

Scrutiny Budget and Performance Panel

Monday, 14th November, 2022, 5.00 pm

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

Agenda

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|----------|---|-----------------|
| 1 | Apologies for absence | |
| 2 | Declarations of interest | |
| 3 | Minutes of the meeting Monday, 20 June 2022 of Scrutiny Budget and Performance Panel | (Pages 3 - 8) |
| | To be approved as a correct record for signing by the Chair. | |
| 4 | Matters Arising from previous Scrutiny Budget and Performance Panel meetings | (Pages 9 - 10) |
| | Report attached. | |
| 5 | Quarter Two Performance Monitoring Report 2022-2023 | (Pages 11 - 32) |
| | Report of the Deputy Chief Executive attached. | |
| 6 | Revenue Budget Monitoring - Quarter Two | (Pages 33 - 52) |
| | Report of the Director of Finance / Section 151 Officer attached. | |
| 7 | Capital and Balance Sheet Monitoring Report - Quarter Two | (Pages 53 - 70) |
| | Report of the Director of Finance / Section 151 Officer attached. | |

Gary Hall
Chief Executive

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

The minutes of this meeting will be available on the internet at www.southribble.gov.uk

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- Minutes of** **Scrutiny Budget and Performance Panel**
- Meeting date** **Monday, 20 June 2022**
- Committee members present:** Councillors Angela Turner (Chair), Will Adams, Colin Coulton, Colin Sharples and Karen Walton
- Committee members attended virtually (non-voting):** Councillors
- Officers present:** Gary Hall (Chief Executive), Louise Mattinson (Director of Finance and Section 151 Officer), Victoria Willett (Director of Change and Delivery), Asim Khan (Director of Customer and Digital), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services), Coral Astbury (Democratic and Member Services Officer), Howard Anthony (Interim Shared Services Lead - Transformation and Partnerships) and Michael Johnson (Policy Officer (Engagement))
- Other attendees:** Councillors Aniela Bylinski Gelder, James Flannery, Mary Green, Michael Green, Margaret Smith and Mick Titherington and Harry Hancock, David Shaw, Phil Smith and Carol Wooldridge (attended virtually)
- Public:** 0
- 1 Apologies for absence**
- No apologies were received.
- 2 Declarations of interest**
- None.
- 3 Minutes of the meeting Monday, 21 March 2022 of Scrutiny Budget and Performance Panel**
- Resolved: (Unanimously)**
- That the minutes of the previous meeting of the Scrutiny Budget and Performance Panel, held on Monday, 21 March 2022, be approved as a correct record for signing by the Chair.
- 4 Matters Arising from previous Scrutiny Budget and Performance Panel meetings**
- Resolved: (Unanimously)**

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That

1. The Matters Arising from previous minutes of the Scrutiny Budget and Performance Panel be noted and
2. Any completed actions be removed from the report.

5 Quarter Four Performance Monitoring Report 2021-2022

The Leader of the Council (Councillor Foster) and the Director of Change and Delivery presented a report which outlined the Council's performance against the delivery of the Corporate Strategy projects and objectives during Quarter 4 (January – March 2022).

Overall, the majority of projects within the corporate plan were on-track, with one project (Worden Hall) forecast as having delays. The Leader of the Council advised the Worden Hall project would be complete within the next three to four weeks and invited the Committee for a site visit when completed.

The report referred to the Peer Review re-visit and members asked when feedback would be made available. The Leader of the Council explained that a report would be provided to full Council in July giving members a detailed update.

Members asked how the Chorley and South Ribble Partnership evaluated its effectiveness to ensure it was value for money. It was clarified, in response, the partnership had met three times and had agreed a strategy which covered three corporate priorities. The partnership were looking at economy and how they could work together post COVID to improve economic outcomes. A lot of work had been undertaken outside of the meeting, and work was underway to review the strategy ready to refresh in September. An update would be brought back to Scrutiny Committee.

In response to a question, the Leader of the Council confirmed that all community hubs should have confirmed their terms of reference and he would ask the Cabinet Member (Communities, Social Justice and Wealth Building) to meet with Councillors Turner and Adams to discuss Penwortham Community Hub.

Referring to the proposed Tourism Strategy, members queried the approach taken by the Council working with consultants before establishing a working group. The Leader of the Council explained that the tourism strategy was an important piece of work, the strategy would focus on the primary visitor attractions in Leyland such as Worden Hall and Hurst Grange and would look to advertise them. The strategy would be designed in conjunction with Chorley Borough Council so the authorities would not be competing with each other.

Members sought clarification on the number of new savers with Unify Credit Union and asked if there would be any outreach activity planned for the union. The Leader of the Council explained the report gave figures as at March, however he would write to members of the committee providing the most up to date figures.

The Chief Executive explained that the credit union operate a spoke model, with Leyland hosting the hub and the union working within local communities. The work

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within communities is primarily done by volunteers and there could be potential for the community hubs to assist with this.

Members suggested the credit union could utilise a mobile van which could move easily from one area within the borough to another. The Leader of the Council stated he would look further into this.

In response to a member query, the Director of Change and Delivery explained that community co-operatives bring communities together to deliver services that may be needed. It is a local model of working together collectively. Members asked that a register be kept of all community co-operatives as they appear. The Director of Change and Delivery agreed a register would be kept, but explained that it would take some time to establish community co-operatives.

Members requested an update on the progress of Worden Hall. The Leader of the Council explained that there had been delays due to difficulties sourcing materials, as Worden is a listed building only certain materials could be used. Lessons had been learnt for future projects such as the extra care facility, and individuals would be more diligent and responsive to challenges faced, materials would also be pre-ordered.

Members asked what was being done to improve the average call wait time, the Leader of the Council explained that positions were currently being recruited with a number of posts already filled. Additional IT hardware had been acquired and he was confident through summer the call wait times would reduce to a more acceptable time.

Members noted the issues faced with the customer service review implementation and delay in recruitment.

The Leader of the Council assured members that automation would be for those who wanted to use it, there would always be a gateway facility, telephone system and face to face options for those who require it.

Resolved: (Unanimously)

That the Scrutiny Budget and Performance Panel:

1. Thanks the Leader and Director for their detailed report and answering questions.
2. Looks forward to the Chorley and South Ribble Partnership presenting its draft action plan to the Scrutiny Committee later in the year.
3. Asks for more information on the number of credit union members and amount saved and loaned.
4. Welcomes the commitment to take the credit union out to local communities across the Borough linked to community hubs.

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5. Expresses concern at the customer service wait times and acknowledges the steps being taken to improve the situation and learn for the future.

6 Revenue Budget Outturn 2021/22

The Leader of the Council (Councillor Foster) and the Director of Finance and Section 151 Officer presented a report which set out the revenue and reserves provisional outturn for the Council as at 31 March 2022.

The Leader of the Council submitted apologies on behalf of the Cabinet Member for Finance, Property and Assets. Members noted that there was an underspend against the budget for 2021/22. Following the allocation to reserves and the agreed movement of £0.392m at quarter three to the Covid Recovery Reserve, there is no change to the general fund reserve.

Members sought clarification on the impact of rising fuel and inflation costs on the Council's budget and were advised that additional costs would be factored into the budget. The Leader of the Council explained that areas of significant cost could arise particularly in the leisure service.

Members asked for more information on the longest term deal the Council were contracted into for utilities. The Director of Finance agreed to provide this information outside of the meeting.

Members referred to the overspend of £47k due to agency and asked how reliant the authority is on agency staff and what had been done to reduce the premium paid. In response, the Leader of the Council explained that a number of vacancies had been open within the council and there was times where posts would need to be filled even on a temporary basis. The Chief Executive advised that within the labour market, individuals have determined that rates secured through agency work were higher than what local authorities could pay and it was difficult to compete.

Resolved: (Unanimously)

That the Scrutiny Budget and Performance Panel:

1. Thanks the Leader and Director for presenting the detailed report and answering questions.
2. Looks forward to the quarter 1 performance report updating on the impact of increased costs and cost of living crisis is having on our residents.

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3. Asks that the level reserves for planning appeals and inquiries be reviewed in the future.

7 Capital and Balance Sheet Outturn 2021/22

The Leader of the Council (Councillor Foster) and the Director of Finance and Section 151 Officer presented a report which outlined the outturn financial position of the Council in respect of the capital programme as at 31 March 2022, highlighting key issues and explaining key variances, and providing an overview of various elements of the Council's balance sheet as at 31 March 2022.

Members asked what the impact of recent increases in interest rates would have on the assumptions and budget position. The Leader of the Council explained that they would be reviewed, before an investment is made a bespoke business case has to be approved. Investments would need to be made soon as the continuing rise in business rates may make investments less affordable to the community.

In response to a member enquiry, the Leader of the Council explained the next 12 months would be significant for the Council in terms of project delivery.

In response to a member not on the Panel, the Chief Executive advised that the challenges faced with the delivery of disabled facility grants were due to delays in obtaining the occupational health assessment.

Resolved: (Unanimously)

The Panel:

1. Thanks the Leader and Director for presenting the detailed report and answering questions.
2. Asks that the capital programme be carefully monitored to ensure delivery of the planned schemes.

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
21/03/22 Min 58.4	Further ICT training be made available to Members	Communities, Social Justice and Wealth Building	Emma Marshall	Yes	Yes	Ongoing	Training sessions have been arranged for Members which are both hybrid and in person. Additional iPad clinics prior to Council meetings have been arranged
20/6/22 Min 1.3	Asks for more information on the number of credit union members and amount saved and loaned	Leader of the Council, Cabinet Member (Strategy and Reform)	Victoria Willett	Yes	Yes	Yes	Information emailed to members on 4/7/22
20/6/22 Min 6.3	Asks that the level reserves for planning appeals and inquiries be reviewed in the future	Finance, Property and Assets	Louise Mattinson	Yes	Yes	Ongoing	This is reviewed as part of the budget setting and MTFS development process ongoing though the year.
20/6/22 Min 7.2	Asks that the capital programme be carefully monitored to ensure delivery of the planned schemes	Finance, Property and Assets	Louise Mattinson	Yes	Yes	Ongoing	The capital programme is regularly monitored as part of monthly budget monitoring and is reported to Cabinet each quarter.

