund	8,380	2,147	26%
Housing Revenue Account	13,684	4,632	34%
<b>TOTAL</b>	<b>22,064</b>	<b>6,779</b>	<b>31%</b>

The table includes all capital schemes brought forward from 2020/21, as previously approved, in addition to any other budget changes made up to 30 September 2021. No account has been taken of any invoices received but not yet paid or work that has taken place but where no invoices have, as yet, been received.

The General Fund Capital Programme excludes schemes totalling £1,013,250 for which the approval to proceed will be granted once a source of funding has been identified.

The most significant schemes with regards to spending to 30 September 2021 are:

<b>Scheme</b>	<b>Approved Budget 2021/22 £'000</b>	<b>Actual Spend to 30/09/21 £'000</b>	<b>Comments</b>
<b>General Fund</b>			
Disabled Facilities Grants	1,362	290	A number of grants are committed
Replacement Vehicles and Plant	1,087	326	Orders have been raised for vehicles in the replacement programme
Beeston Square Phase2	3,993	1,512	Scheme nearing conclusion with regular updates provided to the Policy and Performance Committee
<b>Housing Revenue Account</b>			
Central Heating Replacement	2,407	531	On target – LAD2 project due to start after delay on materials.
Modernisation Programme	2,215	1,113	Work programme is underway.

<b>Scheme</b>	<b>Approved Budget 2021/22 £'000</b>	<b>Actual Spend to 30/09/21 £'000</b>	<b>Comments</b>
Aids and Adaptations – Disabled Persons	593	80	On target and catching up with delays.
Windows/Doors Replacement Programme	688	83	Delays on glass supply could impact on target completion.
External Decoration and Pre- Paint Repairs	929	372	Work programme is underway.
Acquisition of Properties	2,201	466	On target with three properties purchased if all current opportunities progress to completion.
New Build – Housing Feasibility Costs	617	87	Budget likely to be underspent as schemes taking longer to submit for planning.
New Build - Oakfield Road	691	395	Completion of these units currently anticipated for December 2021.
New Build – Fishpond Cottage site	550	0	Scheme currently on hold pending report to Housing Committee in November.
New Build – Chilwell and Watnall Garage Sites (including Inham Nook)	600	0	Bulk of budget committed in 2021/22 with purchase of the Inham Nook pub.