

# Corporate, Performance and Budget Scrutiny Committee

Monday, 11th September, 2023, 6.00 pm

Shield Room, Civic Centre, West Paddock, Leyland PR25 1DH and [YouTube](#)

## Agenda

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|--|------------------------|
| <p><b>1 Apologies for Absence</b></p>  |                        |
| <p><b>2 Minutes of meeting, Monday 12 June 2023, of Corporate, Performance and Budget Scrutiny Committee</b></p> <p>To agree the minutes of the last meeting, held on Monday 12 June 2023, as an accurate record for signing by the Chair.</p>   | <p>(Pages 3 - 10)</p>  |
| <p><b>3 Declarations of Interest</b></p> <p>Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item. If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.</p> |                        |
| <p><b>4 Scrutiny Recommendations Update</b></p> <p>To consider and note updates on recommendations made at previous meetings.</p>  | <p>(Pages 11 - 16)</p> |
| <p><b>5 South Ribble Quarter One Performance Monitoring Report 2023-24</b></p> <p>Report of the Chief Executive attached.</p>  | <p>(Pages 17 - 38)</p> |
| <p><b>6 Revenue Budget Monitoring Report Q1</b></p> <p>Report of the Director of Finance and Section 151 Officer attached</p>  | <p>(Pages 39 - 56)</p> |

<b>7 Capital and Balance Sheet Monitoring Report Q1</b>	(Pages 57 - 74)
Report of the Director of Finance and Section 151 Officer attached.	
<b>8 Scrutiny Matters</b>	
<b>8a Establishment of Task Group</b>	
<b>8b Meetings and training attended by committee members</b>	(Verbal Report)
<b>8c Cabinet Forward Plan</b>	
The latest version of the Forward Plan can be found on the <a href="#">Council's website</a> .	
<b>8d Corporate, Performance and Budget Scrutiny Committee Forward Plan</b>	(Pages 75 - 76)
Corporate, Performance and Budget Scrutiny Committee Forward Plan attached.	

Chris Sinnott  
Chief Executive

Electronic agendas sent to Members of the Corporate, Performance and Budget Scrutiny Committee Councillors Will Adams (Chair), Michael Green (Vice-Chair), David Howarth, Will King, Nicky Peet, Pete Pillinger and Haydn Williams

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

#### Forthcoming Meetings

6.00 pm Wednesday, 8 November 2023 - Shield Room, Civic Centre, West Paddock, Leyland PR25 1DH and YouTube

<b>Minutes of</b>	<b>Corporate, Performance and Budget Scrutiny Committee</b>
<b>Meeting date</b>	<b>Monday, 12 June 2023</b>
<b>Members present:</b>	Councillors Will Adams (Chair), Michael Green (Vice-Chair), David Howarth, Will King, Nicky Peet, Pete Pillinger and Haydn Williams
<b>Officers:</b>	Darren Cranshaw (Head of Democratic Services) and Ben Storey (Democratic and Member Services Officer)
<b>Guests:</b>	Councillor Paul Foster (Leader of the Council, Cabinet Member (Policy, Reform & Communications) and Leader of the Labour Group), Louise Mattinson (Director of Finance and Section 151 Officer), Victoria Willett (Director of Change and Delivery), Darren Cranshaw (Head of Democratic Services) and Ben Storey (Democratic and Member Services Officer)
<b>Other members:</b>	Councillors Keith Martin, Angela Turner, Margaret Smith and attending virtually Councillors Lou Jackson, Lesley Pritchard, Harry Hancock, Karen Walton, Emma Stevens, Mathew Forshaw, Damian Bretherton, Aniela Bylinski Gelder, Matt Campbell, Caleb Tomlinson, Ian Watkinson and Kath Unsworth
<b>Public:</b>	0

## **1 Apologies for Absence**

None – all members of the committee were present.

## **2 Declarations of Interest**

Councillor Michael Green declared a personal interest as a member of the Leyland Town Deal Board and a member of Lancashire County Council should any references be made to either of those organisations during the meeting.

The Council's Code of Conduct allows members to remain in the meeting and fully participate where a personal, and not a prejudicial or pecuniary interest, is declared.

## **3 Quarter Four Performance Monitoring Report 2022-2023**

The Chair welcomed the Leader of the Council and the Director of Change and Delivery to the meeting to present the most recent quarterly performance monitoring report.

The Committee heard that overall performance had been pleasing with the majority of projects and targets discussed within the report on or above target. There had been issues with the credit union which had impacted on achieving the desired performance targets, however an action plan on how to resolve these issues was

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included within the report. With being such a large scheme, the Council was working with the Town Deal Board and Government to realign the procurement processes and the programme to ensure the project remained in budget and the timescales it was required to. Finally, the Jubilee Gardens project had been impacted by inflationary pressures and a review was currently underway of its design and key outputs with a report expected to go to Cabinet and Council in the next month.

On plans for the Corporate Strategy moving forward following the recent elections, the Committee were advised that work was underway in reviewing the priorities of the new administration. Following further discussions with officers and the wider Labour group a new Corporate Strategy would be presented to Council in September for adoption.

The Music in the Park event was highlighted by the Committee, with questions raised over how the success of the event was measured, the return on investment and future plans for the event. In response members heard that the aim of the event was to be cost neutral, yet providing a huge boost to local businesses and a great event for residents and visitors to enjoy. Analysis on the return on investment was being reviewed, in addition to other feedback, and would be completed soon. The Council hoped to continue the event in future years, the 33% increase in attendance from last year demonstrated there was a demand and provided scope to expand the event.

Queries were raised whether the July 2023 launch date of the Council's Social Prescribing Service was still realistic and viable. The Committee were told that the recruitment process had been completed with the team in place and ready to start taking referrals in July.

In response to a query on the Cost of Living Crisis Action Plan, Members were reassured that the Action Plan would form part of the Corporate Strategy and due to an increase in demand further work was underway to bring in partners where possible in order to best support residents. The Committee were grateful for the offer of further statistics on the numbers and effectiveness of the current support the Council has in place.

The challenges around developing greater uptake in digital skills training was raised by the Committee. As these sessions had not been active through the pandemic it had been a slow process to build back up to the pre-pandemic levels. The committee was pleased to hear that now it was re-established and benchmarking undertaken, monitoring of the digital skills training would be measured in future quarterly reports.

A number of questions were asked regarding the Unify Credit Union. Members were informed that the new Cabinet Member overseeing this area was liaising with community hub chairs to explore ways to better facilitate outreach work by the credit union. It was acknowledged that there would be staffing costs to consider but extending of the Credit Union offices opening hours would be also be looked at. The Committee were advised that a number of council's teams involved with community intervention work had regular contact with the Credit Union in order to provide the best support available to residents. Responding to a question about the Council's financial contribution to the Credit Union and how value for money is ensured, it was agreed that further detail be provided to the Committee after the meeting.

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Following a question as to why there were only two successful applications for the Business Energy Efficiency scheme out of the 90 received, it was explained to the Committee that this was likely a timing issue of the reporting period. It was noted that the relevant due diligence and energy audits undertaken as part of the process may be a factor, in addition to the possibility of some applications not meeting the criteria. The Committee appreciated the offer of an update on the scheme being provided.

The Committee heard reassurances that the town deal programme would be delivered in the timescales agreed with the Government and for that reason the project remained as amber instead of red. With being such a large and long programme of development further consultation with businesses and other stakeholders had been undertaken with amendments to some of the phasing of work being considered to mitigate any disruption to the local area. Changes to the procurement strategy were also being considered to reduce risk by merging the development into one larger contract, mitigating for inflationary pressures since the contract was first agreed by the Council and potentially benefiting from economies of scale.

The rationale behind Progress Homes managing the Council's new houses at the former McKenzie Arms site was due to the Council not having its own commercial team in place currently. The agreement with Progress Homes had a two year break clause which would allow time for the Council to develop their own commercial team so in the long term they would manage these properties, Jubilee Gardens once completed and other new developments in the future. Members heard that there was surplus from the rental income from the new properties with the hope that any additional income could be used to support the administrations ambitions of building more new homes.

The Committee sought reassurance that given the inflationary pressures on the Jubilee Gardens scheme and what contingencies were in place. In response Members heard that contingencies were in place within the financial model. Whilst a number of options around value engineering the scheme or reducing room sizes had been dismissed, there was a proposal to amend and increase the capacity of the facility to provide additional income.

Prevention of homelessness and the support offered by the Council was highlighted. It was reported that the Council, working with key partners, was committed doing as much as it can to support people facing homelessness. The Action Plan in place involves a range of support including mediation support for families, support for young people to prevent homelessness and help arranging suitable accommodation. The full service review, including the wider homelessness strategy would be on the agenda for the July meeting of Cabinet and would be reviewed bi-annually to monitor outcomes.

Following a query on the Select Move criteria, the Committee welcomed the offer for further information.

On where performance of the contact centre could be improved, questions were asked whether weekly forecasting could better inform the resourcing needs of the service and if this would support delivery of performance targets. Members were advised that statistics were monitored by the Cabinet Member overseeing this service. Predicting call volumes had been challenging in response to a number of evolving and changing external issues affecting residents given the range of services

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the Council delivers. It was acknowledged that changes in the telephony and new technology would also improve the service for residents in the long term.

The Committee expressed a desire to invite the new Cabinet Member for Customer Services and Digital to a future meeting to consider these matters in greater depth.

Following a comment on deferral of applications by the Planning Committee it was agreed that members be advised of the implications and the risk of non-determination.

It was subsequently;

## **Resolved: (Unanimously)**

That the Corporate, Performance and Budget Scrutiny Committee;

1. thanks the leader and director for attending and answering questions;
2. welcomes the success of Music in the Park and looks forward to an evaluation of return on investment and future plans being made available to members;
3. is grateful for the offer of further information and statistics with regards to the uptake of the cost of living support;
4. asks that the council work with the credit union to increase the opening hours of their office and to provide outreach to other parts of the borough;
5. asks for further information on the councils contribution to the credit union and how the council ensures value for money;
6. welcomes the offer of a response to the query raised on the criteria of the Select Move process;
7. invites the new cabinet member for Customer and Digital to the next meeting to discuss customer services indicators, including the abandoned call rates and;
8. asks that the new planning committee be advised of the implications of deferring applications and the risk of non-determination.

## **4 Revenue Budget Outturn 2022-23**

The Chair welcomed the Leader of the Council and the Director of Finance to the meeting to present the most recent quarterly revenue budget monitoring report.

The Committee heard that the Council was in a strong financial position and despite challenges arising from increasing energy costs and the recent pay award had an under spend of £300,000 at year end. It was noted that higher interest rates had resulted in greater return on savings than was forecast.

Regarding the UK Shared Prosperity Fund, there was prescribed criteria set out in order to allocate funding which had presented challenges. The Committee welcomed

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the offer to provide the UK Shared Prosperity Fund Business Plan following the meeting.

On the reliance on agency staff and the cost impact for the Council, the Committee ascertained that in the face of ongoing challenges around recruitment, permanent Heads of Service had been appointed with further appointments nearing completion for vacant senior posts, also on a permanent basis. A full breakdown of vacancies and costs would be provided to the Committee.

In addition to advertising posts on the Council's social media platforms, Members were advised that where appropriate recruitment consultants were appointed to source applicants for senior posts but overall in the past year there had been an increase in uptake in vacant posts. Further details on the effectiveness on the use of recruitment platforms, such as LinkedIn would be provided to the Committee.

Questions were asked about how to improve occupancy and income through marketing the council's commercial assets, such as the banqueting suite and whether an action plan was in place. A detailed review of the Council's assets had been initiated by the new Cabinet Member which would consider all of these areas. In addition it was noted that a review of the commercial use of the Civic Centre was being carried out with the aim of maximising the use of the building.