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Report of	Meeting	Date
Deputy Chief Executive (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Scrutiny Budget and Performance Panel Cabinet	Monday, 14 November 2022 Wednesday, 16 November 2022

Quarter Two Performance Monitoring Report 2022-2023

Is this report confidential?	No
Is this decision key?	No

Purpose of the Report

- To provide Cabinet with a position statement for the Corporate Strategy for quarter two (July – September) 2022/23

Recommendations to the Scrutiny and Budget Performance Panel

- The Scrutiny Budget and Performance Panel are asked to consider the report and make comments and recommendations to the Cabinet.

Recommendations to Cabinet

- Cabinet is asked to note the report.

Reasons for recommendations

- 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

- N/A

Corporate priorities

- The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

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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 2022). This report provides an update on the current position for the 15 projects, 27 Corporate Strategy performance measures and 11 key organisational performance measures.
8. Of the 15 projects in the strategy: 80% (12) are rated green or complete; and 20% (three) are rated amber.
9. Of the 18 performance indicators used to monitor the Corporate Strategy, 10 can be reported at the end of the quarter. Of those with targets, 71% (five) are performing better than target; 29% (two) are performing worse than target and outside the permitted 5% tolerance. One has no target and is monitored against its trend, and two are being baselined. (Resident survey indicators are excluded from the total number of indicators as these are reported biennially and have been reported in quarter three (2021/22)).
10. Of the 11 key organisational performance measures, all can be reported at the end of the quarter. 64% (seven) are performing better than target; 9% (one) is performing worse than target but within a 5% tolerance of the target; and 27% (three) are performing worse than target and outside the permitted 5% tolerance.




Background to the report

11. At council on 24th November 2021, the Corporate Strategy was updated and refreshed to ensure that the strategy remained fit for purpose and responsive to 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 15 priority projects which are delivered over a period of 12-18 months and measured using 27 performance indicators. This report provides the status of the projects and measures at the end of quarter two, 2022-23.
14. A colour rating system is used to indicate status whereby:

Projects

RED	Off track
AMBER	Forecast delays or concerns, an early warning of issues
GREEN	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. To support the delivery of excellent services, work on phase two of shared services has focussed on training and development for staff in Customer Services and ICT. In Customer Services a 'Training Academy' has been developed to ensure that all staff have access to the information they need to deal with customers effectively. In ICT, individual development discussions have commenced, and training plans developed to ensure all staff have the skills and support to demonstrate high performance. The proposed approach for the delivery and implementation of Phase 3 of Shared Services was presented at the Shared Service Joint Committee in June and approved at Council in July 2022. The proposals for phase three included the review of the Property and Assets service and the principles for the future development of shared services.
16. As part of the Workplace strategy, feasibility works have been undertaken and plans developed to make the best use of the space in the Civic building, focusing on improvements to the working environment to enable new ways of working. In quarter three, the proposed designs will be refined including staff engagement and costing of options. The changes aim to make the most out of the available technology and assets to ensure a positive organisational culture that continues to deliver high quality services.
17. The Chorley and South Ribble partnership has progressed work with partners to improve the way we share intelligence and data to inform service design and delivery. Progress has been focused on developing data governance to put the right protocols and systems in place. The next quarter will focus on designing a single dashboard to share with partners for feedback at the next meeting. The partnerships engagement with local businesses has continued with delivery of two round tables over the quarter. Leading businesses from the construction sector came together and identified a range of issues and priorities such as access to suitable land for development, the impacts of rising prices across the supply chain, and recruitment challenges. A further round table was held in response to the increasing pressures on businesses caused by the cost of living crisis including the impact on overheads and the wider workforce. Businesses were able to benefit from direct engagement and advice from the council's Investment and Skills team, and feedback from businesses will be used to inform the council's Economic Strategy.

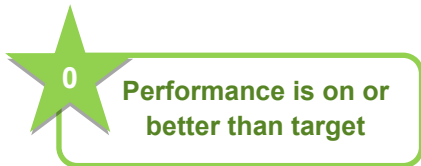
Performance of key projects

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18. There are four key projects included in the 2022/23 Corporate Strategy under this priority and at the end of quarter two, overall performance is good.
19. One project is rated as completed, meaning that all key milestones have now been delivered:
 - Deliver the peer challenge action plan to ensure continued improvement.
20. Three projects are rated as green, meaning they are progressing according to timescales and plan:
 - Deliver the shared services development plan to build a more resilient organisation,
 - Implement more efficient and effective working practices at the council through the WorkPlace Strategy,
 - Deliver more joined up public services through working with our partners.


Key Performance Indicators



21. At the end of quarter two, one of the five corporate performance indicators under this priority is due to be reported. This indicator is rated off track and outside of the 5% threshold:
 - At least 40% of service requests will be received via self-service channels,

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	41.8% (Q1:2022/23)	29.8%	▲	Better than Q2 2021/22
Reason Below Target:	The performance of this indicator fluctuates during the year as a result of seasonal demands (e.g. Garden Waste Subscriptions Renewals). Historically the percentage of service requests has been artificially inflated by the pandemic. Although performance is lower than in quarter one, when compared to the same period last year it has increased by more than 4%.					

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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	41.8% (Q1:2022/23)	29.8%		Better than Q2 2021/22
	As a result of restrictions with technology the monitoring of this indicator is currently based on a system that captures a limited number of all the available online applications that customers can use to access council services. High volume online transactions such as submitting a planning application and leisure centre bookings are currently excluded.					
Action Plan:	<p>A number of actions and initiatives will be put in place to further encourage channel shift to online self-services and to help the council meet its targets. These actions include:</p> <ul style="list-style-type: none"> • The delivery of digital skills programmes to enable residents to use digital services to access council functions • A review of how customers are accessing services will be undertaken to ensure that a centralised system is established to monitor all available online self-serve channels that are being utilised by customers. This review is underway with the new solution anticipated to be implemented by quarter four 2023/24. • A further review of the council's website and online forms will be undertaken to remove any barriers that may prevent or discourage customers from completing a process online. This should simplify the process and make it easier for customers to transact with the council digitally. • Following the review of the council's website and online forms a communications campaign will be launched to promote the benefits of online services to businesses and residents 					

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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

22. The Community Hubs have successfully delivered a number of projects within the action plans for 2022/23. A summary of the projects delivered over the quarter is included at appendix 3. Funding agreements are now in place for the grants that have been awarded through the 'Boost Fund Plus' and 'Leisure Local Community Fund'. An autumn round of 'Community Conversations' will take place with at least one event to be held in each Community Hub area. This will give residents the opportunity to get to know who represents them through their Community Hub and have a chat with their local Elected Members in an informal, friendly setting.
23. A Youth Development Officer has been appointed and started in the role in September 2022 providing specialist support to the Youth Council, and ensuring it has a long-term and sustainable way for involving young people with the council and the local communities. Regular meetings with the Youth Council have continued and an end of year celebration took place in July 2022. In quarter three, further work will be undertaken with the Youth Council to develop the projects under the Youth Council's chosen themes of focus (Mental Health, Black, Asian, and Minority Ethnic (BAME), Veterans, Foodbanks and Knife Crime). A report will be presented to Cabinet to outline and agree the future approach to the Youth Council.
24. The visitor offer in South Ribble has progressed with the launch of the Discover South Ribble brand and website. The website will be a hub for all the things to see and do across the borough, highlighting the very best that South Ribble has to offer including places to eat, drink, stay and what's on (events). In addition to the website launch, events such as Longton Live and Taste of Leyland have been promoted via the Discover South Ribble social media accounts. The project has continued to work with stakeholders to help supply content to expand the Discover South Ribble Website and grow the engagement on social media. Over the next quarter, the project will expand the website, launch a stakeholder newsletter, and commence the development of a South Ribble 5 year Tourism Strategy.

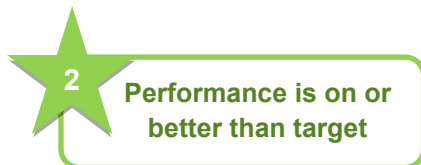
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Performance of key projects



25. There are four key projects included in the 2022/23 Corporate Strategy under this priority at the end of quarter two and overall performance is good.
26. One project is rated as completed, meaning that all key milestones have now been delivered:
 - Deliver Music in the Park 2022 and Queen's Jubilee Celebrations.
27. Three projects are rated as green, meaning they are progressing according to timescales and plan:
 - Review and enhance the community hubs as a primary way to work closely with residents,
 - Develop the Youth Council to make sure the views of young people are represented,
 - Develop the visitor offer in South Ribble.

Key Performance Indicators



28. At the end of quarter two, three of the eight corporate performance indicators under this priority are due to be reported.
29. Two indicators are performing on or better than target:
 - Number of residents participating in activities delivered by the Council,
 - The number of claimants as a proportion of resident population of area aged 16-64 is better than North West average.
30. One indicator is rated off track and outside of the 5% threshold:
 - Number of new savers with Unify Credit Union in South Ribble

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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
Number of new savers with Unify Credit Union in South Ribble	Bigger is better	100	38 (Q1:2022/23)	69	▲	Worse than Q2 2021/22
Reason Below Target:	<p>The indicator is below the quarterly target of 100 savers, having achieved 31 in quarter two. The annual target for this indicator is to increase savers within the borough by approximately 200.</p> <p>A number of factors have contributed to the measure being below target including the cost of living crisis having an impact on individual's ability to save. Additionally, there have been several closures to the branch as a result of issues within the building relating to the second floor.</p> <p>Christmas is the busiest period for the Credit Union; therefore, it is expected that the number of savers will increase significant over the upcoming quarters.</p>					
Action Plan:	<p>In response to the lower than expected number of new savers, the following actions and initiatives will be put in place next quarter to help meet the Credit Union saver membership targets:</p> <ul style="list-style-type: none"> • The credit union will attend the cost of living drop in events, which will provide the opportunity to link activities to the proactive cost of living work being carried out. • The Credit Union will attend community events / cafes / talking tables to promote community engagement. • Work with the council's business engagement team will be carried out with the introduction of the Credit Union to local employers via the business breakfast and other networking events to encourage employers to become payroll partners. • Additionally, information about the Credit Union and what services they can offer will be sent out to all local employers on the council's business mailing list. <p>Officers from the Communities team will continue to oversee the delivery of the Credit Union, and wider council services will provide support where needed to help promote Credit Union facilities.</p>					



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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

31. The project to support the establishment of co-operatives has progressed with the development of a pilot scheme and a temporary post to coordinate the activity. The need for sustainable food has been an area of focus for a co-cooperative model pilot as a result of the cost of living crisis and the increased usage of foodbanks. A local community group has expressed their interest to support the co-operative model and a location been identified for the pilot. An officer training programme has been successfully delivered by the Preston Co-operative Development Centre to the councils' communities and business engagement teams to support the formation of resident co-operatives and employee owned business models.
32. As part of the council's commitment to supporting resident's recovery following the pandemic, progress has been made with the development of interventions and support with key partners in response to the cost of living crisis and the changes in demand for services. A multi-agency Cost of Living Task Group has been formed and a cost of living action plan will be developed to deliver support. Planned initiatives include the '#warmwelcome' campaign, an online support directory, and community based drop-in events across the borough. Progress has also been made with the delivery of round two of the Household Support Fund with over £200k invested on supporting residents with food, energy, and essential items. Examples of the support provided include:
 - £80k provided via Citizen's Advice Bureau (CAB) for energy and water vouchers,
 - Over £64k provided to make homes more energy efficient. Adaptations include boiler repairs and replacement and the provision of insulation,
 - £37k provided to foodbanks and community shops to replenish stock and supplies,
 - £26k provided to charities and community groups for initiatives such as slow cooker project, bedding and blanket packs, energy vouchers and home appliances.

