

## Scrutiny Budget and Performance Panel

Monday, 15th November, 2021, 5.00 pm

Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

### Agenda

- |          |  |                 |
|----------|--|-----------------|
| <b>1</b> | <b>Apologies for absence</b>   |                 |
| <b>2</b> | <b>Declarations of interest</b>  |                 |
| <b>3</b> | <b>Minutes of the meeting Monday, 13 September 2021 of Scrutiny Budget and Performance Panel</b> | (Pages 3 - 8)   |
|          | To be approved as a correct record for signing by the Chair.                                     |                 |
| <b>4</b> | <b>Matters Arising from Previous Scrutiny Budget and Performance Panels</b>                      | (Pages 9 - 12)  |
|          | Report attached.   |                 |
| <b>5</b> | <b>Corporate Strategy Quarterly Performance Monitoring Report, Quarter Two 2021/22</b>           | (Pages 13 - 28) |
|          | Report of the Deputy Chief Executive attached.   |                 |
| <b>6</b> | <b>Revenue and Capital Budget Monitoring</b>   | (Pages 29 - 60) |
|          | Report of the Director of Finance and Section 151 Officer attached.                              |                 |

Gary Hall  
Chief Executive

Electronic agendas sent to Members of the Scrutiny Budget and Performance Panel Councillors David Howarth (Chair), Will Adams, Colin Coulton, Colin Sharples, Karen Walton and Carol Wooldridge

The minutes of this meeting will be available on the internet at [www.southribble.gov.uk](http://www.southribble.gov.uk)

### Forthcoming Meetings

5.00 pm Monday, 21 March 2022 - Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

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**Minutes of**                      **Scrutiny Budget and Performance Panel**

**Meeting date**                **Monday, 13 September 2021**

**Members present:**        Councillors David Howarth (Chair), Will Adams, Colin Coulton, Colin Sharples and Karen Walton

**Cabinet members:**      Councillor Paul Foster (Leader of the Council, Cabinet Member (Strategy and Reform) and Leader of the Labour Group) and Councillor Michael Titherington (Deputy Leader of the Council, Cabinet Member (Health and Wellbeing) and Deputy Leader of the Labour Group)

**Officers:**                    Gary Hall (Chief Executive), Louise Mattinson (Director of Finance and Section 151 Officer), Victoria Willett (Service Lead - Transformation and Partnerships), Howard Anthony (South Ribble Partnership Manager), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Charlotte Lynch (Democratic and Member Services Officer)

**Other members:**        Councillor Margaret Smith

**Public:**                      0

## **42 Apologies for absence**

None.

## **43 Declarations of interest**

None.

## **44 Minutes of the meeting Monday, 14 June 2021 of Scrutiny Budget and Performance Panel**

Resolved: (unanimously)

That the minutes of the previous meeting, held on Monday, 14 June 2021, be approved as a correct record for signing by the Chair.

## **45 Matters arising from previous Scrutiny Budget and Performance Panel meetings**

Members of the Panel received a report which provided updates on the progress of recommendations made at previous meetings of the Scrutiny Budget and Performance Panel.

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A further update, relating to a recommendation about the deliverability of the capital programme, was provided verbally and would be included in future versions of the Matters Arising document.

Resolved: (unanimously)

That

1. the matters arising from previous meetings of the Scrutiny Budget and Performance Panel be noted; and
2. all actions remain on the report for further updates.

## **46 Quarter 1 Performance Monitoring Report 2021-22**

The Panel considered a report of the Deputy Chief Executive which outlined the Council's performance against the delivery of the Corporate Strategy projects and objectives during Quarter 1 (April to June 2021).

Overall, performance of the projects was good with 11 of 14 projects on-track and 3 rated amber. Of 24 key performance indicators (KPI's), 3 were rated green, 2 rated red and 2 yet to be baselined and the Panel welcomed the progress made in the quarter.

The Panel put questions to the Leader, Chief Executive and Shared Services Lead for Transformations, including the anticipated outcomes of shared services in customer services and ICT across South Ribble and Chorley Councils.

In response to this, members were advised that sharing these services would result in the upskilling of staff; improving access to information; improved infrastructure such as internet connectivity; software improvements; and an upgrade of IT systems and infrastructure to aid in the delivery of the Joint Digital Strategy.

Members were also keen to learn whether the recent technical issues experienced with IT had been rectified, to which the issues were acknowledged and confirmation provided that these had not been fully resolved but that sufficient workarounds were in place.

The rationale for merging the South Ribble Partnership and the Chorley Public Service Reform Board was queried, with members asking about the consultation and decision-making of this.

It was stated that consultation had taken place with all partners and that there had been a consensus that a single strategic partnership for South Ribble and Chorley would be of greater benefit, particularly when engaging with partners on a bigger scale.

Members welcomed assurances that the single strategic partnership would remain being scrutinised in the future and that there would be potential for joint scrutiny with Chorley Council.

Slight concern was experienced that staff vacancies and skills gaps were causing delays in the delivery of the Joint Digital Strategy but assurances were provided that

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a recent restructure had filled most positions. It was also suggested that the project could get back on track by 'buying in' expertise.

The panel noted that the percentage of households living in fuel poverty in South Ribble was lower than the national average but requested that the key performance indicator be reviewed as part of the next refresh of the corporate strategy to be more challenging.

The work of the mental health support programme for young people alongside the Community Conversations was commended and the panel asked for further information on the number of young people engaging with the Community Conversations and the link being made between the events and mental health support.

In response to further discussion on mental health support, it was advised that some officers and members had commenced mental health first aid training and that it was hoped that this could be offered to more members and officers soon.

Members also queried if the success of the Community Hubs could be measured more robustly and were advised that an annual review would commence in the coming months to determine the further development of the Hubs. The panel requested further examples of outcomes from the Hubs and the proposed method for evaluating success.

Members were also pleased to note the progress of the Community Wealth Building Action Plan and requested that a detailed report be provided to the Scrutiny Committee.

Further information on the take-up rates of the Credit Union were also requested.

In response to a query regarding the suspension of pre-planning advice due to the COVID-19 pandemic, it was suggested that this should be resume shortly and a further update would be provided to members.

Concern was also raised that residents and members were experiencing long wait times when calling the Council's customer services. Assurances were provided to the panel that this is monitored regularly and current data suggests drastic improvement but further information on response times would be provided.

Resolved: (unanimously)

That the Scrutiny Budget and Performance Panel:

1. thanks the Leader and Chief Executive for attending and for their detailed report;
2. welcomes the performance report and progress made in the first quarter of the year;
3. is grateful for the commitment for the new single strategic partnership to be scrutinised in the future and potential for joint scrutiny;

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4. asks that the key performance indicator for fuel poverty be reviewed as part of the next refresh of the corporate strategy;
5. looks forward to receiving further information on the number of young people engaged in the community conversations and the link being made with mental health;
6. welcomes the offer of further examples of the outcome from the community hubs in future reports and the proposed evaluation;
7. asks that a report on the progress of the Community Wealth Building Action Plan be considered by the Scrutiny Committee;
8. looks forward to future reports including credit union take-up; and
9. is grateful for the offer of an update on the pre-planning advice services resuming and customer service response times

## **47 Revenue and Capital Budget Monitoring Report 1**

The Panel considered a report of the Director of Finance which provided an update on the Council's overall financial position as at 31 July 2021/22.

It was explained that the format of the report had been revised, following feedback from members previously, and the panel welcomed the new user-friendly layout.

Members were interested to note the financial impact of the COVID-19 pandemic on the Council and were advised that this had resulted in a slight decline in council tax collections and had impacted sales fees and charges.

However, it was assured that the Council remained in a strong financial position and that an extra £200,000 income from government offsets had been beneficial.

Some concern was expressed over an understatement on payments to the Lancashire Pension Fund, which would be managed by additional contributions amounting to £386,000.

In response to a query as to how this understatement had not been noticed sooner, the panel was advised that the Pension Fund had only just completed reconciliation works. However, the Director of Finance remained confident in the Council's ability to breakeven in the current financial year.

It was also noted that a review into the Council's earmarked reserves being undertaken by the Cabinet Member for Finance, Property and Assets was making steady progress.

Discussion also focused on vacancies in the Neighbourhoods team and how this impacted service delivery.

It was stated that performance within this directorate remained relatively good and that interim arrangements were in place for those vacancies.

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The panel questioned the consultation methods used during the refurbishment of playgrounds and were informed that members and residents were fully engaged and that a new consultation process had been recently adopted.

Further information was requested on the refurbishment of the Birch Avenue playground in Penwortham and a commitment to providing this after the meeting was given.

The deliverability of the capital programme by the end of the financial year was also questioned and confidence was expressed in this. Some challenges were acknowledged but members were assured that a number of schemes had made great progress so far.

Resolved: (Unanimously)

The Scrutiny Budget and Performance Panel:

1. thanks the Leader and Director of Finance for attending and presenting the detailed report;
2. welcomes the new user-friendly layout and format of the report;
3. is grateful for the commitment to engagement and consultation with regards the playground refurbishment programme; and
4. asks for an update on the timescales involved in completing Birch Avenue Playground.

Chair

Date

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Scrutiny Budget and Performance Panel  
Update on Recommendations made at previous Scrutiny Panel Meetings



| Date & Min           | Recommendation  | Lead Member                  | Lead Officer | Accepted? | Implemented? | Completed? | Progress/Comments   |
|----------------------|---|------------------------------|--------------|-----------|--------------|------------|---|
| 22/03/21<br>Min 33.5 | The costs associated with refurbishing Penwortham Leisure Centre be provided to members | Finance, Property and Assets | Mark Lester  | Yes       | No           | No         | <p>Significant changes/opportunities have arisen within the last few months on this project. With the transfer from Serco contractual delays and planned PAISA works covered pool sites boilers and filter service/replacement, Penwortham sports hall floor resurfacing.</p> <p>An opportunity for Decarbonisation funding has lead us to delay related heating, air handling and energy saving work to see if we can leverage grant funding. A survey was undertaken last week and a report is due which will be used for the funding bid.</p> <p>As a result we are concentrating on priority schemes.</p> <ul style="list-style-type: none"> <li>• Bamber Bridge Tennis centre car park extension (estimate £188k) planned start mid summer</li> <li>• Leyland, Bamber bridge and Penwortham external painting – Low Level works ongoing and Penwortham and Bamber bridge high level access works going out to tender soon</li> </ul> |

**Scrutiny Budget and Performance Panel**  
**Update on Recommendations made at previous Scrutiny Panel Meetings**



| Date & Min           | Recommendation   | Lead Member                                     | Lead Officer    | Accepted? | Implemented? | Completed? | Progress/Comments  |
|----------------------|--|---|-----------------|-----------|--------------|------------|--|
|                      |  |   |                 |           |              |            | <ul style="list-style-type: none"> <li>Refurbishment of Bamber Bridge and Penwortham Reception areas – Options are sought for reconfiguration and extension options, planned works for a December finish to align with quieter trading.</li> </ul> |
| 13/09/21<br>Min 46.3 | The new single strategic partnership between Chorley and South Ribble be scrutinised in the future and the potential for joint scrutiny with Chorley Council be explored | Leader of the Council                           | Howard Anthony  | Yes       | Yes          | No         | Chorley and South Ribble Partnership will be happy to provide updates and reports to the scrutiny committee as required and requested. We will work with democratic services to arrange the process for this.                                      |
| 13/09/21<br>Min 46.4 | The key performance indicator for fuel poverty be reviewed as part of the next refresh of the corporate strategy   | Leader of the Council                           | Howard Anthony  | Yes       | No           | No         | This will be completed as part of the refresh of the corporate strategy and completed by the end of the current calendar year.   |
| 13/09/21<br>Min 46.5 | Asks that further information on the number of young people engaged in the community conversations be provided   | Communities, Social Justice and Wealth Building | Jennifer Mullin | Yes       | Yes          | Yes        | 32 young people were engaged during the Community Conversations and a separate 17 were engaged during a specific young person session regarding the Youth Council and Mental Health.   |
| 13/09/21<br>Min 46.6 | Asks that further examples of the outcomes from the community hubs be included in future reports with the  | Communities, Social Justice and Wealth Building | Howard Anthony  | Yes       | No           | Yes        | From quarter two reporting, this will be included in future reports.   |

**Scrutiny Budget and Performance Panel**  
**Update on Recommendations made at previous Scrutiny Panel Meetings**



| Date & Min           | Recommendation  | Lead Member                                 | Lead Officer    | Accepted? | Implemented? | Completed? | Progress/Comments   |
|----------------------|---|---|-----------------|-----------|--------------|------------|---|
|                      | proposed evaluations of success   |   |                 |           |              |            |   |
| 13/09/21<br>Min 46.8 | Asks that future reports include information on credit union take-up rates          | Finance, Property and Assets                | Howard Anthony  | Yes       | Yes          | Yes        | Quarterly reporting is in place with the credit union and data will be provided within the monitoring reports from quarter 2.   |
| 13/09/21<br>Min 46.9 | Requests an update on the pre-planning advice services resuming                     | Planning, Business Support and Regeneration | Jonathan Noad   | Yes       | N/A          | Yes        | The pre-app advice for major applications is taking place. In terms of minor applications, this is still being kept under review as individual officers' workloads remain high, as do application submissions along with the fact we are currently processing some very large and complex major applications. |
| 13/09/21<br>Min 46.9 | Requests an update on current customer service response times                       | Leader of the Council                       | Asim Khan       | Yes       | N/A          | Yes        | This was provided to members of the Panel via email on 27 September 2021.   |
| 13/09/21<br>Min 47.4 | Asks for an update on the timescales involved in completing Birch Avenue Playground | Health and Wellbeing                        | Jennifer Mullin | Yes       | N/A          | No         | It is aimed to have the playground completed before the end of March but this is caveated on the supply of play equipment.  |

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| Report of  | Meeting                                  | Date                        |
|--|--|-----------------------------|
| Deputy Chief Executive<br>(Introduced by Leader of the<br>Council) | Scrutiny Budget and Performance<br>Panel | Monday, 15 November<br>2021 |
| Is this report confidential?                                       | No                                       |                             |
| Is this decision key?  | No                                       |                             |

## Corporate Strategy Quarterly Performance Monitoring Report, Quarter Two 2021/22

### Purpose of the Report

1. To provide Cabinet with a position statement for the Corporate Strategy for quarter two (July – Sept) 2021/22.

### Recommendations to Cabinet

2. The Scrutiny Budget and Performance Panel are asked to consider the report and make comments and recommendations to the Cabinet
3. Cabinet is asked to note the report.

