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**Hinckley & Bosworth
Borough Council**

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 01 September 2020

To: Members of the Finance & Performance Scrutiny

Cllr C Ladkin (Chairman)
Cllr P Williams (Vice-Chairman)
Cllr JMT Collett
Cllr DS Cope
Cllr SM Gibbens

Cllr K Morrell
Cllr LJ Mullaney
Cllr MC Sheppard-Bools
Cllr R Webber-Jones

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **FINANCE & PERFORMANCE SCRUTINY** as a virtual meeting via Zoom on **WEDNESDAY, 9 SEPTEMBER 2020 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Manager

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. DECLARATIONS OF INTEREST

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. QUESTIONS

To hear any questions received in accordance with Council Procedure Rule 12.

6. FINANCIAL OUTTURN FOR 2019/20 AND HIGH LEVEL FINANCIAL OUTLOOK (Pages 5 - 24)

To inform the committee of the draft financial outturn position for 2019/20, the impact of Covid19 on the first quarter's financial position and the longer term outlook.

7. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

As raised under item 3.

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE & PERFORMANCE SCRUTINY

9 MARCH 2020 AT 6.30 PM

PRESENT: Mr C Ladkin - Chairman
Mr P Williams – Vice-Chairman
Mr JMT Collett, Mr DS Cope, Mr K Morrell, Mrs LJ Mullaney and Mr MC Sheppard-Bools
Members in attendance: Councillors Mr MB Cartwright and Mr KWP Lynch
Officers in attendance: Tan Ashraf, Julie Kenny, Steven Merry, Simon Smith and Ashley Wilson

339 APOLOGIES AND SUBSTITUTIONS

It was noted that Councillor Collett would be arriving late.

Apologies for absence were submitted on behalf of Councillors Gibbens and Webber-Jones.

340 MINUTES OF PREVIOUS MEETING

It was moved by Councillor Cope, seconded by Councillor Sheppard-Bools and

RESOLVED - the minutes of the meeting held on 20 January 2020 be confirmed and signed by the chairman.

341 DECLARATIONS OF INTEREST

No interests were declared at this stage.

342 PERFORMANCE AND RISK MANAGEMENT FRAMEWORK 3RD QTR 2019/20

Members were provided with the third quarter 2019/20 outturn report for performance indicators, service improvement plans, corporate risks and service area risks. In response to members' questions the following points were made:

- Blaby District Council was putting together a proposal to provide additional support in relation to information governance and freedom of information requests as the current arrangements were working well
- Resources had been realigned in relation to health and safety
- The coronavirus would not impact on sickness reporting figures as this would be recorded separately but it could impact on capacity

A member asked if future reports could show if progress had been made or if improvements were necessary and it was agreed that this would be considered.

Following on from the last meeting it was clarified that the high levels of risk identified in the planning service area had been removed as this had been due to a recording issue.

It was noted that a new risk, 'Planning - five year housing land supply' had been added to the corporate risk register and was due to be discussed at Thursday's Scrutiny Commission.

It was highlighted that a report on the market would be coming to the meeting on 10 August.

The report was noted.

343 FRONTLINE SERVICE REVIEW: ENVIRONMENTAL HEALTH (FOOD HYGIENE RATING SCHEME, PEST CONTROL SERVICES & DOG CONTROL)

Members received an update on the performance of the Environmental Health Service regarding the Food Hygiene Rating Scheme, Pest Control and Dog Control.

It was highlighted that in Scotland and Wales it was mandatory to display the Food Hygiene Rating Scheme stickers and though businesses were encouraged to display stickers in England to show their rating it was not compulsory. It was hoped that the necessary legislation would be amended to make this mandatory in England as well.

Councillor Collett entered the meeting at 6.53pm.

In response to the Environmental Services Manager members indicated that no charges should be introduced for the reassessment of businesses for the hygiene rating scheme.

Regarding the pest control service it was noted that it was difficult to predict trends as there were many variables. In reply to a question from a member it was noted that some poisons for rat control were limited as regulations had become more stringent, however a variety of active poisons were still available.

Members recognised the hard work of the dog warden over thirty years and welcomed the new apprenticeship opportunity that would continue this work.

Members considered the areas they wanted the next report to focus on and agreed on alcohol, taxi and gambling licensing, tattooists and body piercing and scrap metal dealers.

The report was noted and the chairman thanked presenting officers for an excellent report and service.