The Committee raised concerns over the apprenticeship budget not being fully utilised. Responding to the query the Council's commitment to encouraging and supporting apprenticeship schemes was reaffirmed. Further information would be provided, though it was suggested that the under spend in the apprenticeship budget could be a timing issue, or where apprentices were successfully applying for other vacant posts at the Council and associated costs going back into the budget.

It was subsequently;

## **Resolved: (Unanimously)**

That the Corporate, Performance and Budget Scrutiny Committee;

1. thanks the leader and director for attending and answering questions;
2. welcomes the offer of a copy of the UKSPF (UK Shared Prosperity Fund) Business Plan being provided to the committee;
3. asks that the total agency and contractor costs mapped across the directorate staffing underspends be provided;
4. encourages the greater use of LinkedIn and other social media platforms to attract and recruit employees to the council and;
5. requests that the apprenticeship underspends be explored further.

## **5 Capital and Balance Sheet Outturn 2022-23**

The Chair welcomed the Leader of the Council and the Director of Finance to the meeting to present the most recent quarterly monitoring report on the Capital Programme and Balance Sheet.

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Queries around the varuances within the capital budget were addressed, delays in projects and slippage were the main reason why budget had being carried over into the following subsequent financial year. It was also noted that a number of significant payments had been made on the Jubilee Gardens, Town Deal and Leisure Centre refurbishment projects in April this year, just missing the reporting deadline for the quarter on 31 March 2023.

Responding to concerns raised over delays in processing Disabled Facilities Grants, the Committee were advised that there were lengthy delays in undertaking the initial assessments by Lancashire County Council. The Leader of the County Council had recently been contacted about this matter, outlining South Ribble Borough Council's desire to explore alternative options to carry out occupational health assessments to expedite the grant application process. Further details and a copy of the letter sent to the Leader of Lancashire County Council would be provided to the Committee.

In relation to funding for the Leisure Local scheme not being fully utilised, Members were advised that this was due to the time it took for a thorough assessment of proposed projects to be undertaken and that any other under spend in budget would remain and be ready to be used when future applications are received.

On the review of vehicle and plant replacement, it was confirmed that this was underway with a report expected soon which would consider both the environmental implications as well as the cost implications.

The grant capital expenditure for facilities at Lostock Hall Academy referenced within the report was raised. It was confirmed that approval for the grant funding had been agreed by Council and appropriate due diligence had been carried out before Lostock Hall Academy received the funding. The Council were aware of issues raised by residents concerning the installation of floodlights and the use of the sports facilities out of school hours and were liaising with the residents and the Academy to reach a resolution.

It was subsequently;

## **Resolved: (Unanimously)**

That the Corporate, Performance and Budget Scrutiny Committee;

1. thanks the leader and director for attending and answering questions;
2. requests that further focus be given to reduce the level of slippage in the capital programme;
3. expresses concern of the delays with the County Council turning Disabled Facilities Grant referrals around and;
4. wishes the leader well in his lobbying of the county council and in making alternative arrangements for progressing Disabled Facilities Grant applications.

## **6 Committee Matters**



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## **7 Meetings and training attended by Members**

No training attend by committee members was noted.

## **8 Cabinet Forward Plan**

The Cabinet Forward Plan was noted.

## **9 Arrangements for Committee Training and Workshop**

The Head of Democratic Services informed the Committee that the North West Employers Strategic Scrutiny Network was scheduled for the following week.

Dr Steph Snape would also be delivering scrutiny committee training on Monday 3 July.

It was also proposed to hold a workshop session to develop the committees work programme for the remainder of the year and beyond on Tuesday 11 July.

Chair

Date

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Recommendations Tracker – 31 August 2023

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.2.</b> welcomes the success of Music in the Park and looks forward to an evaluation of return on investment and future plans being made available.	Leader of the Council & Cabinet Member (Policy, Reform and Communications)	Director (Change & Delivery)	Yes	The evaluation is underway and will inform options on future plans. This will be shared with Members once drafted.	No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.3.</b> is grateful for the offer of further information and statistics with regards to the uptake of the cost of living support;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	This will be considered further by the Community and External Scrutiny Committee as part of its work programme on 9 October 2023	No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.4.</b> asks that the council work with the credit union to increase the opening hours of their office and to provide outreach to other parts of the borough;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	A programme of outreach sessions have started at the Uniform shop and further are planned at the Community cafes, Dr Bike sessions, Community Hubs and they will also be invited to the Chairs and Vice Chairs hub meeting and members briefing session. Discussions are ongoing with the Credit Union with regards to extending opening hours and outreach services. A full update is due to be considered by Cabinet on 13 September 2023.	No

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.5.</b> asks for further information on the councils contribution to the credit union and how the council ensures value for money;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	An update on the success of the Credit Union, including value for money is due to be considered at Cabinet on 13 September 2023.	No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.6.</b> welcomes the offer of a response to the query raised on the criteria of the Select Move process;	Cabinet Member (Communities, Leisure and Wellbeing)	Director (Communities)	Yes	Applicants can apply to all three districts for accommodation and are not limited on the numbers of applications made at one time. When the new allocations policy is adopted the geographical connection will be strengthened. Therefore people with a geographical connection to an area will be prioritised for the accommodation. There are a number of caveats to this for example victims of domestic abuse and people serving in the armed forces.	Yes
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	<b>3.7.</b> invites the new cabinet member for Customer and Digital to the next meeting to discuss customer services indicators, including the abandoned call rates	Chair of the Corporate, Performance & Budget Scrutiny Committee	Head of Democratic Services	Yes	As part of the Scrutiny Committee's work programme a report looking at customer service performance will be brought to a future meeting.	No

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.8. asks that the new planning committee be advised of the implications of deferring applications and the risk of non-determination.	Cabinet Member (Planning, Business Support and Economic Development)	Chief Executive	Yes	Following membership being appointed both new and returning committees members have undertaken relevant training which included implications of deferring applications and the risk on non-determination.	Yes
12.6.23	Revenue Budget Outturn 2022-23	4.2. welcomes the offer of a copy of the UKSPF (UK Shared Prosperity Fund) Business Plan being provided to the committee;	Cabinet Member (Finance and Public Protection)	Director (Finance)	Yes	This information was included in a report presented to Full Council on 19 July 2023.	Yes
12.6.23	Revenue Budget Outturn 2022-23	4.3. asks that the total agency and contractor costs mapped across the directorate staffing underspends be provided;	Cabinet Member (Finance and Public Protection)	Director (Finance)	Yes	The total expenditure incurred by SRBC on Agency Staff in 22/23 was £794,000.	Yes
12.6.23	Revenue Budget Outturn 2022-23	4.4. encourages the greater use of LinkedIn and other social media platforms to attract and recruit employees to the council;	Cabinet Member (Finance and Public Protection)	Director (Finance)	Yes	We promote our vacancies using our Corporate LinkedIn profile however we use LinkedIn recruit (which is high cost, paid advertising) only if it is appropriate to the reach and relevance of the role we are recruiting to. We are continuing to review this as part of our recruitment strategy approach to ensure we achieve best value and attract the best people to our Council.	Yes

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
12.6.23	Revenue Budget Outturn 2022-23	<b>4.5.</b> requests that the apprenticeship underspends be explored further;	Cabinet Member (Finance and Public Protection)	Director (Finance)	Yes	We have refreshed and co-ordinated our approach to apprentices to ensure that there are clear progression plans for them once they finish their apprenticeship. In doing this, we have used vacant non-apprentice posts to create apprentice opportunities, retaining the option to then progress apprentices into the substantive post, and thereby significantly increasing the number of apprentices recruited over the past 2 years. We want to ensure we keep the talent we are attracting.	Yes
12.6.23	Capital and Balance Sheet Outturn 2022-23	<b>5.2.</b> requests that further focus be given to reduce the level of slippage in the capital programme;	Cabinet Member (Finance and Public Protection)	Director (Finance)	Yes	An original budget of £350k was established a couple of years ago to support future Leisure Local schemes – of this amount, £40k has been utilised and the £310k has been carried forward to meet the costs of such schemes in the future. Expenditure has been spent on Leisure Local type projects/schemes and capital grants provided to local organisations to deliver the same, but these have been funded from Covid grants or grants specifically earmarked for this purpose and so there has been no need to tap into the councils budget	Yes

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
						earmarked within the capital programme.	

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Report of	Meeting	Date
Chief Executive (Introduced by Leader of the Council and Cabinet Member (Policy, Reform and Communications))	Corporate, Performance and Budget Scrutiny  Cabinet	Monday, 11 September 2023  Wednesday, 13 September 2023
Is this report confidential?	No	
Is this decision key?	No	

## South Ribble Quarter One Performance Monitoring Report 2023-244

### Purpose of the Report

- To provide Cabinet with a position statement for the Corporate Strategy for quarter one (April – June) 2023/24.

### Recommendations to the Scrutiny and Budget Performance Panel

- The Corporate, Performance and Budget 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:

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

### Executive summary

- This report presents the performance progress at the end of quarter one (1 April and 30 June 2023). The report provides an update on the current position for the 14 projects, 30 Corporate Strategy performance measures and seven key organisational performance measures.

# Agenda Item 5

8. The overall performance of the Corporate Strategy projects is good. Of the 14 projects in the strategy, 86% (12) are rated green or complete; and 14% (two) are rated amber.
9. Of the 22 performance indicators used to monitor the Corporate Strategy, 12 can be reported at the end of the quarter one. Of those with targets, 67% (eight) are performing better than target; 8% (one) is performing worse than target and within the permitted 5% tolerance; 25% (three) are performing worse than target and outside the permitted 5% tolerance. One is being baselined. (Resident survey indicators are excluded from the total number of indicators as these are reported biennially and will be reported next in quarter one (2024/25)).
10. Of the seven key organisational performance measures, all can be reported at the end of the quarter. 43% (three) are performing better than target; 14% (one) is performing worse than target and within the permitted 5% tolerance; 43% (three) are performing worse than target and outside the permitted 5% tolerance.




## Background to the report

11. At Council on 23 November 2022, 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 14 priority projects, which are delivered over a period of 12-18 months and measured using 30 performance indicators.
14. A colour rating system is used to indicate status whereby:

### Projects

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

### Performance Indicators

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

# Agenda Item 5



## 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

15. The council hosted the return of the 'Music in the Park' event at the beautiful location of Worden Park on Bank Holiday Sunday 28 May 2023. The event included an 80's and 90' themed concert and sold tickets to over 3,200 people. The acts included big names such as Bananarama, Peter Andre, Bad Manners and many more. In addition to the acts, there were 18 local business at the event, which included food vendors, face painting and a charity. The successful event has brought local communities together promoting a sense of belonging, boosted the local economy and encouraged visitors from across the region to South Ribble.
16. The project to implement a social prescribing service for South Ribble to enhance provision, address health inequalities and improve resident outcomes has progressed this quarter with the completion of the recruitment to the vacant social prescribing link worker posts. A system has been sourced to allow effective recording and case management and meetings have commenced with a wide range of organisations to develop referral pathway. To support the social prescribing link workers, a training programme has been identified and the service has continued to be promoted ahead of its launch. To provide greater capacity and support the wider integration between the NHS and the Council, further discussion has been undertaken with Preston and South Ribble Primary Care Networks (PCN) to take forward a partnership and explore sharing social prescribing link workers. In quarter two, the newly recruited Social Prescribing Link workers will be onboarded, the design of training programme be finalised and the partnership with the PCN will be agreed. The social prescribing service is expected to launch in September 2023.
17. As part of the council's commitment to investing in the local community, work has progressed this quarter towards the ambitious programme to develop local community infrastructure across the borough. A location has been identified in the Lostock Hall area for the set-up of a South Ribble Family Wellbeing Centre and work has been undertaken with partners to understand the requirements for the centre. The Family Wellbeing Centre will be designed as a 'one stop shop' to support families and children in South Ribble. The support on offer will include preparation for expectant parents, post-natal support, and education sessions with specialist partners, social and play groups and general wrap-around family support. A report was presented to Council in July 2023 to approve the budget to develop the Family Wellbeing Centre and the proposed funding allocation for the community grants scheme. The community grants scheme funded via the UK Prosperity Fund (UKSPF) will be scoped to support improvements to community spaces and the community assets policy will be drafted, outlining the approach for assessing community assets that require investment from the Council.