### Reasons for recommendations

4. The Council's performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the Council continues to deliver its priorities and achieves the best outcomes for residents.

### Other options considered and rejected

5. N/A

### Corporate priorities

6. The report relates to the following corporate priorities:

|   |   |
|---|---|
| <b>An exemplary council</b>                         | <b>Thriving communities</b>                     |
| <b>A fair local economy that works for everyone</b> | <b>Good homes, green spaces, healthy places</b> |

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## Executive summary

7. This report presents the performance of the Corporate Strategy at the end of quarter two (1 July – 30 September 2021). This report provides an update on the current position for the 14 projects, 24 Corporate Strategy performance measures and 13 key organisational performance measures.
8. Of the 14 projects in the strategy: 14% (two) are complete, 79% (11) are rated green and on-track; 7% (one) is rated amber.
9. Of the 24 performance indicators used to monitor the Corporate Strategy, eight can be reported at the end of the quarter. Three are rated green, three are rated red and two are yet to be baselined.
10. Of the 13 key organisational performance measures; nine can be reported at the end of the quarter. Six are performing better than target; one is performing worse than target but within a 5% tolerance of the target; and two are worse than target and outside the 5% tolerance.




## Background to the report

11. At Council on 30 September 2020, the Corporate Strategy was updated and refreshed to ensure that the Council can continue to meet the needs of the borough.
12. The four priorities identified in the strategy are:
  - An exemplary council,
  - Thriving communities,
  - A fair local economy that works for everyone,
  - Good homes, green spaces, healthy places.
13. Activity and resources are targeted towards 14 priority projects which are delivered over a period of 12-18 months and measured using 24 performance indicators. This report provides the status of the projects and measures at the end of quarter two, 2021-22.
14. A colour rating system is used to indicate status whereby:

### Projects

|              |   |
|--------------|---|
| <b>RED</b>   | Off track   |
| <b>AMBER</b> | Forecast delays or concerns, an early warning of issues |
| <b>GREEN</b> | On track and progressing as planning                    |

### Performance Indicators

|   |   |
|---|---|
|  | Worse than target, outside threshold        |
|  | Worse than target but within threshold (5%) |
|  | Performance is better than target           |



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## AN EXEMPLARY COUNCIL

### A COUNCIL THAT:

**Delivers high performing services that represent value for money**

**Understand the community and work with partners to make things better**

**Is open and transparent in its activities**

### Achievements this quarter

15. The Annual Governance Statement (AGS) action plan project has been completed with all key milestone being delivered. The project has delivered an updated constitution; refreshed governance, performance management and human resources policies; a consistent approach to community engagement and consultation through the Consultation Framework and Community Engagement Strategy; and a robust approach to managing strategic contracts and partnerships through the Partnership Framework. Overall, the actions in place will ensure that the council is a transparent, accountable organisation with an improved governance culture and environment.
16. Shared Services has progressed this quarter with the development of a shared Customer Service between South Ribble and Chorley Councils. The consultation for the customer services management structure has been completed and the initial review has been approved. The shared management structure has been implemented since September. Work has commenced on the development of the second stage of the customer service review, which will seek to implement a shared team structure. The shared ICT service review proposals were presented to the Shared Services Joint Committee in August 2021. However, there has been slight delays as the consultation period was extended to allow the team more opportunity to provide feedback. The final proposals for the ICT review will be signed off in October 2021 and the implementation of the review is to be completed by December 2021.
17. Despite resourcing challenges, the delivery of the joint digital strategy has progressed in quarter two. The progress made includes the implementation of a document management system for the Planning service, providing efficiencies and improved digital security to the service. A review to automate processes for both Planning and Building Control and the alignment and adoption of best practice has commenced as part of Shared Services to drive improvements and efficiency in the way the service operates. Throughout the quarter, weekly drop-in sessions have been delivered to support the move towards deploying SharePoint (cloud-based storage system). The sessions have been aimed at providing users with the skills and knowledge as it is rolled out across the authorities. The impact of the changes will be to enhance the way officers work and collaborate across both councils will be able to share data seamlessly as well as with third parties.
18. The programme of activity to work with partners to design and deliver better public services has now completed. On 15 September, the newly established Chorley and South Ribble Partnership met for the first time, with new governance arrangements, a defined strategy and action plan. The strategy had been developed over a period of nine months, and represents a consensus across partners on where there should be a collective focus. The Partnership will be developing with partners a locality model which shapes the way services work with each other as well as continuing to build on the benefits of sharing data to improve performance and the application of resources. The first major piece of work being undertaken is a summit in November 2021 on the economy which will see a number of key leaders and experts brought to together to

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identify the recommendations that the Partnership should take forward to support the economy as it recovers from the impact of the pandemic.

19. Of the four projects within this priority, two are complete, one is rated green and one is rated amber.

| Projects  | 2021-22<br>Quarter 2<br>(July– Sept) |
|---|--------------------------------------|
| Deliver the Annual Governance Statement Action Plan             | COMPLETE                             |
| Transform the way the council operates                          | GREEN                                |
| Work with partners to design and deliver better public service: | COMPLETE                             |
| Deliver year one of the joint digital strategy                  | AMBER                                |

|  |  |              |
|--|--|--------------|
| <b>Deliver year one of the joint digital strategy:</b>   |  | <b>AMBER</b> |
| The strategy focuses on harnessing the potential of new technologies, whilst maximising the use of existing technologies to provide a customer focused approach to service delivery. |  |              |
| <b>Issue:</b>  | This project has been rated amber due to resourcing issues. There are existing vacancies within the ICT service across both authorities resulting in gaps in the essential skills and knowledge required to support the delivery of the Joint Digital Strategy. The recruitment to these vacant posts was expected to take place in quarter two, however this has been delayed due to the extension of the formal consultation period of the shared service ICT review.  |              |
| <b>Actions Plan - What will be done:</b>   | To ensure that there is the necessary capacity, resources and skills in place to deliver the Digital Strategy. Recruitment to the vacant posts will be conducted in December as part of the shared ICT restructure to address the capacity issues.<br><br>A full costing exercise will be undertaken to identify any additional capacity costs. The year one action plan for the Joint Digital Strategy is to be reprofiled as a result of the above and is expected to be complete in February 2022. This will ensure successful delivery of the Joint Digital Strategy as planned in March 2024. |              |



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## Key Performance Indicators

20. Of the five performance measures reported under this outcome, one is due to be reported this quarter and is rated red. A full list of the performance indicators is included in Appendix 1.

The red rated measure is:

- ▶ At least 40% of service requests will be received via self-service channels

| Key Performance Indicator   | Target  | Comparable Period     | Quarter 2 2021/22 | Symbol | Trend                    |
|---|---|-----------------------|-------------------|--------|--------------------------|
| At least 40% of service requests will be received via self-service channels | 40%   | 32.5%<br>(Q1 2021/22) | <b>25.3%</b>      | ▲      | Worse than<br>Q2 2020/21 |
| <b>Commentary:</b>  | <p>Previous performance had shown an increase in the use of online self-service. The upward trend is likely to have been due to Covid and the impact of social restrictions. This has now begun to decrease, but current performance still presents as an improvement when compared to the same period pre-covid (21%, 2019/20).</p> <p>Maintaining and growing a shift to digital self-serve requires a number of actions in order for the council to meet its target. The following actions are to be taken to improve and encourage channel shift to online self-serve. The below represent long term actions to sustain change and include:</p> <ul style="list-style-type: none"> <li>• the delivery of digital skills programmes to enable residents to use digital services to access council functions;</li> <li>• a review of the online services to ensure that they are simple, provide an end to end resolution, and represent all council self-serve channels;</li> <li>• a communications campaign will be launched to promote the benefits of online services to customers.</li> </ul> |                       |                   |        |                          |

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## THRIVING COMMUNITIES

### A PLACE WHERE:

Residents have positive mental health

People get involved and have a sense of belonging

Communities can access services and support when they need them

### Achievements this quarter

21. Developing mental health support for young people has moved forward within the quarter, with the initial actions to provide internal staff with an accredited Mental Health First Aider training. The course has been delivered through Lancashire Mind, and has been completed by 48 members of staff. Those employees were identified as individuals that are more likely to come into contact with young people who may be vulnerable. The course provides officers with the skills and knowledge to recognise mental health needs, support young people with empathy and understand how to direct individuals to the appropriate professional support. This is one initiative in a programme of support that will continue to be developed over the coming months. During the next quarter, the council will continue in its efforts to raise the awareness for the benefits of mental health first aid by providing awareness sessions to identified partner organisations that work directly with vulnerable young people.
22. The Youth Council programme has progressed this quarter with the commission of Shoutout UK, a young people's advocacy service that builds political literacy skills with young people to provide support and confidence to take part in the Youth Council. The commission includes a national look to politics and the political system, local politics (e.g. voting/local issues), developing public speaking, debating exercises and future engagement and development programme. Shoutout UK will deliver sessions to up to 30 young people, who will design and create the structure of the Youth Council which will be delivered as part of the planned programme in January 2022. The recruitment of the 30 young people commenced in September via active engagement with two schools and through the use of social media.
23. The Community Hubs has made progress in quarter two with hub action plans being delivered and monitored through regular Community Hub planning meetings and hub chair briefings. Examples of the progress made within the action plans include; the installation of a community defibrillator at Walton le Dale Junior football club; Brownedge Christians Together foodbank received new and sustainable premise at St Aiden's Church supported by the Hubs Boost Fund, successful delivery of South Ribble in Bloom with 37 entries and 42 people attending the celebration event; resocialisation/social isolation interventions such as chatty cafes have been delivered within all Community Hub areas to build confidence due to increased social anxiety caused by the pandemic. Each hub area has had meetings to provide insight and autonomy on the way each hub area will operate going forward. Workshops will take place with Cabinet, Community Hub Chairs and Vice Chairs to discuss and agree the terms of reference for each hub area in quarter three. A report is to be presented to Cabinet in November 2021, which will review the achievements and progress of the Community Hubs over the last twelve months.

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24. Of the three projects within this priority, all three are rated green.

| Projects   | 2021-22<br>Quarter 2<br>(July– Sept) |
|--|--------------------------------------|
| Establish South Ribble Together Hubs                       | GREEN                                |
| Deliver a mental health support programme for young people | GREEN                                |
| Establish a Youth Council                                  | GREEN                                |

## Key Performance Indicators

25. Of the eight performance measures reported under this outcome, two are due to be reported this quarter. Both measures are to be baselined.

- ▶ Number of residents benefiting from opportunities created by the communities team,
- ▶ Number of meals provided to school age children through holiday hunger offer.

A full list of the performance indicators is included in Appendix 1.



## A FAIR LOCAL ECONOMY THAT WORKS FOR EVERYONE

### A COUNCIL THAT:

**Increases access to training and jobs**

**Grows and supports sustainable businesses**

**Invests in improving the borough**

### Achievements this quarter

26. The Community Wealth Building programme has made good progress in the quarter with the council formally achieving the Living Wage Accreditation. The accreditation recognises employers that chose to pay staff above the government's minimum wage. There has been agreement to implement the Social Value Portal (SVP) and staff training sessions have been delivered. A draft social value portal policy has been established and shared with stakeholders for input. The social value portal will measure the council's procurement outcomes and the benefits to the community.
27. The council continues to support local businesses, reduce the potential for business failures, and support economic recovery through the administration of Covid government support grants and wider advice or assistance. Proposals for the grant scheme have been presented to the Covid Business Support Member working group and have been approved. The Council has received further funding from Central Government, a total of £706k because of meeting key targets over the past months as part of the grants programme provided throughout the Covid pandemic. This Additional Restrictions Grant (ARG3) tranche of government funding will be amalgamated with a further £150k as part of the corporate strategy project to support businesses. The support that will be provided includes mental health support, recruitment, bringing empty properties back in to use, sector skills (e.g. hospitality and care), start-up grants and summer grants for market traders. Approval for grant criteria and authority to spend has taken place through an Executive Member Decision.
28. The Leyland Town Deal has progressed with the commencement of the business case development for all three project areas in Leyland, which are town centre transformation, the market improvements and the development of 'Base 2 Business' hub. Professional consultants have been appointed to form the design team which will support the development of the business cases. Stakeholder engagement and consultations events are to take place next quarter to develop the project brief. The submission of the business cases to the funding body is programmed for submission in March 2022.
29. Of the three projects within this priority, all three are rated green.

| Projects  | 2021-22<br>Quarter 2<br>(July– Sept) |
|---|--------------------------------------|
| Implement the community wealth building action plan | GREEN                                |
| Establish a business support programme              | GREEN                                |
| Deliver year 1 of the Town Deal                     | GREEN                                |

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## **Key Performance Indicators**

30. Of the four performance measures reported under this priority, one measure is due to be reported this quarter and is rated green:

- ▶ Overall employment rate greater than north west average.