344 FINANCIAL OUTTURN Q 3 - 2019/20

The financial outturn position as of December 2019 was presented to members and it was noted that there was a slight improvement since the last report. This should improve further as a larger planning application is expected to come in.

It was highlighted that there was still uncertainty from central government in the longer term and it was hoped the coming budget would provide some indication of the government's priorities.

Members noted the report.

345 BUSINESS RATES AND POOLING UPDATE Q 3 - 2019/20

Members were updated on the business rates performance from 1 April – 31 December 2019. It was noted that there were no major changes and the situation was fairly stable.

The report was noted.

346 FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME

The work programme was noted and the chairman highlighted that the meeting on 10 August 2020 would now include a report looking at the market.

(The Meeting closed at 8.09 pm)

CHAIRMAN

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance and Performance Scrutiny
Council

9 September 2020
15 September 2020

Wards affected:

All wards

FINANCIAL OUTTURN FOR 2019/20 and HIGH LEVEL FINANCIAL OUTLOOK

Report of Head of Finance (Section 151 Officer)

1. Purpose of report

- 1.1 To inform members of the:
- draft financial outturn for 2019/20
 - the impact of Covid19 on the first quarter's financial position
 - longer term outlook

2. Recommendation

- 2.1 That members approve:
- a) the General Fund Outturn for 2019/20 as outlined in section 3.3 of the report,
 - b) the transfers to earmarked reserves and balances as outlined in section 3.6 of the report and Appendix 3,
 - c) the General Fund revenue carry forwards of expenditure and income to 2020/21 as detailed in Appendices 1 and 2 and section 3.5,
 - d) the Housing Revenue and Housing Repairs Account Outturn for 2019/20 and transfers to and from balances as detailed in sections 3.8 to 3.9,
 - e) the Capital Programme outturn for the General Fund and Housing Revenue Account from 2019/20 as outlined in section 3.10 to 3.11,
 - f) the HRA carry forwards outlines in Appendix 4, and
 - g) the Capital carry forwards as detailed in Appendix 5 and sections 3.10 to 3.11.
 - h) £60,000 contribution to New HRA Rent Equalisation Reserve to assist in smoothing of any future rental deficit

- 2.2 Members note:
- the first quarter impact of Covid19 on the in year performance, and
 - the longer terms financial pressures

3. Background to the report

- 3.1 The Outturn presented below is before the audit of the financial statements and excludes unbudgeted statutory charges in accordance with accounting practice that have no overall impact on General Fund or HRA balances.
- 3.2 Approving the outturn is a Council responsibility and the recommendations made are aimed at this responsibility. The first quarter and longer-term outlook give context to these responsibilities.
- 3.4 The Senior Leadership team have seen and noted the outturn report. The Financial and Performance Scrutiny will also review this extended report.
- 3.5 The Outturn presented below is before the audit of the financial statements and excludes unbudgeted statutory charges in accordance with accounting practice that have no overall impact on General Fund or HRA balances.

General Fund

- 3.6. The original budget for 2019/20, revised budget for 2019/20 (based on November 2019 outturn) together with the draft outturn are summarised below. (Before any regulatory accounting adjustments, which do not affect balances).
- 3.7. After taking account of adjustments to the budget, (e.g. virements and supplementary budgets and savings identified in year, the provisional outturn shows **£13,700,914** being spent on services compared against a budget of £14,254,488 with net **£47,354** being transferred from earmarked reserves and **£35,619** being taken from General Fund balances. Overall, this means an increase in balances of £28,769 compared against the position of £64,388 reported to Council in February 2020.

	Original Estimate 2019/20	Revised Estimate 2019/20	Outturn 2019/20
	£	£	£
Support Services	131,295	200,015	141,450
Corporate Services	3,172,110	3,344,836	3,322,117
Community Services	2,472,390	2,728,954	2,445,691
Environment and Planning	7,683,345	7,984,363	7,791,656
Further Savings in Year	0	(3,680)	
Total service expenditure	13,459,140	14,254,488	13,700,914
Special Expenses	(627,770)	(627,770)	(613,051)
Capital Accounting	(1,934,120)	(1,934,120)	(1,875,417)