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Performance of key projects



33. There are three key projects included in the 2022/23 Corporate Strategy under this priority.
34. Two projects are rated green, meaning they are progressing according to timescales and plan:
 - Support communities to access community cooperatives in South Ribble as part of growing a fair local economy,
 - Support residents to recover from the pandemic with advice, support, and key services.
35. One project is rated amber:

Deliver transformational regeneration projects including the Town Deal		AMBER
Issue:	The Leyland Town deal project has been rated amber in quarter two due to the risk of the implications from the outstanding decision from the department of Business, Energy, and Industry Strategy (BEIS) on the two business cases and project adjustment that were submitted in March 2022. The business case submissions were for the Town Centre Transformation (including Market Regeneration) and the Business Advice, Skills and Enterprise Hub (BASE 2) projects.	
Action Plan - What will be done:	<p>The outcome of the decision is largely out of the council's control; however, a Leyland Town Board meeting was held in September where it was agreed to send correspondence to BEIS from the council and the Town Deal Board to expedite an outcome in light of the potential implications to add delays the programme. Over quarter two, the project team continued to be proactive with the completion of the RIBA Stage 3 designs and the submission of planning applications.</p> <p>Although out of quarter two, a decision has been received in October 2022 from central government (BEIS) granting the full amount of £25 million. It is expected that following this decision the project will be rated green and on-track in quarter three.</p>	

Key Performance Indicators



36. At the end of quarter two, two of the five corporate performance indicators under this priority are due to be reported.
37. One measure is performing on or better than target:
 - Overall employment rate greater than north west average
38. One measure is being baselined.
 - The total social value delivered locally through the Social Value portal.



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GOOD HOMES GREEN SPACES HEALTHY PLACES

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

39. Worden Hall has reopened on 30 September following an investment of £2.8 million and marks the completion of extensive renovations to the stunning grade II listed building at the heart of the award winning Worden Park. The refurbished Hall is home to spectacular event and wedding spaces, community use spaces and a retail unit along with the Folly Coffee House and Deli. The landmark refurbishment saw the removal of the central conservatory to make way for a beautiful entrance area and courtyard, damaged windows were replaced and a re-configuration of downstairs rooms has taken place to allow for two new kitchen areas; one which will serve the Folly Cafe and Deli in its new location as part of the Hall and one to serve the new multi-use event space in the iconic Barn. The Barn is available for small weddings and other events and has a new roof, windows, and lighting. The Courtyard Hall, transformed from the old stables now links beautifully to the old Derby Wing, the Barn, Folly Café, and retail space. The construction of a new two-storey extension provides full accessibility to the first-floor facilities which will be available for private hire with bookings being taken from Spring 2023.
40. Progress has been made this quarter towards the project to improve the leisure facilities in South Ribble. A decision was made at Full Council to pursue an alternative procurement strategy in relation to the decarbonisation works and align it to the wider programme of improvement to be delivered at Bamber Bridge, Leyland, Penwortham leisure centres and the South Ribble Tennis Centre. The decision will allow the council to take forward a tender process to appoint a main contractor for the decarbonisation works and commence the development of tender packs to appoint a project manager and quantity surveyor to deliver the identified improvement measures to the leisure facilities. Design development and a high-level programme of works for each site will be established over quarter three.
41. Work has continued towards the council commitment to delivering accessible, high quality affordable homes. At the McKenzie Arms site, work completed this quarter includes brickwork, internal lining and glazing to the Townhouses. In quarter three, further construction work will be delivered towards the new expected practical completion date of February 2023. These works include the completion of the masonry, internal joinery, insulation, and plastering works. Additionally, internal decoration and external landscaping works will begin. At the Jubilee Gardens Extra Care site, work completed this quarter includes the advancement of Stage 4 designs

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and the approval of the planning applications. A funding application to Homes England has been revised and is to be submitted next quarter. It is expected that works on-site for the Jubilee Gardens Extra Care scheme will commence in January 2023.

42. As part of the ongoing commitment to the environment and to help tackle climate change, a number of sites have been identified for tree planting across the borough. Examples of sites include New Longton Woodland, Cockshot Wood, Townsway Orchard and Lockstock Hall Academy. Orders have been placed for the supply of the trees, with planting to commence in November 2022. Additionally, the council's Biodiversity Strategy has been adopted at Council in July 2022, and set out ways to promote, conserve and enhance biodiversity across the borough. A biodiversity action plan is to be presented at Council in July 2023, with a formal consultation on the action plan to commence in quarter three. The biodiversity action plan will ensure progress is made towards the aims and objectives of the Biodiversity Strategy.

Performance of key projects



43. There are four key projects included in the 2022/23 Corporate Strategy under this priority.
44. One project is rated as completed, meaning that all key milestones have now been delivered:
- Deliver the new Worden Hall complex as a flagship venue.
45. One project is rated as green, meaning it is progressing according to timescales and plan:
- Lead action to address climate change for South Ribble.
46. Two projects are rated amber:
- Improve leisure facilities in South Ribble to improve wellbeing,
 - Deliver affordable homes.

Improve leisure facilities in South Ribble to improve wellbeing		AMBER
Issue:	<p>This project has been rated Amber during the quarter due to the risk of delays and cost uncertainty to deliver the decarbonisation programme.</p> <p>The decarbonisation of the leisure centres will need to be delivered under challenging timescales due to the conditions of the £4.9 million Salix grant funding. In addition to the grant funding, the volatility within the construction industry means that costs have escalated.</p>	

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<p>Action Plan - What will be done:</p>	<p>A report was presented at Council in September for a decision to progress the delivery of the project. It was agreed at Council that an alternative procurement strategy for the project was to be pursued and aligned to the wider leisure centre refurbishment works. A contractor will be appointed via the RISE framework to enable better co-ordination and management of risks of the decarbonisation and refurbishment work. It is anticipated that the project will be back on-track and rated green in quarter three following these decisions.</p>
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<p>Deliver affordable homes</p>		<p>AMBER</p>
<p>Issue:</p>	<p>The affordable homes project has been rated Amber this quarter due to the completion date for the McKenzie Arms scheme being delayed and is currently programmed to complete in February 2023. The delays can be attributed to issues with the supply of material and supply chains, resourcing challenges, and delays from contractors.</p> <p>The Jubilee Gardens scheme has also been delayed due to budget approval being deferred pending a further review of project costs, which have been impacted by the wider economic volatility in the construction market. It is expected that the project on-site start date will be impacted and is anticipated to commence in January 2023.</p>	
<p>Action Plan - What will be done:</p>	<p>A review of opportunities to accelerate the McKenzie Arms programme is being carried out by the council together with contractors. The delivery programme will be updated in line with the revised programmed completion date.</p> <p>A report will be presented to Council in November 2022 and the delivery of the scheme will be reprofiled. The initial on-site work on West Paddock next to the Civic Centre will start on 10 October with holes being excavated for investigation works and a welfare cabin being delivered.</p> <p>The site hoardings will be installed during December and the main on-site works will start in January 2023.</p>	

Key Performance Indicators



47. At the end of quarter two, four of the eight corporate performance indicators under this priority are due to be reported.
48. Two indicators are performing on or better than target:
 - The number of individuals who complete a health check (screening) by a member of the Active Health Team.

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- Number of affordable homes delivered
49. One measure is being baselined:
- The number of wellbeing sessions delivered by the Active Health Team.
50. The following measure is monitored against trend with an update provided below:
- The number of people who are prevented from becoming homeless or have had their homelessness relieved.

Key Performance Indicator	Polarity	Previous Quarter	Quarter 2 2022/23	Trend
The number of people who are prevented from becoming homeless or have had their homelessness relieved (Cumulative)	Bigger is better	38 (Q1:2022/23)	95	Worse than Q2 2021/22
Trend:	<p>There were 57 homelessness preventions in quarter two. The main contributing factors to the presentations received this period are:</p> <ul style="list-style-type: none"> • Family and friends not willing to accommodate individuals; • The ending of assured shorthold tenancy in the private sector; • Relationships breaking down / domestic violence. <p>The number of referrals from statutory bodies remains high from services such as probation, children social care and hospitals. These individuals tend to have complex needs and homelessness tends to be more difficult to resolve.</p> <p>There remains a shortfall in access to suitable housing, with many private sector tenancies coming to an end as a result of private landlords opting to sell or re-let their properties, and the private rental market remains largely unaffordable for those presenting as homeless.</p> <p>These challenges reflect the situation nationally, where councils are experiencing higher demand and higher numbers in temporary accommodation.</p>			
Action Taken:	<p>The number of recorded allocations for social housing from registered providers has increased in quarter two, however these fall short of the numbers that are presenting (208 in quarter two) into the service. The council continues to work with Lancashire County Council to deliver accommodation for people with complex needs.</p> <p>Additionally, work is on-going with external consultants to conduct a full-service review, and a review of the allocations policy. The council continues to provide floating support to individuals with issues not linked to accommodation such as budgeting and life skills to prevent tenancy failure and homelessness. The select move co-ordinator role is now established and will provide insight into the allocation of social housing across the borough.</p>			

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Key organisational performance measures

51. At the end of quarter two, there are 11 key organisational performance measures due to be reported. A full list of the performance indicators is included in appendix 2.