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## GOOD HOMES GREEN SPACES HEALTHY PLACES

### A BOROUGH WITH:

A choice of decent,  
affordable housing

Commitment to protecting  
the local environment

A choice of quality  
recreational activities

### Achievements this quarter

31. As part of the ongoing commitment to the environment and to help tackle climate change, the council has delivered 1.2km of new cycle and pedestrian routes alongside the river Lostock between Dunkirk lane and Longmeanygate. There has also been 8km of improvements delivered to footpaths across the green links network. The green link network aims to encourage cycling and walking across the borough. Solar panels have been installed at the Civic Centre which will produce clean renewable energy, reducing the Council's energy costs and lowering carbon emissions. In quarter three, work will be undertaken to promote home energy saving schemes through the Council's website to encourage residents to consider their own energy consumption. The installation of four electric vehicle charging points is to be completed in Leyland, Bamber Bridge, Lostock Hall and Penwortham.
32. Progress has been made in quarter two for the development of the McKenzie Arms, with a contractor appointed and progression of the design to deliver the scheme and development of a funding bid to Homes England as part of the Affordable Homes Programme. The McKenzie Arms development will provide 15 new quality affordable homes in Bamber Bridge. The Extra Care scheme will provide apartments and extra care and support for older residents and at the same time allowing them to live independent lives as part of the local community. The Extra Care scheme has moved forward with a team of consultants being appointed to deliver a feasibility study and initial options appraisals. Cabinet has approved the use of the land on West Paddock next to the Civic Centre for the proposed Extra Care facility. Looking ahead to next quarter, work on site is to commence for the McKenzie Arms Development and the funding bid to Homes England will be submitted. A public consultation is to commence for the Extra Care scheme and work will begin to progress stage two of the design.
33. Improvements to the Council owned leisure facilities has progressed with the submission of a report to Full Council in July 2021. The report sought the approval of the leisure centre decarbonisation plans, allowing their submission as part of current and future grant applications for funding to assist in significantly reducing the Council's carbon footprint and providing good quality leisure facilities. The decarbonation grant applications totalling £3.4 million for projects such as solar panels, replacement of boilers where possible, window insulation and the installation of an energy management systems at all four of the council owned leisure centres been complete and will be submitted to the funding body in quarter three. The tendering process has been complete, and a contract has been awarded for the Tennis Centre car park extension. The painting and cladding work for the leisure centres is to commence on site in quarter three.

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34. The development to bring Worden Hall back into use as a flexible community and event space has progressed with a contractor being appointed to deliver the project. The refurbishment works began on site in August and a public drop-in engagement event has been held at Worden Hall with 30 people attending. The event gave the public the opportunity to review and ask questions about the refurbishment plans. Completed refurbishment works to the buildings include, the outbuilding and the old conservatory have been demolished under the supervision of an archaeologist; the infill of the old basement has also been completed to allow for the foundations for the new lift shaft and toilet block to be installed. In quarter three, further refurbishment works will be undertaken to the hall's windows, roof, drainage, lift shaft, toilets and new plant room buildings.

35. Of the four projects within this priority, three are rated green and one is rated as amber.

| Projects   | 2021-22<br>Quarter 2<br>(July– Sept) |
|--|--------------------------------------|
| Bring Worden Hall back into use                          | GREEN                                |
| Deliver a project to support the green agenda            | GREEN                                |
| Deliver a leisure improvement project                    | GREEN                                |
| Commence building of affordable homes within the borough | GREEN                                |

## Key Performance Indicators

36. Of the seven performance measures reported under this outcome, four performance measures are due to be reported at the end of this quarter. Two are rated green and two are rated red. A full list of the performance indicators is included in Appendix 1.

The green rated measures are as below:

- ▶ 27,500 Trees will be planted in the borough this year (Cumulative),
- ▶ Total number of young people's physical activity courses delivered.

The red rated measure is as below:

- ▶ Number of affordable homes delivered,
- ▶ The number of people who are prevented from becoming homeless is increased.

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| Key Performance Indicator            | Target   | Comparable Period      | Quarter 2 2021/22 | Symbol | Trend                     |
|--------------------------------------|--|------------------------|-------------------|--------|---------------------------|
| Number of affordable homes delivered | 40<br>(Annual – 80)  | 12<br>(Q2:<br>2020/21) | 27                | ▲      | Better than<br>Q2 2020/21 |
| <b>Commentary:</b>                   | <p>This indicator has been affected by economic pressures that are largely outside of the Council's control. The impact of the uncertainty from Brexit and Covid-19 has placed pressure on the supply chain and labour force. Large housing sites have not come forward as quickly as anticipated, and some of the Government affordable housing initiatives have not been successful.</p> <p>As the economy recovers from the pandemic and Brexit is negotiated it is expected that the impact on affordable homes from the lack of workforce availability and supply chain issues will ease. Additionally, the Council will aim to continue to pursue its own affordable home developments, utilising payments generated from other sites.</p> |                        |                   |        |                           |

| Key Performance Indicator  | Target  | Comparable Period  | Quarter 2 2021/22 | Symbol | Trend                    |
|--|---|--------------------|-------------------|--------|--------------------------|
| The number of people who are prevented from becoming homeless is increased | 90<br>(Q2:2020/<br>21)  | 83<br>(Q1:2021/22) | 75                | ▲      | Worse than<br>Q2 2020/21 |
| <b>Commentary:</b>   | <p>There has been a decrease in the number of people prevented from becoming homelessness this quarter when compared to the same time last year. This is due to an increase in complex cases, where those presenting have complex or multiple needs. Examples of complex needs include substance misuse, mental and physical health issues, tenancy failures and those leaving custody. These have resulted in creating barriers to accessing and sustaining tenancies. In addition, the waiting times for social housing in South Ribble has been impacted and increased by 11% in the past 3 months.</p> <p>To support the service, additional capacity has been provided with the prevention of rough sleepers' co-ordinator who is now in post. The prevention of rough sleepers' co-ordinator in collaboration partner agencies is working directly with clients who have multiple complex needs to establish pathways into accommodation and provide financial support. This additional resource should have a positive impact on the number of successful interventions.</p> |                    |                   |        |                          |



# Agenda Item 5

## Key organisational performance measures

37. At the end of quarter two, there are nine key organisational performance measures due to be reported. A full list of the performance indicators is included in Appendix 2.

38. Of the nine key organisational performance measures, six are rated as green:

- ▶ Number of households in temporary accommodation at the end of the quarter,
- ▶ % planning applications decided within 13 weeks (major applications),
- ▶ The average number of working days from Disabled Facilities grant referral received from LCC to application approved,
- ▶ Percentage of Council Tax collected (Cumulative YTD),
- ▶ % of telephone calls answered within 90 seconds,
- ▶ % of calls abandoned before being answered in a quarter.

39. One performance measure is rated blue and is performing below target but within threshold:

- ▶ % planning applications decided within 8 weeks (minor / other applications).

40. Two performance measures are rated red and are performing worse than target, outside threshold:

- ▶ Percentage of Business Rates (Cumulative YTD),
- ▶ Average days to process a new Housing Benefit claim.

| Key Performance Indicator                     | Target  | Comparable Period   | Quarter 2 2021/22 | Symbol | Trend                 |
|---|---|---------------------|-------------------|--------|-----------------------|
| Percentage of Business Rates (Cumulative YTD) | 55.16%  | 30.96% (Q1:2021/22) | <b>51.97%</b>     | ▲      | Worse than Q2 2020/21 |
| <b>Commentary:</b>                            | <p>This indicator has performed worse than target and has been impacted by an increase in the net debt collectable debit due to the reduction of Expanded Retail Discount from 100% to 66% relief which came into effect from 1 July 2021.</p> <p>Improved performance is anticipated month on month as the net collectable debit is repaid by monthly instalments until March 2022. The recommencement of statutory recovery action alongside the recovery of the local economy will also support an improvement in performance.</p> |                     |                   |        |                       |

| Key Performance Indicator                           | Target   | Comparable Period       | Quarter 2 2021/22 | Symbol | Trend                   |
|---|--|-------------------------|-------------------|--------|-------------------------|
| Average days to process a new Housing Benefit claim | 16 days  | 15.46 Days (Q1:2021/22) | <b>21.24 days</b> | ▲      | Not reported Q2 2020/21 |
| <b>Commentary:</b>                                  | <p>This indicator has performed worse than target this quarter and has been impacted by a number reasons, including an increased caseload.</p> <p>The Customer Service and Revenues and Benefits review will ensure the service is effectively resourced and will make the best use of technology to improve performance. Until the review</p> |                         |                   |        |                         |

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|  |   |
|--|---|
|  | is finalised and efficiencies can be achieved in early 2022 performance will continue to be closely monitored. Processes will be reviewed to ensure they are streamlined and where possible automated. Additional hours will also be made available to bring performance back on track. |
|--|---|

## Climate change and air quality

41. N/A

## Equality and diversity

42. Equality and Diversity is embedded within the corporate strategy and how the Council acts. An equality impact assessment was undertaken as part of the corporate plan refresh and each individual project will have its own equality impact assessment which are being revised and reassessed during quarter three.

## Risk

43. Risk registers are being completed for each project which will inform the wider risk assessment on an ongoing basis for the corporate strategy.

44. In considering the risk to the overall corporate strategy programme, the number of green rated projects provides a positive outlook and confidence in delivery. Proactive management of risks around budgets and the impact of Covid recovery remain a focus of the programme board when reviewing progress each quarter.

## Comments of the Statutory Finance Officer

45. The delivery of Corporate Priority Projects are supported by budgets included within the Medium-Term Financial Strategy.

## Comments of the Monitoring Officer

46. There are no concerns to raise from a Monitoring Officer perspective. The report is for noting. It is part of our commitment to act in an open and transparent manner.

## Background documents

- ▶ Corporate Plan, approved 30th September 2020




## Appendices







- ▶ Appendix 1 - Performance of the Corporate Strategy Measures
- ▶ Appendix 2 - Key Organisational Performance Measures

| Report Author:  | Email:   | Telephone:      | Date:      |
|---|--|-----------------|------------|
| Howard Anthony (Shared Service Performance and Partnership Team Leader),<br>Michael Johnson (Shared Service Performance and Policy Officer) | <a href="mailto:Howard.anthony@southribble.gov.uk">Howard.anthony@southribble.gov.uk</a> ,<br><a href="mailto:Michael.johnson@southribble.gov.uk">Michael.johnson@southribble.gov.uk</a> , | 01772<br>625546 | 13/10/2021 |

# Agenda Item 5

## Appendix 1 – Performance of the Corporate Strategy Measures

|  |   |   |
|--|---|---|
|  Worse than target, outside threshold |  Worse than target but within threshold (5%) |  Performance is better than target |
|--|---|---|

| Indicator Name   | Polarity          | Target                  | Comparison             | Quarter 2 2021/22 | Symbol  | Trend                   |
|--|-------------------|-------------------------|------------------------|-------------------|---|-------------------------|
| <b>An Exemplary Council</b>  |                   |                         |                        |                   |   |                         |
| At least 40% of service requests will be received via self-service channels        | Bigger is better  | 40%                     | 32.5 (Q1:2021/22)      | <b>25.3%</b>      |    | Worse than Q2 2020/21   |
| <b>Thriving Communities</b>  |                   |                         |                        |                   |   |                         |
| Number of meals provided to school age children through holiday hunger offer       | Smaller is better | To be baselined 2021/22 | 10823 (Q1:2021/22)     | <b>9050</b>       | -   | -                       |
| Number of residents benefiting from opportunities created by the communities' team | Bigger is better  | To be baselined 2021/22 | 4257 (Q1:2021/22)      | <b>3884</b>       | -   | -                       |
| <b>A fair local economy that works for everyone</b>                                |                   |                         |                        |                   |   |                         |
| Overall employment rate greater than north west average                            | Bigger is better  | 73.1%                   | 79.5 (Q1:2021/22)      | <b>80.8%</b>      |  | Worse than Q2 2020/21   |
| <b>Good homes green spaces healthy places</b>                                      |                   |                         |                        |                   |   |                         |
| Total number of young people's physical activity courses delivered (Academic Year) | Bigger is better  | Target to improve trend | 198 (Q1:2021/22)       | <b>212</b>        |  | Not reported Q2 2020/21 |
| 27,500 Trees will be planted in the borough this year (Cumulative)                 | Bigger is better  | 27,500 (Annual)         | 0 (Q1:2021/22)         | <b>10</b>         |  | Worse than Q2 2020/21   |
| The number of people who are prevented from becoming homeless is increased         | Bigger is better  | 90 (Q2:2020/21)         | <b>83</b> (Q1:2021/22) | <b>75</b>         |  | Worse than Q2 2020/21   |
| Number of affordable homes delivered   | Bigger is better  | 40 (Annual -80)         | 12 (Q2: 2020/21)       | <b>27</b>         |  | Better than Q2 2020/21  |

<sup>1</sup> There was no tree planting programmed for quarter two, the tree planting season will commence from quarter three.