	Original Estimate 2019/20	Revised Estimate 2019/20	Outturn 2019/20
Adjustment			
Net external interest paid	185,360	120,360	167,970
IAS19 Adjustment	(331,470)	(331,470)	(331,470)
Carry forwards from prior year	0	(251,069)	(302,069)
Carry forwards to 2019/20	0	0	229,008
Transfer to reserves	1,577,880	1,577,880	1,577,880
Transfer from reserves	(1,503,399)	(1,564,129)	(1,552,353)
Transfer (from) unapplied grants	(158,000)	(356,683)	(222,577)
Transfer to unapplied grant	0	0	43,534
Transfer to pensions reserves	3,880	3,880	0
Transfer to/(from) balances	155,528	(64,338)	(35,619)
HBBC Budget Requirement	10,827,029	10,827,029	10,786,750

3.8. The table below summaries the draft funding position

Financing	Original Estimate 2019/20	Revised Estimate Feb 20	Outturn 2019/20
Council tax	4,364,758	4,364,758	4,364,758
NNDR including Pilot Gain of £0.5m	4,433,258	4,433,258	4,392,980
New Homes Bonus	2,271,759	2,271,759	2,271,759
Collection Fund Surplus (Deficit)	(242,746)	(242,746)	(242,746)
Total	10,827,029	10,827,029	10,786,751

3.9. Total service expenditure on the face of the summary shows an underspend £876k compared against the revised budget of £553k after allowing for carry forwards the net is £146k

	£000's
Service Expenditure (February 2020)	14,254
Service Expenditure Draft Outturn	13,701
Underspend	553
Carry fwd for contractual commitments	229
Carry fwd of grants for contractual commitments	178
Net Underspend	146

- 3.10. The net underspend allowing for these variations the total variation is 146k. Major variances between the budget reported to Council and the draft outturn are summarised below:

Under (over) spends	
	£000's
Development Control Additional Planning Fees	215
Development Control reduction in the estimated budget shortfall for Planning Fees	150
Additional provision for new planning appeals	(151)
Additional shortfall in car parks pay and display	(34)
Additional new burdens funding	53
Additional Benefit costs primarily due to low than budgeted income from housing benefit overpayments recovery.	(147)
Additional income deed of easement	35
Additional Bad debt Provision (general fund)	(28)
Additional income dog warden and cemeteries	28
Other minor variations	25

Carry Forward Budgets

- 3.11. In a number of cases budget managers have requested that the under spend in their budget(s) be carried forward to 2020/21 because of delays in committing expenditure. Requests totalling a net 444,284 have been received. Funding details of the requests are summarised below and details can be found in appendices 1 & 2.

Source of Funding	Amount (£)	
General Fund carry forwards	229,008	Appendix 1
General Fund carry forwards - Reserves	1,777	Appendix 1
Unapplied Grant Carry fwds	169,965	Appendix 2
Unapplied Grants fwd. 2019/20 grants	43,534	Appendix 2
Total	444,284	

- 3.12. Unapplied Grants are specific grants and contributions which have not been spent and are transferred to “unapplied grants and contributions” in accordance with accounting standards. Pending approval, budgets will be set up for these amounts in 2020/2021 and funding released accordingly from the Balance Sheet.

Earmarked Reserves

- 3.13. The table below shows the expected transfers to and from reserves for the general fund revenue compared against the budgeted position. The main

movement of £178k is the net amount set side in the carry forward reserve to fund contractual commitments in 2020/21. A detailed analysis of the draft reserves position is attached at Appendix 3.

Reserve	Budget February 2020	Actual	Variance to/from reserve to Budget
Benefits Reserve	58,549	58,549	0
Local Plan Procedure	217,500	215,724	(1,776)
Business Rates Equalisation Reserve	(1,059,000)	(1,059,000)	0
Year End Carry Forwards	251,069	73,061	(178,008)
Maint Fund - Green Towers	(5,000)	(5,000)	0
Pensions Contribution	53,800	53,800	0
ICT Reserve	(37,500)	(37,500)	0
Waste Management Reserve	55,000	55,000	0
Asset Management Reserve	407,400	397,400	(10,000)
Workforce Strategy Reserve	50,000	50,000	0
Election Reserve	80,000	80,000	0
Grounds Maintenance	(30,000)	(30,000)	0
Transformation	20,500	20,500	0
Minor Capital Projects	175,000	175,000	0
PCIF Reserve	250,000	250,000	0
Developing Communities Fund	(250,000)	(250,000)	0
Total	237,318	47,534	(189,784)

General Fund Balances

3.14. The table below summaries the transfers for the general fund and the Special Expenses Area

	Transfer to/(from) Balances Original Budget	Transfer to/(from) Balances Latest Budget	Transfer to/(from) Balances Outturn
	£000	£000	£000
General Fund Element	156	(64)	(35)
Special Expense Element	104	104	104
Total General Fund	260	40	69

3.15. The general fund balance as at the 31 March 2020 equals £2,022,000 after the use of balances noted above. This includes special expenses balances of £386,000. Therefore, the overall general fund balance net of special expenses

equals £1,636,000. This is considered adequate at 15.1% of net expenditure compared to the target of 15% and is above the forecast target of £1,608,000 reported to Council in February 2020.

