



Please ask for Rachel Appleyard
Direct Line: 01246 34 5277
Email committee.services@chesterfield.gov.uk

The Chair and Members of Cabinet

1 June 2020

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 9 JUNE 2020 at 10.30 am, the agenda for which is set out below.

This meeting will be held virtually via Microsoft Teams software, for which Members of the Cabinet and others in attendance will receive an invitation. Members of the public will be able to access the public parts of the meeting online by following the link from the Council's website at <https://www.chesterfield.gov.uk/your-council/committees-meetings-and-decisions.aspx>.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 10)

To approve as a correct record the Minutes of the Cabinet meeting held on 17 March, 2020.

4. Minutes of the Sheffield City Region Mayoral Combined Authority Board (Pages 11 - 16)

To note the Minutes of the meeting of the Sheffield City Region Mayoral Combined Authority Board held virtually on 15 April, 2020.

5. Delegation Report (Pages 17 - 32)

Items Recommended to Cabinet via Cabinet Members

Deputy Leader

6. General Fund Budget Outturn Report 2019/20 (Pages 33 - 52)

Cabinet Member for Housing

7. Housing Revenue Account (HRA) - Final Accounts 2019/20 (Pages 53 - 68)

Yours sincerely,

A handwritten signature in black ink, appearing to be 'S. Smith', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

CABINET

Tuesday, 17th March, 2020

Present:-

Councillor P Gilby (Chair)

Councillors Serjeant
T Gilby
Holmes

Councillors Sarvent
D Collins

*Matters dealt with under the Delegation Scheme

118 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

119 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Blank, Innes, Ludlow and Mannion-Brunt.

120 **UPDATE ON COVID-19 ACTIONS**

At the request of the Chair, an urgent item was added to the agenda in order for the Chief Executive to provide an update on the Council's actions in response to the Covid-19 pandemic.

121 **MINUTES**

RESOLVED –

That the minutes of the meeting of Cabinet held on 25 February, 2020 be approved as a correct record and signed by the Chair.

122 **FORWARD PLAN**

The Forward Plan for the four month period 1 April to 31 July, 2020 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

123 MODERN SLAVERY STATEMENT 2020/21

The Assistant Director – Policy and Communications submitted a report recommending for approval Chesterfield Borough Council's Modern Slavery Statement for 2020/21.

The Modern Slavery Act 2015 imposed a duty on organisations which supply goods and/or services from or to the UK and have a global turnover above £36 million to publish a statement on slavery and human trafficking each financial year. Local Authorities currently do not need to comply with this duty, however Chesterfield Borough Council volunteered to develop and implement modern slavery statements from 2018/19 onwards to demonstrate the Council's commitment to, and prevention of, exploitation.

The Modern Slavery Statement was attached at Appendix 1 of the officer's report.

***RESOLVED –**

That the Modern Slavery Statement for 2020/21 be approved.

REASON FOR DECISION

To demonstrate and strengthen our commitment to prevent and reduce the impact of modern slavery.

124 SAFEGUARDING POLICY AND PROCEDURES

The Assistant Director – Policy and Communications submitted a report recommending for approval the Council's updated policy and procedures for the safeguarding of children and vulnerable adults.

The Council introduced a Safeguarding Children and Vulnerable Adults Policy and associated procedures in 2015 following a safeguarding audit, with the requirement to review the policy every two years. The revised policy, attached at Appendix A to the officer's report, had been updated to

reflect changes in national legislation and guidance, updated partnership policies, Derbyshire districts safeguarding group, audit activity and increased service level safeguarding experience.

***RESOLVED –**

1. That the revised Safeguarding Children and Vulnerable Adults Policy and procedures be approved.
2. That the Cabinet Member for Health and Wellbeing be granted delegated authority to approve essential amendments to the Safeguarding Policy and procedures between the formal review periods.
3. That the Safeguarding Policy, procedures and arrangements be reviewed after three years.

REASON FOR DECISIONS

To effectively safeguard and promote the welfare of children and vulnerable adults within our borough and meet our legislative and partnership responsibilities.

125 ENVIRONMENTAL SERVICES FEES AND CHARGES 2020/21

The Interim Assistant Director – Commercial Services submitted a report setting out the Council's fees and charges for Environmental Services for 2020/21.

***RESOLVED –**

That the Environmental Services Fees and Charges for 2020/21, as detailed in Appendix A of the officer's report, be approved.

REASON FOR DECISION

To comply with the Council's budget strategy.

126 NORTH DERBYSHIRE ROUGH SLEEPER STRATEGY 2020-2021

The Assistant Director – Housing submitted a report seeking approval for the adoption of the Council’s North Derbyshire Rough Sleeper Strategy 2020 – 2021.

In 2018, the Government introduced a national Rough Sleeping Strategy that required authorities to adopt a Homelessness and Rough Sleeping Strategy that included explicit provision for tackling rough sleeping.

The proposed strategy, attached at Appendix 1 of the officer’s report, provided for a partnership approach between the Council, other statutory services, the third sector and homeless people. The multi-agenda North Derbyshire Homelessness Forum had given their support for the strategy on 23 January, 2020.

***RESOLVED –**

1. That the North Derbyshire Rough Sleeper Strategy 2020 – 2021 be approved and adopted.
2. That the priority actions for Chesterfield, as set out in paragraph 3.13 of the officer’s report, be approved.

REASON FOR DECISIONS

The Strategy provides a framework and direction for the Council, with partners and stakeholders to ensure that it meets its statutory duties in relation to homeless people and people sleeping rough, and that appropriate support and accommodation services are delivered in Chesterfield.

127 EXCLUSION OF THE PUBLIC

RESOLVED –

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 as they contained information relating to financial and business affairs.

128 **OPERATIONAL SERVICES DEPARTMENT (OSD) BUSINESS PLAN 2020/21**

The Interim Assistant Director – Commercial Services and the Acting Chief Finance Officer submitted a report seeking approval for the Operational Services Department (OSD) Business Plan for 2020/21.

Councillor Holmes requested that his abstention be recorded in the minutes.

***RESOLVED –**

That the Operational Services Department (OSD) Business Plan for 2020/21 be approved.

REASON FOR DECISION

To enable the estimated financial position of the Operational Services Division to be included in the Council's Medium Term Forecast.

129 **LANDSCAPE AND STREETSCENE SERVICES BUSINESS PLAN 2020/21**

The Interim Assistant Director – Commercial Services and the Acting Chief Finance Officer submitted a report seeking approval for the Landscape and Streetscene Services (SpirePride) D.S.O. Business Plan for 2020/21.

Councillor Holmes requested that his abstention be recorded in the minutes.

***RESOLVED –**

That the Landscape and Streetscene Services Business Plan for 2020/21 be approved.

REASON FOR DECISION

To update the Council's Medium Term Financial Plan.

130 **BUILDING CLEANING DSO BUSINESS PLAN 2020/21**

The Interim Assistant Director – Commercial Services and Acting Chief Finance Officer submitted a report seeking approval for the Building Cleaning D.S.O. Business Plan for 2020/21.

Councillor Holmes requested that his abstention be recorded in the minutes.

***RESOLVED –**

That the Building Cleaning D.S.O. Business Plan for 2020/21 be approved.

REASON FOR DECISION

To update the Council's Medium Term Financial Plan.

131 SECURITY SERVICES BUSINESS PLAN 2020/21

The Interim Assistant Director – Commercial Services and Acting Chief Finance Officer submitted a report seeking approval for the Security Services D.S.O. Business Plan for 2020/21.

Councillor Holmes requested that his abstention be recorded in the minutes.

***RESOLVED –**

That the Security Services D.S.O. Business Plan for 2020/21 be approved.

REASON FOR DECISION

To enable the estimated financial position of the Security Services D.S.O. to be included in the Council's Medium Term Financial plan.

132 SNOOKER COMPETITION AT THE WINDING WHEEL THEATRE

The Arts and Venues Manager submitted a report seeking approval to enter into a contract with ROKIT Events Ltd to stage a World Seniors Snooker Competition at the Winding Wheel Theatre. The competition would be held over one weekend during the Seniors season, from September 2020 to August 2021.

The event would support the local economy by attracting visitors to the town and promote Chesterfield to a wider audience through TV and press coverage. The Arts and Venues marketing team would also work with local snooker clubs, social clubs, schools and care homes to ensure they benefitted from staging the competition.

***RESOLVED –**

1. That the Council contracts ROKIT Events Ltd to stage a World Seniors Snooker Competition at the Winding Wheel Theatre during the 2020/21 season.
2. That any financial deficit arising from staging the competition in Chesterfield be funded from the Enterprise Zone Business Rates Reserve.
3. That the Arts and Venues Manager be granted delegated authority to make all the necessary arrangements to stage the competition at the Winding Wheel Theatre as required.

REASON FOR DECISIONS

To make further progress towards making Chesterfield Borough a great place to live, work and visit.

133 LOAN TO STAVELEY TOWN COUNCIL

The Chief Executive and the Acting Chief Finance Officer submitted a report seeking approval for a loan to Staveley Town Council. The loan would enable the Town Council to continue to meet its basic running costs whilst implementing a programme of transformation measures to reduce revenue costs.

***RESOLVED –**

That the request for a loan to Staveley Town Council, as set out in section 4 of the officer's report, be approved.

REASON FOR DECISION

To allow a decision regarding the request for financial assistance.

This page is intentionally left blank

SCR - MAYORAL COMBINED AUTHORITY BOARD

MINUTES OF THE MEETING HELD ON:

WEDNESDAY, 15 APRIL 2020 AT 11.00 AM

VIRTUAL - ONLINE MEETING



Present:

| | |
|------------------------------------|--------------------------------|
| Mayor Dan Jarvis MBE (Chair) | SCR Mayoral Combined Authority |
| Councillor Chris Read (Vice-Chair) | Rotherham MBC |
| Mayor Ros Jones CBE | Doncaster MBC |
| Councillor Simon Greaves | Bassetlaw DC |
| Councillor Sir Steve Houghton CBE | Barnsley MBC |

Officers in Attendance:

| | | |
|-----------------|---|------------------------|
| Damian Allen | Interim Chief Executive, Doncaster MBC | Doncaster BMC |
| Huw Bowen | Chief Executive of Chesterfield Borough Council | Chesterfield BC |
| Dan Swaine | Chief Executive of Bolsover District Council/NE Derbyshire District Council | Bolsover DC |
| Neil Taylor | Chief Executive of Bassetlaw District Council | Bassetlaw DC |
| Charlie Adan | Interim Chief Executive of Sheffield CC | Sheffield City Council |
| Sharon Kemp | Chief Executive of Rotherham Metropolitan Borough Council | Rotherham MBC |
| Paul Wilson | Chief Executive of Derbyshire Dales District Council | Derbyshire Dales DC |
| Dr Dave Smith | Chief Executive | SCR Executive Team |
| Dr Ruth Adams | Deputy Chief Executive | SCR Executive Team |
| Mike Thomas | Senior Finance Manager/ Deputy S73 Officer | SCR Executive Team |
| Noel O'Neill | Chief Finance Officer/S73 Officer | Sheffield City Region |
| Steve Davenport | Principal Solicitor & Monitoring Officer | SCR Executive Team |
| Fiona Boden | Policy Adviser - Mayor | SCR Executive Team |
| Jeni Harvey | Press and Communications Manager | SCR Executive Team |
| Mark Lynam | Director of Transport, Housing and Infrastructure | SCR Executive Team |
| Stephen Batey | Director, Mayor's Office | SCR Mayor's Office |

In Attendance

Craig Tyler (Minute Taker)

Apologies:

Councillor Garry Purdy
Councillor Julie Dore
Councillor Martin Thacker MBE
Councillor Steve Fritchley
Councillor Tricia Gilby
James Muir
Sarah Norman
Stephen Edwards

Derbyshire Dales DC
Sheffield City Council
NE Derbyshire DC
Bolsover DC
Chesterfield BC
Chair of LEP Board
Barnsley MBC
SYLTE

1 Welcome and Apologies

The Mayor welcomed everyone to first virtual meeting of the SCR MCA.