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## Appendix 2 – Key Organisational Performance Measures

| Indicator Name   | Polarity          | Target                  | Comparison (Q1:2021/22) | Quarter 2 2021/22 | Symbol | Trend                   |
|--|-------------------|-------------------------|-------------------------|-------------------|--------|-------------------------|
| Number of households in temporary accommodation at the end of the quarter  | Smaller is better | Target to improve trend | 45                      | <b>44</b>         | ★      | Not reported Q2 2020/21 |
| The average number of working days from Disabled Facilities grant referral received from LCC to application approved | Smaller is better | Target to improve trend | 149                     | <b>127</b>        | ★      | Not reported Q2 2020/21 |
| % planning applications decided within 13 weeks (major applications)   | Bigger is better  | 80%                     | 75%                     | <b>100%</b>       | ★      | Not reported Q2 2020/21 |
| % planning applications decided within 8 weeks (minor / other applications)  | Bigger is better  | 85%                     | 85.7%                   | <b>84.1%</b>      | ●      | Not reported Q2 2020/21 |
| % of telephone calls answered within 90 seconds  | Bigger is better  | 40%                     | 71.4%                   | <b>62.4%</b>      | ★      | Not reported Q2 2020/21 |
| % of calls abandoned before being answered in a quarter  | Smaller is better | 15%                     | 9.3%                    | <b>9.9%</b>       | ★      | Not reported Q2 2020/21 |
| Average days to process a new Housing Benefit claim  | Smaller is better | 16 days                 | 15.46 days              | <b>21.24 days</b> | ▲      | Not reported Q2 2020/21 |
| Percentage of Council Tax collected (Cumulative YTD)   | Bigger is better  | 56.48%                  | 28.83%                  | <b>56.5%</b>      | ★      | Better than Q2 2020/21  |
| Percentage of Business Rates (Cumulative YTD)  | Bigger is better  | 55.16%                  | 30.96%                  | <b>51.97%</b>     | ▲      | Worse than Q2 2020/21   |

| Report of   | Meeting                               | Date                           |
|---|---------------------------------------|--------------------------------|
| Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets)) | Scrutiny Budget and Performance Panel | 15 <sup>th</sup> November 2021 |
|   | Cabinet                               | 17 <sup>th</sup> November 2021 |

|                              |    |
|------------------------------|----|
| Is this report confidential? | No |
|------------------------------|----|

|                       |     |
|-----------------------|-----|
| Is this decision key? | Yes |
|-----------------------|-----|

|  |  |
|--|--|
| <b>Savings or expenditure amounting to greater than £100,000</b> | <b>Significant impact on 2 or more council wards</b> |
|--|--|

## 2021/22 Corporate Revenue Budget Monitoring Report and Reserves – position as at 30th September 2021

### Purpose of the Report

1. This report sets out the revenue and reserves forecast for the Council as at 30th September 2021.

### Recommendations to Cabinet

2. Note the forecast position for revenue and reserves as at 30th September 2021.
3. Note the virements to the revenue budget made during the period, as detailed in **Appendix 2** of the report.

### Executive summary

4. Based on the position as at 30<sup>th</sup> September 2021, there is a forecast underspend against the budget for 2021/22 of £274k as detailed in **Appendix 1**.
5. The Council's Medium-Term Financial Strategy reported that working balances were to be maintained at a minimum of £4.0m due to the financial risks facing the Council. The forecast level of general fund balances as at 31<sup>st</sup> March 2022 is £4.415m.

### Reasons for Recommendations

6. To ensure the Council's budgetary targets are achieved.

# Agenda Item 6

## Alternative Options Considered and Rejected

7. None

## Corporate priorities

8. The report relates to the following corporate priorities:

|   |   |
|---|---|
| <b>An exemplary council</b>                         | <b>Thriving communities</b>                     |
| <b>A fair local economy that works for everyone</b> | <b>Good homes, green spaces, healthy places</b> |

## Background to the report

9. The net revenue budget for 2021/22 is £14.480m.

10. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2021/22.

11. The Council's approved revenue budget for 2021/22 included target savings of £190k, comprising £150k in staffing turnover, and £40k from the expansion of shared services. The £150k target has been achieved and deducted from directorate staffing budgets as reported in the previous monitoring report. The £40k target has not yet been achieved.

## Section A: Current Forecast Position – Revenue

12. The forecast expenditure based on the position as at 30th September 2021 is £14.206m against the Council's budgets of £14.480m. Details of the forecast revenue outturn position are shown in **Appendix 1** and the movement and balances on reserves are outlined in **Appendix 3**. The main variances, by directorate, are detailed below.

13. The staffing budgets were set with no assumed percentage increase for a pay award but with a £250 increase for salaries below £25k, in line with the Government announcement at the time. Since then, negotiations have been ongoing between the National Joint Council trades unions and the National Employers, and a final offer of a 1.75% increase has been offered to the unions. The staffing forecasts have been updated to reflect this although it must be noted that the offer has not yet been accepted. The impact is an increase in staffing costs of around £142k for the current year.

# Agenda Item 6

## Variations from Budget

| Directorate                  | Budget<br>£'000 | Forecast at<br>30 <sup>th</sup> Sept 21<br>£'000 | Variance<br>(Under)/Over<br>spend<br>£'000 |
|------------------------------|-----------------|--|--|
| Commercial & Property        | 1,750           | 1,789  | 39   |
| Communities                  | 1,689           | 1,507  | (182)                                      |
| Customer & Digital           | 6,217           | 6,074  | (143)                                      |
| Governance                   | 1,796           | 1,826  | 30   |
| Planning & Development       | 582             | 441  | (141)                                      |
| Policy                       | 1,882           | 1,904  | 22   |
| Budgets Not In Directorates  | 564             | 950  | 386  |
| Covid-19                     | -               | (286)  | (286)                                      |
| <b>Total Expenditure</b>     | <b>14,480</b>   | <b>14,206</b>                                    | <b>(274)</b>                               |
| Funding                      | Budget<br>£'000 | Forecast at<br>30 <sup>th</sup> Sept 21<br>£'000 | Variance<br>(Under)/Over<br>spend<br>£'000 |
| Council Tax                  | (8,599)         | (8,599)  | -  |
| Lower Tier Support Grant     | (100)           | (100)  | -  |
| New Homes Bonus              | (363)           | (363)  | -  |
| Reserves                     | (124)           | (124)  | -  |
| Retained Business Rates      | (3,829)         | (3,829)  | -  |
| Section 31 Government Grants | (1,465)         | (1,465)  | -  |
| <b>Total Funding</b>         | <b>(14,480)</b> | <b>(14,480)</b>                                  | <b>-</b>                                   |

### 14. Commercial and Property – overspend of £39k

- The forecast is based on a reduced income of £94k from investment properties, the market and the business and conference centre.
- Additional staffing costs of £53k have been included in the projections, in respect of support required in the facilities and estates teams.
- Leisure Services is forecasted to underspend by £78k. South Ribble Leisure Ltd was established on 1<sup>st</sup> September 2021 and over the 7 month period September 2021 to March 2022 the Council will pay an agreed payment, under contract, to the company for service delivery. The Council's leisure services budget was set based on assumed costs for continuing to run the service in-house throughout the year. The budget included costs for NNDR but the company has exemptions from paying these costs, which is the main reason for a forecasted underspend.

### 15. Communities – underspend of £182k

- Community Involvement has an underspend of £55k due to staffing vacancies. The vacant assistant director post is generating an underspend of £34k, which is being used to offset the overspend of £15k in Environmental Health, which is due to additional staffing costs for a shared service lead.
- Additional grant funding relating to Homelessness of £49k is shown as a surplus because there are not yet definitive plans for spending this.

# Agenda Item 6

- Housing Support is forecast to underspend due to the expected level of the admin charge for Disabled Facilities Grants, which is charged to capital expenditure; it is expected that this will be £50k higher than the budget. The charge is based on the value of capital expenditure incurred, which is forecast to be much higher than the level assumed when the budget was set.

## **16. Customer and Digital – underspend of £143k**

- There is a surplus forecast of £149k on the housing benefit subsidy, based on the mid-year estimate.
- The Customer Services and the Revenues and Benefits cost centres have a forecast underspend of £138k on staffing costs due to vacant posts; a service review is in progress.
- Parks and Neighbourhoods is underspent on staffing by £18k due to vacancies
- This is offset by reduced income from court summonses of £95k and parking income of £93k.
- Garden waste income has a surplus of £87k but trade waste income is down by £16k.

## **17. Governance – overspend of £30k**

- £23k of this relates to a forecast overspend on Democratic Services due to additional staffing costs.

## **18. Planning and Development – underspend of £141k**

- Planning fee income is forecast to be in surplus by £71k against the budget. There are also staffing vacancies resulting in further underspends of £40k.
- The apprentices budget within the Investment and Skills service has an underspend of £44k due to vacancies.

## **19. Policy – overspend of £22k**

- Shared Financial Services has a forecasted overspend of £20k due to additional costs for agency staff. This is a temporary cost increase while business grants are brought to a close.

## **20. Budgets Not In Directorates – overspend of £386k**

- As noted in the last Revenue Monitoring Report presented to Cabinet in September, additional pension contributions of £353k will be required due to an underpayment of advance pension contributions paid to the Lancashire Pension Fund in April 2020. This has resulted in an in-year overspend of £240k on pensions.
- The original revenue budget included savings targets of £150k for staffing turnover and £40k for expanding shared services. The full savings of £150k have already been achieved and these have been deducted from directorate staffing budgets; £75k to Communities and £75k to Customer and Digital. The £40k savings target in respect of shared services will be identified following the reviews currently in progress.
- Parish precepts are £44k higher than budget due to the fact that their value was not available when the budget was set.
- Net Interest Receivable/Payable is forecast to be £63k overspent for 2021/22.

## **21. Covid-19 - underspend of £286k**

- £80k additional income is anticipated from the governments Covid-19 Sales, Fees and Charges Compensation Scheme to offset losses incurred in the first quarter of 2021/22.
- £206k additional income is anticipated from the Covid-19 Containing Outbreak Management Fund (COMF) to offset against staffing costs across various services.

## **22. Funding – No variations in funding are forecasted at this stage.**



# Agenda Item 6

## Section B: General Fund Resources and Balances

23. With regard to working balances, and as detailed in **Appendix 3**, the Council holds a £4.1m General Fund balance to manage budget risks not covered by earmarked reserves or provisions. The forecast outturn for 2021/22 shows a projected General Fund closing balance of £4.415m as detailed below.

| <b>Summary of Movement in General Reserves</b>          | <b>£m</b>      |
|---|----------------|
| General Fund Reserves as at 1 <sup>st</sup> April 2021  | (4.141)        |
| Forecast revenue budget (surplus) / deficit             | (0.274)        |
| <b>Forecast General Reserve Closing Balance 2021/22</b> | <b>(4.415)</b> |

24. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2021/22.

25. Taking account of the adjustments highlighted in **Appendix 3**, the forecasted level of Earmarked reserves held for discretionary use by the Council at 31<sup>st</sup> March 2022 is £11.797m compared to a balance of £23.007m at 31<sup>st</sup> March 2021.

| <b>Summary of Movement in Earmarked Reserves</b>   | <b>£m</b>       |
|--|-----------------|
| Earmarked Reserves as at 1 <sup>st</sup> April 2021  | (23.007)        |
| Use of revenue reserves for capital financing  | 4.672           |
| Release of S31 grant received in 2020/21 (and held in reserves) in respect of Business Rates reliefs stipulated by the government during – this offsets the resulting deficit brought forward on the Collection Fund | 4.890           |
| Forecast use of other earmarked reserves   | 1.648           |
| <b>Forecast Earmarked Reserves Closing Balance 2021/22</b>   | <b>(11.797)</b> |

26. Amounts within the forecast use of 'other earmarked reserves' include;

- £306k from the leisure reserve in relation to one-off costs involved in bringing leisure services in-house from 1<sup>st</sup> April 2021 and transferring to a local authority trading company
- £242k from the Section 106 reserve relating to a specific section 106 agreement that requires the receipt to be paid over to City Deal.
- £236k from the business rates retention reserve to address the additional pension contributions required in relation to 2020/21.
- £177k to fund costs associated with the local plan.
- £150k from the business grants reserve to contribute to the wider programme of support to businesses, using Covid Additional Restrictions Grant funding.
- £113k of funding carried forward to be used for stock condition surveys for the Councils properties.
- The remainder of the movements are various, smaller adjustments related to revenue spending.