52. Of the 11 key organisational performance measures, seven are on track and performing better than target:

- Number of RIDDOR incidents,
- Number of near misses reported and acted upon,
- The average number of working days from Disabled Facilities grant referral received from LCC to application approved,
- Number of accidents reported to Health and Safety from work related activity,
- % planning applications decided within 13 weeks (major applications),
- Percentage of Business Rates (Cumulative YTD),
- Percentage of Council Tax collected (Cumulative YTD).

53. One performance measure is performing worse than target but within a 5% tolerance of the target:

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

54. Three performance measure are rated off track and are performing worse than target, and outside the 5% threshold:

- % of telephone calls answered within 90 seconds,
- % of calls abandoned before being answered in a quarter,
- Number of households in temporary accommodation at the end of the quarter.


Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
% of telephone calls answered within 90 seconds	Bigger is better	40%	11.43% (Q1:2022/23)	21.67%	▲	Worse than Q2 2021/22
% of calls abandoned before being answered in a quarter	Smaller is better	15%	37.13% (Q1:2022/23)	29.34%	▲	Worse than Q2 2021/22
Reason Below Target	<p>The performance for the two indicators above are showing a trend of positive improvement when compared to the previous period, however, they remain below target.</p> <p>Call volumes remain high as a result of increased demand from customers seeking information on government initiatives such as the Council Tax rebate. In addition to the increase in demand, there have been a number of long term absences within the service which has impacted on capacity.</p>					
Action Plan:	In response to the increase in demand a number of actions and initiatives will be put in place to help the council meet its targets:					

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- Capacity planning and call volumes will continue to be monitored closely. Further capacity has been provided through the shared service model, which identifies that Customer Services and Revenues and Benefits are one shared team and that staff will have specialisms on a particular area. An enhanced telephony system will be implemented over quarter three, providing the capability for all staff to answer simple calls from customers, however more complex or specialised enquiries will be routed directly to a subject specialist (e.g. Revenues and Benefits)
- Additional hours continue to be offered to employees across both councils to further respond to any increases in demand.
- Recruitment is on-going to fill all fixed term / permanent vacancies across the service, and interim resourcing opportunities are being progressed with partners. Appointments to the apprenticeship programme of 12 new posts to provide additional resource for the service completed in quarter two.

The data indicates a trend of positive improvement from the beginning of the quarter (July) to the end of the quarter (September). The percentage of calls answered within 90 seconds has improved from 11.68%(July) to 25.29% (September). The percentage of calls abandoned has steadily decreased from 35.58% (July) down to 24.34% (September).

It is anticipated that the performance of these two indicators will continue to steadily improve as service improvements are implemented and the training and induction of newly recruited staff members has progressed. These improvements should be implemented and well established by quarter four.

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	44	43 (Q1:2022/23)	52		Worse than Q2 2021/22
Reason Below Target:	There has been an increase in the number of families in temporary accommodation when compared to the previous quarter and the same time last year. This consists of households that are accommodated under statutory duties and others supported by the continued 'everyone in' initiative. The numbers of properties available to support people to move onto in both social housing and the private rental market are limited. This is a consistent trend across Lancashire.					
Action Plan:	Weekly discussions are taking place with one of the council's main providers with the aim matching people in temporary accommodation to suitable properties to support families. In addition, monthly strategic meeting are held at the council, supported by an external consultant to review the temporary accommodation provision and how best this can be utilised.					

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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	44	43 (Q1:2022/23)	52	▲	Worse than Q2 2021/22
	Work has been undertaken with Lancashire County Council to commission units of accommodation for single people with complex needs and to address the lack of provision that is available generally. A provider and a property have been identified as part of the commission.					

Climate change and air quality

55. The work noted in this report will have a positive impact on climate change and air quality. This includes the corporate project to deliver early stage decarbonisation efforts and community engagement, which includes actions to improve our environmental performance and deliver decarbonisation initiatives.

Equality and diversity

56. 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.

Risk

57. Risk registers are being completed for each project which will inform the wider risk assessment on an ongoing basis for the corporate strategy.
58. 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

59. The performance detailed in this report informs the financial position of the council and is reflected within the budget reporting and MTFs.

Comments of the Monitoring Officer

60. There are no legal implications arising from this report. The purpose of the report is to update members on performance and progress against key projects. It is part of our commitment to acting in an open and transparent manner.

Background documents

- Corporate Strategy, approved 21st November 2021

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Appendices








- Appendix 1 - Performance of the Corporate Strategy Measures
- Appendix 2 - Key Organisational Performance Measures
- Appendix 3 - Quarter Two Community Hub Action Plans Delivery Summary

Report Author:	Email:	Telephone:	Date:
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Appendix 1 – Performance of the Corporate Strategy Measures

 Worse than target, outside threshold (5%)	 Worse than target but within threshold (5%)	 Performance is better than target
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Indicator Name	Polarity	Target	Previous Quarter (Reported)	Quarter 2 2022/23	Symbol	Trend
An Exemplary Council						
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	41.8% (Q1:2022/23)	29.8%		Better than Q2 2021/22
Thriving Communities						
Number of new savers with Unify Credit Union in South Ribble	Bigger is better	100	38 (Q1:2022/23)	69 (31)		Worse than Q2 2021/22
The number of claimants as a proportion of resident population of area aged 16-64 is better than North West average	Smaller is better	4.2%	2.3% (Q1:2022/23)	2.3%		Better than Q2 2021/22
Number of residents participating in activities delivered by the Council	Bigger is better	200	2,106 (Q1:2022/23)	4,600		New for 2022/23
A fair local economy that works for everyone						
The total social value delivered locally through the Social Value portal (Cumulative)	Bigger is Better	Target to be set 2022/23	£63,430.94 (Q1:2022/23)	£63,430.94	N/A	New for 2022/23
Overall employment rate greater than north west average	Bigger is better	73.3%	84.1% (Q1:2022/23)	84.4%		Better than Q2 2021/22
Good homes green spaces healthy places						
The number of wellbeing sessions delivered by the Active Health Team	Bigger is better	Target to be set 2022/23	705 (Q1:2022/23)	1,168	N/A	New for 2022/23
The number of people who are prevented from becoming homeless or have had their homelessness relieved	Bigger is Better	Monitor Trend	38 (Q1:2022/23)	95	N/A	Worse than Q2 2021/22
Number of affordable homes delivered	Bigger is better	40	86 (Q4:2021/22)	55		Better than Q2 2021/22
The number of individuals who complete a health check (screening) by a member of the Active Health Team	Bigger is better	55	52 (Q1:2022/23)	79		New for 2022/23

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Appendix 2 – Key Organisational Performance Measures

Indicator Name	Polarity	Target	Previous Quarter	Quarter 2 2022/23	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	44	43 (Q1:2022/23)	52	▲	Worse than Q2 2021/22
Number of accidents reported to Health and Safety from work related activity	Smaller is better	8	8 (Q1:2022/23)	7	★	Better than Q2 2021/22
No. of accidents reported to Health Safety Executive for work related activity (RIDDOR)	Smaller is better	4	4 (Q1:2022/23)	0	★	Better than Q2 2021/22
Number of near misses reported and acted upon	Bigger is better	Target to improve trend	0 (Q1:2022/23)	3	★	Better than Q2 2021/22
The average number of working days from Disabled Facilities grant referral received from LCC to application approved	Smaller is better	167 Days	101 days (Q1:2022/23)	76	★	Better than Q2 2021/22
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	100% (Q1:2022/23)	100%	★	Same as Q2 2021/22
% planning applications decided within 8 weeks (minor / other applications)	Bigger is better	85%	87.2% (Q1:2022/23)	84.6%	●	Better than Q2 2021/22
% of telephone calls answered within 90 seconds	Bigger is better	40%	11.43% (Q1:2022/23)	21.67%	▲	Worse than Q2 2021/22
% of calls abandoned before being answered in a quarter	Smaller is better	15%	37.13% (Q1:2022/23)	29.34%	▲	Worse than Q2 2021/22
Percentage of Council Tax collected (Cumulative YTD)	Bigger is better	56.50%	29.01% (Q1:2022/23)	57.10%	★	Better than Q2 2021/22
Percentage of Business Rates (Cumulative YTD)	Bigger is better	51.97%	35.94% (Q1:2022/23)	57.05%	★	Better than Q2 2021/22

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Appendix 3 – Quarter Two Community Hub Action Plans Delivery Summary

Projects that have been successfully delivered include, but are not limited to:

- **Longton Live** – a success music event was delivered over weekend of the 15th and 16th July 2022. Positive feedback has been received from members, residents, and local businesses.
- **Farington Fun Day** – a successful free to attend family fun day event held at Farington Park on the 19th August. This event focused on equality and accessibility, with a wide range of information stalls from charities and accessible activities.
- **Christian Community Larder Premises** – funded through the Boost Fund and the Bamber Bridge, Lostock Hall and Walton-le-Dale Community Hubs, a converted shipping container has been successfully installed on the Church grounds. This has enabled the Browndge Christians Together Foodbank to evolve into a community larder, with long-term sustainable premises and potential to do much more for those they support. This includes transforming their current foodbank into a community shop model.
- **Church Road Gardens Battle of Bamber Bridge Memorial** – the memorial project which has been completed in partnership with Preston Black History Society. The project has established a memorial garden with an information plinth outside the Hob Inn in Bamber Bridge.
- **Love Where You Live Campaign (anti-litter and dog fouling)** - The winning children's entries from the 'Love Where You Live' campaigns (in Leyland and Farington and Bamber Bridge, Lostock Hall, and Walton-le-Dale) have been printed as posters and banners and displayed in key locations such as play areas, parks and schools.
- **Broadfield Community Garden** – the second phase of this project has been on-going throughout the period. 'Let's Grow Preston' have been working with volunteers from the Broadfield area to clean up the site and make improvements. Funding from the Leyland and Farington Community Hub commissioned 'Let's Grow Preston' to deliver supervised sessions until the end of October 2022. Where the ownership of the garden will be transferred to 'The Base Community Centre'.

