

Joint report of the Chief Executive, the Interim Deputy Chief Executive and the Interim Strategic 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 2016-2020 was approved by Cabinet on 9 February 2016. 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, the capital programme and other financial information.

The relevant 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 this Committee 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 appendix 1.

4. Financial performance

A summary of the financial position as at 31 December 2018 with regard to the employee budgets, major income headings and progress against achieving the savings target set as part of the budget is included in appendix 2. A summary of the capital expenditure position to 30 December 2018 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 2018/19.

Background papers

Nil

APPENDIX 1

PERFORMANCE MANAGEMENT

1. Background – Corporate Plan

The Corporate Plan 2016-2020 was approved by Cabinet on 9 February 2016. It sets out the Council's priorities to achieve its vision to make "Broxtowe a great place where people enjoy living, working and spending leisure time." 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 2018.

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 General Management Team/Senior Management Team as appropriate. Similarly, the Business Plans for the support service areas (Bereavement Services, ICT and Business Transformation, Resources and Revenues, Benefits and Customer Services) are not being 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 affordable home for all residents of Broxtowe**". Its objectives are to:

- *Increase the rate of house building on brownfield sites (Ho1)*

The Planning team has worked with Toton and Chilwell Neighbourhood Forum to prepare a bid for money from the Garden Communities Fund. This will assist the Council's ambition of bringing forward high quality housing development on the Chetwynd Barracks site.

The Council is building two new dementia friendly bungalows on land at Willoughby Street in Beeston financed from the Better Care Fund.

A new house building delivery plan has been completed with new targets for house building agreed to provide 230 social affordable and intermediate homes over the next 10 years. A programme of delivery is being developed.

- Broxtowe over a number of years has been taking steps to boost significantly the supply of housing as required by the National Planning Policy Framework (NPPF). A summary of these steps is given below and the full details are included in the SHLAA.
- Developer panels and workshops have been held to test assumptions including on inclusion of sites in the five year housing land supply (mainly with planning permission). A routine offer is provided for a panel on an annual basis and in addition a Housing Market Area (HMA) wide workshop was held in October 2017 to investigate barriers to housing delivery and how they may be resolved. A HMA wide protocol as a result of this was approved by the Greater Nottingham Joint Planning Advisory Board in 2018.
- Call for sites – this was undertaken in 2012 and 2015.
- Work with Greater Nottingham Councils on a consistent methodology for housing delivery.
- In depth understanding of housing sub markets and tailor assumptions on viable S106 contributions this basis. This is in evidence to support the Core Strategy with a further update to inform the submission of the Part 2 Local Plan.
- Testing delivery assumptions of sites on an on-going basis with the development industry.

- Looking critically at Employment sites to ascertain which may be suitable for housing (this was done 2012 and again to inform the SHLAA published in February 2017).
- Engaging positively in pre-application discussions with a development team approach.
- Taking a pragmatic approach to S106 negotiations to improve the prospect of stalled sites coming forward for development.
- Planning Department re-structures with an Economic Development team specifically focussed on securing new housing on previously developed sites and additional investment as a result of application fee increases in 2018.
- An Economic Development Strategy published in 2015 with re-development of brownfield sites a priority. A revised strategy was published in November 2017.
- Putting developers directly in touch with house-builders in an effort to unlock stalled sites.
- Use of Council land such as at Beeston Town Centre.
- Constructive use of planning conditions looking at innovative ways of ensuring housing is delivered. For example requiring housing to be delivered at the same time or earlier than other development on mixed use sites (such as at Aldi in Stapleford)
- A plan led approach to housing delivery in the Part 2 Local Plan.
- A self-build register has been prepared with partners across the housing market area.
- Broxtowe was one of the pilot authorities for the Brownfield Land Register
- Use of workshops and the Design Council for the East Midlands (OPUN) secure greater public support for housing development.
- Use of training on Neighbourhood Plan preparation (four events) and BIMBY (Beauty in my back yard) all with a view to promoting the benefits of housing development.
- Work with the County Council to address infrastructure issues

This approach is working with the details of housing completions in the previous four years given below.

Year	Housing completions (taking into account demolitions)
2014-15	78
2015-16	100
2016-17	285
2017-18	324

- Become an excellent housing provider (Ho2)

The Housing Service hosted an induction event for new employees to provide officers with knowledge about the department and the services offered to enable them to help tenants effectively and efficiently.

The new Independent Living Service was launched in December 2018, with the updated service offering a personalised service to residents.