# Agenda Item 6

## Climate change and air quality

27. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

## Equality and diversity

28. None

## Risk

29. Please summarise the key risks identified in any risk assessments.

## Comments of the Statutory Finance Officer

30. The financial implications are contained within this report.

## Comments of the Monitoring Officer

31. None

## Background documents

32. There are no background papers to this report.

## Appendices

Appendix 1 – Revenue 2021/22 - position as at 30th September 2021

Appendix 2 – Revenue Budget Movements as at 30th September 2021

Appendix 3 – 2021/22 Reserves Programme position as at 30th September 2021

Appendix 4 – Staffing Vacancies as at 30th September 2021

| Report Author:  | Email:  | Telephone:      | Date:    |
|---|---|-----------------|----------|
| Neil Halton (Principal Management Accountant), James McNulty (Senior Management Accountant) | neil.halton@southribble.gov.uk,<br>louise.mattinson@southribble.gov.uk,<br>james.mcnulty@southribble.gov.uk | 01772<br>625625 | 28/10/21 |

# APPENDIX 1

## Revenue 2021/22 - position as at 30th September 2021

| Directorate                             | Department / Section                       | Original Budget | Budget at 30th Sept 2021 | Forecast Outturn based on position at 30th Sept 2021 | Variance (Under) / Overspend |
|---|--|-----------------|--------------------------|--|------------------------------|
| <b>Commercial &amp; Property</b>        | Community Centres                          | 12              | 12                       | (3)  | (15)                         |
|   | Departmental Costs                         | 117             | 117                      | 119  | 2                            |
|   | Housing Delivery                           | (33)            | (33)                     | (29)   | 4                            |
|   | Investment Properties                      | (691)           | (691)                    | (591)  | 100                          |
|   | Leisure                                    | 1,438           | 1,438                    | 1,360  | (78)                         |
|   | Projects & Development                     | 216             | 216                      | 188  | (28)                         |
|   | Property Services                          | 649             | 691                      | 746  | 55                           |
| <b>Commercial &amp; Property Total</b>  |  | <b>1,708</b>    | <b>1,750</b>             | <b>1,790</b>   | <b>39</b>                    |
| <b>Communities</b>                      | Community Involvement                      | 625             | 580                      | 524  | (56)                         |
|   | Departmental Costs                         | 44              | 82                       | 48   | (34)                         |
|   | Environmental Health                       | 549             | 579                      | 594  | 16                           |
|   | Homelessness                               | 350             | 350                      | 306  | (44)                         |
|   | Housing Support                            | 128             | 98                       | 34   | (64)                         |
| <b>Communities Total</b>                |  | <b>1,695</b>    | <b>1,689</b>             | <b>1,506</b>   | <b>(182)</b>                 |
| <b>Customer &amp; Digital</b>           | Customer Services and Revenue and Benefits | 753             | 678                      | 484  | (194)                        |
|   | Departmental Costs                         | 120             | 120                      | 103  | (17)                         |
|   | Information Services                       | 1,600           | 1,638                    | 1,689  | 50                           |
|   | Parks and Neighbourhoods                   | 2,469           | 2,398                    | 2,380  | (18)                         |
|   | Transport                                  | 336             | 336                      | 403  | 67                           |
|   | Waste Management                           | 1,047           | 1,047                    | 1,016  | (31)                         |
| <b>Customer &amp; Digital Total</b>     |  | <b>6,325</b>    | <b>6,217</b>             | <b>6,075</b>   | <b>(143)</b>                 |
| <b>Governance</b>                       | Civic Services                             | -               | -                        | -  | (0)                          |
|   | Democratic Services                        | 785             | 785                      | 815  | 31                           |
|   | Departmental Costs                         | 228             | 228                      | 217  | (11)                         |
|   | Legal                                      | 300             | 303                      | 303  | 1                            |
|   | Shared Assurance Services                  | 481             | 481                      | 491  | 10                           |
| <b>Governance Total</b>                 |  | <b>1,794</b>    | <b>1,796</b>             | <b>1,826</b>   | <b>30</b>                    |
| <b>Planning &amp; Development</b>       | Building Control                           | (56)            | (0)                      | 6  | 7                            |
|   | City Deal                                  | (129)           | (129)                    | (129)  | -                            |
|   | Departmental Costs                         | 112             | 44                       | 48   | 4                            |
|   | Investment and Skills                      | 408             | 408                      | 365  | (43)                         |
|   | Licensing                                  | 4               | 4                        | 7  | 3                            |
|   | Planning                                   | 320             | 256                      | 145  | (111)                        |
| <b>Planning &amp; Development Total</b> |  | <b>659</b>      | <b>582</b>               | <b>442</b>   | <b>(141)</b>                 |
| <b>Policy</b>                           | Communications & Visitor Economy           | 343             | 343                      | 346  | 3                            |
|   | Corporate                                  | 193             | 193                      | 202  | 8                            |
|   | Shared Financial Services                  | 673             | 671                      | 691  | 20                           |
|   | Transformation & Partnerships              | 675             | 675                      | 665  | (10)                         |
| <b>Policy Total</b>                     |  | <b>1,885</b>    | <b>1,882</b>             | <b>1,904</b>   | <b>22</b>                    |

| Directorate                              | Department / Section         | Original Budget | Budget at 30th Sept 2021 | Forecast Outturn based on position at 30th Sept 2021 | Variance (Under) / Overspend |
|--|------------------------------|-----------------|--------------------------|--|------------------------------|
| <b>Budgets Not In Directorates</b>       | Covid-19                     | -               | -                        | (286)  | (286)                        |
|  | Debt Repayment               | 298             | 298                      | 298  | -                            |
|  | Interest                     | (118)           | (118)                    | (55)   | 63                           |
|  | Parish Precepts              | 434             | 434                      | 478  | 44                           |
|  | Pensions Costs               | (11)            | (11)                     | 229  | 240                          |
|  | Savings Targets              | (190)           | (40)                     |  | 40                           |
| <b>Budgets Not In Directorates Total</b> |                              | <b>414</b>      | <b>564</b>               | <b>664</b>   | <b>100</b>                   |
| <b>Funding</b>                           | Council Tax                  | (8,599)         | (8,599)                  | (8,599)  | -                            |
|  | Lower Tier Support Grant     | (100)           | (100)                    | (100)  | -                            |
|  | New Homes Bonus              | (363)           | (363)                    | (363)  | -                            |
|  | Reserves                     | (124)           | (124)                    | (124)  | -                            |
|  | Retained Business Rates      | (3,829)         | (3,829)                  | (3,829)  | -                            |
|  | Section 31 Government Grants | (1,465)         | (1,465)                  | (1,465)  | -                            |
| <b>Funding Total</b>                     |                              | <b>(14,480)</b> | <b>(14,480)</b>          | <b>(14,480)</b>                                      | <b>-</b>                     |
| <b>Grand Total</b>                       |                              | <b>-</b>        | <b>-</b>                 | <b>(274)</b>   | <b>(274)</b>                 |

## APPENDIX 2

### Revenue Budget Movements as at 30th September 2021

| Directorate   | Commercial & Property | Communities | Customer & Digital | Governance | Planning & Development | Policy | Budgets Not In Directorates | Funding  | TOTAL |
|---|-----------------------|-------------|--------------------|------------|------------------------|--------|-----------------------------|----------|-------|
| Budget approved by Council 26th Feb 2021                    | 1,708                 | 1,695       | 6,325              | 1,794      | 659                    | 1,885  | 414                         | (14,480) | -     |
| <b>Transfers between directorates</b>                       |                       |             |                    |            |                        |        |                             |          |       |
| Realignment of staffing budgets                             | 42                    | 68          | (33)               | 3          | (77)                   | (3)    |                             |          | -     |
| <b>Allocation of savings targets</b>                        |                       |             |                    |            |                        |        |                             |          |       |
| Staffing turnover   |                       | (75)        | (75)               |            |                        |        | 150                         |          | -     |
| <b>Carry forward of grants and other budgets to 2022/23</b> |                       |             |                    |            |                        |        |                             |          |       |
|   |                       |             |                    |            |                        |        |                             |          | -     |
|   |                       |             |                    |            |                        |        |                             |          | -     |
| <b>Transfers (to) / from Earmarked reserves</b>             |                       |             |                    |            |                        |        |                             |          |       |
| Defibrillators net expenditure                              |                       | 25          |                    |            |                        |        |                             |          | 25    |
| Defibrillators contribution from New Burdens reserve        |                       | (25)        |                    |            |                        |        |                             |          | (25)  |
|   |                       |             |                    |            |                        |        |                             |          | -     |
| <b>Transfers (to) / from General Fund reserves</b>          |                       |             |                    |            |                        |        |                             |          |       |
|   |                       |             |                    |            |                        |        |                             |          | -     |
|   |                       |             |                    |            |                        |        |                             |          | -     |
| <b>Other budget adjustments</b>                             |                       |             |                    |            |                        |        |                             |          |       |
|   |                       |             |                    |            |                        |        |                             |          | -     |
|   |                       |             |                    |            |                        |        |                             |          | -     |
| Revised Budget as at 31st July 2021                         | 1,750                 | 1,689       | 6,217              | 1,796      | 582                    | 1,882  | 564                         | (14,480) | -     |

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# APPENDIX 3

## 2021/22 Reserves Programme position as at 30th September 2021

| Reserves                                      | Balance at 1st April 2021<br>£'000 | Forecasted Movements               |                                  |                                | Forecasted Balance 31st March 2022<br>£'000 |
|---|------------------------------------|------------------------------------|----------------------------------|--------------------------------|---|
|   |                                    | Movement Between Reserves<br>£'000 | Transfers From Reserves<br>£'000 | Transfers To Reserves<br>£'000 |   |
| <b>General Fund Balance</b>                   | <b>(4,141)</b>                     | <b>-</b>                           | <b>-</b>                         | <b>(274)</b>                   | <b>(4,415)</b>                              |
| <b>Corporate Reserves</b>                     |                                    |                                    |                                  |                                |   |
| Borough Investment account                    | (4,404)                            |                                    | 1,823                            |                                | (2,581)                                     |
| Brexit Preparation Grant                      | (36)                               |                                    |                                  |                                | (36)  |
| Business rates retention reserve              | (3,144)                            | 236                                |                                  |                                | (2,908)                                     |
| Business rates temporary surplus to be repaid | (5,244)                            |                                    | 4,890                            |                                | (354)                                       |
| Capital Funding Reserve                       | (1,851)                            |                                    | 1,851                            |                                | -   |
| City Deal                                     | (1,851)                            |                                    |                                  |                                | (1,851)                                     |
| Climate Emergency                             | (250)                              |                                    |                                  |                                | (250)                                       |
| Community Wealth Building                     | (150)                              |                                    |                                  |                                | (150)                                       |
| Covid Commitments Reserve                     | (654)                              |                                    |                                  |                                | (654)                                       |
| Covid Recovery Fund                           | (675)                              |                                    |                                  |                                | (675)                                       |
| Income Equalisation Reserve                   | (150)                              |                                    |                                  |                                | (150)                                       |
| Income Investment Reserve                     | (250)                              |                                    | 10                               |                                | (240)                                       |
| New Burdens Grant                             | (99)                               |                                    | 25                               |                                | (74)  |
| Pensions Reserve                              | -                                  | (236)                              | 236                              |                                | -   |
| Restructure costs                             | (200)                              |                                    | 70                               |                                | (130)                                       |
| Section 106 Revenue Reserve                   | (242)                              |                                    | 242                              |                                | -   |
| Shared Services Implementation                | (48)                               |                                    |                                  |                                | (48)  |
| Towns Fund                                    | (76)                               |                                    | 76                               |                                | -   |
| Transformation Reserve                        | (230)                              |                                    | 230                              |                                | -   |

| Reserves                        | Balance at 1st<br>April 2021<br>£'000 | Forecasted Movements                     |  |                                   | Forecasted<br>Balance 31st<br>March 2022<br>£'000 |
|---------------------------------|---------------------------------------|--|--|-----------------------------------|---|
|                                 |                                       | Movement<br>Between<br>Reserves<br>£'000 | Transfers<br>From<br>Reserves<br>£'000 | Transfers To<br>Reserves<br>£'000 |   |
| <b>Commercial and Property</b>  |                                       |  |  |                                   |   |
| Asset Maintenance Reserve       | (400)                                 |  | 250                                    |                                   | (150)   |
| Extra Care                      | (50)                                  |  | 50                                     |                                   | -   |
| Leisure Reserve                 | (546)                                 |  | 306                                    |                                   | (240)   |
| Leisure Strategy                | (15)                                  |  |  |                                   | (15)  |
| Repairs and Maintenance Fund    | (500)                                 |  | 400                                    |                                   | (100)   |
| Stock condition surveys         | (113)                                 |  | 113                                    |                                   | -   |
| <b>Communities</b>              |                                       |  |  |                                   |   |
| Community Hubs Reserve          | (109)                                 |  |  |                                   | (109)   |
| Energy efficiency               | (27)                                  |  | 27                                     |                                   | -   |
| Homelessness prevention grants  | (144)                                 |  |  |                                   | (144)   |
| Housing Standards Enforcement   | (32)                                  |  |  |                                   | (32)  |
| Mental Health for Young People  | (50)                                  |  | 3                                      |                                   | (47)  |
| Sports Development              | (297)                                 |  | 22                                     |                                   | (275)   |
| <b>Customer and Digital</b>     |                                       |  |  |                                   |   |
| Grounds Maintenance             | (7)                                   |  | 7                                      |                                   | -   |
| IT underspend non-staffing      | (88)                                  |  | 88                                     |                                   | -   |
| Office supplies underspend      | (36)                                  |  | 36                                     |                                   | -   |
| <b>Governance</b>               |                                       |  |  |                                   |   |
| Borough council elections       | (160)                                 |  |  |                                   | (160)   |
| Internal Audit                  | (14)                                  |  | 14                                     |                                   | -   |
| <b>Planning and Development</b> |                                       |  |  |                                   |   |
| Apprentice factory website      | (15)                                  |  |  |                                   | (15)  |
| Business Grants                 | (150)                                 |  | 150                                    |                                   | -   |
| Business Support                | (44)                                  |  |  |                                   | (44)  |
| Economic Development            | (20)                                  |  |  |                                   | (20)  |
| Housing needs survey            | (80)                                  |  |  | (20)                              | (100)   |



| Reserves                                      | Balance at 1st April 2021<br>£'000 | Forecasted Movements               |                                  |                                | Forecasted Balance 31st March 2022<br>£'000 |
|---|------------------------------------|------------------------------------|----------------------------------|--------------------------------|---|
|   |                                    | Movement Between Reserves<br>£'000 | Transfers From Reserves<br>£'000 | Transfers To Reserves<br>£'000 |   |
| Local Plans                                   | (267)                              |                                    | 177                              |                                | (91)  |
| <b>Policy</b>                                 |                                    |                                    |                                  |                                |   |
| Communications                                | (31)                               |                                    |                                  |                                | (31)  |
| Credit Union                                  | (149)                              |                                    | 66                               |                                | (83)  |
| Events  | (48)                               |                                    | 20                               |                                | (28)  |
| Music Festival                                | (48)                               |                                    | 48                               |                                | -   |
| Performance Reward Grant                      | (11)                               |                                    |                                  |                                | (11)  |
| Policy and Performance                        | (2)                                |                                    | 2                                |                                | -   |
| <b>Total Earmarked Reserves</b>               | <b>(23,007)</b>                    | <b>-</b>                           | <b>11,230</b>                    | <b>(20)</b>                    | <b>(11,797)</b>                             |
| <b>Total Reserves - General and Earmarked</b> | <b>(27,149)</b>                    | <b>-</b>                           | <b>11,230</b>                    | <b>(294)</b>                   | <b>(16,213)</b>                             |

