

Public Document Pack



Hinckley & Bosworth
Borough Council

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

Date: 24 August 2023

**To: Members of the Finance & Performance
Scrutiny**

Cllr MJ Surtees (Chair)
Cllr P Williams (Vice-Chair)
Cllr DS Cope
Cllr DT Glenville
Cllr LJ Mullaney

Cllr H Smith
Cllr P Stead-Davis
Cllr BE Sutton
Cllr A Weightman

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **FINANCE & PERFORMANCE SCRUTINY** in the De Montfort Suite, Hinckley Hub on **MONDAY, 4 SEPTEMBER 2023** 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

Fire Evacuation Procedures

- On hearing the fire alarm, leave the building **at once** quickly and calmly by the nearest escape route (indicated by green signs).
- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

Recording of meetings

At HBBC we are open and transparent about how we make decisions. We allow recording, filming and photography at all public meetings including Council, the Executive and Planning Committee as long as doing so does not disturb or disrupt the proceedings. There may occasionally be some reports that are discussed in private session where legislation requires this to happen, but this is infrequent.

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Thank you

FINANCE & PERFORMANCE SCRUTINY - 4 SEPTEMBER 2023

A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**
2. **MINUTES OF PREVIOUS MEETING (Pages 1 - 2)**

To confirm the minutes of the previous meeting.
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. **HINCKLEY LEISURE CENTRE ANNUAL PERFORMANCE REVIEW 2022/23 (Pages 3 - 8)**

To provide members with an annual update report and presentation on the performance of Hinckley Leisure Centre for the 12-month period April 2022 – March 2023, under the operation of Places Leisure
7. **TREASURY MANAGEMENT QUARTER 1 2023/24 (Pages 9 - 14)**

To inform members of the Council's treasury management activity in the first quarter of 2023/24
8. **FINANCIAL OUTTURN - JUNE 2023 (Pages 15 - 40)**

To present to members the financial outturn position as at June 2023
9. **SUNDRY DEBTS QUARTER 1 (Pages 41 - 46)**

To present to members the position on sundry debts as at 30 June 2023
10. **BUSINESS RATES AND POOLING UPDATE QUARTER 1 (Pages 47 - 50)**

To inform members of business rates performance from 1 April 2023 – 30 June 2023
11. **FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 51 - 54)**

To inform members of the current work programme
12. **ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY**

As raised under item 3.

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE & PERFORMANCE SCRUTINY

3 JULY 2023 AT 6.30 PM

PRESENT: Cllr MJ Surtees - Chair
Cllr P Williams – Vice-Chair
Cllr DT Glenville, Cllr LJ Mullaney, Cllr H Smith, Cllr BE Sutton and
Cllr A Weightman

Officers in attendance: Ilyas Bham, Julie Kenny, Rebecca Owen, Madeline Shellard, Clive Taylor, Gary Upton and Ashley Wilson

29. **Minutes of previous meeting**

It was moved by Councillor Williams, seconded by Councillor Mullaney and

RESOLVED – the minutes of the meeting held on 13 March be confirmed as a correct record.

30. **Declarations of interest**

No interests were declared.

31. **Performance management framework update**

Members were updated on work that had been undertaken to update the performance management framework.

In response to a question on benchmarking, it was noted that performance was benchmarked where possible but not all authorities monitored and reported on performance indicators in the same way.

It was requested that, as part of the next quarterly report, all indicators be included not only those that were not being achieved.

32. **Housing frontline service review**

The key activities and performance of the housing service was presented to members, including the areas of anti-social behaviour, rents, tenancy management, housing repairs and older persons' services.

In response to members' questions, the following points were noted:

- The cost of living crisis was having an impact on rent arrears
- Welfare reforms had also contributed to rent arrears
- A programme for rollout of the change from analogue to digital for the lifeline service was planned
- Work was underway to understand the health of the housing stock
- Demand for adaptations had increased.

It was requested that a breakdown of housing applications be provided by type of housing (over 55s and families for example).

The housing service teams were thanked for their hard work.

33. Financial outturn 2022/23

Consideration was given to the draft financial outturn for 2022/23. It was noted that business rates growth had meant that use of the financial support reserve had not been required at the expected level but future pressures would depend on the timing of the business rates reset and the outcome of the fair funding review. The report was noted.

34. Treasury management quarters 3 & 4 2022/23

Members were updated on the treasury management activity for 2022/23. The report was noted.

35. Business rates and pooling update quarter 4 2022/23

Members were informed of business rates performance for 2022/23. In response to a question, it was noted that the CARF relief wouldn't be awarded again, but retail relief would be continuing. The report was noted.

36. Sundry debts quarter 4 2022/23

The sundry debts position for 2022/23 was presented to members. In response to a member's question, it was noted that the debts that had been rescheduled into a payment plan amounted to £411,312. The report was noted.

37. Finance & Performance Scrutiny Work Programme

The work programme was noted.

(The Meeting closed at 7.37 pm)

CHAIR



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance and Performance Scrutiny: 4 September 2023

Wards affected: All Wards

Hinckley Leisure Centre Annual Performance Review 2022/23

Report of Director Community Services

1. Purpose of report

- 1.1 To provide Finance and Performance Scrutiny an annual update report and presentation on the performance of Hinckley Leisure Centre for the 12-month period April 2022 – March 2023, under the operation of Places Leisure.

2. Recommendation

- 2.1 That, committee acknowledges the performance of Hinckley Leisure Centre as detailed within this report.

3. Background to the report

- 3.1 In June 2014 Places Leisure were awarded the Leisure Management contract for the Design, Build, Operate and Maintain of Hinckley Leisure Centre on Argents Mead.
- 3.2 The contract commenced in May 2016 for a 20-year management period.
- 3.3 Within the Leisure Management Contract there are a number of reporting requirements which must be fulfilled by Places Leisure, included in this is the production of monthly Performance reports, enabling Council Officers to track progress and challenge/support accordingly.
- 3.4 Representatives from Places Leisure will deliver a complimentary presentation to Members at the meeting on 4 September.

4. Performance

4.1 As an overall reflection, Hinckley Leisure Centre has recovered well from the challenges of Covid. The community has reacted and during 2022/23 customers have returned and clearly value the variety and the importance of the 'leisure offer' at this fantastic Centre. There remains some challenges as we navigate 2023, these are highlighted in section 5.

4.2 Participation and footfall

Over the reporting period monthly participation has averaged 56,578 on all available activities within the leisure centre and the monthly average footfall (visits) was 67,382.

Footfall comparisons

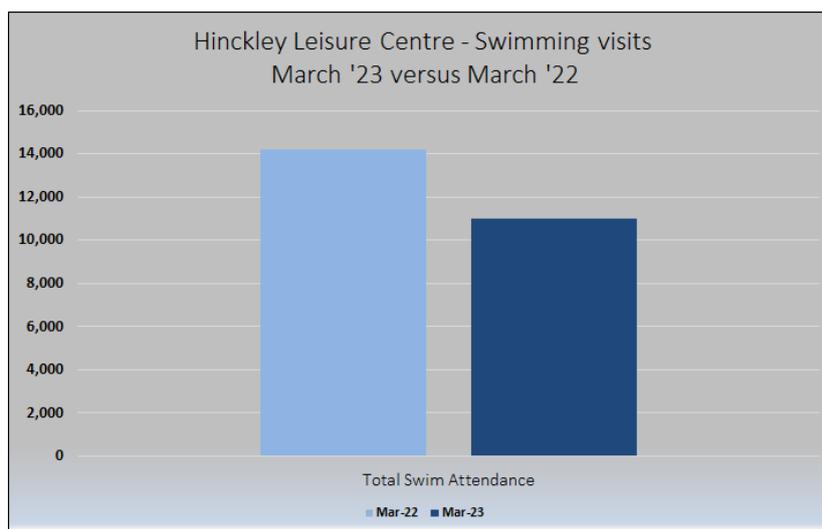
2022/23	2021/22	2019/20
808,582	437,001	840,510

4.3 Memberships

As of 31/03/23 the Leisure Centre breakdown for memberships were:-
Fitness membership 3276 members.
Swimming membership 551 members.
Swimming lesson enrolment 1920.

4.4 Swimming

Swimming was a challenge during the period, reflected in Fig 1. This is an industry trend and is seeing similar performance at other Leisure Centres. Fig 1.



Places Leisure have reviewed pool timetables and where lane swimming is quiet, opening them up to family swims, in addition more inflatable sessions, popular with young people, have been added at the weekends.

Data provided for number of people (children and adults) enrolled on swimming lessons shows that whilst numbers are good at 1920, growth has been stagnant. Considerations point to cost of living crisis. Places Leisure have worked with the Sport and Physical Activity team to promote Swimming Lessons, particularly where there is capacity at the lower levels of the scheme.

4.5 **Children and Young People / Family offer**

Places Leisure provide an innovative membership structure. There is an option for members to add up to 4 junior memberships (exc. Students) at £1 per month to any 'Premium' membership. This offers good value for money and a key focus on family engagement.

4.6 **Fitness**

The fitness offer at Hinckley Leisure Centre is strong and varied with a comprehensive gym suite, cycling studio and class programme. Fitness attendance is on par with that recorded in 2022. There are challenges in respect of local competition, which makes it more important that the offer is clear to local residents. These will continued to be monitored by Places Leisure and HBBC colleagues.

4.7 **Health and Wellbeing offer**

Places Leisure is a regular attendee at the Hinckley & Bosworth Health and Well Being Partnership. The Leisure Centre contributes to addressing many key health inequalities.

- reducing obesity levels
- enabling positive mental well being
- Host to the Physical Activity Referral Programme (averaging up to 600 patients per annum)
- Actively delivering health promotional campaigns throughout the year, in partnership with borough council colleagues

During the reporting period, colleagues at the Leisure Centre have worked closely with Physical Activity officers at the Council delivering:-

- Steady Steps - falls prevention scheme programme for older adults
- Active Families - Confidence Swims for new parents and their babies in conjunction with LCC Family Wellbeing Service.
- School Competition programmes
- Outreach offer in schools and the community

5. **2023/24 Opportunities and Challenges**

5.1 The whole of the Leisure Sector will have a watching brief as the challenges on consumer spend, in light of the Cost of Living crisis, sets in.

5.2 Hinckley Leisure Centre continues to provide a good customer experience. Measurement of this is actively tracked via the Places Pulse Mystery Visits and Net Promoter Scores. These are shared with HBBC officers on a monthly basis. As of March 2023 Hinckley Leisure Centre was rated 16th out of 74

sites for NPS. Data enables the management team to understand what improvements are required and where they can be benchmarked across the leisure sector.

5.3 HBBC and Places Leisure are in the early stages of exploring opportunities and the potential benefits of installing solar panels on the roof of the Leisure Centre. This installation would assist in the Council’s quest to become carbon neutral and could assist in mitigating energy usage costs.

5.4 Energy price rises provide a challenge to both the contractor and the council and are reflected under the risks detailed in 11.1

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

6.1 Not applicable.

7. Financial implications [AW]

7.1 The council receives an annual management fee for the provision of the Leisure Centre contract. This income has already been allowed for within the MTFs. The annual fee income for the next five years is summarised in the table below.

