

Central Bedfordshire  
Council  
Priory House  
Monks Walk  
Chicksands,  
Shefford SG17 5TQ

**This meeting  
may be filmed.\***

**Central  
Bedfordshire**

please ask for Paula Everitt  
direct line 0300 300 4196  
date 13 July 2017

## **NOTICE OF MEETING**

### **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE**

Date & Time  
**Thursday, 27 July 2017 10.00 a.m.**

Venue at  
**Council Chamber, Priory House, Monks Walk, Shefford**

**Richard Carr  
Chief Executive**

To: The Chairman and Members of the CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE:

Cllrs P A Duckett (Chairman), J Chatterley (Vice-Chairman), Mrs A Barker,  
Mrs C F Chapman MBE, N B Costin, J Kane, D McVicar, T Swain and T Woodward

[Named Substitutes:

C C Gomm, A Ryan, A M Turner, M A G Versallion and N Warren]

All other Members of the Council - on request

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MEETING**

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# **AGENDA**

## **1. Apologies for Absence**

Apologies for absence and notification of substitute members

## **2. Minutes**

To approve as a correct record the Minutes of the meeting of the Corporate Resources Overview and Scrutiny Committee held on 1 June 2017 and to note actions taken since that meeting.

## **3. Members' Interests**

To receive from Members any declarations of interest and of any political whip in relation to any agenda item.

## **4. Chairman's Announcements and Communications**

To receive any announcements from the Chairman and any matters of communication.

## **5. Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

## **6. Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

## **7. Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

## **8. Requested Items**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

## Reports

<b>Item</b>	<b>Subject</b>	<b>Page Nos.</b>
9	<b>Executive Member Update</b>  To receive a brief verbal update from the Executive Member for Corporate Resources.	* Verbal
10	<b>Farming Strategy Update</b>  To receive a further verbal update on the work being undertaken on the Farming Strategy.	* Verbal
11	<b>Ivel Valley Quadrant Accommodation Plan Update</b>  To receive a verbal update on the Ivel Valley Quadrant Accommodation Plan and provide feedback on the proposed plan.	* Verbal
12	<b>2016/17 Q4 Performance Report</b>  To receive and scrutinise Quarter 4 2016/17 performance indicator set for Central Bedfordshire Council's Medium Term Plan (MTP).	* 11 - 24
13	<b>Provisional Outturn Budget Monitoring Report - March 2017 Revenue, Capital and Housing Revenue Account (subject to audit)</b>  To receive and scrutinise the Provisional Outturn 2016/17 Budget Monitoring Report on all areas of Council Business.  (a) Outturn Revenue Budget Monitoring (b) Outturn Capital Budget Monitoring (c) Outturn HRA Budget Monitoring	* 25 - 98
14	<b>Work Programme 2014/15 &amp; Executive Forward Plan</b>  The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.	* 99 - 104

**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE** held in Committee Room 2, Watling House, High Street North, Dunstable on Thursday, 1 June 2017.

**PRESENT**

Cllr P A Duckett (Chairman)  
Cllr J Chatterley (Vice-Chairman)

Cllrs Mrs A Barker  
Mrs C F Chapman MBE  
N B Costin

Cllrs J Kane  
D McVicar  
T Swain

Apologies for Absence: Cllrs R W Johnstone  
T Woodward

Members in Attendance: Cllrs K Ferguson  
R D Wenham Deputy Leader and Executive  
Member for Corporate Resources

Officers in Attendance: Mr S Conaway Chief Information Officer  
Mrs P Everitt Scrutiny Policy Adviser  
Mrs C Jones Chief People Officer  
Tobin Stephenson Programme Manager  
Mr C Warboys Director of Resources

**CROSC/17/1. Minutes**

RESOLVED that the Minutes of the meeting of the Corporate Resources Overview and Scrutiny Committee held on 21 March 2017 be confirmed and signed by the Chairman as a correct record.

**CROSC/17/2. Members' Interests**

None.

**CROSC/17/3. Chairman's Announcements and Communications**

The Chairman announced the Corporate Resources OSC would consider the Performance and Budget information on behalf of all OSCs. Questions and suggestions would be reported back to each Director and OSC for consideration and action.

**CROSC/17/4. Petitions**

None.

**CROSC/17/5. Questions, Statements or Deputations**

None.

#### CROSC/17/6. Call-In

None.

#### CROSC/17/7. Requested Items

None.

#### CROSC/17/8. Executive Member Update

The Executive Member for Corporate Resources advised the Committee of new developments that included:-

- The largest reaction recorded on Social Media for the Queen's visit to Priory View in Dunstable that saw over 250,000 people view the webpage.
- The completion of the telephony project roll out.
- The addition of 78 car parking spaces at Flitwick railway station.
- The official opening of the new Silsoe VC Lower School building in Chestnut Avenue, Silsoe by the Bishop of St Albans. The school had previously been located in the High Street, Silsoe.

In response to the update, a Member requested that all Members be kept up to date and prepared for the next phase of IT changes.

#### CROSC/17/9. IT infrastructure and stability

The Chief Information Officer delivered a presentation that outlined the Council's IT strategic focus over the next 18 months with proposals to move to a modern, flexible infrastructure and enable business change. In conjunction with the changes the Storm Telephony system had been rolled out and Members would be provided with an update on the system and the performance data it provided.

In light of the update Members raised the following comments:-

- Given that Members had purchased a variety of IT equipment with the use of their allowances, there was a concern that not all hardware would be compliant going forward. It was proposed that Members be provided with the same IT equipment as officers. In response the Executive Member advised there would need to be a change in the allowance scheme for IT equipment to be provided to Members and this would be considered at the appropriate time. It was agreed that Members would be provided with a list of recommended hardware they might consider purchasing.
- That Members be provided with a list of mobile phone networks that provided the best signal at Priory House.
- That an additional IT security training session be provided to Members should demand be sufficient
- An update on the roll out of Storm along with performance figures be provided at a future meeting.

**Noted the update and recommended a list of IT hardware and mobile networks be provided to Members.**

### **CROSC/17/10 Q3 Performance Monitoring**

The Head of Knowledge and Insight introduced the new style of reporting performance monitoring for Quarter 3 2016/17 for Central Bedfordshire's Medium Term Plan (MTP) indicator set. In summary the data set was good with twelve measures reported on or above target and six measures below target. Commentary on each indicator had been provided by the service and questions arising would be referred to the appropriate Director for response. In addition, the Committee could recommend an investigation of poor performance to the appropriate Overview and Scrutiny Committee.

Members discussed the following areas of performance in Sustainable Communities:

#### **Delivering Great Resident Services**

- The satisfaction with highways maintenance had declined and Members reported poor communications with the new contractor.
- Improved performance was required on the signage on the roads network.
- Improved provision was required on drainage and ditches of farm land by engineers.

In response the Chairman of Sustainable Communities advised his Committee would investigate the areas of concern and had identified the above issues too.

#### **Education and Skills**

Members discussed the following areas of performance:-

- School readiness – the percentage of children achieving a good level of development at the Early Years Foundation
- Attainment 8 ranking
- The percentage of schools rated good or outstanding.

The Chairman of Children's Services OSC advised his Committee had arrangements in place to look into all the issues outlined by the Committee.

#### **RECOMMENDED the areas of performance including:-**

- **Highways maintenance communications**
- **Road network signage**
- **Drainage and ditches**
- **School readiness**
- **Attainment 8 ranking and**
- **The percentage of schools rated good and outstanding, be considered for investigation and inclusion on the appropriate OSC work programmes.**

### **CROSC/17/11 Q3 Budget Monitoring Reports**

The Director of Resources introduced a report which provided the Committee with the Budget Monitoring Provisional Forecast outturn financial position for

Quarter 3. Corporate Resources OSC was the only Committee to receive this information and it was able to refer matters to the relevant OSC for further investigation on matters of particular concern.

**a. Quarter 3 Revenue Budget Monitoring**

The Director of Resources introduced the Quarter 3 Revenue Budget monitoring report that forecast an overspend of £1.2m. He also highlighted the provisional outturn position, subject to audit, that indicated a £1.9m under spend. All directorates had improved their provisional figures and had achieved a satisfactory position for the Council.

The ear marked reserves would provide funding for specific projects and the Council had achieved a resilient financial position in the short term. Social Care Health and Housing faced continued housing challenges and Members discussed the growing pressure of homelessness provision. In response the Executive Member advised the Council had purchased the Greenacre building for transitional housing and a cost effective solution to this issue was required. Members supported the proposal that Social Care Health and Housing (SCHH) OSC investigate the issue.

**RECOMMENDED that the SCHH OSC consider the request to investigate homelessness provision given the budgetary pressures on this service.**

**b. Capital Budget Monitoring**

The Executive Member introduced the Capital monitoring report detailing the financial position. The Council had achieved a net underspend of £23m that compared favourably to the net figure of £44m achieved last year. The Empty Homes team were congratulated on their achievements, however, a source of concern was identified with regards to the schools capital budget that was overspent due to delays on Section 106 monies being received and the change in legislation to this area of funding.

Members discussed the schools funding issue and agreed to ask Children's Services OSC to investigate the issue and report back to the Committee.

**Noted the Capital budget position and recommended Children's Services OSC investigate the schools' capital budget concerns.**

**c. Q3 Housing Revenue Account (HRA) Budget Monitoring**

The Executive Member introduced the HRA budget report that detailed the projected outturn at quarter 3. Due to delays in Croft Green and Houghton Regis Central project, the expected outturn figure was expected to be £6m.

**Noted the update.**

**CROSC/17/12HR Projects Update**

The Assistant Director People gave a verbal update on the key projects to be delivered by the Human Resources Team that included:-

- An upgrade to the SAP system
- A new recruitment package
- Apprenticeship scheme roll out
- IR35 (HRMC tax rule change for limited company workers in the public sector) and the retention of specialist contractors.

**Noted the update and would consider a further update in the autumn.**

**CROSC/17/13 Work Programme 2017/18 & Executive Forward Plan**

The Committee considered the current work programme and agreed to include the following items:-

1. Progress update on the Office 365 migration project (September)
2. Update on the Storm Telephony roll out and performance data. (September)
3. Fees and charges (September)
4. A further update on the HR projects (Autumn)

**AGREED the work programme as set out in Appendix A subject to the addition of items 1-4 highlighted.**

(Note: The meeting commenced at 10.00 a.m. and concluded at 1.12 p.m.)

Chairman.....

Date.....

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**Central Bedfordshire Council**

**Corporate Resources Overview and Scrutiny Committee 27 July 2017**

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**2016/17 Q4 Performance Report**

Report of Cllr Richard Wenham, Executive Member for Corporate Resources ([Richard.Wenham@centralbedfordshire.gov.uk](mailto:Richard.Wenham@centralbedfordshire.gov.uk))

Advising Officer: Tobin Stephenson, Head of Knowledge and Insight ([Tobin.Stephenson@centralbedfordshire.gov.uk](mailto:Tobin.Stephenson@centralbedfordshire.gov.uk))

**This report relates to a non-Key Decision**

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**Purpose of this report**

1. To report Quarter 4 2016/17 performance for Central Bedfordshire Council's Medium Term Plan (MTP) indicator set.

**RECOMMENDATIONS**

The Committee is asked to:

1. Note performance against the indicators currently being used to help support the monitoring of progress against the Medium Term Plan priorities, and
  - to ask officers for further information about performance against an indicator/s and/or
  - to ask officers to provide additional detail to relevant OSCs for further consideration of performance and/or
  - suggest further action for Executive as appropriate.

**Issues**

1. In summary, performance for Quarter 4 2016/17 was good with twelve measures reporting as green (on or above target), four amber and seven red.
2. See Appendix A, report to Executive for further detail.

**Council Priorities**

3. See Appendix A.

**Corporate Implications**

4. See Appendix A.

**Appendices**

**Appendix A:** Executive Report - 2016/17 Quarter 3 Performance Report

**Background Papers**

**None**

**Central Bedfordshire Council**

**EXECUTIVE**

**June 2017**

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## **2016/17 Quarter 4 Performance Report**

Report of Cllr Richard Wenham, Executive Member for Corporate Resources ([Richard.Wenham@centralbedfordshire.gov.uk](mailto:Richard.Wenham@centralbedfordshire.gov.uk))

Advising Officer: Richard Carr, Chief Executive ([Richard.Carr@centralbedfordshire.gov.uk](mailto:Richard.Carr@centralbedfordshire.gov.uk))

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**This report relates to a non-Key Decision**

**Purpose of this report**

1. To report Quarter 4 2016/17 performance for Central Bedfordshire Council's Medium Term Plan (MTP) indicator set.

**RECOMMENDATIONS**

The Executive is asked to:

- Note performance against the indicators currently being used to help support the monitoring of progress against the Medium Term Plan priorities, and to ask officers to further investigate and resolve underperforming indicators as appropriate.
2. Since the Council was created in 2009, it has strived to strengthen Central Bedfordshire as a great place to live and work. This means delivering great value and services to residents, making sure that both businesses and individuals have great prospects for the future, in terms of education, skills and employment and enhancing Central Bedfordshire as a place.
  3. In 2015, the Council updated its plans for delivering its ambitions. This culminated in the new Five Year Plan 2015-2020 being adopted by Council in November 2015, based on six key priorities:
    - Enhancing Central Bedfordshire
    - Delivering Great Resident Services
    - Improving Education and Skills
    - Protecting the Vulnerable; Improving Well-being
    - A More Efficient and Responsive Council
    - Creating Stronger Communities
  4. This report represents the fourth view of a suite of indicators that will be reported throughout the lifetime of this Plan. As this is the final report for the 2016/17 reporting year, from the next report comparisons with the previous year will be available.

## The Council's Five Year Plan

Since the Council was created in 2009, it has strived to strengthen Central Bedfordshire as a great place to live and work. For the Council this means delivering great value and services to residents, making sure that both businesses and individuals have great prospects for the future, in terms of education, skills and employment and enhancing Central Bedfordshire as a place.

In 2015, the Council updated its plans for delivering its ambitions. This culminated in a Five Year Plan 2015-2020 being adopted by Council in November 2015, based on six key priorities:

Enhancing Central Bedfordshire						
	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
Percentage of Central Bedfordshire residents satisfied with the local area as a place to live	Resident's Survey	Sep 16	90 %	⬇️	⭐️	of respondents
% feel safe when outside in their local area during the day	Resident's Survey	Sep 16	97 %	⬇️	▬▬	of respondents
% feel safe when outside in their local area after dark	Resident's Survey	Sep 16	81 %	⬆️	▬▬	of respondents
Number of new jobs	Annual (Dec)	Dec 15	500	⬇️	⚠️	new jobs
People in employment aged 16 to 64 (% above national average)	Quarterly	Dec 16	3.9 %	⬇️	⚠️	above national average
Average Earnings for Workers	Annual (April)	Apr 16	£487.0	⬆️	⭐️	average earnings
New Homes completions (cumulative)	Quarterly	Mar 17	1,773	⬆️	⭐️	new homes
Town Centre Vacancy Rates	Quarterly (Feb,May,Aug,...)	Feb 17	7.3 %	⬇️	🟡	town centre vacancies

## Enhancing Central Bedfordshire Summary

The Council will retain the character of Central Bedfordshire whilst continuing to improve the prosperity of residents by:

- Investing in core infrastructure
- Supporting the creation of jobs
- Providing the quantity and type of housing required
- Improving Central Bedfordshire's town centres

It is also important that Central Bedfordshire's residents feel safe and are happy living in their local areas. The Council will therefore monitor how satisfied residents are with their local areas as places to live, and also that they feel safe, both during the day and after dark, through the annual Residents Survey.

In December 2016 there were 139,200 **people aged 16-64 in employment**. Central Bedfordshire remains above comparator areas, and is 3.9% above the national rate of employment, although below the council's target of remaining 5% above the national rate.

A vital element of ensuring the enhancement of Central Bedfordshire is to facilitate the provision of quality homes. The number of **new homes** completed in Central Bedfordshire has consistently increased year-on-year. By March 2017, there had been 1,773 new homes completed in 2016-17 financial year, exceeding the Council's annual target of 1,475 new homes by 20%.

A thriving town centre is vital for our communities, and the Council is working hard to improve town centres across Central Bedfordshire, with many plans already being carried out to support this. **Town centre vacancy rates** are a good way of indicating their success and prosperity, and the Council will monitor this closely so that it can be certain the work it is doing is effective. The vacancy rate in Central Bedfordshire's town centres currently stands at 7.3% (February 2016), a fractional (0.2%) rise on the 7.1% reported for November 2016.

To support the Council's commitment to enhancing Central Bedfordshire, the Council will actively work to encourage the growth of suitable businesses, influencing this through effective use of council assets, sector development and a package of support from Central Bedfordshire Council aligned to key businesses, sectors and potential investors.

Delivering Great Resident Services						
	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
Perception of Council - Good quality services	Resident's Survey	Sep 16	70 %	⬇️	na	of respondents
Percentage of Central Bedfordshire residents satisfied with living environment	Resident's Survey	Sep 16	84 %	na	na	of respondents
Kg/household of black bin waste	Quarterly	Sep 16	134	⬆️	★	kg of waste per household
Satisfaction with highways maintenance	Annual (Oct)	Oct 16	52 %	⬇️	orange	of respondents
CBC's relative position re condition of roads (principal)	Annual (March)	Mar 16	99 %	➡️	na	not requiring maintenance
CBC's relative position re condition of roads (non principal)	Annual (March)	Mar 16	97 %	➡️	na	not requiring maintenance
Leisure facility usage rates	Quarterly	Mar 17	555,945	⬆️	★	visitors
Libraries facility usage rates	Annual (March)	Mar 16	925,041	⬇️	na	visitors
Customer Services - numbers of service failures reported	Quarterly					New

### Delivering Great Resident Services Summary

The Council will make sure that Central Bedfordshire's universal services, such as rubbish collection and recycling, road maintenance, Libraries and Leisure are of great quality.

It will do this by:

- Increasing access to parks and open spaces
- Revamping household waste recycling centres
- Improving the condition of roads and pavements
- Transforming leisure centres.

The Council are currently making progress with all of these services, but to make sure improvement continues a number of new measures have been developed that the Council will monitor closely.

Annual **road condition statistics** were most recently published by the Department of Transport in March 2017 (for the year 2015/16). This showed that principal and non-principal roads in Central Bedfordshire not requiring maintenance were reported as 99% and 97% respectively, maintaining the level of performance from last year's figures.

Figures for **leisure facility usage rates** have seen significant growth over the last year, particularly owing to the popularity of the new Flitwick Leisure Centre, with numbers at Tiddenfoot and Dunstable also showing notable increases. Over this financial year there was a 106% increase in usage at Flitwick Leisure Centre, Tiddenfoot increased by 19.6% and all sites showed increase in attendances.

Over Q4 2016/17, there was an increase of 161,478 usages compared to the previous period last year. There was a strong performance in March with a total of 211,037 usages at all of the leisure centres. This is the first time that this total has exceeded 200,000 usages in a single month.

The New Year promotions which ran in January/February across all of the leisure centres are likely to have contributed to an increase in membership levels. There will be other similar campaigns run during the year.

**Customer Services - numbers of service failures reported** - Will be reported in 2017/18.

Improving Education and Skills						
	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
School readiness - % of children achieving a good level of development at the Early Years Foundation	Annual (Sept)	Sep 16	68.5 %	↑	🔴	of children
Attainment 8 - ranking	Annual (Dec)	Dec 16	90	↓	🟡	out of 151
% of Schools rated Good or Outstanding (Quarterly)	Quarterly	Mar 17	87 %	↓	🟠	of 136 schools
% of young people aged 16-18 who are in education, employment or training (EET)	Annual (Feb)	Feb 16	90.4 %	↑	🟠	of 16-18 year olds in EET
Employer Skills Gaps	Annual (Dec)	Dec 15	29 %	↑	🟢	of businesses reporting skills gaps

Improving Education and Skills Summary						
The Council will support the academic and social success of Central Bedfordshire's children and young people as well as their physical wellbeing. And the Council will support adult learning too, so that everyone will have access and incentives to work, either in Central Bedfordshire or elsewhere.						
It will do this by:						
<ul style="list-style-type: none"> <li>• Working in partnership with schools, parents and communities</li> <li>• Building new schools and expanding existing ones</li> <li>• Creating a range of routes to work such as apprenticeships and specialist schemes for older employees</li> </ul>						

The **% of Schools rated Good or Outstanding** has fallen from 89% in Q3 to 87%. This is due to one school receiving a poor OFSTED inspection.

## Protecting the Vulnerable; improving well-being

	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
Children's Safeguarding - Referrals as a percentage of the child population	Quarterly	Mar 17	3.2 %	↑	■	referrals
Percentage of referrals of children leading to the provision of a social care service	Quarterly	Mar 17	93.2 %	↑	★	provision of social care service
LAC - School attendance (when entering care and registered at school)	Annual (July)	Jul 16	92.7 %	↓	■	attendance
% of care leavers at age 17-21 who are engaged in education, training or employment	Quarterly	Mar 17	70.2 %	↑	★	care leavers in EET
Proportion of adults subject to a safeguarding enquiry of those known to adult social care	Quarterly	Mar 17	1.35 %	↑	★	adults with a safeguarding enquiry
Total non-elective admissions in to hospital (general & acute), all-age, per 100,000 population	Quarterly	Dec 16	2,543	↓	▲	admissions
Avoiding admissions to Care Homes	Quarterly				■	New
Average age of customers admitted to a residential care home (65+)	Quarterly	Mar 17	86.2	↑	★	average age
Delivery of new dwellings suitable for older people	Quarterly	Mar 17	164	→	■	dwellings
Premature Deaths (persons per 100,000)	Annual (Dec)	Dec 15	280	↑	●	out of 100,000
Hate Crime incidents reported	Quarterly	Mar 17	48	↑	■	incidents reported
No. of Domestic Abuse incidents reported	Quarterly	Mar 17	742	↓	■	incidents reported

## Protecting the Vulnerable; improving well-being Summary

The Council will strive to protect anyone who may be at risk of exploitation, abuse or suffering, regardless of their age or disability. And the Council will work to improve the health and wellbeing of all Central Bedfordshire residents.

It will do this by:

- Identifying children and families who may be in vulnerable situations and intervene early where necessary to make sure Central Bedfordshire's youngsters have the best start in life
- Developing social care and housing services so that people are able to live independently for as long as possible
- Working beyond organisational boundaries, particularly with the Council's partners in the health service, to offer joined up services that are available in the right place and at the right time

**Children's safeguarding referrals, as a % of the population**, have dropped by a third compared to this time last year (from 4.1% in March 2016 to 3.2% in March 2017). This is as expected with the increased Early Help offer, and the effective work of the Multi Agency Safeguarding Hub. This is also demonstrated by the increase in **Percentage of referrals of children leading to the provision of social care service** (93.2% March 2017) which remains well above the target of 85%.

The **% of care leavers engaged in education, employment or training** remains at over 70%; continuing to perform well above target (65%) demonstrating the effectiveness of the advice and support offered to care leavers.