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18. The Cost of Living action plan providing practical support to households including advice and access to services that promote resident wellbeing has progressed this quarter with the successful delivery of the Easter Holiday Activities and Food (HAF) programme. The programme provided 1,771 children with access to free food and activities over the Easter period. The 'Warm Welcome' scheme concluded in April 2023, providing free, safe, comfortable, and welcoming places where people could to take part in activities, access services, get practical advice and support, as well as meet members of the local community over the winter period. In July 2023, the Council have approved the grant allocation of £680k for round four of the Household Support Fund to support both vulnerable residents, and those who have been adversely financially affected by Covid and the Cost of Living crisis. Looking ahead to quarter two, the project will deliver the Summer HAF programme, School Uniform Swap, Pop-up Bike shop and round four of the Household Support Fund.

# Agenda Item 5

## Performance of key projects



19. There are four key projects included in the 2023/24 Corporate Strategy under this priority at the end of quarter one and overall performance is good.
20. Three projects are rated as green, meaning they are progressing according to timescales and plan:
  - Deliver Music in the Park 2023,
  - Develop social prescribing in South Ribble,
  - Deliver the Cost of Living action plan.
21. One project is rated amber:
  - Create community support spaces.

Create community support spaces		AMBER
<b>Issue:</b>	There has been significant progress made over quarter one in relation to the South Ribble Family Wellbeing Centre, however the project has been rated amber as an early indication of potential issues that may impact on the completion times. As a much needed facility, the timescales are challenging and any delays in conveyancing or refurbishment may delay the project.	
<b>Action Plan - What will be done:</b>	<p>A report has been to Council in July 2023, approving the budget of £300k to purchase and refurbish the building currently known as 'Greens Dance Centre' to create the South Ribble Family Wellbeing Centre.</p> <p>A project task group has been established comprising of Legal, Property and Development and Communities to manage this complex project. The task group and will meet on a regular basis to mitigate any risks, monitor, and action key stages of the project such as the purchase, lease, renovation works and final handover. It is expected that the South Ribble Family Wellbeing Centre will be open to the public in quarter four 2023/24.</p>	

## Key Performance Indicators



22. At the end of quarter one, three of the six corporate strategy performance indicators under this priority are due to be reported.

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23. Three indicators are performing on or better than target:
- Value of savings for Credit Union members with Family Loans
  - Number of claimants as a proportion of resident population of area aged 16-64 in South Ribble will be lower than the North West average
  - Number of residents participating in activities delivered by the Council
24. One indicator cannot be reported this quarter as the data is currently unavailable and cannot be drilled down to a level that reflects digital training delivered exclusively for South Ribble. The council is working closely with partners to ensure that systems and agreements are in place to ensure that the data can be reported from quarter two 2023/24:
- Number of people who have successfully completed basic digital skills training
25. One indicator cannot be reported this quarter as the social prescribing service will only be established in quarter two 2023/24. This performance measure will be baselined, and data can be reported from quarter two 2023/24:
- Number of people referred to social prescribing service



# Agenda Item 5

## 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**

26. The council has an ambitious transformation programme that includes delivering improvements to ensure high quality and responsive services. This quarter the focus has continued with the joint operating model for Property and Development with Chorley Council. Individual development discussions have been undertaken to ensure that staff are positively engaged and involved in the shared services implementation process and are using the engagement process for opportunities to identify areas for further development and support. To ensure that services are more accessible for residents, external forms for the council website have been reviewed. Next quarter, work will continue with ICT and services to deliver channel shift improvements by enhancing the capability for online self-serve bringing forward new web forms and technology.
27. The project to deliver improvements to the Civic Centre workspace has progressed this quarter with feasibility being undertaken and will bring forward options in quarter two to make best use of the space and technology in the conference centre and also the currently vacant space on the top floor. An accommodation working group bringing together different services across the council will be established to oversee and progress the Civic Centre improvements to ensure a modern, fit for purpose environment and to support the wider deliver of the council's Workplace Strategy.
28. The Chorley and South Ribble Partnership has progressed work with partners to improve the way we share data and intelligence to inform service delivery and design. Focus this quarter has been developing and refining the shared data and intelligence dashboard functionality, which will include data at Ward and Super Output Area level, providing more detailed meaningful data analysis and improved reporting capability. The system has been demonstrated to partners, with Citizens Advice Lancashire West committing to join and on-board their data. Looking ahead, the Council will continue discussion with partners to increase partner engagement, progress the system development and improve the user experience.

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## Performance of key projects



29. There are three key projects included in the 2023/24 Corporate Strategy under this priority and at the end of quarter one, overall performance is good.
30. Three projects are rated as green, meaning they are progressing according to timescales and plan:
  - Continue to develop high quality and responsive council services
  - Deliver improvements to the Civic Centre workspace
  - Work with partners to improve services that are flexible and responsive to local need

## Key Performance Indicators



31. At the end of quarter one, three of the four corporate performance indicators under this priority are due to be reported.
32. Three indicators are rated green and on track:
  - At least 40% of service requests will be received via self-service channels,
  - The percentage of households living in fuel poverty will be better than the North West average,
  - Percentage of calls to Gateway/Call Centre answered within 90 seconds.
33. One indicator cannot be reported this quarter as there is no system in place currently to collect this data. Progress is underway to implement a system to collect customer satisfaction data and will be available to be reported from quarter two 2023/24.
  - More than 80% of customers will be satisfied with the service





# Agenda Item 5

## 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

34. The council continues to support eligible local businesses through the Business Energy Efficiency (BEE) Scheme to reduce their energy usage, resulting in a reduction in their energy costs supporting business viability and contributing to the longer-term carbon reduction targets of the council by reducing their carbon footprint. At the end of quarter one, the delivery of the BEE grant scheme has continued with 88 applications being processed, of which five grant offers have been made to businesses and two grants have been paid for the completion of the recommended energy saving (carbon reduction) measures. Applicants will continue to be processed as businesses complete energy audits and will progress to grant stage until the identified budget of £200k is exhausted.
35. The South Ribble Skills Factory project progressed this quarter with the delivery of a range of engagement activities, to support businesses and people seeking jobs and careers information. Events to highlight include a careers event at Runshaw College where impartial careers information advice and guidance was offered to 269 students. To support businesses, a presentation was delivered at Runshaw College Master Class event and the Shout Network for 13 local businesses. An interactive careers workshop was conducted in conjunction with the Youth Council and local employers in June 2023 to seek the views of young people about their perceptions of work, careers advice and how employers can engage with young people to prepare them for the world of work. The Skills Factory will continue to work with partners to provide impartial advice, skills, training and recruitment support to business and free skills, apprenticeship, and employment support to residents of all ages across South Ribble.
36. The £38 million Leyland town centre improvement project (Leyland Town Deal) has progressed this quarter with the initiation of the first phase of site investigation work commencing, which once complete will pave the way for the demolition of the former Iddons Factory, creating space for the BASE 2 business and skills hub, residential development and a new car park. All six planning applications have been approved, which will enable future improvements to be taken forward including Leyland Market, highway, and public areas. Further engagement will be undertaken with stakeholders that will be impacted by the scheme; this will include an engagement event that is scheduled for August 2023. Over the next quarter, the first phase of site investigations will conclude, RIBA Stage 4 (Technical Design) will be progressed and engagement with impacted businesses and residents will continue.

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## 37. Performance of key projects



38. There are four key projects included in the 2022/23 Corporate Strategy under this priority.
39. One project has been classified as complete, meaning that it has delivered its milestones.
- Deliver the Economic Strategy
40. Two projects are rated green, meaning they are progressing according to timescales and plan:
- Develop green energy schemes for local business
  - Deliver the South Ribble Skills Factory
41. One project is rated amber:
- Develop town centres as vibrant multi-use spaces

Develop town centres as vibrant multi-use spaces		AMBER
<b>Issue:</b>	Despite achieving notable advancements, the Leyland town deal has been rated amber this quarter due to the potential risk implications connected to the finalisation of elements within the development design stage (RIBA 3). This includes work on site assembly, which continues but includes negotiations with multiple landowners. These implications could impact on the project milestones.	
<b>Action Plan - What will be done:</b>	As a proactive measure, the project has appointed a consultant to provide the necessary resource capabilities bolstering capacity and will seek to expedite the resolution connected to the development designs. Work is on-going to ensure minimal disruption and to maintain the schemes overall delivery timescales.	

## Key Performance Indicators



42. At the end of quarter one, three of the six corporate performance indicators under this priority are due to be reported.
43. Two Indicators are performing on or better than target:
- % 16 -17 year olds not in education or training (NEET).
  - Overall employment rate greater than North West average,
44. One indicator is performing worse than target but within of the 5% threshold:

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- Number of Business engagements / support provided by the Council



# Agenda Item 5

## 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

45. The affordable and energy efficient homes on the former McKenzie Arms site was completed in April 2023 and opening the doors to around 30 local people with a link to the area of Bamber Bridge. The new homes will help meet the increases in demand and a shortage of good quality affordable in the borough. Progress Housing Group will manage the new homes on a day-to-day basis on behalf of the council. The Jubilee Gardens project has progressed this quarter with the technical designs for the scheme being updated to reflect the changes from 72 to 75 beds. A planning application has been submitted and will go to the planning committee in August 2023. A report went to Council in July 2023, where approval was received to increase the budget to £20.5 million and approve the procurement strategy to appoint the main contractor to deliver the 75-bed extra care facility. Over the next quarter, the procurement for the main contractor will be undertaken and work on site will be set to begin on 14 August 2023.
46. As part of the council's continued investment into local green spaces and play areas, progress has been made on the programme to deliver improvements schemes to enhance the quality and accessibility of play areas in South Ribble. Over the quarter, the council has completed improvements works to Ryden Avenue toddler and junior play area. The play area opened to the public in June 2023 and the refurbishment included brand new equipment, new fencing, a carpet surface, and the existing toddler roadway will get new line markings and signs. Following consultation undertaken in 2022 with the local community, a tender process has been undertaken in quarter one to refurbish Hutton Play Area and work is expected to commence on site in September 2023. Consultation for the improvement works to King George V Playing Field Playground in Penwortham was completed during quarter one and the remaining play area consultations for Longton and New Longton will be undertaken in quarter two.
47. Following the adoption of the Biodiversity Strategy in July 2022, the Biodiversity Action Plan has been adopted at Council in July 2023. The action plan has been developed following a full consultation exercise, including interactive workshops with internal staff and volunteers and externally with relevant national and local wildlife organisations and groups. The Biodiversity Action Plan sets out clear actions that will be taken over the next five years to restore, conserve and enhance the biodiversity in the borough. A grant application for phase two to install 21 on street electric vehicle resident charge points (OSRC) has been successful and will see charging points installed across the borough, proposed locations selected according to the strict eligibility criteria for the grant funding scheme include Leyland, Penwortham, Lostock Hall, Walton-le-Dale and Farington. Progress has been made towards the launch of the DEFRA Air Quality School Project, with the council working with the Southport Eco Centre to design the website for schools in South Ribble. The council has also promoted the scheme which will provide free educational sessions on air quality related topics and help schools better promote air quality in their communities, it is expected to launch at the end of September 2023. Going forward, the council will plant an additional 27,500 trees in 2023/24 and a consultation will be undertaken as part of the review process for the Air Quality Action Plan which was published in 2018.