During November 2018 the Housing Service hosted five 'Celebrating Older People' events to celebrate the launch of Independent Living Scheme. The events were a great success with around 200 tenants attending them over the month.

- Improve the quality and availability of the private sector housing stock to meet local housing need (Ho3)

The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018 was introduced on 1 October 2018. This has extended the scope of mandatory licensing to include properties operating as HMOs which are less than three storeys high. The new regulations enforce new minimum room sizes and waste collection arrangements amongst other things. In order to manage the increase in demand for enforcement and licensing, Policy and Performance Committee in October 2018 approved a new part time Private Sector Housing Officer post.

Critical Success Indicators for Housing

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Supply of ready to develop housing sites	NI159	72%	100%	-	-	Positive	Part 2 Local Plan now submitted. There is a realistic prospect of this plan being adopted in late Spring 2019 which will fully address the five year housing land supply shortage. There are a number of sites

							allocated which are expected to come forward for development within two years of the adoption of the Local Plan.
Net additional homes provided	NI154	324	360	-	-	Positive	Ongoing dialogue with developers, house builders, economic development colleagues and external funding providers, to unlock the more difficult to develop sites. These efforts are showing signs of success with the highest house building figures for 10 years achieved in 2017/18.
Private sector vacant dwellings that are returned into occupation or demolished	HSLocal_11	54	25	3	2	Positive	The number of dwellings is lower than in previous years however the target has been 2018/19 has already been achieved.
Overall satisfaction	HSTOP_01	93%	87%	87%	96%	Positive	47 satisfaction forms were received during quarter 3. The Housing Repairs satisfaction forms have been amended, an increase in the number of surveys that are returned was expected.

2. BUSINESS GROWTH

The Council's priority for Business Growth is '**New and growing businesses providing more jobs for people in Broxtowe and improved town centres**'. Its objectives are to:

- *Increase the number of new businesses starting in Broxtowe (BG1)*

A rental model for the letting of two incubator units in Beeston town centre has been agreed. These businesses will build on the recent rentals to Explore Learning and Willsuite and help to maintain the vitality of the town centre. The rental model will bring an income stream to the Council.

A tenant has been secured for Eastwood Cemetery Chapel.

A new car park has been provided at Technology Drive, adjacent to Beeston Train Station which provides step free access to the platform. The car park has the latest pay and display machines and dedicated bicycle storage. It is ideal for commuters and visitors to use with 62 parking spaces, including six dedicated to blue badge holders.

Business grants are being offered for start-up businesses in Broxtowe thanks to a new £1,000 grant scheme in the Borough. Any registered businesses that are not yet trading or have been trading for up to six months are free to apply, and interested applicants need to showcase up to a £2,000 spend on eligible activity

Businesses need to submit a business plan and cash flow forecast along with their application form. They can speak with advisors from the D2N2 Growth Hub or Nottingham Business Venture (NBV) for guidance on preparing their documents for a submission. Grant applications will be discussed by the Broxtowe Start-Up Grant Panel who will decide if an application is successful and how much will be awarded.

- *Help our town centres to compete and attract new visitors (BG2)*

A "Take a Seat" initiative is being supported in town centres in the area making them age-friendly and welcoming for visitors who may need to sit down occasionally.

Three icons of Beeston have been given a lasting tribute in the town as part of the Beeston Street Art Festival. Images of the late actor Richard Beckinsale, late singer/songwriter Edwin Starr and fashion designer Sir Paul Smith were spray painted by international street artist Zabou to celebrate the influential creatives of Beeston. The portraits have received widespread publicity and have been extremely well received.

- Complete the regeneration of Beeston Town centre and seek opportunities to regenerate town centres throughout Broxtowe (BG03)

The redevelopment of Beeston town centre continues to progress. Bids have been received from prospective purchasers of the residential site, which is part of the Beeston town centre redevelopment. Discussions are continuing with other food and beverage operators. There are a number of prospective cinema operators interested in coming to Beeston and discussions are ongoing.

The former Eastwood cash office has been sold. Proposals to put the building into use to improve the appearance and viability of Eastwood Town centre are being developed.