**Proportion of adults subject to a safeguarding enquiry of those known to adult social care** - Safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect. It's fundamental to high-quality health and social care.

For this measure the smaller that the percentage figure is the better. For the fourth quarter in 2017/18, (December 2016 to March 2017), 5,946 clients had either an open referral or had a request for service and of those 80 were subject to a safeguarding enquiry.

**Avoiding admissions to Care Homes** - This measure is presently being set-up and is due to go live in 2017/18. It will help show how Central Bedfordshire Council is assisting residents to remain at home. This measure is complex to calculate and evidence due to the many sources of data.

**Average age of customers admitted to a residential care home (65+)** - The higher the age in residential homes the better as this means the Council are being effective in helping people stay in their own homes. For Q4, (January 2017 to March 2017), the average age of admission to residential care has risen to 86.2 years from 84.1 years in Q3 (September 2016 to December 2016).

During 2016/17 there were 183 admissions to residential care with 17% of admissions relating to a customer with a diagnosis of dementia. (The 2016/17 average age was 86.1).

## Protecting the Vulnerable; improving well-being Summary

**Delivery of new dwellings suitable for older people** - No new specialist schemes were delivered in the second half of 2016/17, although over the year 164 new dwellings suitable for older people have been delivered.

**Hate Crime incidents reported** - Hate crimes are also being monitored to support the Five Year Plan priority of protecting the vulnerable and improving well-being. Hate crimes have historically been under-reported, and so the Council encourages such crimes to be reported.

During the fourth quarter of 2016/17, a total of 48 hate crimes were reported. This significant increase in Q4 is the highest quarter of hate crimes reported for the financial year.

The Hate Crime Partnership held a successful Hate Crime conference in February with over 150 professionals attending. It was aimed at front line staff to educate and encourage raising awareness and promotion via their websites and social media sites. This may have had some impact on reported crimes.

**Number of domestic abuse incidents reported** - The Council is working hard to tackle domestic abuse in Central Bedfordshire. Levels have dropped in the last three months, with a total of 742 incidents reported during the fourth quarter of 2016/17, a 6% decrease on the total number (789) reported for Q3 2016/17. This mirrors levels of the previous year where a 5% decrease was seen in Q4 when compared to Q3. Domestic abuse incidents are categorised as crime and non-crime incidents. Recorded crimes have increased by 7% when compared to Q3 and have also shown an increase on Q4 2015/16 (10% increase).

Repeat incidents have remained at a similar level in Q4 when compared to Q3, with a 33% rate compared to 32% in the previous quarter. This is a decrease on the 2015/16 Q4 rate of 36%.

45% of the incidents recorded were noted to have a "child present at the address (not necessarily at the time of the incident)", this level remains stable when compared to Q3 but has decreased from levels seen in 2015/16; Q4 was 48% and Q3 was 52%.

The Council encourages the reporting of domestic abuse and monitors numbers as part of its commitment to protecting the vulnerable. The partnership domestic abuse website has been relaunched and in Q4 this year there were 2,223 visitors compared to 135 in Q4 last year.

The Corporate Domestic Abuse Strategy is progressing well with all year one priorities on track and directorates showing commitment to improving the coordinated whole council response to Domestic Abuse. Service user consultation work has been identified as a key action from the strategy and will be completed by the middle of May helping to gain valuable feedback and keep service users at the core of this work.

### A more efficient and responsive Council

	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
Perception of Council - Value for money	Resident's Survey	Sep 16	58 %	⬇️	⭐️	of respondents
Perception that Council acts on the concerns of residents	Resident's Survey	Sep 16	55 %	⬆️	▬▬	of respondents
Time taken to process Housing Benefit, Council Tax Benefit, new claims & change events - Days	Quarterly	Mar 17	10.2	⬆️	⚠️	days
Call wait times average - (seconds)	Quarterly	Mar 17	103	⬆️	⭐️	seconds
% of Customer contact by the web	Quarterly	Dec 16	0 %	➡️	▬▬	of customer contact
Repeat issues (2nd calls or more to contact centre)	Quarterly					New

### A more efficient and responsive Council Summary

The Council will be focused on cost effectiveness and efficiency in all that it does. Customers, the residents and businesses of Central Bedfordshire, will help to determine whether it is successful in this ambition. The Council will listen to their opinions, views and preferences in shaping its plans.

It will do this by:

- Maximising the value for money achieved for every pound of Council Tax payer's money that is spent
- Improving the productivity of its workforce by continuing to listen and engage with them in developing the organisation
- Making use of technology to make it easier for customers to contact and do business with the council on line
- Modernising its way of working so that organisational costs are reduced on overheads such as office accommodation, travel costs and paper.

**Processing housing benefits** - The Q4 speed of processing of Housing Benefits new claims and change events was 10.2 days against a target of 8.6 days. Whilst the target has not been achieved, this was a 22% improvement on the same quarter in 2015/16.

Overall performance improved slightly from Q3 to Q4 in 2016/17, although more significantly the number of outstanding benefit work items at the end of March 2017 reduced by over 2,000 when compared to March 2016, which means the improved performance should continue into 2017/18.

**Call wait times** have met or been ahead of target consistently over the last quarter, ensuring that the customer experience remains positive when contacting Customer Services by telephone.

**% of Customer contact by the web** - no longer reported, alternative measure is being considered.

**Repeat issues (2nd calls or more to contact centre)** - To be reported from 2017/18.

### Creating stronger communities

	Performance will be reported	Last Reported	Latest Data	Direction of Travel	Current Status	
Perception that people can influence decisions in their own area	Resident's Survey	Sep 16	39 %	↑	■	of respondents
Perception that people in the local area pull together to improve the local area	Resident's Survey	Sep 16	75 %	↑	■	of respondents
Percentage that volunteer	Resident's Survey	Sep 16	35 %	↓	■	of respondents
Number of volunteers engaged within the community (currently the village care schemes)	Quarterly	Dec 16	942	↓	●	people
Number of customers supported within the community (currently by the village care schemes)	Quarterly	Dec 16	748	↑	▲	people
Town and parish survey satisfaction	Res./Staff Survey					New

### Creating Stronger Communities Summary

The Council will do all it can to strengthen community spirit in Central Bedfordshire's towns and villages, nurturing a sense of place and belonging to build resilience and reduce social isolation.

It will do this by:

- Creating more opportunities for community participation in local affairs and services
- Supporting voluntary activity so that local people are helped to help themselves
- Making all of the assets the Council owns in Central Bedfordshire's towns and villages (parks, open spaces, buildings etc.) more available to local people for community events and activities
- Working with town and parish councils so that more services are provided at a local level

**Volunteers engaged within the community (village care schemes)** - For Q3 the reduction in volunteers is a result of either volunteers moving away or becoming ill. Volunteers by locality are as follows:- Chiltern Vale - 277, Ivel Valley - 327, Leighton Buzzard - 77 & West Mid Mids - 261.

**Customers supported within the community (village care schemes)** - Q3 feedback from Bedfordshire Rural Community Charities (BRCC) indicates that there have been noticeable increases in new customers in Potton, Biggleswade, Houghton Regis, Leighton Buzzard and Sandy. The areas where longer term, more frail customers have been lost are Caddington, Leighton Buzzard, Houghton Regis & Slip End.

Planned Actions: BRCC has been working in a number of areas to stimulate the growth of schemes and activity. Dunstable formally launched a scheme in early December, but no requests for help had yet been made at the time of the report. Eversholt and Standon are also in the process of developing schemes.

## Quarter 4 Summary

5. There are 46 indicators in the MTP suite and all but three of these are reported in the accompanying scorecard. These three indicators are in development and once the necessary development work has been completed, data for these will be included in future reports.
6. The information includes an indication of when data is due to be reported. For those indicators that are identified as 'Res./Staff Survey' these are reported every even numbered year eg. 2012, 2014, 2016, etc.
7. This report includes the latest available data for all the Council's MTP indicators (except for those where data is unavailable at this time), even if new data is not being reported this quarter, so that a complete picture of overall performance is given. Commentary is only provided for those indicators that are reporting new data for this report.
8. In this report performance against agreed targets is shown and the direction of travel where data has become available.
9. Arrows in the scorecard show the performance 'direction of travel' and the RAG symbols show whether or not agreed targets are being met.

Performance Judgement		
Direction of travel (DoT)	RAG score	
↓ Performance is reducing	▲	Target missed – Performance at least 10% below the required level of improvement
→ Performance remains unchanged	●	Target missed – Performance less than 10% below the required level of improvement
↑ Performance is improving	★	Target achieved

10. Work is continuing to consider the presentation of measures on the Council's website. This has the potential to deliver improvements that will help residents to see current performance at a glance and view progress to date.

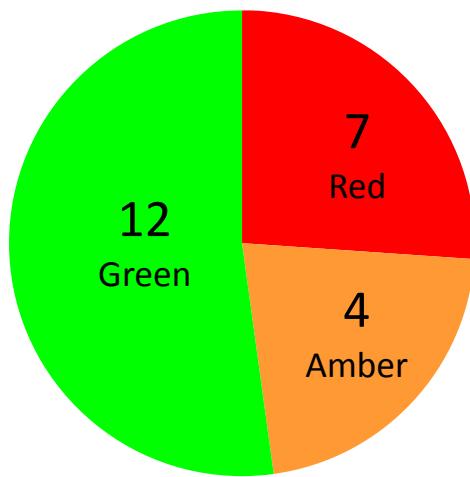
## Performance Against Targets and Direction of Travel

11. Of those measures that currently have targets set:

- 12 are reporting as green
- 4 are reporting as amber
- 7 are reporting as red

One measure has moved from 'amber' to 'red', 'People in employment aged 16 to 64 (% above the national average). Commentary is provided in each section of the scorecard to explain performance against target.

Diagram – RAG status including totals



12. Of those measures that currently have a Direction of Travel (DoT) set:

- 21 are reporting DoT in a positive direction
- 4 are reporting DoT as neither positive or negative
- 16 are reporting DoT in a negative direction

The net movement is positive with 2 fewer measures reporting DoT in a 'negative' direction. These have been replaced by one extra report of 'neither negative or positive' and one of 'positive'. Commentary is provided in each section of the scorecard to explain performance against Direction of Travel.

13. As historic information is built up for this relatively new set of indicators, further analysis of performance compared to previous data will be made available.

## Council Priorities

14. The measures selected for the reporting of performance reflect the Council's priorities. Measures are reported under the headings in Central Bedfordshire Council's 5 year plan.

## Corporate Implications

### Legal Implications

15. None directly, however any areas of on-going underperformance would reflect a risk to both service delivery and the reputation of the Council.

### Financial Implications

16. None directly, although the Medium Term Plan indicator set provides a view of the value for money delivered by the council.

### Equalities Implications

17. This report highlights performance against a range of indicators which measure how the Council is delivering against its Medium Term Plan priorities. It identifies specific areas of underperformance which can be highlighted for further analysis. Whilst many of the indicators deal with information important in assessing equality, it is reported at the headline level in this report.
18. To meet the Council's stated intention of tackling inequalities and delivering services so that people whose circumstances make them vulnerable are not disadvantaged, performance data for indicators in this set is supported by more detailed performance data analysis at the service level and this is used to support the completion of equality impact assessments. These impact assessments provide information on the underlying patterns and trends for different sections of the community and identify areas where further action is required to improve outcomes for vulnerable groups.

### Public Health

19. The Medium Term Plan indicator set includes measures on premature deaths and use of leisure centres.

### Sustainability:

20. A broad range of indicators relating to sustainability including those covering employment, library usage, active recreation and waste are included in the Medium Term Plan indicator set.

### Community Safety:

21. The measures included cover perception of safety both during the day and at night.

### Risk Management:

22. Effective monitoring of performance indicators mitigates the risk of failing to deliver the Council's priorities, reputational risks and the risk of failing to deliver statutory responsibilities.

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Central Bedfordshire Council

Corporate Resources Overview and Scrutiny Committee    27 July 2017

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**Provisional Outturn Budget Monitoring Report – March 2017  
Revenue, Capital and Housing Revenue Account (subject to audit)**

Report of Cllr Richard Wenham, Deputy Leader and Executive Member for Corporate Resources ([cllr.richard.wenham@centralbedfordshire.gov.uk](mailto:cllr.richard.wenham@centralbedfordshire.gov.uk))

Advising Officers: Charles Warboys, Director of Resources & S151 Officer ([charles.warboys@centralbedfordshire.gov.uk](mailto:charles.warboys@centralbedfordshire.gov.uk))

**This report relates to a decision that is Non-Key**

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**Purpose of this report**

1. The report sets out the provisional outturn position for 2016/17 as at the end of March 2017 (subject to audit). It sets out the outturn spend against the approved budgets.

**RECOMMENDATIONS**

The Committee is asked to:-

1. Consider and comment on the attached report and associated appendices which was reviewed by the Executive on the 20th June 2017.
2. Consider whether it wishes to refer any matters to a particular OSC for a deep-dive of any topic if there is a particular concern.

**Appendices**

- Page 27**      Outturn Revenue budget monitoring report  
**Page 55**      Outturn Capital budget monitoring report  
**Page 83**      Outturn HRA budget monitoring report

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Central Bedfordshire Council

EXECUTIVE

20 June 2017

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**Revenue Budget Monitoring Provisional Outturn March 2017  
(subject to audit)**

Report of: Cllr Richard Wenham, Deputy Leader and Executive Member for Corporate Resources

[richard.wenham@centralbedfordshire.gov.uk](mailto:richard.wenham@centralbedfordshire.gov.uk)

Responsible Director: Charles Warboys, Director of Resources & S151 Officer  
[charles.warboys@centralbedfordshire.gov.uk](mailto:charles.warboys@centralbedfordshire.gov.uk)

**This report relates to a non key decision**

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**Purpose of this report**

1. The report sets out the provisional outturn financial position for 2016/17 as at the end of March 2017 (subject to audit). It sets out spend against the approved budget and it excludes the Housing Revenue Account which is subject to a separate report. Explanations for the variances are set out below in Appendix A.
2. This report enables the Executive to consider the overall provisional outturn financial position of the Council (subject to audit).

**RECOMMENDATIONS**

**The Executive is asked to:**

1. **consider the current provisional revenue outturn position (subject to audit) which is an underspend of £0.052M;**
2. **note that the provisional outturn position and new proposed earmarked reserves were approved by the Leader, Deputy Leader, Chief Executive and Director of Resources under a delegated approval granted by the Executive on 4 April 2017;**
3. **note that the budget included £2.1M of contingency costs which were not used; and**
4. **note the proposed new earmarked reserves at Table 2.**

## Issues

3. The provisional outturn position (subject to audit) as at March 2017 is £0.052M under budget.
4. A full explanation of the variance to budget is contained in Appendix A.
5. Table 1 below summarises the full year variances by directorate:

Provisional Outturn March 2017			
Directorate	Budget £m	Actual £m	Variance £m
SCHH	69.3	69.8	0.5
Childrens Services	36.6	36.1	(0.6)
Community Services	46.7	46.5	(0.2)
Regeneration	5.9	5.7	(0.2)
Public Health	0.0	0.0	0.0
Chief Executive's	7.5	8.0	0.6
Resources	11.7	10.9	(0.8)
Corporate Costs	11.5	12.1	0.7
<b>Total Excl Landlord Business</b>	<b>189.2</b>	<b>189.1</b>	<b>(0.1)</b>
Schools	0.0	0.0	0.0
Landlord Business	0.0	0.0	(0.0)
<b>Total</b>	<b>189.2</b>	<b>189.1</b>	<b>(0.1)</b>

## DEBT

6. Overall debt in March is £11.6M compared to February at £9.8M, £13.0M last year. Within that £4.2M is under 30 days (44%). Debt over 61 days is £4.6M (40%) compared to £4.5M (46%) in February 2017 and £5.4M last year. Work is continuing to analyse the debt and ensure effective and efficient recovery procedures are followed.

## RESERVES POSITION

7. The general fund full year provisional outturn position includes a net £12.2M increase in earmarked reserves (EMR) - excluding Schools and HRA.

8. There was a use of (£4.2M) EMR by the Directorates, used for the purposes they were created.
9. This is offset by the creation of a £4.7M EMR for the New Homes Bonus (NHB) received in 2016/17. This was a conscious decision within the MTFP to both reduce reliance on NHB and to build a fund for investment. This leaves the NHB reserve at £6.8M including carry forward from 2015/16. There is also a release of (£2.5M) s31 Grant to offset discounts applied to NNDR, and an addition of £1.7M to release in 2017/18, both budgeted within the MTFP.
10. £8.8M of New Proposed Earmarked Reserves were created to carry into 2017/18 (see Table 2 below).
11. In addition, there is also a budgeted transfer to EMR of £0.5M to top up the Redundancy Reserve and £0.3M to top up the Insurance reserve. Public Health also contributed £0.2M to their reserves due to the ringfence on over/underspends. There is also an increase of £2.7M due to Grants received in advance with conditions attached.
12. See Appendix B for details of which EMR have been used.

**Table 2 - 2016/17 Proposed New earmarked Reserves**

Directorate	Earmarked Reserve	£K
Corporate Costs	Transformation	900
Corporate Costs	SEN Transport	250
Corporate Costs	Financing Charges and Capital Options	1,219
Childrens Services	Locality Options	200
Community Services	Civil Enforcement Officers	140
Community Services	Community Integration	100
Community Services	Construction Related projects	150
Community Services	Highways/Street Scene	1,300
Community Services	Legal	3,500
Regeneration	Sustainable Transport Bids	50
Regeneration	Employment Skills	100
CEO	IT Cloud Transition	900
		<b>8,809</b>
<b>Funded by</b>		
MRP Policy Change		(4,719)
Release of Contingency		(2,150)
Underlying Underspend		(1,940)
		<b>(8,809)</b>

## **General Reserves**

13. The opening position for 2016/17 is £15.5M. There will be a further contribution of £0.05M in 2016/17 (in year underspend).

## **Council Priorities**

14. Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 6 Council priorities.

## **Corporate Implications**

### **Legal Implications**

15. None.

### **Financial Implications**

16. The financial implications are set out in the report.

### **Equalities Implications**

17. Equality Impact Assessments were undertaken prior to the allocation of the 2016/17 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

## **Appendices**

Appendix A – Detailed Directorate Commentary

Appendix B – Earmarked Reserves

Appendix C – Debt Management

Appendix D – Treasury Management

## APPENDIX A – DIRECTORATE COMMENTARY

### Social Care, Health and Housing (SCHH)

1. The Directorate General Fund outturn position is an overspend of £0.537M.

Month: March 2017  Director	Provisional Outturn (subject to audit)					
	Budget £000	Actual £000	Proposed Transfer to Earmarked Reserves £000	Proposed Use of Earmarked Reserves £000	Net Use of Earmarked Reserves £000	Variance £000
<b>Social Care Health and Housing</b>						
Director of Social Care, Health, Housing	247	1,004	-	(629)	(629)	128
Procurement and Customer Services	1,426	1,431	-	(25)	(25)	(20)
Housing Solutions (GF)	3,642	3,463	-	-	-	(179)
Care and Support	12,615	12,202	-	(68)	(68)	(481)
OPPD - Care Management	28,866	32,042	-	-	-	3,176
LD Care Management & MH Packages	21,376	20,638	-	-	-	(738)
Head of Integrated Services + Other IS	946	782	-	(12)	(12)	(176)
Commissioning	8,883	9,268	42	-	42	427
Resources	(8,701)	(10,311)	150	(140)	10	(1,600)
<b>Total Social Care and Health</b>	<b>69,300</b>	<b>70,519</b>	<b>192</b>	<b>(874)</b>	<b>(682)</b>	<b>537</b>

2. The Housing Solutions service reported an underspend of £0.179M. This was primarily due to savings on temporary accommodation. Management actions to reduce the use of bed and breakfast accommodation and maximise the supply of rented accommodation, reduced the dependency on costly temporary accommodation.
3. The Adult Social Care service (Care & Support, OPPD, Learning Disabilities/Mental Health and Integrated Services) is over budget by £1.871M (excluding customer contributions).
4. This division has to absorb the risk of increasing Older People, Physical and Learning Disability package volumes and costs. People are living longer and the costs of dementia are on the increase. Demographic pressure of £4.1M had been built into the budget to reflect the impact of both an ageing population and the additional costs associated with the transition of younger people with disabilities into Adult Social Care. There were, however, significant efficiency targets for this area totalling just short of £4.2M.
5. Within the Older People 65+ external package budgets, there was an overspend on residential and nursing placements of £1.216M (a decrease of £0.242M compared to the February forecast) offset by additional customer income which exceeded the budget by £1.333M.

There was an overspend on non-residential packages of £1.732M (this included new extra care contracts cost at Priory View and Greenfields). For non-residential services there was an overachievement of customer income of £0.546M.

Older People packages were £1.069M overspent. This was after allowing for the recovery of backdated funding of £0.500M re. long standing disputes regarding health and other local authority funding. Additional placement costs of £0.196M relating to the Greenacre re-provision were funded from the Outcome Based Commissioning Reserve.

6. The Directorate continues to track the impact of former self funders who exert pressure on residential and nursing placements budgets. Forty one have required council support during 2016/17 compared to thirty that required support for the same period in 2015/16. The full year cost in 2016/17 is estimated to be £0.800M.
7. Within Learning Disabilities, additional budget of £1.400M was provided to cover the impact of transitions in 2016/17 which included the full year effect of 2015/16 new customers and the part year effect of 2016/17 new customers. The budget was also increased to reflect carer breakdown costs for mid life customers estimated at £0.700M. Efficiency targets for this service area amounted to £1.100M. There was an underspend on packages of £0.867M.
8. There remain risks going into 2017/18 relating to the funding of customers being reviewed under the Winterbourne View national programme.
9. To support the pressure around temporary accommodation and the usage of Bed & Breakfast (B&B) accommodation, the Council agreed to invest £2.5M in purchasing assets to be used for temporary accommodation. Approval was granted for a further £1.2M of funding from the HRA to purchase additional properties in 2016/17. Up to March 2017 ten purchases have been completed, with a further 4 purchases agreed, and due to take place in 2017-18. In addition, lower cost "leasing" options are being progressed to provide further bed spaces for temporary accommodation.
10. The service is also using private self contained accommodation on a nightly let basis where the net cost is significantly lower than B&B accommodation but still costly. The Council are utilising an additional 13 "satellite" properties and five Aragon properties as temporary accommodation, as well as specific supported accommodation in Houghton Regis and Leighton Buzzard. The previous peak of February 2017, when there were 124 households in temporary accommodation, has been exceeded at the end of March 2017 (to 157). The increase is due to the number of households approaching the Council for housing advice. 125 approached in February and a further 115 in March, many of whom are approaching as homeless and many with complex needs.
11. The Commissioning service overspent by £0.427m. The key variances were overspends within contracts and Learning Disability (LD) Transfer offset by Contracts and Commissioning Teams' pay.
12. The Resources division outturn was an under spend of £1.600m reflecting additional customer income of £2.285m offset by the reported £0.745M overspend against Assistant Director Resources, a consequence of the non-achievement of an efficiency relating to the Care Act.