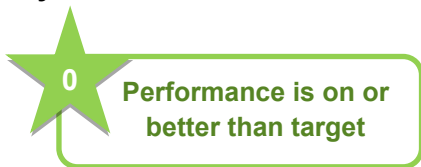
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## Performance of key projects



48. There are three key projects included in the 2022/23 Corporate Strategy under this priority.
49. All three projects are rated as green, meaning it is progressing according to timescales and plan:
- Complete a programme of improvements to local play areas across the borough
  - Deliver the Climate Emergency Strategy
  - Deliver affordable, quality homes to meet the needs of local communities

## Key Performance Indicators



50. At the end of quarter one, three of the six corporate performance indicators under this priority are due to be reported.
51. Three indicators are performing below target and outside of the 5% threshold:
- The number of wellbeing sessions delivered by the Active Health Team
  - The number of individuals who complete a health check (screening) by a member of the Active Health Team
  - Number of households in temporary accommodation at the end of the quarter

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
The number of wellbeing sessions delivered by the Active Health Team	Bigger is better	695	2,547 (Q4:2022/23)	<b>633</b>	▲	<b>Worse than Q1 2022/23</b>
<b>Reason Below Target:</b>	In the current quarter, short-term vacancies in the team disrupted some delivery of sessions.					
<b>Action Plan:</b>	The council has made significant progress to address these challenges and enhance our programmes. Active Health has successfully completed the recruitment of a new Dance Specialist, who will play a crucial role in supporting the PASTA (Play and Skills at Teatime Activities) programme. The added capacity will enable the council to introduce an additional					

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	<p>PASTA session per week starting in September, making up for the shortfall experienced in quarter one.</p> <p>The council are actively in the process of recruiting an additional Full-Time Sport and Active Health Coach, anticipated to be in place by quarter two. Further increasing capacity to deliver additional wellbeing sessions across the programme.</p> <p>The council will work in partnership with South Ribble Leisure to deliver the Adult Healthy Weight programme in 2023/24 and to deliver additional Gymnastics and Tennis sessions on the Active Schools programme</p>
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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
The number of individuals who complete a health check (screening) by a member of the Active Health Team	Bigger is better	27	149 (Q4: 2022/23)	6	▲	<b>Worse than Q1 2022/23</b>
<b>Reason Below Target:</b>	Active Lancashire is responsible for sourcing the contracts for businesses, after which the council's Active Health Coaches are commissioned to provide health screening. The number of individuals who complete health check (screening) by a member of the Active Health Team is performing below the target this quarter as a result of the two year programme entering the final nine months of implementation and Active Lancashire not presenting new businesses necessitating the screenings.					
<b>Action Plan:</b>	<p>Over the duration of the programme, Active Health have successfully conducted over 200 Health Screenings. Additionally, the Council has enhanced the capabilities of five Active Health Coaches to administer the screenings, creating the possibility for future commissions in health-related initiatives.</p> <p>As the service is aligned with Active Lancashire requests to engage businesses offering Health Checks and given the programmes current phase and decline in contract numbers, performance of this indicator is not expected to improve. A situation beyond the service's contractual responsibilities with Active Lancashire.</p> <p>As part of Active Lancashire's programme, a further initiative Workplace Health Champion Training, which focuses on delivering Workplace Health Champion Training to businesses in South Ribble at no cost to the businesses. Active Lancashire secures contracts and commissioning the Active Health service for delivery, mirroring the Health Checks model. An agreement has been reached with Active Lancashire, to focus on the delivery of these courses.</p>					

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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	44	44 (Q4:2022/23)	<b>59</b>	▲	<b>Worse than Q1 2022/23</b>
<b>Reason Below Target:</b>	The number of households in temporary accommodation at the end of quarter one is impacted by a number of factors. The number of private landlords leaving the market has increased, reducing the availability of private rented sector properties, and increasing costs. The number of households applying for social housing has increased significantly. There are a number of households that have barriers accessing social housing, with very limited alternative options.					
<b>Action Plan:</b>	<p>The council has been working with a registered provider and Lancashire County Council to deliver eight units of accommodation for single people/couples with complex needs. At the end of quarter one, people that were in hotels have occupied the first three rooms and a further four are due to sign up in the coming weeks.</p> <p>The new allocations policy for Social Housings is currently under review as the consultation period has now ended. The proposed allocations policy will give more priority to households who are facing homelessness and will direct match households who have been in hotel accommodation for a significant period of time.</p> <p>Additionally, discussions have been taking place with the Department of Levelling Up, Housing and Communities (DLUHC) to discuss formulating an action plan to eliminate the use of bed and breakfast accommodation which will affect the overall numbers. It is expected that a draft action plan will be developed in quarter two.</p>					

## Key organisational performance measures

52. At the end of quarter one, all seven key organisational performance measures are due to be reported. A full list of the performance indicators is included in appendix 2.



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

- The average number of working days from Disabled Facilities grant referral received from LCC to application approved,
- Average working days per employee (FTE) per year lost through sickness absence
- Contact Centre inbound calls answered within wait time of < 5 minutes



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54. One is performing worse than target and within the permitted 5% tolerance:

- Percentage of Council Tax collected.

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

- % planning applications decided within 13 weeks (major applications),
- % planning applications decided within 8 weeks (minor / other applications),
- Percentage of Business Rates collected,

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	66.6% (Q4:2022/23)	<b>66.6%</b>	▲	<b>Worse than Q1 2022/23</b>
<b>Reason Below Target:</b>	<p>The percentage of planning applications decided in 13 weeks has performed lower than target this quarter. There are a small number of applications in within this category, and two applications not being determined within timescales can impact significantly on the percentage reported.</p> <p>There is also an increased level of applications being deferred from Planning Committee for further discussions. In some cases, applicants are unwilling to agree extensions of time as this allows them to opt for an appeal for non-determination if they so wish.</p>					
<b>Action Plan:</b>	<p>The council will continue to monitor future applications and where possible implement measures to ensure timely decisions are made on major applications. Case officers will seek to negotiate extensions of time with applicants and allow for adequate time for administrative process to be carried out.</p>					

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
% planning applications decided within 8 weeks (minor / other applications)	Bigger is better	85%	89.40% (Q4:2022/23)	<b>79.40%</b>	▲	<b>Worse than Q1 2022/23</b>
<b>Reason Below Target:</b>	<p>The vacant posts within the planning team have posed challenges to service delivery and have impacted on processing times. Over the quarter, 27 minor planning applications have gone out of the designated 8-week timeframe Furthermore, deferred planning applications from the committee have led to delays in decision making within the required timeframe.</p>					
<b>Action Plan:</b>	<p>To address these issues the Council has responded proactively undertaking a recruitment exercise for the vacant posts. One post has been recruited to and one has recently been advertised. Once these vacancies are in post, this will enhance resources, particularly at senior</p>					



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	level, contributing to improved efficiency. The planning team have also been encouraged to secure extensions of time where possible to avoid applications going 'out of time'.
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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
Percentage of Business Rates	Bigger is better	35.94%	94.46% (Q4:2022/23)	29.71%	▲	Worse than Q1 2022/23
<b>Reason Below Target:</b>	<p>The target for this indicator is based on the actual performance for the same period in the previous financial year. This year's performance (2023/24) is 6.23% lower when compared to the same period last year (2022/23). However, when compared to the year previous (2021/22) the variance reduces, and performance is lower by 1.25%</p> <p>For last year (2022/23) whilst there was an increase in the net collectable debit due to reductions in government relief, the amount of pre-payments received increased by £246,902 for the same period. The collection target for quarter one of 2023/24 is therefore superficially inflated when compared with 2021/22.</p> <p>The variance between this year (2023/24) and 2021/22 is largely attributable to the revaluation of rateable values which came into effect on 1 April 2023. Overall, this has increased the 2023/24 net collectable debit by £2,387,179 (6.48%).</p>					
<b>Action Plan:</b>	<p>This indicator will continue to be closely monitored. A monthly schedule of statutory recovery action is being followed, alongside a targeted approach working with and supporting businesses in paying their bills in line with the Fair Collection Charter.</p> <p>It is anticipated that that businesses with notable increases in their rateable values will submit a check, challenge appeal to the Valuation Office Agency. If these appeals are successful, it will subsequently lead to a reduction in the ratepayer's business rates bill and in turn the net collectable debit for the Council.</p>					

## Climate change and air quality

56. 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.

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## Equality and diversity

57. 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

58. Risk registers are being completed for each project, which will inform the wider risk assessment on an ongoing basis for the corporate strategy.
59. 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

60. There are no direct financial implications of this report. The impact of this report is seen within the quarterly financial reports where updates on revenue and capital are reported.

## Comments of the Monitoring Officer

61. The report is for noting. In part it provides a position statement of where we are up to with making progress against the Corporate Strategy. It enables an assessment of performance to take place. There are no direct legal implications as such.

## Background documents

- Corporate Strategy, approved at Council on 23 November 2022




## Appendices









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

Report Author:	Email:	Telephone:	Date:
Michael Johnson (Senior Policy and Performance Advisor)	mjohnson@southribble.gov.uk	01772 62 5625	11/08/2023

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## Appendix 1 – Performance of the Corporate Strategy Measures Outturn 2023/24

 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 1 2023/24	Symbol	Trend
<b>An Exemplary Council</b>						
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	54.70% (Q4:2022/23)	<b>52.57%</b>		<b>Better than Q1 2022/23</b>
The percentage of households living in fuel poverty will be better than the North West average	Smaller is better	14.6%	10.5% (Q1:2022/23)	<b>10%</b>		<b>Better than Q1 2022/23</b>
Percentage of calls to Gateway/Call Centre answered within 90 seconds	Bigger is better	40%	54.4% (Q4:2022/23)	<b>56.55%</b>		<b>Better than Q1 2022/23</b>
More than 80% of customers will be satisfied with the service	Bigger is better	80%	-	<b>To be reported Q2 2023/24</b>	-	-
<b>Thriving Communities</b>						
Value of savings for Credit Union members with Family Loans	Bigger is better	£7,500	-	<b>£39,780</b>		<b>New for 2023/24</b>
Number of claimants as a proportion of resident population of area aged 16-64 in South Ribble will be lower than the North West average	Smaller is better	4.2%	2.4% (Q4:2022/23)	<b>2.4%</b>		<b>Worse than Q1 2022/23</b>
Number of residents participating in activities delivered by the Council	Bigger is better	2000	7,742 (Q4:2022/23)	<b>2,951</b>		<b>Better than Q1 2022/23</b>
Number of people who have successfully completed basic digital skills training	Bigger is better	150	-	<b>To be reported Q2 2023/24</b>	-	-
Number of people referred to social prescribing service	Bigger is better	Target to be set 2023/24	-	<b>To be reported Q2 2023/24</b>	-	-
The percentage of the population with NVQ level 3 or above will increase	Bigger is better	Regional Average	53.1% (Q4:2021/22)	<b>To be reported Q4 2023/24</b>	-	-
<b>A fair local economy that works for everyone</b>						
Overall employment rate greater than north west average	Bigger is better	73.6%	84.7% (Q4:2022/23)	<b>84.5%</b>		<b>Better than Q1 2022/23</b>
Number of Business engagements / support provided by the Council	Bigger is better	210	-	<b>209</b>		<b>New for 2023/24</b>

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% 16 -17year olds not in education, employment, or training (NEET)	Smaller is better	3.5%	2.6% (Q4:2022/23)	3%	★	Better than Q1 2022/23
% Social and Local Economic Value Added (Avg. percentage value against contract)	Bigger is better	10%	-	To be reported Q4 2023/24	-	New for 2023/24
Median Workplace Earnings better than the National Average	Bigger is better	National Average	£620.20 (Q4:2022/23)	To be reported Q4 2023/24	-	-
Median Earnings by Residence (residents of South Ribble) will be better than the National Average	Bigger is better	National Average	£580.30 (Q4:2022/23)	To be reported Q4 2023/24	-	-
<b>Good homes green spaces healthy places</b>						
Number of improvements to parks and open spaces	Bigger is better	5	-	To be reported Q4 2023/24	-	New for 2023/24
The number of wellbeing sessions delivered by the Active Health Team (Cumulative)	Bigger is better	695	2,547 (Q4:2022/23)	633	▲	Worse than Q1 2022/23
The number of individuals who complete a health check (screening) by a member of the Active Health Team	Bigger is better	27	149 (Q4:2022/23)	6	▲	Worse than Q1 2022/23
Number of households in temporary accommodation at the end of the quarter	Smaller is better	44	44 (Q4:2022/23)	59	▲	Worse than Q1 2022/23
Number of affordable homes delivered	Bigger is better	80	98 (Q4:2022/23)	To be reported Q2 2023/24	-	-
27,500 trees will be planted in the borough this year (Cumulative)	Bigger is better	27,500	28,586 (Q4:2022/23)	To be reported Q3 2023/24	-	-