The Mayor confirmed that whilst the meeting was not taking place at Broad Street West in the usual way, it was still being webcast.

Members' apologies were noted as above.

2 Announcements

The Mayor reported he is working to support our residents through the gravest public health emergency any of us have faced. He recognised that this is an incredibly difficult and challenging time for our local communities, people and businesses. He and other members of the Authority are working around the clock to ensure that South Yorkshire is best equipped to contribute to the fight against the Coronavirus.

It was noted the Mayor is receiving regular briefings from our Local Resilience Forum and is in daily contact with our Directors of Public Health, Local Authorities, NHS trusts, the Police and business community.

The Mayor reassured everyone that the best possible preparations are being made.

In the previous week the Mayor had brought together key regional stakeholders and anchor institutions to forge a collective economic response to the crisis through the South Yorkshire Economic Recovery Taskforce.

It was noted additional resource has been put into the SCR Growth Hub, to ensure South Yorkshire businesses can access advice and support during COVID-19. The scope for flexing the Skills Bank initiative to offer additional training for businesses that need help to stabilise and move, for example, to online operations is also being explored.

The Mayor noted he has taken steps to ensure the continued resilience of the public transport system to enable key workers to get to where they need to be

and has succeeded in getting concessionary travel to the over 65s extended to ensure they can access supermarket grace shopping periods.

It was noted the issue of workers' rights and social distancing guidelines for warehouse and distribution staff in South Yorkshire has been raised directly with the Business Secretary.

The Mayor noted that this is a worrying and stressful time for the communities that members of the Authority were elected to serve, but that we are also seeing an extraordinary and inspirational resilience from our people, many of whom are stepping up to ensure that their neighbours get the support and essential supplies they need.

The Mayor proposed that the MCA has a vital role to play, both in the response to the Coronavirus pandemic and in the South Yorkshire we rebuild – together - in its aftermath.

3 **Urgent Items**

The Mayor asked Steve Davenport, SCR Principal Solicitor and Monitoring Officer to explain the main points of compliance in respect of convening a virtual meeting.

It was noted this is covered by the legislation introduced through the Coronavirus Act 2020 which reduces the resourcing and administrative burden on public bodies and includes new capabilities to allow virtual public meetings, providing those meetings are webcast.

RESOLVED, that the MCA Constitution be amended to reflect the Coronavirus Act 2020 legislation, including the conferring of voting rights and inclusion in the quoracy figures for Members attending virtually.

4 **Items to be Considered in the Absence of Public and Press**

None.

5 **Voting Rights for Non-constituent Members**

It was agreed that voting rights may not be conferred on the non-Constituent Members for agenda item 11 (Progressing the South Yorkshire Devolution Deal: Summary of the Public Consultation) as the matter concerns the constituent councils only.

6 **Declarations of Interest by individual Members in relation to any item of business on the agenda**

None.

7 **Reports from and questions by members**

None.

8 **Receipt of Petitions**

None received.

9 **Public Questions**

None received.

10 **Minutes of the meeting held on 27th January 2020**

RESOLVED, that the minutes of the meeting held on 27th January are agreed to be an accurate record.

11 **Progressing the South Yorkshire Devolution Deal: Summary of the Public Consultation**

A report was presented to summarise progress in the implementation of the South Yorkshire Devolution Deal

Focussed on summarising the results of the recent public consultation, the report recommended the submission of the outcomes of this process to the Secretary of State, as the next step to unlocking devolution.

The Mayor invited Dave Smith, SCR Chief Executive, to summarise the outcomes of the consultation exercise and next steps.

It was noted 675 representations and responses had been received following the six week consultation that was undertaken between February and March (summarised at Appendix A to the report).

The meeting was informed that if the MCA is minded to agree to submit the findings of the consultation, the Secretary of State would then produce a draft powers Order, which would require the consent of all Constituent Councils, the MCA and the Mayor by the 8th June to enable the order to be laid before Parliament ahead of the summer recess.

Consideration was given to two proposed amendments to the published report i. It was agreed to reference in the main body of the covering report at paragraph 4.6 the stated positions of Barnsley MBC and Doncaster MBC in respect of their intentions to join a Yorkshire-wide Authority should such an entity develop out of the current Yorkshire Leaders Group. A revised version of the cover report will be published incorporating this amendment. To seek confirmation from the government that the position adopted in 2017 in respect of the Mayor having to be in the voting majority for all new powers remains the position.

It was agreed that the published recommendations would be amended to read as follows.

RESOLVED, that the MCA:

1. Notes the outcome of the consultation undertaken (as outlined in Annex

A and B)

2. Agrees to submit the reports on the consultation at Annexes A, B and C alongside the Governance Review and Scheme to the Secretary of State. In agreement to sign the Deal and agrees to seek in writing from the Secretary of State, that the government is continuing to uphold the position adopted in 2017 in respect to the Mayor having to be in the voting majority in the exercise of all new MCA Devolution Powers.
3. Delegates to the Head of Paid Service, in consultation with the Mayor and the MCA Members from the four Constituent Authorities, authority to take forward and conclude the legal steps necessary to implement the Devolution Deal including consenting on behalf of the Authority to the enabling Powers Order, provided that such Order corresponds to the proposals contained in the Governance Review and Scheme, agreed by the MCA in January.

11 **Mayor's Closing Remarks**

The Mayor recognised this would be Andrew Frosdick's final SCR MCA meeting ahead of his retirement. The Mayor led Members in thanking Andrew for all his years of sterling service to the Authority, as well as to Barnsley Council.

The Mayor thanked everyone playing their part in tackling this emergency, from NHS staff to shop workers, from refuse collection workers to bus drivers, and not forgetting the staff in so many call centres helping those in need. The Mayor noted our thoughts are with those who have been directly affected by the virus and their loved ones.

The Mayor noted that the Coronavirus is the biggest challenge we face. He strongly urged everyone to continue to follow the guidance issued by the NHS and Public Health England to contain this virus and ensure we can come through this emergency together.

I, the undersigned, confirm that this is a true and accurate record of the meeting.

Signed

Name

Position

Date

This page is intentionally left blank

CABINET MEETING

9 June 2020

DELEGATION REPORT

DECISIONS TAKEN BY LEAD MEMBERS

Leader (Joint Board with NEDDC and Bolsover DC)

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|----------------------|
| 25/19/20 | Internal Audit Consortium Progress Report 2019/2020 and Draft Business Plan 2020/2021 | R080L | 18 March 2020 |
| <p>Decision</p> <p>That the 2020/2021 Internal Audit Consortium Business Plan be approved.</p> | | | |
| <p>Reason for Decision</p> <p>To enable the Joint Board to consider and approve the 2020/2021 Internal Audit Consortium Business Plan.</p> | | | |

Leader

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|----------------------|
| 26/19/20 | Environmental Health Noise Policy | C000L | 28 April 2020 |
| <p>Decision</p> <p>That the Environmental Health Noise Policy, as detailed in Appendix 1 of the officer's report, be approved.</p> | | | |
| <p>Reasons for Decision</p> <ol style="list-style-type: none"> 1. To ensure the Council is compliant with current recommended guidance from the Chartered Institute of Environmental Health. 2. To provide information to our customers as part of the digital transformation project. <p><i>Decision taken as a delegated decision under emergency procedures due to the Covid-19 pandemic as agreed by Standards and Audit Committee on 19 March 2020 and enacted by the Chief Executive on 20 March 2020.</i></p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|---|--------------------------------------|----------------------|----------------------|
| 27/19/20 | Housing Delivery Test 2018-19 | C000L | 28 April 2020 |
| <p>Decision</p> <p>(1) That the results of the Housing Delivery Test be noted.</p> <p>(2) That the Strategic Planning and Key Sites Manager, in consultation with the Cabinet Member for Economic Growth and Assistant Director - Economic Growth, be granted delegated authority to prepare and adopt a Housing Delivery Action Plan as required by the National Planning Practice Guidance.</p> | | | |
| <p>Reason for Decision</p> <p>In order to comply with the requirements of national planning policy and guidance.</p> <p><i>Decision taken as a delegated decision under emergency procedures due to the Covid-19 pandemic as agreed by Standards and Audit Committee on 19 March 2020 and enacted by the Chief Executive on 20 March 2020.</i></p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|----------------------|
| 28/19/20 | Absence of Members of the Council | C000L | 28 April 2020 |
| <p>Decision</p> <p>That, for the purposes of Section 85(1) of the Local Government Act, 1972, the reason for the absence from meetings of any councillor be approved and their continued absence from meetings be authorised from 19th March 2020 through until the second meeting they are eligible to attend following resumption of member level committees (remotely or with physically present, whichever is the first to occur).</p> | | | |
| <p>Reason for Decision</p> <p>To meet the requirements of Section 85(1) of the Local Government Act 1972.</p> <p><i>Decision taken as a delegated decision under emergency procedures due to the Covid-19 pandemic as agreed by Standards and Audit Committee on 19 March 2020 and enacted by the Chief Executive on 20 March 2020.</i></p> | | | |

Deputy Leader (in place of the Leader) as a Cabinet decision pursuant to emergency delegations approved by Standards and Audit Committee on 19 March, 2020

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|---|---|----------------------|----------------------|
| 29/19/20 | Discretionary Rate Relief Scheme 2020/21 | C000L | 27 March 2020 |
| <p>Decision</p> <p>(1) That the new policy for discretionary rate relief, as detailed in the officer's report, be approved.</p> <p>(2) That the Assistant Director - Customers, Commissioning and Change, in consultation with the Chief Finance Officer, be granted delegated authority to make decisions related to the application of this scheme.</p> <p>(3) That the Assistant Director - Customers, Commissioning and Change be granted delegated authority to passport an appropriate level of new burdens grant funding to Arvato to meet the administrative costs of the scheme.</p> | | | |
| <p>Reason for Decision</p> <p>To devise a scheme of discretionary rate relief which supports Government in responding to coronavirus.</p> <p><i>Decision taken as a delegated decision under emergency procedures due to the Covid-19 pandemic as agreed by Standards and Audit Committee on 19 March 2020 and enacted by the Chief Executive on 20 March 2020.</i></p> | | | |

Deputy Leader

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|---|---|----------------------|---------------------|
| 30/19/20 | Review of the Code of Corporate Governance and the Annual Governance Statement | C000L | 7 April 2020 |
| <p>Decision</p> <p>(1) That the supporting documents to the officer's report, attached at Appendices A, B, C and D, be approved and referred to the Standards and Audit Committee.</p> <p>(2) That a further review of Council compliance with the Code of Corporate Governance be undertaken in 12 months' time.</p> <p>(3) That progress with regard to implementation of the Annual Governance Statement Action Plan be actively monitored by the Corporate Management Team.</p> | | | |
| <p>Reasons for Decision</p> <p>1. To enable the Cabinet and the Standards and Audit Committee to monitor compliance with the Code of Corporate Governance.</p> <p>2. In order to comply with the requirements of the Accounts and Audit Regulations 2015.</p> <p>3. To support the maintenance of sound governance arrangements with the Council.</p> | | | |