### **Better Care Fund (BCF)**

13. The overall funding for 2016/17 is set out below: There has been a mandated increase in the Bedfordshire Clinical Commissioning Group (BCCG) contribution compared to last

year.

14.

<b>Funding Stream</b>	<b>2016/17 Plan £M</b>
BCCG	15.276
CBC Disabled Facility Grant	1.315
CBC Additional Contribution	3.417
Under spend from 2015/16	0.586
<b>TOTAL</b>	<b>20.534</b>

- 15. The focus for 2016/17 was on Out of Hospital Care, Prevention and on Protecting Social Services.
- 16. The BCCG funding stream includes funding paid over to CBC of £4.038M.
- 17. HRA is subject to a separate report.

### **Children's Services**

- 18. The Directorate outturn position for 2016/17 is a £0.621M underspend.

Month: March 2017	Provisional Outturn (subject to audit)					
Director	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000			£000
<b>Children's Services</b>						
Director of Children's Services	1,012	1,006	-	(12)	(12)	(18)
Children's Services Operations	23,061	21,948	260	(156)	104	(1,009)
LAC Placement Costs	9,068	9,725	-	-	-	657
Commissioning & Partnerships	3,637	3,602	-	(100)	(100)	(135)
Partnerships	555	664	-	(108)	(108)	1
Education Services	665	522	847	(816)	31	(112)
<b>Total Children's Services (ex Schools / Overheads)</b>	<b>37,998</b>	<b>37,467</b>	<b>1,107</b>	<b>(1,192)</b>	<b>(85)</b>	<b>(616)</b>
DSG + ESG Contribution to Central Support	(1,356)	(1,361)	-	-	-	(5)
<b>Total Children's Services (excluding Schools)</b>	<b>36,642</b>	<b>36,106</b>	<b>1,107</b>	<b>(1,192)</b>	<b>(85)</b>	<b>(621)</b>

- 19. Mitigating action and one off compensatory savings have been identified and achieved to cover the underlying overspend which relates to three main areas in Children's Services

Operations and Commissioning and Partnerships:

- £0.640M Independent Fostering and Adoption (IFA) and In-House Fostering where the budget only allowed for 58 IFA's and there are currently 69 (non Unaccompanied Asylum Seeking Children).
- £0.287M Children with Disabilities, and is due to an additional five out of area placements made since the budget build took place for 2016/17. Out of area placements are made as a last resort when a high level of short break provisions can no longer meet the need and safeguard the child and/or their family. This overspend has been reported each month.
- £0.324M overspend on the Youth Offending Service budget in Commissioning and Partnerships, mostly due to the increase in Remand Costs, which have significantly increased this year (£0.109M last year). The increase in remands is as a result of a small cohort of young people who have committed serious offences. Some remands have been extended whilst awaiting court dates and others where they would have absconded from any other type of lesser cost placement. A multi agency case audit is being undertaken, looking at five cases to better understand why these young people are in remand as CBC have an over representation of Looked After Children who are young offenders.

20. One off compensatory savings and part year efficiencies achieved (full year effect is included in the 2017/18 MTFP), mitigate the overspend areas and include:

- £0.207M reduction in the number of residential care home payments, leaving care placements and salary savings.
- £0.540M in Fostering & Adoption from a reduction in the number of allowances being paid, salary savings and increased Inter-agency income.
- £0.276M Intake & Family Support from salary savings and discretionary spend budgets.
- £0.372M in Commissioning and Partnerships mainly from increased income generation through the Academy of Social Work and Early Intervention including from a decrease in the number of subsidised courses and qualifications, increased learner contributions, increases in the number of learners, staffing restructuring and alignments and changes to terms and conditions. This includes £0.093M in Youth Support Services to offset Remand costs including holding staff vacancies and reducing the full time equivalent of posts, reduction in commissioning Not in Employment Education or Training (NEET) training given the DfE changes to tracking guidelines for those older than 18.

21. The tables below reflect the increased number of Looked After Children (LAC) and non care placements.

	<b>March 2016</b>	<b>March 2017</b>	<b>% change</b>
<b>Number of LAC :</b>	<b>249</b>	<b>257</b>	3.2%
In House Foster Placements	111	124	11.7%
Independent Foster Placements	70	69	(1.4%)
Residential Homes & Schools	13	10	(23.1%)
St Christopher's (Clophill & Bunyan Road)	6	7	16.7%
St Christopher's (Stewartby)	1	1	n/c
Semi - Independent Living (aged 16 & 17)	10	11	10%
Placed for Adoption/ with Parents	27	19	(29.6%)
Children with Disabilities (CWD Maythorn and Residential School)	4	5	25%
Young Offenders serving custodial sentences /Temp Accom / Youth Offending	6	8	33.3%
Parent & Baby Units	1	3	200%

	<b>March 2016</b>	<b>March 2017</b>	<b>% change</b>
<b>Non care placements :</b>			
Special Guardianship Orders	130	136	4.6%
Residential Orders		41	
Adoption Allowances	46	50	8.7%
<b>Other information:</b>			
Child Protection Plan	225	163	
Children in Need	1461	1359	
Number of Referrals (YTD)	2414	1871	

	<b>Movement YTD Inc. UASC</b>
LAC (29 <sup>th</sup> April 302)	+5
In House Placements (April 123)	+11
Independent Foster Placements (April 79)	-4
Semi Independent Living (April 38)	+7
Special Guardianship Orders (April 132)	+6

22. There are currently 26.6 fte agency staff across Children's Services Operations covering 23.8 fte vacant posts and 2.8 maternity leave and sickness absence.

### **Community Services**

23. The full year outturn position for Community Services is an underspend of £0.159M.

Month: March 2017	Provisional Outturn (subject to audit)					
	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000		£000	
<b>Community Services</b>						
Community Services Director	327	270	-	-	-	(57)
Highways Transportation	17,874	18,964	369	(281)	88	1,178
Environmental Services - Waste	19,117	18,669	180	(379)	(199)	(647)
Environmental Services - Other	4,966	4,791	641	(452)	189	14
Assets (including Working Smarter)	4,368	4,268	-	(547)	(547)	(647)
<b>Total Community Services</b>	<b>46,652</b>	<b>46,962</b>	<b>1,190</b>	<b>(1,659)</b>	<b>(469)</b>	<b>(159)</b>

### Community Services Director

24. Community Services Director is underspent by £0.057M with the majority of this relating to staffing. The staffing budget includes budget relating to a restructure which will be transferred to the appropriate service once this has been concluded.

### Highways Transportation

25. Highways and Transportation is overspent by £1.178M. This is explained further in paragraphs 26 – 28.
26. Educational Transport has an overspend of £1.247M, this is mostly due to increases in Special Educational Needs costs of £0.841M where the number of routes have increased from 120 in 2015/16 to 210 this year and the overall costs per route have also increased. Mainstream routes have also increased with a £0.215M overspend and Extended Rights to travel are also showing £0.358M expenditure over and above the £0.167M government grant received. These overspends have been slightly offset by additional income of £0.145M with this coming from out of county travel and replacement bus passes.
27. Highways Contracts have an underspend of £0.295M. The majority of this is due to additional income of £0.997M including £0.634M for section 38 and 278. The additional income has been partially offset by overspends on highways work of £0.484M with some of the larger areas being Emergency Response which has overspent by £0.337M due to pressures within the area and the new contract. Street lighting which is overspent by £0.303M due to the backlog on repairs left over from the Amey contract.

There have been underspends on bridge repairs (£0.191M) where the amount of work completed in year has been less than anticipated and Fixed Cost Services due to expenditure on signals not being incurred. Staffing came in £0.005M under budget, this covers the underachievement on capitalisation of £0.101M which was offset by underspends on salaries due to vacancies. Due to an overall underspend across Community Services it was decided that £0.150M would be transfer to create an Earmarked reserve for Construction Related Projects.

28. Passenger Transport Services has an overspend of £0.226M of which £0.460M relates to staffing costs which the majority is for agency costs for cover for vacancies due to delays in recruitment. £0.084M relates to Premises & Transport including the contract hire of

vehicles as owned vehicles are not suitable. Additional income from vehicle hire, concessionary fares and cross boundary income of £0.112M and a reduction in concessionary fares of £0.168M.

### **Environmental Services**

29. Environmental Services is underspent by £0.633M. This is explained further in paragraphs 30 – 35.
30. Libraries are £0.202M underspent. There is a staffing underspend of £0.310M due to the restructure of hours within the library service which has meant that vacant positions have not been filled. There are also underspends on car mileage £0.017M as a result of fewer staff, vehicle fuel, maintenance and repairs of the library link van and the Hub costs for the Library management service have come in lower than anticipated by £0.011M which has resulted in an underspend. There is a £0.079M reduction in income against both Leighton Buzzard Theatre (£0.033M due to lower ticket sales and bar receipts), and the library service and fines (£0.046M). There are additional costs at Dunstable library of £0.046M relating to the book fund, £0.020M to replace children's furniture in several libraries and £0.013M for consultancy work reviewing the back office costs.
31. Emergency Planning has underspent by £0.036M. There is a £0.075M staffing underspend due to long term sickness and vacancies offset by income from the Clinical Commissioning Group of £0.040M which is no longer being received as they are not currently part of an agreement to set up a joint planning unit for the Bedfordshire Local Resilience Forum.
32. Public Protection has a £0.189M overspend. The majority of this is due to overspends on staffing costs (£0.191M) due to a delayed restructure; There have also been slight overspends against Disclosure Barring Service charges and licencing refunds which relate to knowledge test fails. These have been offset by additional income of £0.026M for licencing, pollution and food safety courses.
33. Community Safety has underspent by £0.043M, this is due to salary costs in respect of vacancies. A reduction in private contractor costs as the poles from the decommissioned CCTV cameras are now no longer being removed. This is offset by overspends for professional services for YMCA refuge and safeline. Due to an overall underspend across Community Services it was proposed that £0.100M would be transfer to create an Earmarked reserve for Community Integration.
34. The Waste Service has a £0.648M underspend. There is a £0.266M underspend on waste collection due to savings on the new Biffa contract, £0.128M underspend on kerbside and street cleansing, underspends on Landfill Tax of £0.050M due to a reduction in tonnage, £0.205M underspend on Household Waste Recycling Centres (HWRC) due to the temporary closure of Ampthill and Leighton Buzzard, £0.140M underspend on salary costs due to vacancies and reduced hours and £0.040M underspend on repairs and maintenance due to the renovation of Ampthill and Biggleswade HWRC. These are partially offset by underachievement of £0.196M in recyclate income due to contamination and contract disputes.
35. Parking has an overspend of £0.102M after the transfer to reserves of £0.340M, this is

due to additional income of £0.181M from car parks and an underspend on salaries of £0.106M which has been partially offset by overspends on costs at Flitwick car park including the rates which have come in higher than budget.

36. **Assets** are £0.647M under budget.
37. The main driver is in Head of Facilities where there is an underspend of (-£0.747M) which is mainly due to:
  - One off PFI contractual obligations of insurance refund (-£0.277M)
  - Recharges to tenants for occupation of Kingsland both for current and prior years (-£0.226M).
  - Final costs for Technology House (-£0.030M)
  - Lower staff costs due to vacant posts (-£0.058M)
  - Recharge for staff time spent on in house care homes (-£0.029M)
  - Lower utility costs due to the carbon reduction capital projects and mild winter conditions (-£0.148M)
  - Credit for Kingsland disputed water bill and lower usage (-£0.053M)
  - Lower usage of post services (-£0.039M)
  - Reduced spend on cleaning consumables and waste (-£0.070M)
  - Lower demand for emergency repairs and other FM services (-£0.075M)
  - Pressure for continued occupation of Stephenson Court and Houghton Lodge £0.236M
  - Pressure for Landlord obligations on Cyclical Maintenance £0.021M
38. Corporate Assets are £0.060M over budget spread across numerous cost centres.
39. The Chief Assets Officer area is over budget by £0.042M again spread across numerous cost centres.

### **Regeneration and Business Support**

40. The full year projected outturn position for 2016/17 is a £0.241M underspend.

Month: March 2017	Provisional Outturn (subject to audit)					
	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000			£000
<b>Regeneration and Business</b>						
Director	867	755	-	-	-	(112)
Business & Investment	881	220	932	-	932	271
Development Infrastructure Division	4,161	3,035	726	-	726	(400)
<b>Total Regeneration and Business</b>	<b>5,909</b>	<b>4,010</b>	<b>1,658</b>	<b>-</b>	<b>1,658</b>	<b>(241)</b>

41. The Director's group has an overall underspend of £0.112M. The majority of the underspend relates to staffing, due to vacant posts and staff not being at the top of their

grade. This has been partially offset by an overspend within Professional services of £0.053M due to costs for assessment and analysis work.

42. Business and Investment has an overspend of £0.271M. The majority of the overspend relates to staffing costs of £0.121M (£0.032M for salaries, £0.032M for Agency and £0.054M for the shortfall in capitalisation), there have also been overspends on Adverts and publicity including Venture Day, Be Central and Commercial Property Monthly.

The European Regional Development Fund is showing as an in year overspend of £0.055M which relates to the balance of the spend as at 31.3.17, which over the life of the project will come to zero. These overspends have been partially offset by additional income of £0.040M from Bedford and Luton Councils in respect of the European Skills Funding bid and underspends in professional services of £0.089M.

43. The Development Infrastructure Division which includes areas of transport strategy has an underspend of £0.400M. The underspend is a result of the following: additional income of £0.543M of which £0.382M is due to higher levels of planning applications, underspends against staffing of £0.568M which is the net result of vacancies across the division (there are currently 12 vacant positions) some of which have been covered through agency and underspends against building repairs as dangerous structure costs have been met via the insurance of the building owners, and no requests for town centre maintenance.

This additional income and underspends are offset by overspends on Professional services of £0.617M, of which £0.479M is on Local plan which is now being met from underspends within the directorate so that the earmarked reserve can be used for expenditure in 2017/18. The one-off pieces of work include Transport modelling £0.071M, parking strategy £0.046M. Legal costs are overspending by £0.117M due to the costs of counsel representation in a number of cases.

### Public Health

44. Public Health's outturn is a balanced budget after proposed use of reserves. The Public Health grant is currently ringfenced so any under/overspend results in a movement against the carried forward reserve from 2015/16.

Month: March 2017		Provisional Outturn (subject to audit)					
Director		Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
		£000	£000	£000			£000
<b>Public Health</b>							
Director of Public Health		(12,060)	(12,295)	235	-	235	-
Assistant Director of Public Health		12,095	12,091	4	-	4	-
<b>Total Public Health</b>		<b>35</b>	<b>(204)</b>	<b>239</b>	<b>-</b>	<b>239</b>	<b>-</b>

### Chief Executive

45. The Chief Executive Team is overspent by £0.552M

Month: March 2017	Provisional Outturn (subject to audit)					
	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000			£000
<b>Chief Executive's</b>						
Chief Executive	306	298	-	-	-	(8)
Communications	1,121	1,075	-	-	-	(46)
IT	6,045	6,651	-	-	-	606
<b>Total Chief Executive's</b>	<b>7,472</b>	<b>8,024</b>	-	-	-	<b>552</b>

46. In Chief Executive's there is a net pressure of £0.552M the majority of which is within IT where there is an overspend of £0.606M mainly due to contract and software expenses, recruitment of contract staff and an increase in professional services in order to meet the demands of the Council's Digital Transformation programme.

### Resources

47. The Resources Directorate delivered an underspend of £0.834M.

Month: March 2017	Provisional Outturn (subject to audit)					
	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000			£000
<b>Resources</b>						
Finance	5,172	5,661	315	(1,105)	(790)	(301)
Housing Benefit Subsidy	(597)	(651)	-	-	-	(54)
ICS Director	113	143	-	(63)	(63)	(33)
Legal Services	2,026	1,866	-	-	-	(160)
Governance	2,413	2,339	112	(18)	94	20
People	2,568	2,326	-	(64)	(64)	(306)
<b>Total Resources</b>	<b>11,695</b>	<b>11,684</b>	<b>427</b>	<b>(1,250)</b>	<b>(823)</b>	<b>(834)</b>

48. Finance

There is a net underspend of -£0.301M in Finance mainly as a result of higher than previously forecast Housing Benefit Admin Grant (-£0.128M); the reduction in this funding from the Department of Works & Pensions (DWP) was lower than expected for 2016/17. This impact of this has been reduced in part by higher than previously forecast agency costs as a result of a drive to improve performance following high staff turnover (£0.093M).

There were also higher Court Costs recovered in Revenues of -£0.168M. The final position of the Housing Benefit (HB) Subsidy claim was a net surplus of -£0.054M. There

are also smaller savings in other areas of Finance amounting to a net saving of -£0.020M.

49. Governance

Coroner Services is £0.163M over budget, of which £0.070M is CBC's share of cost increases as a result of increase of mortuary fees charged from Luton & Dunstable Hospital and increase in costs resulting from the transfer in of Coroner's officers from Bedfordshire Police and £0.090M resulting from CBC picking up a larger share of the overall costs whilst discussions between relevant parties on cost apportionment continue.

Registration Services are above budget by £0.031M with the largest variance being the CBC share of one off dilapidation charges following the termination of the lease at the Pilgrim Centre.

50. There is an unachievable efficiency in the former Director ICS cost centre relating to merging of common functions (£0.100M) offset by savings from Director of ICS post (-£0.135M).

51. Other variances include higher than expected in year savings on existing Legal Services Budget (-£0.161M), lower training activity than previously expected being carried out in this financial year (-£0.187M), Local Land Charge provision for legal costs which was not required in full (-£0.070M) and savings against the Members' budget (-£0.091M).

### **Corporate Costs**

#### Corporate Costs

52. Overall Corporate Costs is £0.711M over budget after movements to and from reserves.

Month: March 2017	Provisional Outturn (subject to audit)					
	Budget	Actual	Proposed Transfer to Earmarked Reserves	Proposed Use of Earmarked Reserves	Net Use of Earmarked Reserves	Variance
	£000	£000	£000			£000
<b>Corporate Costs</b>						
Debt Management	13,646	8,112	4,719	-	4,719	(815)
Premature Retirement Costs	2,756	2,530	-	(12)	(12)	(238)
Corporate Public Health Recharges	(631)	(605)	-	-	-	26
Corporate HRA Recharges	(120)	(120)	-	-	-	-
Efficiencies	130	(121)	-	-	-	(251)
Contingency and Reserves*	(4,297)	(10,835)	8,527	-	8,527	1,989
<b>Total Corporate Costs</b>	<b>11,484</b>	<b>(1,039)</b>	<b>13,246</b>	<b>(12)</b>	<b>13,234</b>	<b>711</b>

53. Debt Management was £0.815M below budget due to lower than budgeted borrowing rates and a change to short term borrowing strategy (-£0.534M) and applying premia associated with historical debt restructuring (-£0.158M).

54. There were also savings in Premature Retirement Costs of -£0.238M due to the CBC recharge from Bedfordshire Pension Scheme being lower than expected.

55. Within Efficiencies, there was a budgeted increase for the National Living Wage which was not required in full (-£0.210M). There is also a saving of -£0.041M as a result of higher than budgeted income from staff purchase of annual leave in 2016/17.
56. The £13.234M contribution to reserves relates to New Homes Bonus (£4.7M), a change in the way in which the Minimum Revenue Provision is accounted for (£4.7M), the release of the budgeted contingency upon which no call was made (£2.1M) and also an increase to the Corporate Redundancy reserve (£0.5M) and the Insurance Reserve (£0.3M).
57. The Minimum Revenue Provision movement is a rescheduling of the repayment of capital borrowing and does not reduce the overall amount of cash required to repay debt in the long term.