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## Appendix 2 – Key Organisational Performance Measures

Indicator Name	Polarity	Target	Previous Quarter	Quarter 1 2023/24	Symbol	Trend
The average number of working days from Disabled Facilities grant referral received from LCC to application approved	Smaller is better	167 days	80 days (Q4:2022/23)	<b>108 days</b>	★	<b>Worse than Q1 2022/23</b>
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	66.6% (Q4:2022/23)	<b>66.6%</b>	▲	<b>Worse than Q1 2022/23</b>
% planning applications decided within 8 weeks (minor / other applications)	Bigger is better	85%	89.40% (Q4:2022/23)	<b>79.40%</b>	▲	<b>Worse than Q1 2022/23</b>
Average working days per employee (FTE) per year lost through sickness absence	Smaller is Better	3.16 days	10.84% (Q4:2022/23)	<b>1.86</b>	★	<b>Better than Q1 2022/23</b>
Percentage of Council Tax collected	Bigger is better	29.01%	96.78% (Q4:2022/23)	<b>28.97%</b>	●	<b>Worse than Q1 2022/23</b>
Percentage of Business Rates	Bigger is better	35.94%	94.46% (Q4:2022/23)	<b>29.71%</b>	▲	<b>Worse than Q1 2022/23</b>
Contact Centre inbound calls answered within wait time of < 5 minutes	Bigger is better	40%	-	<b>80.23%</b>	★	<b>New for 2023/24</b>

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Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance and Public Protection))	Cabinet	13/09/2023

Is this report confidential?	No
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Is this decision key?	Yes
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<b>Savings or expenditure amounting to greater than £100,000</b>	<b>Significant impact on 2 or more council wards</b>
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## 2023/24 Corporate Revenue Budget Monitoring Report and Reserves for the 4 months to 31<sup>st</sup> July 2023

### Purpose of the Report

1. This report sets out the revenue and reserves forecast for 2023/24 for the Council, based on the position as at 31<sup>st</sup> July 2023.

### Recommendations to Cabinet

2. To note the 2023/24 forecast outturn for revenue and the level of reserves based on the position as at 31<sup>st</sup> July 2023.
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

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## Executive summary

6. Based on the position at 31<sup>st</sup> July 2023, the forecast outturn is for an overspend of £0.108m however based on the current position of the 2023/24 pay award negotiations, an unfunded budget pressure is anticipated of £0.212m; this has been built into the figures presented below and as such the revised forecast outturn is for an overspend of £0.320m, as detailed in **Appendix 1**.
7. The Council's Medium-Term Financial Strategy reported that the minimum level of General Fund Reserves should be maintained at £4.0m to cushion against any potential, future risks that may face the Council.
8. Based on the above forecast overspend, and as detailed at point 22, the forecast level of General Fund balances is £4.218m at 31st March 2024.

## Corporate priorities

9. The report relates to the following corporate priorities:

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

## Background to the report

10. The current net revenue budget for 2023/24 is £16.184m.
11. **Appendix 3** provides further information about the specific earmarked reserves that the Council holds at 31<sup>st</sup> July 2023.

## Current Outturn Position – Revenue

12. The forecast revenue outturn, based on the position at 31<sup>st</sup> July 2023, shows a provisional overspend against the Council's budgets of £0.320m. 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.



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## 13. Variations from Budget

Directorate	Budget 2023/24 £'000	Forecast 2023/24 at 31 <sup>st</sup> July 2023 £'000	Variance (Under)/Overspend 2023/24 £'000
Property	488	654	166
Communities and Leisure	3,412	3,555	143
Customer & Digital	6,411	6,852	441
Planning	1,243	1,304	61
Policy and Governance	5,042	5,175	133
Budgets Not In Directorates	(412)	(1,036)	(624)
<b>Total Expenditure</b>	<b>16,184</b>	<b>16,504</b>	<b>320</b>
Funding	Budget 2023/24 £'000	Forecast 2023/24 at 31 <sup>st</sup> July 2023 £'000	Variance (Under)/Overspend 2023/24 £'000
Council Tax	(8,235)	(8,235)	-
Funding Guarantee	(632)	(632)	-
Lower Tier Support Grant	(95)	(95)	-
New Homes Bonus	(376)	(376)	-
Retained Business Rates	(3,396)	(3,396)	-
Section 31 Government Grants	(3,450)	(3,450)	-
<b>Total Funding</b>	<b>(16,184)</b>	<b>(16,184)</b>	<b>-</b>
<b>Net Forecast</b>	<b>-</b>	<b>320</b>	<b>320</b>

14. The National Employers have made a pay offer of £1,925 on all NJC pay points 1 and above for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 which has been rejected by the Trades Union. As it is highly unlikely that the final pay award will be less than this amount, provision has been made in the forecast at this rate. The table below shows the overall implications of the proposed pay award for 2023/24 should the pay offer of £1,925 be accepted, compared to the provision of 5% included in the base budget.

Directorates	Proposed Pay Award including NI & Pension	Pay Award Budget at 5%	Net increase in cost
Property	41,332	30,070	11,262
Communities and Leisure	134,797	119,546	15,251
Customer & Digital	471,515	329,903	141,612
Planning	105,107	94,462	10,645
Policy and Governance	213,701	180,520	33,181
<b>Total</b>	<b>966,452</b>	<b>754,501</b>	<b>211,951</b>

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15. There are pressures on gas, electricity, and water across all of our properties resulting in an overspend £11k. South Ribble had benefited from managing the energy risk via fixed rate energy contracts and by having buildings that use renewable energy. There are no other inflationary cost pressures identified at present, but this will be monitored and reported if such changes are identified.

## **Explanation of Key Variances by Directorate are as follows:**

### **16. Commercial Services – forecast overspend of £166k**

The key variances to note are:

- £40k net overspends on staffing costs across the directorate compared to the budget for 2023/24. This is mainly due to the additional costs of using agency staff. This also includes the costs of the proposed pay award for 2023/24 compared to the provision included in the base budget of 5%.
- £11k overspends compared to budget due to increases in gas, electricity and water costs.
- £14k net increase in income streams within Commercial services; whilst some income streams have decreased, such as room hire and rental income, others have increased, such as those generated through fees and charges.
- £40k overspend due to an overall increase in spend on repairs and maintenance. A review of the building repair and maintenance budget will be undertaken in the coming months based on the findings of the stock condition surveys that are currently being commissioned to assess if there is an ongoing requirement for a budget increase in 2024/25.
- £53k overspend relating to professional fees, consultancy fees, service charges and minor improvement works at the Civic Centre, together with various other small variances.
- £36k forecast overspend on leisure centre repairs and maintenance costs, as the council is landlord of the buildings.

### **17. Communities – forecast overspend of £143k**

The key variances to note are:

- Based on current levels of expenditure in the 4 months to 31<sup>st</sup> July 2023, the forecast spends on temporary accommodation in supporting Homelessness is £620k, which would result in an overspend of £569k on this cost centre. The Council is currently supporting far greater numbers of people than ever before, and the costs of accommodation and support are increasing. A high level of cost was anticipated, as this was the case in 2022/23, and as such an additional one-off budget of £150k was provided in 2023/24 for Homelessness. An additional, unbudgeted, Homelessness Prevention Grant of £79k, together with the recovery of additional housing benefit expenses of £75k, has assisted in bringing down the forecast overspend to £265k. The expectation was that the Council would benefit from a new formula introduced for allocating homelessness funding, however the government has applied a cap on the introduction of the new allocations, meaning that the level of increase in funding for South Ribble has not been as much as expected. Plans to address the overspend

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during the year are being implemented and as such it is highly likely that the level of forecast overspend will reduce over the coming months, which will be reflected in future Quarterly Corporate Revenue Monitoring reports. Actions taken are wide ranging and include;

- a. A re-focus of the service on cases where the team have a statutory duty;
  - b. The introduction of Social Prescribers will support the team and individuals with an early intervention approach to mitigate tenancy failure where possible;
  - c. Exploration of private sector leasing scheme options;
  - d. Working with Select Move Steering Group partners to facilitate direct matches for move on from temporary accommodation where appropriate.
- £10k net overspend on staffing costs across the directorate compared to the budget for 2023/24. This is mainly due to vacant posts within the Community Involvement, Community Development, Leisure and Housing Services Teams offsetting staffing overspends within the Environmental Health and Homelessness Teams. This also includes the proposed pay award for 2023/24 which is more than the provision included in the base budget of 5%.
  - £148k increase in various, unbudgeted, income streams including those from Sports England, Active Lancashire, ESC Lottery funding and income from schools.
  - £16k overspend on public health related external contractor charges and a reduction on fees and charges income, combined with various other smaller variances across the directorate.
  - The Communities directorate is carrying forward various significant grants, totalling £915k, either into their revenue budget for 2023/24 or by holding them in ear-marked reserves. At present, £72k of these grants have been utilised, and this figure is expected to rise throughout the year. It is important to note that some of these grants must be used by 31 March 2024 or they must be returned to the relevant body.

## 18. Customer and Digital – forecast overspend of £441k

The key variances to note are:

- £443k net overspend on staffing costs across the directorate compared to the budget for 2023/24. This is mainly due to 4 additional posts above the budgeted establishment (£109k), overtime (£50k) and an overspend on agency staff (£189k) within the Waste Technical Team. A review is to be undertaken on the use of agency staff, linked to the staffing establishment and the requirements for cover due to holidays and sickness, This will be reported in the Quarter 2 Revenue Monitoring report with a revised forecast of the expected outturn at the year end. This net overspend also includes the proposed pay award for 2023/24 which exceeds the 5% provision included in the base budget by £142k and includes an overspend against the staff vacancy rate provision of 2.5% in several teams as these are fully staffed. These overspends are offset to some extent by underspends within the ICT Services Team as several vacant posts are in the process of being filled.
- £22k underspend due to additional, unbudgeted, New Burdens grant and an increase in Council Tax Rebate Burdens funding.
- £10k underspend due to reduction in professional fees.

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- £9k additional cost relating to traveller's encampments within the Neighbourhood Teams.
- £29k overspend in respect of external contractors within the Arborist Team; the costs have been funded by a vacancy within the Arborist team which has been accounted for in the net overspend on staffing cost above.
- £27k reduction in car park income compared to budget. There are additional costs incurred in relation to mechanics costs of £61k, offset by income of £87k from FCC Environ for maintenance of Chorley waste collection vehicles.
- £28k overspend due to shortfall in trade waste income compared to budget.
- £39K underspend relating to fleet costs, including maintenance and diesel.
- £2k overspend relating to various other smaller variances across the directorate.

## 19. Planning and Development – forecast overspend of £61k

The key variances to note are:

- £21k net overspend on staffing costs across the directorate compared to the budget for 2023/24. This includes underspends from vacant posts within the Building Control Service Unit, the Management Planning & Development team and the Parks and Green Infrastructure team, offset by the costs of agency staff within Development Control Services. This also includes the proposed pay award for 2023/24 compared to the 5% provision included in the budget.
- £30k reduction in income on pre-plan applications. This service has now recommenced however it is unlikely to achieve the full year level of income. This is a non-recurring issue for 2023/24 and it is expected income targets will be met in 2024/25 and beyond.
- £10k overspend on professional fees and various other smaller variances across the directorate.