Cabinet Member for Economic Growth

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|------------------------|
| 31/19/20 | Land adjacent to 1 Branton Close Boythorpe Chesterfield | G260L | 10 January 2020 |
| <p>Decision</p> <p>(1) That the proposed sale of land adjacent to 1 Branton Close, Boythorpe, Chesterfield on the terms set out in the officer's report be granted.</p> <p>(2) That the Property, Procurement and Contracts Law Manager be granted delegated authority to agree late amendments to the sale.</p> | | | |
| <p>Reasons for Decision</p> <p>1. To enable development of the site and a capital receipt for the Council.</p> <p>2. To secure a timely and efficient sale.</p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|---|----------------------|------------------------|
| 32/19/20 | Land to the rear of 61 Calow Lane Hasland Chesterfield | G260L | 10 January 2020 |
| <p>Decision</p> <p>(1) That the proposed sale of land to the rear of 61 Calow Lane, Hasland, Chesterfield on the terms set out in the officer's report be granted.</p> <p>(2) That the Property, Procurement and Contracts Law Manager be granted delegated authority to agree late amendments to the sale.</p> | | | |
| <p>Reasons for Decision</p> <p>1. To enable development of the land and secure a timely and efficient sale.</p> <p>2. To enable further capital receipts and resolve Council liability to maintain land with no access.</p> | | | |
| 33/19/20 | Land to the rear of 73A Sheffield Road Chesterfield | G260L | 10 January 2020 |
| <p>Decision</p> <p>(1) That the proposed release of a covenant on part of the land to the rear of 73a Sheffield Road, Chesterfield on the terms set out in the officer's report be granted.</p> <p>(2) That the Property, Procurement and Contracts Law Manager be granted delegated authority to agree late amendments to the contract.</p> | | | |
| <p>Reason for Decision</p> <p>To enable development of the land and secure a timely and efficient completion of the transaction.</p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|---|----------------------|-------------------------|
| 34/19/20 | Community Right to Bid Application - Barrow Hill Memorial Hall | EG620L | 10 February 2020 |
| <p>Decision</p> <p>That Chesterfield Borough Council lists the Barrow Hill Memorial Hall as an asset of community value.</p> | | | |
| <p>Reason for Decision</p> <p>Barrow Hill is considered to meet the criteria for an asset of community value.</p> | | | |
| 35/19/20 | Consideration of continuing the listing of the Wellington Hotel as an asset of community value | EG660L | 18 March 2020 |
| <p>Decision</p> <p>That Chesterfield Borough Council continues to list the Wellington Hotel as an asset of community value with a further review period of five years.</p> | | | |
| <p>Reason for Decision</p> <p>That the Wellington Hotel is considered to meet the asset of community value criteria.</p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|---|---|----------------------|----------------------|
| 36/19/20 | Sale of Land at Whitebank Close | G260L | 26 March 2020 |
| <p>Decision</p> <p>(1) That the sale of land at Whitebank Close, Hasland be approved on the terms set out in the officer's report.</p> <p>(2) That the funding required to complete the replacement car park, as detailed in the officer's report, be approved.</p> | | | |
| <p>Reasons for Decision</p> <p>1. To enable new homes and a capital receipt for the General Fund.</p> <p>2. To enable a replacement car parking facility and improved access road and drainage for use by the retained sports club.</p> | | | |
| 37/19/20 | Sale of land to the rear of 61 Calow Lane, Hasland | G260L | 2 April 2020 |
| <p>Decision</p> <p>(1) That the sale of land to the rear of 61 Calow Lane, Hasland, be approved on the terms set out in the officer's report.</p> <p>(2) That the Property Procurement and Contracts Law Manager be granted delegated authority to agree late amendments to the sale.</p> | | | |
| <p>Reasons for Decision</p> <p>1. To enable sale of the land for a small capital sum.</p> <p>2. To secure a timely and efficient sale.</p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|----------------------|
| 38/19/20 | COVID19 - Commercial Property Portfolio Rental Assistance | G310D | 27 April 2020 |
| <p>Decision</p> <p>(1) That the Cabinet Member for Economic Growth approves the terms of the Council's support for its commercial tenants during the period of the COVID-19 lockdown, as set out in the report.</p> <p>(2) That the terms of the Council's support be subject to regular review, in consultation with the Cabinet Member for Economic Growth.</p> | | | |
| <p>Reason for Decision</p> <p>To assist commercial tenants who are struggling with their cashflow due to COVID-19 thereby easing the financial burden upon them as they continue to seek to trade, and in the long term to protect businesses, jobs and the Council's rental income stream.</p> <p><i>The decisions were taken under Special Urgency provisions following agreement from the Chair of the Overview and Performance Scrutiny Forum.</i></p> | | | |

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|---|---|----------------------|----------------------|
| 39/19/20 | Lease of Unit 2 at 6-8 Corporation Street | EG550L | 27 April 2020 |
| <p>Decision</p> <p>(1) That the ten year lease of Unit 2 at 6-8 Corporation Street on the terms set out in the officer's report be granted.</p> <p>(2) That the Property, Procurement and Contracts Law Manager be granted delegated authority to agree late amendments to the terms of the lease.</p> | | | |
| <p>Reason for Decision</p> <p>To secure an income stream for ten years.</p> | | | |
| 40/19/20 | Sale of land to the rear of 52-54 Lime Avenue Staveley | G260L | 20 May 2020 |
| <p>Decision</p> <p>(1) That the sale of land to the rear of 52-54 Lime Avenue, Staveley be approved on the terms set out in the officer's report.</p> <p>(2) The Property, Procurement and Contracts Law Manager be granted delegated authority to deal with any late amendments to the terms of the legal documentation.</p> | | | |
| <p>Reason for Decision</p> <p>The Council will receive a capital receipt for the sale.</p> | | | |

Cabinet Member for Town Centres and Visitor Economy

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|---|------------------------|------------------------|
| 41/19/20 | Stephenson Memorial Hall Refurbishment Options Procurement | G000L G560L | 14 January 2020 |
| <p>Decision</p> <p>(1) That the appointment of Bauman Lyons Architects and its team of consultants to provide an options appraisal and RIBA Stage 2 designs for Stephenson Memorial Hall, Chesterfield, be approved subject to contract and references.</p> <p>(2) That the payment of £59,387.50 plus VAT to Bauman Lyons Architects and its team of consultants to carry out the work be approved.</p> | | | |
| <p>Reason for Decision</p> <p>To make further progress towards a sustainable financial position for the cultural venues.</p> | | | |

Cabinet Member for Housing

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|------------------------|
| 42/19/20 | Application for Discretionary Disabled Facilities Loan Assistance | HO000L | 16 January 2020 |
| <p>Decision</p> <p>That the discretionary Disabled Facilities Loan Assistance be approved for the reasons set out in the officer's report.</p> | | | |
| <p>Reason for Decision</p> <p>To enable a severely disabled person to continue living independently and safely in her own home.</p> | | | |

Cabinet Member for Governance

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|-------------------------|
| 43/19/20 | Member-level Meetings 2020/21 | GV000L | 28 February 2020 |
| <p>Decision</p> <p>(1) That the schedule of member-level meetings for 2020/21 be approved.</p> <p>(2) That the Senior Democratic and Scrutiny Officer be granted delegated authority to make any late amendments to the meeting diary.</p> | | | |
| <p>Reason for Decision</p> <p>To allow member-level meetings for 2020/21 to be scheduled.</p> | | | |
| 44/19/20 | Amendments to Representatives on Outside Bodies, Joint Committees, Other Bodies and Charities | GV000L | 27 April 2020 |
| <p>Decision</p> <p>That the amended schedule of appointments of representatives to outside bodies, attached at Appendix A to the report, be confirmed.</p> | | | |
| <p>Reason for Decision</p> <p>To confirm the amended schedule of appointment of representatives to outside bodies for 2019/20.</p> | | | |

Cabinet Member for Business Transformation

| Decision Record No. | Subject | Delegation Reference | Date of Decision |
|--|--|----------------------|----------------------|
| 45/19/20 | Housing Benefit - receiving electronic claims | CB000L | 27 March 2020 |
| <p>Decision</p> <p>(1) That the use of electronic claims in the administration of Housing Benefit and Council Tax Support be approved.</p> <p>(2) That the acceptance of photographs and scanned documents as evidence in support of claims be approved.</p> | | | |
| <p>Reasons for Decision</p> <p>1. Allowing residents to apply for benefits electronically will ensure that they can do so without leaving the home, which is especially important in the current climate.</p> <p>2. It is estimated that the demand for the benefit service will be high over the coming days and weeks, therefore services need to be easily accessible.</p> <p>3. There are longer term financial benefits to implementing an electronic claim solution, reducing visits to the Customer Service Centre and reducing the cost of postage and printing.</p> | | | |

For publication

General Fund Budget Outturn Report 2019/20

| | |
|--------------------|---|
| Meeting: | Council Cabinet |
| Date: | 15 th July 2020 9 th June 2020 |
| Cabinet portfolio: | Deputy Leader of the Council |
| Report by: | Acting Chief Finance Officer |

For publication

1.0 **Purpose of report**

- 1.1 To report on the General Fund Revenue and Capital Outturns for 2019/20, provide details of significant variations from the revised estimates and consider carry forward requests.

2.0 **Recommendations**

Cabinet:

- 2.1 That the General Fund Revenue and Capital Outturn reports for 2019/20 be noted.
- 2.2 That the General Fund carry forward requests be approved (para 4.6).

- 2.3 That the level of General Fund Reserves and Balances (Section 6 and Appendix C) be approved.
- 2.4 That the transfers between reserves identified in para 6.4 and 6.5 be approved.
- 2.5 That the General Fund surplus for the financial year 2019/20 be transferred to the budget risk reserve (para 6.6).
- 2.6 That the capital financing arrangements set out in Appendix D, be approved.

Full Council:

- 2.7 Notes the report.

3.0 **Background**

- 3.1 This report includes details of the General Fund revenue account and a summary of the General Fund Capital Programme. There will be a separate report presented for the Housing Revenue Account covering both the revenue and capital elements. The information in these reports will then be incorporated into the published Statement of Accounts 2019/20.
- 3.2 The external audit of the accounts is due to start in July. The formal published Statement of Accounts will be presented to the Standards and Audit Committee for approval in September on conclusion of the audit. Once approved, a copy of the Statement of Accounts will be placed on the Council's web-site.
- 3.3 The Council's Financial Strategy sets out the Council's policy on the levels and nature of reserves and balances. The Strategy also defines how under or overspends should normally be treated at the end of each financial year:

- ◆ Any under spend on the General Fund will be transferred to

- the Budget Risk Reserve;
- ◆ Any over spend on the General Fund will be met from the Budget Risk Reserve or the General Working Balance;
 - ◆ Any OSD/DSO surpluses arising in the year that are not required for operational purposes will be transferred to the General Fund.

4.0 General Fund Revenue

4.1 The Summary Revenue Account, comparing the outturn with both the original and revised estimates for the financial year, is shown at **Appendix A**. There was a net surplus of **£107k** in the year compared with:

a) The **original** February 2019 budget forecast - £202k deficit.

b) The **revised** February 2020 budget forecast - £148k surplus.

4.2 Details of the variances that contributed towards the overall £350k movement from the original surplus forecast to the revised forecast were included in the budget report to Cabinet on 25th February 2020.

4.3 The outturn surplus is **£41k** below the revised February 2020 budget forecast. A summary of the most significant variances is included in **Appendix B**.

4.4 Further work will be undertaken to establish which variances are likely to recur in future years. The results of this exercise will be included in the next budget monitoring report to Cabinet.

4.5 There are material variances in relation to asset charges included in the portfolio totals (e.g. Cabinet Member for Governance £1.8m relating to the Town Hall). Accounting regulations require the adjustments to be reflected in the appropriate services revenue account but they are then reversed out in the "Interest and Capital Charges" line (Appendix A) which shows increased income. There is,

therefore, no bottom-line impact from these accounting entries.