**Appendix B – Earmarked Reserves**

Description	Opening Balance 2016/17	Spent	Released	Technical Movements (funds received for activity in the following year)	Balance before new transfers	New Proposed transfers	Proposed Closing Balance 2016/17	MEMO: Net movement after proposals
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Social Care Health and Housing Reserves</b>								
Deprivation of Liberty Safeguards	426				426		426	-
Winter Pressure 12/13 "Care Act"	20				20		20	-
Winter Pressure 13/14 "Care Act"	55				55		55	-
Mental Health Action Plan	60				60		60	-
Outcome Based Commissioning	2,484	(576)			1,908		1,908	(576)
Integrated Approaches	505	(140)		192	557		557	52
Better Care Fund	43				43		43	-
Support and Aspiration Grant	50				50		50	-
Welfare Reform - local welfare provision grant	112				112		112	-
Zero Base Review grant	18				18		18	-
<b>Total Social Care, Health and Housing</b>	3,773	(716)	-	192	3,249	-	3,249	(524)
<b>Children's Services Reserves</b>								
Fostering & Adoption	95				95		95	-
Childrens Homes Co-location	-				-		-	-
<b>Partnership Reserves inc Performance Reward Grant, LSP Sustainable Neighbourhoods and Assets of Community Value</b>	198	(18)			180		180	(18)
<b>SEN Reserves</b> inc. Support and Aspiration Grant and Children's & Families Act	185	(95)			90		90	(95)
Locality Options						200	200	200
Children's Services Unspent Grant Income	403			60	463		463	60
<b>Total Children's Services</b>	880	(113)	-	60	827	200	1,027	147

Description	Opening Balance 2016/17	Spent	Released	Technical Movements (funds received for activity in the following year)	Balance before new transfers	New Proposed transfers	Proposed Closing Balance 2016/17	MEMO: Net movement after proposals
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Community Services Reserves</b>								
Leisure Centre Reinvestment Fund	179				179		179	-
Integrated consumer protection	116	(10)			106		106	(10)
Transport Fund	92	(1)		200	291		291	199
Community Safety partnership fund	94	(39)			55		55	(39)
Community Safety Grant	119				119		119	-
Bedford & Luton Resilience Forum	65			2	67		67	2
Financial Investigation Unit	579	(237)		199	541		541	(38)
Biggleswade wind farm	23				23		23	-
countryside access grant	23				23		23	-
Woodside connection options appraisal	39	(39)			-		-	(39)
Rationalisation of Accommodation	243	(243)			-		-	(243)
Rural Payments	3				3		3	-
Sundon Landfill	421	(104)		180	497		497	76
Facilities Security	100	(58)			42		42	(58)
Street Scene Improvements	500	(102)			398		398	(102)
S38 works - Warren Farm and HN2/Bidwell West	-			219	219		219	219
Community Safety	500				500		500	-
Civil Enforcement Officers	-				-	140	140	140
Community Integration	-				-	100	100	100
Construction Related Projects	-				-	150	150	150
<b>Total Community Services</b>	<b>3,096</b>	<b>(833)</b>	<b>-</b>	<b>800</b>	<b>3,063</b>	<b>390</b>	<b>3,453</b>	<b>357</b>

Description	Opening Balance 2016/17	Spent	Released	Technical Movements (funds received for activity in the following year)	Balance before new transfers	New Proposed transfers	Proposed Closing Balance 2016/17	MEMO: Net movement after proposals
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Regeneration Reserves</b>								
Career Development framework	33				33		33	-
External Funded Regeneration reserve	270				270		270	-
Local Development Framework	327				327		327	-
Minerals and Waste partnership funds	104				104		104	-
NIRAH	49				49		49	-
Business growth grants	40			75	115		115	75
Flood Defence	555				555		555	-
Building control	327			58	385		385	58
Unauthorised Development	159				159		159	-
Neighbourhood planning grant	65			15	80		80	15
Food Enterprise Zone	29				29		29	-
Self Build				20	20		20	20
Estate Regeneration Fund				757	757		757	757
PPA - training				530	530		530	530
Albion Archaeology	25			53	78		78	53
Sustainable Transport Bids	-				-	50	50	50
Employment Skills	-				-	100	100	100
<b>Total Regeneration</b>	<b>1,983</b>	<b>-</b>	<b>-</b>	<b>1,508</b>	<b>3,491</b>	<b>150</b>	<b>3,641</b>	<b>1,658</b>
<b>Public Health Reserves</b>								
Public Health Grant Reserve	1,546	34			1,580	235	1,815	269
Risk reserve	-				-		-	-
<b>Total Public Health</b>	<b>1,546</b>	<b>34</b>	<b>-</b>	<b>-</b>	<b>1,580</b>	<b>235</b>	<b>1,815</b>	<b>269</b>
<b>Chief Executive's</b>								
Pan Public Sector Funding	28				28		28	-
Customer First	13				13		13	-
IT Cloud Transition	-				-	900	900	900
ICT Webcasting	55				55		55	-
<b>Total Chief Executive's</b>	<b>96</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>96</b>	<b>900</b>	<b>996</b>	<b>900</b>

Description	Opening Balance 2016/17	Spent	Released	Technical Movements (funds received for activity in the following year)	Balance before new transfers	New Proposed transfers	Proposed Closing Balance 2016/17	MEMO: Net movement after proposals
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Resources</b>								
Housing Benefit Subsidy Audit Reserve	500				500		500	-
NNDR Discretionary Relief & NNDR Bad Debts	946				946		946	-
Elections Fund	132			112	244		244	112
Individual Electoral Registration	59	(18)			41	-	41	(18)
ICS - HR Apprentices & Graduates (£0.2m held in Corporate at year end)	297	(43)			254		254	(43)
<b>Total Resources</b>	<b>1,934</b>	<b>(61)</b>	<b>-</b>	<b>112</b>	<b>1,985</b>	<b>-</b>	<b>1,985</b>	<b>51</b>
<b>Corporate Reserves</b>								
Redundancy/Restructure Reserve	663	(775)		500	388		388	(275)
Insurance reserve	4,052	(1,093)		315	3,274		3,274	(778)
Welfare Reform	400	(90)			310		310	(90)
Teachers' Pensions	241	(12)			229		229	(12)
s31 NNDR Income to offset NNDR discounts	2,532		(2,532)		-	2,151	2,151	(381)
Planning Decisions Legal Challenge	300				300		300	-
Weed Spraying	93	(93)			-		-	(93)
Grass Cutting	77	(77)			-		-	(77)
Town Centre jet wash	27	(27)			-		-	(27)
Road Marking Line renewal	35	(35)			-		-	(35)
Community resilience	500	-			500		500	-
Tackling Safety and Vulnerability & Transforming Lives	635	(59)			576		576	(59)
New Homes Bonus	2,055			4,677	6,732		6,732	4,677
Impact of Funding Deficits	1,200	(219)			981		981	(219)
Smoothing MRP payments/Financing Charges and Capital Options	926				926	1,219	2,145	1,219
Transformation (Invest to save, Transforming service delivery)	700	(21)			679	900	1,579	879
Independent careers service	250				250		250	-
SEN Transport	-				-	250	250	250
Highways/Street Scene	-				-	1,300	1,300	1,300
Legal	-				-	3,500	3,500	3,500
Planning enforcement	200	(17)			183		183	(17)
Corporate infrastructure Reserves	-				-		-	-
Business Operations	200				200		200	-
<b>Total Corporate Reserves</b>	<b>15,086</b>	<b>(2,518)</b>	<b>(2,532)</b>	<b>5,492</b>	<b>15,528</b>	<b>9,320</b>	<b>24,848</b>	<b>9,762</b>
<b>Total Earmarked Reserves (General Fund)</b>	<b>28,395</b>	<b>(4,207)</b>	<b>(2,532)</b>	<b>8,164</b>	<b>29,820</b>	<b>11,195</b>	<b>41,015</b>	<b>12,620</b>

## Appendix C - Debtors

- Overall debt in March is £11.6M compared to February at £9.8M, £13.0M last year. Within that £5.9M is under 30 days (51%). Debt over 61 days is £4.6M (40%) compared to £4.5M (46%) in February 2017 and £5.4M last year. Work is continuing to analyse the debt and ensure effective and efficient recovery procedures are followed.

Mar-17																
DIRECTORATE	1 to 14 Days		15 to 30 Days		31 to 60 Days		61 to 90 Days		91 to 270		271 to 365		1 year and		Total Debt	
	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%
Social Care Health & Housing	1,080	23%	873	19%	87	2%	108	2%	819	18%	412	9%	1,227	27%	4,606	91%
Children's Services	117	51%	67	29%	11	5%	9	4%	20	9%	4	2%	2	1%	230	98%
Community Services	150	10%	755	49%	160	10%	105	7%	115	8%	18	1%	225	15%	1,528	99%
Regeneration	371	8%	1,727	38%	841	19%	437	10%	828	18%	60	1%	248	5%	4,512	99%
Corporate	64	46%	14	10%	17	12%	1	1%	0	0%	4	3%	38	28%	138	97%
Public Health	663	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	663	0%
Unallocated & Non Directorate	-10	14%	-4	6%	-1	1%	-4	6%	-3	4%	-6	8%	-43	61%	-71	92%
GRAND TOTAL	2,435	21%	3,432	30%	1,115	10%	656	6%	1,779	15%	492	25%	1,697	15%	11,606	
PREVIOUS MONTH	2,314		1,931		1,004		1,142		1,155		552		1,660		9,758	
House Sales	45		38		17		28		182		113		1,039		1,462	

Over 61		MoM	
£k	%	£k	%
2,566	56%	-7	
35	15%	-13	
463	30%	-529	
1,573	35%	716	
43	31%	-41	
0	0%	-6	
-56	79%	-4	
4,624	40%	116	

- The largest items of note within the total debt are:

- SCHH debt at the end of March was £4.606M of which £0.069M was HRA related (reported separately in the HRA report). Of the £4.537M General Fund debt (£4.261M for February), £1.881M is Health Service debt (£2.203M for February). Of the remaining general debt of £2.656M, £1.448M (55%) is more than 60 days old. Of this, all is under active management (with solicitors, payable by instalments etc.) with none under query or scheduled to be written off.
- Health Service debt at the end of March was £1.881M of which £1.072M or 57% is more than 60 days. All debts are under active management. A schedule of all outstanding debts is being shared and discussed regularly with the Bedfordshire CCG.
- Total debt for Children's Services is £0.230M (£0.249M in February) of which £0.035M (15%) is debt over 61 days.
- Community Services total debt is £1.528M (£1.223M in February) of which £0.463M (30%) is debt over 61 days and is being actively pursued.
- Regeneration total debt is £4.512M (£2.490M in February) of which £2.098M is less than 30 days old. £1.573M (35%) is over 61 days.

- Overall Corporate debt (Chief Executive and Resources) is £0.138M (£0.149M in February). Of this there is £0.043M (31%) is over 61 days old.
- Public Health debt is £0.663M all of which is current.

### Debt Write Offs

#### SUMMARY Q4 Jan - Mar

WRITE OFF	NUMBER	VALUE
£0 - £5,000	36	£ 28,045.44
£5,000 - £10,000	1	£ 5,551.20
£10,000 - £50,000	3	£ 65,564.96
>£50,000	0	£ -
<b>TOTAL</b>	<b>40</b>	<b>£99,161.60</b>

(of which legacy £11,759.33)

#### Annual Summary

WRITE OFF	NUMBER	VALUE
£0 - £5,000	170	£ 116,796.14
£5,000 - £10,000	5	£ 33,874.52
£10,000 - £50,000	4	£ 79,187.42
>£50,000	0	£ -
<b>TOTAL</b>	<b>179</b>	<b>£229,858.08</b>

(of which legacy £19,513.05)

## Appendix D - Treasury Management

### Borrowing

As at 31 March 2017, the Council's total borrowing was £347.8M. Of this amount, £262.0M was with the Public Works Loan Board (PWLB), £72.3M was short-term temporary debt from other local authorities and £13.5M was market debt from banks. The table below also shows the split between the General Fund and HRA.

	PWLB Fixed £M	PWLB Variable £M	Temporary Debt £M	Market (LOBO) £M	Total £M
General Fund	97.0	0.0	72.3	13.5	182.8
HRA	120.0	45.0	0.0	0.0	165.0
<b>TOTAL</b>	<b>217.0</b>	<b>45.0</b>	<b>72.3</b>	<b>13.5</b>	<b>347.8</b>

To manage interest rate risk, the profile of debt is split so that overall the Council has 62% fixed rate PWLB debt, 13% variable rate PWLB debt, 21% short-term temporary debt and 4% fixed rate market (LOBO) debt; this is shown in A1 on the Treasury Management Performance Dashboard.

Based on the latest available annual benchmark analysis conducted by the Chartered Institute of Public Finance and Accountancy (CIPFA), A2 of the Dashboard shows the Council's cost of borrowing is significantly lower than the 4.4% average annual interest rate paid by other local authorities. The average annual interest rate paid by the Council was 2.8% as at 31 March 2016, which is mainly due to a higher proportion of variable rate and short-term temporary debt.

In line with the Council's borrowing strategy, new short-term temporary borrowing was taken out during Quarter 4 at a cost of between 0.25% p.a. and 0.45% p.a. (inclusive of brokerage fees).

### Investments

When investing, the Council prioritises security and liquidity and aims to achieve a yield commensurate with these principles. To diversify the investment portfolio, the Council continues to invest in a range of funds such as notice accounts, call accounts and Money Market Funds as well as using a number of different financial institutions. B1 of the Dashboard shows the breakdown by investment counterparty as at 31 March 2017. It should be noted that as cash investments are maintained at minimal levels for operational purposes, the £5.3M long-term investment in the UK commercial property-based Lime Fund now represents a higher proportion of total investments even though the cash amount invested in it has not changed.

The latest available CIPFA Treasury Management benchmarking results are as at 31 December 2016. B2 of the Dashboard shows that the Council's average rate of return on investments was 1.7% which was higher than the benchmarked local authority average of 1.0% – this was due to the relatively high investment return on the Lime Fund (inclusive of capital appreciation).

In addition to the Lime Fund investment, the Council has cash deposits placed on varying interest rates ranging between 0.15% and 0.55%. The Council holds the majority of its investments in liquid form so it is available for cash flow purposes. As at 31 March 2017, the Council held cash investments of £9.2M (exclusive of the £5.3M Lime Fund investment). Of the total cash investment balance, £8.2M was held in liquid form in instant access call accounts and Money Market Funds (MMFs); and the remaining £1.0M was in a notice account.

### **Cash Management**

The average cash balance the Council holds is considerably lower than other benchmarked authorities. The 12-month rolling average cash balance as at the 31 December 2016 - for the Council was £27.0M compared to a benchmark average of £110.9M. This reflects the Council's long-standing strategy of holding low cash balances to reduce investment counterparty risk and contain borrowing costs by utilising internal cash balances in lieu of external borrowing to fund capital expenditure.

### **Outlook**

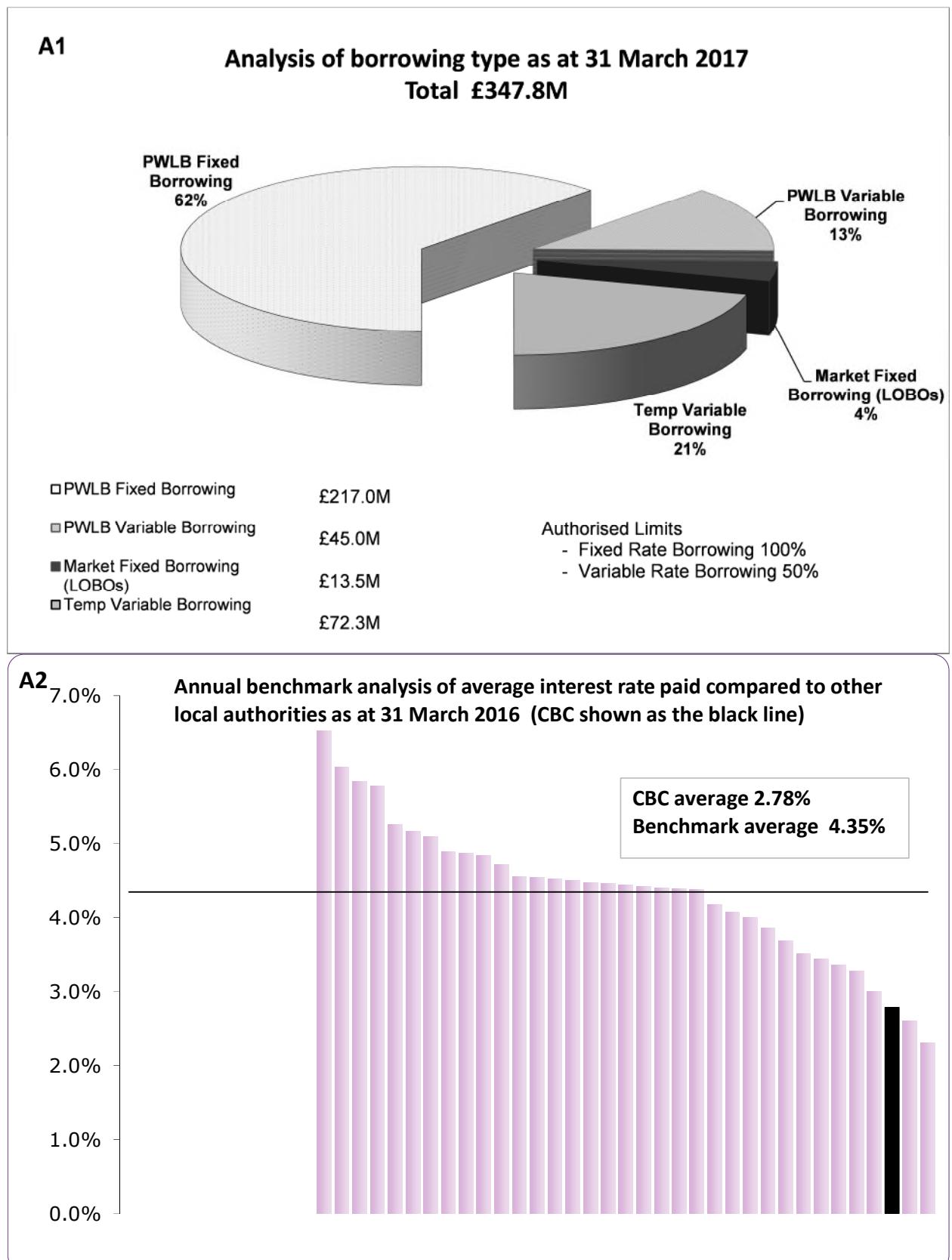
The Council's treasury advisers, Arlingclose, do not expect the Bank of England to raise the Bank Rate from its current level of 0.25% over the next three years. The currency-led rise in CPI inflation (2.3% in the year to March 2017) will continue, breaching the Bank of England's 2.0% target in 2017. However, the Bank is expected to look through inflation overshoots over the course of 2017 when setting interest rates so as to avoid derailing the economy given the pressure on household spending and business investment.

Over the financial year, the Council has continued to source its new borrowing requirements from other local authorities on a short-term temporary basis. The low market interest rates for temporary debt offer revenue cost savings relative to borrowing on a long-term basis from the PWLB. This borrowing strategy assumes that interest rates will continue to remain at historically low levels for the medium term.

However, the Council advised by Arlingclose will continue to monitor long-term rates with a view to fixing a portion of any borrowing requirement if rates available are viewed as favourable.

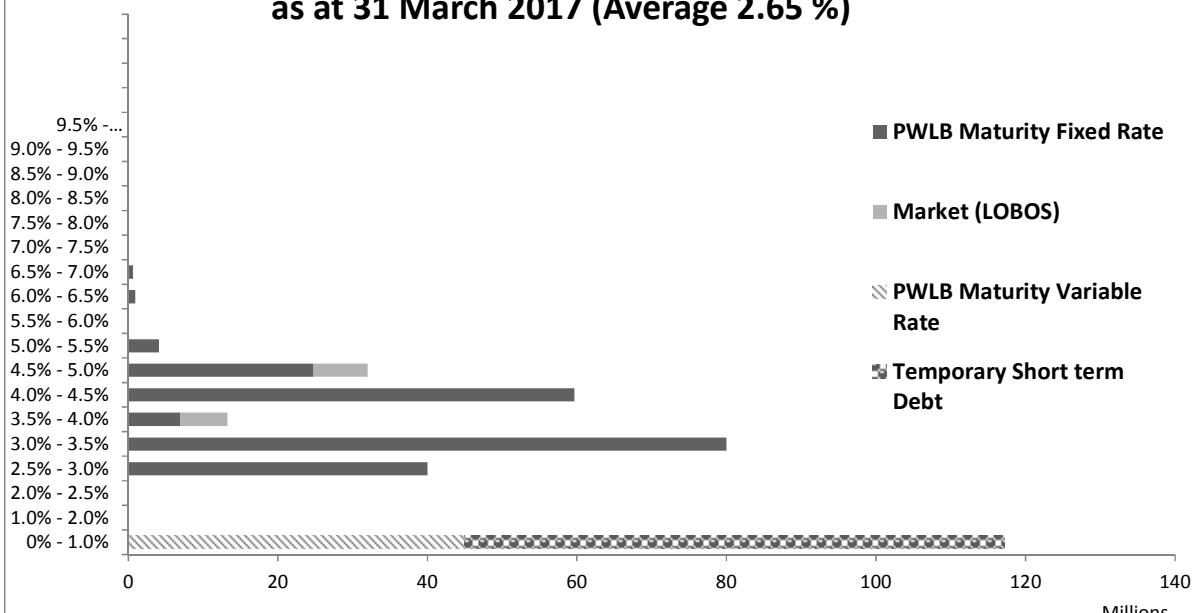
## Treasury Management Performance Dashboard

### SECTION A: DEBT INFORMATION



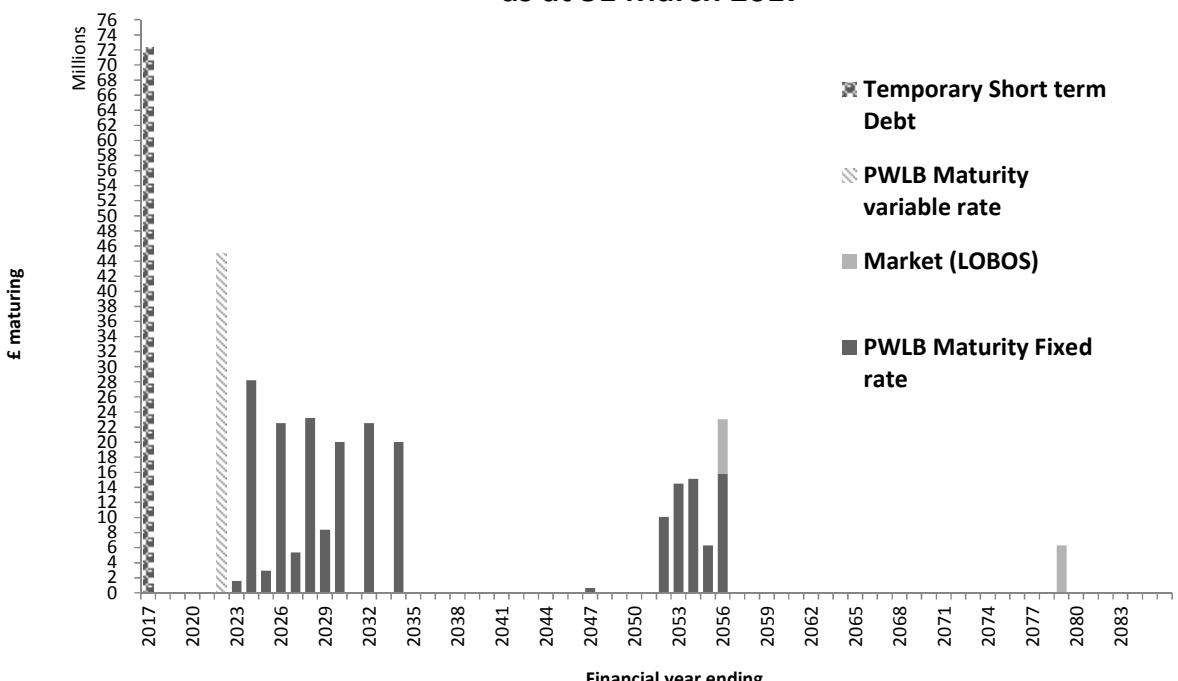
A3

### Analysis to show Interest Rate Profile on Debt as at 31 March 2017 (Average 2.65 %)



A4

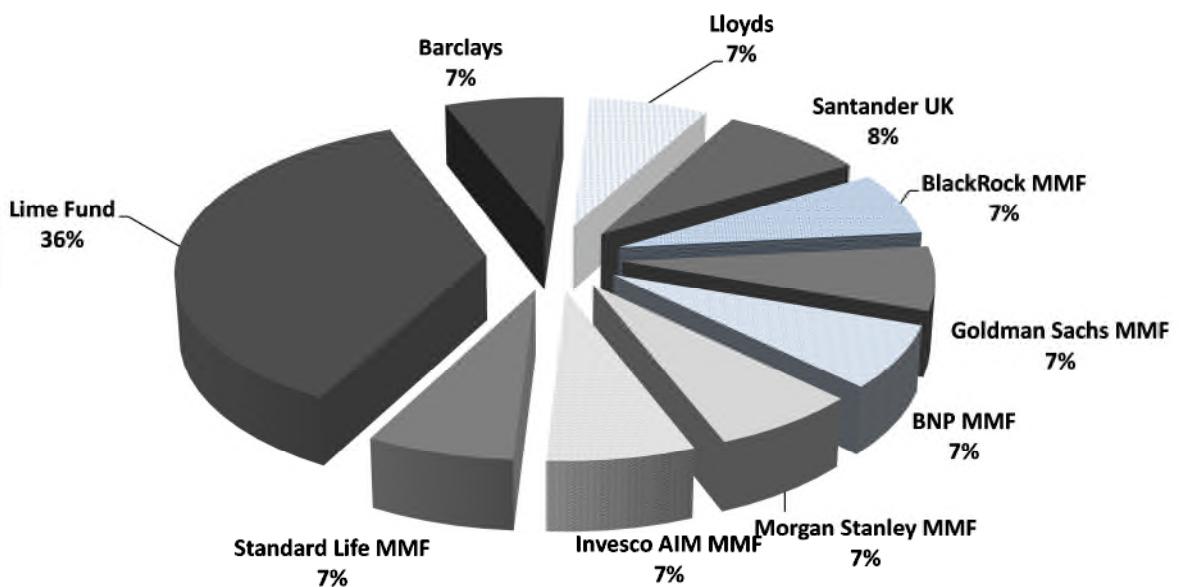
### Central Bedfordshire Council: Borrowing Maturity Profile as at 31 March 2017