## 20. Policy and Governance – forecast overspend of £133k

The key variances to note are:

- £41k net underspend on staffing costs across the directorate compared to the budget for 2023/24. This is mainly due to vacant apprentice posts, the timing of recruitment into vacant posts within the Legal Services team, offset by the costs of agency staff within the Procurement team. This also includes the proposed pay award for 2023/24 compared to the provision included in the base budget of 5%.
- £37k overspend on general insurance due to the forecast costs of the council's combined liability insurance compared to budget.
- £59k overspend on Worden Hall as, due to contractor issues, there have been delays in the opening and full operation of the building; as such, it is forecast that income targets will not be achieved in 2023/24 however this is a non-recurring overspend for 2023/24 and it is intended that this will be back on budget in 2024/25.

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- £34k overspend in Human Resources due to the increase in recruitment activity and in the cost of IT recruitment systems following retender, which will require dual running of both the old and new systems for a period to maintain business continuity.
- £11k reduction in budgeted income as confirmation has been received from the Cabinet Office that Individual Electoral Registration (IER) funding will not be available from 2022/23 onwards.
- £33k overspend on various other smaller variances across the directorate.

## 21. Budgets Not In Directorates – forecast underspend of £624k

The key variances to note are:

- Due to slippage in the 2022/23 capital programme and further Bank of England interest rate increases since the budget was set, the Net Interest Receivable/Payable budget is forecast to over-recover against the budget by £428k.
- £196k is due to the release of the contingency budget that was created to cushion the impact of inflationary increases, over and above those specifically budgeted for in relation to the council's energy costs, pay award, leisure services and other cost pressures.

## General Fund Resources and Balances

22. As detailed in **Appendix 3**, as at 1<sup>st</sup> April 2023 the Council held a £4.538m General Fund Reserve to manage budget risks not covered by earmarked reserves or provisions within the budget. The forecast outturn for 2023/24 identifies that the forecast closing balance on the General Fund Reserve will be £4.218m as detailed below.

### Movement in General Fund Reserves

Summary of Movement in General Reserves	£m
General Fund Reserves as at 1 <sup>st</sup> April 2023	(4.538)
Forecast outturn revenue budget (surplus) / deficit	0.320
<b>General Reserve Closing Balance 2023/24</b>	<b>(4.218)</b>

23. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2023/24.

### Movement in Earmarked Reserves

24. Taking account of the adjustments highlighted in **Appendix 3**, the forecast level of Earmarked reserves held for discretionary use by the Council at 31 March 2024 is £11.085m compared to a balance of £16.633m at 31<sup>st</sup> March 2023.

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<b>Summary of Movement in Earmarked Reserves</b>	<b>£m</b>
Earmarked Reserves as at 1 <sup>st</sup> April 2023	(16.633)
Use of revenue reserves for capital financing	3.855
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	0.481
Transfers to reserves	(0.185)
Use of other specific Earmarked Reserves	1.397
<b>Earmarked Reserves Closing Balance 2023/24</b>	<b>(11.085)</b>

25. The £1.397m use of other specific Earmarked Reserves shown in the table above includes the following items:

- £163k use of Capital Investment and Funding reserves.
- £212k use of Community Events reserves for Music in the Park and Leyland Festival.
- £44k use of Apprentice and Graduate reserves.
- £200k use of Business Support Advice and Grants reserves.
- £31k use of Social Prescribing reserves.
- £47k use of Environmental Improvements reserves.
- £93k use of Local plan reserves.
- £40k use of IT Transformation reserves.
- £246k use of City Deal reserves.
- £178k use of Climate Emergency reserves.
- £33k use of Credit Union reserves.
- £56k use of Community Wealth reserves.
- The remainder of the movements are various, smaller adjustments related to revenue spending.

26. The movement of £3.855m is reflective of revenue reserve funding within the capital programme. This is reflected in the Capital and Balance Sheet monitoring report quarter 1. Appendix A within this report reflects £3.849m of this transfer with the remainder being small amount of spend not meeting the capital limits.

27. Transfers to reserves reported in this period are:

- £185k has been added to unallocated reserves in relation to Housing Benefit accrued but not required in 2023/24.

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.

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## Risk

31. The forecasts above are based upon four months of the financial year and contain significant assumptions around pay awards, homelessness pressures and interest rates. The volatility in such figures means it is likely there will be greater movement in financial figures between quarterly reports. These risks will be managed through budget monitoring and reporting, where necessary, on any specific issues arising.

## Comments of the Statutory Finance Officer

32. The financial implications are contained within this report.

## Comments of the Monitoring Officer

33. None.

## Background documents

34. There are no background papers to this report.

## Appendices

Appendix 1 – Revenue 2023/24 - position at 31<sup>st</sup> July 2023

Appendix 2 – Revenue Budget Movements at 31<sup>st</sup> July 2023

Appendix 3 – 2023/24 Reserves Programme position at 31<sup>st</sup> July 2023

Appendix 4 – Current Staffing Vacancies

Report Author:	Email:	Telephone:	Date:
Neil Halton (Principal Management Accountant), Hema Chevli (Senior Management Accountant)	Neil.Halton@southribble.gov.uk		01/09/23
	Hemangini.Chevli@southribble.gov.uk		01/09/23

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# APPENDIX 1

## Revenue 2023/24 - Forecast position as at 31st July 2023

Directorate	Department / Section	Original Budget	Budget at 31st July 2023	Forecast Outturn based on position at 31st July 2023	Variance (Under) / Overspend
		£'000	£'000	£'000	£'000
<b>Property</b>	Community Centres	35	35	38	2
	Departmental Costs	203	307	402	95
	Housing Delivery	(98)	(98)	(82)	16
	Investment Properties	(632)	(583)	(605)	(22)
	Property Services	981	827	902	75
<b>Property Total</b>		<b>488</b>	<b>488</b>	<b>654</b>	<b>166</b>
<b>Communities and Leisure</b>	Community Involvement	803	803	649	(154)
	Departmental Costs	52	52	59	7
	Environmental Health	892	892	929	37
	Homelessness	378	381	712	331
	Housing Support	71	71	47	(25)
	Leisure	1,213	1,213	1,159	(54)
<b>Communities and Leisure Total</b>		<b>3,410</b>	<b>3,412</b>	<b>3,555</b>	<b>143</b>
<b>Customer &amp; Digital</b>	Customer Services and Revenue and Benefits	837	837	905	68
	Departmental Costs	198	198	199	1
	Information Services	1,503	1,503	1,440	(62)
	Parks and Neighbourhoods	2,248	2,248	2,321	73
	Transport	400	400	405	6
	Waste Management	1,225	1,225	1,581	356
<b>Customer &amp; Digital Total</b>		<b>6,411</b>	<b>6,411</b>	<b>6,852</b>	<b>441</b>
<b>Planning</b>	Building Control	143	143	81	(62)
	City Deal	(116)	(116)	(116)	-
	Departmental Costs	56	56	1	(55)
	Investment and Skills	-	-	-	-
	Licensing	24	24	15	(9)
	Parks and Neighbourhoods	501	742	730	(13)
	Planning	439	394	594	200
	Projects & Development	197	-	-	-
<b>Planning Total</b>		<b>1,243</b>	<b>1,243</b>	<b>1,304</b>	<b>61</b>
<b>Policy and Governance</b>	Change & Delivery	499	499	412	(86)
	Civic Services	18	18	21	3
	Communications & Visitor Economy	538	538	598	60
	Corporate	372	372	376	4
	Democratic Services	849	849	870	21
	Departmental Costs	274	274	284	10
	Legal	344	344	354	10
	Shared Assurance Services	578	578	621	42
	Shared Financial Services	765	780	794	14
	Transformation & Partnerships	752	789	845	56
<b>Policy and Governance Total</b>		<b>4,991</b>	<b>5,042</b>	<b>5,175</b>	<b>133</b>
<b>Budgets Not In Directorates</b>	Corporate	(157)	(212)	(407)	(196)
	Debt Repayment	346	346	346	-

Directorate	Department / Section	Original Budget	Budget at 31st July 2023	Forecast Outturn based on position at 31st July 2023	Variance (Under) / Overspend
	Interest	(772)	(772)	(1,200)	(428)
	Parish Precepts	-	-	-	-
	Pensions Costs	226	226	226	-
<b>Budgets Not In Directorates Total</b>		<b>(358)</b>	<b>(412)</b>	<b>(1,036)</b>	<b>(624)</b>
<b>Funding</b>	Council Tax	(8,235)	(8,235)	(8,235)	-
	Funding Guarantee	(632)	(632)	(632)	-
	Lower Tier Support Grant	(95)	(95)	(95)	-
	New Homes Bonus	(376)	(376)	(376)	-
	Retained Business Rates	(3,396)	(3,396)	(3,396)	-
	Section 31 Government Grants	(3,450)	(3,450)	(3,450)	-
<b>Funding Total</b>		<b>(16,184)</b>	<b>(16,184)</b>	<b>(16,184)</b>	<b>-</b>
<b>Grand Total</b>		<b>-</b>	<b>-</b>	<b>320</b>	<b>320</b>

## APPENDIX 2

### Revenue Budget Movements as at 31st July 2023

Directorate	Property	Communities and Leisure	Customer & Digital	Planning	Policy & Governance	Budgets Not In Directorates	Funding	TOTAL
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Budget approved by Council 1st Mar 2023	488	3,410	6,411	1,243	4,991	(358)	(16,184)	-
<b>Transfers between directorates</b>								
Miscellaneous correction of budgets		3			51	(54)		-
								-
								-
<b>Realignmate of budgets following Management changes</b>								
								-
								-
<b>Transfers (to) / from Earmarked reserves</b>								
								-
								-
<b>Transfers (to) / from General Fund reserves</b>								
								-
								-
Revised Budget as at 31st July 2023	488	3,412	6,411	1,243	5,042	(412)	(16,184)	-

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## APPENDIX 3

### 2023/24 Forecast Reserves position as at 31st July 2023

Reserves	Balance at 1st April 2023 £'000	Forecasted Movements				Forecasted Balance 31st March 2024 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
<b>General Fund Balance</b>	<b>(4,538)</b>			<b>320</b>		<b>(4,218)</b>
<b>Corporate Reserves</b>						
Capital Investment and Funding	(3,338)	3,189	(333)	163		(319)
Asset Management Reserve	(1,000)	133				(867)
Borough council elections	(132)					(132)
Community Events	(200)		(19)	212		(7)
Apprentice, Graduate and Trainee Posts	(195)			44		(150)
Business Support Advice and Grants	(332)			200		(132)
Internal Audit	(23)			6		(17)
Energy efficiency	(21)					(21)
Sports Development	(291)					(291)
Social Prescribing	(375)			31		(344)
Planning Appeals	(44)					(44)
Sports Club and Community Organisations	(173)					(173)
Community Hub Boost	(80)					(80)
Housing Standards Enforcement	(55)					(55)
Inflationary Risk Reserve	(1,326)		(4)			(1,330)
Environmental Improvements	(200)			47		(153)
Business rates equalisation reserve	(2,470)			15		(2,455)
Local Plans	(229)			93		(136)
IT Transformation Reserve	(371)	331		40		(0)
City Deal	(750)			246		(504)
Penwortham Mill Reservoir	(500)			3		(497)
Climate Emergency	(211)			178		(33)
Credit Union	(33)			33		-

Reserves	Balance at 1st April 2023 £'000	Forecasted Movements				Forecasted Balance 31st March 2024 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Community Wealth Building	(150)			56		(94)
Mental Health for Young People	(29)					(29)
Covid Recovery Fund	(296)			16		(280)
Leisure Reserve	(203)	203				-
Business rates temporary surplus to be repaid	(2,619)			481		(2,138)
Restructure costs	(615)			14		(601)
Community Hubs Reserve	(16)					(16)
Unallocated Reserves					(185)	(185)
<b>Reserves used in year</b>						
						-
						-
						-
						-
<b>Transfers between reserves</b>						
Queens Jubilee Celebrations	(19)		19			-
New Burdens Grant	(4)		4	-		-
Towns Fund	(55)		55			-
Leisure Strategy	(15)		15			-
Capital Funding Reserve	(264)		264			-
<b>Total Earmarked Reserves</b>	<b>(16,633)</b>	<b>3,855</b>	<b>-</b>	<b>1,878</b>	<b>(185)</b>	<b>(11,085)</b>
<b>Total Reserves - General and Earmarked</b>	<b>(21,171)</b>	<b>3,855</b>	<b>-</b>	<b>2,198</b>	<b>(185)</b>	<b>(15,302)</b>

**Posts held pending review**

<b>Post Description</b>	<b>Shared Services</b>	<b>Notes</b>
Deputy Chief Executive	Y	Filled temporarily August 2023
<b>Commercial and Property</b>		
<b>Communities</b>		
Sport Project Coordinator		A review of staffing across Sports Development is currently taking place. There are various temporary arrangements in place using different allocation grant funding.
Sport & Active Health Development Officer		
<b>Policy and Governance</b>		
Head of Transformation and Partnerships	Y	Vacant post
<b>Customer and Digital</b>		
Data Validation Assistant (removed from new structure)	Y	Report went to members and awaiting a decision regarding funding for certain roles within the new structure. This could see a change to some post titles and grades.
Digitisation Assistant (On new structure)	Y	
ICT Software Manager (On new structure)	Y	
Senior Digitisation Assistant (On new structure)	Y	

**Posts where the post-holder has been seconded:**

<b>Post Description</b>	<b>Shared Services</b>	<b>Notes</b>
<b>Shared Health Protection Practitioner</b>	Y	Post Vacant
SR Waste Monitoring Officer	N	Held vacant due to interim management arrangements for insourced waste service.