2023/24	2024/25	2025/26	2026/27	2027/28
£1,120,401	£1,142,183	£1,105,045	£1,120,515	£1,198,009

8. Legal implications [MR]

8.1 None

9. Corporate Plan implications

9.1 The services of Hinckley Leisure Centre contribute to all three of the Corporate Plan 2022-2024 aims;

- People – Helping people to stay healthy, active and protected from harm.
- Places – Creating clean and attractive places to live and work.
- Prosperity – Encouraging growth, attracting businesses, improving skills and supporting regeneration.

10. Consultation

10.1 As the main key stakeholder, Places Leisure have been consulted on in the production of this report.

11. Risk implications

11.1 There are two significant risks associated with this report.

Management of significant (Net Red) risks		
Risk description	Mitigating actions	Owner
Impact of energy price rises and how this will financially affect the Council	Energy benchmarking forms part of the contract – Schedule 13	SJ

12. Knowing your community – equality and rural implications

- 12.1 Through the Leisure Management Contract Places Leisure are responsible for ensuring that the service provision of Hinckley Leisure Centre is equitable. Requirement of the contract states the following; *“Hinckley Leisure Centre will provide equitable delivery across the Borough, including the rural areas, targeted delivery to priority communities and social groups.”*

13. Climate implications

- 13.1 Places Leisure closely monitor energy consumption at the facility. The building is rated BREAM very good and hosts a number of climate friendly equipment such as, variable speed drives on swimming pool pumps and a Combined Heat and Power unit.
- 13.2 During 22/23 officers from the Council and Places Leisure have produced an exploratory report on the Option to provide Solar Panels to the roof of Hinckley Leisure centre. This will form part of the Councils quest to address the climate emergency and also to aid any future costs incurred as part of Schedule 13 of the contract (see 12.1)

14. Corporate implications

- 14.1 Officers have consulted and engaged with a number of internal service areas in the production of this report, to review Environmental and Asset Management implications.

Background papers: None – presentation to be shared at the meeting
Contact Officer: Simon D. Jones, Cultural Services Manager, 01455 255699
Karen Mason, Sports Development Manager, 01455 255847
Executive Member: Councillor M Bools

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance & Performance Scrutiny 04 September 2023

Wards affected: All Wards

Treasury Management Quarter 1 2023/24

Report of Head of Finance

1. Purpose of report

- 1.1 To inform the Committee of the Council's Treasury Management activity in the first quarter of 2023/24.

2. Recommendation

- 2.1 That the Committee note the report.

3. Background to the report

- 3.1 At its meeting on 22nd February 2023 Council approved the Council's Treasury Management Policy for the year 2023/24 and delegated the oversight of the execution of the Policy to this Committee.

This report sets out the Treasury Management activities in 2023/24 and shows that they are in line with the limits set out in the Policy.

Treasury Management covers two main areas: -

1. The management of day-to-day cash flows by way of short-term investing and borrowing. Longer term investment opportunities may arise depending on cash flow requirements.
2. Management of the Council's long term debt portfolio which is used to finance capital expenditure that cannot be immediately funded by internal resources (e.g., by Capital Receipts).

Economic Background

3.2 The quarter ended 30th June 2023 saw:

1. A 0.2% m/m rise in real GDP in April, partly due to fewer strikes;
2. CPI inflation falling from 10.1% to 8.7% in April, before remaining at 8.7% in May. This was the highest reading in the G7;
3. Core CPI inflation rise in both April and May, reaching a new 31-year high of 7.1%;
4. A tighter labour market in April, as the 3myy growth of average earnings rose from 6.1% to 6.5%;
5. Interest rates rise by a further 75bps over the quarter, taking Bank Rate from 4.25% to 5.00%;

The latest forecasts are detailed in the table below:

	Dec 2023	Mar 2024	Jun 2024	Sep 2024	Dec 2024
Bank Rate	5.50%	5.50%	5.25%	4.75%	4.25%
5yr PWLB rate	5.30%	5.10%	4.80%	4.50%	4.20%
10yr PWLB rate	5.00%	4.90%	4.70%	4.40%	4.20%
25yr PWLB rate	5.20%	5.10%	4.90%	4.70%	4.50%
50yr PWLB rate	5.00%	4.90%	4.70%	5.50%	4.00%

Investment Activity

3.3 The Council's investment strategy primary objectives are safeguarding the re-payment of the principal and interest of its investments on time, ensuring adequate liquidity, with the investment return being the final objective. If required, officers implement an operational strategy which tightens the controls already in place in the approved investment strategy. The Council's investment criteria were approved by Council in February 2023.

Funds for investment come from the following Sources

- a) Revenue Account Balances held by the Council
- b) Earmarked Reserves and Provisions
- c) Unapplied Capital Receipts
- d) Cash flow balances - income received before expenditure needs to be invested.

Depending on the flow of cash (difference between income receipts and payments) the bank balance will vary. Where there is a surplus balance monies are invested. When there is a need for cash, investments are called in to ensure funds are not overdrawn. As at 30 June 2023, the Council held the following investments totalling £19,331,505 and are summarised below.

Counterparty	Investment Date	Maturity Date	Amount Invested	Interest	Interest Rate %
HSBC Instant Access			£1,281,505	£8,786	variable
Lloyds Bank Corporate Markets	31/03/23	29/12/23	£1,000,000	£37,397	5.0000
SMBC Bank international	04/04/23	04/10/23	£1,000,000	£23,113	4.6100
Furness Building Society	04/04/23	04/01/24	£2,000,000	£67,507	4.4800
Lloyds Bank Corporate Markets	05/04/23	05/01/24	£2,000,000	£74,137	4.9200
Standard Chartered Bank	24/04/23	23/04/24	£1,000,000	£51,800	5.1800
Lloyds Bank Corporate Markets	02/05/23	01/05/24	£2,000,000	£106,800	5.3400
National Bank Of Kuwait (international)	03/05/23	02/05/24	£1,000,000	£53,700	5.3700
Qatar National Bank	03/05/23	02/05/24	£1,000,000	£54,800	5.4800
Standard Chartered Bank	04/05/23	02/02/24	£3,000,000	£111,477	4.9500
Standard Chartered Bank	06/06/23	06/03/24	£1,000,000	£41,062	5.4700
SMBC Bank international	06/06/23	06/09/23	£1,000,000	£12,603	5.0000
Westfield Development Community Association	07/06/23	06/02/24	£50,000	£1,000	2.0000
Lloyds Bank Corporate Markets	16/06/23	14/06/24	£1,000,000	£60,633	6.0800
SMBC Bank international	30/06/23	07/07/23	£1,000,000	£940	4.9000
Total			£19,331,505	£705,755	

Details of investments held from April 2023 to March 2024 are available on request. Details of the weighted average investment to June 2023 are shown in the table below together with the Industry Average, Sterling Overnight Index Average (SONIA) as a benchmark. The Council received a rate of return that is favourable compared with the returns available in the market (a return of 4.963% compared against 4.455%). Additionally, the weighted average period is within the maximum set of 0.5 years.

Period	Weighted Average invested	Average period (days)	HBBC Average Return	1 Month SONIA	3 Month SONIA	6 Month SONIA
Apr to June 2023	£14,463,634	51	4.963%	4.455%	4.654%	4.884%

Borrowing Activities

3.4 Long-term borrowing to finance Capital Expenditure

Excluding the HRA self financing element, the Council has a Capital Financing Requirement of £32.9m as at 31st March 2023 for the General Fund Capital programme which arises from previous decisions to incur Capital Expenditure that was not financed immediately by internal resources e.g., Capital Receipts or Grants giving rise to the need to borrow to finance the expenditure. This borrowing requirement can either be met by long- or short-term external borrowing or by internal borrowing i.e., using the cash behind the authority's balances and reserves and foregoing investment income. At the present time the interest payable on long term borrowing is significantly greater than the returns the Council could expect on its investments and therefore the Council has adopted a policy of being "under-borrowed" by £25m with only £8.3m of long-term loans on its books and a £7m loan for the MIRA infrastructure project.

Additionally, as part of the Self Financing HRA Settlement £67.652m has been borrowed from PWLB. Repayment options have been discussed with members and were presented to the Executive on 13th March 2012. Repayments for principal amounts for these loans commenced in March 2020. The remaining loan will be repaid in equal instalments of £2.9414m over 22 yrs.

Short Term Borrowing

3.5 Short term borrowing for the quarter ending 30 June 2023 is summarised in the table below. The cost of this was already allowed for within the general fund budget. As of 30 June 2023 there were no outstanding balances for temporary borrowing.

Date	Lender	Interest Rate %	Maturity Date	Principal	Interest	Days
21/04/23	NWLDC	4.000	28/04/23	£4,000,000	£3,068	7
26/05/23	Charnwood Borough Council	4.600	02/06/23	£5,000,000	£4,411	7
23/06/23	NWLDC	4.800	30/06/23	£1,000,000	£921	7

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

4.1 Report to be taken in open session.

5. Financial implications [IB]

5.1 Any variations to budgets resulting from borrowing investing activities are reported within the Outturn position.

6. Legal implications [MR]

6.1 There are no legal implications arising directly from this report.

7. Corporate Plan implications

7.1 This report supports the following Corporate Aims

- Thriving Economy

8. Consultation

8.1 None

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	Budgets are scrutinised on an ongoing to ensure assumptions are robust and reflect financial performance and sufficient levels of reverses and balances are maintained to ensure resilience	A Wilson

10. Knowing your community – equality and rural implications

10.1 None

11. Climate implications

11.1 None

12. Corporate implications

12.1 By submitting this report, the report author has taken the following into account:

- 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
Link Reports

Contact officer: Ilyas Bham, Accountancy Manager x5924
Executive member: Councillor K Lynch



Hinckley & Bosworth
Borough Council

Forward timetable of consultation and decision making

Finance & Performance Scrutiny 4 September 2023

Wards affected: All

FINANCIAL OUTTURN - JUNE 2023

Report of Section 151 Officer

1. Purpose of report

1.1 Present the financial outturn position as at June 2023

2. Recommendation

2.1 The report is noted.

3. Background to the report

3.1 The financial reports attached to this report are based on the original budget taken to Council in February 2023 and take into account budget movements for the first three months.

3.2 Attached to this report are the monthly outturn reports including the following information for the period ending June 2023:

- General Fund budget monitoring summary
- General Fund detailed variance analysis
- Capital Programme outturn by scheme

General Fund

3.3 Based on the approved budget (Council February 2023) it was anticipated that £227,961 would be transferred to balances and a net £1,360,642 transferred from earmarked reserves. Since that date, the budget has been increased by £15,003 representing supplementary budgets that have been approved in line with financial procedures rules. As at the end of June 2023,

the forecast is for the General Fund cost to increase by £110,776. This means an estimated £117,185 will be added to balances compared against the budgeted position of £227,961 being transferred to balances.