- 4.6 There are two **carry forward requests** to consider. Further details are provided at **Appendix E**. The table below provides a summary of these requests.

| Table 1 - Carry Forward Requests | | | |
|---|-----------------------|-----------------------------------|----------------|
| Portfolio | Service | Description | Amount |
| Town Centre & Visitor Economy | Markets | Markets & Market Hall advertising | £4,200 |
| Business Transformation | PPP Client | Arvato/Kier transition project | £15,870 |
| Total | Carry forwards | | £20,070 |

5.0 OSD/DSO's

- 5.1 A summary of the OSD/DSO surpluses/deficits and the proposed distribution is shown in the table below:

| Table 2 - Surplus/(Deficits) Proposed Distributions | | | | |
|--|----------------------------|--------------------------------|--------------------|-------------------------------|
| | Surplus / (Deficit) | Retained in the service | To Gen Fund | To Budget Risk Reserve |
| | £ | £ | £ | £ |
| Building Maintenance | 742,482 | 165,000 | 577,482 | - |
| Spirepride | 777,106 | - | 777,106 | - |
| Building Cleaning | 45,789 | - | - | 45,789 |
| Security Services | 5,979 | - | - | 5,979 |
| Total | 1,571,356 | 165,000 | 1,354,588 | 51,768 |

- 5.2 An amount of £165k has been transferred to a future loss provision on building maintenance from the 2019/20 surplus to mitigate the impact of Covid19 on the 2020/21 trading position. It represents 50% of the budgeted figure for 2020/21 to reflect the difficulty that the service may find in generating a surplus in the first half of the year.

6.0 **General Fund Balances & Reserves**

6.1 The table below shows a summary of the General Fund Reserves and Provisions; more detail is provided in **Appendix C**. Please note that the summary of useable reserves in the table below excludes the **General Working Balance** of £1.5m.

| Table 3 - General Fund Reserves & Provisions 2019/20 | | | |
|---|----------------------------------|-----------------------------------|----------------------------------|
| Reserve | Opening Balance £'000 | Revised Forecast £'000 | Closing Balance £'000 |
| Budget Risk Reserve | 1,240 | 996 | 1,238 |
| Service Improvement Reserve | 315 | 299 | 300 |
| Other Earmarked Reserves | 8,135 | 7,651 | 8,379 |
| Provisions | 1,848 | 1,384 | 1,557 |
| Total Reserves & Provisions | 11,538 | 10,330 | 11,474 |

6.2 Overall the level of reserves and provisions are £1.1m above the revised budget forecast estimate. Further details are provided below.

6.3 **Budget Risk Reserve**

This reserve provides a supplement to the General Working Balance to cover any budget risks and to help finance any severance costs resulting from voluntary staffing reductions through implementing the ICT Improvement Programme.

This reserve is likely to be required to meet any budget deficit resulting from the impact of Covid19 on our financial position in 2020/21.

6.4 **Other Earmarked Reserves** - these reserves are held for specific purposes. The total balance on these reserves increased by £0.7m over the revised forecast for the financial year 2019/20. The most significant changes include:

- ◆ Vehicle & Plant - £229k above the revised forecast due to reduced expenditure.
- ◆ Property Repairs - £78k below the revised forecast due to higher levels of spend

- ◆ ICT - £403k below the revised forecast due to rephrasing of spend into 2020/21.
- ◆ S106 Contributions – £291k additional contributions received in 2019/20.

Despite limiting spend to essential areas only, the balance on the property repairs fund continues to fall. It is suggested that this reserve is topped up by transferring £300k from the vehicle and plant reserve to ensure sufficient funds are available until the review of the 10-year property maintenance plan has been completed. An analysis of forecast spend from the vehicle and plant reserve over the next ten years supports the transfer of this amount.

6.5 Provisions

- a) Transport Company Pensions Provision – this provision has been established to cover the Council’s future liabilities for pension costs relating to employees of the former Transport Company. This provision is reviewed every three years and the latest review was undertaken in April 2020 by the County Council’s pension fund actuary who recommended increasing the provision by £75k to reach £1.2m by March 2023. The provision would require an increase of £25k per annum for the next 3 years to achieve this and can be met from the budget risk reserve.
- b) Insurance Provision – An independent review of the insurance provision and reserves was undertaken in January 2020 and the changes identified were implemented as part of the budget setting process in February 2020.

6.6 The General Fund surplus is normally transferred to the Budget Risk Reserve. For 2019/20 a surplus of £107k would be transferred to this reserve.

6.7 It is important for Members to appreciate that many of the reserves and provisions are earmarked for specific purposes. The Funds should not, therefore, be regarded as being available for general use. An additional consideration is the fact that the Council receives interest from the reserves and

provisions, which is used to support the Council's revenue budget.

7.0 Capital Expenditure & Financing

7.1 **Appendix D** provides details of the total General Fund Capital Programme expenditure and financing for the year.

7.2 Actual expenditure on schemes was £6.5m compared with the original budget for the year of £8.5m (as at Feb 2019) and £9.6m at the revised budget stage (February 2020). The main reasons for the variance from the revised budget (-£3.1m) include:

- Overspends on:
 - Waterside Basin Square Development (£57k) and HS2 Station Masterplan (£82k) – phasing of the budgets with more work up front than expected. Work on these schemes progressed more quickly than anticipated so spend was higher than the original budget for 2019/20. This position will be reversed in 2020/21 as the remaining spend in 2020/21 will be lower than originally forecast.

- Underspends on:
 - Northern Gateway Multi Storey Car Park (£817k) – with just the retention amounts due in 2020/21 this project has now completed under budget. As previously approved the underspend will be transferred to the Enterprise Centre element of the Northern Gateway project
 - Northern Gateway Enterprise Centre (£974k) – the scheme has been re-profiled into 2020/21 due to delays on the scheme arising from the archaeological findings
 - ICT Project (£230k) – phasing of the budget with more works due in 2020/21 than expected
 - Disabled Facilities Grants and Home Repairs Assistance Grants (£426k) – the underspends are committed and expected to be spent in 2020/21

- Barrow Hill Railway Bridge (£100k) – favourable structural report findings mean this scheme is now no longer required
- Revitalising the Heart of Chesterfield – phasing of the budget with more works due in 2020/21 than expected
- Queens Park 3G Pitches (£85k) – this scheme has now completed
- Car Parking Machines (£240k) – the machines were due to be delivered in March 2020 but due to the Covid-19 situation this will be delayed until 2020/21

7.3 On the financing side, the main variances were:

- Reduction in capital grants (£582k) to reflect the reduction in expenditure
- Reduction in the use of capital receipts to finance the capital programme (£1.1m) due to a reduced amount of receipts received in year
- Reduction in the amount of borrowing required (£1.5m) to reflect the reduction in expenditure

8.0 Capital Receipts

8.1 The movement on useable capital receipts in the year is summarised in the table below. £1.2m of General Fund useable receipts were used in the year.

| Table 4 - Useable Capital Receipts | | | |
|--|---------------------------|--------------------------|------------------------|
| | Gen Fund £'000 | Housing £'000 | Total £'000 |
| Balance b/forward 1 st April | 1,256 | 3,999 | 5,255 |
| Add: Receipts in the year | 429 | 3,815 | 4,244 |
| Less: Housing receipts 'Pooled' | - | (925) | (925) |
| Less: Repayment of 1-4-1 receipts | - | (270) | (270) |
| Less: Applied to finance GF cap ex | (786) | - | (786) |
| Less: Applied to finance GF revenue (capital receipts flexibility) | (399) | - | (399) |
| Less: Applied to finance HRA cap ex | - | (3,026) | (3,026) |
| Balance c/forward 31st March | 500 | 3,593* | 4,093 |

* The Housing balance of £3,593k relates to the retained 'one-for-one' element of RTB receipts.

8.2 The table below summarises the movements over the financial year. The actual amount achieved was less than the revised budget:

| Table 5 - General Fund Capital Receipts | |
|--|------------------------|
| | Amount (£m) |
| Original Budget Forecast – start of year | 4.1 |
| Revised Budget Forecast – Feb 2020 | 1.5 |
| Actual | 0.4 |

8.3 The target receipts figure for 2020/21 includes slippage of capital receipts from the 2019/20 financial year and is significant at £3.4m. One month into 2020/21 capital receipts of £513k have been received. However, the target may still be challenging to achieve in year due to the timings of property and land sales that can be difficult to accurately predict. A revised forecast will be produced at the end of Quarter 1.

9.0 Conclusions and Implications for the Medium Term

9.1 The impact of Covid19 on the financial position for 2019/20 was minimal as the effects of the pandemic were only felt in the final two weeks of the year. A surplus of £107k was achieved which was £41k lower than forecast.

9.2 A small surplus of £16k was forecast for 2020/21 when budgets were approved in February 2020. The medium-term financial outlook was expected to become progressively more challenging from 2021/22 onwards as the cumulative effect of cuts in Government funding (Revenue Support Grant and New Homes Bonus) were realised. The Cabinet budget forecasts approved in February 2020 showed deficits of:

- £0.7m in 2021/22;
- £0.8m in 2022/23;
- £0.8m in 2023/24; &
- £0.7m in 2024/25

An action plan identified a programme of initiatives to eliminate these forecast deficits over the life of the medium-term financial plan. These were to be developed during 2020/21 in order that savings were realised for the start of 2021/22.

- 9.2 However the impact of Covid19 has meant that in the first few months of this year, officer time has been focussed on maintaining council services and providing assistance to the wider community.
- 9.3 In addition, a number of key revenue streams have ceased as members of the public are unable to utilise our sports centres, venues and car parks.
- 9.4 This has inevitably had an adverse impact on our budget forecast for 2020/21 and a full assessment of the scale of the impact will be reported to Cabinet and Council shortly. It has also had an impact on our ability to progress the aforementioned action plan.
- 9.5 Once the scale of the impact on the financial position for 2020/21 is known, we will identify actions required to fund or reduce the in-year deficit. These may include the implementation of further service efficiency measures and/or the use of reserves to meet the shortfall.

10.0 Recommendations

Cabinet:

- 10.1 That the General Fund Revenue and Capital Outturn reports for 2019/20 be noted.
- 10.2 That the General Fund carry forward requests be approved (para 4.6).
- 10.3 That the level of General Fund Reserves and Balances (Section 6 and Appendix C) be approved.

- 10.4 That the transfers between reserves identified in para 6.4 and 6.5 be approved.
- 10.5 That the General Fund surplus for the financial year 2019/20 be transferred to the budget risk reserve (para 6.6).
- 10.6 That the capital financing arrangements set out in Appendix D, be approved.

Full Council:

- 10.7 Notes the report.

11.0 Reason for Recommendations

- 11.1 In the interest of sound financial management.