## Other Vacancies

Post Description	Shared Services	Notes
<b>Communities</b>		
Communities Manager		Actively recruiting
<b>Customer and Digital</b>		
Customer Services apprentices x2	Y	Actively recruiting
Business Systems Officer (Idox)	Y	Actively recruiting
Business Systems Officer (GIS & SNN)	Y	Actively recruiting
<b>Neighbourhoods</b>		
Arborist		Funding used for external contracts
<b>Communications</b>		
Communications Officer	Y	Vacant post
<b>Shared Assurance</b>		
Health & Safety Officer	Y	Vacant post
<b>Planning &amp; Development</b>		
Principal Planning Officer		Actively recruiting
<b>Policy &amp; Governance</b>		
Senior Solicitor	Y	Reviewing role ahead of recruitment
Caretaker	Y	Vacant Post – manager reviewing if post is required.



# Agenda Item 7



Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance and Public Protection))	Cabinet	13/09/2023

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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## 2023/24 Capital Programme and Balance Sheet Monitoring Report – outturn position at 31<sup>st</sup> July 2023

### Purpose of the Report

1. This report outlines the outturn financial position of the Council in respect of the capital programme at 31st July 2023, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council's Balance Sheet as at 31st July 2023.

### 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 June 2023;
3. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of report. It is noted that work is underway with the Property Team to review the Jubilee Gardens, Town Deal and leisure schemes, and these will be updated in the Quarter 2 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 31<sup>st</sup> July 2023.

### Reasons for Recommendations

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

# Agenda Item 7

## Alternative Options Considered and Rejected

6. None

## Corporate priorities

7. The report relates to the following corporate priorities:

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

## Background

8. The capital budget for 2022/23 was set at £40.030m in February 2023. It was increased following approval of the outturn in 2022/23 to £51.161m.

## Section A: Capital Programme

### Key Issues

9. The total cost of the Council's capital investment programme for 2022/23 has increased from £51.161m, as approved by Cabinet in the 2022/23 Outturn report, to £52.768m at 31st July 2023; this includes the variations approved since the last report, along with those contained within in this report itself. A summary of the total costs of the programme, and the funding of this, is detailed at **Appendix A**.
10. The net variation of £1.607m is detailed by scheme in **Appendix B**. The net variation includes those variations approved since the previous monitoring report and variations in respect of the reprofiling of budgets within the existing programme.
11. Budget variations approved since the previous monitoring report are shown in the table below and have resulted in a increase of £2.174m in the 2023/24 budget.

# Agenda Item 7

Scheme	Increase / (Reduction) 2023/24 £'000	Increase / (Reduction) 2024/25 and future years £'000	Virement From	Virement To	Approved by	Date Approved
Worden Park Sewerage pumping station and septic tanks				15	Executive Member	01/06/23
Worden Park infrastructure and landscaping			(15)		Executive Member	01/06/23
Withy Grove Play Area	110				Council	24/05/23
Tardy Gate Play Area				275	Council	19/07/23
Neighbourhood Improvement Fund			(275)		Council	19/07/23
South Ribble Family Wellbeing Centre	300				Council	19/07/23
Jubilee Gardens	1,764				Council	19/07/23
	<b>2,174</b>	<b>-</b>	<b>(290)</b>	<b>290</b>		

12. Slippage and re-profiling of budgets from the programme in 2023/24 to 2024/25 since the previous report totals £0.566m, as detailed on the individual schemes in **Appendix B**. The largest movements are explained in the major variations section that follows.

Scheme	Slippage and Reprofiled From 2023/24 to 2024/25 £'000
<b>Good Homes, Green Spaces and Healthy Places</b>	
Green Link - Penwortham Holme to Howick	310
Shaw Brook Weirs and Banking	121
Withy Grove Park	60
<b>A Fair Economy That Works For Everyone</b>	
New Longton Regeneration	75
<b>Total</b>	<b>566</b>

13. At 31st July 2023 the capital expenditure across the programme was £4.789m, this is 9% of the approved budget.

## Major Variations in the Capital Programme since the previous report

### Good Homes, Green Spaces and Healthy Place

14. Green Link – Penwortham Holme to Howick – The budget has been reprofiled to future years, due to ongoing land issues.

15. Shaw Brook Weirs and Banking – the scope of this scheme is under review and has therefore been reprofiled to 2024/25 to reflect when works will be undertaken.

# Agenda Item 7

16. Open Spaces – Balcarres Road – the remaining unspent budget of £821 will be used to fund the insurance excess payment on the replacement tower slide at Withy Grove Park as approved at Council on 24<sup>th</sup> May 2023.
17. Withy Grove Park – The £60k budget has been reprofiled to 24/25, as the scheme of works required is currently being assessed.
18. Extra Care – Jubilee Gardens – An increase of £1.764m to this scheme was approved by Council on 19<sup>th</sup> July 2023. The current profiling of this budget is currently under review and any changes to this will be reported in the Qtr 2 Capital Programme and Balance Sheet Monitoring Report.

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

19. Town Deal – Demolition of the NFM Iddons site is due to commence this financial year. The profile of this budget is under review to better reflect the timing of the completion of works and will be reported in future reports.

## **Thriving Communities**

20. St Mary's Churchyard – An Executive Member Decision was approved in June 2023 to award the contract and the works are expected to complete in this financial year

## **An Exemplary Council**

21. Vehicle and Plant Replacement Programme – a review of the planned timing of expenditure is underway and any reprofiling of budgets will be reported in the Qtr 2 Capital Programme and Balance Sheet Monitoring Report.

## **Section B: Balance Sheet**

### **Overview**

22. 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**

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

### **Borrowing and Investments**

24. Long-term borrowing requirements flow from the capital programme. Regular dialogue and independent Treasury Consultants, Link Treasury Services, and options for optimising treasury management activities are actively reviewed.

# Agenda Item 7

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. Interest rates on investments have also increased in response to this. Interest receivable on cash and investments is £1,2m compared to a budget of £772k due to interest rate increases.

	<b>Budget at 31<sup>st</sup> July 2023 £'000</b>	<b>Forecast as at 31<sup>st</sup> July 2023 £'000</b>
Interest and Investment Income	(772)	(1,200)
Debt Interest Payable	0	0
Minimum Revenue Provision (MRP)	346	346
<b>TOTAL</b>	<b>426</b>	<b>(854)</b>

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

	<b>As at 31<sup>st</sup> July 2023 £'000</b>	<b>As at 31<sup>st</sup> July 2022 £'000</b>
Short term borrowing	Nil	Nil
Long term borrowing	Nil	Nil
<b>Total Borrowing</b>	<b>Nil</b>	<b>Nil</b>
Investments made by the Council	26,000	32,000
Cash Balance	17,267	16,700

## Debtors

26. 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 31st July 2022.

	<b>Position at 31<sup>st</sup> July 2023 £'000</b>	<b>Position as at 31<sup>st</sup> July 2022 £'000</b>
<b>Council Tax</b>		
Expected Council Tax Collectable 22/23 (21/22)	81,351	77,429
Current year balance outstanding	46,665	52,115
Previous years balance outstanding	5,872	5,333
<b>Total Council Tax balance outstanding</b>	<b>52,537</b>	<b>57,448</b>
Collection Rates	38.29%	38.37%
<b>Business Rates</b>		
Expected Business Rates Collectable 22/23 (21/22)	39,193	36,489
Current year balance outstanding	24,410	19,429
Previous year balance outstanding	2896	1,925
<b>Total Business Rates balance outstanding</b>	<b>27,306</b>	<b>21,354</b>
Collection Rates	37.75%	43.11%
<b>Housing Benefit</b>		
Overpayment balances outstanding	742	809
<b>Sundry Debtors</b>		

# Agenda Item 7

	<b>Position at 31st July 2023 £'000</b>	<b>Position as at 31st July 2022 £'000</b>
Balance outstanding	3,913	1,215

27. Business Rates Collection as at 31<sup>st</sup> July 2023 has decreased to 37.75% compared to 43.11% at 31<sup>st</sup> July 2022, there are a number of factors that impact upon this, including 22/23 reductions in government relief and increased prepayments over the same period, and the revaluation of rateable values from 1 April 2023 increasing the total rateable values of all rated properties.
28. For debts relating to Housing Benefit and Sundry Debtors, in line with accounting standards and practice, the Council holds a provision for bad debts. Included in the sundry debtors of £3.913m are invoices with a combined value of £2.170m that have been raised to Chorley Borough Council and Lancashire County Council, £467k one off development and invoices and £42k other one of miscellaneous bills.
29. In respect of the figures above, the Council's share represents 10% of Council Tax income and 40% of Business Rates Income.

## **Climate change and air quality**

30. 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**

31. None

## **Risk**

32. 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.