Critical Success Indicators for Business Growth

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Jan 2019	Trend	Comments (incl. benchmarking)
Employment Land take up	ERLocal_02	4,257 sqm	-	-	-		2016/17 = 11,391 Data is collected annually.
Planning applications approved for employment development (Class B1, B2 or B8)	ERLocal_03		-	-	-		20 applications approved in 2016/17 NEW Indicator
Town Centre occupancy rates:	TCLocal						Targets based on average for the year.
• Beeston	_01a	94%	92%	94%	94%	Stable	No change from 94% in Q2
• Kimberley	_01b	95%	92%	91%	91%	Stable	No change from 91% in Q2
• Eastwood	_01c	91%	92%	92%	90%	Negative	Decrease from 92% in Q2
• Stapleford	_01d	83%	92%	85%	88%	Positive	Increased from 85% in Q2
No. of planning applications approved for new retail and commercial floorspace within the town centres	TCLocal_05	-	-	-	-	-	9 applications in 2016/17 Data collected Annually
Commence works Phase 2 redevelopment of Beeston Town Centre	BG1620_09	-	-	-	-	-	Planning permission has been granted and commercial discussions continue.

3. ENVIRONMENT

The Council's priority for Environment is **'The environment in Broxtowe will be protected and enhanced for future generations'**. Its objectives are to:

- *Reduce litter and fly tipping to make Broxtowe cleaner (En1)*

Broxtowe residents are invited to assist the Council's Community Clean Teams to help make Broxtowe a cleaner place. A special resource pack has been created to support community litter picking events and provides information to ensure activities are conducted safely. The packs will also help volunteers promote the activities in their local area. The Council can also help by lending litter picking equipment.

As part of the implementation of the "Clean and Green Campaign" six community litter picks have been undertaken at various sites including Dovecote Lane Recreation Ground, Watnall Green and The Spinney, Brinsley Headstocks and Toton Fields.

Additional measures to make the Borough cleaner and greener have also been approved including community collections of bulky waste. The Council also plans to undertake additional cleansing of certain high profile road verges.

Volunteers in Bramcote joined the Community Clean Team to help transform Bramcote Ridge into a new wildlife haven following a wildfire in the summer. The Mayor of the Borough of Broxtowe joined the volunteers from Friends of Bramcote Ridge and the Practical Conservation Volunteers to create a new meadow and viewing point.

- *Maintain and improve the green infrastructure of the Broxtowe (En2)*

An investment of £110,000 improved Leyton Crescent play area. The work was undertaken as part of the Pride in Parks scheme. Funding contributions were from the Council's Capital Programme, WREN's FCC Community Action Fund and United Living.

Events are being held across the Borough in support of the Clean and Green campaign. The work being undertaken is helping to keep Broxtowe clean and improve our open spaces for all to enjoy.

Schoolchildren from Beeston Fields Primary School helped make the Borough a cleaner and greener place as they joined in with a special litter picking and tree planting event in Beeston on 24 October 2018. Pupils from Year 5 joined the Mayor and members of Beeston and District Civic Society at Broadgate. The event was held as part of the Council's Clean and Green campaign. While the Civic Society planted an oak tree and took part in the litter pick, the children planted two Mountain Ash trees and daffodil bulbs. The trees were the first to be planted as part of a new initiative to plant 1,000 new trees every year in the Borough over the next five years.

A community clean team of nearly 30 litter pickers helped clear up Watnall Green. On 29 October 2018, the newly formed Friends of Watnall Green and Spinney joined the Mayor of the Borough of Broxtowe, Councillor Derek Burnett BEM for a litter pick of the area. They also planted native bluebells and daffodils on the Watnall Green open space and removed grass cuttings from the meadows. The bulbs were planted along the fringe of a group of trees to help create a woodland feel and to provide nectar for pollinating insects. By removing grass cuttings from the meadow the more delicate and unusual grassland wildflowers will be able to thrive.

The pond on Hall Om Wong Park in Kimberley was cleared out and a clay lining added. This will help it retain water in summer 2019 and improve its wildlife value to the site. Volunteers will plant the pond with wildflowers that are attractive to wildlife and provide a colourful display through spring and summer.

Hickings Lane in Stapleford is to benefit from new state of the art facilities thanks to £93,000 from WREN's FCC Community Action Fund, partnered with £67,000 from the Council's Pride in Parks Scheme. The successful application for the funding was made jointly by Stapleford Town Football Club and the Stapleford Community Group. Community consultation identified the need for a replacement Multi Use Games Area. The football club has pledged a £1,000 contribution towards the project. United Living has also pledged £ 4,000 towards the project.

Awsorth, Brinsley and Nuthall Parish Councils have completed improvements to play areas in their parks after receiving funding from the Pride in Parks Scheme. Also as part of Pride in Parks scheme £28,000 of play area improvements have been completed at Mansfield Road Recreation Ground. This was funded by Section 106 developer contributions.