Decision information

| | |
|---|--------------------------------------|
| Key decision number | 952 |
| Wards affected | All |
| Links to Council Plan priorities | To provide value for money services. |

Document information

| | |
|--|------------------------------------|
| Report author | Contact number/email |
| Helen Fox Chief Accountant | helen.fox@chesterfield.gov.uk |
| Background documents | |
| These are unpublished works which have been relied on to a material extent when the report was prepared. | |
| <i>This must be made available to the public for up to 4 years.</i> | |
| Appendices to the report | |
| Appendix A | General Fund Outturn 2019/20 |
| Appendix B | 2019/20 Variance Analysis |
| Appendix C | General Fund Reserves & Provisions |
| Appendix D | General Fund Capital Programme |
| Appendix E | Carry Forward requests |

GENERAL FUND OUTTURN 2019/20

GENERAL FUND OUTTURN 2019/20

| | Original | Revised | Outturn | Variance |
|--|-------------------|-------------------|--------------------|------------------|
| | £ | £ | £ | Rev'd- Out £ |
| Leader | 47,190 | 31,850 | 45,196 | 13,346 |
| Deputy Leader | 1,209,290 | 1,231,340 | 1,242,228 | 10,888 |
| Economic Growth | (481,920) | (458,780) | (276,175) | 182,605 |
| Town Centre & Visitor Economy | 60,600 | 396,670 | 812,329 | 415,659 |
| Health & Wellbeing | 7,535,980 | 7,444,400 | 7,577,444 | 133,044 |
| Homes & Customers | 1,168,170 | 844,010 | 187,329 | (656,681) |
| Governance | 2,894,860 | 2,639,710 | 4,437,288 | 1,797,578 |
| Business Transformation | 2,513,590 | 2,935,250 | 2,995,473 | 60,223 |
| Other: | | | | |
| Other Income | (56,270) | (56,646) | (56,646) | 0 |
| Electricity Inflation | 50,000 | 0 | 0 | 0 |
| ICT Savings | (227,000) | (19,517) | 0 | 19,517 |
| Staff vacancies allowance | (100,000) | (50,000) | 0 | 50,000 |
| Share of Internal Audit surplus | 0 | 0 | (7,491) | (7,491) |
| Share of Crematorium Surplus | (250,000) | (350,000) | (351,555) | (1,555) |
| Spirepride surplus | (581,670) | (675,630) | (777,106) | (101,476) |
| OSD Trading surplus | (255,240) | (492,785) | (577,482) | (84,697) |
| Commercial Income | 0 | (223,215) | (223,215) | (0) |
| Holiday Pay | 25,000 | 0 | 0 | 0 |
| Other incl bad debt provision | 25,000 | 25,000 | 32,081 | 7,081 |
| Total Service Expenditure | 13,577,580 | 13,221,658 | 15,059,699 | 1,838,041 |
| Interest & capital charges | (2,949,111) | (2,620,170) | (4,370,393) | (1,750,223) |
| Contributions from Digital Innovation Reserve | (444,317) | (400,000) | (400,000) | 0 |
| Contributions from Service Improvement Reserve | (33,530) | (49,500) | (70,050) | (20,550) |
| Contributions from Budget Risk Reserve | (35,620) | (144,620) | (115,504) | 29,116 |
| Contributions to Renewals Fund etc | 106,000 | 106,000 | 106,000 | 0 |
| To/from Reserves | (107,000) | (257,000) | (399,184) | (142,184) |
| New Burden Grants | 0 | (86,520) | (47,923) | 38,597 |
| Surplus/(Deficit) - to/(from) reserves | (202,325) | 147,938 | 106,822 | (41,116) |
| NET EXPENDITURE | 9,911,677 | 9,917,786 | 9,869,467 | |

GENERAL FUND OUTTURN 2019/20

| | | | |
|---|------------------|------------------|------------------|
| <u>Financed By:</u> | | | |
| RSG | 434,451 | 434,451 | 434,451 |
| Business Rates Baseline | 3,319,436 | 3,319,436 | 3,319,436 |
| Settlement Funding | 3,753,887 | 3,753,887 | 3,753,887 |
| Retained Business Rates Growth | 1,217,159 | 1,172,268 | 1,146,949 |
| Business rates pooling | 300,000 | 328,000 | 328,000 |
| Council tax support grants to parishes | (26,456) | (26,456) | (26,456) |
| Council Tax Fund Surplus/(Deficit) | (2,770) | (2,770) | (2,770) |
| Business Rates Fund Surplus/(Deficit) | (975,642) | (975,642) | (975,642) |
| Contribution (to)/ from Business Rate reserve | 550,926 | 573,926 | 550,926 |
| New Homes Bonus | 312,659 | 312,659 | 312,659 |
| Council Tax | 4,781,914 | 4,781,914 | 4,781,914 |
| TOTAL FINANCING | 9,911,677 | 9,917,786 | 9,869,467 |

| | | | |
|--|------------------|------------------|---------------------|
| BR Growth Retention: | | | |
| Growth rate | | | |
| CBC 40% share of income | 14,590,750 | 14,590,750 | 14,590,745 |
| Less tariff | (11,281,885) | (11,281,885) | (11,281,885) |
| Add s31 grants | 2,143,659 | 1,887,151 | 1,929,812 |
| Gross income before levy | 5,452,524 | 5,196,016 | 5,238,672 |
| Less Baseline Funding | (3,319,436) | (3,319,436) | (3,319,436) |
| Growth | 2,133,088 | 1,876,580 | 1,919,236 |
| Levy | (1,066,544) | (936,527) | (1,002,397) |
| Adjs to Levy & Tariff | (344,660) | (367,638) | (367,638) |
| Retained BR re renewable energy | 49,530 | 49,320 | 49,320 |
| Grant re Multiplier Cap | 445,746 | 550,533 | 548,428 |
| BR Growth Retained above Baseline | 1,217,159 | 1,172,268 | 1,146,949 |
| Add Baseline Funding | 3,319,436 | 3,319,436 | 3,319,436 |
| Total BR Income Retained | 4,536,595 | 4,491,704 | 4,466,385 |

| 2019/20 VARIANCE ANALYSIS – REVISED BUDGET TO OUTTURN | | |
|--|-------|-------------|
| Surplus Revised Budget | | 148 |
| Surplus Outturn | | 107 |
| Variance | | (41) |
| <u>Outturn Savings:</u> | | |
| OSD Surplus | 85 | |
| Spirepride Surplus | 101 | |
| Internal Audit Surplus | 7 | |
| Tapton House Repairs | 30 | 223 |
| <u>Outturn Savings - reduced expenditure:</u> | | |
| Carry Forward Requests (4.6 & Appendix E) | | 20 |
| <u>Outturn Reduced Income / Overspends:-</u> | | |
| Sports Facilities | (79) | |
| Car Parking | (59) | |
| Recycling Contract Provisional Settlement | (122) | |
| Development Control | (24) | (284) |
| Movement in Surplus | | (41) |

GENERAL FUND RESERVES AND PROVISIONS 2019/20

| 9001 code | Purpose | Bal at start of year £'000 | Revised Bud Est £'000 | Bal at end of year £'000 |
|-----------|--|-------------------------------|--------------------------|-----------------------------|
| 3240 | Vehicles and Plant | 640 | 656 | 885 |
| | Wheelie Bin Replacements | 57 | 41 | 77 |
| 3241 | Property Repairs | 225 | 249 | 171 |
| 3395 | DSO/DLO | 565 | 498 | 538 |
| 3263 | Museum Exhibits | 25 | 25 | 25 |
| 3264 | Planning LDF Review | 187 | 87 | 157 |
| 3265 | Flooding Restoration Fund | 53 | 37 | 53 |
| 3378 | MMI Clawback Reserve | 366 | 336 | 153 |
| 3380 | ICT | 218 | - | 403 |
| 3390 | Insurance - claims not yet reported | 597 | 1,181 | 1,070 |
| 3418 | Theatre Restoration | - | 90 | 103 |
| 3372 | Repaid Improvement Grants | 184 | 147 | 167 |
| 3399 | Retained Business Rates | 2,148 | 1,597 | 1,597 |
| 3419 | General Fund Deficit Reduction | 107 | 0 | 0 |
| 3243 | Northern Gateway | 280 | 147 | 149 |
| 3353 | Community Infrastructure Levy | 769 | 1,319 | 1,258 |
| 3354 | S106 Contributions | 258 | 198 | 528 |
| 3429 | ICT Digital Innovation | 706 | 316 | 316 |
| 3430 | Service Redesign | 750 | 727 | 729 |
| | Earmarked Reserves | 8,135 | 7,651 | 8,379 |
| 3388 | Budget Risk | 1,240 | 996 | 1,238 |
| 3412 | Service Improvement | 315 | 299 | 300 |
| | Reserves Total | 9,690 | 8,946 | 9,917 |
| 3237/8 | Insurance - reported claims | 807 | 339 | 510 |
| 3247 | MMI Claw-back | 16 | 6 | 6 |
| 3239 | Transport Co. Pensions | 1,025 | 1,039 | 1,041 |
| | Provisions Total | 1,848 | 1,384 | 1,557 |
| | Reserves & Provisions Total | 11,538 | 10,330 | 11,474 |

GENERAL FUND CAPITAL PROGRAMME 2019/20

| | Original £'000 | Revised £'000 | Actual £'000 | Variance Rev to Act £'000 |
|---|-------------------|------------------|-----------------|------------------------------------|
| <u>CAPITAL EXPENDITURE:</u> | | | | |
| Home Repairs Assistance | 275 | 100 | 69 | (31) |
| Disabled Facilities Grants | 650 | 900 | 505 | (395) |
| Town Hall Alterations (Phase 1) | 0 | 85 | 84 | (1) |
| Town Hall Alterations (Phase 2 Preliminary Works) | 0 | 145 | 137 | (8) |
| Grant to Chesterfield Waterside Ltd | 0 | 82 | 82 | 0 |
| Waterside Basin Square Development | 0 | 0 | 57 | 57 |
| Northern Gateway – Saltergate MSCP | 1,200 | 2,676 | 1,859 | (817) |
| Northern Gateway – Public Realm | 860 | 161 | 23 | (138) |
| Northern Gateway – Enterprise Centre | 2,578 | 1,100 | 126 | (974) |
| Beetwell Street Car Park | 600 | 487 | 477 | (10) |
| IT Transformation Project | 1,671 | 1,729 | 1,499 | (230) |
| Whitecotes Park Play Area | 0 | 19 | 19 | 0 |
| Holland Road Play Area | 0 | 71 | 71 | 0 |
| Spital Play Area | 0 | 35 | 35 | 0 |
| Chester Street Play Area | 0 | 47 | 0 | (47) |
| Stand Road Bowls Pavilion | 0 | 70 | 0 | (70) |
| Whitebank Close Relocation of Car Park | 0 | 40 | 12 | (28) |
| Barrow Hill Railway Bridge | 0 | 100 | 0 | (100) |
| Artificial Sports Pitches – Former QPSC Site | 700 | 629 | 544 | (85) |
| Winding Wheel Improvements Retention | 0 | 16 | 15 | (1) |
| Tapton Terrace Flood Resilience Work | 0 | 51 | 16 | (35) |
| Revitalising the Heart of Chesterfield | 0 | 100 | 0 | (100) |
| Purchase of Land – Spire Neighbourhood | 0 | 223 | 223 | 0 |
| Purchase of Land – Sheffield Road | 0 | 521 | 521 | 0 |
| Calow Lane Industrial Unit Feasibility Study | 0 | 20 | 20 | 0 |
| HS2 Station Masterplan | 0 | 0 | 82 | 82 |
| Car Parking Machines | 0 | 240 | 0 | (240) |
| IT Projects (from IT Reserve) | 0 | 0 | 25 | 25 |
| Grand Total | 8,534 | 9,647 | 6,501 | (3,146) |

| | Original £'000 | Revised £'000 | Actual £'000 | Variance Rev to Act £'000 |
|--|-------------------|------------------|-----------------|------------------------------------|
| <u>CAPITAL FINANCING</u> | | | | |
| Borrowing: Saltergate | 0 | 3,000 | 3,000 | 0 |
| Borrowing: General | 755 | 2,259 | 783 | 1,476 |
| Grants & Contributions - see below | 952 | 2,454 | 1,872 | (582) |
| Capital Receipts | 4,127 | 1,492 | 429 | 1,063 |
| ICT Reserve | 0 | 0 | 25 | 25 |
| Vehicle & Plant Reserve | 0 | 47 | 0 | (47) |
| Flood Reserve | 0 | 16 | 0 | (16) |
| S106 Contributions | 0 | 35 | 35 | 0 |
| Home Repairs Reserve (Repaid Improvement Grants) | 75 | 0 | 0 | 0 |
| Use of Capital Receipts to Fund Revenue (Capital Receipts Flexibility) | (412) | (412) | (399) | (13) |
| Total resources available in year | 5,497 | 8,891 | 5,745 | (3,146) |
| Less total expenditure in year | 8,534 | 9,647 | 6,501 | |
| Net in-year surplus / (deficit) | (3,037) | (756) | (756) | |
| Surplus / (deficit) b/f from prev yr | 3,537 | 1,256 | 1,256 | |
| Cum surplus / (deficit) c/f | 500 | 500 | 500 | |