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**Posts held pending review**

| <b>Post Description</b>                   | <b>Shared Services</b> | <b>Notes</b>  |
|---|------------------------|---|
| <b>Commercial and Property</b>            |                        |   |
| Facilities Team Leader                    |                        | Vacant since March 2021. The budget is funding temporary arrangement in the facilities and estates teams. A review of the services is planned.                        |
| Leisure Partnership Development Manager   |                        | Vacant since April 2021   |
| Graphic Designer (0.51 FTE)               |                        | Vacant throughout 2020/21. The budget is funding temporary arrangements in the facilities and estates teams.  |
| Engineering Technician                    |                        | As above  |
| <b>Communities</b>                        |                        |   |
| Sports Development Officer (0.86 FTE)     |                        | A review of staffing across Sports Development is currently taking place. There are various temporary arrangements in place using different allocation grant funding. |
| Project Co-ordinator (Sports Development) |                        |   |
| Wellbeing Development Officer             |                        |   |
| <b>Customer and Digital</b>               |                        |   |
| Gateway Team Leader                       | Y                      | A shared services review of the Gateway team is ongoing   |
| Gateway Officer                           | Y                      |   |
| Benefits Assessor                         | Y                      | A shared services review of the Revenues and Benefits team is ongoing   |
| Visiting Officer                          | Y                      |   |
| Revenues Assistant (1.3 FTE)              | Y                      |   |
| Revenues and Benefits Officer             | Y                      |   |
| Clerical Assistant                        | Y                      |   |
| Technical Support Analyst                 | Y                      | A shared services review of IT is ongoing   |
| Senior Network Support Analyst            | Y                      |   |
| LLPG Officer                              | Y                      |   |
| Security Support Officer                  | Y                      |   |
| Senior Assistant                          |                        |   |

**Notes:**

FTE stands for Full Time Equivalent and is used for part-time posts to show a comparison against a full-time post.

## Posts where the post-holder has been seconded to a Covid-specific role

| Post Description                     | Shared Services | Notes  |
|--------------------------------------|-----------------|--|
| <b>Communities</b>                   |                 | Some of these posts may be filled temporarily until the post holder returns. |
| Senior Community Involvement Officer |                 |  |
| <b>Customer and Digital</b>          |                 |  |
| Gateway Officer (3 FTE)              | Y               |  |
| Neighbourhood Officer (0.5 FTE)      |                 |  |
| Waste Monitoring Officer             |                 |  |
| Arborist                             |                 |  |

## Other Vacancies

| Post Description                                     | Shared Services | Notes  |
|--|-----------------|--|
| <b>Communities</b>                                   |                 |  |
| Community Involvement Officer                        |                 | Vacant since July 2021   |
| Assistant Director of Housing & Property             |                 | Vacant through 2020/21. The budget is funding a shared Environmental Health Manager post and a new Communities Team Leader post. |
| Environmental Health Technician                      |                 | Vacant since July 2021   |
| Community Safety Officer                             |                 | Vacant since September 2021  |
| <b>Customer and Digital</b>                          |                 |  |
| ICT Team Leader                                      | Y               | Vacant since 23/09/21  |
| Assistant Director of Neighbourhoods                 | Y               | Vacant since May 2021  |
| Team Operative                                       |                 | Vacant since 10/09/21  |
| <b>Governance</b>                                    |                 |  |
| Executive Officer                                    | Y               | Became vacant in July 2021   |
| Audit & Risk Assistant                               | Y               | Became vacant in October 2021  |
| Executive Assistant                                  | Y               | Became vacant in September 2021  |
| <b>Planning &amp; Development</b>                    |                 |  |
| Head of Licensing                                    |                 | Vacant throughout 2020/21  |
| (Apprentice) Internal Applicant or Mature Apprentice |                 | Will be recruited to in the next round of apprentices.   |
| Apprentice (3 FTE)                                   |                 | These will be recruited to in the next round of apprentices  |
| Business Development Officer                         |                 | Vacant since April 2021. Will be recruited to once work on Covid business grants is complete.                                    |
| Strategic Housing Officer                            |                 | Vacant since May 2021  |
| <b>Policy</b>  |                 |  |
| Museum Curator                                       | Y               | Vacant since May 2020 but the budget has been used to fund a temporary resource.   |

| Report of   | Meeting                               | Date                           |
|---|---------------------------------------|--------------------------------|
| Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets)) | Scrutiny Budget and Performance Panel | 15 <sup>th</sup> November 2021 |
|   | Cabinet                               | 17 <sup>th</sup> November 2021 |

|                              |    |
|------------------------------|----|
| Is this report confidential? | No |
|------------------------------|----|

|                       |     |
|-----------------------|-----|
| Is this decision key? | Yes |
|-----------------------|-----|

|  |  |
|--|--|
| <b>Savings or expenditure amounting to greater than £100,000</b> | <b>Significant impact on 2 or more council wards</b> |
|--|--|

## **2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report – position as at 30<sup>th</sup> September 2021**

### **Purpose of the Report**

1. This report outlines the overall financial position of the Council in respect of the capital programme as at 30<sup>th</sup> September 2021, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council's Balance Sheet as at 30<sup>th</sup> September 2021.

### **Recommendations to Cabinet**

2. To approve the revised capital programme as attached at **Appendix A** which includes approved amendments to the programme, as detailed at point 11 of this report, since the last Capital Monitoring report was approved by Cabinet in September;
3. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
4. To note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances, and debtors as at 30<sup>th</sup> September 2021.

### **Reasons for Recommendations**

5. To ensure the Council's Capital Programme is monitored effectively.

### **Alternative Options Considered and Rejected**

6. None

### Corporate priorities

7. The report relates to the following corporate priorities:

|   |   |
|---|---|
| <b>An exemplary council</b>                         | <b>Thriving communities</b>                     |
| <b>A fair local economy that works for everyone</b> | <b>Good homes, green spaces, healthy places</b> |

### Background

8. The capital budget for 2021/22 was set at £15.814m in February 2021. It was increased following approval of the outturn to £21.380m. In the last monitoring report, approved at Cabinet in September 2021, the budget was increased to £22.081m.

### Section A: Capital Programme

#### Key Issues

9. The total cost of the Council's capital investment programme for 2021/22 has decreased from £22.081m, as approved by Cabinet in the last monitoring report, to £16.159m at 30th September 2021; this includes the variations approved since the last report, along with those contained within in this report itself. A summary of the total costs of the programme, and the funding of this, is detailed at **Appendix A**.
10. The net variation of £5.922m is detailed by scheme in **Appendix B**. The net variation includes those variations approved since the previous monitoring report and variations in respect of the reprofiling of budgets within the existing programme.
11. Budget variations approved since the previous monitoring report are shown in the table below and have resulted in an increase of £0.836m in the 2021/22 capital programme and a decrease of £0.026m in the programme for 2022/23.

| Scheme   | Increase / (Reduction) 2021/22<br>£'000 | Increase / (Reduction) 2022/23 and future years<br>£'000 | Approved by | Date approved |
|--|---|--|-------------|---------------|
| <b>Good homes, green spaces and healthy places</b>       |   |  |             |               |
| Farmyard Cottages in Worden Park - windows and rendering | 26                                      | -  | EMD         | 30/09/21      |
| Farmyard Cottages in Worden Park - heating               | -                                       | (26)   | EMD         | 30/09/21      |
| Affordable Housing - former McKenzie Arms, Bamber Bridge | 810                                     | -  | Council     | 22/09/21      |
| Leisure Centre refurbishments                            | (180)                                   | -  | Cabinet     | 15/09/21      |
| Tennis Centre car park                                   | 180                                     | -  | Cabinet     | 15/09/21      |
| Leisure Centre refurbishments                            | -                                       | (500)  | Council     | 22/09/21      |
| Decarbonisation of Leisure Centres                       | -                                       | 500  | Council     | 22/09/21      |
| <b>Thriving Communities</b>                              |   |  |             |               |
| Leisure Local  | (175)                                   | -  | Cabinet     | 15/09/21      |
| Vernon Carus Sports Club                                 | 175                                     | -  | Cabinet     | 15/09/21      |
| <b>An exemplary council</b>                              |   |  |             |               |
| IT Unallocated Funding                                   | (50)                                    | -  | EMD         | 04/09/21      |
| Revenues and Benefits Software Upgrade                   | 50                                      | -  | EMD         | 04/09/21      |

12. The budgets for the following schemes have been reduced to reflect the fact that the tendered prices have come in lower than the estimated budget values:

- Open Spaces – Bent Lane reduction of £50k
- Lostock Hall Football Facility reduction of £25k
- A Tree for Every Resident reduction of £51k
- Parking Meter Replacements reduction of £15k

13. The budgets for the following scheme has been reduced following final completion of the project:

- Affordable Housing - Tom Hanson House, Station Road, Bamber Bridge reduction of £13k

14. Slippage and re-profiling of budgets between 2021/22 and 2022/23, since the previous report, totals £6.660m as detailed on the individual schemes in **Appendix B**. The largest movements are shown in the table below and explanations in the major variations section that follows.

| <b>Scheme</b>  | <b>Paragraph Ref</b> | <b>Slippage and Reprofiled<br/>£'000</b> |
|--|----------------------|--|
| Green Infrastructure unallocated                         | 17                   | (155)                                    |
| Council Leisure Facilities other than Leisure Centres    | 20                   | (175)                                    |
| Affordable Housing - former McKenzie Arms, Bamber Bridge | 21                   | (1,710)                                  |
| Masterplanning & Regen - Leyland                         | 22                   | (2,000)                                  |
| Town Deal RIBA Stage 3                                   | 23                   | (1,527)                                  |
| Civic Centre New Entrance                                | 26                   | (150)                                    |
| Vehicles and Plant replacement programme                 | 27                   | (763)                                    |
| Other Schemes  |                      | (181)                                    |
| <b>Total</b>   |                      | <b>(6,660)</b>                           |

15. As at 30th September 2021 the capital expenditure across the programme was £2.800m representing 17.3% of the current, revised projected capital spend for the year. While spend in relation to the overall programme is currently relatively low, several large projects are underway (e.g. Worden Hall, Sport Pitch Hub, Affordable Housing at former McKenzie Arms, Town Deal) and will incur significant spend over the coming months.

16. No further capital receipts have been received since the last monitoring report. The total value of capital receipts as at 30<sup>th</sup> September 2021 is £70k.

### **Major Variations in the 2021/22 Capital Programme since the previous report**

#### **Good Homes, Green Spaces and Healthy Places**

17. The green infrastructure budget of £155k has not yet been allocated to specific projects and has been reprofiled to 2022/23. Spending on Leyland Loop is estimated to be £26k below budget and this residual amount has also been reprofiled to 2022/23.

18. The Leisure Centre Refurbishments scheme had a budget of £530k in 2021/22. Two projects have been split out within the overarching scheme and are now included as separate budget lines; work to the Tennis Centre Car Park (£100k) and Reception Refurbishments (£400k). Of the remaining budget for Leisure Centre Refurbishments, £30k has been reprofiled into 2022/23.

19. £500k has been allocated from the Leisure Centre Refurbishments budget in 2022/23 to a new scheme, 'Decarbonisation of Leisure Centres', in line with the report to Council on 22<sup>nd</sup> September 2021. This represents the initial match funding from the Council that has been included in a grant application for approximately £4.0m. If and when the application is successful, the budget will be increased accordingly.

20. Again following a review of the project spend profiles for all capital schemes, £175k of the budget for 'Council Leisure Facilities other than Leisure Centres' has been reprofiled from



2021/22 into 2022/23. The revised budget of £100k will cover work to Worden Park Pavilion and Gregson Green Pavilion.

21. Affordable Housing – former McKenzie Arms has an approved budget increase of £810k. funded by £675k expected grant from Homes England and additional Section 106 funding of £135k as detailed in the report to Council on 22<sup>nd</sup> September 2021. A review of the spend profile has been undertaken and £1.710m of the budget has been transferred from 2021/22 to 2022/23.

### **A Fair Economy that works for everyone**

22. Again, following the scheme by scheme review, the Masterplanning Leyland budget of £2.0m has been reprofiled to 2022/23 and will be incorporated into the wider Town Deal project.
23. Of the Town Deal RIBA Stage 3 budget of £2.774m, £1.527m has been reprofiled from 2021/22 to 2022/23. This means the revised budget for 2021/22 is £1.248m, which matches the value of grant that has been received to date.

### **Thriving Communities**

24. The Penwortham Community Centre Improvements budget for 2022/23 was set at £150k, with an assumed £75k contribution from Penwortham Town Council. The budget has been reduced to £100k and the assumed contribution removed.

### **An Exemplary Council**

25. The budgets for the four projects relating to decarbonisation works in the Civic Centre – Building Management System, Solar Panels, LED Lighting and Hot Water System – have been adjusted to reflect the revised costs following procurement exercises. There is an overall increase of £5k against the total budget of £145k.
26. The Civic Centre 3<sup>rd</sup> floor and new entrance projects have been reprofiled to 2022/23 and these projects have been delayed because of the pandemic.
27. The vehicle replacement scheme budget of £763k has been reprofiled to 2022/23; this relates to 4 refuse vehicles which will not be delivered before the financial year end.