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Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Scrutiny Budget and Performance Panel Cabinet	Monday, 14 November 2022 Wednesday, 16 November 2022

Is this report confidential?	No
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Is this decision key?	Yes
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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2022/23 Corporate Revenue Budget Monitoring Report and Reserves for the six months to 30th September 2022

Purpose of the Report

1. This report sets out the revenue and reserves forecast for 2022/23 for the Council, based on the position as at 30th September 2022.

Recommendations to Cabinet

2. To note the forecast outturn for revenue and the level of reserves based on the position as at 30th September 2022.
3. To note the virements made to and from the revenue budget during the year, as detailed in **Appendix 2** of the report.

Reasons for recommendations

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

Other options considered and rejected

5. None

Executive summary

6. Based on the position as at 30th September 2022, there is a forecast underspend of £0.213m however, based on the current position of the 2022/23 pay award negotiations,

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an unfunded budget pressure is anticipated of £0.447m; this has been built into the figures presented below and as such the revised forecast outturn is for an overspend of £0.234m; as detailed in **Appendix 1**.

- The council's Medium-Term Financial Strategy recommends that General Reserves are maintained at a minimum of £4.0m to mitigate against any unforeseen financial risks that may present in the future. Based on the above, the level of general fund balances as at 31st March 2023 will be £3.907m however we will monitor the position during the year, particularly given the lobbying by local government for additional funding from central government to meet the additional costs of the pay award; if necessary, drawdown will be recommended from ear-marked reserves to ensure general fund balances remain above £4.0m.

Corporate priorities

- The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Background to the report

- The current net revenue budget for 2022/23 is £15.546m.
- Appendix 3** provides further information about the specific earmarked reserves that the Council holds at 30th September 2022.

Current Forecast Position – Revenue

- The forecast revenue outturn, based on the position at 30th September 2022, shows a provisional overspend against the Council's budgets of £0.234m. A breakdown of this by department within the various directorates is detailed in **Appendix 1**, and the movement on reserves, and reserve balances, are outlined in **Appendix 3**. The main variances by directorate are detailed below.
- The National Employers has made a pay offer of £1,925 on all NJC pay points 1 and above for period 01st April 2022 to 31st March 2023. The table below shows the overall implications of the proposed pay award for 2022/23 compared to the provision of 2% included in the base budget.

Directorates	Total Pay Award including NI & Pension	Pay Award Budget at 2%	Net increase in cost

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Commercial & Property	40,976	14,924	26,052
Communities	125,072	42,848	82,224
Customer & Digital	255,766	100,044	155,722
Governance	119,573	46,118	73,455
Planning & Development	83,543	29,542	54,001
Policy	75,376	20,178	55,198
Total	700,307	253,654	446,653

13. There are pressures on gas, electricity, and water across all of our properties resulting in a forecast overspend £181k. There are no other significant inflationary cost pressures identified at present; this will be monitored and reported if such changes are identified.

Variations from Budget

Directorate	Budget 2022/23 £'000	Forecast 2022/23 30 th September 22 £'000	Variance (Under)/Overspend 2022/23 £'000
Commercial & Property	877	1,266	389
Communities	1,737	1,858	121
Customer & Digital	6,090	6,183	93
Governance	1,862	1,872	10
Planning & Development	1,313	1,238	(75)
Policy	2,795	2,784	(11)
Budgets Not In Directorates	872	707	(165)
Covid-19	-	-	-
Total Expenditure	15,546	15,908	361
Funding	Budget 2022/23 £'000	Forecast 2022/23 30 th September 22 £'000	Variance (Under)/Overspend 2022/23 £'000
Council Tax	(8,633)	(8,633)	-
Lower Tier Support Grant	(269)	(269)	-
New Homes Bonus	(802)	(802)	-
Reserves	127	-	(127)
Retained Business Rates	(3,201)	(3,201)	-
Section 31 Government Grants	(2,768)	(2,768)	-
Total Funding	(15,546)	(15,673)	(127)
Net Forecast	-	234	234

14. Commercial and Property – Overspend of £389k

The key variances to note are:

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- £174k overspend due to increased gas, electricity and water costs, the forecast for which is based on the current price increases.
- £160k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to the additional costs of using agency staff, both those employed covering existing posts and those employed to provide additional support to the team. Given the recruitment difficulties in this area, e.g surveyors, and the review and move to the Shared Service model, agency staff are providing the necessary support to the team in the interim, however the market for such staff is challenging, with significant increases in the salaries required by available candidates. This is a national issue and is also being felt in other areas of operation across the council. This also includes the costs of the proposed pay award (£26k) for 2022/23 compared to the provision included in the base budget of 2%.
- £39k net increase in income streams within Commercial services; whilst some income streams have decreased, such as room hire, service charge and rental income, others have increased, such as that generated through fees and charges.
- £94k overall increase in repairs and maintenance costs within Commercial Services such as the Moss Side Depot and Civic Centre, offset by some reduction in Leisure and Community Centres and other small variances.

15. Communities – Overspend of £121k

The key variances to note are:

- £158k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to additional non budgeted hours within the Community Involvement team and regrades and increases in hours within the Homelessness Team. The forecast also includes the impact of the proposed pay award over and above the budget provision already made of 2%.
- The costs of both statutory and non-statutory Homelessness provision are forecast to overspend by £97k, however this has been offset by specific reserves ear-marked for this purpose, being brought into the revenue account.
- £77k increase in various additional income such as Sports England, Active Lancashire, ESC Lottery funding and school's income.
- £40k overspend relating to increase in temporary accommodation, choice-based lettings and Homelessness service reviews and other small variances.

16. Customer and Digital – Underspend of £93k

The key variances to note are:

- £185k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to the timing of various vacant post being filled within Customer Services, Revenue and Benefits and ICT Services, offset by the costs of agency staff deployed within ICT services, along with the forecast for the pay award for 2022/23 compared to the 2% budget already provided in the base budget.
- £57k surplus on the Housing Benefit Administration cost centre due to additional grant funding.

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- £115k reduction in bad debt provision for Housing Benefit based upon reductions in the level of outstanding balances.
- £38k additional New Burdens grant income and DWP income received during the year.
- £30k increase in Leisure SLA recharge income compared to budget within Information Services which is linked to the staff cost.
- £22k overspend relating to the increase in consultancy fees for Empty Homes Review.
- £47k forecasted reduction in car park income and PCN fines based on the actual income received to date. Due to the impact of Covid there has been a marked reduction in the use of the car parks. The forecast reduction will be monitored closely for the rest of the year.
- £80k forecast underspend within the ICT supplies and services budget.
- £230k forecast overspend on waste and recycling. This reflects the increase in the hourly rates made by FCC just prior to the TUPE transfer. These were applied after the budget had been developed to support the recommendation to in-source the service and accounts for approximately £88k of the overspend, however given the savings made as a result of the in-sourcing, this can be accommodated in the budget moving forward. £87k relates to the forecast pay award for 2022/23 compared to the 2% budget already provided in the base budget. The forecast also reflects the increases in fuel costs accounting for approximately £37k of the overspend.
- £77k additional garden waste income is forecast to be achieved compared to the budget, and there has been an increase of £15k in the income from the sale of bins.
- £21k overspend due to various small variances within the directorate.

17. Governance – Overspend of £10k

- The overspend relates mainly due increased staffing cost. This also includes the proposed pay award for 2022/23 compared to the provision included in the budget of 2%.

18. Planning and Development – Underspend of £75k

The key variances to note are:

- £104k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This includes vacant posts within Licensing and Planning and vacant posts being covered by agency staff within Development Control Services. This also includes the proposed pay award for 2022/23 compared to the base budget of 2%.
- £245k increase in the forecast levels of income for planning applications. There are some high-income generating planning application such as the Garden Village, Leyland Town Deal, Jubilee Gardens West Paddock.
- £35k reduced income on pre-plan applications, as the service is still suspended.

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- £31k overspend across the Consultancy fees and the tools and equipment budget heads.

19. Policy – Underspend of £11k

The key variances to note are:

- £13k net staffing underspend across the directorate compared to budget for 2022/23. This is mainly due to higher level of staffing recharges compared to budget offset by the proposed pay award for 2022/23 compared to the provision in the base budget of 2%.
- £32k increase in SLA recharge income to the Leisure company compared to budget. This is linked to staff cost within the directorate.
- £39k overspend within the Corporate Management cost centre due to the increase in external audit fees, which has been reviewed and approved by Governance Committee.

20. Budgets Not In Directorates – Underspend of £165k

The key variances to note are:

- £289k underspend, or over-recovery, of Net Interest Receivable/Payable for 2022/23. Due to rising interest rates, the income from investments has recovered and is £195k above that forecast; this may increase if interest rates rise further. In addition, due to the Council's favourable cash position, no borrowing is anticipated in this financial year so it is forecast that the budget of £94k for interest payable is not currently required.
- £86k savings target to be delivered in Shared Services.
- £38k overspend in the forecast level of the Minimum Revenue Provision (MRP); this is higher than the budget due to the profile of scheme expenditure funded by borrowing which is anticipated to be earlier than that included in the budget and MTFS.

21. Covid-19

- Some residual Covid 19 and COMF funding is remaining in 22/23. It is expected that this will all be spent in line with the original approvals.

22. Planned reserves movement – £127k Underspend

- Back in February when the 2022/23 Budget was approved by Council, a slight surplus of £127k was forecast which it was intended would be transferred to reserves. However, given the issues outlined above, the forecast outturn, at this point in time, is for a slight deficit and therefore a transfer is no longer envisaged.

General Fund Resources and Balances

23. As detailed in **Appendix 3**, the Council holds a £4.141m General Fund reserves to manage budget risks not covered by earmarked reserves or provisions within the budget.

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The forecast outturn for 2022/23 identifies that the General Fund closing balance will be £3.907m as detailed below.

Movement in General Fund Reserves

Summary of Movement in General Reserves	£m
General Fund Reserves as at 1 st April 2022	(4.141)
Forecast outturn revenue budget (surplus) / deficit	0.234
Other reserves Movement	0.000
Forecast General Reserve Closing Balance 2022/23	(3.907)

24. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2022/23.