	Total	General Fund	Special Expenses
	£'000	£'000	£'000
Budgeted at 31 March 2020	1,973	1,608	365
Outturn 31 st March 2020	2,022	1,636	386

Housing Revenue Account

- 3.16. As at 31st March 2020, the HRA outturn surplus is £106,909 against the latest budgeted surplus of £104,385. This is a variation of £2,524. The main reasons for the variances are summarised below:

Under (over) spends	£000's
Additional Interest Receivable based on proportion of HRA and General Fund balances	78
Reduction in contribution to Bad Debts Provision *	106
Contribution to New Rent Equalisation Reserve to assist in smoothing of future rental deficit. *	(60)
Reduction in rent income primary due to Council House sales	(26)
Council Tax charges for HRA properties	(27)
Gas/Electricity usage	(15)
Cost relating Council Homes Delivery Project	(40)
Other variances	(13)
Total	3

**Members are requested to approve £60,000 to be set aside in reserves to fund potential fluctuations in future rents that may arise because of Coronavirus.*

Housing Repairs Account

- 3.17. The Housing Repairs Account outturn is £76,183 compared to a latest approved budget of £100,979. This is a saving of £24,796. The main reasons for the variances are summarised below:

Under (over) spends	
	£000's
Committed central heating and painting works	9
Asbestos Surveys awaiting completion (Arising from backlog from prior years)	5

3.18. HRA reserves are summarised in the table below:-

HRA	Closing Balance 31st March 2019	(To) / From reserves	From reserves Capital Spend	Estimate d Outturn current position 31/3/2020
Regeneration Reserve	(9,895)	(1,792)	3,281	(8,406)
HRA Piper Contribution Revenue	(80)	(10)	50	(40)
Major Repairs Reserve	(609)	(3009)	3,009	(609)
Year End Carry Forwards	(43)		0	(43)
Pensions Contribution	(39)	(4)	0	(43)
HRA Communal Furniture	(5)		0	(5)
Service Improvement Rese	(50)		0	(50)
HRA Housing Repairs Account	(289)	75	0	(214)
Rent Equalisation Reserve	0	(60)	0	(60)
	(11,010)	(4,800)	6,340	(9,470)

3.19. Details of HRA Carry Forwards are attached in Appendix 4

Capital Programme

3.20. For the General Fund £1,909,598 has been spent on capital schemes to the end of March 2020 against a budget of £2,310,660. This represents an under-spend of £401,062. In the majority of cases, under spends at the year-end are due to slippage and therefore will be spent in forthcoming years. If approved, the relevant financing for these schemes will be transferred to the 2020/21 Capital Programme. Council will be requested to approve carry forwards totalling £419,501. Capital carry forwards are detailed at Appendix 5. Other major variations above £20,000 have been summarised as follows:

Scheme	£000's Under spend/ (Overspend)	Explanation
Telephony Upgrade	(28)	Additional implementation costs.
Recycling Containers	24	Lower than expected number of containers replaced

- 3.21. For the HRA £6,605,195 has been spent against a revised budget of £6,979,110. This represents an under-spend of £373,915. Carry forward requests have been requesting totalling £249,377. The request relate to existing commitments for the repairs programme and the Ambion Court Project. This leaves a net underspend of £125,000. Major variations are summarised below:

Scheme	£000's Under spend/ (Overspend)	Explanation
Programme d enhancements	24,000	Lower then expected one off improvements.
Kitchen upgrades	20,000	Fewer than expected upgrades required in the year
Bathroom upgrades	26,000	Fewer than expected upgrades required in the year

- 3.22. A full capital carry forward list is detailed in Appendix 5

Summary of Quarter 1 financial position 2020/21

- 3.23. The table below gives monitoring position of the 2020/21 budget for the overall net general fund position at the end of June 2021. It show a net pressure of £944,500, increasing the planned small deficit of £43,487 to a deficit on the general fund of £987,987

	Budget	Actual: Jun-20
Total net Service Expenditure	£14,544,012	£15,419,512
	Budget	Jun-20
General Fund Balance Contribution	-£43,487	-£987,987

- 3.24. The main causes of the increased deficit is due to loss of income and cost pressures due to Covid19 of almost £2.3m, mainly being from the closure of the leisure centre, lost car-parking income, and lost fees from waste collection service. The government has provided just over £1.3m to support pressures so far, which gives the net loss to the general fund.