Table 1	Budgeted	Forecast	Movement
Contribution (from)/to General Fund Balances (£000)	228	117	(111)

3.4 The table below shows summarises the movements between Original Budget and the estimated outturn position as at the end of June 2023.

Table 2	Outturn variances £000	Explanation
Additional budgets	(15)	To take into account latest contractual commitments
Forecast Outturn Movement	347	Estimated forecast variance from services (see general fund attachments)
External Interest	40	Reduction in borrowing costs and additional investment income
Transfer to reserves	(886)	Estimated income from Business Rates Pool to be set aside for regeneration
National Non-Domestic Rates	403	Additional S31 Grant
Change in Outturn	(111)	Contribution (from)/to General Fund Balances (£000)

3.5 Explanations for variances against both profiled budget and estimated outturn have been detailed in the monthly outturn reports appended. The major service variations in excess of £50,000 are summarised below:

Table 3	Outturn variances £000	Explanation
Homelessness	(155)	Additional Bed and Breakfast due to an increase in demand
Community Safety	(186)	Estimated Spend on Ukraine *
Community Safety	186	External Funding for Ukraine *
Leisure Centre	(77)	Estimated reduction in Leisure Centre Management Fee due
Development Control	(50)	Reduction in income from planning applications
Development Control	(50)	Agency staff overspend
Development Control	(50)	Cost relating to planning enforcement action
Development Control	(55)	Forecast overspend on appeal costs

Corporate Management	1,100	Estimated income from Business Rates Pool to be set aside for regeneration
Recycling	183	Estimated additional income from Green Waste
Refuse Collection	70	Estimated additional income from Trade and Bulky Waste
All Services	139	Forecast underspend on salaries due to vacant posts
Crematorium	(590)	Net cost to general fund from decision to discontinue with current construction partner on the Crematorium project.

* Additional external funding confirmed for Ukraine. £186k income and expenditure budget will require Council approval.

Capital

3.6 £4,309,171 has been spent on capital schemes to the end of June 2023 against a budget for that period of £6,848,723. It is envisaged that most of the schemes will still be completed by year-end.

Housing Revenue Account

3.7 As at June 2023 it is anticipated that the HRA outturn will be in deficit by £311,771 compared against a budgeted deficit of £47,771. Major variances are explained below-

Table 4	Outturn variances £000 Under/(Over) Spend	Explanation
Employee Costs	(110)	Overspend due to overtime and salary overspend due to vacancy factor and pay award (for fully staffed service)
Bad Debt Provision	(170)	Forecast increase in contribution to bad debt provision for rents

3.8 The Housing Repairs Account is currently forecasted to make a surplus of £2,201, which is an overspend of £20,000 compared to the latest budgeted surplus of £22,201. This is due to an estimated overspend in the responsive repairs budgets due to increased demand.

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

4.1 Report taken in open session.

5. Financial implications [IB]

5.1 Contained in the body of the report.

6. Legal implications [MR]

6.1 None

7. Corporate Plan implications

7.1 The Budget and outturn contributes to the achievement of all Corporate Plan Priorities.

8. Consultation

8.1 None

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	Julie Kenny

10. Knowing your community – equality and rural implications

10.1 There are no direct implications arising from this report.

11. Climate implications

11.1 There are no direct implications arising from this report. Budget holders ensure any implications are assessed as part of their service delivery.

12. Corporate implications

12.1 By submitting this report, the report author has taken the following into account:

- 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 x5924

Executive member: Cllr K Lynch

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**Hinckley & Bosworth
Borough Council**

Monthly Outturn Reports

For the period April 2023 to June 2023

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June 2023 Budget Monitoring Summary 2023/24

Service	Budget as per Feb 23 budget Book	Supplementary Budgets/virements approved to date	Latest Budget used for Monitoring ledger	recharges	Budget per Monitoring Report	Estimated Outturn Variations	Estimated Outturn
Community Services & Development Services	8,032,150	1,000	8,033,150	(2,445,088)	5,588,062	255,000	8,288,150
Corporate, Support & Street Scenes Services	9,790,640	30,813	9,821,453	2,445,088	12,266,541	(602,000)	9,219,453
TOTAL SERVICE EXPENDITURE	17,822,790	31,813	17,854,603	0	17,854,603	(347,000)	17,507,603
Special Expenses	(783,720)		(783,720)	0	(783,720)		(783,720)
Capital Accounting	(1,589,700)		(1,589,700)	0	(1,589,700)		(1,589,700)
External Interest - Net	227,150		227,150	0	227,150	(40,000)	187,150
IAS 19 Adjustment	(1,958,190)		(1,958,190)	0	(1,958,190)		(1,958,190)
Use of UG&C Reserves	(15,060)	(16,810)	(31,870)	0	(31,870)		(31,870)
Transfer to Reserves	415,000		415,000	0	415,000	1,300,474	1,715,474
Use of Reserves	(1,760,582)		(1,760,582)	0	(1,760,582)	(415,000)	(2,175,582)
BUDGET REQUIREMENT	12,357,688	15,003	12,372,691	0	12,372,691	498,474	12,871,165
Financing							
Council Tax	5,144,303		5,144,303	0	5,144,303		5,144,303
National Non-Domestic Rate	6,602,210		6,602,210	0	6,602,210	402,701	7,004,911
New Homes Bonus	581,966		581,966	0	581,966		581,966
Collection Fund Surplus	(59,396)		(59,396)	0	(59,396)		(59,396)
Lower Tier Support Grant	215,616		215,616	0	215,616		215,616
Service Grant	100,950		100,950	0	100,950		100,950
TOTAL RESOURCES (HBBC BUDGET)	12,585,649	0	12,585,649	0	12,585,649	402,701	12,988,350
Movement in General Fund Balances	227,961	(15,003)	212,958	0	212,958	(95,773)	117,185
Special Expenses							
Expenditure	783,720	0	783,720	0	783,720	0	783,720
Council Tax Income	763,591	0	763,591	0	763,591	0	763,591
Movement in Special Expenses Balances	(49,629)	0	(49,629)	0	(20,129)	0	(20,129)
Special Expenses to /(from) Reserves	29,500		29,500	0	29,500	0	29,500
Special Expenses mvt in Balances	(49,629)	0	(49,629)	0	(49,629)	0	(49,629)
BUDGET REQUIREMENT	763,591	0	763,591	0	763,591	0	763,591
Total Movement in Balances	178,332	(15,003)	163,329	0	163,329	(95,773)	67,556
NBR	13,349,240	0	13,349,240	0	13,349,240	402,701	13,751,941

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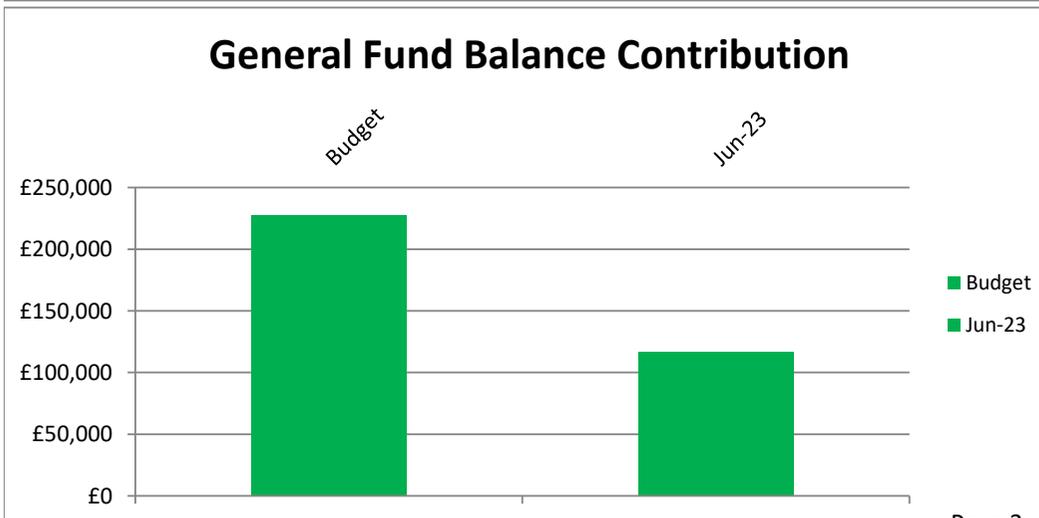
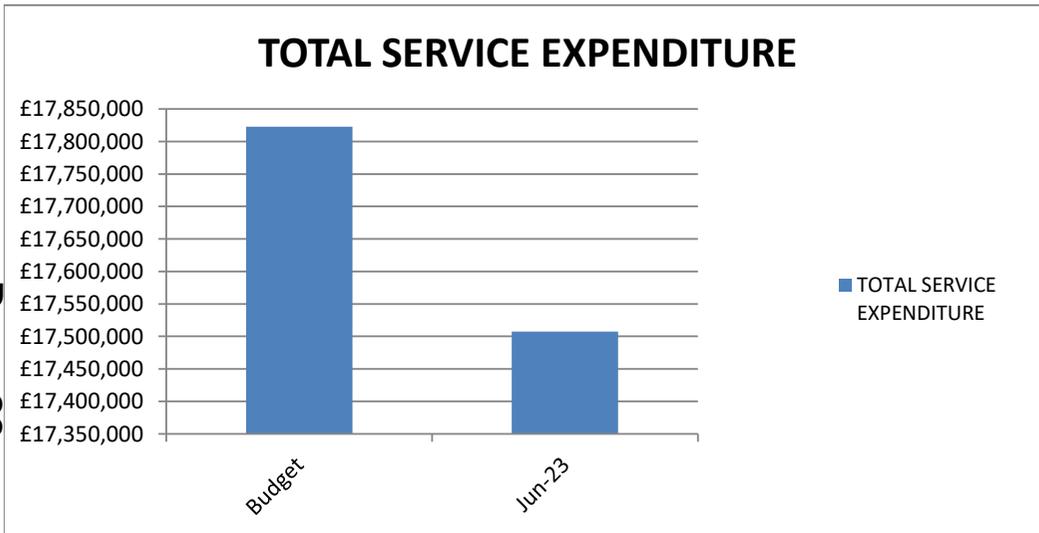
Under/overspend	£	£
Mvt to/(from) Balances Orig Budget		227,961
Mvt to/(from) Balances Latest Budget		
Mvt to/(from) Balances Outturn		117,185
Outturn change		110,776