## **Section B: Balance Sheet**

### **Overview**

28. Strong balance sheet management assists in the effective use and control over the Council's asset and liabilities. Key assets comprise of the Council's tangible fixed assets, debtors, investments and bank balances. Key liabilities include long and short-term borrowing, creditors and reserves.

## Non-current Assets

29. Tangible non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. One fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed through the Capital Programme as reported in Appendices A and B.

## Borrowing and Investments

30. Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Director of Finance, her staff and the Council's independent Treasury Consultants, Link Treasury Services, and options for optimising treasury management activities are actively reviewed.

Both short and long-term borrowing interest rates were at low levels at the end of the period, having remained stable over the course of the year. Interest rates on investments have remained negligible throughout the period. It is projected that debt interest payable will be nil compared to a budget of £83k as the expected borrowing has not been required due to the timing of schemes within the capital programme, and due to positive cash balances. Interest receivable on cash and investments is forecasted to be £55k compared to a budget of £200k due to interest rates being lower than those estimated at budget setting.

|                                 | <b>Original Budget<br/>2021/22<br/>£'000</b> | <b>Forecast as at 30th<br/>September 2021/22<br/>£'000</b> |
|---------------------------------|--|--|
| Interest and Investment Income  | (200)  | (55)   |
| Debt Interest Payable           | 83   | 0  |
| Minimum Revenue Provision (MRP) | 298  | 298  |
| <b>TOTAL</b>                    | <b>181</b>                                   | <b>243</b>   |

31. The current borrowing and investment position is as follows;

|                                 | <b>As at 30<sup>th</sup> September<br/>2021<br/>£'000</b> | <b>As at 30<sup>th</sup><br/>September 2020<br/>£'000</b> |
|---------------------------------|---|---|
| Short term borrowing            | Nil   | Nil   |
| Long term borrowing             | Nil   | Nil   |
| <b>Total Borrowing</b>          | <b>Nil</b>  | <b>Nil</b>  |
| Investments made by the Council | 42,000  | 27,000  |
| Cash Balance                    | 17,939  | 18,062  |

## Debtors

32. The council has a corporate debt policy, as well as other specific policies for the management of debt in the key areas of council tax, business rates, and housing benefit overpayments. The table below summarises the collection performance of the various debts, and the total outstanding debt in the respective areas at 30th September 2021. The figures for the same point in time in the last financial year are not available and so for the purposes of comparison, the corresponding level of debt at 31<sup>st</sup> March 2021 is shown.

|   | <b>Position as at<br/>30th Sept 2021<br/>£'000</b> | <b>Position as at<br/>31<sup>st</sup> March 2021<br/>£'000</b> |
|---|--|--|
| <b>Council Tax</b>                              |  |  |
| Expected Council Tax 21/22                      | 73,930   | 69,675   |
| Current year balance outstanding                | 29,330   | 2,149  |
| Previous years balance outstanding              | 4,770  | 3,266  |
| <b>Total Council Tax balance outstanding</b>    | <b>34,100</b>                                      | <b>5,415</b>   |
| Collection Rates                                | 56.50%   | 96.80%   |
| <b>Business Rates</b>                           |  |  |
| Expected Business Rates 21/22                   | 33,891   | 24,821   |
| Current year balance outstanding                | 15,604   | 1,285  |
| Previous year balance outstanding               | 1,478  | 744  |
| <b>Total Business Rates balance outstanding</b> | <b>17,082</b>                                      | <b>2,030</b>   |
| Collection Rates                                | 51.97%   | 95.02%   |
| <b>Housing Benefit</b>                          |  |  |
| Overpayment balances outstanding                | 898  | 976  |
| <b>Sundry Debtors</b>                           | <b>30th Sept 2021</b>                              | <b>31st July 2021</b>  |
| Balance outstanding                             | 1,133  | 1,360  |

33. Business Rates collection can fluctuate month on month but collection is currently broadly in line with expectations. Expected Business Rates for 2021/22 are much higher compared to those for last year due to the Covid reliefs that were applied in 2020/21 which are no longer applicable in 2021/22.
34. For debts relating to Housing Benefit and Sundry Debtors, in line with accounting standards and practice, the Council holds a provision for bad debt.
35. In respect of the figures above, the Council's share represents 11.7% of Council tax Income and 17.8% of Business Rates Income.

#### **Climate change and air quality**

36. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

#### **Equality and diversity**

37. None

#### **Risk**

38. Any risks are addressed in the body of the report.

#### **Comments of the Statutory Finance Officer**

39. The financial implications are contained within this report.

#### **Comments of the Monitoring Officer**

40. There are no concerns with this report from a Monitoring Officer perspective.

## Background documents

41. The information contained within the report is in line with the Capital Strategy and the Three Year Budget Forecast within the Medium Term Financial Strategy 2021-24, as approved by Council in February 2021.

## Appendices

Appendix A – 2021/22 Capital Programme

Appendix B – 2021/22 Capital Programme Scheme Variations

| Report Author:  | Email:  | Telephone:      | Date:    |
|---|---|-----------------|----------|
| Neil Halton (Principal Management Accountant), James McNulty (Senior Management Accountant) | neil.halton@southribble.gov.uk,<br>louise.mattinson@southribble.gov.uk,<br>james.mcnulty@southribble.gov.uk | 01772<br>625625 | 28/10/21 |

**Capital Programme 2021/22 - position as at 30th September 2021**

**APPENDIX A**

|  | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|--|---|--|---|------------------------------|---|
|--|---|--|---|------------------------------|---|

**COSTS**

|   |               |               |                |            |               |
|---|---------------|---------------|----------------|------------|---------------|
| Good homes, green spaces and healthy places | 10,338        | 12,024        | (2,096)        | 738        | 10,666        |
| A fair economy that works for everyone      | 2,200         | 6,147         | (3,527)        | (15)       | 2,606         |
| Thriving communities                        | 350           | 369           | (75)           | -          | 294           |
| An exemplary council                        | 2,926         | 3,541         | (963)          | 15         | 2,593         |
| <b>Total Forecast Expenditure</b>           | <b>15,814</b> | <b>22,081</b> | <b>(6,660)</b> | <b>738</b> | <b>16,159</b> |

**RESOURCES**

|  |               |               |                |              |               |
|--|---------------|---------------|----------------|--------------|---------------|
| Decarbonisation Grant                    | -             | 145           |                |              | 145           |
| Disabled Facilities Grants               | 1,027         | 1,267         |                |              | 1,267         |
| Homes England                            | -             | -             |                |              | -             |
| Lottery Funding                          | 213           | 324           |                |              | 324           |
| One Public Estate - Land Release Funding | -             | 83            |                |              | 83            |
| Sport England                            | -             | 816           |                |              | 816           |
| Town Deal                                | -             | 750           |                | 1,248        | 1,998         |
| <b>Government Grants</b>                 | <b>1,240</b>  | <b>3,385</b>  | <b>-</b>       | <b>1,248</b> | <b>4,632</b>  |
| Capital Receipts                         | -             | 70            |                |              | 70            |
| CIL                                      | 150           | 500           |                |              | 500           |
| External Contributions                   | 30            | 132           |                |              | 132           |
| Revenue Contributions                    | -             | 119           |                |              | 119           |
| Reserves                                 | 3,417         | 6,772         | (2,000)        | -            | 4,772         |
| Section 106 - Affordable                 | 1,700         | 1,851         | (900)          | (13)         | 938           |
| Section 106 - Other                      | 355           | 590           | (35)           | 150          | 704           |
| Unsupported Borrowing                    | 8,922         | 8,663         | (3,725)        | (646)        | 4,292         |
| <b>Total Forecast Resources</b>          | <b>15,814</b> | <b>22,081</b> | <b>(6,660)</b> | <b>738</b>   | <b>16,159</b> |

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
|--|---|---|------------------------------|--|

|               |               |              |              |               |
|---------------|---------------|--------------|--------------|---------------|
| 36,170        | 36,376        | 2,096        | (67)         | 38,405        |
| 2,000         | 2,060         | 3,527        | -            | 5,587         |
| 750           | 750           | 75           | (50)         | 775           |
| 1,444         | 1,444         | 963          | -            | 2,407         |
| <b>40,364</b> | <b>40,630</b> | <b>6,660</b> | <b>(117)</b> | <b>47,173</b> |

|               |               |              |              |               |
|---------------|---------------|--------------|--------------|---------------|
| -             | -             | -            |              | -             |
| 1,364         | 1,364         | -            |              | 1,364         |
| -             | -             | -            | 675          | 675           |
| -             | -             | -            |              | -             |
| -             | -             | -            |              | -             |
| -             | -             | -            |              | -             |
| -             | -             | -            |              | -             |
| <b>1,364</b>  | <b>1,364</b>  | <b>-</b>     | <b>675</b>   | <b>2,039</b>  |
| -             | -             | -            |              | -             |
| -             | -             | -            |              | -             |
| 3,075         | 3,075         | -            | (75)         | 3,000         |
| -             | -             | -            |              | -             |
| 600           | 581           | 2,000        | -            | 2,581         |
| 2,453         | 2,496         | 900          | 135          | 3,531         |
| 73            | 156           | 35           | (77)         | 115           |
| 32,798        | 32,958        | 3,725        | (775)        | 35,907        |
| <b>40,364</b> | <b>40,630</b> | <b>6,660</b> | <b>(117)</b> | <b>47,173</b> |

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**2021/22 Capital Programme - Scheme Variations as 30th September 2021**

**APPENDIX B**

| Scheme Name | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|-------------|---|--|---|------------------------------|---|
|-------------|---|--|---|------------------------------|---|

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
|--|---|---|------------------------------|--|

**Good homes, green spaces and healthy places**

**Green Infrastructure**

|   |            |            |              |          |            |
|---|------------|------------|--------------|----------|------------|
| Green Infrastructure unallocated        | 189        | 155        | (155)        |          | -          |
| Green Link - Penwortham Holme to Howick | 150        | 250        |              |          | 250        |
| Leyland Loop                            | 100        | 131        | (26)         |          | 105        |
| Bridleway in western Leyland            | -          | 81         |              |          | 81         |
| <b>Green Infrastructure Total</b>       | <b>439</b> | <b>616</b> | <b>(181)</b> | <b>-</b> | <b>436</b> |

|            |            |            |          |            |
|------------|------------|------------|----------|------------|
| 400        | 400        | 155        |          | 555        |
| -          | -          | -          |          | -          |
| -          | -          | 26         |          | 26         |
| -          | -          | -          |          | -          |
| <b>400</b> | <b>400</b> | <b>181</b> | <b>-</b> | <b>581</b> |

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**Worden Park**

|   |              |              |          |           |              |
|---|--------------|--------------|----------|-----------|--------------|
| Arboretum landscaping   | -            | 30           |          |           | 30           |
| Craft Units Windows and Security Grills                             | -            | -            |          |           | -            |
| Farmyard Cottages Windows and rendering                             | -            | 50           |          | 26        | 76           |
| Farmyard Cottages - Heating   | -            | -            |          |           | -            |
| Ice House front façade  | -            | 10           |          |           | 10           |
| Sewerage pumping station and septic tanks                           | 20           | 20           |          |           | 20           |
| Shaw Brook weirs and banking  | -            | -            |          |           | -            |
| Shaw Wood footpaths   | -            | -            |          |           | -            |
| Walled garden pot house - replace the building frame and base walls | 50           | 50           |          |           | 50           |
| Worden Park fountain  | 80           | 80           |          |           | 80           |
| Worden Park infrastructure and landscaping                          | 120          | -            |          |           | -            |
| Worden Hall refurbishment   | 1,450        | 2,195        |          |           | 2,195        |
| <b>Worden Park Total</b>  | <b>1,720</b> | <b>2,435</b> | <b>-</b> | <b>26</b> | <b>2,461</b> |

|              |              |          |             |              |
|--------------|--------------|----------|-------------|--------------|
| -            | -            | -        |             | -            |
| -            | 40           | -        |             | 40           |
| -            | -            | -        |             | -            |
| -            | 50           | -        | (26)        | 24           |
| -            | -            | -        |             | -            |
| -            | 20           | -        |             | 20           |
| 40           | 40           | -        |             | 40           |
| 33           | 33           | -        |             | 33           |
| 50           | 50           | -        |             | 50           |
| -            | -            | -        |             | -            |
| 312          | 351          | -        |             | 351          |
| 600          | 598          | -        |             | 598          |
| <b>1,035</b> | <b>1,181</b> | <b>-</b> | <b>(26)</b> | <b>1,155</b> |

| Scheme Name | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|-------------|---|--|---|------------------------------|---|
|-------------|---|--|---|------------------------------|---|

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
|--|---|---|------------------------------|--|