## SECTION B: INVESTMENT INFORMATION

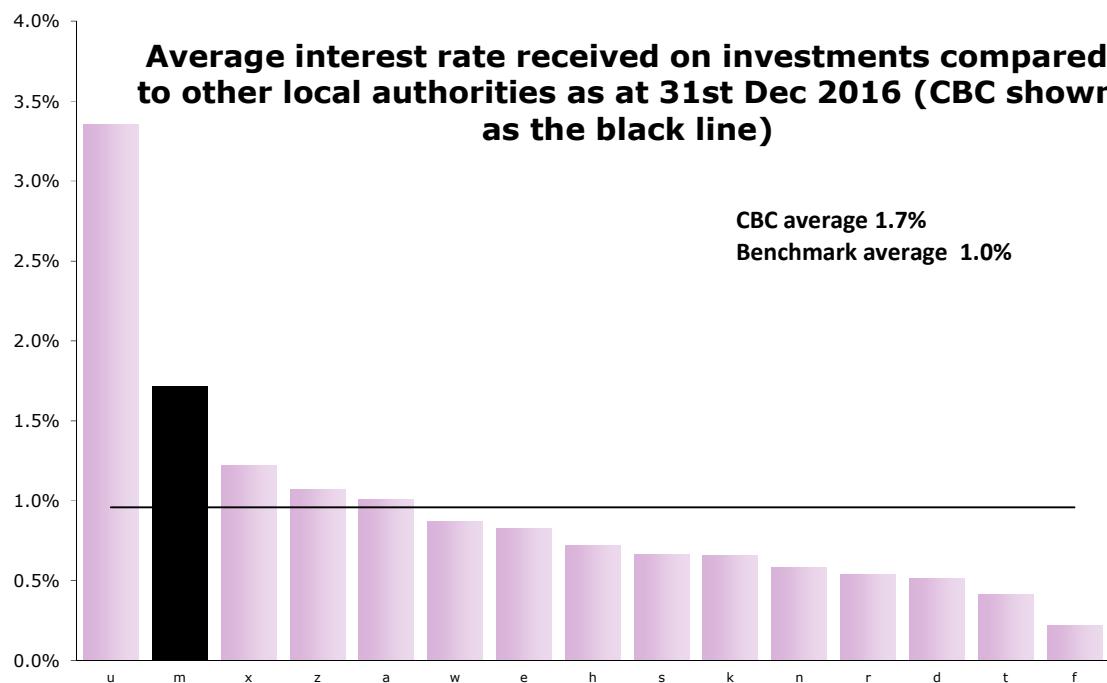
B1

### Analysis of investments as at 31 March 2017 Total investments £14.5M



B2

### Average interest rate received on investments compared to other local authorities as at 31st Dec 2016 (CBC shown as the black line)



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Central Bedfordshire Council

EXECUTIVE

20 June 2017

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## March 2017 Capital Budget Monitoring Provisional Outturn Report (subject to audit)

Report of: Cllr Richard Wenham, Deputy Leader and Executive Member for Corporate Resources

[richard.wenham@centralbedfordshire.gov.uk](mailto:richard.wenham@centralbedfordshire.gov.uk)

Responsible Director: Charles Warboys, Director of Resources & S151 Officer  
[charles.warboys@centralbedfordshire.gov.uk](mailto:charles.warboys@centralbedfordshire.gov.uk)

This report relates to a non key decision

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### Purpose of this report

1. The report sets out the Provisional Capital Outturn (subject to audit) for 2016/17 as at the end of March 2017. It excludes the Housing Revenue Account (HRA) which is subject to a separate report.

### RECOMMENDATIONS

The Executive is asked to:

1. note that the capital gross provisional outturn position (subject to audit) is a spend of £98.7M (£94.2M in 2016/17) demonstrating the continued significant capital investment made by Central Bedfordshire to support its community;
2. approve the net overspends between £150K and £500K. Only two schemes were over budget by this amount – a) New Highways Contract Mobilisation in Community Services £0.219M (see paragraph 59 in Appendix A) and b) Information Assets £0.329M (see paragraph 96 in Appendix A);
3. note the proposed gross deferred spend of £41.6M (£22.6M net) from 2016/17 to 2017/18 as detailed at Appendix B. This was approved by the Leader, Deputy Leader, Chief Executive Officer and Director of Resources under a delegated authority given by the Executive on 4 April 2017 due to the accelerated timescale for the accounts closure; and
4. Recommend to Council to approve the net overspend on:
  - Woodside Link £8.01M (see paragraph 55 in Appendix A).
  - New Schools Places £2.32M (see paragraph 21 in Appendix A).
  - Stratton Park Infrastructure Works £0.70M (see paragraph 37 in Appendix A).

## BACKGROUND INFORMATION

2. This report is based on the 2016/17 budget approved by Council at its 25 February 2016 meeting. The reported budget also includes deferred spend from 2015/16 which was approved by the Executive on the 7 June 2016 and a further £8M approved at Council in July 2016 for Strategic Acquisitions. The approved budget excluding HRA and including deferred spend from 2015/16 is £132.6M (gross).

The provisional outturn is a spend of £98.7M, below gross budget by £33.9M and £17.7M below the net budget.

**FINANCIAL AND OTHER OPTIONS:** These are covered in the report.

### 3. Provisional Outturn

- Only £0.05M was spent against the Strategic Acquisitions budget and so £8.15M is proposed to be deferred to 2017/18.
- £1.25M was spent on the A421 project against the £7.2M budget with the balance proposed to be deferred to 2017/18.
- Luton & Dunstable Busway was £3.5M below the budget of £5.0M. A payment has been made to Luton Borough Council of £1.45M pending finalisation of all costs. The proposed slippage has been reduced from 3.5M to £2.5M with £1M budget no longer required.
- Woodside link was £4.9M higher than the current year gross budget (due to being ahead of schedule) and £8.0M over net budget. The gross spend is expected to be within the overall budget over the life of the project and work is still continuing to identify any potential shortfall in external income.
- The North Depot and Salt Barn is £6.0M under budget. Thorn Turn Waste Park was £3.3M under budget. Both are proposed to be slipped into 2017/18.
- Flitwick Leisure Centre was £3.1M over the net budget due to a delay in a capital receipt budgeted for 2016/17 which will now be received in 2017/18.
- New Schools Places was £2.3M over the net budget. This was a combination of a savings target not achieved and less than expected s106 income.

### Capital Receipts

- The overall budget for Capital receipts is £10.5M. The provisional outturn was £6.3M of receipts and £0.619M of deposits. There has also been a £1.575M transfer of assets from the General Fund to the HRA. This means the total equivalent capital receipt figure was £8.5M.

- A summary of the position is in the table below.

Directorate	Full Year 2016/17			Full Year 2016/17		
	Gross Budget	Gross Forecast	Gross Variance	Net Budget	Net Forecast	Net Variance
	£m	£m	£m	£m	£m	£m
CS	21.7	25.0	3.3	1.7	4.0	2.3
Community Service	90.2	62.4	(27.8)	60.4	45.1	(15.3)
Chief Executive's	4.5	4.9	0.3	4.5	4.9	0.3
Resources	0.0	0.0	0.0	0.0	0.0	0.0
Regeneration	6.8	2.2	(4.6)	4.1	1.0	(3.0)
ASCHH	9.4	4.3	(5.2)	5.0	3.0	(2.0)
<b>Total Exc HRA</b>	<b>132.6</b>	<b>98.7</b>	<b>(33.9)</b>	<b>75.7</b>	<b>58.0</b>	<b>(17.7)</b>

(Note: Any minor rounding differences are due to linking to detailed appendices)

### **Reasons for decision**

4. To complete schemes currently underway and facilitate effective financial management and planning.

### **Council Priorities**

5. Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 6 Council priorities.

### **Corporate Implications**

#### **Legal Implications**

6. None.

#### **Financial Implications**

7. The financial Implications are contained in the appendices to the report.

#### **Equalities Implications**

8. Equality Impact Assessments were undertaken prior to the allocation of the 2016/17 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

## **Appendices**

Appendix A – Detailed Directorate Commentary

Appendix B – Proposed Gross Deferred Spend

## Appendix A - DIRECTORATE COMMENTARY

### Social Care Health and Housing

1. The directorate provisional outturn is under budget by £5.154M (gross) and under budget by £1.965M (net).
2. The tables below highlights the areas of spend :

SCHH Full Year Gross Budget and Outturn					
Scheme Categories	Gross Budget	Gross Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Disabled Facilities Grants Scheme	2,380	2,436	56	63	119
Empty Homes	302	331	29	0	29
Renewal Assistance	281	210	(71)	86	15
Additional Gypsy and Traveller Sites	1,575	38	(1,537)	1,575	38
MANOP Care Home Reprovision	2,000	974	(1,026)	1,026	0
MANOP Non-HRA Extra Care Schemes	50	0	(50)	50	0
NHS Campus Closure	638	121	(517)	374	(143)
Adult Social Care ICT Projects	280	0	(280)	280	0
Social Care Single Capital Pot	0	0	0	0	0
Review of Accommodation/Day Support, "New Approaches to Outcome"	1,906	0	(1,906)	2,030	124
Care Homes internal works	0	36	36	0	36
Better Care Fund Capital Grant	0	112	112	0	112
<b>Total</b>	<b>9,412</b>	<b>4,258</b>	<b>(5,154)</b>	<b>5,484</b>	<b>330</b>
% of Budget			45.2%		

SCHH Full Year Net Budget and Outturn					
Scheme Categories	Net Budget	Net Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Disabled Facilities Grants Scheme	1,712	1,649	(63)	63	(0)
Empty Homes	292	315	23	0	23
Renewal Assistance	181	95	(86)	86	(0)
Additional Gypsy and Traveller Sites	675	0	(675)	675	0
MANOP Care Home Reprovision	2,000	974	(1,026)	1,026	0
MANOP Non-HRA Extra Care Schemes	50	0	(50)	50	0
NHS Campus Closure	143	0	(143)	0	(143)
Adult Social Care ICT Projects	68	0	(68)	68	0
Social Care Single Capital Pot	0	0	0	0	0
Review of Accommodation/Day Support, "New Approaches to Outcome"	(124)	0	124	0	124
Care Homes internal works	0	0	0	0	0
Better Care Fund Capital Grant	0	0	124	0	0
<b>Total</b>	<b>4,997</b>	<b>3,032</b>	<b>(1,965)</b>	<b>1,968</b>	<b>3</b>
% of Budget			60.7%		

**3. Disabled Facilities Grants (DFG)**

The grants provided to residents through the DFG programme assist some of the poorer and most vulnerable members of the community. Without these grants in many cases the properties involved would be unsuitable for the needs of the occupiers who may then be unable to remain in their own homes. This also reduces pressure on health service resources and residential care, as without these improvements more residents would require emergency or longer term care solutions.

The number and type of adaptions for 2016/17 compared to 2015/16 is below:

**4.**

Type of adaptation	Total 15/16	Total 16/17
Level access shower/wet room	115	140
Straight stair lift	29	27
Curved stair lift	28	26
Toilet alterations	48	57
Access ramps	27	34
Dropped kerb and hard standing	7	0
Wheelchair/step lift	3	5
Through floor lift	2	6
Major extension	12	17
Kitchen alterations	11	10
Access alterations (doors etc)	54	43
Heating improvements	3	5
Garage conversions/minor additions	5	6
Safety repairs/improvements	5	6
Other	23	26
<b>Total</b>	<b>372</b>	<b>408</b>

5. There were 309 referrals to Housing in 2016/17, with an average of 25.8 per month, compared with 329 referrals at an average of 27.4 per month for the same period in 2015/16. As a result £2.436M of grant payments (including fees) were made, offset by an increase in grant income and client contributions resulting in a net positive variance of £0.064M.
6. There were 574 requests for Occupational Therapist Assessments in 2016/17 (833 in 2015/16). At the end of March the waiting list increased to 96 from 76 at the end of February. The extent to which these convert into DFG referrals will be closely monitored.

7. (EDMOs) and Empty Homes Loans. During the year 6 loan cases were completed, compared to 7 completions in 2015/16. A number of Empty Homes loans are being considered for long term empty homes. Empty Homes Loan assistance is an alternative for owners of empty homes willing to work with the Council. At the end of the year there were 17 Empty Homes Loan cases at enquiry stage and 11 approved and in progress. There is one major scheme in Dunstable that might provide several units of accommodation.
8. Work has completed on one EDMO property in Houghton Regis at a cost of £0.048M. Work is in progress on one property in Leighton Buzzard where the EDMO has been approved and the total cost is expected to be £0.140M, including costs to be incurred in relation to structural repairs.

9. Most **Renewals Assistance** is provided as Loan Assistance. The repayment of Loan Assistance is on change of ownership of the property that has been improved with such assistance.

The net Renewals budget of £0.181M includes slippage from 2015/16 of £0.031M. The provisional outturn is £0.095M, with a proposed slippage of £0.086M as a result of higher levels of income received to go towards works in progress that were not complete this financial year.

10. A full planning application for a new **Gypsy and Traveller site** was approved at the June 2016 Development Management Committee meeting; the decision was referred to DCLG and final notification of granting of planning permission was received in July 2016. This approval will provide for a new site at Biggleswade South (12 pitches). This will be part funded by the General Fund and Homes and Communities Agency (HCA) financial contributions. The tender submissions are scheduled to be considered by the Executive Committee on 20th June 2017.
11. The proposed scheme was subject to a judicial review submission made by a local resident in August 2016. However, the claim has been reviewed by a Judge at a pre-application stage and will not now be heard in the High Court. Revised design changes to the site are currently being reviewed by the planning officer and will be subject to a Non Material Amendment application. There is no spend for this financial year, with slippage of £0.675M proposed for 2017/18.
12. The **MANOP** programme includes strategic acquisitions to develop the care home market and facilitate the provision of new modern residential homes for older people and of extra care schemes. A site in Leighton Buzzard for care home re-provision was acquired in October 2016. The remaining budget was to support the acquisition of a site in the Ivel valley locality but is now proposed to be slipped into the 2017/18 financial year.
13. The **NHS Campus Closure programme** has one potential remaining project for Central Bedfordshire. This is subject to the release of capital receipts by NHS Estates/PropCo to ensure that the Campus Closure Programme remains 100% externally funded. In the current financial year, final schemes costs have been incurred in respect of a Bedford Borough scheme.
14. The **Adult Social Care ICT project** will support the procurement of a new Adult Social Care case management system. A business case is being developed by

the Directorate and soft market testing took place in November 2016 before a structured approach is taken to the replacement the current system. Accordingly the Adult Social Care ICT budget is proposed to slip into 2017/18

15. The **Review of Accommodation/Day Support project** relates to the Older People's Care Homes Re-provision project and any capital equipment and maintenance requirements for the seven older people's homes transferred to local authority management in August 2014. There was no spend in 2016/17 and so the budget is proposed to be slipped into 2017/18.
16. **Single Capital Pot.** Additional capital grant of £0.732M has been provided in 2016/17 through the DFG route to allow authorities to invest in broader strategic capital projects allied to the Better Care Fund (BCF) plan. Capital Grant for BCF of £0.482M has also been carried forward from 2015/16. Further work to determine the use of this funding will take place through the BCF Programme Delivery Team. It is ring-fenced for the BCF.

### **Children's Services**

17. Children's Services annual capital expenditure budget approved by Council for 2016/17 is £21.25M. The income budget is £20M, a net expenditure budget of £1.25M.
18. The provisional expenditure outturn position for 2016/17 is £25.0M, £3.3M above the budgeted capital programme. The income outturn is £21.0M requiring a net contribution of £4.0M, above the net budget by £2.3M. The increased contribution is as a result of the annual review of projects within the New School Places programme.
19. All but three projects within Children's Services; New School Places, Schools Access and Temporary Accommodation, are funded wholly by grant receipts that have no expenditure deadline.
20. The table below highlights the areas of spend :

Children's Services Full Year Gross Budget and Outturn					
Scheme Categories	Gross Budget	Gross Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
New School Places	18,601	17,102	(1,499)	0	(1,499)
Schools Capital Maintenance	2,000	2,236	236	0	236
Schools Devolved Formula Capital	450	2,025	1,575	0	1,575
Special Schools Provision	0	2,402	2,402	0	2,402
Temporary Accommodation	400	400	0	0	0
Schools Access Initiative	200	200	0	0	0
LPSA & LAA Grant payout	0	628	628	0	628
<b>Total</b>	<b>21,651</b>	<b>24,994</b>	<b>3,343</b>	<b>0</b>	<b>3,343</b>
% of Budget			<b>115.4%</b>		

Children's Services Full Year Net Budget and Outturn					
Scheme Categories	Net Budget	Net Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
New School Places	1,054	3,374	2,320	0	2,320
Schools Capital Maintenance	0	0	0	0	0
Schools Devolved Formula Capital	0	(0)	(0)	0	(0)
Special Schools Provision	0	0	0	0	0
Temporary Accommodation	400	400	0	0	0
Schools Access Initiative	200	200	0	0	0
LPSA & LAA Grant payout	0	0	0	0	0
<b>Total</b>	<b>1,654</b>	<b>3,974</b>	<b>2,320</b>	<b>0</b>	<b>2,320</b>
% of Budget			240.2%		

## 21. New School Places (NSP)

New Schools Places is over budget by £2.3M (net).

S106 income has contributed significantly to the programme as one source of income in the past. However, S106 income fell short of the MTFP target by £1.1M. This is due to a combination of factors that including the removal of a number of planning permissions that have now expired and most significantly a number of large developments that have been delayed, or have disputes over S106 contributions.

Given the volatility in forecasts of S106 income the School Organisation Team will now meet each quarter with the Regeneration team to review the forecast. This will continue in 2017/18.

In addition there was a targeted reduction in the cost of building schools through value engineering techniques which was not delivered in 2016/17.

22. This programme provides the capital investment to deliver new school places required by population growth in areas of limited surplus capacity within our schools. The Council's School Organisation Plan is the evidence base that supports the commissioning of these new school places over a rolling five year period. The programme is funded by a combination of sources including Department for Education basic need grant, developer contributions and Council borrowings and capital receipts.
23. The rolling five year programme is dynamic with regular changes in forecasts of income and expenditure across financial years including those arising from variances in S106 totals and trigger points and in the timing and therefore cost profile of many projects.
24. In February 2016 the Council approved the programme for 2016/17 to 2019/20 with gross expenditure of:
  - £18.2M (£0.7M net) in 2016/17
  - £25M (net nil) in 2017/18

- £17.2M (net nil) in 2018/19
  - £15M (£3.4M net) in 2019/20.
25. The provisional gross expenditure outturn for 2016/17 is £17.1M and income £13.8M. There are a combination of reasons for this:
- Due to triggers not being met by the developers - the amount of S106 expected to be drawn down in 2016/17 for the Redborne Upper (Ampthill) expansion project was reduced by £340K
  - Estimated costs for the Biggleswade Academy Phase 2 and St Andrew's Lower (Biggleswade) Phase 2 projects were confirmed, resulting in the re-profiling of spend
  - Negotiated reduced final accounts for the Russell Lower (Ampthill) and Leedon Lower (Leighton Buzzard) expansion projects resulted in the overall expenditure in 2016/17 being reduced.
  - Non completion of making good of defects by the contractor resulted in the retention payment continuing to be withheld for the Roecroft Lower (Stotfold) expansion project.
  - Expenditure for the Clipstone Brook Lower (Leighton Buzzard), Leedon Lower, Cranfield CofE Academy and Leighton Middle projects all came in under the expenditure profile.
- Progress on the Leighton Middle expansion project slipped due to delays and issues on site and with the contractor. This resulted in lower monthly valuation payments being made for works completed with £0.290M of expenditure proposed to slip to 2017/18.
26. The 2016/17 NSP programme includes expenditure on 20 separate capital projects, most of which span more than a single financial year.
27. These projects include the provision of 1,695 new lower school places, 720 new middle school places and 1,000 new upper school places as expansions to existing schools or new school sites. These places have been commissioned to serve the communities of Leighton Linslade, Fairfield, Stotfold, Arlesey, Ampthill, Flitwick, Marston, Cranfield, Biggleswade, Barton and Silsoe.
28. On 18 August 2014 Executive approved the sale of the former Silsoe Lower school site to be reinvested into the New Schools Programme. It should be noted that the expected income for the disposal of land for the site at Silsoe Lower in 2016/17 has an anticipated value of £1.0M. The disposal of the site is subject to approval from the DfE which is yet to be received; the site is unable to be marketed until consent has been given. It has now been confirmed that the funds will not be received until 2017/18.
29. All of the Council's New School Places are commissioned from Ofsted Good and Outstanding schools and academies. All of these new places have been provided local to the area of demographic demand, ensuring a sense of

community belonging, supporting community use and promoting sustainable modes of transport. The addition of these new places as expansions to existing schools ensures their financial and therefore educational viability. All have been briefed and designed by Council officers and school leaders to provide teaching and non teaching school facilities that are recommended by DfE guidance and complement good and outstanding teaching.

### **Schools Capital Maintenance**

30. This rolling programme is externally funded by DfE grant but does require schools to contribute to the cost of works, as set out in a formula contained within the Central Bedfordshire Council's Scheme for Financing Schools. These contributions are invoiced once planned works are complete. The provisional gross expenditure outturn for 2016/17 is £2.24M, funded in part by school contributions of £0.180M and the balance Schools Capital Maintenance Grant
31. The schools capital maintenance programme for 2016/17 funded projects including kitchen ventilation and gas safety improvements; roof repairs, boiler and heating replacement; emergency lighting, fire alarms, window replacements and renewal of electrical distribution boards. The 2016/17 Programme is also funded identified maintenance works at Leighton Middle School in collaboration with the new schools places programme.
32. The results of the Councils schools condition surveys in 2015 and the multi year indicative allocation of the DfE grant have enabled a five year programme of works to be developed, improving the ability to prioritise and communicate those priorities to schools for their own asset management planning.
33. **SEND Capital Programme (Special Schools Provision)**

The allocation to Schools is for use on capital condition / improvement works on their buildings in line with the priorities in their School Improvement Plan. The schools have three years to spend the grant.

### **Community Services**

34. The directorate provisional outturn is below budget by £27.839M (gross) and below budget by £15.327M (net).
35. The table below highlights the areas of spend.