() = Underspend

June 2023 Budget Monitoring Summary 2023/24- General Fund Services

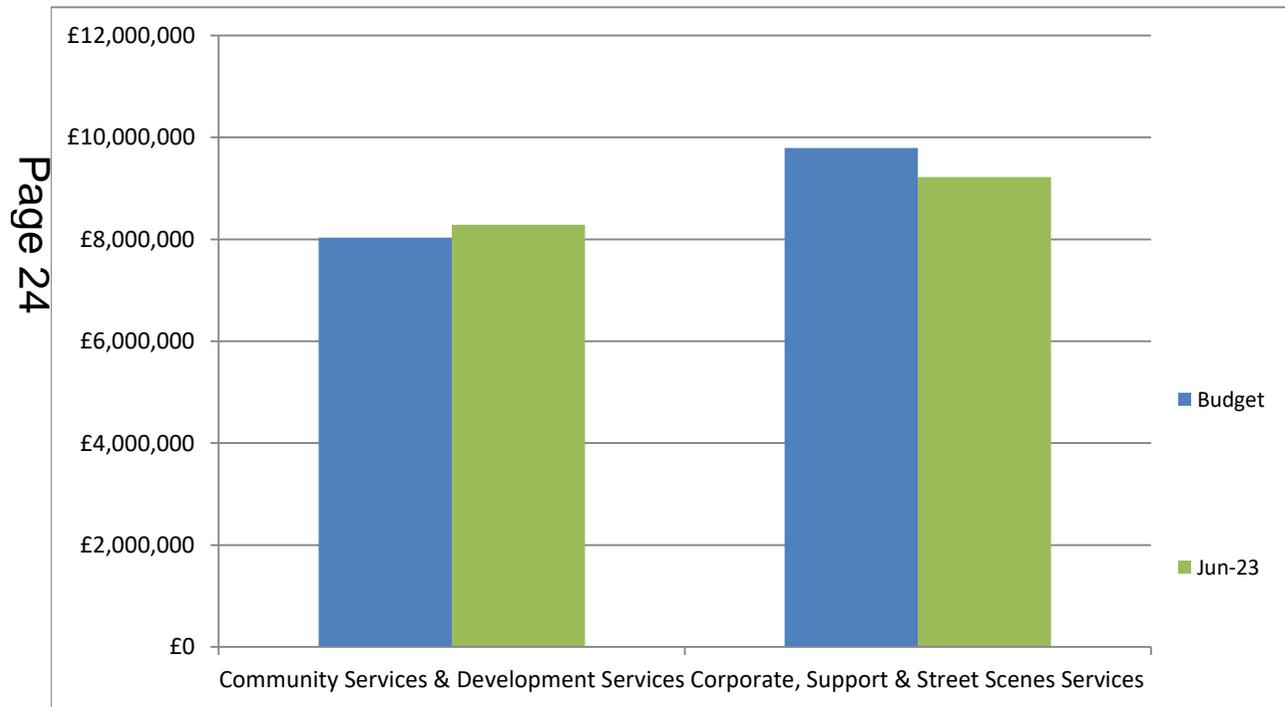
	Budget	Jun-23
TOTAL SERVICE EXPENDITURE	£17,822,790	£17,507,603
	Budget	Jun-23
General Fund Balance Contribution	£227,961	£117,185

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June 2023 Main changes in outturn

	Budget	Jun-23
Community Services & Development Services	£8,032,150	£8,288,150
Corporate, Support & Street Scenes Services	£9,790,640	£9,219,453
General Fund Balance Contribution	£17,822,790	£17,507,603



General Fund Service Area 2023/24 Monthly Outturn to June 2023

			Budget to Date	Actual to Date	Variance to Date	Timing Differences	Variance excluding timing Differences	Latest Budget 2023/24	Forecast Outturn	Forecast Variation to Year End	Ref
cm01	Community Services & Development Services	DSO Housing Repairs	(232,730)	(118,991)	(113,739)	(113,000)	(739)	(1,082,835)	(1,082,835)		
cm02		Contribution to Housing Rev Ac	0	0	0		0	20,000	20,000		
cm04		Forest Road Garages	(1,488)	(1,661)	173		173	(5,950)	(5,950)		
cm05		Homelessness	(155,846)	(69,025)	(86,821)	52,000	(138,821)	268,290	407,290	(139,000)	1.1
cm07		Housing Strategy	496	(10,763)	11,259	11,000	259	14,006	14,006		
cm08		Private Sector Housing	15,005	8,940	6,065		6,065	632,070	632,070		
cm09		Children and Young People	1,429	872	557		557	12,154	12,154		
cm10		CCTV	34,037	14,721	19,316	20,000	(684)	138,490	138,490		
cm11		Community Safety	30,109	(86,581)	116,690	42,000	74,690	96,357	96,357		1.2
cm12		Creative Communities	5,616	10,482	(4,866)		(4,866)	33,797	33,797		
cm13		Leisure Centre	(130,649)	(222,454)	91,805	50,000	41,805	(504,506)	(460,506)	(44,000)	1.3
cm14		Leisure Promotion	11,345	8,858	2,487		2,487	162,012	162,012		
cm15		Sports Development	5,633	4,864	769		769	(1,989)	(1,989)		
cm16		Highways Miscellaneous	15,262	10,107	5,155		5,155	72,681	72,681		1.4
cm17		Markets	21,296	24,397	(3,101)		(3,101)	48,474	48,474		
cm19		Climate Change	(5,451)	2,337	(7,788)	(8,000)	212	(21,440)	(21,440)		
ep01		Emergency Planning	8,098	86	8,012	8,000	12	33,918	33,918		
ep02		Local Land Charges	5,017	(462)	5,479	6,000	(521)	30,027	30,027		
ep07		Dog Warden Service	6,462	4,267	2,195	2,000	195	25,892	25,892		
ep08		Environmental Health	14,191	(1,899)	16,090	16,000	90	174,542	174,542		
ep09		Land Drainage	11,445	8,540	2,905		2,905	45,750	45,750		
ep10		Licences	(23,748)	(23,516)	(232)		(232)	(71,570)	(71,570)		
ep12		Pest Control	2,959	(909)	3,868	3,000	868	13,164	13,164		
ep17		Building Inspection	1,684	(47,655)	49,339	52,000	(2,661)	36,624	36,624		
ep19		Community Planning	13,728	52,183	(38,455)	(38,000)	(455)	165,927	165,927		
ep20		Development Control	(56,276)	(21,033)	(35,243)	15,000	(50,243)	(382,834)	(192,834)	(190,000)	1.5
ep21		Economic Development	3,197	22,690	(19,493)	(18,000)	(1,493)	187,618	187,618		
ep22		Environmental Initiatives	330	330	0		0	1,320	1,320		
ep23		Planning Policy	85,025	69,461	15,564	(10,000)	25,564	389,373	389,373		1.6
		Community Services Salaries	1,208,151	1,097,326	110,825		110,825	5,056,700	4,938,700	118,000	1.7
	Community Services & Development Services		894,327	735,511	158,816	90,000	68,816	5,588,062	5,843,062	(255,000)	
cp01	Corporate, Support & Street Scenes Services	Corporate Management	306,558	392,487	(85,929)	(87,000)	1,071	1,422,813	326,813	1,096,000	2.1
cp02		Corporate Management (Civic)	4,172	4,725	(553)		(553)	22,630	22,630		
cp03		Council Tax / NNDR	83,529	4,749	78,780	79,000	(220)	395,965	395,965		
cp04		Council Tax Support	(34,788)	(140,830)	106,042	49,000	57,042	372,310	326,310	46,000	2.2
cp05		General Grants	16,796	17,380	(584)		(584)	(367,302)	(367,302)		
cp06		Register and Borough Elections	65,082	35,183	29,899	31,000	(1,101)	243,031	243,031		
cp07		Benefits Fraud and Rent Allowances	(60,521)	(243,308)	182,787	157,000	25,787	68,598	52,598	16,000	2.3
cp08		Public Conveniences	8,497	14	8,483		8,483	24,804	19,804	5,000	2.4
cp09		Industrial Estates	(123,441)	(182,874)	59,433	6,000	53,433	(572,212)	(592,212)	20,000	2.5
cp10		Misc Property	255,933	179,783	76,150	75,000	1,150	(480,178)	(480,178)		
cp11		Asset Management	20,133	16,424	3,709	20,000	(16,291)	159,695	159,695		2.6

General Fund Service Area 2023/24 Monthly Outturn to June 2023

		Budget to Date	Actual to Date	Variance to Date	Timing Differences	Variance excluding timing Differences	Latest Budget 2023/24	Forecast Outturn	Forecast Variation to Year End	Ref
cp12	Communications & Promotion	14,498	13,052	1,446		1,446	121,777	121,777		
cp13	Council Offices	338,660	325,326	13,334		13,334	1,203,757	1,428,757	(225,000)	2.7
cp14	Finance Support	27,041	60,053	(33,012)	(32,000)	(1,012)	265,164	265,164		
cp15	Health and Safety	11,247	3,678	7,570	7,000	570	25,918	25,918		
cp16	I.T. Support	441,751	999,670	(557,919)	(515,000)	(42,919)	119,318	119,318		2.8
cp17	Legal Services	22,150	52,820	(30,670)	(7,000)	(23,670)	92,204	92,204		2.9
cp18	Performance & Scrutiny	1,258	478	780		780	12,745	12,745		
cp19	Corporate Support Team	21,184	6,997	14,187	14,000	187	89,296	89,296		
cp20	Human Resources	52,015	40,584	11,431		11,431	199,998	199,998		2.10
cp21	Committee Services	6,374	3,922	2,452		2,452	40,759	40,759		
cp22	Customer Contact Centre	14,542	15,695	(1,153)		(1,153)	114,478	114,478		
cp23	UK Shared Prosperity Fund	(63,396)	(7,024)	(56,372)	(54,000)	(2,372)	(253,382)	(253,382)		
ep03	DSO Grounds Maintenance	(173,847)	(147,476)	(26,371)	7,000	(33,371)	(853,191)	(853,191)		2.11
ep04	Allotments	(2,077)	(3,075)	998		998	5,166	5,166		
ep05	Cemeteries	34,943	23,423	11,520		11,520	145,343	145,343		2.12
ep06	Countryside Management	31,621	29,300	2,321		2,321	128,299	128,299		
ep11	Parks	161,758	169,237	(7,479)		(7,479)	776,216	786,216	(10,000)	2.13
ep13	Recycling	(691,849)	(1,079,018)	387,169	226,000	161,169	640,045	457,045	183,000	2.14
ep14	Refuse Collection	79,858	19,978	59,880	(17,000)	76,880	679,069	639,069	40,000	2.15
ep15	Street Cleansing	457	13,305	(12,848)	(18,000)	5,152	176,732	176,732		
ep16	Waste Business Improvements	(7,791)	(16,876)	9,085		9,085	(31,140)	(31,140)		2.16
ep18	Car Parks	59,849	56,246	3,603		3,603	(175,830)	(175,830)		
	HRA Recharge of Support Services	(391,151)	(349,382)	(41,769)		(41,769)	(1,563,106)	(1,563,106)		2.17
	Corporate Services Salaries	2,254,770	2,027,747	227,023		227,023	9,016,752	8,995,752	21,000	2.18
	Crematorium	0	0	0		0	0	590,000	(590,000)	2.19
	Corporate, Support & Street Scenes Services	2,785,815	2,342,393	443,422	(59,000)	502,422	12,266,541	11,664,541	602,000	
	Position as June 2023	3,680,142	3,077,905	602,237	31,000	571,237	17,854,603	17,507,603	347,000	

Summary of Timing Differences
Under spends/(Overspends) caused by timing differences
Monthly Outturn Report 1st April 2023 to 30th June 2023