Pupils from various year groups at Fairfield's Primary Academy joined the Mayor and Anna Soubry MP to plant trees in Queen Elizabeth Park Stapleford as part of the Queen's Commonwealth Canopy, a network of global tree planting initiatives to mark Her Majesty's lifetime of service to the Commonwealth. Five of the trees were donated by the Woodland Trust following an application made by Anna Soubry MP, and be planted along with 95 additional trees supplied by the Council. The trees donated by Council are part of its plan to plant 1,000 new trees a year in the Borough over the next five years. The work was also undertaken as part of the Council's wider Clean and Green Campaign and Pride in Parks scheme. Dwarf daffodils were also planted at the base of the trees to provide additional interest in years to come.

Pupils from Foxwood Academy participated in a tree planting event digging the holes, and positioning the trees into place. Daffodil bulbs were also planted as part of the Council's involvement in National Tree Week 2018 and the Council's Clean and Green Initiative. Two Silver Birches and a mountain ash were planted at Bramcote Hills Park by students together with 400 daffodil bulbs on the edge of the woodland.

- Increase recycling, composting, renewable and energy efficiency projects as resources allow and reduce residual waste (En3)

The combined tonnage collected from the kerbside glass and garden waste collections continues to increase from the previous year enabling a projected recycling rate of 40.5% to be achieved. This is 0.73% higher than for quarter 3 in 2017/18.

Critical Success Indicators for Environment

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Cleanliness of the streets and open spaces within the Borough (levels of litter)	NI195a	95%	96%	96%	96%	Stable	The result of the first survey (of three per annum) is reported. Data now shows the percentage of streets which achieve the required cleanliness standard (Previously the percentage not achieving the standard was reported)
Improved Street and Environmental Cleanliness - Fly Capture Score (No. Fly Tips vs Enforcement Action)	NI 196	2	2	-	-	Stable	Aim is to reduce fly tipping through improved education and enforcement. Data provided annually.
Fly tipping incidents removed	SSData_01	344	414	166	260 (tbc)	Negative	The current projection for 2018/19 is around 380 incidents. With the implementation of the measures to reduce fly tipping as part of the Clean and Green initiative targets from 2019/20 will be based on an annual 10% reduction.
Household waste recycled and composted	NI192	38.82%	41% (43.85%)	40.97%	40.5% est	Negative	Current figures suggest that an overall recycling rate of around 39% will be achieved for 2018/19 which is an improvement on the rate achieved in 2017/18.

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
No. of Nature Reserves	PSData_07	15	15	15	15	Stable	Emphasis is on updating the management plans for the existing sites.
Parks achieving Broxtowe Parks Standard %	PSData_09	94%	98%	-	92%	Negative	2018/19 survey completed. Of the 16 sites assessed in 2018 twelve achieved the standard. Of the remaining four, 1 has recently seen improvements as part of the Pride in Parks Initiative with another identified for improvements later this year. This should reflect positively in the 2019 assessments.

4. HEALTH

The Council's priority and objective for Health is '**People in Broxtowe enjoy longer, active and healthy lives**'. Its objectives are to:

- Increase the number of people who have active lifestyles (He1)

New leisure activities have encouraged residents to get active in the Borough including a 'Go-Tri' family aquathon in Bramcote. A triathlon was held at Kimberley with three races for beginners, family and sprint triathlon. Bramcote Hills park hosted 5k and 2k family fun runs in 2018.

- Work with partners to improve the health of the local population (He2)

A partnership arrangement with the Open Water Education Network (OWEN) has been agreed. This will enable a member of staff from Liberty Leisure Limited to work with the trust to promote water safety in the local area. Funds have been enabled to secure measures for the purchase of practice throw lines, a projector and commissioning of water safety themed street art.

A new maternity clinic delivered by Everyone Health started in 2018 to support women with higher than optimum weight at the start of pregnancy. Twenty nine women have taken part since April 2018.

Dementia Friends Information Savings been offered to staff at CAB, the Police and Liberty Leisure in addition to our own officers. Sessions are planned to be delivered to officers in the Housing Division in February. Other sessions are planned for Dementia Awareness Week in May.

Work has been ongoing with the Mental Health Task Group to consider actions the Council can take to promote good mental health. The work has resulted in the Council looking to become members of the “We’re in” project. The mental health wellbeing impact of the Council’s day to day operations is to be considered when conducting Equality Impact Assessments, updating policies or introducing initiatives. A bespoke Mental Health Awareness course for managers has been delivered and to date, 49 managers have received training.