| | Original £'000 | Revised £'000 | Actual £'000 | Variance Rev to Act £'000 |
|---|-------------------|------------------|-----------------|------------------------------------|
| <u>CAPITAL GRANTS etc:</u> | | | | |
| Flood Risk Management Grant - EA | 0 | 36 | 15 | (21) |
| Disabled Facilities Grants (CLG/PCT) | 650 | 990 | 574 | (416) |
| Home Repairs Assistance (FILT / SSE) | 10 | 10 | 0 | (10) |
| Business Rate Growth – Revitalising the Heart of Chesterfield | 0 | 100 | 0 | (100) |
| D2N2 – HS2 Station Masterplan | 0 | 0 | 82 | 82 |
| Viridor – Whitecotes Park Play Area | 0 | 16 | 16 | 0 |
| Friends of Whitecotes Park Play Area | 0 | 3 | 3 | 0 |
| Viridor – Chester Street Play Area | 0 | 45 | 0 | (45) |
| Friends of Chester Street Play Area | 0 | 2 | 0 | (2) |
| Derbyshire County Council – Stand Road Bowls Pavilion | 0 | 30 | 0 | (30) |
| Sport England – Stand Road Bowls Pavilion | 0 | 40 | 0 | (40) |

| | | | | |
|--------------------------|------------|--------------|--------------|--------------|
| SCRIF - Waterside | 0 | 82 | 82 | 0 |
| SCRIF - Northern Gateway | 292 | 1,100 | 1,100 | 0 |
| Grants Total | 952 | 2,454 | 1,872 | (582) |

2019/20 BUDGET CARRY FORWARD REQUEST FORM

| | |
|--|---|
| Description | Markets (0100) Advertising 4415 – £3,100 Market Hall (0102) Advertising 4415 – £1,100 |
| Reported to Members | Cllr Kate Sarvent approved |
| Corporate, cross-cutting (community safety, equality, etc) and service priorities | Funding for promoting the recover/ relaunch of the markets, market hall, café, car boot and events as a result of the Coronavirus |
| Mandatory / discretionary | Discretionary |
| Revenue Implications One-off or on-going | One-off |
| Savings identified elsewhere | N/A |
| Partnership opportunities | None |
| Grants and joint financing opportunities | N/A |
| Charging policy | Existing markets charges apply |
| Consultation undertaken | N/A |
| Affect on other services | N/A |
| Implications if not approved | The Coronavirus has had a severe impact on many traders who have been unable to trade due to government restrictions. Approval of this carry forward will allow additional promotion to be done to support traders and assist in the recovery of income which was lost due to closures or reduced trader occupancy. Without the carryover of this money, additional promotion may not be able to do done and the 2021/21 advertising budgets will be underfunded. |
| Other Comments: | |

2019/20 BUDGET CARRY FORWARD REQUEST FORM

| | |
|--|--|
| Description | 4453 0453 - £15,870 - due to delays commencing the transition project to bring the PPP contract back in-house a request is being made to carry forward any under spend on the PPP Client Manager misc budget for 2019/20 into 2020/21. |
| Reported to Members | |
| Corporate, cross-cutting (community safety, equality, etc) and service priorities | Corporate & service priority |
| Mandatory / discretionary | Discretionary |
| Revenue Implications One-off or on-going | One-off |
| Savings identified elsewhere | None at this stage |
| Partnership opportunities | N/A |
| Grants and joint financing opportunities | None |
| Charging policy | N/A |
| Consultation undertaken | |
| Affect on other services | Legal, Finance & potentially services operated by Arvato/Kier that are coming back in-house when the PPP Contract ends |
| Implications if not approved | When the transition programme gets into full swing the Project Team will need advice from a number of external sources. These are not fully known at this stage but will include external legal advice, TUPE advice, actuarial review of the pension scheme etc. It would therefore be prudent to ensure that there is sufficient budget to ensure that the potential one-off costs of these professional services can be met. |
| Suggested performance targets/indicators | That services operated by Arvato/Kier are brought back in-house with as little interruption to internal and external customers as possible and that contract KPI's are met throughout the transition period. |
| Other Comments: | |

For publication

Housing Revenue Account (HRA) – Final Accounts 2019/20

Meeting: Cabinet

Date: 9th June 2020

Cabinet portfolio: Cabinet Member for Housing

Report by: Acting Chief Finance Officer

For publication

1.0 Purpose of report

- 1.1 To report on the Revenue Outturn for 2019/20 and to provide explanations for significant variations from the Revised Estimates approved by Cabinet on 25th February 2020.
- 1.2 To report the Capital Outturn for the year.

2.0 Recommendations

- 2.1 That the report be noted.
- 2.2 That the revenue carry forward request per paragraph 3.4 and the capital carry forward requests per paragraph 4.2 in respect of schemes which were not finalised during 2019/20 be approved.

3.0 Revenue Outturn

3.1 The revenue budgets and outturn were as follows:

| | Original Budget £'000 | Revised Budget £'000 | Actual Outturn £'000 |
|------------------------------------|--------------------------|-------------------------|-------------------------|
| HRA Services (Surplus)/Deficit | (3,416) | (4,895) | (6,350) |
| Direct Revenue Financing (DRF) | 12,775 | 11,642 | 6,798 |
| Other Appropriations | 3,826 | 3,955 | 4,055 |
| (Increase)/Decrease in HRA balance | 13,185 | 10,702 | 4,503 |
| Change on previous column | - | (2,483) | (6,199) |

The surplus on HRA services shown in the table above refers to the net position of revenue income (e.g. rents) less revenue expenditure (e.g. management costs and housing repairs expenditure). This surplus is more than forecast due mainly to a reduction in the provision for bad debts.

Direct revenue funding relates to revenue balances (i.e. tenants rents) being used to fund capital expenditure. The table shows that the requirement for direct revenue funding has reduced from £12,775k in the original budget, to £11,642k in the revised budget and reduced to £6,798k for the outturn. The reduced actual figure reflects procurement issues and delayed starts on new build schemes at Manor Drive and Brockwell Court, coupled with the impact of the coronavirus which halted all works later in March.

Other appropriations relate to the provision for debt repayment and transfers to the major repairs reserve (to fund capital expenditure).

3.2 The Revenue Outturn of £4,503k deficit represents:

- A reduction in deficit of £6,199k against the Revised Budget (a change from a revised estimate of a deficit of £10,702k to an actual outturn of a deficit of £4,503k). This is mainly due to a reduction in direct revenue support for capital (£4,844k) and a reduction in the provision for bad debts (£862k).

3.3 A detailed analysis of the variances from the revised budget to the outturn is shown in Annexe 3 but the most significant variances are summarised in the following table:

| Significant Variances Revised to Outturn 2019/20 | |
|--|-------------------------------------|
| Description | Overspend/ (Underspend) £'000 |
| Increased rental income | (133) |
| Overall decrease in other income | 54 |
| Underspend on Housing Supervision & Management expenses | (411) |
| Overspend on Rents, Rates, Taxes & Other Charges | 21 |
| Underspend on Repairs & Maintenance of Council dwellings | (153) |
| Reduction in DRF due to underspend on Capital Programme | (4,844) |
| Reduced Bad Debts Provision | (862) |
| Increased Depreciation & Interest Costs | 140 |
| Net of all other variances | (11) |
| Overall Reduction in budget requirement | (6,199) |

3.4 There is just one carry forward request for £29,760, which relates to survey costs for the Linacre site, details of which are provided in Annexe 4.

3.5 The following information is attached:

- Annexe 1 – Housing Revenue Account Summary
- Annexe 1a – Supervision & Management General Expenses
- Annexe 1b – Supervision & Management Special Expenses
- Annexe 1c – General Fund Contributions
- Annexe 2 – Subjective Analysis
- Annexe 3 – Variance Analysis, revised budget to outturn
- Annexe 4 – Carry Forward Requests
- Annexe 5 – HRA Capital Expenditure 2019/20

4.0 Capital Outturn

4.1 Annexe 5 provides a summary of expenditure on capital schemes in the year. This is funded by right to buy sales and other asset sales with the balance from revenue. Total expenditure was £20,037,661 against the budget of £24,736,600 giving an underspend of £4,698,939 (19% of budget).

4.2 However, a number of schemes were not finalised at the year-end and approval is sought to carry forward £4,297,700 from 2019/20 into 2020/21 to enable the schemes to be completed. These schemes include the new build work at Manor Drive and Brockwell Court, plus others delayed due to the impact of the coronavirus in March 2020.

5.0 Capital Receipts

5.1 The movement on useable capital receipts in the year is summarised in the following table. The receipts received during the year (£3,815k) were from 76 right to buy sales.

| | Useable Capital receipts |
|-------------------------------------|--------------------------------|
| | £'000 |
| Balance b/fwd 1 st April | 3,999 |
| Add: receipts in the year | 3,815 |

| | |
|--|----------------|
| Less: Housing receipts "Pooled" | (925) |
| Less: Repayment of unspent receipts | (270) |
| Less: Applied to finance HRA Capital Expenditure | (3,026) |
| Balance c/fwd 31st March | 3,593 * |

* The balance of £3,593k is all retained "one-for-one" receipts. These "one-for-one" retained receipts need to be spent as soon as possible to avoid repayment to the Government.

However, during 2019/20 a sum of £270,227 has had to be repaid to the Government, plus interest of £39,534, in respect of one-for-one receipts that were not spent by the due date of 31.3.20. This was due to procurement issues and delayed starts on the Brockwell Court and Manor Drive new build schemes.

Under accounting regulations, if the Council has not actually received goods and services in the financial year, it cannot include expenditure for those goods and services in the accounts. Although we had committed the 'one-for-one' receipts, we were unable to use them by the due date. A contributory factor to this delay was the Covid-19 pandemic.

The capital programme for 2020/21 has recently been reviewed and rephased to ensure that the one-for-one receipts are utilised in good time to prevent any further repayment to government.

6.0 Balances

6.1 The effect of the reduced deficit on HRA balances is outlined in the following table:

| | Revised Estimate £'000 | Actual Expenditure £'000 |
|---------------------------------------|---------------------------|-----------------------------|
| Balance at 1 st April 2019 | (29,237) | (29,237) |
| Direct Revenue Financing | 11,642 | 6,798 |
| Other Appropriations | 3,955 | 4,055 |

| | | |
|---|----------|----------|
| (Surplus)/Deficit in year on HRA Services | (4,895) | (6,350) |
| Balance at 31 st March 2020 | (18,535) | (24,734) |

The higher than estimated balance at 31st March (£24,734k actual compared to £18,535k revised budget) results mainly from a reduction in direct revenue support for capital (£4,844k) and a reduction in the provision for bad debts (£862k).

- 6.2 If the carry forward requests outlined at paragraphs 3.4 and 4.2 are approved, this would give a final position at 31st March 2020 of £20,406k. Of this balance a significant proportion has been earmarked to support the Housing Capital Programme in future years (as highlighted in the HRA Capital Programme which was reported to Council on 25th February 2020).

7.0 Recommendations

- 7.1 That the report be noted.
- 7.2 That the revenue carry forward request per paragraph 3.4 and the capital carry forward requests per paragraph 4.2 in respect of schemes which were not finalised during 2019/20 be approved.