<b>Community Services Full Year Gross Budget and Outturn</b>					
<b>Scheme Categories</b>	<b>Gross Budget</b>	<b>Gross Forecast</b>	<b>Variance</b>	<b>Deferred Spend</b>	<b>Over / (Under) spend</b>
	<b>£k</b>	<b>£k</b>	<b>£k</b>	<b>£k</b>	<b>£k</b>
Assets	18,773	9,358	(9,415)	10,715	1,300
Environmental Services	15,591	10,668	(4,923)	4,980	57
Libraries	0	0	0	0	0
Leisure	1,781	1,453	(328)	518	190
Transport	54,057	40,883	(13,174)	15,467	2,293
<b>Total</b>	<b>90,202</b>	<b>62,363</b>	<b>(27,839)</b>	<b>31,680</b>	<b>3,841</b>
<b>% of Budget</b>			<b>69.1%</b>		

Community Services Full Year Net Budget and Outturn					
Scheme Categories	Net Budget	Net Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Assets	17,850	7,834	(10,016)	10,715	699
Environmental Services	13,622	9,849	(3,773)	3,773	0
Libraries	0	0	0	0	0
Leisure	(1,290)	804	2,094	(2,094)	0
Transport	30,265	26,632	(3,633)	5,365	1,732
<b>Total</b>	<b>60,447</b>	<b>45,120</b>	<b>(15,327)</b>	<b>17,759</b>	<b>2,432</b>

% of Budget **74.6%**

### Assets

36. The major projects are;

- 2016/17 Corporate Property Rolling Programme (£2.160M)
- Thorn Turn Infrastructure (£2.000M)
- Stratton Park Phase 5 Infrastructure (£3.012M)
- Enhancement work for disposals (£0.972M)
- Strategic Acquisitions (£8.200M)
- Energy Efficiencies (£0.286M)
- Farm Compliance (£0.302M)
- Westbury Phase 2 Industrial Units (0.175M)

The year end outturn position for Assets is £7.835M, a net underspend of £10.016M .

There is proposed slippage of

- £8.150M on Strategic Acquisitions where there has been limited opportunity to acquire a suitable sites
- £0.151M for Salt Barn due to the need to re-tender to take account of revised planning conditions.
- 0.928M on Thorn Turn due to the delay on the infrastructure works on site
- 0.705M on Corporate Property Rolling Programme, of which £0.400M is due to a delay on the works at Priory House landing extension and carpark which were awaiting the outcome of the Accommodation strategy.
- £0.078M on energy efficiency due to modifications in the contractor design and planning issues for carbon reduction works at Tiddenfoot Leisure Centre.
- £0.293M on the Farms Programme where there have been issues at sites including drainage at Moor Farm.
- £0.175M on Westbury Industrial Units where scope of works are being further evaluated.
- £0.318M on Working Smarter where options are being assessed

37. Due to a number of design changes and issues during construction there is a net overspend of £0.700M on the Stratton Infrastructure works and formal approval from Executive is sought for the overspend (see recommendations). There will be a planned capital receipt will offset this overspend.

### **Environmental Services**

38. Environmental Services has a £3.773M net underspend, this has been requested to be slipped into the next financial year.
39. Thorn Turn Waste park is requesting slippage of £3.271M which is due a revised design delaying the project following value engineering. There have also been delays by UK Power Networks, Affinity Water and Ringway Jacobs which have hindered progress on site.
40. CCTV requesting slippage of £0.137M as the project did not start this year. A report on the future of CCTV went to Executive in April 2017 and it was agreed that the Council invest in a new multi-functional CCTV control room, and the proposed slippage is to be utilised as part of this.

41. Houghton Hall Park is requesting slippage of £0.262M as construction of the visitor centre was delayed due to Heritage Lottery Fund approvals taking longer than expected.

### **Major Achievements – Environmental Services**

42. Sundon Landfill Restoration – The road haul road removal has been completed with land surrendered to land owner. Final trimming of levels and creation of footpaths and tracks completed. Site seeding completed and growth becoming established. Maintenance undertaken on phase 1-4 (of 6) landscaped areas. Final snagging with the soil importation contractor and tidying up of infrastructure and ditches ongoing.
43. Waste & Recycling Containers, provision of replacement Bins & Containers – Successful procurement and provision of over 18,000 containers and bins (100 x 120 litre, 808 x 140 litre, 7,800 x 240 litre, 1,682 x 360 litre kerbside recycling, green waste and residual bins; 28 x 660 litre and 169 x 1100 litre recycling and residual bins for flats and bring sites; 1,728 x kerbside glass boxes; 3,360 x 23 litre food caddies and 2,592 x 7 litre kitchen caddies; 90 x dog waste bins, 80 x plastic street litter bins, 40 x metal street litter bins and 58 x dual recycle/litter bins; 1 x 100 litre, 5 x Ashmount Bins.)
44. Household Waste Recycling Centre (HWRC) Redevelopment – The refurbishment of the HWRC at Leighton Buzzard was done and the work at Ampthill completed. Along with Biggleswade they are now split level, with increased customer parking, safety and bin availability which is expected to deal with rising demand and improve recycling rates. The Final Account is due to be agreed during May 2017 and it is expected that the figure will be within budget.
45. Houghton Hall Park – Phase one of the landscape restoration works has been completed. This includes the kitchen garden (walls, raised beds, fruit trees and working area), formal garden (paths, circular beds, box hedging, ornamental

planting), estate fencing and new accessible paths around the park with new bins and benches. Parkland tree and shrub planting together with additional hedge planting in the formal garden took place in March 2017. Work is progressing well on the new visitor centre with a planned completion date of the end of August 2017

46. Rights of Way – Expenditure has resulted in 10 replacement bridges of culverts, 40 metres bank revetment at Shefford, 1700 metres of surface improvement in Clifton, Marston, Meppershall, Studham and Whipsnade parishes and work on 127 structures of varying kinds.

### **Leisure**

47. Leisure has a £2.094M net variance over budget, this is due to the external funding of £ 3.037M for the old Flitwick Leisure Centre site which will not be received until the next financial year. There was a small amount of spend at Flitwick but this has been covered by underspends on other leisure projects.
48. There is also a request of £0.943M of slippage into 2017/18 for the following:  
Dunstable Leisure Centre - Slippage of £0.562M due to reprofiling of the project.

Leisure strategy – delivery with stakeholders - Slippage of £0.125M due to the work at Sandy Athletics track where work started in March but completion and sign off by the quantity surveyor took place in April (new financial year).

Leisure Centre Stock condition Slippage of £0.163M as start of work was delayed on Houghton Regis Leisure Centre, Grove Theatre and the changing rooms at Sandy Athletics all of which are due to complete early in the next financial year.

Outdoor Access and Countryside Works Slippage of £0.093M as the work to relocate the cabin at Rushmere Country Park is now scheduled for the next financial year.

### **Major Achievements – Leisure (updated quarterly)**

49. Library & Leisure Centre Renewal Dunstable.  

The public consultation, surveys and site investigations have been completed and work on the designs for the interior and exterior and appointment of contractor have progressed. This project is on track with contractor due to start in June with planned completion in winter 2018/19.
50. Leisure Strategy.  

The contractor has been appointed for work at Sandy Athletics Track to supply and install a new throwing cage. Other work at the site including work on the track areas, pathways and landing pit have been completed. New play equipment was also provided for Shefford play area following an arson attack
51. Leisure – Stock Condition

In preparation for the closure of the Dunstable Leisure Centre work has been done at Houghton Regis Leisure Centre, Grove Theatre and spend on additional equipment.

At Houghton Regis the works include refurbishment of the dry side changing area, showers and toilets. Work is in progress on refurbishment of the small sports hall and will be completed in May 2017.

At Grove Theatre equipment has been installed in the conference and refurbishment of green rooms and a dressing room has been completed. Work on the conference room is due to be completed in May. New Technogym equipment has been purchased for Houghton Regis, Tiddenfoot, Saxon and Flitwick Leisure Centres in preparation for anticipated additional use.

At Creasey Park work is in progress on an extension of the kitchen to deliver more food/capacity. The foundation works and the steel frame work is complete along with the block work. Work has now started on the internals and it is hoped to be completed in late April/early May 2017.

52. Flitwick Leisure Centre.

Final adjustments were added to the new Flitwick Leisure Centre following opening of the new facility and included blinds to the reception and pool area, and acoustic panels to the café area.

53. Outdoor Access & Countryside Works

Work at Southern Meadows, Leighton Buzzard work has started on the installation of connecting footpath and replacement bridge. The commissioned partnership to deliver 'Green Wheel' identified projects have delivered elements of the 'Action Plans' and prepared a further plan for consultation. Partners have secured external match funding contribution towards a kitchen extension at Rushmere Country Park where works will be completed early in the new financial year. Tree safety, fencing and path safety sites at various sites have been completed.

### **Transport**

54. Transport is showing a £3.633M net variance under budget. This is due to an overspend of £2.569M and £6.202M of net expenditure proposed to slip to the next financial year.
55. Woodside Link has an in year over budget variance of £8.009M. Of this £4.6M relates to accelerated spend as a result of additional works being required on site and £3.4M of external funding which will be received later than originally expected. The overspend in 2016/17 is therefore timing and the overall the project is still expected to be delivered within the total budget over the life of the Medium Term Financial Plan.
56. Luton and Dunstable Busway has a £3.549M under budget variance. Of this

£2.5M relates to slippage into 2017/18, the remaining £1.049M is an in year underspend as anticipated final figures have come in lower than previously expected.

57. North Depot has requested to slip £5.052M due to delays on the land sale, changes to requirements and value engineering processes to try to bring the project within budget have led to the start on site being postponed. Works were originally intended to be completed within 2016/17 but will not now take place until 2017/18.
58. Stratton Street Railway Bridge has a £0.717M overspend which was approved by Council at its November 2016 meeting.
59. New Highways Contract Mobilisation has an overspend of £0.219M, this is the residual payment to Ringway Jacobs (RJ) to cover the interim depot solution. The overspend has been offset by underspend in Highways Fixed Cost Services and Planned Maintenance.
60. Fixed Cost services has underspent by £0.113M as a result of fewer hours than expected being charged to capital. This is being used to offset the overspend within the New Highways Contract Mobilisation.
61. Fleet Replacement Programme has an in year overspend of £0.105M this is expenditure being brought forward from the new financial year to enable the purchase of vehicles to reduce maintenance costs and time off the road as soon as it was possible
62. South Depot is requesting slippage of £0.928M which is due to a revised design delaying the project following value engineering. There have also been delays by UKPN, Affinity Water and Ringway Jacobs which have hindered progress on site (Same issue as Thorn Turn)..
63. Walking routes to schools is requesting slippage of £0.461M to the new financial year due to delay in decision as to what to do following assessments of the routes.
64. Other Schemes In addition to the projects above Highways are also requesting slippage of gross budgets £2.246M on the following major projects due to delays.

o Tree Backlog	£0.454M
o Structural Maintenance	£0.678M
o Highways Flooding & Drainage	£0.159M

### **Major Achievements – Transport**

65. Woodside Link

The scheme is substantially completed and opened to traffic 14th April 2017.

66. Structural Maintenance

41 carriageway resurfacing schemes have been completed covering 38.345 kms and 9 footway resurfacing schemes completed covering 3.284 kms.

67. Stratton Railway Bridge

The bridge deck has been replaced and the bridge is open to traffic. Some temporary barriers remain in place as the final work required on the top of the piers will be completed in summer 2017.

68. Highways Flooding & Drainage

1 scheme has been completed on site and 6 have been investigated.

69. Integrated Transport – The design of 70 schemes has been commenced including Rural and Parish Match Funded scheme, safety scheme, public transport improvements, safer routes to school, active travel and parking. 6 of these have been constructed including Arseley Commuter Parking Improvements.

70. Street Lighting

220 columns have been erected.

71. Highways Bridge Assessment and Maintenance

The reconstruction of Church Bridge and Mill Farm Bridge have been completed. 2 structures have been designed.

72. Highways Planned Maintenance

£0.563M has been spent on carriageway and footway patching, drainage investigation of flooding issues and other category 2 defects.

73. Fleet Replacement Programme

17 vehicles and 2 diggers have been purchased . 1 x Mitsubishi L200 Double Cab 4 Life Manual; 2 x Nissan Note 1.2 Engine Acenta Premium; 2 x Ford Eco Sport; 5 x Vauxhall Corsa 5 dr Hatch SRI 1.4l(75PS) Ecoflex 5 speed; 1 x Vauxhall Vivaro Panel Van Sportive 2700 L1H1 1.6 CDTI 120PS 6 Speed; 1 x Skoda Yeti Outdoor TDI 110PS 4x4; 10 x T16 Coachbuilds; 5 x Sprinters; 2 x 360 diggers (for HWRC use). All of the above are either on the road or will be on the road week commencing 10th April 2017. There are a further 5 coachbuilds on order for September 2017 delivery.

74. Safer Walking Routes

Assessment of 15 routes have been undertaken - 11 available with no work, 1 available with work and 3 not available.

75. Luton and Dunstable Busway

While the scheme has been up and running since September 2013, work has continued on settling the final account, land and compensation claims (valid for 7 years after opening) along with busway land transfer to CBC. This work is progressing well with expectations that a substantial part of this has been accomplished this financial year and a significant part of the budget has been released as the final costs are due to come in lower than budgeted for.

76. A421-M1 Junction 13 – Milton Keynes Magna Park

Commissioned AECOM to produce The Transport Business Case (required to secure funding from DfT), including reviewing drafts of Strategic, Financial, Commercial & Management Cases, and producing the modelling and Economic Case. The Full Transport Business Case (consisting of all the above elements) is substantially complete and in line with DfT requirements for submission in August 2017.

Commissioned Ringway Jacobs to review preliminary design and provide fee proposal for detailed design. Detailed design substantially complete including: Inter Discipline Design Check (IDC) Highways finalising the revised layout with attenuation/drainage pond 3 to the north of A421 and west of Cranfield Road (within Milton Keynes Ccouncil - MKC).

Highways issued Design Fix3 information to other disciplines. All disciplines progressing their design, Utilities status sent to CBC, Safety Audit Response sent to CBC and RJ Pavement typical details sent to CBC and MKC for comments.

Environmental reports sent to CBC and MKC for comments. Held initial meeting with Eastern Highways Alliance contractors (six) and started preparing for procurement process. Commissioned LGSS Law to secure land via negotiation – Heads of Terms agreed for Options agreed with land owner/s. CBC Executive approval for up to £3M funding contribution to the project and agreement to proceed with a Compulsory Purchase Order. MKC Cabinet approval for up to £3m funding contribution. Produced draft Communications Plan.

Provided regular reports to: DfT – Local Growth Fund (LGF) Portfolio Schemes – Quarterly Monitoring Returns. SEMLEP LGF programme management board CBC Place Programme Highlight reports, Monthly Project Board with CBC / MKC /SEMLEP.

77. Southern Highways Depot (Thorn Turn)

The earthworks ,groundworks and the drainage and foul sewer phases are complete and the ongoing discharge of planning conditions. All drainage and foul sewer works are complete with the exception of the final connection to the existing foul sewer main.

All building foundations are in place and the steel frames are well under way with the cladding commencing. The Salt Barn is complete. The main office building is of modular construction and assembly is complete with the internal fit-out presently under way. UKPN works have been delayed awaiting meters for final connection and this could well affect the programme.

The surfacing of internal roads and parking areas is also well under way. Many of the sites features are now clearly visible. We are still hoping to handover in July 2017, although we are experiencing severe delays from Affinity Water despite our constant chasing and this may now jeopardise our completion on time. During 2016/17, £0.039M has been spent on staff costs, £6.6M on construction and utilities and £0.134M on Design and planning services.

**78. Northern Highways Depot (Sandy)**

Designs have been agreed and an application for planning permission was submitted in February 2017. Land purchase is agreed but is subject to planning permission. The construction phase of the project is now set for August 2017 with completion and hand over in April 2018.

**Regeneration & Business Support**

79. The directorate provisional outturn is under budget by £4.622M (gross) and under budget by £3.114M (net).
80. The table below highlights the areas of spend :

Regeneration & Business Full Year Gross Budget and Outturn					
Scheme Categories	Gross Budget	Gross Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Strategic Infrastructure	3,079	221	(2,858)	2,719	(139)
Other	3,734	1,970	(1,764)	1,700	(64)
<b>Total</b>	<b>6,813</b>	<b>2,191</b>	<b>(4,622)</b>	<b>4,419</b>	<b>(203)</b>
% of Budget			32.2%		

Regeneration & Business Full Year Net Budget and Outturn					
Scheme Categories	Net Budget	Net Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Strategic Infrastructure	2,102	213	(1,889)	1,743	(145)
Other	2,005	780	(1,225)	1,142	(13)
<b>Total</b>	<b>4,107</b>	<b>993</b>	<b>(3,114)</b>	<b>2,885</b>	<b>(158)</b>
% of Budget			24.2%		

- 81. Development Site Promotion project is below budget by £0.140M as this scheme is no longer going ahead.
- 82. Land Drainage Work – Flood Defence shows a variance of £0.069M which is both an underspend of (£0.051M) where projects are delayed and will be met by future years budgets and (£0.018M) which is to be slipped into the new year for the highways work on Ampthill Road, Shefford.
- 83. Digitalising Aerial Photographs shows a variance of £0.069M which is both an underspend of £0.014M as the project will come in less than the original budget and proposed slippage of £0.055M which is the amount which is needed to complete the project in the new financial year.
- 84. Flitwick Station Area Car Park is requesting slippage of £1.055M where options for delivering a commercial and residential scheme are currently being developed alongside the Flitwick Transport Interchange which is also requesting slippage of £0.200M the paper for these was taken to the Executive in April where it was agreed that £0.060M would be released from the balance of 2016/17 capital budget to support the development of a business case and a further report should be provided to the Executive in Autumn 2017.
- 85. Market Towns Programme is requesting slippage of £0.745M due to delays in commencing delivery of activity and a scheme coming in lower than expected.
- 86. Local Broadband Infrastructure this broadband scheme has now completed but has underspent by £0.288M which is showing as slippage due to the contractual terms stating that any underspends will be slipped to future projects or repaid to BDUK.
- 87. Biggleswade Transport Interchange is requesting slippage of £0.262M and Leighton Buzzard Transport Interchange is requesting slippage of £0.177M

### **Major Achievements**

- 88. Dunstable Town Centre Regeneration Phase 2

The acquisitions of the freehold Dorchester Close properties has been completed, opening . Completed feasibilities studies in producing options for a leisure-led regeneration project around the Quadrant Shopping Centre, including Dorchester Close.

- 89. Cranfield Technology Park Acceleration

Negotiations to acquire two pieces of land in Cranfield to enable highway improvements to be carried out are progressing well with one site agreed and with Legal Services.

90. Broadband

The broadband project continues to deliver to plan and be rated as Green by BDUK. Through the BDUK 2 project 1,174 premises have been supported to receive superfast broadband services in Central Bedfordshire, bringing superfast coverage to over 91%. This builds on 16,700 premises supported through project 1. The Council is the lead authority in the wider Central Superfast Partnership, and in total 5,300 premises have been supported over the partnership. Take up of broadband services continues to be considered as best in class, at 42%.

As part of the Council's and BDUK's obligation to ensure all premises have access to broadband infrastructure capable of delivering at least a basic service of 2 megabits per second, a subsidised Better Broadband service is in operation. This will support the costs for installation of equipment, take up of this continues to be extremely low, as is the case nationally. However the scheme will run until December 2017 and does provide an option of support for those with the slowest broadband speeds.

91. Market Towns Regeneration Fund (MTRF)

A total of 7 bids from Ampthill, Dunstable, Flitwick, Leighton Linslade, Sandy and Shefford Town Councils (TC's) are progressing in the MTRF programme. After some delays in 2016/17, all the TC's have been pushed to quickly start organising and delivering their outputs throughout 2017/18.

Dunstable TC is on target and has started installing their projects; Architectural lighting scheme, North Priory Gate refurb, Splash Park contractor appointed (opening in June 2017), purchase of street cleansing machine, Priory House Feasibility Study completed.

Sandy TC continues to progress strongly with the Story In Stone mosaic trail, with all materials purchased and three mosaics being completed for display in June 2017.

Ampthill, Potton and Leighton Linslade are re profiling their projects to start in summer, for completion in March 2018. Flitwick, Shefford, and Sandy town centre public realm projects are in the design phase, but these are dependant on the Ringway Jacobs timetable of scheduled work to achieve completion before winter.

92. High Street Improvement Scheme (HSIS)

After three rounds of Expression of Interest, 37 businesses are currently going through the full application process. There is a further date for applying for the last round Monday 1st May 2017 (round four). Designs are being created which will enable the project to gain true costings for the works proposed. Full

Application scoring panels with the relevant Town Councils have been held. This scoring panel will ensure that the business is committed to the project. The tender for the HSIS building contractor will be appointed by 31st May. Once appointed, they will work with the architect, who will project manage this Design and Build contract for the shop fits. The first shop front will start August 2017.

93. East West Rail (EWR)

EWR is now one of the Govt. national transport priorities. The National Infrastructure Commission Interim Report and Autumn Statement announced £100M towards the 'accelerated' delivery of East West Rail.

However, there is still uncertainty over timescales and delivery of the wider project that is providing uncertainty over the programme of delivery for the Ridgmont Station Interchange enhancement project. Recommendations have been sent to the Secretary of State for Transport to suggest way forward on 'accelerated delivery' of EWR - including Central Section.

Work on station (node) selection for Central Section ongoing through 2017 (next meeting May 2017). Network Rail's proposed public consultation on Western Section (due to be May-June 2017) has been delayed due to General Election purdah. This may have a knock-on effect on delivery programme. Local Growth Fund (LGF) bid for Ridgmont Station was not successful. However, DfT are being pressed for contributions towards Ridgmont - through 'Works in Kind' arrangements. The Detail Business Case will have to be revised to reflect the lack of LGF funding. Submitting pre-application (outline planning consent) for Ridgmont Station in April 2017.

94. Strategic Infrastructure Schemes

CBC have already secured £11M and £21.75M towards the estimated £60M cost of the scheme through the Local Growth Fund (Round 2 and 3 respectively).

Ongoing investigation of Air Quality issues in Ampthill.

Ringway Jacobs have been commissioned to undertake investigative measures for mitigation at junctions along the A507. The route study will be progressed during the 2017/18 period.

95. Dunstable High Street

Ringway Jacobs (RJ) commissioned to undertake a micro simulation model of the Dunstable crossroads with a view to demonstrating the feasibility and impact of changing the existing traffic management signals. Design work is now underway. A full work programme has been requested from RJ. Topographical surveys of the area have been undertaken and the modelling work for the junction is underway.

Highways England (HE) are committed to the project and have pledged up to £1.5M to the project with certain caveats, these being;

- It is for physical appearance infrastructure only in order to make the High Street more attractive for community use, examples being – replacement street lighting, gateway treatment including planting, on street parking and associated carriageway narrowing, pedestrian guardrail removal, provision for cyclists.
- Works must commence shortly after the opening of the A5-M1 link and be completed by March 2018
- Design, choice of materials etc is to be the responsibility of CBC.

CBC have not as yet had confirmation from HE as to payment provision. HE are not in agreement with the CBC proposed timescales for delivery of infrastructure works, Ringway Jacobs are in contact with HE to assess what is feasible to deliver in terms of their objectives and feasible timescales.