		£	£
DSO Housing Repairs	Work in Progress	(76,000)	
	Awaiting material invoices	70,000	
	Agency budget to be reprofiled	(20,000)	
	Painting budget to be reprofiled	(12,000)	
	Vehicle leasing prepayments	(13,000)	
	Under recovery of overheads	(62,000)	(113,000)
Homelessness	Awaiting credit card bill for June B&B costs & click travel June B&B costs	52,000	52,000
Housing Strategy	Outstanding accrual - qtr 4 Rural Housing Enabling Service	11,000	11,000
CCTV	Awaiting CCTV Security invoices	20,000	20,000
Community Safety	Domestic Abuse grant received from DLUHC	35,000	
	Outstanding accrual - return unspent PCC safer streets funding	7,000	42,000
	Energy Benchmarking costs - Budget to be reprofiled	50,000	50,000
Climate Change	Reprofile of budget required in respect of expected grant income	(8,000)	(8,000)
Emergency Planning	Reprofile of budgets for contributions to other bodies required	8,000	8,000
Local Land Charges	Quarter 1 SLA payment to Blaby District Council not yet invoiced	6,000	6,000
Dog Warden Service	awaiting hired and contracted invoices	2,000	2,000
Environmental Health	awaiting hired and contracted invoices	6000	
	1 off new burden grant income to be used for causal wages virement required	10000	16,000
Pest Control Service	awaiting hired and contracted invoices	2,000	
	other minor variations	1,000	3,000
Building Control	Outstanding accrual - Contribution to the shortfall in income for the partnership	44,000	
	Outstanding accrual - Qtr 4 Contribution to Building Control Partnership	8,000	52,000
Community Planning	Reprofile of budgets for contributions and hired and contract services	(38,000)	(38,000)
Development Control	Agency/Consultancy staff invoices paid in July relating to June	27,000	
	Outstanding accrual - Tritex PPA income	(58,000)	
	Legal Fees budget to be reprofiled	28,000	
	Outstanding accrual - Harborough DC Team Leader costs	18,000	15,000
Economic Development	Kickstart grant from DWP to be repaid	15,000	
	HAZ qtr 1 income due from Historic England	(13,000)	
	Reprofile of income budget in respect of	(20,000)	
	Reprofiling of budgets required in relation to town centre events	5,000	
	Invoice to Oadby and Wigston for Town Centre Manager	(5,000)	(18,000)
Planning Policy	Consultancy staff invoices paid in July relating to June	5,000	
	Outstanding accrual - Witherley Neighbourhood Plan funding from DLUHC	(20,000)	
	Infrastructure Capacity invoice relating to June paid in July	5,000	(10,000)
Corporate Management	Financial period correction to over-estimate of accruals for rental referring to prior year, being accounted for as a reversal in the current financial year to prevent estimates over the 2022/23 year end period distorting in year performance for 2023/24.	(127,000)	
	Delay in payment of LGA Subscription 2023/24	11,000	
	Prepayment of Costs incurred relating to 2023 to 2031 - Ascendent system for Grants	(13,000)	
	Expenditure relating to Alternative Fuel Payment - Grant Income received in 2022/23 to cover the cost	(45,000)	
	Audit Fees relating to 2021-22 & 2022/23	62,000	
	Audit Fees to Q1 2023/24	25,000	(87,000)
Council Tax / NNDR	Contribution to Revs & Bens Partnership	79,000	79,000
Council Tax Support	Contribution to Revs & Bens Partnership	49,000	49,000
Register and Borough Elections	Income reimbursement awaited from Election Service for expenses paid out by HBBC - Will be paid once claim is settled and Election Service reimbursed	38,000	
	Reprofile of budget required on New burdens and local Elections budgets	(7,000)	31,000
Benefits Fraud and Rent Allowances	Contribution to Revs & Bens Partnership	39,000	
	Outstanding accrual relating to audit costs	6,000	
	Benefits Payments to June - reflected on the ledger in July	623,000	
	Additional benefit costs incurred	(511,000)	157,000
Industrial Estates	Rental Invoices raised earlier than anticipated	6,000	6,000
Miscellaneous Properties	Cleaning Costs relating to 2022/23 - Outstanding Accruals	47,000	
	Cleaning Costs relating to 2023-24	11,000	
	Awaiting utility invoices	15,000	
	Utility budget to be reprofiled	23,000	
	Invoice relating to shared service staff for 2022/23	12,000	
	Manned Security Charges relating to 2022/23	8,000	
	Refuse disposal costs incurred later than anticipated	7,000	
	Service Charge adjustment re 2022/23 not yet processed	(60,000)	
	Annual rent increase for Hub not yet processed	12,000	75,000
Asset Management	Cleaning Costs relating to 2022/23 - Outstanding Accruals	20,000	20,000
Finance Support	Finance system license paid in advance	(25,000)	
	Agency budget to be reprofile	(7,000)	(32,000)
Health & Safety	awaiting health and safety misc course invoices	7,000	7,000
I.T. Support	Outstanding costs relating to 2022/23 telephone costs	8,000	
	Outstanding Telephone costs re 2023/24	4,000	
	Agency Costs relating to June 23	7,000	
	Payment made for Future years	(24,000)	
	Invoices to be raised to ICT Partners	(510,000)	(515,000)
Legal Services	awaiting shared service income	(1,500)	
	awaiting legal costs recovered income	(2,500)	
	library costs paid in advance	(10,000)	
	awaiting agency invoices	7,000	(7,000)

Summary of Timing Differences
Under spends/(Overspends) caused by timing differences
Monthly Outturn Report 1st April 2023 to 30th June 2023

		£	£
Corporate Support Team	awaiting postages invoices	12,000	
	awaiting equip maint invoices	2,000	14,000
UKSPF	Awaiting Qtr 1 UKSPF grant funding	(126,000)	
	Outstanding accrual - BEAM	30,000	
	Reprofile individual project budgets	42,000	(54,000)
DSO Grounds maintenance	Awaiting materials invoices	7,000	7,000
Recycling	Agency charges posted in July	82,000	
	Green Waste income 22/23	177,000	
	Repairs and maintenance paid in advance	(15,000)	
	Green Waste Disposal Fees	30,000	
	LCC outstanding accrual income	(23,000)	
	Awaiting LCC garden waste income	(25,000)	226,000
Refuse	Agency charges posted in July	(82,000)	
	Bulky charges posted in July	18,000	
	leasing to be reprofiled	7,000	
	Trade waste outstanding accrual	50,000	
	waste disposal fee to be raised	(10,000)	(17,000)
Street Cleansing	Bulky charges posted in July	(18,000)	(18,000)
	TOTAL TIMING DIFFERENCES	31,000	31,000

List of Supplementary Budgets Approved - 2023/24

Narrative	Amount	Community Services & Development Services	Corporate, Support & Street Scenes Services
Countryside Management - Supplementary to cover costs of cancellation of open day event	1,033		1033
The purchase of internal and external MOGO licence plates for hackney carriage and private hire vehicles, plus P&P (2 x £500.00)	1,000	1000	
Agreed procurement and implementation of an upgraded Applicant Tracking System linked to our recruitment process as agreed by SLT	9,940		9940
Parks - To cover works at overland drive funded from grant monies	16,810		16810
Salary increase to cover 4 hours of admin support for new community equipment grants as approved by SLT	3,030		3030
Total Budget Movement to June	31,813	1,000	30,813
Total Budget Movement Year to date	31,813	1,000	30,813

Outturn Explanations April 2023 to June 2023				
Key : () = overspend				
Forecasted year end variations			Variation To Date	Forecast Year End
			£000's	£000's
Community Services & Development Services			70	(255)
	Homelessness			
1.1	Bed & Breakfast overspend to date		(155)	(155)
	Experian Housing Options contract		(9)	(9)
	Additional income to date from Housing Benefits & B&B contributions		16	30
	Income from bond scheme repayments		14	0
	Other minor variations		(5)	(5)
1.2	Community Safety			
	Underspend to date on minor projects		15	0
	Additional Ukraine forecast expenditure		0	(186)
	Ukraine Funding (DLUHC & Leicestershire County Council)		58	186
	Other minor variations		2	0
1.3	Leisure Centre			
	Estimated adjustment to management fee		7	(77)
	Lower than expected cost of Energy Benchmarking settlement for prior years		33	33
	Other Minor Variations		2	0
1.4	Highways Maintenance			
	Additional income received to date from Street Nameplates		5	0
1.5	Development Control			
	Income shortfall from planning applications		(44)	(50)
	Agency staff overspend		(12)	(50)
	Costs relating to planning enforcement action		(22)	(50)
	Appeal costs forecast overspend		0	(55)
	Miscellaneous income		15	15
	Staff advertising underspend to date		6	0
	Other minor variations		7	0
1.6	Planning Policy			
	Local Plan underspend to date		25	0
	Other minor variations		1	0
1.7	Salary Directorate Variation		111	118

Outturn Explanations April 2023 to June 2023				
Key : () = overspend				
	Forecasted year end variations	Variation To Date	Forecast Year End	
		£000's	£000's	
	Corporate, Support & Street Scenes Services	489	602	
2.1	Corporate Management			
	Estimated income from Business Rates Pool to be set aside for regeneration	0	1,100	
	Increase in renewable energy costs	0	(4)	
2.2	Council Tax Support			
	Additional Grant income from Council Tax Support	46	46	
	New Burden Council Tax Support income	10		
	Minor Variances	1		
2.3	Benefits Fraud and Rent Allowances			
	Reduction in Income from Benefits Overpayments due to Universal Credit	(9)		
	Addition Benefits Admin Grant	4	16	
	DWP Grant income	14		
	New Burdens Income	18		
	Other Minor Variances	(1)		
2.4	Public Conveniences			
	No NNDR payable on public toilets	5	5	
	Other Minor Variances	3		
2.5	Industrial Estates			
	NNDR lower than anticipated due to the number of vacant units	2		
	Variance in utility costs	3		
	Income received from tenants to cover insurance costs incurred by HBBC	4		
	Insurance relating to Premises lower than anticipated	3		
	Service Charge Income higher than anticipated	2		
	Additional rental income	34	20	
	Other Minor Variances	5		
2.6	Misc Property			
	Agency staffing costs covering vacant posts	(11)		
	Minor Variances	(5)		
2.7	Council Offices			
	Reduction in NNDR at Jubilee due to transitional relief	9		
	Impact of delay in NHS lease signing		(225)	
	Minor Variances	4		
2.8	I.T. Support			
	Agency Staffing Costs - to be funded from vacant Salaried posts	(46)	0	
	Other Minor Variances	3		
2.9	Legal Services			
	Agency Overspend covered by salary underspend	(24)		
2.10	Human Resources			
	Underspend on training budget to date	11	0	
2.11	DSO Grounds maintenance			
	Reduced work from other services due to short staff/housing voids started late	(21)	0	
	Agency Overspend cover by salary underspend	(9)	0	
	Minor variations	(3)	0	
2.12	Cemeteries			
	Additional burial fees	7	0	
	Minor variations	4	0	
2.14	Parks			
	Trade effluent charges and additional remedial work spends	(10)	(10)	
	Minor variations	3	0	
2.14	Recycling			
	Green waste additional income	183	183	
	Agency underspend	(20)	0	
	Minor variations	(2)	0	
2.15	Refuse Collection			
	Additional trade waste income	44	35	
	Additional bulky waste	35	35	
	Increase in cost of biodiesel	0	(30)	
	Minor variations	(2)	0	
2.16	Waste Business Improvements			
	New development fees	7	0	
	Minor variations	2		
2.18	HRA Recharge of Support Services	(41)	0	
2.18	Salary Directorate Variation	227	21	
2.19	Net Write off pressures on general fund from decision to discontinue with current construction partner on the Crematorium project.		(590)	
	Forecasted (overspend) saving	559	347	