Movement in Earmarked Reserves

25. Taking account of the adjustments highlighted in **Appendix 3**, the level of Earmarked reserves held for discretionary use by the Council at 30th September 2022 is £13.272m compared to a balance of £20.280m at 31st March 2022.

Summary of Movement in Earmarked Reserves	£m
Earmarked Reserves as at 1 st April 2022	(20.280)
Use of revenue reserves for capital financing	3.131
Release of S31 grant received in 2020/21 (and held in reserves) in respect of Business Rates reliefs provided to businesses by the government – this is offset against the deficit brought forward on the Collection Fund	2.024
Transfer to Reserves	(0.500)
Use of other specific Earmarked Reserves	2.353
Forecast Earmarked Reserves Closing Balance 2022/23	(13.272)

26. The £2.353m forecast use of other specific Earmarked Reserves shown in the table above includes the following items:

- £1.030k utilisation of approved reserves established in quarter 3 revenue monitoring report in 2021/22.
- £41k use of the Restructure reserve following the staff review in the Procurement Team.
- £177k use of Leisure reserves to fund the payment of the PAISA contract balance following the final contract reconciliation; this reserve included funding specifically earmarked for this purpose.
- £164k to fund costs associated with the Local Plan.
- £130k use of Community Hub Reserves.
- £137k use of specific reserves within the Communities directorate.
- £80k use of specific reserves within the Customer and Digital directorate.
- £152k use of specific reserves within the Policy directorate.
- £295k use of Covid recovery Fund
- The remainder of the movements are various, smaller adjustments related to revenue spending.

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27. Transfers to reserves reported in this period is £0.500m to cover future repairs and maintenance costs for Penwortham Mill Reservoir within the Commercial and Property directorate.
28. The use of earmarked reserves shown in the table above are reflected in the revenue budget monitoring position detailed in this report.

Climate change and air quality

29. 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

30. None.

Risk

31. There are significant risks due to rising costs especially in relation to utility bills. This is likely to be felt most by the Council's Leisure company. Forecasting of costs across the year have been undertaken and a report is expected to be made to November Council.
32. Given the scale of Leisure Centres across South Ribble and, notwithstanding, the government cap implemented, utility costs are likely to have doubled compared to the previous financial year where bills totalled £450k.
33. In addition the Leisure Company is also facing cost pressures in relation to the likely pay award over and above the 2% budgeted together with pressures on income.

Comments of the Statutory Finance Officer

34. The financial implications are contained within this report.

Comments of the Monitoring Officer

35. None.

Background documents

36. There are no background papers to this report.

Appendices

- Appendix 1 – Revenue 2022/23 - position at 30th September 2022
- Appendix 2 – Revenue Budget Movements at 30th September 2022
- Appendix 3 – 2022/23 Reserves Programme position at 30th September 2022
- Appendix 4 – Current Staffing Vacancies

Agenda Item 6

Report Author:	Email:	Telephone:	Date:
Neil Halton (Principal Management Accountant), Hema Chevli (Senior Management Accountant)	Neil.Halton@southribble.gov.uk Hemangini.Chevli@southribble.gov.uk		17/10/22

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APPENDIX 1

Revenue 2022/23 - position as at 30th September 2022

Directorate	Department / Section	Original Budget £'000	Budget at 30th September 2022 £'000	Forecast Outturn based on position at 30th September 2022 £'000	Variance (Under) / Overspend £'000
Commercial & Property	Community Centres	28	28	41	14
	Departmental Costs	215	145	224	79
	Housing Delivery	(33)	(33)	(34)	(1)
	Investment Properties	(702)	(702)	(596)	106
	Leisure	703	703	602	(101)
	Property Services	737	737	1,029	292
Commercial & Property Total		947	877	1,266	389
Communities	Community Involvement	772	774	776	2
	Departmental Costs	50	50	55	5
	Environmental Health	662	662	702	40
	Homelessness	200	200	292	91
	Housing Support	52	52	33	(18)
Communities Total		1,735	1,737	1,858	121
Customer & Digital	Customer Services and Revenue and Benefits	705	669	509	(160)
	Departmental Costs	114	114	115	1
	Information Services	1,613	1,613	1,536	(77)
	Parks and Neighbourhoods	2,008	2,008	2,140	132
	Transport	336	336	400	64
	Waste Management	1,350	1,350	1,482	133
Customer & Digital Total		6,126	6,090	6,183	93
Governance	Civic Services	8	8	6	(2)
	Democratic Services	783	783	793	10
	Departmental Costs	253	253	246	(7)
	Legal	347	326	353	27
	Shared Assurance Services	492	492	474	(18)
Governance Total		1,884	1,862	1,872	10
Planning & Development	Building Control	34	34	35	2
	City Deal	310	310	310	-
	Departmental Costs	50	50	51	2
	Investment and Skills	-	-	-	-
	Licensing	9	9	(5)	(14)
	Parks and Neighbourhoods	421	421	439	19
	Planning	236	236	147	(90)
	Projects & Development	185	254	261	6
Planning & Development Total		1,244	1,313	1,238	(75)
Policy	Change & Delivery	437	437	347	(90)
	Communications & Visitor Economy	431	431	450	19
	Corporate	401	507	550	43

Directorate	Department / Section	Original Budget	Budget at 30th September 2022	Forecast Outturn based on position at 30th September 2022	Variance (Under) / Overspend
	Shared Financial Services	725	725	740	15
	Transformation & Partnerships	746	697	698	1
Policy Total		2,739	2,795	2,784	(11)
Budgets Not In Directorates	Covid-19	-	-	-	-
	Debt Repayment	320	320	358	38
	Interest	(56)	(56)	(345)	(289)
	Parish Precepts	469	469	469	0
	Pensions Costs	226	226	226	-
	Savings Targets	(86)	(86)	-	86
Budgets Not In Directorates Total		872	872	707	(165)
Funding	Council Tax	(8,634)	(8,634)	(8,634)	-
	Lower Tier Support Grant	(269)	(269)	(269)	-
	New Homes Bonus	(802)	(802)	(802)	-
	Reserves	127	127	-	(127)
	Retained Business Rates	(3,201)	(3,201)	(3,201)	-
	Section 31 Government Grants	(2,768)	(2,768)	(2,768)	-
Funding Total		(15,546)	(15,546)	(15,674)	(127)
Adjustments	Capital Income	-	-	-	-
Adjustments Total					
Grand Total		-	-	234	234

APPENDIX 2

Revenue Budget Movements as at 30th September 2022

Directorate	Commercial & Property	Communities	Customer & Digital	Governance	Planning & Development	Policy	Budgets Not In Directorates	Funding	TOTAL
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Budget approved by Council 23th Feb 2022	470	2,395	6,611	1,819	1,075	2,304	872	(15,546)	-
Transfers between directorates									
Realignment of shared services budgets			(58)			58			-
Transfer of Demetia Alliance budget		2				(2)			-
Realignment of budgets following Management changes									
Realignment of staffing budgets following management changes	(70)		22	(22)	70				-
Realignment of budgets following management changes	477	(660)	(486)	65	168	435			-
Transfers (to) / from Earmarked reserves									
									-
Transfers (to) / from General Fund reserves									
									-
Revised Budget as at 30th September 2022	877	1,737	6,090	1,862	1,313	2,795	872	(15,546)	-

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APPENDIX 3

2022/23 Reserves Programme position as at 30th September 2022

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
General Fund Balance	(4,141)		-	234	-	(3,907)
Corporate Reserves						
Borough Investment account	(3,466)	1,328				(2,138)
Brexit Preparation Grant	(36)					(36)
New Burdens Grant	(76)			6		(70)
Shared Services Implementation	(48)					(48)
Towns Fund	(55)	55				-
Queens Jubilee Celebrations	(30)			30		-
Business Support Advice and Grants	(200)			200		-
Grot Spots and Environmental Improvements	(200)			200		-
Apprentice, Graduate and Trainee Posts	(200)			200		-
Community Hub Boost	(200)			200		-
Sports Club and Community Organisations	(200)			200		-
Business rates retention reserve	(2,908)			15		(2,893)
IT Transformation Reserve	(713)	713				0
City Deal	(1,851)					(1,851)
Capital Funding Reserve	(484)	264				(221)
Climate Emergency	(250)	22		38		(190)
Section 106 Other Reserve	(242)					(242)
Community Wealth Building	(150)			5		(145)
Covid Recovery Fund	(1,067)	398		295		(375)
Covid Commitments Reserve	(50)					(50)
Income Equalisation Reserve	(150)					(150)
Income Investment Reserve	(250)			31		(219)
Business rates temporary surplus to be repaid	(4,149)			2,024		(2,125)
Restructure costs	(200)			41		(159)
Commercial and Property						
Asset Management Reserve	(400)					(400)
Extra Care	(43)					(43)

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Leisure Strategy	(15)					(15)
Stock condition surveys	(69)			5		(64)
Repairs and Maintenance Fund	(386)					(386)
Penwortham Mill Reservoir					(500)	(500)
Leisure Reserve	(529)	353		177		-
Communities						
Energy efficiency	(21)			11		(11)
Homelessness prevention grants	(176)			110		(66)
Housing Standards Enforcement	(43)					(43)
Sports Development	(291)					(291)
Mental Health for Young People	(44)			16		(28)
Community Hubs Reserve	(130)			130		-
Customer and Digital						
Grounds Maintenance	(7)					(7)
IT underspend non-staffing	(88)			80		(8)
Office supplies underspend	(36)					(36)
Governance						
Borough council elections	(160)			11		(149)
Internal Audit	(23)			23		-
Planning and Development						
Housing needs survey	(80)					(80)
Apprentice factory website	(15)					(15)
Business Support	(23)					(23)
Economic Development	(20)					(20)
Planning Appeals	(92)			14		(79)
Local Plans	(208)			164		(44)
Policy						
Performance Reward Grant	(11)					(11)
Communications	(31)					(31)
Events	(23)			23		-
Music Festival	(48)			71		24
Leyland Festival	(8)			8		-

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Credit Union	(83)			50		(33)
Total Earmarked Reserves	(20,280)	3,131	-	4,377	(500)	(13,272)
Total Reserves - General and Earmarked	(24,421)	3,131	-	4,611	(500)	(17,179)