Public engagement commenced with a report to be published shortly. The engagement was warmly welcomed within Dunstable and in general the wishes of the community reflect the authority's ambitions. The exercise did make it clear that there is a continued need for public engagement and a plan is being drafted to reflect this.

A Communications plan has been drafted following the workshop to determine the wider programme of works in the Dunstable area, a timescale of the summarised projects has been made public, further communication will take place prior to Phase 1 works starting.

£0.4M of the CBC budget is being allocated to required signing works which will reflect in the design. This work is included as Phase 1 of the works and also comprises of the de-cluttering works, agreement has been attained from Dunstable TC so as to not adversely affect the In-Bloom festival and dependent upon the de-trunking timescales it is anticipated physical works will begin on site in June – July 2017.

Phase 1 – a plan is in place to determine what street furniture and railings can be removed, including a road safety assessment. This is prior to any removal of street furniture and before the final recommendations is brought to the Project Board

### **Chief Executives Team**

96. The budget for IT covers Digitisation, ICT Strategic Investment & IT Infrastructure Rolling Programmes. The overall provisional outturn is above budget by £0.329M with no proposed slippage to 2017/18. This overspend is partly due to the upgrade of IT infrastructure to meet PSN compliance and investments to support mobile working.

Chief Executive's Full Year Gross Budget and Outturn					
Scheme Categories	Gross/Net Budget	Gross/Net Forecast	Variance	Deferred Spend	Over / (Under) spend
	£k	£k	£k	£k	£k
Information Assets	4,523	4,852	329	0	329
<b>Total</b>	<b>4,523</b>	<b>4,852</b>	<b>329</b>	<b>0</b>	<b>329</b>

**% of Budget** **107.3%**

(Note gross and Net are the same as all internally funded)

## Appendix B – Proposed Capital Slippage (2016/17 to 2017/18).

Directorate	Scheme Title	Total 2016/17 Budget			BUDGET Slippage to 2017/18		
		Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
		£'000	£'000	£'000	£'000	£'000	£'000
Community Services	CBC Corporate Property Rolling Programme	2,160	0	2,160	705	0	705
Community Services	Energy Efficiency measures / Carbon Reduction Improvements	286	0	286	78	0	78
Community Services	Farm Compliance Work (includes Farm Estate Capital Works)	302	0	302	293	0	293
Community Services	Westbury Phase 2 Industrial Units	175	0	175	175	0	175
Community Services	Integrated Asset Management System	67	0	67	45	0	45
Community Services	Strategic Acquisitions	8,200	0	8,200	8,151	0	8,151
Community Services	South of High Street Leighton Buzzard-Acquisition of Cattle Market and Parkridge Land.	20	0	20	11	0	11
Community Services	Arlesey East of High Street (Includes Arlesey Phase 1 line 111)	43	0	43	11	0	11
Community Services	Thorn Turn	94	0	94	27	0	27
Community Services	Sundon / Bluewater Landfill Sites	350	(300)	50	230	(180)	50
Community Services	HWRC Redevelopment	2,546	0	2,546	26	0	26
Community Services	Thorn Turn Waste Park	9,800	0	9,800	3,271	0	3,271
Community Services	Rights of Way Network and Countryside and Heritage Sites - Structural Renewal and Improvement Works	169	0	169	(5)	0	(5)
Community Services	Tree backlog	500	0	500	454	0	454
Community Services	CCTV	137	0	137	137	0	137
Community Services	Integrated Environmental Management System (Slippage only)	32	0	32	32	0	32
Community Services	Houghton Hall Park P4P Renaissance and Renewal (includes Urban Country Park)	2,267	(1,659)	608	1,289	(1,027)	262
Community Services	Outdoor Access and Countryside Works	321	0	321	93	0	93
Community Services	Leisure Strategy - delivery with stakeholders	174	0	174	125	0	125
Community Services	Library and Leisure Centre renewal in Dunstable	904	0	904	137	425	562
Community Services	Flitwick Leisure Centre Redevelopment	0	(3,071)	(3,071)	0	(3,037)	(3,037)
Community Services	Leisure Centre Stock Condition/Asset Management Plan	350	0	350	163	0	163
Community Services	Highways Structural Maintenance Block (includes additional expenditure)	6,020	(4,333)	1,687	678		678
Community Services	Highways Integrated Schemes	1,365	(1,365)	0	701	(701)	0
Community Services	Highways Street Lighting Maintenance Backlog	856	0	856	0	0	0
Community Services	Fleet replacement programme	834	0	834	(105)	0	(105)
Community Services	Co-ordinated replacement of street furniture as a result of vehicle damage	182	0	182	0	0	0
Community Services	Highways Flooding & Drainage (includes flood damaged roads)	340	0	340	159	0	159
Regeneration	East West Rail (Western Section)	103	0	103	45	0	45

Directorate	Scheme Title	Total 2016/17 Budget			BUDGET Slippage to 2017/18		
		Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
		£'000	£'000	£'000	£'000	£'000	£'000
Community Services	Luton Dunstable Busway	4,948	50	4,998	2,500	0	2,500
Community Services	Woodside Link	14,656	(11,000)	3,656	(1,700)	(3,400)	(5,100)
Community Services	Depot - South	7,732	0	7,732	928	0	928
Community Services	Depot and Salt Barn - North	5,459	0	5,459	5,052	0	5,052
Regeneration	Strategic infrastructure schemes	53	0	53	20	0	20
Community Services	A421-M1 Junction 13- Milton Keynes Magna Park	7,216	(7,026)	190	5,968	(5,876)	92
Community Services	Parking Equipment	347	0	347	53	0	53
Community Services	Thorn Turn Infrastructure	2,000	0	2,000	901	0	901
Regeneration	Leighton Buzzard Transport Interchange	333	(150)	183	327	(150)	177
Regeneration	Biggleswade Transport Interchange	649	-378	271	640	(378)	262
Community Services	Biggleswade Parking Improvements	125	(125)	0	125	(125)	0
Community Services	Integrated Transport Unit ICT System	91	0	91	93	0	93
Community Services	Highways Improving Walking Routes to Schools	482	0	482	461	0	461
Community Services	Estate parking improvements - match funded by HRA	100	0	100	100	0	100
Community Services	Office Rationalisation (Assets and IT elements)	488	0	488	318	0	318
Regeneration	F10 BDUK2	12	0	12	(1,447)	1,447	0
Regeneration	Local Broadband Infrastructure	644	(469)	175	1,033	(745)	288
Regeneration	Market Towns Programme	1,068	0	1,068	745	0	745
Regeneration	Dunstable High Street Regeneration	250	(250)	0	234	(250)	(16)

Directorate	Scheme Title	Total 2016/17 Budget			BUDGET Slippage to 2017/18		
		Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
		£'000	£'000	£'000	£'000	£'000	£'000
Regeneration	SEMLEP BDUK Extension	1,290	(1,240)	50	1,271	(1,225)	46
Regeneration	Digitising Aerial Photographs	123	0	123	55	0	55
Regeneration	Flitwick transport Interchange	300	(100)	200	300	(100)	200
Regeneration	Flitwick Station Area Car Park Development (includes Flitwick Land Purchase Further Land Assembly for the Town Centre Regeneration Scheme)	1,131	0	1,131	1,055	0	1,055
Regeneration	Cranfield Technology Park Acceleration	100	(100)	0	97	(97)	0
Regeneration	Land Drainage Work Flood Defence (includes Non-Highways)	140	(20)	120	35	(17)	18
Regeneration	Rolling Social & Community Infrastructure Fund	0	1	1	1	0	1
Regeneration	Historic Building Grant Aid Scheme	8	0	8	8	0	8
Social Care, Health & Housing	Disabled Facilities Grants Scheme	2,380	(668)	1,712	63		63
Social Care, Health & Housing	Renewal Assistance	281	(100)	181	86	0	86
Social Care, Health & Housing	Additional Gypsy and Traveller Sites	1,575	(900)	675	1,575	(900)	675
Social Care, Health & Housing	MANOP Care Home Reprovision	2,000	0	2,000	1,026	0	1,026
Social Care, Health & Housing	MANOP Non-HRA Extra Care Schemes	50	0	50	50	0	50
Social Care, Health & Housing	NHS Campus Closure	638	(495)	143	517	(374)	143
Social Care, Health & Housing	Adult Social Care ICT Projects	280	(212)	68	280	(212)	68
Social Care, Health & Housing	Review of Accommodation/Day Support, "New Approaches to Outcome"	1,906	(2,030)	(124)	1,906	(2,030)	(124)
	<b>CBC 2016/17 Capital Programme</b>	<b>132,601</b>	<b>(56,873)</b>	<b>75,728</b>	<b>41,602</b>	<b>(18,952)</b>	<b>22,650</b>

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Central Bedfordshire Council

EXECUTIVE

20 June 2017

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**2016/17 Housing Revenue Account (HRA) Budget  
Management Provisional Outturn Report as at March 2017  
(subject to audit)**

Report of: Cllr Carole Hegley, Executive Member for Social Care and Housing, Email: [carole.hegley@centralbedfordshire.gov.uk](mailto:carole.hegley@centralbedfordshire.gov.uk) and Cllr Richard Wenham, Deputy Leader and Executive Member for Corporate Resources, Email: [richard.wenham@centralbedfordshire.gov.uk](mailto:richard.wenham@centralbedfordshire.gov.uk)

Advising Officers: Julie Ogley, Director of Social Care, Health and Housing, Email [julie.ogley@centralbedfordshire.gov.uk](mailto:julie.ogley@centralbedfordshire.gov.uk) and Charles Warboys, Director of Resources and s151 Officer, Email [charles.warboys@centralbedfordshire.gov.uk](mailto:charles.warboys@centralbedfordshire.gov.uk)

**This report relates to a non key decision**

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**Purpose of this report**

1. The report presents the 2016/17 HRA provisional outturn financial position as at the end of March 2017 (subject to audit). It sets out spend against the revenue and capital budgets, and provides explanations for any variations. This report enables Executive to consider the overall financial position of the HRA.

**RECOMMENDATIONS**

**The Executive is asked to note and approve:**

1. **that the provisional Revenue outturn position is to achieve a balanced budget with a contribution to HRA Reserves of £7.190M, thus strengthening the Council's ability to invest and improve its stock of Council Houses;**
2. **that the provisional Capital outturn is £5.813M lower than budget. It is proposed that works to the value of £4.009M are deferred to 2017/18. These works relate to Future Investment (£3.706M) and Stock Protection (£0.303M);**
3. **that Right to Buy (RtB) sales are at a similar level to the previous financial year, with retained receipts of £2.583M; in addition sales of shared ownership properties generated £4.253M, resulting in a year end balance, after funding of the Capital programme, of unapplied capital receipts of**

- £6.473M;**
4. as part of the funding of the Capital Programme there was a contribution of £1.296M from the Independent Living Development Reserve to fund spend at Priory View (£1.005M) and Houghton Regis Central (£0.291M). A further contribution of £1.575M has been made from the Strategic Reserve, to fund the transfer of assets from the General Fund; and
  5. the net increase in reserves is £4.319m, so that, at the year end, the HRA will have £23.771M of reserves available, of which £2.0M is identified as a minimum level of HRA Balances.

## Issues

2. The provisional revenue outturn position results in a year end surplus of £7.190M compared to a budgeted surplus of £5.363M, an increase of £1.827M.
3. The key variances are reduced expenditure on Maintenance (£0.641M), Housing Operations (£0.587M), and increased income (£0.335M).
4. The provisional outturn position for the HRA **capital** programme indicates a net outturn below budget by £5.813M; this includes deferred works of £4.280M from 2015/16. £2.175M of the variance relates to the Croft Green development where significant work will not commence until 2017/18. It is proposed that £0.303M of stock protection and £3.706M of future investment works are deferred to 2017/18.
5. The 2016/17 budget for the HRA anticipates a contribution to the Independent Living Development Reserve (ILDR) of £5.2M and a contribution to the Strategic Reserve of £0.163M. The year end outturn enables a contribution to reserves of £4.319M, a shortfall against budget of £1.044M, with a contribution of £5.894M to the ILDR and a reduction of £1.575M to the Strategic Reserve. This equates to a predicted total reserve balance of £23.771M (see paragraphs 52 – 56 in Appendix A).

## Council Priorities

6. Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 6 Council priorities.

## **Corporate Implications**

### **Legal Implications**

7. None

### **Financial Implications**

8. The financial implications are contained in the report.

### **Equalities Implications**

9. Equality Impact Assessments were undertaken prior to the allocation of the 2016/17 budgets and each Directorate was advised of significant equality implications relating to their budget proposals.

### **Conclusion and next Steps**

10. The report presents the provisional 2016/17 HRA outturn position as at the end of March 2017, and provides explanations for any variations. This report enables Executive to consider the overall financial position of the HRA.

## **Appendices**

### **Appendix A – Housing Revenue Account Detailed Commentary**

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## APPENDIX A - HRA

### HRA REVENUE ACCOUNT (HRA)

1. The HRA annual expenditure budget is £23.561M and income budget is £28.924M, which allows a contribution of £5.363M to Reserves to present a net budget of zero.
2. As a result of a restructure within the Housing Service during 2016/17, the Asset Management service has been split to create a new team called the Housing Investment Team. Capital related works are now managed within Housing Investment, whilst the management and maintenance of properties and tenants forms the Housing Operations Team. A subjective breakdown of the provisional outturn position is shown in **Table 1** below.

	2016/17 Budget	2016/17 Provisional Outturn	Variance Provisional Outturn to Original Budget
	£M	£M	£M
<b>Total Income</b>	(28.924)	(29.259)	(0.335)
Housing Operations	6.851	6.264	(0.587)
Financial Inclusion	0.596	0.447	(0.149)
Asset Management	0.107	0.081	(0.026)
Corporate Resources	2.047	2.084	0.037
Maintenance	5.506	4.865	(0.641)
Debt related costs	0.119	0.086	(0.033)
Direct Revenue Financing	5.121	5.121	0.000
Efficiency Programme	(0.853)	(0.853)	0.000
Interest repayment	4.067	3.975	(0.092)
Principal repayment	0.000	0.000	0.000
<b>TOTAL Expenditure</b>	<b>23.561</b>	<b>22.069</b>	<b>(1.492)</b>
Surplus	(5.363)	(7.190)	(1.827)
Contribution to / (from) reserves	5.363	7.190	1.827
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

3. There is a favourable provisional outturn position for income (£0.335M) against the full year budget (£28.924M). This is partially a result of 9 properties being purchased during the year. In addition the management arrangements at the Kilgour Court facility in Leighton Buzzard have been brought back in house, with the benefit that 18 properties have been converted into 41 tenancies. This has had a positive impact on rental income and service charges within the year.
4. The provisional outturn position within Housing Operations shows a favourable variance of £0.587M against a full year budget of £6.851M. There have been efficiency savings of £0.355M achieved by bringing project work in house and utilising existing resources, together with delays in bringing forward some new build schemes. The project to transfer information on to an electronic file management system completed earlier than expected, saving £0.084M; further savings have been achieved in relation to tenancy sustainment work, resulting in an underspend of £0.040M. Part of the in year favourable variance relates to underspends on insurance related repairs works of £0.076M. This budget is earmarked for situations where insurance related costs are below the policy excess and the Council has to self fund.
5. The provisional outturn position for the Financial Inclusion service shows a favourable variance of £0.149M against a full year budget of £0.596M. The Council has received approval from Government to fund Discretionary Housing Payments (DHP) for Council tenants from the HRA. These payments occur where tenants are under occupying (referred to as the Spare Room Subsidy), resulting in a reduction in the amount of Housing Benefit they receive towards their rent, but where the Council assesses that it would not be appropriate for the tenant to be disadvantaged in this way. This could occur where a disabled tenant requires an extra room for a carer.
6. Spend on DHP was kept to a minimum by assisting tenants to downsize, and thereby free up under occupied Council homes. As a result the £0.070M budgeted in the HRA for DHP was not required. A further £0.066M of savings within Financial Inclusion were achieved by reduced staff costs.
7. The provisional outturn position for Maintenance shows a favourable variance of £0.641M against a full year budget of £5.506M. The re-procurement of the Central Heating Maintenance Contract, including domestic and commercial appliances, has saved £0.130M. Fire Safety works cost £0.141M, yielding a saving of £0.126M which results from controls introduced in previous years.
8. Placing more specialist maintenance work through the electrical and day to day contractors has resulted in a full year favourable variance of £0.105M against our smaller repairs contractors. Working closely with the routine maintenance contractor to reduce the number of maintenance visits to each property has provided a further saving of £0.212M against the full year budget of £1.792M.

Overall, good progress has been made and the efficiency savings being achieved have featured within the HRA Efficiency programme for 2017 - 2021, which anticipates the creation of a new Repairs Delivery model by bringing together several contracts and considering a range of delivery options.

9. The starting point is to implement a 'self serve' customer interface using First Touch apps aligned to 'end to end' system integration between contractor and Council systems, all of which is in progress. By 2019, the aim is to create a Repairs Delivery model that is better able to respond to the problems within the labour market, so as to retain a sustainable, skilled workforce, in terms of repair and maintenance type operations. The project is therefore 'two stage': to create a lean, fit for purpose, mainly self service, customer interface across all repairs type operations, aligned to the creation of a sustainable model to deliver high quality repairs and servicing in tenants and leaseholders homes.
10. Lower than anticipated variable interest rates, on the Council's Self Financing loans, have resulted in a favourable variance of £0.092M. The average interest rate on the Self Financing debt of £165M was 2.41%, with the variable rate element at 0.57%. Since the Self Financing settlement in 2012 the Council has elected not to make any principal debt repayment against the HRA loans. The latest version of the Council's Medium Term Financial Plan (MTFP) incorporates HRA debt repayment from 2017/18, with £9.73M of debt to be repaid by 2021.

#### **HRA CAPITAL PROGRAMME**

11. Across the HRA Capital Programme there is a provisional year end outturn of £9.776M against a budget of £15.589M. It is proposed that committed works within Stock Protection projects to the value of £0.303M and £3.706M of Future Investment projects are deferred to 2017/18. The net provisional outturn after proposed slippage is £1.804M below budget.
12. An analysis of the outturn position and variance, for each HRA scheme, is presented at Table 2. The proposed funding of the programme is shown at Table 3.

**Table 2**

Stock Protection	Approved Budget 2016/17	Provisional Outturn	Variance	Slippage to 2017/18	Variance net of slippage
	Net Expenditure	Net Expenditure	Net Variance	Net Expenditure	Net variance
	£'000	£'000	£'000	£'000	£'000
General Enhancements	100	116	16	0	16
Lift Replacement	100	106	6	0	6
Fire Safety & Alarm Systems	194	146	(48)	0	(48)
Garage Refurbishment	109	48	(61)	(4)	(57)
Paths & Fences siteworks	110	103	(7)	0	(7)
Estate Improvements	200	43	(157)	(121)	(36)
Green Space Improvement	60	0	(60)	0	(60)
Energy Conservation	750	454	(296)	(88)	(208)
Roof Replacement	550	552	2	0	2
Assisted Living Technology	65	0	(65)	0	(65)
Central Heating Installation	710	586	(124)	0	(124)
Rewiring	565	312	(253)	0	(253)
Kitchens and Bathrooms	900	610	(290)	0	(290)
Central Heating communal	25	13	(12)	0	(12)
Door Replacement	292	240	(52)	0	(52)
Structural repairs	250	71	(179)	(21)	(158)
Aids and adaptations	450	494	44	0	44
Drainage and Water Supply	35	69	34	0	34
Capitalised salaries	500	489	(11)	0	(11)
Asbestos management	360	305	(55)	(24)	(31)
Communal/PIR Lighting	660	483	(177)	(33)	(144)
Targeted door Replacement	20	20	0	0	0
Window Replacement	138	43	(95)	(12)	(83)
<b>Sub Total</b>	<b>7,143</b>	<b>5,303</b>	<b>(1,840)</b>	<b>(303)</b>	<b>(1,537)</b>

Future Investment	Approved Budget 2016/17	Provisional Outturn	Variance	Slippage to 2017/18	Variance net of slippage
	Net Expenditure	Net Expenditure	Net Variance	Net Expenditure	Net variance
	£'000	£'000	£'000	£'000	£'000
Stock remodelling	130	117	(13)	0	(13)
Parking Schemes	125	9	(116)	(116)	0
Investment Panel Programme	69	27	(42)	0	(42)
Houghton Regis Central	295	291	(4)	0	(4)
Garage Site Assembly	229	0	(229)	(229)	0
Garage Site Development	318	49	(269)	(269)	0
Croft Green	2,439	264	(2,175)	(2,175)	0
Sheltered Refurbishment	400	181	(219)	(150)	(69)
New Homes	3,310	2,543	(767)	(767)	0
Major Renewal Schemes	125	0	(125)	0	(125)
Priory View	1,006	1,005	(1)	0	(1)
Creasey Park New Homes	0	(13)	(13)	0	(13)
<b>Sub Total</b>	<b>8,446</b>	<b>4,473</b>	<b>(3,973)</b>	<b>(3,706)</b>	<b>(267)</b>
<b>HRA</b>	<b>15,589</b>	<b>9,776</b>	<b>(5,813)</b>	<b>(4,009)</b>	<b>(1,804)</b>

**Table 3**

<b>Proposed Funding of HRA Capital Programme</b>	
<b>Source</b>	<b>£'000</b>
Revenue Contributions	5,121
Useable Capital Receipts	3,359
Independent Living Development Reserve	1,296
Strategic Reserve	0
<b>Total</b>	<b>9,776</b>

### **STOCK PROTECTION**

13. Within Stock Protection there is a favourable provisional outturn variance of £1.537M after proposed slippage of £0.303M. The most significant variances are as follows: Kitchen and Bathrooms (£0.290M), Rewiring (£0.253M), Energy conservation (£0.208M), Structural Repairs (£0.158M), Communal/PIR Lighting (£0.144M), Central Heating Installation (£0.124M), Window Replacements (£0.083M), Assisted Living Technology (£0.065M), and Estates and Green Space Improvements (£0.096M).
14. Kitchens and Bathrooms have delivered a favourable outturn variance of £0.290M, due to savings made in procurement of the works, and a higher level of refusal of works from customers than had been accounted for when setting the budget provision.
15. Rewiring shows a favourable outturn variance of £0.253M. This is a result of savings having been made during the year by undertaking partial rewrites and repairs to installations, in order to bring the installation up to standard and increase the life of the installation rather than undertaking full rewrites.
16. Energy Conservation has delivered a favourable outturn variance of £0.208M after proposed slippage. This is a combination of £0.019M of savings made when agreeing final account accruals from 2015/16, and £0.189M of savings made in the procurement and cost engineering of the works undertaken in 2016/17. In addition there were delays in completion of works before year end due to inclement weather. However, the works have been committed to be completed by the end of May 2017, and therefore it is proposed to defer £0.088M into 2017/18.
17. Structural Repairs shows a favourable outturn variance of £0.158M after proposed slippage. While Structural works are capital expenditure, it is not based upon a planned programme and therefore expenditure is called off when works of this nature are required. This year has seen a significant reduction in the need for this type of work compared to previous years. This can be

attributed to the improvement in the delivery method in identifying and undertaking of structural repairs.