- Reduce alcohol related harm in Broxtowe (He3)

Further briefing sessions for staff on alcohol and neuro-psychoactive substances have been held.

Critical Success Indicators for Health

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Total Attendances for Liberty Leisure Limited	LLLocal_G02	1,709k	1,700k	427K	421K	Negative	On track to achieve target.
Percentage of Inactive Adults in Broxtowe	LLLocal_G09	-	25.5	tbc	tbc	-	Data collected annually in October. 2016/17 = 26.1

5. COMMUNITY SAFETY

The Council’s priority for Community Safety is that ‘**Broxtowe will be a place where people feel safe and secure in their communities**’. Its objectives are:

- Reduce the amount of anti-social behaviour in Broxtowe (CS1)

A Civil Injunction was made at the Council’s request against a resident of the Borough following complaints of nuisance and annoyance to local residents.

- Reduce domestic violence in Broxtowe (CS2)

The Communities Team hosted a breakfast event to promote the White Ribbon campaign. This built on the success of gaining the White Ribbon Accreditation in 2017. Key conversations took place and awareness was raised about the impact of domestic abuse and services available to men and women in relation to it. Outcomes have included identifying funding for the Sanctuary Scheme and training for front line housing and maintenance staff. The photo opportunity was held in Beeston Square and depicted 104 pairs of shoes representing the women who lose their life annually in this country due to domestic abuse.

Critical Success Indicators for Community Safety

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe (Notts Police Strategic Analytical Unit)	ComS_011	2,875	2,126	569	466	Positive	A reduction has been seen in the number of cases reported in quarter 3 2018/19.
Reduction in ASB cases reported in the borough to Environmental Health, Communities and Housing	ComS_012 (Env Health)	564	541	147	93	Positive	Quarter 1 2018/19 = 145
	ComS_014 (Communities)	100	53	15	3	Positive	Quarter 1 2018/19 = 17
	ComS_013 (Housing)	157	78	59	40	Positive	Quarter 1 2018/19 = 53
Repeat high risk domestic abuse cases referred to the Multi-Agency Risk Assessment Conference [% of the total referrals]	ComS_024	22%	13%	32%	29%	Positive	In Quarter 3 2018/19 24 cases referred to MARAC of which 7 were repeat cases In Quarter 2 2018/19 22 cases referred to MARAC of which 7 were repeat cases In Quarter 1 2018/19 19 cases to MARAC of which 4 were repeat cases
Domestic Abuse in the Borough	ComS_025	516	550	620 (Q1 + Q2)	-	Negative	Target reduced from 1,488 to reflect that only domestic crimes are recorded as opposed to domestic crimes and incidents. Data recorded six monthly. Increased numbers can be seen as positive due to fact victims are becoming increasingly confident to report. Also, police recording practices have affected figures.
Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Alcohol related referrals to Change-Grow-	ComS_085 Referral	93	-	35	20	Stable	

<p>Live with positive outcomes from Broxtowe</p>	<p>ComS_085a Positive Outcomes</p>	<p>61 (65%)</p>	<p>70%</p>	<p>18</p>	<p>23</p>	<p>Positive</p>	<p>The number of positive outcomes in quarter 3 is similar to the previous quarter.</p> <p>There are more positive outcomes than referrals in quarter 3 due to the fact that some of the positive outcome cases were initially referred in an earlier period.</p>
<p>Reduce Hospital stays for alcohol related harm (per 100,000 population)</p>	<p>ComS_086</p>	<p>-</p>	<p><666</p>	<p>-</p>			<p>East Midlands in 2015/16 = 686</p> <p>Broxtowe in 2015/16 = 666</p> <p>2016/17 data is unavailable due to issues with data collection by the hospitals, thus no value is available.</p>

FINANCIAL PERFORMANCE

Employee Position

The summary position as at 31 December 2018 as regards to the employee budgets is as shown below:

Directorate	Budget to 31/12/2018 £	Actual to 31/12/2018 £	Variance £
Chief Executive's	1,495,800	1,458,995	(36,805)
Deputy Chief Executive's	4,347,150	4,320,332	(26,818)
Director of Legal and Planning Services	1,486,725	1,412,835	(73,890)
Housing – General Fund	725,625	732,654	7,029
Housing - HRA	2,938,838	2,525,086	(413,752)
Total	10,994,138	10,449,900	(544,237)

Any overtime worked in respect of December 2018 (paid in January 2019) is not included.