- 3.25. There is further government funding to come in relation to lost income from fees and charges, the exact details are to be finalised, but the main principle is that council will bear the first 5% of lost income from sales, fees and charges, and then be compensated at 75p in the pound thereafter.
- 3.26. The 5% deductible is defined very broadly and will be calculated based on 5% of all budgeted income from all eligible sales, fees and charges will be deducted. Therefore is not limited just to the lost income stream. Then compensation will be at 75p in the pound based on the unavoidably lost income incurred due to Covid19 and the lockdown. Due to the wider definition of the 5%, it means that the compensation will not equate to 75% of lost income.
- 3.27. The scheme will not cover costs incurred, such as support payments to business outside of the business support schemes. Nor will in covered lost investment income or rents or compensation paid to third parties for loss of revenue. The impact this will have in terms of our leisure centre position is still not clear, but will mean not all of the lost income and costs will be compensated for. Hence this additional income has not been budgeted for yet, but should improve the reported position.
- 3.28. Parish councils are not eligible for the scheme. Where these councils are incurring income losses as a result of COVID-19, the Government encourages them to speak to the billing authority for their area, but has not announced any funding for billing authorities to help with such losses.
- 3.29. In addition, the above does not include any collection fund losses due to lost Council tax or business rates. These usually impacts the year following loss. The Government are expecting increased losses, and have announced billing authorities will be able to write the loss off over three year, but have not offered any support to cover the costs.
- 3.30. The forecast deficit on Council tax has increased from £259,932 at the beginning of the year, to £512,763 at the end of June, this has been used to estimate a possible deficit on the council tax element of £1.2m for the year, our share being about £125,000.
- 3.31. The business rates element of the deficit is difficult to predict at this stage, the difference between forecast to be collected and actual collection in April to June is down £653,369, but this is after allowing some re-profiling of rates bills and allowing a softer recovery process during lockdown. A prudent estimate of £1m has been used in forecasts, our share being up to £0.4m of that.
- 3.32. However, collection fund deficits are very volatile and difficult to predict with only one quarter of the year's data available

The longer Term position

- 3.33. The MTFS needs to be re-drafted in full, which will take a few months to complete. Before Covid19 and lockdown made major changes to the financial

planning horizon, there were already pressure from the fair funding review, the loss of new homes bonus and changes to the business rates system. The known pressures from NHB and the new pressures from Covid19 are given in the table below. Note, the pandemic and governments actions to tackle the issues it has brought, may delay some of the changes and alter the profile of pressure faced.

Forecast	2020/21	2021/22	2022/23	Totals
MTFS Feb 2019	£m	£m	£m	£m
New Homes Bonus	1.94	1.95	2.02	5.91
Revised	2020/21	2021/22	2022/23	Totals
New Homes Bonus	1.64	0.74	0.28	2.66
Difference	-0.3	-1.21	-1.74	-3.25

- 3.34. The table indicates a significant risk to income stream that will need to be dealt with via the use of reserves and savings. The MTFS update will give a fuller picture, but the loss of NHB, without a complete change of decision by Government will be lost, and this alone represents a significant loss. As at the 31 March 2020, the council had a combined total of £10.3m of general fund balances and earmarked reserves.
- 3.35. The Chancellor has launched the 2020 Comprehensive Spending Review, which will report in the autumn and will set out the Government's revenue spending plans for 2021-22 to 2023-24. Once this is known, a firmer outlook may be available. Until then forecasting is difficult due to the lack of clarity of the longer-term intentions of the government.
- 3.36. No "spending envelope" has been set by the Chancellor in advance of the spending review because of the "unprecedented uncertainty" caused by COVID19. He has confirmed, "that departmental spending (both capital and resource) will grow in real terms across the spending review period".
- 3.37. This seems to suggest that there will be no return to austerity but it is likely to be a redirection of resources within the public sector, leading to cuts in perceived lower-priority services. The Chancellor refers to the "tough choices in other areas of spending" and that "departments have been asked to identify opportunities to reprioritise and deliver savings". Local government will certainly not be immune to these cuts; the expectation is funding increases in adult social care, with cuts in other areas.