Capital Programme Summary
30th June 2023

Description	Latest Budget £	Budget to Date £	Actual £	Variance to date £
General Fund				
Community Services & Development Services	22,609,490	4,521,987	3,615,523	906,464
Corporate, Support & Street Scenes Services	2,653,937	539,931	46,026	493,905
	25,263,427	5,061,918	3,661,549	1,400,369
HRA	13,481,361	1,786,805	647,622	1,139,183
Grand Total	38,744,788	6,848,723	4,309,171	2,539,552

**Capital Expenditure
30th June 2023**

Code	Description	Latest Budget £	Budget to Date £	Actual £	Variance £	Ref No
<u>Corporate, Support & Street Scene</u>						
spv	Asset Management Enhancement Works	50,000	12,510	(40)	12,550	
ssy	Making Tax Digital	12,000	3,000	0	3,000	
ssv	MIRA Technology Park Infrastructure	3,553,510	3,553,510	3,553,511	(1)	
swy	Network Upgrades Phase 2	47,600	11,907	0	11,907	
sxa	Wifi Upgrades	50,000	12,510	(600)	13,110	
slf	Improvements to town centres & high streets	50,000	12,510	0	12,510	
slg	Hinckley Town Centre Wayfinding Strategy	50,000	12,510	0	12,510	
sli	LLEP Business Growth Hub	25,000	6,252	0	6,252	
slj	Uk Rural Prosperity Capital Schemes	100,000	25,020	0	25,020	1
syd	Members ICT Equipment	30,000	7,506	25,348	(17,842)	
syb	Emergency Generator	12,000	3,000	0	3,000	
syc	UPS Replacement	33,000	8,256	0	8,256	
syd	MFA Non Corp Mobiles	8,000	2,001	0	2,001	
syd	Load Balancers	12,000	3,000	0	3,000	
rfn	Parks : Major Works	30,000	7,506	0	7,506	
rcs	Incab System (Tracker System)	14,000	3,501	324	3,177	
ran	Memorial Safety Programme	6,270	1,569	0	1,569	
rce	Recycling Containers	132,960	33,264	33,670	(406)	
svb	Waterside Open Space (SEA)	57,988	14,508	0	14,508	
svj	Waterside Play Area	70,668	17,679	0	17,679	
rby	The Greens	133,474	33,393	0	33,393	2
syf	Jellicoe Way	12,523	3,132	0	3,132	
syg	Granville Road	10,227	2,559	0	2,559	
syh	Sword Drive	750	189	0	189	
syi	Swallows Green	750	189	0	189	
syl	Grobby Pool Car Park	3,000	750	0	750	
syj	Burbage Common - The Greens	52,250	13,071	0	13,071	
rcj	Environmental Improvements	50,000	12,510	470	12,040	
syk	Machinery Procurement	40,642	10,167	3,940	6,227	
rkt	Resurfacing Car Parks	75,000	18,762	(17,661)	36,423	3
sto	New Crematorium	2,108,000	527,421	41,003	486,418	4
rgg	Parish & Community Initiatives	150,000	37,530	6,847	30,683	5
rgo	Hinckley Community Initiative Fund -HCIF	12,000	3,000	0	3,000	
rcr	Electric Charging Points	25,000	6,252	(16,114)	22,366	
syn	Burbage Common Pay and Display	10,878	2,721	0	2,721	
syo	Partnership IT Schemes	375,000	93,822	0	93,822	6
syp	NHS Hinckley Hub upgrade	200,000	0	0	0	
syq	Acquisition & Development Scheme	15,000,000	0	0	0	
rgt	Davenport rd and Hays Lane imp	5,000	5,000	5,000	0	
rbm	Clarendon Park	0	0	1,867	(1,867)	
slh	Feasibility studies	0	0	14,510	(14,510)	
ssa	General Renewal -Extensions	0	0	(358)	358	
suh	Shared Revenue and Benefits	0	0	39	(39)	
swc	Lancaster Road Pedestrian Crossing	0	0	(20,000)	20,000	
swd	Server/Network Hardware Replacements	0	0	(1,302)	1,302	
swf	Telephony Upgrade	0	0	(14,949)	14,949	
swh	Office 365 Consultancy Support	0	0	554	(554)	
swn	ICT Transitional Costs	0	0	(535)	535	
		22,609,490	4,521,987	3,615,523	906,464	
<u>Community & Development Services</u>						
roa	Major Works Grants	130,000	32,526	0	32,526	7
roh	Minor Works Grants	40,000	10,008	5,910	4,098	
rom	Private Sector Housing Enforcement	100,000	25,020	7,646	17,374	
roq	Hoarding Project	315,000	78,810	16,255	62,555	8
rob	Disabled Facilities Grant	642,680	160,797	20,836	139,961	9
rdq	Sports Facility Improvement Fund	20,000	5,004	0	5,004	
rdp	Bosworth 1485 Sculpture Trail project	603,846	151,080	0	151,080	10
rkh	Heritage Action Zone	306,500	76,686	(60,321)	137,007	11
sys	Solar Panel Scheme at Hinckley Leisure Centre	200,000	0	0	0	
syt	Regeneration LLEP Enterprise Zone	295,911	0	0	0	
rdi	Leisure Centre	0	0	218	(218)	
rop	CCTV Upgrade 2020-21	0	0	2,252	(2,252)	
svo	Argents Mead Moat Improvements	0	0	53,230	(53,230)	12
		2,653,937	539,931	46,026	493,905	

Capital Programme Variances over £20,000				
Ref No	Description	Explanation of Variance	Variance to date	y/e Variance
<u>Corporate, Support & Street Scene</u>				
1	Uk Rural Prosperity Capital Schemes	Scheme to be reprofiled	25,020	
2	The Greens	Awaiting site to be adopted before works can commence	33,393	
3	Resurfacing Car Parks	Awaiting invoices for prior year works	36,423	
4	New Crematorium	Project currently on hold	486,418	
5	Parish & Community Initiatives	Awaiting 3rd party documentation before funds are released	30,683	
6	Partnership IT Schemes	Budget to be reprofiled	93,822	
<u>Community & Development Services</u>				
7	Major Works Grants	Committed to grants not yet reflected in actuals to date	32,526	
8	Hoarding Project	Additional costs to be reflected in due course	62,555	
9	Disabled Facilities Grant	Committed to grants not yet reflected in actuals to date	139,961	
10	Bosworth 1485 Sculpture Trail project	Scheme to be reprofiled	151,080	
11	Heritage Action Zone	Awaiting invoices for prior year works	137,007	
12	Argents Mead Moat Improvements	Awaiting carry forward budget to be input	(53,230)	

30th June 2023

HRA Capital Programme

	Latest Budget £	Budget to Date £	Actual £	Variance to date £	Forecast year End Reductions	
Adaptation Of HRA Dwellings-Social Serv	724,973	181,386	86,956	94,430		Budget Committed
Major Voids	734,810	183,846	182,204	1,642	(20,000)	Estimated overspend based on high volumes of voids
Programmed Enhancements	189,942	47,519	32,188	15,331		Budget Committed
Electrical Upgrades/Rewires	542,119	135,638	135,017	621		Budget Committed
Windows : Single to Double Glazing	224,836	56,253	29,301	26,952		
Re-Roofing	704,225	176,194	109,306	66,888		Budget Committed
Kitchen Upgrades	790,276	197,724	4,146	193,578		Budget Committed
Boiler Replacement	432,385	108,182	48,607	59,575		Budget Committed
Low Maintenance Doors	58,400	14,610	17,294	(2,684)		
Sheltered Scheme Enhancements	42,000	10,506	12,622	(2,116)		
Enhancement Works - Bathroom Upgrades	223,800	55,992	7,695	48,297		Budget Committed
Fire Risk Assessments	231,000	57,795	(721)	58,516		Budget Committed
Affordable Housing	600,000	150,120	112	150,008		Budget Committed
Ambion Court	0	0	9,277	(9,277)		
Legionella	17,850	4,466	640	3,826		
Asbestos	186,540	46,673	24,998	21,675		Budget Committed
Piper Alarm Upgrade	0	0	32,050	(32,050)		

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Housing Revenue Account

Key : () = overspend

	2022/23 LATEST ESTIMATE	2023/24 BUDGET to June	2023/24 ACTUAL to June	VARIANCE to June	TIMING	VARIANCE Excl TIMING	F'CASTED OUTTURN	VARIATION YEAR END	REF
	£	£	£	£	£	£	£	£	
SUMMARY HRA									
INCOME									
Dwelling Rents	(13,973,140)	(3,475,121)	(3,548,789)	73,668	76,000	(2,332)	(13,965,140)	(8,000)	1
Non Dwelling Rents (garages & land)	(85,520)	(31,318)	(27,641)	(3,677)	-	(3,677)	(79,520)	(6,000)	
	(14,058,660)	(3,506,439)	(3,576,430)	69,991	76,000	(6,009)	(14,044,660)	(14,000)	
EXPENDITURE									
Supervision & Management (General)	2,824,769	757,636	689,036	68,600	31,000	37,600	2,814,769	10,000	2
Supervision & Management (Special)	1,309,914	325,605	270,878	54,727	78,000	(23,273)	1,399,914	(90,000)	3
Lump Sum LCC pension contribution	96,470	24,137	21,695	2,442	-	2,442	96,470	-	
Contribution to Housing Repairs A/C	3,192,170	-	-	-	-	-	3,192,170	-	
Depreciation (Item 8 Debit)	2,991,350	-	-	-	-	-	2,991,350	-	
Capital Charges : Debt Management	1,080	270	261	9	-	9	1,080	-	
Increase in Provision for Bad Debts	80,000	-	-	-	-	-	250,000	-	
Interest on Borrowing	1,818,370	-	-	-	-	-	1,818,370	-	
	12,314,123	1,107,648	981,870	125,778	109,000	16,778	12,564,123	(80,000)	
Net Income/Cost of Services	(1,744,537)	(2,398,791)	(2,594,560)	195,769	185,000	10,769	(1,480,537)	(94,000)	
Interest Receivable	(170,000)	-	-	-	-	-	(170,000)	-	
IAS19 Adjustment	(342,610)	-	-	-	-	-	(342,610)	-	
Net Operating (Income)/Cost	(2,257,147)	(2,398,791)	(2,594,560)	195,769	185,000	10,769	(1,993,147)	(94,000)	
CONTRIBUTIONS									
Contribution to Piper Alarm Reserve	30,000	-	-	-	-	-	30,000	-	
Contribution to Pension Reserve	3,520	-	-	-	-	-	3,520	-	
Transfer to Major Reserves	18,098	-	-	-	-	-	18,098	-	
Transfer to Regeneration Reserve	2,253,300	-	-	-	-	-	2,253,300	-	
Surplus / Deficit	47,771	(2,398,791)	(2,594,560)	195,769	185,000	10,769	311,771	(94,000)	