### Other Parks and Open Spaces

|  |              |              |          |             |              |
|--|--------------|--------------|----------|-------------|--------------|
| Hurst Grange Park drainage                                   | 25           | 25           |          |             | 25           |
| Hurst Grange Park Paths                                      | 40           | 40           |          |             | 40           |
| Hurst Grange Coach House Phase 2                             | 433          | 543          |          |             | 543          |
| Open Spaces - Bent Lane                                      | -            | 200          |          | (50)        | 150          |
| Open Spaces - Mounsey Road                                   | 50           | 25           |          |             | 25           |
| Other Parks - Footpaths (Fossdale Moss, Priory, Valley Road) | 45           | 45           |          |             | 45           |
| Playground - Haig Avenue                                     | 175          | 175          |          |             | 175          |
| Playground - Hurst Grange                                    | 35           | -            |          |             | -            |
| Playground - Bellis Way                                      | 10           | 22           |          |             | 22           |
| Playground - Bent Lane                                       | 175          | 175          |          |             | 175          |
| Playground - The Holme, Bamber Bridge                        | 175          | 175          |          |             | 175          |
| Playground - Moss Side Village Green                         | 125          | 125          |          |             | 125          |
| Playground - Birch Avenue, Penwortham                        | 75           | 75           |          |             | 75           |
| Playground - Margaret Road, Penwortham                       | -            | -            |          |             | -            |
| A tree for every resident                                    | 53           | 40           |          | (10)        | 30           |
| Withy Grove Park   | -            | -            |          |             | -            |
| <b>Other Parks and Open Spaces Total</b>                     | <b>1,416</b> | <b>1,665</b> | <b>-</b> | <b>(60)</b> | <b>1,605</b> |

|            |            |          |             |            |
|------------|------------|----------|-------------|------------|
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| -          | 25         | -        |             | 25         |
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| -          | -          | -        |             | -          |
| 50         | 50         | -        |             | 50         |
| 50         | 50         | -        |             | 50         |
| -          | -          | -        |             | -          |
| 100        | 100        | -        |             | 100        |
| 48         | 71         | -        | (41)        | 30         |
| 60         | 60         | -        |             | 60         |
| <b>308</b> | <b>356</b> | <b>-</b> | <b>(41)</b> | <b>315</b> |

### Sports and Leisure

|  |   |    |  |  |    |
|--|---|----|--|--|----|
| King George V Playing Fields, Higher Walton                  | - | 19 |  |  | 19 |
| King George V Playing Fields, Higher Walton Additional works | - | -  |  |  | -  |
| Leisure Facility   | - | -  |  |  | -  |

|               |               |          |   |               |
|---------------|---------------|----------|---|---------------|
| -             | -             | -        |   | -             |
| 25            | 25            | -        | - | 25            |
| <b>18,988</b> | <b>18,988</b> | <b>-</b> |   | <b>18,988</b> |



| Scheme Name   | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|---|---|--|---|------------------------------|---|
| Leisure Centre refurbishments                         | 500   | 530  | (30)  | (500)                        | -   |
| Tennis Centre car park                                | -   | -  |   | 100                          | 100   |
| Leisure Centre receptions                             | -   | -  |   | 400                          | 400   |
| Lostock Hall Football Facility (St Gerard's)          | -   | 145  |   | (25)                         | 120   |
| Sport Pitch Hub                                       | 3,200                                       | 2,800  |   |                              | 2,800                                       |
| Council Leisure Facilities other than Leisure Centres | -   | 275  | (175)   |                              | 100   |
| Decarbonisation of Leisure Centres                    | -   | -  |   |                              | -   |
| <b>Sports and Leisure Total</b>                       | <b>3,700</b>                                | <b>3,769</b>   | <b>(205)</b>  | <b>(25)</b>                  | <b>3,539</b>                                |

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
| 1,600  | 1,570   | 30  | (500)                        | 1,100  |
| -  | -   | -   |                              | -  |
| -  | -   | -   |                              | -  |
| -  | -   | -   |                              | -  |
| -  | -   | -   |                              | -  |
| -  | -   | 175   |                              | 175  |
| -  | -   | -   | 500                          | 500  |
| <b>20,613</b>  | <b>20,583</b>   | <b>205</b>  | <b>-</b>                     | <b>20,788</b>  |

**Housing**

|   |              |              |                |            |              |
|---|--------------|--------------|----------------|------------|--------------|
| Affordable Housing - former McKenzie Arms, Bamber Bridge    | 1,700        | 1,700        | (1,710)        | 810        | 800          |
| Affordable Housing - Tom House, Station Road, Bamber Bridge | -            | 164          |                | (13)       | 151          |
| Disabled Facilities Grants                                  | 1,027        | 1,267        |                |            | 1,267        |
| Extra Care scheme   | 200          | 200          |                |            | 200          |
| Empty Homes grants  | 39           | 39           |                |            | 39           |
| Next Steps Accom - Purchase 2 houses                        | -            | 70           |                |            | 70           |
| Private Sector home improvement grants                      | 98           | 98           |                |            | 98           |
| Sumpter Horse Site  | -            | -            |                |            | -            |
| <b>Housing Total</b>  | <b>3,064</b> | <b>3,538</b> | <b>(1,710)</b> | <b>797</b> | <b>2,625</b> |

|               |               |              |          |               |
|---------------|---------------|--------------|----------|---------------|
| 453           | 496           | 1,710        |          | 2,206         |
| -             | -             | -            |          | -             |
| 1,364         | 1,364         | -            |          | 1,364         |
| 9,800         | 9,800         | -            |          | 9,800         |
| -             | -             | -            |          | -             |
| -             | -             | -            |          | -             |
| 196           | 196           | -            |          | 196           |
| 2,000         | 2,000         | -            |          | 2,000         |
| <b>13,813</b> | <b>13,856</b> | <b>1,710</b> | <b>-</b> | <b>15,566</b> |

|  |        |        |         |     |        |
|--|--------|--------|---------|-----|--------|
| Good homes, green spaces and healthy place | 10,338 | 12,024 | (2,096) | 738 | 10,666 |
|--|--------|--------|---------|-----|--------|

|        |        |       |      |        |
|--------|--------|-------|------|--------|
| 36,170 | 36,376 | 2,096 | (67) | 38,405 |
|--------|--------|-------|------|--------|

| Scheme Name | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|-------------|---|--|---|------------------------------|---|
|-------------|---|--|---|------------------------------|---|

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
|--|---|---|------------------------------|--|

### A fair economy that works for everyone

|   |              |              |                |             |              |
|---|--------------|--------------|----------------|-------------|--------------|
| Car Park resurfacing, Ryefield Avenue, Penwortham | 40           | 40           |                |             | 40           |
| Church Road, Bamber Bridge                        | 40           | 40           |                |             | 40           |
| Leyland Train Station Ticket Office               | 45           | -            |                |             | -            |
| Acquisitions Quinn St                             | -            | 1,123        |                |             | 1,123        |
| Masterplanning & Regen - Leyland                  | 2,000        | 2,000        | (2,000)        |             | -            |
| Masterplanning & Regen - Penwortham               | -            | 50           |                |             | 50           |
| New Longton Regeneration                          | 75           | 75           |                |             | 75           |
| Parking Meters replacements                       | -            | 45           |                | (15)        | 30           |
| Town Deal RIBA Stage 3                            | -            | 2,774        | (1,527)        |             | 1,248        |
| Town Deal A Town Centre Transformation            | -            | -            |                |             | -            |
| Town Deal B Market Regeneration                   | -            | -            |                |             | -            |
| Town Deal C The Base2                             | -            | -            |                |             | -            |
| <b>A fair economy that works for everyone</b>     | <b>2,200</b> | <b>6,147</b> | <b>(3,527)</b> | <b>(15)</b> | <b>2,606</b> |

|              |              |              |          |              |
|--------------|--------------|--------------|----------|--------------|
| -            | -            | -            |          | -            |
| -            | -            | -            |          | -            |
| -            | 60           | -            |          | 60           |
| -            | -            | -            |          | -            |
| -            | -            | 2,000        |          | 2,000        |
| 2,000        | 2,000        | -            |          | 2,000        |
| -            | -            | -            |          | -            |
| -            | -            | -            |          | -            |
| -            | -            | 1,527        |          | 1,527        |
| -            | -            | -            |          | -            |
| -            | -            | -            |          | -            |
| -            | -            | -            |          | -            |
| <b>2,000</b> | <b>2,060</b> | <b>3,527</b> | <b>-</b> | <b>5,587</b> |

### Thriving communities

|   |            |            |             |          |            |
|---|------------|------------|-------------|----------|------------|
| Leisure Local                                   | 250        | 250        | (75)        | (175)    | -          |
| Penwortham Community Centre Improvements        | -          | -          |             |          | -          |
| Neighbourhood Improvements                      | -          | -          |             |          | -          |
| St Mary's, Penwortham - Churchyard wall repairs | 100        | 119        |             |          | 119        |
| Vernon Carus Sports Club                        | -          | -          |             | 175      | 175        |
| <b>Thriving communities</b>                     | <b>350</b> | <b>369</b> | <b>(75)</b> | <b>-</b> | <b>294</b> |

|            |            |           |             |            |
|------------|------------|-----------|-------------|------------|
| 250        | 250        | 75        |             | 325        |
| 150        | 150        | -         | (50)        | 100        |
| 350        | 350        | -         |             | 350        |
| -          | -          | -         |             | -          |
| -          | -          | -         |             | -          |
| <b>750</b> | <b>750</b> | <b>75</b> | <b>(50)</b> | <b>775</b> |

| Scheme Name | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|-------------|---|--|---|------------------------------|---|
|-------------|---|--|---|------------------------------|---|

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
|--|---|---|------------------------------|--|

## An exemplary council

### Information Technology Programme

|   |            |            |          |          |            |
|---|------------|------------|----------|----------|------------|
| IT Unallocated Funding                        | 262        | 112        |          | (50)     | 62         |
| Civic Centre conference centre hearing loop   | 35         | 35         |          |          | 35         |
| Revenues and Benefits software                | -          | 2          |          | 50       | 52         |
| Idox  | -          | 37         |          |          | 37         |
| Single Sign On and Calendar Integration       | -          | 25         |          |          | 25         |
| Help Desk System                              | 5          | 5          |          |          | 5          |
| Front to Back Office Automation               | -          | 17         |          |          | 17         |
| Tablet refresh (agile working)                | 35         | 35         |          |          | 35         |
| Mobile phone upgrade                          | -          | 3          |          |          | 3          |
| Network switching and wireless infrastructure | -          | 150        |          |          | 150        |
| <b>IT Programme Total</b>                     | <b>337</b> | <b>420</b> | <b>-</b> | <b>-</b> | <b>420</b> |

|            |            |          |          |            |
|------------|------------|----------|----------|------------|
| 400        | 400        | -        |          | 400        |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| -          | -          | -        |          | -          |
| <b>400</b> | <b>400</b> | <b>-</b> | <b>-</b> | <b>400</b> |

### Other non-ICT projects

|   |     |     |       |      |    |
|---|-----|-----|-------|------|----|
| Air Quality Monitors                    | -   | 24  |       |      | 24 |
| Corporate Buildings                     | 150 | 70  |       |      | 70 |
| Corporate Buildings - Civic Centre      | 50  | 50  |       |      | 50 |
| Civic Centre Building Management System | -   | 25  |       | 11   | 36 |
| Civic Centre Hot Water System           | -   | 3   |       | 1    | 3  |
| Civic Centre LED Lighting               | -   | 73  |       | (15) | 58 |
| Civic Centre Solar Panels               | -   | 45  |       | 8    | 53 |
| Civic Centre 3rd Floor                  | 50  | 50  | (50)  |      | -  |
| Civic Centre New Entrance               | 150 | 150 | (150) |      | -  |

|     |     |     |  |     |
|-----|-----|-----|--|-----|
| -   | -   | -   |  | -   |
| 400 | 400 | -   |  | 400 |
| 100 | 100 | -   |  | 100 |
| -   | -   | -   |  | -   |
| -   | -   | -   |  | -   |
| -   | -   | -   |  | -   |
| -   | -   | -   |  | -   |
| -   | -   | 50  |  | 50  |
| -   | -   | 150 |  | 150 |

| Scheme Name                              | Budget 2021/22 Approved at Council Feb 2021 | Budget 2021/22 Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budget (to)/from future years | Quarter 2 2021/22 Variations | Revised Budget 2021/22 as at 30th Sept 2021 |
|--|---|--|---|------------------------------|---|
| Fire Safety - Civic, Depot, Kingsfold    | -   | 135  |   | 10                           | 145   |
| Fire Doors at Kingsfold                  | -   | 16   |   |                              | 16  |
| Vehicles and Plant replacement programme | 2,189                                       | 2,481  | (763)   |                              | 1,718                                       |

|                      |       |       |       |    |       |
|----------------------|-------|-------|-------|----|-------|
| An exemplary council | 2,926 | 3,541 | (963) | 15 | 2,593 |
|----------------------|-------|-------|-------|----|-------|

|              |               |               |                |            |               |
|--------------|---------------|---------------|----------------|------------|---------------|
| <b>Total</b> | <b>15,814</b> | <b>22,081</b> | <b>(6,660)</b> | <b>738</b> | <b>16,159</b> |
|--------------|---------------|---------------|----------------|------------|---------------|

| Budget 2022/23 and Future Years Approved at Council Feb 2021 | Budget 2022/23 and Future Years Approved by Cabinet for the 4 months to July 2021 | Slippage and reprofiling of budgets (to)/from 2021/22 | Quarter 2 2021/22 Variations | Revised Budget 2022/23 and Future Years as at 30th Sept 2021 |
|--|---|---|------------------------------|--|
| -  | -   | -   |                              | -  |
| -  | -   | -   |                              | -  |
| 544  | 544   | 763   |                              | 1,307  |

|       |       |     |   |       |
|-------|-------|-----|---|-------|
| 1,444 | 1,444 | 963 | - | 2,407 |
|-------|-------|-----|---|-------|

|               |               |              |              |               |
|---------------|---------------|--------------|--------------|---------------|
| <b>40,364</b> | <b>40,630</b> | <b>6,660</b> | <b>(117)</b> | <b>47,173</b> |
|---------------|---------------|--------------|--------------|---------------|