8.0 Reasons for Recommendations

- 8.1 To enable the HRA revenue outturn to be included in the Council's overall Statement of Accounts.
- 8.2 To consider the carry forward requests which will allow for the completion of the revenue and capital projects which were not finalised during the financial year.

| Glossary of Terms | |
|--------------------------|--------------------------|
| HRA | Housing Revenue Account |
| RTB | Right to Buy |
| DRF | Direct Revenue Financing |

Decision information

| | |
|---|--|
| Key decision number | 951 |
| Wards affected | All |
| Links to Council Plan priorities | To improve the quality of life for local people and to provide value for money services. |

Document information

| Report author | Contact number/email |
|--|---|
| Steven Spencer | 345454 steve.spencer@chesterfield.gov.uk |
| Background documents | |
| These are unpublished works which have been relied on to a material extent when the report was prepared. | |
| <i>This must be made available to the public for up to 4 years.</i> | |
| Appendices to the report | |
| Annexe 1 | HRA Summary Operating Account 2019/20 |
| Annexe 1a | HRA Supervision & Management General Expenses 2019/20 |
| Annexe 1b | HRA Supervision & Management Special Expenses 2019/20 |
| Annexe 1c | General Fund Contributions 2019/20 |
| Annexe 2 | HRA Subjective Analysis 2019/20 |
| Annexe 3 | HRA Variance Analysis |
| Annexe 4 | HRA Carry Forward Requests |
| Annexe 5 | HRA Capital Expenditure 2019/20 |

HOUSING REVENUE ACCOUNT 2019/20
STATUTORY HRA OPERATING ACCOUNT
SUMMARY

| 2018/19 Actual £ | | 2019/20 Original £ | 2019/20 Revised £ | 2019/20 Actual £ |
|------------------------|--|--------------------------|-------------------------|------------------------|
| | INCOME | | | |
| (35,514,123) | Rent of Dwellings | (34,945,290) | (35,324,170) | (35,457,233) |
| (427,983) | Charges for Services & Facilities | (380,500) | (436,590) | (436,202) |
| (856,690) | Non-Dwelling Rents | (933,750) | (901,140) | (863,169) |
| (492,834) | Contributions towards Expenditure | (532,490) | (537,490) | (523,671) |
| (37,291,630) | Total Income | (36,792,030) | (37,199,390) | (37,280,275) |
| | EXPENDITURE | | | |
| 5,524,938 | Supervision and Management -General | 6,474,220 | 6,343,120 | 5,986,038 |
| 2,197,114 | Supervision and Management -Special | 2,078,950 | 2,120,700 | 2,067,276 |
| 280,345 | Rent, rates, taxes and other charges | 290,180 | 379,570 | 400,636 |
| 8,321,824 | Repairs and Maintenance | 8,355,000 | 8,550,000 | 8,397,053 |
| 9,132,873 | Depreciation, Impairment & Revaluation of Fixed Assets | 9,254,030 | 9,130,920 | 9,129,847 |
| 45,224 | Debt Management Expenses | 47,850 | 39,050 | 37,466 |
| (1,874,275) | Increase in Bad Debts Provision | 2,236,070 | 1,089,000 | 226,656 |
| 23,628,043 | Total Expenditure | 28,736,300 | 27,652,360 | 26,244,972 |
| | NET COST OF SERVICES per Authority income & Expenditure Account | | | |
| (13,663,587) | | (8,055,730) | (9,547,030) | (11,035,303) |
| 38,940 | HRA share of Corporate & Democratic Core | 40,610 | 42,170 | 40,750 |
| (13,624,647) | NET COST OF HRA SERVICES | (8,015,120) | (9,504,860) | (10,994,553) |
| 4,860,452 | HRA share of interest payable, premiums & discounts | 4,742,540 | 4,751,470 | 4,789,905 |
| (120,949) | Interest and Investment Income | (143,450) | (141,580) | (145,234) |
| (8,885,144) | (SURPLUS)/DEFICIT IN YEAR on HRA Income & Expenditure | (3,416,030) | (4,894,970) | (6,349,882) |
| | STATEMENT of MOVEMENT on the HRA BALANCE | | | |
| | Increase/(decrease) in HRA balance comprising: | | | |
| (8,885,144) | Surplus or deficit on HRA Income & Expenditure Account | (3,416,030) | (4,894,970) | (6,349,882) |
| 3,323,762 | Capital Expenditure funded from HRA | 12,774,600 | 11,642,120 | 6,798,068 |
| (3,508) | Transfer to/(from) Reserves | 0 | 0 | (4,570) |
| 1,985,148 | Provision for Debt Repayment | 1,955,370 | 1,955,370 | 1,955,371 |
| 1,760,211 | Transfer to/(from) Major Repairs Reserve | 1,871,000 | 2,000,000 | 2,104,347 |
| (1,819,531) | (Increase)/decrease in HRA balance for the Year | 13,184,940 | 10,702,520 | 4,503,334 |
| (27,417,342) | HRA Balance Bfwd 1st April | (22,824,233) | (29,236,873) | (29,236,873) |
| (29,236,873) | HRA Balance Cfwd at 31st March | (9,639,293) | (18,534,353) | (24,733,539) |

HOUSING REVENUE ACCOUNT 2019/20
SUPERVISION AND MANAGEMENT EXPENSES

Annexe 1a

| 2018/19 Actual £ | | 2019/20 Original £ | 2019/20 Revised £ | 2019/20 Actual £ |
|--|----------------------------------|--------------------------|-------------------------|------------------------|
| HOUSING SUPERVISION AND MANAGEMENT GENERAL EXPENSES | | | | |
| Community Housing Department - Cost Centres 0600/1/2/4, 0608/9/10, 0614/5,0622 & 0960 | | | | |
| 2,776,143 | Employee Expenses | 3,057,350 | 2,921,050 | 2,815,186 |
| 502,998 | Premises Related Expenses | 521,430 | 514,580 | 481,954 |
| 32,656 | Transport Related Expenses | 39,260 | 35,750 | 33,994 |
| 442,982 | Supplies and Services | 754,180 | 922,940 | 670,338 |
| 96,689 | Agency and Contracted Services | 77,750 | 77,740 | 77,744 |
| (210,070) | Controllable Income | (215,890) | (211,000) | (214,820) |
| 3,641,398 | Net Controllable | 4,234,080 | 4,261,060 | 3,864,396 |
| 2,836,201 | Central and Departmental Support | 3,286,980 | 3,215,530 | 3,188,224 |
| (952,661) | Recharge Income | (1,046,840) | (1,133,470) | (1,066,582) |
| 5,524,938 | NET | 6,474,220 | 6,343,120 | 5,986,038 |
| Rent Collection - Cost Centre 0414 | | | | |
| 21,090 | Employee Expenses | 21,300 | 21,300 | 21,300 |
| 0 | Transport Related Expenses | 0 | 0 | 0 |
| 27,338 | Supplies and Services | 41,500 | 26,520 | 24,501 |
| 496,979 | Agency and Contracted Services | 506,680 | 506,670 | 506,774 |
| (8,084) | Controllable Income | (11,670) | (11,670) | (11,130) |
| 537,323 | Net Controllable | 557,810 | 542,820 | 541,445 |
| 255,351 | Central and Departmental Support | 261,290 | 255,420 | 252,392 |
| (792,674) | Recharge Income | (819,100) | (798,240) | (793,837) |
| 0 | NET | 0 | 0 | 0 |
| 5,524,938 | TOTAL - GENERAL EXPENSES | 6,474,220 | 6,343,120 | 5,986,038 |

HOUSING REVENUE ACCOUNT 2019/20
SUPERVISION AND MANAGEMENT EXPENSES (CONT'D)

| 2018/19 Actual £ | | 2019/20 Original £ | 2019/20 Revised £ | 2019/20 Actual £ |
|--|---------------------------------|--------------------------|-------------------------|------------------------|
| HOUSING SUPERVISION AND MANAGEMENT SPECIAL EXPENSES | | | | |
| Careline & Response - Cost Centres 0619/0620/0621/0631/0633/0634/0635 | | | | |
| 1,402,874 | Employee Expenses | 1,474,120 | 1,348,060 | 1,343,909 |
| 41,977 | Premises Related Expenses | 53,150 | 43,590 | 37,355 |
| 40,792 | Transport Related Expenses | 43,070 | 42,090 | 39,544 |
| 234,721 | Supplies and Services | 242,840 | 265,020 | 176,659 |
| 35,500 | Agency and Contracted Services | 39,510 | 37,520 | 37,637 |
| (903,322) | Controllable Income | (1,231,360) | (1,037,240) | (956,704) |
| 852,542 | Net Controllable | 621,330 | 699,040 | 678,400 |
| 73,236 | Central & Departmental Support | 78,780 | 75,290 | 76,061 |
| 0 | Recharge Income | 0 | 0 | 0 |
| 925,778 | NET | 700,110 | 774,330 | 754,461 |
| District/Group Heating Schemes - Cost Centres 0190, 0640-0643/0654-0659/0664-0669 | | | | |
| 73,284 | Premises Related Expenses | 77,540 | 80,170 | 87,011 |
| 1,069 | Supplies and Services | 1,320 | 1,100 | 968 |
| 0 | Controllable Income | 0 | 0 | 0 |
| 74,353 | Net Controllable | 78,860 | 81,270 | 87,979 |
| 2,790 | Central & Departmental Support | 2,850 | 2,100 | 2,090 |
| (2,790) | Recharge Income | (2,850) | (2,100) | (2,090) |
| 74,353 | NET | 78,860 | 81,270 | 87,979 |
| Maintenance of Grass Areas - Cost Centres 0605 & 0646 | | | | |
| 487,304 | Premises Related Expenses | 500,310 | 521,580 | 497,906 |
| 46,620 | Agency and Contracted Services | 47,810 | 47,860 | 47,860 |
| 21,964 | Central & Departmental Support | 23,560 | 22,460 | 22,485 |
| (1,949) | Controllable Income | (3,200) | (3,000) | (598) |
| 553,939 | NET | 568,480 | 588,900 | 567,653 |
| Common Rooms and Areas - Cost Centre 0650 | | | | |
| 32,028 | Premises Related Expenses | 37,500 | 36,890 | 41,606 |
| 0 | Supplies and Services | 0 | 100 | 50 |
| 6,084 | Agency and Contracted Services | 6,260 | 6,260 | 6,358 |
| (2,440) | Controllable Income | (5,000) | (2,500) | (1,824) |
| 35,672 | NET | 38,760 | 40,750 | 46,190 |
| Homelessness - Cost Centre 0660 | | | | |
| 139,596 | Employee Expenses | 140,830 | 139,640 | 139,396 |
| 0 | Premises Related Expenses | 0 | 0 | 0 |
| 1,636 | Transport Related Expenses | 1,990 | 1,200 | 873 |
| 64,786 | Supplies and Services | 102,380 | 102,280 | 108,968 |
| 11,844 | Agency and Contracted Services | 10,940 | 11,900 | (8,103) |
| 0 | Transfer Payments | 0 | 0 | 0 |
| (34,132) | Controllable Income | (34,230) | (34,190) | (31,515) |
| 183,730 | Net Controllable | 221,910 | 220,830 | 209,619 |
| 65,474 | Central & Departmental Support | 67,120 | 69,640 | 69,712 |
| 249,204 | NET | 289,030 | 290,470 | 279,331 |
| Other Community Services - Cost Centres 0670/0671/0675 | | | | |
| 202,826 | Employee Expenses | 208,030 | 183,830 | 182,733 |
| 124,027 | Premises Related Expenses | 163,200 | 131,670 | 119,196 |
| 27,306 | Transport Related Expenses | 24,810 | 24,220 | 25,791 |
| 1,289 | Supplies and Services | 4,560 | 4,970 | 4,023 |
| (4,220) | Controllable Income | (5,790) | (6,930) | (7,541) |
| 351,228 | Net Controllable | 394,810 | 337,760 | 324,202 |
| 6,940 | Central & Departmental Support | 8,900 | 7,220 | 7,460 |
| 358,168 | NET | 403,710 | 344,980 | 331,662 |
| 2,197,114 | TOTAL - SPECIAL EXPENSES | 2,078,950 | 2,120,700 | 2,067,276 |