	LATEST ESTIMATE	BUDGET to June	ACTUAL to June	VARIANCE to June	TIMING	VARIANCE Excl TIMING	F'CASTED OUTTURN	VARIATION YEAR END	REF
	£	£	£	£	£	£	£	£	
SUPERVISION & MANAGEMENT (GENERAL)									
Employees	1,416,631	299,921	293,512	6,409	7,000	(591)	1,436,631	(20,000)	2.1
Premises Related Expenditure	188,846	112,696	99,163	13,533	-	13,533	184,846	4,000	2.2
Transport Related Expenditure	13,930	3,483	3,940	(457)	-	(457)	13,930	-	
Supplies & Services	268,776	103,470	104,137	(667)	(4,000)	3,333	268,776	-	2.3
Central & Administrative Expenses	972,106	243,211	214,836	28,375	28,000	375	972,106	-	2.4
Gross Expenditure	2,860,289	762,781	715,589	47,192	31,000	16,192	2,876,289	(16,000)	
Revenue Income	(35,520)	(5,145)	(26,552)	21,407	-	21,407	(61,520)	26,000	2.5
Recharges	-	-	-	-	-	-	-	-	
Total Income	(35,520)	(5,145)	(26,552)	21,407	-	21,407	(61,520)	26,000	
Net Expenditure to HRA	2,824,769	757,636	689,036	68,600	31,000	37,600	2,814,769	10,000	

SUPERVISION & MANAGEMENT (SPECIAL)									
Employees	846,968	180,735	197,965	(17,230)	8,000	(25,230)	936,968	(90,000)	3.1
Premises Related Expenditure	878,154	204,286	136,507	67,779	65,000	2,779	878,154		3.2
Transport Related Expenditure	13,165	3,317	3,508	(191)	-	(191)	13,165	-	
Supplies & Services	150,907	69,025	73,343	(4,318)	-	(4,318)	150,907	-	
Central & Administrative Expenses	269,390	67,472	62,230	5,243	5,000	243	269,390	-	3.3
Gross Expenditure	2,158,584	524,835	473,554	51,281	78,000	(26,719)	2,248,584	(90,000)	
Revenue Income	-	819,650	-	199,230	-	199,230	(819,650)		
Recharges	-	29,020	-	-	-	-	(29,020)		
Total Income	(848,670)	(199,230)	(202,676)	3,446	-	3,446	(848,670)	-	
Net Expenditure to HRA	1,309,914	325,605	270,878	54,727	78,000	(23,273)	1,399,914	(90,000)	

Outturn Explanations April 2023 to June 2023				
Key : () = overspend				
	Forecasted year end variations	Timing	Variation To Date	Forecast Year End
		£000's	£000's	£000's
	HOUSING REVENUE ACCOUNT	185	10	(94)
1	Rents -1st & 2nd July need removing from June figures	76	0	0
	Rents - shortfall in dwelling rents	0	(2)	(8)
	Rents - shortfall in garage rents	0	(4)	(6)
2	SUPERVISION & MANAGEMENT (GENERAL)	31	35	10
2.1	Employees:	7	(1)	(20)
	£6k Holiday Pay/Flexi to be processed at year end	7	0	0
	Severance Pay savings	0	5	20
	Salary overspend	0	(6)	(40)
2.2	Premises Related Expenditure:	0	14	4
	Premises Insurance underspend	0	4	4
	Council Tax underspend to date	0	10	0
2.3	Supplies & Services:	(4)	0	0
	Outstanding accrual - Audit fees	8	0	0
	IT costs relating to 2024/25	(12)	0	0
2.4	Central & Administrative Expenses:	28	0	0
	Underspend to date largely Council Offices, Democratic services, Contact Centre & Postage recharges	28	0	0
2.5	Revenue Income	0	22	26
	Additional Council Tax income	0	6	10
	New Burdens Grant funding	0	16	16
3	SUPERVISION & MANAGEMENT (SPECIAL)	78	(25)	(90)
3.1	Employees:	8	(25)	(90)
	£8k Holiday Pay/Flexi to be processed at year end	8	0	0
	Salary overspend	0	(8)	(25)
	Overtime overspend -vacant post & new member of staff training (double cover)	0	(17)	(65)
3.2	Premises Related Expenditure:	65	0	0
	Outstanding electricity & gas costs for May/June	56	0	0
	Awaiting invoices April-June cleaning costs	9	0	0
3.3	Central & Administrative Expenses:	5	0	0
	Underspend to date largely contact centre & debtors recharges	5	0	0

HOUSING REPAIRS ACCOUNT	2023/24	2023/24	2023/24			F'CASTED	F'CASTED		
	LATEST	BUDGET	ACTUAL	VARIANCE		VARIANCE		VARIATION	
	BUDGET	to June	to June	to June	TIMING	Excel TIMING	OUTTURN	YEAR END	REF
	£	£	£	£	£	£	£	£	
Administration									
Employee Costs	551,328	118,440	109,870	8,570	6,000	2,570	551,328	-	1
Premises related				0		0	0		
Transport Related Expenditure	15,340	3,839	3,609	230		230	15,340	-	
Supplies & Services	143,705	31,315	90,300	(58,985)	(55,000)	(3,985)	143,705	-	2
Central Administrative Expenses	293,970	73,549	69,632	3,917		3,917	293,970	-	
Total Housing Repairs Administration	1,004,343	227,143	273,411	(46,268)	(49,000)	2,732	1,004,343	0	
Programmed Repairs	767,396	172,226	113,074	59,152	55,000	4,152	767,396	-	3
Responsive Repairs	1,488,280	370,821	296,667	74,154	123,030	(48,876)	1,508,280	(20,000)	4
GROSS EXPENDITURE	3,260,019	770,190	683,152	87,038	129,030	(41,992)	3,280,019	(20,000)	
Contribution from HRA	(3,192,170)	0	0	0	0	0	(3,192,170)	-	
Accumulated Absences/ IAS 19	(90,050)	0	0	0	0	0	(90,050)	-	
TOTAL INCOME	(3,282,220)	0	0	0	0	0	(3,282,220)	-	
Contribution to HRA Reserves		0	0	0	0	0	0	-	
NET EXPENDITURE	(22,201)	770,190	683,152	87,038	129,030	(41,992)	(2,201)	(20,000)	

Variances

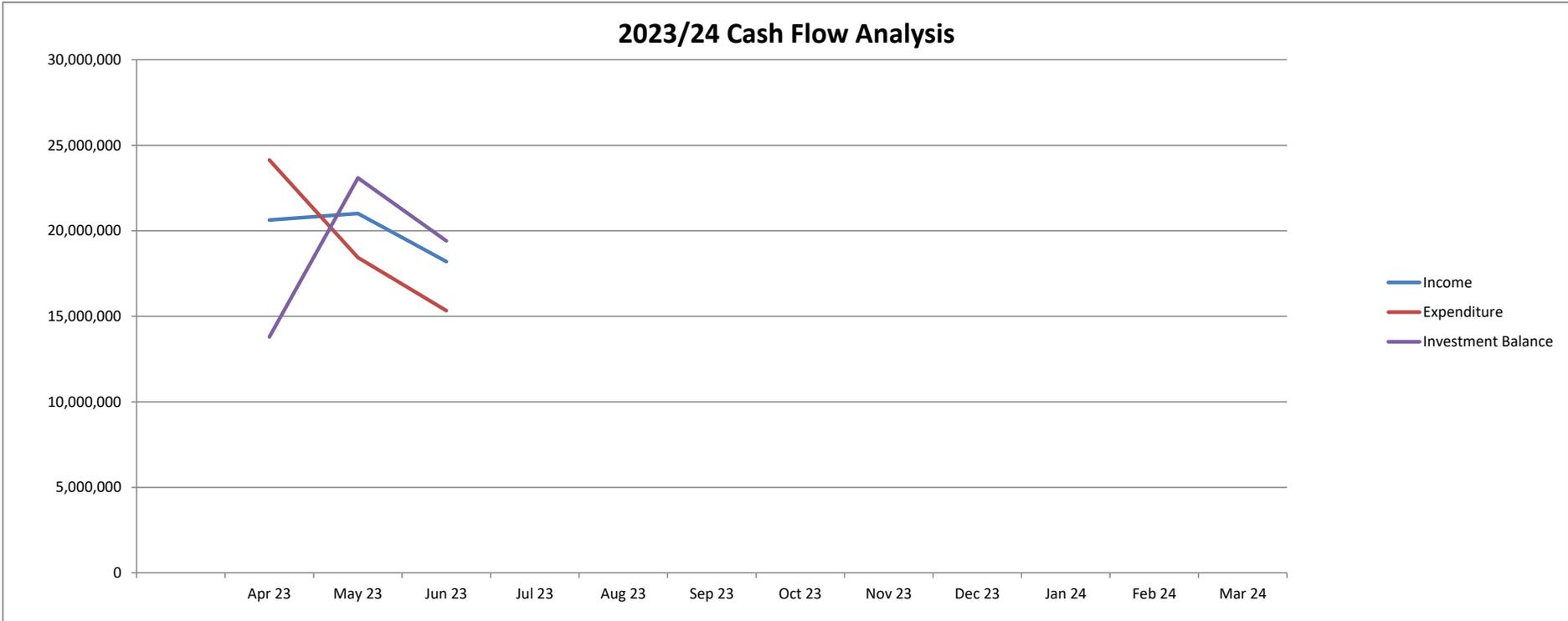
	TIMING £000's	VARIANCE £000's	Outturn
1 Estimated Impact of Pay Award	6,000		
2 ICT invoice prepayments	(55,000)		
3 Painting Budget to be reprofiled	11,000		
Central Heating Budget to be reprofiled	29,000		
Central Heating invoices processed	15,000		
	55,000	-	-
4 Work in Progress and overhead charges to be processed	128,030		
Current demand higher than expected		(48,000)	(20,000)
Castle Court Budget to be reprofiled	(5,000)		
	123,030	(48,000)	(20,000)