4. Exemptions in accordance with the Access to Information procedure rules

4.1 Report taken in open session.

5. Financial implications [AW]

5.1 Contained in the body of the report.

6. Legal implications [FA]

6.1 The Local Government Act 2003 places a duty on the S151 Officer to report to members on the budget setting process and comment on the adequacy of the reserves allowed for.

7. Corporate Plan implications

7.1 The budget and MTFS contribute to all objectives of the Corporate Plan.

8. Consultation

8.1 Consultation with Finance & Performance Scrutiny prior to consideration by Council.

9. Risk implications

9.1 It is the Council's policy to proactively identify and manage significant risks, which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
That the Council has insufficient resources to meet its aspirations and cannot set a balanced budget	A budget strategy is produced to ensure that the objectives of the budget exercise are known throughout the organisation. The budget is scrutinised on an ongoing basis to ensure that assumptions are robust and reflective of financial performance. Sufficient levels of reserves and balances are maintained to ensure financial resilience	Ashley Wilson

10. Knowing your community – equality and rural implications

10.1 Each Directorate reports by service area, which contains the equality and rural implications as required.

11. Climate implications

11.1 Each Directorate reports by service, which contains the climate implications

12. Corporate implications

12.1 By submitting this report, the report author has considered the following:

- Community safety implications
- Environmental implications
- ICT implications
- Asset management implications
- Procurement implications
- Human resources implications
- Planning implications
- Data protection implications
- Voluntary sector

Background papers: Civica Reports

Contact Officer: Ilyas Bham, Accountancy Manager

Executive Member: Cllr K Lynch

Appendix 1: General fund revenue carry forwards

Re f	Description	Earmarked Reserves	General Fund	Detail
		£	£	
1	Economic Development		1,708	Used to promote events and support economic development initiatives - need initiatives to support and promote the local economy.
2	Planning Policy	1,777		A carry forward of this budget for Local Development Framework commitments.
3	Purple Flag		5,400	Delayed due to parts of the bid needing strengthening before submission.
4	Community Safety		6,324	Budgeted required for temporary anti-social behaviour officer.
5	Mobile Speed Cameras		2,000	This budget is to be used in 2020-21 to employ an anti-social behaviour officer
6	Homelessness		49,000	Carry forward to assist with frontline staffing and to fund county wide projects including rough sleeper initiatives, winter bed provision and looking o secure additional hostel bed spaces in order to reduce the use (and costs of bed and breakfasts). Most recently, we may need to use this for non priority cases placed due to COVID to secure private accommodation as an exit strategy
7	Economic Development		2,000	Required to complete Primary Engineer project by Employment & Skills Taskforce.
8	Community Planning		4,000	£4k To support community engagement with climate change initiatives. Was delayed pending full Council approval which has now been reviewed.
9	Community Planning		14,000	. £9k Required to support extension of secondment for Community Planning Officer until June 2021 £5k To support extension of secondment for Community Planning Officer until June 2021.
10	Children and Young People		5,500	Delay in transferring of historical paper safeguarding cases and supplementary papers into an electronic system.
	Description	Earmarked Reserves	General Fund	Detail

Appendix 1: General fund revenue carry forwards

Re f	Description	Earmarked Reserves	General Fund	Detail
Re f				
11	Private Sector Housing		1,492	Set aside for implementation of the Climate Change ambition of carbon zero by 2030
12	Private Sector Leasing Scheme		3,975	To contribute towards the cost of additional minor works due to extending PSL property leases
13	Private Sector Housing		3,380	Update the uniform system to generate efficiencies and ensure compliance
14	Private Sector Housing		4,000	Savings to be used to update the uniform system to generate efficiencies and ensure compliance
15	Homelessness		1,700	Carry forward to assist with COVID related additional bed and breakfast costs
16	Agency		13,400	3 engineers on voids finished early corona virus – will be needed back to help with backlog of works.
17	Materials		16,450	Catch up P3 & P4 work to catch up on after virus
18	Hire		4,800	For high level gutter works on hold as non essential work
19	ICT		39,380	Budget to cover additional Microsoft Costs in 2020/21
20	Mayors Allowance		1,660	Carry forward the balance outstanding on the Mayors Budgets due to the mayoral year being different from the Financial year
21	Corporate		7,600	Carry forward the budget to cover additional Audit Costs in 2020/21
22	Legal Department		5,000	Carry forward the budget to cover LLEP Costs in 2020/21
23	Council Tax Support		25,803	Additional Council Tax Discretionary Support
24	Council Tax Support		10,436	Additional Council Tax Discretionary Support
	Total	1,777	229,008	