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

33. The financial implications are contained within this report.

## **Comments of the Monitoring Officer**

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

## **Background documents**

35. There are no background documents to this report

## **Appendices**

- Appendix A – Capital Programme  
Appendix B – Capital Programme Scheme Variations

# Agenda Item 7

Report Author	Email	Telephone	Date
Gaynor Simons (Senior Management Accountant),	Gaynor.simons@chorley.gov.uk,		16/08/23

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**Capital Programme 2023/24 - position as at 31st July 2023**

**APPENDIX A**

	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2022/23 as at 31st July 2023
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**COSTS**

Good homes, green spaces and healthy places	24,168	30,492	(491)	2,173	32,174
A fair economy that works for everyone	14,021	15,835	(75)	-	15,760
Thriving communities	88	1,571			1,571
An exemplary council	1,753	3,264			3,264
<b>Total Forecast Expenditure</b>	<b>40,030</b>	<b>51,161</b>	<b>(566)</b>	<b>2,173</b>	<b>52,768</b>

**RESOURCES**

Decarbonisation Grant		1,841		(127)	1,713
Disabled Facilities Grants	774	1,450			1,450
LCC Home Adaptations					-
Homes England	5,760	5,929		240	6,169
Lottery Funding					-
EV Charging		181		(21)	160
Sport England		82			82
Town Deal	10,000	11,550			11,550
Brownfield Grant - Town Deal		516			516
Other Grants				22	22
<b>Government Grants</b>	<b>16,534</b>	<b>21,548</b>	<b>-</b>	<b>114</b>	<b>21,662</b>
Capital Receipts	1,549	1,549			1,549
CIL	745	907	(310)		597
External Contributions		51		110	161
Revenue Contributions					-
Reserves	1,600	3,849			3,849
Section 106 - Affordable	1,413	2,842		426	3,268
Section 106 - Other	132	511	(135)		376
Unsupported Borrowing	18,057	19,904	(121)	1,522	21,306
<b>Total Forecast Resources</b>	<b>40,030</b>	<b>51,161</b>	<b>(566)</b>	<b>2,173</b>	<b>52,768</b>

Budget 2023/24 and Future Years Approved at Council Feb 2023	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 22/23	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
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4,744	4,744	491		5,235
22,276	22,276	75		22,351
				-
				-
<b>27,020</b>	<b>27,020</b>	<b>566</b>	<b>-</b>	<b>27,586</b>

				-
774	774			774
				-
				-
				-
				-
13,178	12,839			12,839
-				-
				-
<b>13,952</b>	<b>13,613</b>	<b>-</b>	<b>-</b>	<b>13,613</b>
3,289	3,289			3,289
1,064	1,403	310		1,714
				-
				-
100	100			100
				-
		135	1,000	1,135
8,615	8,615	121	(1,000)	7,736
<b>27,020</b>	<b>27,020</b>	<b>566</b>	<b>-</b>	<b>27,586</b>

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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
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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 Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
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**Good homes, green spaces and healthy places**

**Green Infrastructure**

Green Infrastructure unallocated	280	29	-	-	29
Green Link - Penwortham Holme to Howick	310	310	(310)	-	-
Leyland Loop	47	-	-	-	-
Bridleway in western Leyland	15	14	-	-	14
Electric Vehicle Charging Points	-	193	-	-	193
<b>Green Infrastructure Total</b>	<b>652</b>	<b>546</b>	<b>(310)</b>	<b>-</b>	<b>236</b>

-	-	-	-	-
-	-	310	-	310
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	310	-	310

**Worden Park**

Craft Units Windows and Security Grills	-	15	-	-	15
Farmyard Cottages Windows and rendering	-	2	-	-	2
Farmyard Cottages - Heating	-	24	-	-	24
Ice House front façade	10	10	-	-	10
Sewerage pumping station and septic tanks	20	40	-	15	55
Shaw Brook weirs and banking	121	121	(121)	-	-
Walled garden pot house - replace the building frame and base walls	50	100	-	-	100
Worden Park fountain	-	80	-	-	80
Worden Hall Remedial Wall Repairs	45	45	-	-	45
<b>Worden Park infrastructure and landscaping</b>	<b>350</b>	<b>918</b>	<b>-</b>	<b>(15)</b>	<b>903</b>

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-	-	121	-	121
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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
Worden Hall refurbishment	-	263	-	-	263
Worden Park Total	596	1,617	(121)	-	1,496

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
-	-	-	-	-
-	-	121	-	121

### Other Parks and Open Spaces

Hurst Grange Park drainage	9	9	-	-	9
Hurst Grange Park Paths	-	19	-	-	19
Hurst Grange Coach House Phase 2	-	55	-	-	55
Open Spaces - Bent Lane	-	2	-	-	2
Open Spaces - Balcarres Green	-	1	-	(1)	0
Open Spaces - Mounsey Road	-	80	-	-	80
Other Parks - Footpaths (Fossdale Moss, Priory, Valley Road)	-	45	-	-	45
Playground - Haig Avenue	-	0	-	-	0
Playground - Hurst Grange	-	1	-	-	1
Playground - Bellis Way	-	0	-	-	0
Playground - Bent Lane	-	0	-	-	0
Playground - The Holme, Bamber Bridge	-	-	-	-	-
Playground - Moss Side Village Green	-	4	-	-	4
Playground - Birch Avenue, Penwortham	-	1	-	-	1
Playground - Margaret Road, Penwortham	-	-	-	-	-
Playground - Ryden Avenue	-	70	-	-	70
Playground - Hutton	-	95	-	-	95
Playground - Longton	120	120	-	-	120

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100	100	-	-	100
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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
Playground - King George V, Penwortham	90	90	-	-	90
Playground - New Longton	135	135	-	-	135
Lighting upgrade to LED - Tardy Gate Playground & 3 other sites	-	25	-	-	25
Sand/woodchip pit edge replacements - Withy Grove & Gregson Lane Playgrounds	-	28	-	-	28
Hurst Grange Park - New link path	45	45	-	-	45
Strawberry Valley Park, Bent Lane Phase 2	-	77	-	-	77
Hurst Grange Park - new signage	-	15	-	-	15
Farington Lodges - path improvements and dipping platform	-	41	-	-	41
Parks - Smaller parks and play areas	100	120	-	-	120
A tree for every resident	-	41	-	-	41
Withy Grove Park	60	60	(60)	110	110
Tardy Gate Play Area				300	300
<b>Other Parks and Open Spaces Total</b>	<b>559</b>	<b>1,179</b>	<b>(60)</b>	<b>409</b>	<b>1,528</b>

### Sports and Leisure

Leisure Facility	-	20	-	-	20
Tennis Centre car park	-	10	-	-	10
Lostock Hall Football Facility (St Gerard's)	-	1	-	-	1
Sport Pitch Hub	-	321	-	-	321
Council Leisure Facilities other than Leisure Centres	-	183	-	-	183

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
-	-	-	-	-
-	-	-	-	-
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-	-	-	-	-
-	-	-	-	-
-	-	60	-	60
-	-	-	-	-
<b>100</b>	<b>100</b>	<b>60</b>	<b>-</b>	<b>160</b>

-	-	-	-	-
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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
Leisure Centre refurbishment and decarbonisation works	7,357	10,225	-	-	10,225
<b>Sports and Leisure Total</b>	<b>7,357</b>	<b>10,760</b>	<b>-</b>	<b>-</b>	<b>10,760</b>

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
-	-	-	-	-
-	-	-	-	-

**Housing**

Affordable Housing - former McKenzie Arms, Bamber Bridge	-	583	-	-	583
Disabled Facilities Grants	774	1,450	-	-	1,450
Extra Care scheme	-	14,121	-	1,764	15,885
Empty Homes grants	14,000	20	-	-	20
Private Sector home improvement grants	231	215	-	-	215
<b>Housing Total</b>	<b>15,005</b>	<b>16,390</b>	<b>-</b>	<b>1,764</b>	<b>18,154</b>

-	-	-	-	-
774	774	-	-	774
3,870	3,870	-	-	3,870
-	-	-	-	-
-	-	-	-	-
<b>4,644</b>	<b>4,644</b>	<b>-</b>	<b>-</b>	<b>4,644</b>

Good homes, green spaces and healthy places	24,168	30,492	(491)	2,173	32,174
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4,744	4,744	491	-	5,235
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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
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### A fair economy that works for everyone

Car Park resurfacing, Ryefield Avenue, Penwortham	-	-	-	-	-
Church Road, Bamber Bridge	-	4	-	-	4
Leyland Train Station Ticket Office	60	60	-	-	60

Masterplanning & Regen - Penwortham	1,902	2,002	-	-	2,002
New Longton Regeneration	75	75	(75)	-	-
Parking Meters replacements	-	2	-	-	2
<b>Leyland Town Deal</b>	-	-	-	-	-
Quin Street Residential	3,578	3,568	-	-	3,568
Demolition and Asbestos Removal	101	401	-	-	401
Site Acquisitions	1,000	2,186	-	-	2,186
Commercial A - Market Square	290	290	-	-	290
BASE	297	301	-	-	301
Balfour Court	493	493	-	-	493
Market	1,917	1,917	-	-	1,917
Commercial B - Church Place	761	761	-	-	761
Public Realm	2,691	2,691	-	-	2,691
Fees	857	1,056	-	-	1,056
Town Deal RIBA Stage 3		29	-	-	29
<b>A fair economy that works for everyone</b>	<b>14,021</b>	<b>15,835</b>	<b>(75)</b>	<b>-</b>	<b>15,760</b>

### Thriving communities

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
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-	-	-	-	-
-	-	-	-	-

-	-	-	-	-
-	-	75	-	75
-	-	-	-	-
-	-	-	-	-
2,000	2,000	-	-	2,000
-	-	-	-	-
-	-	-	-	-
4,016	4,016	-	-	4,016
4,051	4,051	-	-	4,051
1,654	1,654	-	-	1,654
1,000	1,000	-	-	1,000
449	449	-	-	449
9,106	9,106	-	-	9,106
-	-	-	-	-
-	-	-	-	-
<b>22,276</b>	<b>22,276</b>	<b>75</b>	<b>-</b>	<b>22,351</b>

Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
Leisure Local		310	-	-	310
Kingsfold Community Centre Improvements		82	-	-	82
Lostock Hall Academy Grant		300	-	-	300
Fox Lane Sports and Social Club		100	-	-	100
Penwortham Priory Academy		180	-	-	180
Gregson Lane Community Centre Grant		150	-	-	150
Neighbourhood Improvements		360	-	-	360
St Mary's, Penwortham - Churchyard wall repairs	88	88	-	-	88
Thriving communities	88	1,571	-	-	1,571

### An exemplary council

#### Information Technology Programme

IT Unallocated Funding	200	566	-	-	566
Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades	-	268	-	-	268
Civic Centre conference centre hearing loop	-	35	-	-	35
Revenues and Benefits software	-	52	-	-	52
Network switching and wireless infrastructure	-	72	-	-	72
<b>IT Programme Total</b>	<b>200</b>	<b>993</b>	<b>-</b>	<b>-</b>	<b>993</b>

#### Other non-ICT projects

Air Quality Monitors	-	3	-	-	3
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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 Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
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Scheme Name	Budget 2023/24 Approved at Council Feb 2023	Budget 2023/24 Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budget (to)/from future years	Quarter 1 2023/24 Variations	Revised Budget 2023/24 as at 31st July 2023
Corporate Buildings	200	185	-	-	185
Corporate Buildings - Civic Centre	50	112	-	-	112
Civic Centre 3rd Floor	50	50	-	-	50
Civic Centre New Entrance	150	150	-	-	150
Vehicles and Plant replacement programme	1,103	1,771	-	-	1,771
An exemplary council	1,753	3,264	-	-	3,264
<b>Total</b>	<b>40,030</b>	<b>51,161</b>	<b>(566)</b>	<b>2,173</b>	<b>52,768</b>

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for Outturn 2022/23	Slippage and reprofiling of budgets (to)/from 2023/24	Quarter 1 2023/24 Variations	Revised Budget 2023/24 and Future Years as at 31st July 2023
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<b>27,020</b>	<b>27,020</b>	<b>566</b>	<b>-</b>	<b>27,586</b>

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# Agenda Item 8d



## Corporate, Performance & Budget Scrutiny Committee

### Forward Plan 2023-24

Date	Topic	Lead Member	Lead Officer
8 November 2023	Quarter Two Performance Monitoring Report 2023-24	Councillor Paul Foster	Chief Executive
	Quarter Two Capital and Balance Sheet Monitoring Report	Councillor Matthew Tomlinson	Director (Finance)
	Quarter Two Revenue Budget Monitoring Report	Councillor Matthew Tomlinson	Director (Finance)
	Assets & Asset Management	Councillor Aniela Bylinski Gelder	Director (Planning and Commercial)
19 February 2024	Quarter Three Capital and Balance Sheet Monitoring Report	Councillor Matthew Tomlinson	Director (Finance)
	Quarter Three Revenue Budget Monitoring Report	Councillor Matthew Tomlinson	Director (Finance)
	2024-25 Budget	Councillor Matthew Tomlinson	Director (Finance)
11 March 2024	Quarter Three Performance Monitoring Report 2023-24	Councillor Paul Foster	Director (Change & Delivery)
	Customer Services/Contact Centre	Councillor Ian Watkinson	Director (Customer & Digital)
	Waste Service Insourcing Update	Councillor Deborah Ashton	Director (Customer & Digital)

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