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Posts held pending review

Post Description	Shared Services	Notes
Commercial and Property		
Leisure Partnership Development Manager		Vacant since April 2021 and no immediate plans for recruitment.
Graduate Engineer	Phase 3	
Programme Manager	Phase 3	
Estates Surveyor	Phase 3	Temp cover in place
Communities		
Assistant 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 0.4 FTE)		
Wellbeing Development Officer		
Policy and Governance		
Shared Service Lead – Transformation and Partnerships		This post is remaining vacant for 2022/23. – check with Holly

Posts where the post-holder has been seconded:

Post Description	Shared Services	Notes
Customer and Digital		
Neighbourhood Operative - Hit Squad		Temp filled to cover substantive post holder
Waste Management Officer x 2		Actively recruiting

Notes:

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

Other Vacancies

Post Description	Shared Services	Notes
Communities		
Sports and Active Health Development Officer		
Housing Options Officer		Actively recruiting
Customer and Digital		
ICT		
Senior Business Systems Officer (LLPG and GIS)	Y	
Neighbourhoods		
Arborist		Funding used for external contracts
Neighbourhood Officer		Actively recruiting
Neighbourhood Operative		Actively recruiting
Neighbourhood Asset Coordinator		Actively recruiting
Waste Loader x 2		Actively recruiting
Waste Driver		Actively recruiting
Customer Services		
Team Leader – Revenues	Y	Actively recruiting
Planning & Development		
Licensing Officer		Actively recruiting
Building Control Technical Support Officer		
Strategic Housing Officer		
Parks & Projects Technical Apprentice		
Policy & Governance		
Astley Attendant	Y	
Corporate Admin Assistant	Y	Actively recruiting
Business Development Officer	Y	
Health & Safety Officer	Y	
Executive Assistant/FOI Coordinator	Y	Actively recruiting

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Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Scrutiny Budget and Performance Panel Cabinet	Monday, 14 November 2022 Wednesday, 16 November 2022

Is this report confidential?	No
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Is this decision key?	Yes
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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2022/23 Capital Programme and Balance Sheet Monitoring Report position at 30th September 2022

Purpose of the Report

1. This report outlines the financial position of the Council in respect of the capital programme at 30th September 2022, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council's Balance Sheet as at 30th September 2022.

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 2022;
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 30th September 2022

Reasons for Recommendations

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

Alternative Options Considered and Rejected

6. None

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Corporate priorities

7. The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Background

8. The capital budget for 2022/23 was set at £29.194m in February 2022. It was increased following approval of the outturn for 2021/22 to £43.349m.

Section A: Capital Programme

Key Issues

9. The total cost of the Council's capital investment programme for 2022/23 has decreased from £42.765m, as approved by Cabinet in the report to 31st July 2022, to £35.020m at 30th September 2022; this includes the variations approved since the last report, along with those contained within 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 £7.745m is detailed by scheme in **Appendix B**. This includes those variations approved since the previous monitoring report together with adjustments in respect of reprofiling budgets within the existing programme.
11. Budget variations approved since the previous monitoring report are shown in the table below; there has been no increase in the 2022/23 budget. Approval has now been given to consolidate the three leisure refurbishment and decarbonisation schemes into a single programme budget.
12. Narrative is provided below to seek approval for the virements required for the Worden Hall Remedial all repairs and Open Spaces Bent Lane.

Scheme	Increase / (Reduction) 2022/23	Increase / (Reduction) 2023/24 and future years	Virement From	Virement To	Approved by	Date Approved

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	£'000	£'000				
From Green Infrastructure to Worden Hall Remedial Wall Repairs			(45)	45	Subject to approval in this report	
From Parks Smaller parks and play areas to Open Spaces Bent Lane			(30)	30	Subject to approval in this report	
Leisure Centre Refurbishments			(7,711)		Council	21/09/22
Leisure Centre Receptions			(377)		Council	21/09/22
Leisure Centre Decarbonisation and refurbishment				8,088	Council	21/09/22
	-	-	(8,163)	8,163		

13. Slippage and re-profiling of budgets from the programme in 2022/23 to 2023/24 since the previous report totals £7.745m, as detailed on the individual schemes in **Appendix B**. The largest movements are explained in the major variations section that follows.

Scheme	Slippage and Reprofile From 2022/23
	£'000
Bridleway In Western Leyland	(15)
Walled garden pot house - replace the building frame and base walls	(50)
Parks - Smaller parks and play areas	(100)
Leisure Decarbonisation and refurbishment	(7,357)
Leyland train station ticket office	(60)
New Longton Regeneration	(75)
St Mary's Penwortham - Churchyard wall repairs	(88)
Total	(7,745)

14. At 30th September the capital expenditure across the programme was £5.352m. Whilst spend in relation to the overall programme is quite low, a number of significant projects are awaiting to commence while several projects involve grants or acquisitions likely to be undertaken in a small number of transactions.

Major Variations in the Capital Programme since the previous report

Good Homes, Green Spaces and Healthy Places

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15. Green Infrastructure – Allocations have been made to the budgets at Worden Hall of £45k for remedial wall repairs.
16. Worden Park – the main refurbishment of the hall is nearing completion with the expenditure on landscaping and infrastructure now expected to start in the new financial year.
17. Smaller Parks and Play Areas – An allocation of £30k has been made to the Open spaces Bent Lane scheme to cover the unexpected costs of the remediation works required to the site.
18. As detailed above, there is now a single combined capital programme for the leisure decarbonisation and refurbishment works totalling £13.356m. Approval at this stage has been given for the purchase of the decarbonisation equipment direct from the supplier. Further approval will be sought before the works commences, in line with the delegated authorities within the financial regulations. £7.357m has therefore been slipped to 23/24 as it is unlikely that all the required works will complete in this financial year.
19. Sumpter Horse – There is currently £2m in the budget for a housing scheme at the Sumpter Horse site, this site is now being developed privately by Trafford Housing Trust.

A Fair Economy that works for everyone

20. Town Deal – Timings of when work will commence is currently unknown, as the Council is waiting for notification of the approval of the business cases submitted to central Government. Progress is being made with a number of acquisitions, with the contracts for demolition out to tender.

Thriving Communities

21. St Mary's Penwortham – the works will not be undertaken in this financial year so slippage of £88.3k has been reported.

An Exemplary Council

22. IT Schemes – the initial roll out of the ICT equipment is ongoing, with works on the servers and CCTV to follow over the next couple of months.

Section B: Balance Sheet

Overview

23. 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

24. 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

Agenda Item 7

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

25. 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 have risen over the last few months following the increases in the Bank of England Base Rate, and this trend is predicted to continue until at least September 2023. Debt interest remains at nil compared to £94K budget. Principal (MRP) is forecast to be £358k against a budget of £320k, due to capital expenditure at outturn being in advance of expected timings at budget setting.

Interest rates on investments are also now increasing, with a forecast yield of £345k compared to the budget of £150k.

	Original Budget 2022/23 £'000	Forecast as at 30th Sep 2022 £'000
Interest and Investment Income	(150)	(345)
Debt Interest Payable	94	0
Minimum Revenue Provision (MRP)	320	358
TOTAL	264	13

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

	As at 30th Sep 2022 £'000	As at 30th Sept 2021 £'000
Short term borrowing	Nil	Nil
Long term borrowing	Nil	Nil
Total Borrowing	Nil	Nil
Investments made by the Council	33,000	27,000
Cash Balance	20,992	18,062

Debtors

27. 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 2022.

	Position at 30th Sep 2022 £'000	Position as at 30th Sep 2021 £'000
Council Tax		
Expected Council Tax Collectable 22/23 (21/22)	77,521	73,930
Current year balance outstanding	29,511	29,330
Previous years balance outstanding	4,989	4,770

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	Position at 30th Sep 2022 £'000	Position as at 30th Sep 2021 £'000
Total Council Tax balance outstanding	34,500	34,100
Collection Rates	57.10%	56.50%
Business Rates		
Expected Business Rates Collectable 22/23 (21/22)	36,453	33,891
Current year balance outstanding	14,706	15,604
Previous year balance outstanding	1,840	1,478
Total Business Rates balance outstanding	16,546	17,082
Collection Rates	57.05%	51.97%
Housing Benefit		
Overpayment balances outstanding	809	898
Sundry Debtors		
Balance outstanding	1,828	1,133

28. Business Rates collection can fluctuate month on month but collection is broadly in line with expectations.
29. For debts relating to Housing Benefit and Sundry Debtors, in line with accounting standards and practice, the Council holds a provision for bad debts.
30. In respect of the figures above, the Council's share represents 11.2% of Council Tax income and 16.4% of Business Rates Income.

Climate change and air quality

31. 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

32. None

Risk

33. Risks are broadly addressed in the body of the report however recent tender results and cost changes have been seen due to inflationary pressures. These will be monitored on an individual project basis and any budget changes reported when necessary.
34. The VAT partial exemption calculation has been completed as at 30th September 2022, there are no expected issues as this is currently within the 5% threshold.