The budget figures above exclude the 3% vacancy rate target set for the General Fund when the 2018/19 budget was approved totalling £300,000 for 2018/19. The table above shows that the Council is currently not meeting the vacancy rate target.

The underspending to 31 December 2018 for the HRA will be offset by additional payments to sub-contractors to ensure that the delivery of services to tenants is maintained. The employee budgets will continue to be closely monitored during 2018/19.

Non-employee Expenditure Budget Variations

The most significant variations on non-employee budgets have been reflected in the revised 2018/19 budget figures that have been presented to the respective policy committees and will be summarised in the Budget Proposals and Associated Strategies report to Finance and Resources Committee on 14 February 2019.

Income Budgets

The position to 31 December 2018 in respect of the most significant variable income budgets is as follows:

Income	Annual Budget 2018/19 £	Income to 31/12/2018 £	Latest Projection 2018/19 £	Projected Variance to Budget £
Planning Fees	(580,000)	(431,509)	(580,000)	0
Pre-Planning & History Fees	(25,000)	(21,894)	(31,250)	(6,250)
Industrial Units Rent	(168,450)	(213,570)	(175,000)	(6,550)
Craft Centre Complex Rents	(32,500)	(32,776)	(35,200)	(2,700)
Garden Waste Income	(662,000)	(662,137)	(662,000)	0
Sale of Glass	(40,900)	(24,950)	(40,900)	0
Sale of Wheeled Bins	(18,450)	(15,153)	(18,450)	0
Recycling Credits - Glass	(90,000)	(67,250)	(90,000)	0
Trade Refuse Income	(585,000)	(582,153)	(585,000)	0
Special Collections Income	(65,500)	(48,152)	(65,500)	0
Recycling Credits - Bring	(20,000)	(10,648)	(18,000)	2,000
Parking P&D Income	(176,450)	(147,604)	(185,000)	(8,550)
Off Street PCN Income	(95,500)	20,148	(90,000)	5,500
Cemeteries – Fees and Charges	(191,200)	(120,416)	(191,200)	0
Miscellaneous Legal Charges	(30,000)	(13,331)	(22,000)	8,000
Land charges Income	(102,100)	(75,517)	(95,200)	6,900
Licence Income	(142,300)	(125,793)	(142,300)	0
Interest on Investments	(230,000)	(154,834)	(220,000)	10,000
Beeston Square Rent	(759,600)	(637,355)	(759,600)	0
General Properties Rent	(38,000)	(21,543)	(38,000)	0
Total	(4,052,950)	(3,386,437)	(4,044,600)	8,350

Notes

- i) Income from garden waste collections in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.
- ii) Income from the sale of wheeled bins in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.

- iii) Income from the collection of trade waste in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.
- iv) Income from the rent of properties in Beeston Square in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.

Capital Programme

Capital programme expenditure as at 31 December 2018 is summarised as follows:

	Approved Budget 2018/19 £	Actual Spend to 31/12/2018 £	Proportion of Budget Spent %
General Fund	4,077,500	1,280,730	31.4
Housing Revenue Account	7,105,750	4,613,622	64.9
TOTAL	11,183,250	5,894,352	52.7

The table includes all capital schemes brought forward from 2017/18, as previously approved, in addition to any other budget changes made up to 31 December 2018. 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 includes schemes totalling £978,650 for which the approval to proceed will be granted once a source of funding has been identified. If these schemes were to be excluded from the table above then the proportion of the General Fund capital programme spent to 31 December 2018 would be 41.3% and the total proportion of budget spent would increase to 57.8%.

The most significant schemes with regards to spending to 31 December 2018 are:

Scheme	Approved Budget 2018/19 £	Actual Spend to 31/12/18 £	Comments
General Fund			
Replacement Vehicles and Plant	223,000	228,743	Orders have been raised for the items in the 2018/19 programme.
Beeston Square Phase2 (Net Compensation)	111,300	270,551	Additional expenditure shown will be met from the £539,800 in the 2018/19 capital programme for the Beeston Square Redevelopment.
Housing Revenue Account			
Central Heating Replacement	1,267,200	1,036,890	Work progressing as planned.
Modernisation Programme	1,984,700	1,279,059	Work progressing as planned.
Disabled Facilities Grant	872,250	539,438	Work progressing as planned.
Disabled Adaptations	417,250	318,216	Work progressing as planned.
Window & Door Replacement	289,150	273,003	Work progressing as planned.
External Decoration & Pre-paint Repairs	643,750	418,504	Work progressing as planned.