HOUSING REVENUE ACCOUNT 2019/20

GENERAL FUND CONTRIBUTIONS
Cost Centres Detail 0371/0374/0376/Summary 0695

| 2018/19 Actual £ | | 2019/20 Original £ | 2019/20 Revised £ | 2019/20 Actual £ |
|------------------------|-------------------------------------|--------------------------|-------------------------|---------------------------------|
| (249,204) | Homelessness | (289,030) | (290,470) | (279,331) |
| (172,100) | Maintenance of Grassed Areas | (172,410) | (175,750) | (173,100) |
| (8,000) | Social Services - Communal Area Use | (8,000) | (8,000) | (8,000) |
| (10,000) | Community Rooms-General Fund Use | (8,000) | (8,000) | (8,000) |
| (53,530) | Private Sector Initiatives | (55,050) | (55,270) | (55,240) |
| (492,834) | NET | (532,490) | (537,490) | (523,671) |

HOUSING REVENUE ACCOUNT ACTUALS 2019/20
STATUTORY HRA OPERATING ACCOUNT
SUMMARY SUBJECTIVE ANALYSIS

| | Original £ | 2019/20 Revised £ | Actual £ |
|----------------------------------|---------------------|-------------------------|---------------------|
| <u>EXPENDITURE</u> | | | |
| Employee Expenses | 4,901,630 | 4,613,880 | 4,502,525 |
| Premises Expenses | 9,998,310 | 10,258,050 | 10,062,718 |
| Transport Expenses | 109,130 | 103,260 | 100,202 |
| Supplies and Services | 1,146,780 | 1,322,930 | 985,507 |
| Agency Services | 688,950 | 687,950 | 668,270 |
| Bad Debts Provision | 2,236,070 | 1,089,000 | 226,656 |
| Central and Departmental Support | 3,770,090 | 3,689,830 | 3,659,174 |
| Capital Financing Costs | 17,870,790 | 17,876,810 | 18,016,936 |
| Direct Revenue Financing | 12,774,600 | 11,642,120 | 6,798,068 |
| | 53,496,350 | 51,283,830 | 45,020,056 |
| <u>INCOME</u> | | | |
| Supporting People Grant | (223,000) | (319,270) | (316,995) |
| Rent | (34,945,290) | (35,324,170) | (35,457,233) |
| Fees and Charges etc. | (2,598,390) | (2,324,990) | (2,206,509) |
| Recharges | (1,868,790) | (1,933,810) | (1,862,510) |
| Interest | (143,450) | (141,580) | (145,234) |
| Contribution to/from Reserves | 0 | 0 | (4,570) |
| General Fund Contribution | (532,490) | (537,490) | (523,671) |
| | (40,311,410) | (40,581,310) | (40,516,722) |
| | 13,184,940 | 10,702,520 | 4,503,334 |

| Programme Area / Service | Reason | Over/(Under) Spent £'000 | Carry Fwd Requests £'000 |
|----------------------------|--|--------------------------------|--------------------------------|
| Rent of Dwellings | Rent Income more than estimated | (133) | |
| Non-dwelling rents etc | Mainly Income from solar panels lower than than forecast | 38 | |
| Supporting People Grant | Lower than estimated | 2 | |
| General Fund Contributions | Mainly due to reduction in Homelessness agency costs | 14 | |
| INCOME | | (79) | 0 |
| | Vacant posts | (111) | |
| | Neighbourhood's Court Costs/Legal Fees lower than forecast | (16) | |
| | Changes to central and departmental support allocations | (31) | |
| | HRA Contribution to site surveys at Linacre | (30) | 30 |
| | Reduction in Homelessness agency spend offset by increased bed and breakfast costs | (11) | |
| | Underspend on Transport | (3) | |
| | Underspend on Environmental Improvement Schemes | (30) | |
| | Refunds on Demolished Boiler House | (20) | |
| | Underspend on IT Related Budgets | (22) | |
| | Underspend on Transfer Incentive Scheme | (67) | |
| | Underspend on Consultants, Professional & Survey Fees | (95) | |
| | Careline & Response - Savings on supplies and services offset by reduced income | (8) | |
| Rent, Rates, Taxes | NNDR costs higher than anticipated | 21 | |
| Repairs and Maintenance | Repair costs lower than anticipated | (153) | |
| Bad Debts Provision | Reduced Provision as bad debts lower than estimated | (862) | |
| Direct Revenue Financing | Reduced financing resulting from an under-spend of the capital programme due to delayed starts on new build works and the impact of coronavirus. | (4,844) | |
| Capital Financing Costs | Change in depreciation and interest payable | 140 | |
| Interest Received | More income than anticipated due to higher balance. | (4) | |
| Other Minor Variances | Net of all other variances | 26 | |
| EXPENDITURE | | (6,120) | 30 |
| | | | |
| GRAND TOTAL | | (6,199) | 30 |

| HOUSING REVENUE ACCOUNT 2019/20 CARRY FORWARD REQUESTS | | | | | |
|---|---------------------|---|------------|--------|-------------------|
| Programme Area/Service | Budget Head | Reason | Amount (£) | | C-fwd Request (£) |
| Community Housing | Supplies & Services | HRA Contribution to site surveys etc at Linacre | Revised | 34,350 | 29,760 |
| | | | Actual | 4,590 | |
| | | | Balance | 29,760 | |
| | | TOTAL CARRY FORWARD REQUESTS FOR APPROVAL. | | | 29,760 |

HRA Capital Expenditure 2019-20

Annexe 5

| Description | Out - turn 2019/20 | Revised | Overspend | Underspend | Carry Over to 2020/21 | Comments/Reasons for Major Over/Underspends |
|---|-----------------------|----------------------|------------------------|------------------------|--------------------------|--|
| | | 2019/20 Budget | Against 2019/20 Bud | Against 2019/20 Bud | | |
| Communal Lighting Replacement | 7,307.57 | 25,000.00 | | 17,692.43 | 0.00 | |
| Fire Risk Works/Bin Stores | 208,087.57 | 220,000.00 | | 11,912.43 | 0.00 | |
| Fire Risk Assessments | 48,860.00 | 50,000.00 | | 1,140.00 | 0.00 | |
| External Wall Insulation/PRC | 496,285.86 | 919,000.00 | | 422,714.14 | 422,710.00 | Initial work complete, VFM saving on contract works. Further work identified for 20/21. |
| Blocks - Communal Areas | 0.00 | 400,000.00 | | 400,000.00 | 400,000.00 | Works to be allocated under new blocks contract 20/21 |
| Structural Works | 149,831.57 | 330,000.00 | | 180,168.43 | 180,170.00 | Further work identified and existing work delayed due to Covid-19. |
| Adaptations | 457,614.43 | 500,000.00 | | 42,385.57 | 42,390.00 | Budget carry forward required to fund works delayed by Covid-19. |
| Central Heating Replacement | 652,675.15 | 655,800.00 | | 3,124.85 | 0.00 | |
| Windows & Doors | 390,333.67 | 443,200.00 | | 52,866.33 | 0.00 | |
| Common Room Refurbishment | 411.01 | 50,000.00 | | 49,588.99 | 49,590.00 | Works not started due to capacity issues. |
| Door Entry Cameras/Systems | 29,600.98 | 25,000.00 | 4,600.98 | | 0.00 | |
| Kitchens & Bathrooms | 1,614,334.92 | 1,970,000.00 | | 355,665.08 | 0.00 | 2019/20 programme was slow to start. |
| Sheltered Refurbishment | 2,398,121.11 | 2,820,000.00 | | 421,878.89 | 421,880.00 | Work delayed due to structural issues at Markham Court. Remaining budget required for Mallard Ct in 20/21. |
| Rewiring, CO Retro Prog & Smoke Detector Repl | 274,986.82 | 373,400.00 | | 98,413.18 | 0.00 | |
| Roof Renewals incl Hanging Tiles | 2,358,855.43 | 2,228,800.00 | 130,055.43 | | 0.00 | Overspend due to extra contractor claims. |
| Loft Insulation Top Ups | 51,231.66 | 100,000.00 | | 48,768.34 | 0.00 | Access issues - to be included under Reroofing budget in 20/21. |
| DPC/Damp Works/Pointing | 704,642.38 | 700,000.00 | 4,642.38 | | 0.00 | |
| Neighbourhood Action Plan - Barrow Hill | 784,869.01 | 1,510,000.00 | | 725,130.99 | 725,130.00 | Phase 2 delayed. |
| Stairlift Replacement | 1,424.80 | 30,000.00 | | 28,575.20 | 0.00 | |
| Footpath - Proactive Maintenance | 206,631.62 | 150,000.00 | 56,631.62 | | 0.00 | |
| Asbestos Removal Works | 11,550.00 | 25,000.00 | | 13,450.00 | 0.00 | |
| Asbestos Management/R&D Surveys | 103,928.31 | 150,000.00 | | 46,071.69 | 0.00 | |
| Installation of Solar PV Panel | (41,066.20) | 0.00 | | 41,066.20 | 0.00 | |
| Estate Environmental | 362,731.65 | 430,000.00 | | 67,268.35 | 67,270.00 | VFM saving on contract works. Balance of budget required to fund additional work at Grangewood in 20/21. |
| Grangewood Estate Improvements | 4,135,109.09 | 4,358,200.00 | | 223,090.91 | 223,090.00 | Works ongoing with a planned completion of June/July. |
| Unallocated | 0.00 | 100,000.00 | | 100,000.00 | 0.00 | Budget not required. |
| Fences, Gates, Footpaths & Drives | 771,735.36 | 1,000,000.00 | | 228,264.64 | 228,260.00 | Work not completed. |
| Garage Site Improvements | 71,274.45 | 95,000.00 | | 23,725.55 | 0.00 | |
| Block Signage | 42,193.28 | 50,000.00 | | 7,806.72 | 0.00 | |
| Internal Soil Stacks | 140,425.00 | 130,000.00 | 10,425.00 | | 0.00 | |
| HRA Property Acquisitions | 1,523,936.00 | 1,250,000.00 | 273,936.00 | | 0.00 | |
| Drives/Off Street Parking | 0.00 | 200,000.00 | | 200,000.00 | 200,000.00 | New budget identified late in 19/20. Work to commence in 20/21. |
| Foxton Close Parking | 57,519.76 | 70,000.00 | | 12,480.24 | 0.00 | |
| Edinburgh Road Environmental | 5,000.00 | 5,000.00 | 0.00 | | 0.00 | |
| Soffits/Fascias | 219,544.92 | 214,000.00 | 5,544.92 | | 0.00 | |
| Duwell Court Demolition | 3,233.75 | 3,200.00 | 33.75 | | 0.00 | |
| Manor Drive New Build | 75,543.57 | 500,000.00 | | 424,456.43 | 424,460.00 | Delayed start due to Covid-19. |
| Brockwell Court New Build | 163,057.16 | 1,000,000.00 | | 836,942.84 | 836,940.00 | Delayed start due to Covid-19. |
| Heaton Court New Build | 1,274,191.71 | 1,350,000.00 | | 75,808.29 | 75,810.00 | Works on hold due to Covid-19. |
| New Build Feasibility | 44,154.99 | 50,000.00 | | 5,845.01 | 0.00 | |
| Northgate Upgrade | 165,432.67 | 206,000.00 | | 40,567.33 | 0.00 | |
| Sheltered Scheme Decants | 72,060.03 | 50,000.00 | 22,060.03 | | 0.00 | |
| Total All Schemes | 20,037,661.06 | 24,736,600.00 | 507,930.11 | 5,206,869.05 | 4,297,700.00 | |

Net Position - (UNDER)/OVER-SPEND (4,698,938.94)