18. Communal/PIR Lighting has resulted in a favourable outturn variance of £0.144M after proposed slippage. This is due to a reduction in the required works by upgrading existing systems. The project has also seen delays within the year, due to delays in works to be undertaken by statutory suppliers before the landlords work can be undertaken, which has resulted in the proposed slippage of £0.033M into 2017/18.
19. Central Heating Installation shows a favourable variance of £0.124M, which is partially the result of cost engineering and the reuse of distribution systems in properties for 2016/17; £0.090M of the variance is a consequence of agreeing the final accounts in the accrued works from 2015/16.
20. Window Replacements shows a favourable variance of £0.083M, after proposed slippage, as a result of savings made following the decision to end the existing contract and re-procure the works on a different basis than the original, more expensive contract. £0.012M of proposed slippage into 2017/18 is for committed works not completed within 2016/17.
21. Assisted Living Technology has delivered a favourable outturn variance of £0.065M. A decision was made to replace existing technology and door entry systems only on failure, while we review the “offer” from the Council in relation to Assisted Living Technology (Telecare). The underspend in Assisted Living Technology is due to this approach, whilst a review is being undertaken into the service offer and to ensure that any such technology is future proofed rather than take the traditional approach.
22. Estate Improvements and Green Space Improvements show a combined favourable outturn variance of £0.096M after proposed slippage. The works were delayed due to issues with the design of the proposals, and permissions required of national bodies for works to be agreed. There was also a lack of interest in tendering for the works, which resulted in the works not starting on site and requiring re-tendering. £0.121M of the budget is to be slipped into 2017/18 for the works to progress following the tendering procedure.

## FUTURE INVESTMENT

23. Major construction work at the Croft Green Development was forecast to commence in June 2017 with completion forecast for the winter of 2018. A preferred bidder was identified and the decision to award Part A of the contract was taken at the June 2016 Executive. The contractor has now been appointed to progress the Part A works. When complete, the development will provide 24 self-contained apartments and communal facilities. The provisional outturn shows that, from a budget of £2.439M, an outturn of £0.264M spend occurred in 2016/17 with the balance proposed to be deferred to 2017/18. The contract sum submitted by the contractor in March 2017 is financially unviable

and we are working with the contractor to identify value engineering opportunities. The June 2017 start date has been postponed whilst this work is undertaken.

24. The combined Garage Site Development/Assembly programmes have identified 30 sites that have the potential to deliver 123 new homes of mixed type and tenure. The budget will be used to progress land and garage buy-backs and planning consent on those sites. A financial business case for alternative uses will be prepared for consideration as part of the scheme development. Current provisional outturn shows a spend of £0.049M with proposed slippage of £0.498M into 2017/18.
25. The Housing Service has worked with colleagues in other areas of the Council to identify land that is suitable for housing and within the Council's ownership. The objective is to extend the supply of affordable housing throughout the authority area, rather than just in the south of the area. Land with the potential to deliver 2 units, previously owned by Corporate Assets, has been acquired at Havelock Road, Biggleswade. Following Executive approval, the land has been transferred from the GF to the HRA, for the agreed land value of £0.075M. A planning application for two new semi detached properties has recently been approved.
26. The purchase of dwellings within the New Homes project line has resulted in 9 new purchases within 2016/17. These properties will be used to help address the demand for Temporary Accommodation and supported accommodation. By creating additional tenancies in the HRA, the cost to the Council's General Fund (GF) of supplying emergency accommodation is significantly reduced as the rent falls within Housing Benefit levels, compared to expensive Bed and Breakfast or 'Nightly Lets' accommodation where the Council has to bridge the gap between the rent and the amount that Housing Benefit will fund.
27. The provisional outturn position shows spend of £2.543M against an original total budget of £3.310M and a proposed slippage of £0.767M for a further three properties. The property purchases will enhance the asset base of the HRA, offset the increase in Right to Buy sales (please see the section on HRA Capital Receipts), and reduce revenue expenditure in the GF.
28. There are increasing homelessness pressures, which are impacting upon GF temporary accommodation (TA) budgets. The approach being taken is to create "system resilience" for the future, establishing flexible provision across Central Bedfordshire, to be managed intensively as either TA and/or supported housing. The Housing Service has created an Intensive Property Management Team (within the HRA) that will manage all of the properties and rooms that are used for TA on a 'hotel-style' basis, in part to maximise income; but more importantly, to avoid cost at the level seen in neighbouring local authorities.
29. Over time, it is envisaged that this provision will increase to circa 250 units (homes, single rooms, shared accommodation). The use of this 'circa 250 units'

will function flexibly, as both TA and accommodation based supported housing, the main aim being to avoid cost to the system. Whilst management and maintenance costs are significantly higher for this type of accommodation, the greater concentration of tenancies will also generate additional income for the HRA. More importantly, this approach directly facilitates the Housing GF efficiencies, to reduce TA Budget provision over a three year period.

30. As part of this approach, and following Executive approval, the Greenacre site in Dunstable has also been transferred from the GF into the HRA. The former Care home has recently been independently valued at £1.5M, which has been funded from existing HRA Reserves and provided the equivalent of an immediate capital receipt for the GF. In the short to medium term this could provide flexible bedsit accommodation for up to 50 people, addressing demands for TA or Supported accommodation. In the longer term the site could be regenerated to provide new housing supply and would certainly enhance the HRA's portfolio of assets.
31. There was no expenditure within the Major Renewal Schemes project code therefore saving (£0.125M), as the regeneration project works originally considered are not likely to emerge in the short to medium term.
32. The Priory View development achieved practical completion on 22 April 2016. The Council's employer's agent recommended withholding monies from the contractor relating to outstanding snagging works. As the budget provision of £1.006M relates to works completed in 2016/17, an accrual has been entered to match spend in the year to the budget. However, some of the snagging and non compliant works are still outstanding, and there is a dispute on the final account with a substantial disparity between the amount agreed by the Council and that claimed by the main contractor. Legal advice has been obtained, which indicates that the Council is in a strong position; however this process could extend for several months and could lead to adjudication.
33. Houghton Regis Central is a site comprising the vacant former Co Op site, the Grade 2 listed Red House and Red House Court in Houghton Regis town centre. The development will involve re-development in two stages, with construction initially taking place on the Co Op site to allow the current Red House Court residents to move to new apartments. This would enable the existing building (Red House Court) to be demolished, to then provide homes and new facilities on the existing site.
34. The scheme will comprise 168 independent living apartments. The scheme will deliver 71 affordable rented units, 71 shared ownership units, 26 market sale units and one eight bedded re-ablement suite. In addition to the residential units the scheme will provide communal facilities, commercial units and car parking. The scheme received planning consent in November 2016. Spend in 2016/17 was mostly on architectural and planning services, and amounted to £0.291M.

## HRA EFFICIENCY PROGRAMME

35. Since 2010 the Housing Service has been using Housemark to provide a benchmarking service. The analysis provided has assisted in identifying the areas where HRA expenditure is high relative to other stock retained authorities. Benchmarking has indicated, for example, that we should review the Repairs Delivery model, the result of which has been the achievement of 'in year' savings and further proposals for HRA efficiencies going forward.
36. The HRA revenue budget for 2016/17 was reduced by £0.853M, as part of the Council's efficiency programme.
37. This year's HRA efficiency target comprises mainly of reduced Day to Day and Void maintenance costs (£0.680M). The overall efficiency target for 2016/17 was fully achieved.

## HRA ARREARS

38. **Table 4** shows a breakdown of the HRA debt position at March

Debt Analysis - Tenant Arrears						
Description of debt	0-4 weeks	4-8 weeks	8-13 weeks	13-52 weeks	Over 1 yr	TOTAL
	£M	£M	£M	£M	£M	£M
Current Tenant	0.157	0.131	0.067	0.082	0.000	0.437
Former Tenant	0.006	0.006	0.013	0.074	0.414	0.513
						<b>0.950</b>
Debt Analysis - Other Arrears						
Description of debt	From 1 to 30 days	From 31 to 60 days	From 61 to 90 days	From 91 to 365 days	Over 1 yr	TOTAL
	£M	£M	£M	£M	£M	£M
Leaseholders	0.000	0.000	0.000	0.000	0.001	0.001
Misc recoveries	0.000	0.000	0.000	0.001	0.003	0.004
Shops	0.013	0.005	0.000	0.006	0.008	0.032
Void recoveries	0.000	0.001	0.003	0.003	0.020	0.027
	<b>0.013</b>	<b>0.006</b>	<b>0.003</b>	<b>0.010</b>	<b>0.032</b>	<b>0.064</b>

39. Total tenant debt amounted to £0.950M compared to £1.111M at the end of February 2017. Current Tenant Arrears (CTA) are £0.437M or 1.37% (£0.601M or 1.89% at February) of the annual rent debit of £31.845M, against a target of 1.8%, whilst Former Tenant Arrears (FTA) are at 1.61% with a balance of £0.513M against a target of 1.5% (1.6% with a balance of £0.510M at February). £0.051M of tenant debt was written off in 2016/17. Housing Benefit payments account for 53.99% of the rent and service charge income received.
40. In light of welfare reform Housing Operations have implemented a pro-active approach to managing the impact on rent arrears. This includes early intervention, downsizing where necessary, increased contact with our residents, supporting tenants in making the right decisions regarding payment of rent and strong enforcement action when all other options have been exhausted.

41. Contacts with other Registered Providers of social housing have enabled us to benchmark, research good practice, and ensure genuine unrecoverable debts are presented for write off quarterly. This ensures the FTA officer is concentrating their time on cases with the highest probability of recovery. Since 2015 recovery of FTA debt has taken on a completely different approach from previous years as research has shown that the probability of recovery can actually increase with the age of the debt. For example, if a family is evicted from one of our properties it can take between 3 to 12 months for the family to resettle, enabling a trace to be made and thus the debt can be pursued.
42. Debt recovery plans may be put in place and take several years to settle. An affordable payment plan reviewed on a regular basis increases the probability of full recovery. Where contact is maintained, debt can be recovered up to 6 years after becoming an FTA, however where a period of 2 to 3 years has elapsed and no contact or trace has been possible the debt will be put forward for write off.
43. The current approach to FTA debt has resulted in recovery in the previous year exceeding £0.130M, compared to the previous two years total recovery not exceeding £0.020M. The service is confident with the current approach and anticipates further improvements in recovery rates.
44. There are currently £0.064M of non tenant arrears (£0.058M February), which comprises the following: rents at shops owned by the HRA, service charges and ground rent relating to leaseholders who purchased flats via the Right to Buy scheme, and property damage relating to existing and former tenants.

#### **PROMPT PAYMENT INDICATOR**

45. The performance target for payment to suppliers, where there is no dispute over the amount invoiced, is 90% of invoices paid within 30 days of invoice receipt date. The HRA performance for March was 96% of 238 invoices (97% of 172 invoices in February) paid on time. Work is ongoing to create 'end to end' system integration between SAP and the QL system, so as to improve performance overall. There is known as the Self Billing project, the aim being to automate (or minimise manual processes) to pay our invoices. This project is progressing well and has significantly improved timescales for making payment.

#### **HRA CAPITAL RECEIPTS**

46. New Right to Buy (RtB) discounts and proposals for re-investing the capital receipts came into effect from April 2012, which increased the maximum discount available to tenants from £0.034M to their current level of £0.078M.
47. During 2016/17, 79 RtB applications were received with 29 properties being sold, compared to 66 Applications and 33 sales over the same period in 2015/16, resulting in retained capital receipts of £2.552M. In addition the sale of

HRA land resulted in £0.031M.

48. At the end of 2016/17, the Council has a balance of £9.832M of usable capital receipts, before funding of the HRA capital programme (balance bought forward from 2015/16 £2.996M), of which £3.306M is reserved for investment in new social housing. The Council has entered into an agreement with the Secretary of State to invest these receipts in new social housing. The use of these receipts is restricted to schemes that do not receive Homes and Communities Agency (HCA) funding
49. The retained receipt from RtB sales can represent no more than 30% of the cost of the replacement properties. Since the agreement was signed in 2012, £4.126M has been spent on replacement properties up to 31 March 2017. The Council is committed to spend a further £11.022M on replacement properties by 31 March 2020. The HRA's Budget proposals for the period of the MTFP propose significant investment in new build (in excess of £11.8M by 31 March 2020).
50. Current projections suggest RtB sales will not have a negative impact on the Business Plan, particularly if the number of new build properties exceeds the properties sold. However if annual RtB sales were to make up a significant percentage of the Housing Stock, such that it diminished by 10% (equivalent to approximately 500 properties) or more over the period to 31 March 2020, then this would pose a threat to the surpluses predicted both in the medium and longer term. If additional sales continue to represent a small percentage of the Council's stock, there is a significant benefit as retained receipts will provide the Council with additional funds for reinvestment.
51. As at 1 April 2016 the balance of HRA Usable Capital receipts was £2.996M. The sale of apartments at Priory View has generated £4.253M of capital receipts. These funds will be available to fund further new build projects in the years to follow. RtB and land sales have generated a further £2.583M of receipts, making a subtotal of £9.832M. It is proposed to use £3.359M of usable receipts to part fund the Capital programme, so the balance carried forward is forecast to be £6.473M.

## **RESERVES**

52. The total reserves available as at year end 2015/16 were £19.452M, comprising £2.0M in HRA Balances, £9.004M in the Independent Living Development Reserve, £8.248M in the Strategic Reserve and £0.200M in the Major Repairs Reserve.
53. At its April 2017 meeting, Executive approved a proposal to use part of the balance in the Strategic Reserve to finance the transfer of the Havelock Road and Greenacre sites from the GF. The value of these sites is £1.575M, and it is proposed to fund this amount from the Strategic Reserve.

54. The provisional outturn position indicates a total balance on Reserves of £23.771M. HRA Balances are projected to remain at a contingency level of £2.000M, with the Independent Living Development Reserve increasing to £14.898M, the Strategic Reserve reducing to £6.673M, and the Major Repairs Reserve (MRR) remaining at £0.200M.
55. In total this equates to a outturn contribution to reserves for the year of £7.190M, offset by spend from reserves of £2.871M to result in a net increase of £4.319M.
56. An Investment Strategy has been formulated, that sets out proposals for the use of the reserves that are forecast to materialise in the short to medium term. This strategy is referred to in the HRA Budget Report that was approved by Council in February 2017, and continues to be refined as part of the Council's Medium Term Financial Plan.

**Table 5**

Description	Opening Balance 2016/17	Spend against reserves	Release of reserves	Proposed transfer to Reserves	Proposed Closing Balance 2016/17
	£000	£000	£000	£000	£000
HRA Balances	2,000	-	-	-	2,000
Independent Living Development Reserve	9,004	(1,296)	-	7,190	14,898
Strategic Reserve	8,248	(1,575)	-	-	6,673
Major Repairs (HRA)	200	-	-	-	200
	19,452	(2,871)	-	7,190	23,771

**Table 6**

Month: March 2017	Approved Budget	Provisional Outturn	Variance	Transfers to/(from) reserves	Variance after use of earmarked reserves
	£000	£000	£000	£000	£000
Assistant Director	17,815	19,003	1,188	-	1,188
Housing Operations	(24,374)	(24,614)	(240)	-	(240)
Repairs and Business Management	5,965	5,302	(663)	-	(663)
Financial Inclusion	487	228	(259)	-	(259)
Housing Investment	107	81	(26)	-	(26)
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Central Bedfordshire Council**

**CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

**27 July 2017**

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**Work Programme and Executive Forward Plan**

Advising Officer: Paula Everitt, Scrutiny Policy Adviser  
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**Purpose of this report**

The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

**RECOMMENDATIONS**

The Committee is asked to:

1. Consider and approve the work programme attached, subject to any further amendments it may wish to make; and
2. Consider the Executive Forward Plan; and
3. Consider whether it wishes to suggest any further items for the work programme and/or establish any enquiries to assist it in reviewing specific items.

**Overview and Scrutiny Work Programme**

1. During 2016/17 Members have been invited to share their experiences of the overview and scrutiny process and make suggestions to the Overview and Scrutiny Coordination Panel (OSCP) on future ways of working. This feedback was subsequently considered by the OSCP who resolved to encourage the OSCs to apply the following principles for ways of working:-
  - a. activity be led by the OSCs and residents as well as the Executive Forward Plan;
  - b. more policy development activity be undertaken through the exploration of proposals and principles at the earliest opportunity of commencement of strategy development;
  - c. shorter more focused agendas through prioritisation of items that add value and enable outcomes; and
  - d. create more time for Members outside of formal meetings in addition to providing more opportunity to brief Members informally on some topics.
2. In addition, the OSCP agreed that given the current experience with regard quarterly performance and budget reports a trial should be

undertaken whereby these reports will only be received by the Corporate Resources OSC from April onwards. This trial will enable Members to determine whether this approach provides greater focus on these aspects of scrutiny. All Members will be able to request an item to be added to the agenda of any the OSCs on aspects of budget or performance. The Corporate Resources OSC will also be able to refer matters to the relevant OSC for a 'deep-dive' of any topic if there is a particular concern.

3. The Committee is requested to consider the work programme and the indicated outcomes at **appendix 1** and to amend or add to it as necessary.
4. In considering which items should be added to the work programme Members are encouraged to minimise duplication, focus on those items that have been requested by residents and the committee and to focus on those items where Members can add value.
5. The work programme aims to provide a balance of those items on which the Executive would be grateful for a steer in addition to those items that the Overview and Scrutiny Committee (OSC) wishes to proactively scrutinise.

### **Overview and Scrutiny Task Forces**

6. In addition to consideration of the work programme, Members may also wish to consider how each item will be reviewed, i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

### **Executive Forward Plan**

7. Listed below are those items relating specifically to this Committee's terms of reference contained in the latest version of the Executive Forward Plan. The full Executive Forward Plan can be viewed on the Council's website at the link at the end of this report.

<b>Item</b>	<b>Indicative Exec Meeting date</b>
Central Bedfordshire Council Mechanical and Electrical Minor Works Framework	1 August 2017
Ivel Valley Asset Plan	1 August 2017
<b>Non Key Decisions</b>	<b>Indicative Exec Meeting date</b>
Budget Strategy and Medium Term Financial Plan (including the Capital Programme and Housing Revenue Account)	1 August 2017
Fees & Charges Policy 2018 – 2021	10 October 2017
Fees and Charges Policy 2018 - 2021	10 October 2017
Fees and Charges 2018	10 October 2017
Quarter 1 2017/18 Revenue Budget Monitoring	10 October 2017

Quarter 1 2017/18 Capital Budget Monitoring	10 October 2017
Quarter 1 2017/18 Housing Revenue Account Budget Monitoring	10 October 2017
Local Council Tax Support Scheme 2018/19	5 December 2017
Quarter 2 2017/18 Housing Revenue Account Budget Monitoring	5 December 2017
Quarter 2 Performance Report	5 December 2017
Quarter 2 2017/18 Revenue Budget Monitoring	5 December 2017
Quarter 2 2017/18 Capital Budget Monitoring	5 December 2017
Draft Budget 2018/19 and Medium Term Financial Plan	9 January 2018
Draft Capital Programme 2018/19 to 2021/22	9 January 2018
Draft Budget for the Housing Revenue Account (Landlord Business Plan)	9 January 2018
Treasury Management Strategy and Treasury Policy	06 February 2018
Traded Services to Schools & Academies - Proposed Charges for 2018/19	06 February 2018
Fees and Charges - Social Care Health & Housing - April 2018	06 February 2018
Final Budget 2018/19 and Medium Term Financial Plan	06 February 2018
Final Capital Programme 2018/19 to 2021/22	06 February 2018
Final Budget for the Housing Revenue Account (Landlord Business Plan) 2018/19	06 February 2018
2017/18 Quarter 3 Performance Report	06 February 018

### **Corporate Implications**

8. The work programme of the Overview and Scrutiny Committee will contribute indirectly to all 5 Council priorities. Whilst there are no direct implications arising from this report the implications of proposals will be details in full in each report submitted to the Committee.

### **Conclusion and next Steps**

9. Members are requested to consider and agree the attached work programme, subject to any further amendment/additions they may wish to make and highlight those items within it where they may wish to establish a Task Force to assist the Committee in its work. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

**Appendices - Appendix A:** OSC work programme

### **Background Papers**

Executive Forward Plan (can be viewed at any time on the Council's website) at the following link:-

<http://centralbeds.moderngov.co.uk/mgListPlans.aspx?RPlId=577&RD=0>

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Appendix A - Corporate Resources Overview and Scrutiny Committee Work Programme 2017/18

Meeting date	Report Title	Description
21 September 2017	Options for Houghton Lodge	To receive details on the proposal to redevelop the Houghton Lodge site in Ampthill for an affordable extra care housing scheme.
21 September 2017	Quarter 1 Performance Monitoring -	To receive the relevant quarterly performance information.
21 September 2017	Fees and Charges 2017/18	To receive the recommended fees and charges information for all directorates, noting the Executive proposals and influencing where appropriate changes to F&C prior to Council.
21 September 2017	Fees and Charges Policy 2018-2021	To consider the proposed Fees & Charges Policy covering 2018 to 2021
21 September 2017	Quarter 1– 2017/18 Revenue/Capital/HRA Budget Monitoring Reports	To receive the relevant budget information
21 September 2017	Human Resources Projects and Progress	To receive a report on Human Resources Projects and Progress
21 September 2017	Customer Services Technology Project Update	To receive an update on the project to date.
30 November 2017	Q1 Budget Monitoring Report	
30 November 2017	Local Council Tax Support Scheme 2018/19	The Committee is requested to review and comment on the Council's Local Council Tax Support Scheme for 2017/18 and make any recommendations to the Executive arising from this review.
25 January 2018	Q2 Budget Monitoring Report	To receive the relevant budget information
25 January 2018	Treasury Management Strategy and Treasury Policy	Members are asked to consider the proposals outlined in the Treasury Report and provide their comments, observations and recommendations for the Executive Members to consider at their next meeting.

Meeting date	Report Title	Description
25 January 2018	Quarter 2 Performance Monitoring	To receive the relevant quarterly performance information.
25 January 2018	Draft Budgets 2018/19 MTFP	To consider and comment on the draft Budget, updated Medium Term Financial Plan, the Housing Revenue Account (Landlord Service) and Capital Programme pertaining to all Directorates. Members are requested to submit their comments, observations and recommendations in respect of the Executive's proposals, to the meeting of the Executive.
25 January 2018	Traded Services to Schools and Academies - proposed charges for 2018/19 - TBC	To receive information and provide comments on the proposals to schools trading.
25 January 2018	Fees and Charges - Social Care, Health and Housing - April 2018	To review the fees and charges for the Social Care, Health and Housing directorate.
25 January 2018	Council Responsiveness Enquiry Update	To receive an update on the implementation of the Overview and Scrutiny Enquiry into Council Responsiveness recommendations.