Appendix 2: Unapplied Grants Carry Forward Requests 2019-20 to 2020-21

Unapplied Grants Carry Forward Requests 2019-20 to 2020-21 (For Grants received in 2019-20)			
Ref	Cost Centre Name	Unapplied Grants (General Fund) cfwd	Detail
1	Home Security Scheme	1,387	PCC funding - was agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e home security service
2	Community Safety Partnership	9,200	PCC funding - Agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e emerging threat. In 2020-21 this will be used to deliver emerging threat responses
3	Diversion Pathways	7,118	PCC funding - Agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e diversionary activities. In 2020-21 this will be used to deliver a Youth Facility in Hinckley which is a hotspot for ASB
4	Grassroots funding	4,000	PCC Funding agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e Grassroots funding. In 2020-21 this will be used to deliver Grassroots funding
5	Seasonal Campaigns	2,000	PCC Funding agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e community safety campaigns
6	Diversion Pathways	10,799	Police Violent Crime Fund. Agreed at CSP Exec Board funds must be carried over and used for specific project of youth diversion/Hinckley youth facility. To be used for a Youth Facility in Hinckley (ASB Hot spot area)
7	Physical Activity	6,000	Support the delivery of the Physical Activity Commissioning plan and Active Families Support
8	Steady Steps Programme	3,030	Steady Steps programme delivery rolled over for delivery in 2020/2021 due to suitability of venue and instructor issues.
	Total	43,534	

Appendix 2: Unapplied Grants Carry Forward Requests 2019-20 to 2020-21

Unapplied Grants Carry Forward Requests 2019-20 to 2020-21 (For Grants received prior to 7 2019-20)			
Ref	Cost Centre Name	Unapplied Grants (General Fund)	Detail
		£	
1	Seasonal Campaigns	970	Agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e community safety campaigns
2	Grassroots funding	6,000	Agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e Grassroots funding. In 2020-21 this will be used to deliver Grassroots funding
3	Community Safety Partnership Delivery Group	5,324	Agreed at CSP Exec Board last year that funds must be carried over and used for specific project i.e emerging threat. In 2020-21 this will be used to deliver emerging threat responses
4	Flexible Homeless Grant	109,802	Carry forward for staffing commitments for temporary officers delivering the frontline service.
5	Domestic Violence	2,979	Training due in Feb/ March had to be cancelled due to the coronavirus :Training is for :Freedom programme training for volunteer training to facilitate group programme work and improving service on offer for victims of domestic abuse.
6	Homelessness	44,890	Assist with projects including rough sleeper initiatives, winter bed provision and looking o secure additional hostel bed spaces in order to reduce the use (and costs of bed and breakfasts). Most recently, we may need to use this for non priority cases placed due to COVID to secure private accommodation as an exit strategy
	Total	169,965	

Appendix 3 - General Fund Earmarked Reserves

	Closing Balance 31st March 2019	To Reserves	From Reserves	Capital Spend	Estimated Outturn current Position 31/03/20
Benefits Reserve	(58,549)	58,549			0
Hub Future Rental Management Reserve	(400,000)				(400,000)
Special Expenses Reserve	(153,863)		(20,000)	10,666	(163,197)
Local Plan Procedure	(676,762)	287,603	(71,880)		(461,039)
Business Rates Equalisation Reserve	(2,564,248)		(1,059,000)		(3,623,248)
Year End Carry Forwards	(38,000)				(38,000)
Year End Carry Forwards 2018/19	(302,069)	302,069	(229,008)		(229,008)
Maint Fund - Green Towers	(30,000)		(5,000)		(35,000)
Pensions Contribution	(53,800)	53,800			0
ICT Reserve	(251,515)	124,500	(162,000)	15,000	(274,015)
Waste Management Reserve	(375,260)	55,000			(320,260)
Asset Management Reserve	(797,400)	397,400			(400,000)
Planning Delivery Grant Reserve	(17,783)				(17,783)
Workforce Strategy Reserve	(50,000)	50,000			0
Election Reserve	(80,005)	80,000			(5)
Grounds Maintenance	0		(30,000)		(30,000)
Transformation	(20,500)	20,500			0
Enforcement & Planning Appeals	(230,000)				(230,000)
Earl Shilton Toilets	(100,000)			33,758	(66,242)
Building Maintenance costs	(588,120)				(588,120)
Hinckley Community Development Fund	(350,000)				(350,000)
Minor Capital Projects	(175,000)	175,000			0
PCIF Reserve	(375,000)	250,000			(125,000)
Developing Communities Fund	(874,529)	0	(250,000)	174,643	(949,886)
Total	(8,562,403)	1,854,421	(1,826,888)	234,067	(8,300,803)