Comments of the Statutory Finance Officer

35. The financial implications are contained within this report.

Comments of the Monitoring Officer

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

Background documents

Agenda Item 7

37. There are no background documents to this report

Appendices

Appendix A – Capital Programme

Appendix B – Capital Programme Scheme Variations

Report Author	Email	Telephone	Date
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Capital Programme 2022/23 - position as at 30th September 2022

APPENDIX A

	Budget 2022/23 Approved at Council Feb 2022	Budget 2021/22 Approved by Cabinet for the 4 months to July 2021	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
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COSTS

Good homes, green spaces and healthy places	20,770	30,149	(7,522)	-	22,627
A fair economy that works for everyone	4,587	8,169	(135)	-	(135)
Thriving communities	846	1,846	(88)	-	(88)
An exemplary council	2,991	2,601	-	-	-
Total Forecast Expenditure	29,194	42,765	(7,745)	-	35,020

RESOURCES

Decarbonisation Grant	4,969	4,969	-	-	4,969
Disabled Facilities Grants	1,041	1,305	-	-	1,305
Homes England	675	3,675	-	-	3,675
Lottery Funding	-	-	-	-	-
EV Charging	158	181	-	-	181
Sport England	-	577	-	-	577
Town Deal	-	4,851	-	-	4,851
Government Grants	6,843	15,558	-	-	15,558
Capital Receipts	-	-	-	-	-
CIL	250	2,310	-	-	2,310
External Contributions	3,041	50	-	-	50
Revenue Contributions	-	41	-	-	41
Reserves	4,153	3,131	-	-	3,131
Section 106 - Affordable	3,531	3,821	-	48	3,869
Section 106 - Other	274	428	(132)	-	296
Unsupported Borrowing	11,102	17,426	(7,613)	(48)	9,765
Total Forecast Resources	29,194	42,765	(7,745)	-	35,020

Budget 2022/23 and Future Years Approved at Council Feb 2022	Budget 2023/234 and Future Years Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 2 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 30th September 2022
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26,613	8,670	7,522	-	16,192
1,000	31,539	135	-	31,674
-	-	88	-	88
1,038	1,553	-	-	1,553
28,651	41,763	7,745	-	49,508

	-	-	-	-
1,548	1,548	-	-	1,548
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	21,048	-	-	21,048
1,548	22,596	-	-	22,596
	4,838	-	-	4,838
	(0)	-	-	(0)
	-	-	-	-
	-	-	-	-
	2,281	-	-	2,281
	-	-	-	-
	(46)	132	46	132
27,103	12,094	7,613	(46)	19,661
28,651	41,763	7,745	-	49,508

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2022/23 Capital Programme - Scheme Variations as 30th September 2022

APPENDIX B

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
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Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 2 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 30th September 2022
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Good homes, green spaces and healthy places

Green Infrastructure

Green Infrastructure unallocated	275	191	-	(45)	146
Green Link - Penwortham Holme to Howick	250	310	-	-	310
Leyland Loop	26	63	-	-	63
Bridleway in western Leyland	-	18	(15)	-	3
Electric Vehicle Charging Points	180	203	-	-	203
Green Infrastructure Total	731	785	(15)	(45)	725

280	280	-	-	280
-	-	-	-	-
-	-	-	-	-
-	-	15	-	15
-	-	-	-	-
280	280	15	-	294

Worden Park

Arboretum landscaping	-	-	-	-	-
Craft Units Windows and Security Grills	40	40	-	-	40
Farmyard Cottages Windows and rendering	-	76	-	-	76
Farmyard Cottages - Heating	24	24	-	-	24
Ice House front façade	10	10	-	-	10
Sewerage pumping station and septic tanks	20	40	-	-	40
Shaw Brook weirs and banking	25	-	-	-	-
Shaw Wood footpaths	25	-	-	-	-
Walled garden pot house - replace the building frame and base walls	100	100	(50)	-	50
Worden Park fountain	80	80	-	-	80
Worden Hall Remedial Wall Repairs	-	-	-	45	45
Worden Park infrastructure and landscaping	250	250	-	-	250

-	21	-	(21)	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
25	100	-	21	121
25	-	-	-	-
-	-	50	-	50
-	-	-	-	-
-	-	-	-	-
250	250	-	-	250

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Worden Hall refurbishment	598	1,736	-	-	1,736
Worden Park Total	1,172	2,356	(50)	45	2,351

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-	-	-	-	-
300	371	50	-	421

Other Parks and Open Spaces

Hurst Grange Park drainage	9	28	-	-	28
Hurst Grange Park Paths	40	40	-	-	40
Hurst Grange Coach House Phase 2	60	78	-	-	78
Open Spaces - Bent Lane	-	-	-	30	30
Open Spaces - Balcarres Green	-	1	-	-	1
Open Spaces - Mounsey Road	80	80	-	-	80
Other Parks - Footpaths (Fossdale Moss, Priors, Valley Road)	-	45	-	-	45
Playground - Haig Avenue	-	4	-	-	4
Playground - Hurst Grange	-	1	-	-	1
Playground - Bellis Way	-	2	-	-	2
Playground - Bent Lane	-	9	-	-	9
Playground - The Holme, Bamber Bridge	50	225	-	-	225
Playground - Moss Side Village Green	175	175	-	-	175
Playground - Birch Avenue, Penwortham	145	145	-	-	145
Playground - Margaret Road, Penwortham	-	-	-	-	-
Playground - Ryden Avenue	70	70	-	-	70
Playground - Hutton	95	95	-	-	95
Playground - Longton	-	-	-	-	-
Playground - King George V, Penwortham	-	-	-	-	-
Playground - New Longton	-	-	-	-	-

-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
100	100	-	-	100
-	-	-	-	-
-	-	-	-	-
120	120	-	-	120
90	90	-	-	90
135	135	-	-	135

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
Lighting upgrade to LED - Tardy Gate Playground & 3 other sites	-	25	-	-	25
Sand/woodchip pit edge replacements - Withy Grove & Gregson Lane Playgrounds	40	40	-	-	40
Hurst Grange Park - New link path	-	-	-	-	-
Strawberry Valley Park, Bent Lane Phase 2	40	40	-	-	40
Hurst Grange Park - new signage	15	15	-	-	15
Farington Lodges - path improvements and dipping platform	41	41	-	-	41
Parks - Smaller parks and play areas	200	200	(100)	(30)	70
A tree for every resident	30	21	-	-	21
Withy Grove Park	-	-	-	-	-
Other Parks and Open Spaces Total	1,090	1,380	(100)	-	1,280

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25	-	-	-	-
-	-	-	-	-
45	45	-	-	45
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	100	-	100
-	-	-	-	-
60	60	-	-	60
575	550	100	-	650

Sports and Leisure

King George V Playing Fields, Higher Walton	-	2	-	-	2
King George V Playing Fields, Higher Walton Additional works	25	25	-	-	25
Leisure Facility	-	-	-	-	-
Leisure Centre refurbishments	1,100	7,711	-	(7,711)	-
Tennis Centre car park	-	10	-	-	10
Leisure Centre receptions	-	377	-	(377)	-
Lostock Hall Football Facility (St Gerard's)	-	3	-	-	3
Sport Pitch Hub	800	1,964	-	-	1,964
Council Leisure Facilities other than Leisure Centres	175	183	-	-	183
Decarbonisation of Leisure Centres	5,269	5,269	(7,357)	8,088	6,000

-	-	-	-	-
-	-	-	-	-
18,988	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	7,357	-	7,357

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
Sports and Leisure Total	7,369	15,543	(7,357)	-	8,186

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18,988	-	7,357	-	7,357

Housing

Affordable Housing - former McKenzie Arms, Bamber Bridge	2,206	2,496			2,496
Disabled Facilities Grants	1,041	1,305			1,305
Extra Care scheme	6,000	6,084			6,084
Empty Homes grants	39	32			32
Private Sector home improvement grants	122	169			169
Sumpter Horse Site	1,000	-			-
Housing Total	10,408	10,085	-	-	10,085

	-	-		-
1,548	1,548	-		1,548
3,800	3,800	-		3,800
	-	-		-
122	122	-		122
1,000	2,000	-		2,000
6,470	7,470	-	-	7,470

Good homes, green spaces and healthy places	20,770	30,149	(7,522)	-	22,627
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26,613	8,670	7,522	-	16,192
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Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
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A fair economy that works for everyone

Car Park resurfacing, Ryefield Avenue, Penwortham	-	40	-	-	40
Church Road, Bamber Bridge	-	40	-	-	40
Leyland Train Station Ticket Office	60	60	(60)	-	-

Masterplanning & Regen - Penwortham	1,000	1,002	-	-	1,002
New Longton Regeneration	-	75	(75)	-	-
Parking Meters replacements	-	10	-	-	10
Quin Street Residential	-	500	-	-	500
Demolition and Asbestos Removal	-	644	-	-	644
Site Acquisitions	-	3,315	-	-	3,315
Commercial A - Market Square	-	-	-	-	-
BASE	-	-	-	-	-
Balfour Court	-	500	-	-	500
Market	-	500	-	-	500
Commercial B - Church Place	-	-	-	-	-
Public Realm	-	413	-	-	413
Fees	-	1,072	-	-	1,072
Masterplanning & Regen - Leyland	2,000	-	-	-	-
Town Deal RIBA Stage 3	1,527	-	-	-	-
A fair economy that works for everyone	4,587	8,169	(135)	-	8,034

Thriving communities

Leisure Local	310	310	-	-	310
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-	-	-	-	-
-	-	-	-	-
-	-	60	-	60

1,000	1,000	-	-	1,000
-	-	75	-	75
-	-	-	-	-
-	4,684	-	-	4,684
-	155	-	-	155
-	-	-	-	-
-	4,318	-	-	4,318
-	4,356	-	-	4,356
-	1,654	-	-	1,654
-	2,418	-	-	2,418
-	1,213	-	-	1,213
-	11,384	-	-	11,384
-	848	-	-	848
-	-	-	-	-
-	(491)	-	-	(491)
1,000	31,539	135	-	31,674

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An exemplary council

Information Technology Programme

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
IT Unallocated Funding	383	368	-	-	368
Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades	870	807	-	-	807
Civic Centre conference centre hearing loop	35	35	-	-	35
Revenues and Benefits software	-	52	-	-	52
Single Sign On and Calendar Integration	-	-	-	-	-
ICT - Hardware	-	-	-	-	-
Network switching and wireless infrastructure	-	150	-	-	150
IT Programme Total	1,288	1,413	-	-	1,413

Other non-ICT projects

Air Quality Monitors	-	3	-	-	3
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-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	88	-	88
-	-	88	-	88

200	200	-	-	200
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
200	200	-	-	200

-	-	-	-	-
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Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 4 months to July 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 2 2022/23 Variations	Revised Budget 2022/23 as at 30th September 2022
Corporate Buildings	200	147	-	-	147
Corporate Buildings - Civic Centre	50	100	-	-	100
Civic Centre 3rd Floor	50	50	-	-	50
Civic Centre New Entrance	150	150	-	-	150
Vehicles and Plant replacement programme	1,253	738	-	-	738
An exemplary council	2,991	2,601	-	-	2,601
Total	29,194	42,765	(7,745)	-	35,020

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200	200	-	-	200
50	50	-	-	50
-	-	-	-	-
-	-	-	-	-
588	1,103	-	-	1,103
1,038	1,553	-	-	1,553
28,651	41,763	7,745	-	49,508

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