Appendix 4: HRA Carry Forwards 2019-20 to 20120-21

Ref	Cost Centre Name	HRA	Detail
		£	
1	Neighbourhood Improvement fund	3,470	Buy a mobile chip and pin machine which will increase the options of tenants to pay officers.
2	Programmed Repairs - General	6,210	Works delayed due to contractor capacity on February and March
3	Programmed Repairs - General	2,600	Clarendon House not completed due to contractor capacity, Hinckley. Will now be complete 2020/21.
4	Asbestos Surveys	5,000	Carry forward due to inability to access properties
	Total	17,280	

Appendix 4: HRA Carry Forwards 2019-20 to 20120-21

Ref	Cost Centre Name	HRA	General Fund	Detail
		£	£	
1	Hollycroft Park		14,500	Delayed due to adverse weather conditions. Budget committed
2	Car park		28,523	Car Park machines & installation delayed due to covid 19
3	Car park		40,625	Resurfacing works delayed due to covid 19
4	Borough Improvements		4,300	Wykin Lane Cemetery pathway- Contribution to Stoke Golding Parish Council towards the project.Project not completed due to ground conditions.
5	Barwell Shop Fronts		3,090	This remaining amount has not been allocated so further shop owners will be offered the opportunity to benefit from the scheme. There is no provision for this budget in 2020/21
6	Hinckley Market infrastructure investment project		7,920	Budgeted committed. Manufacturer delays in building Market Trolley.
7	Fuel Poverty		1,096	Externally funded work which is committed to complete in 2020/21
8	Green Deal		176,548	Externally funded - Energy Efficiency Contract - Finalising legal agreement before contract can commence.
9	Major Works Assistance (Private Sector Housing)		56,592	To contribute towards the cost of new temporary Home Support Grants to assist with rapid hospital discharges.
10	Kitchen Upgrades	3,000		Works scheduled for 2019/20 not carried out due to contractor capacity issues
11	Bathroom Works	18,000		Works scheduled for 2019/20 not carried out due to contractor capacity issues
12	Disabled Adaptations	21,000		Extensive works to complete 2020/21 Inc. x2 large extensions, 5 wet rooms (4k each) and 3 through floor lifts (15k each) which all should have started 2019/20.
13	Elec Rewires & Remedials	86,000		John Nicholls Street hostel refurbishment delayed due to contractor capacity & 12 domestic re-wires delayed due to contractor capacity.
14	Major Void Works	10,000		To fund void commitments from March 2020
15	Asbestos Removals	20,000		For potential additional asbestos removals in warden assisted areas
16	Property Enhancements	10,000		Various outstanding capital works from March 2020
		168,000	333,194	
	Schemes that Cross Financial Years			
17	New Crematorium		3,768	Budget crosses financial years
18	Jubilee Building Works		(9,217)	Budget crosses financial years

Appendix 4: HRA Carry Forwards 2019-20 to 20120-21

19	Developing Communities Fund		134,398	Scheme budget crosses financial years
20	Argents Mead Phase 2		4,357	Schemes delayed
21	Granville Road Play Improvements		1,700	Schemes delayed
22	Disabled Facilities Grant		(46,069)	Payments 3rd party works in year. A commitment crosses financial years.
23	Bosworth 1485 Sculpture Trail project		(2,630)	Scheme budget crosses financial years
24	Boiler Replacement	(25,480)		Budget crosses financial years
25	Ambion Court	106,857		Scheme budget crosses financial years
		81,377	86,307	
		249.,377	419,501	