SLT CASH FLOW 2023-2024

	Apr	May	Jun
Income			
Council Tax	7,509,681	7,353,476	7,327,511
Rents	488,048	656,999	676,256
Business rates	4,138,079	3,794,696	4,021,567
Debtors	1,255,303	182,581	448,340
Cards	966,932	905,758	867,382
Planning Fees	73,901	45,234	101,312
Shared Services Income - Revs and bens and ICT	0	0	0
Other	560,593	144,394	918,796
Housing subsidy Benefits DWP	904,490	1,819,761	904,490
DLUHC - NHB and S31 and small grants	494,178	828,606	1,167,271
HMRC	129,952	167,096	335,496
Right to Buy Receipts	103,250	114,000	0
Other Grants 1	0		430,197
Temporary Borrowing	4,000,000	5,000,000	1,000,000
Total Income	20,624,407	21,012,601	18,198,618
Payments			
Minor payments	-2,962	-12,968	-13,546
MHCLG share of BR (net of RSG and transitional payments)	0	-3,242,239	-1,612,487
Wages / Salaries	-848,510	-920,227	-846,207
Precepts	-7,433,133	-7,433,133	0
BR and Tariff payment to LCC and Fire	0	-2,799,154	-1,399,577
Suppliers payments (Bacs and DD)	-3,641,883	-3,056,323	-4,061,367
Capital Expenditure	0	0	0
PWLB	-281,452	0	0
Tax/NI (Salary related)	-278,529	-304,860	-325,598
HB Payments & CT refunds	-593,511	-664,304	-1,066,745
Right to Buy - payment to DLUHC	0	0	0
Payment to LLEP (MIRA)	-3,553,511	0	0
Temp borrowing	-7,506,425	0	-6,005,332
Total Payments	-24,139,915	-18,433,208	-15,330,858
Net Income / Expenditure	-3,515,508	2,579,393	2,867,760
investments b/fwd	17,400,000	13,884,492	16,463,885
	13,884,492	16,463,885	19,331,645
Month end balance	87,817	-6,628,652	-75,219
actual amount invested	13,796,675	23,092,538	19,406,865

	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24
Income	20,624,407	21,012,601	18,198,618									
Expenditure	24,139,915	18,433,208	15,330,858									
Investment Balance	13,796,675	23,092,538	19,406,865									

2023/24 Cash Flow Analysis





Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

FINANCE & PERFORMANCE SCRUTINY 4 September 2023

Wards affected: ALL WARDS

SUNDRY DEBTS – Q1 2023/2024

Report of Head of Finance (Section 151 Officer)

1. Purpose of report

1.1 To inform members of the position on sundry debts as at 30 June 2023.

2. Recommendation

2.1 That the committee note the current aged debt position for sundry debts.

2.2 That the committee note that a report will follow at the next meeting on the action being taken on recovery of estates debt.

3. Background to the report

3.1 As at 30th June 2023, the overall sundry debt was £2,167,650. The current balance can be broken down by age as follows:

Description	
Credits, Refunds and Payments	-£244,714
Not Yet Due	£184,361
< 30 Days	£726,666
30 - 59 Days	£110,817
60 - 89 Days	£25,914
90 - 119 Days	£158,205
> 120 Days	£1,206,401
Total Debt	£2,167,650

3.2 The Council has a KPI for debt over 90 days old as a percentage of aged debt, not exceeding 25%. The performance for the end of June 2023 was 29.31%, this is after amendment for items that are known to be covered by agreement, council policy, are in dispute or are to be written off. The total number of invoices over 90 days is 1836 with an average value of £743. This has decreased from 2,068 since the last quarter. The other primary reason for the increased in performance is due to overall debt levels decreasing from £3.304 to £2.168m.

	£	Description
Total debt	2,167,650	
	-330,004	Homelessness
	-516,038	Installment Plans
	-185,628	In Dispute
	1,135,981	(A)
Over 90 days	1,364,607	
	-330,004	Homelessness
	-516,038	Installment Plans
	-185,628	In Dispute
	332,938	(B)
Performance	29.31%	Over 90 days/Total debt (amended) B/A
Target	25%	

3.3 In order to ensure that the Council adopts a prudent approach to accounting for debt that might not be due, a “provision for doubtful debts” is made against the year-end balance. The value of this provision is £94,000 based on the review as part of the closedown procedure.

3.4 The split of the current debt position over 90 days by type of debt is detailed below. Homelessness Bonds continue to increase. The provision of these bonds is funded by the Council’s Homelessness Prevention Grant which is provided by the DLUPHC. The element relating to other Local Authorities primary relate to charges for shared services. Most of this income has been received in July.

3.5 Action is being taken to recover the debts where possible. Whilst efforts are made to recover these amounts through ongoing contact with tenants by housing and revenues and benefits officers, legal action is not generally taken in these cases. This is on the basis that it is unlikely that the debtor will also be able to pay the additional charges levied and to uphold the “sentiment” of the Council’s Anti-Poverty Strategy.

3.6 The table below gives the breakdown of debt over 90 days as at the June 2023.

Sum of Total Outstanding over 90 days	Q2 £	Q3 £	Q4 £	Q1 £	Q1 to Q4 £	%
Building Control	19,837	19,320	19,320	19,320	0	0.00%
Environmental Health	8,002	2,741	2648	2538	-107	-4.14%
Estates	415,337	472,177	431,389	491,253	59,864	13.88%
Green Spaces	3,113	1,581	1,327	1,874	547	41.25%
Grounds Maintenance	4,793	6,847	6,847	6,847	0	0%
Homeless	354,702	285,101	310,742	330,004	19,262	6.20%
Housing	131,493	209,298	269,442	267,119	-2,323	-0.86%
Markets	3,604	3,726	3,594	491	-3,103	-86.35%
Other	47,083	24,945	21,130	19,540	-1,590	-7.52%
Refuse/ Recycling	28,383	23,498	13,514	22,382	8,868	65.62%
Other LA	36,600	47,369	47,369	93,679	46,311	97.77%
Licensing	744	1,414	2,049	2,719	670	32.70%
Pest Control	0	0	0	0	0	0%
Planning	374,767	533,577	378,427	37,385	-341,042	-90.12%
Housing Repairs	24,771	34,594	35,031	37,159	2,127	6.07%
Finance	9,186	7,741	8,641	10,771	2,130	24.65%
Atkins Building	14,214	14,899	12,356	17,586	5,230	42.33%
Waste Services	0	2,566	0	0	0	0%
Leisure	3,044	3,004	3,004	3,004	0	0%
Human Resources	0	0	0	0	0	0%
Street Scene	632	5,552	1,075	937	-138	-12.79%
Total	1,480,305	1,699,951	1,567,903	1,364,607	-203,297	-14.90%

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

4.1 Report is taken in an open session.

5. Financial implications [IB]

5.1 Contained within the body of the report.

6. Legal implications [MR]

6.1 The legal implications are contained within the report.

7. Corporate Plan implications

7.1 Sundry Debts contributes to delivery of all Corporate Plan objectives.

8. Consultation

8.1 None

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
Failure to recover debt owed to the Council	Robust recovery methods and monitoring.	A Wilson

10. Knowing your community – equality and rural implications

10.1 Any future reviews of the Debt Recovery Strategy will be impact assessed to understand any impacts on our community (i.e., ability for those on lower incomes to pay).

11. Climate implications

11.1 Climate implications are considered by services, therefore where applicable will be reflected when individual debts are raised.

12. Corporate implications

12.1 By submitting this report, the report author has taken the following into account:

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

Background papers:
Contact Officer:
Executive Member:

Civica Reports
Ashley Wilson, Head of Finance, Ext 5609
Councillor K. Lynch

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance & Performance Scrutiny

4 September 2023

Wards affected:

All

BUSINESS RATES AND POOLING UPDATE QUARTER 1 - 2023/24

Report of Head of Finance

1. Purpose of report

1.1 To inform the committee of business rates performance from 1 April 2023 – 30 June 2023.

2. Recommendation

2.1 That the committee notes the contents of the report.

3. Background to the report

3.1 Hinckley and Bosworth BC as a billing authorities pay 50% of collected business rates to government. The remaining 50% is split between the billing authority (40%) and the precepting authorities (10%).

3.2 Following these payments, the retained business rates of billing authorities are subject to a tariff set out in the respective Local Government Finance Settlement. Any growth in business rates over the set baseline will be subject to a “levy” payment of 50%, with the remaining half retained by the host Council. Correspondingly, except for that element associated with the multiplier compensation cap. If a Council loses 7.5% of their set threshold, a “safety net” payment will be triggered to compensate for the loss.

3.3 The Council was budgeted to receive £3,478,000 of “section 31 grant” income. The allocated grant was based on the level of reliefs that were forecast to be granted in 2023/2024 in the submitted business rates budget form (the NNDR1). The actual grant that can be “banked” as retained rates will be determined based on the actual reliefs awarded by 31st March 2024.

3.4 The budgeted business rates performance for this council, along with outturn as at 30th June 2023 is summarised below.

<i>Table 1</i>	<i>Budget 2023/24</i> £	<i>Jun-23</i> £
NNDR collected (net of reliefs)	42,356	42,356
Less:		
Central Government share	(21,178)	(21,178)
County Council share	(3,812)	(3,812)
Fire Authority Share	(424)	(424)
HBBC notional share	16,942	16,942
S31 Grant compensation	3,478	3,754
Total before tariff	20,420	20,696
Tariff charged on HBBC	(11,339)	(11,339)
Levy charged on growth	(2,671)	(2,586)
Retained income total	6,410	6,771
The retained income is made up of:		
Baseline funding	2,696	2,696
Total growth	6,385	6,661
Less Levy	(2,671)	(2,586)
Total	6,410	6,771
Movement- Gain/(loss)	0	361
Retained income total	6,410	6,771
Baseline funding	2,696	2,696
Total Growth	3,714	4,075
Movement- Gain/(loss)	0	361

3.5 The above table shows that as at 30th June 2023, the council has £4,075,000 of retained growth for 2023/2024 compared to the £3,714,000 growth that was budgeted for. This Increase is mainly due to additional S31 grant being higher than budgeted.

3.6 It is important to acknowledge the volatility of business rates which can be impacted negatively by many factors including:

- Companies going out of business or moving from the area,
- Empty properties – The redevelopment of the town centre for instances may have an impact on the rates for the council whilst development takes place,
- Awards of reliefs; most significantly charitable reliefs for schools which are awarded Academy status,
- Results of appeals lodged by businesses against their liabilities.

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 MR

- 6.1 Section 59A of the Local Government Finance Act 1988 allows local authorities to pool business rates. The pooling between the Leicestershire Council's will be governed by a legal agreement between the parties.

7. Corporate Plan implications

- 7.1 To ensure the Council's governance arrangements are robust.

8. Consultation

- 8.1 All members of the Business Rates Pool were included in decisions made on its operation for 2023/24.

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 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 There are no significant risks associated with this report or decisions needed.

10. Knowing your community – equality and rural implications

Various reliefs are available for businesses and charities under the business rate regulations.

11. Climate implications

- 11.1 There are no direct implications arising from this report.

12. Corporate implications

- 12.1 By submitting this report, the report author has taken the following into account:

- | | |
|---------------------------------|--------------------------------|
| - Community Safety implications | - Procurement implications |
| - Environmental implications | - Human Resources implications |
| - ICT implications | - Planning implications |
| - Asset Management implications | - Data Protection implications |
| | - Voluntary Sector |

Background papers: DCLG/ MHCLG notifications
Contact officer: Ashley Wilson (Head of Finance) Ext 5609
Executive member: Cllr K Lynch

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Hinckley & Bosworth
Borough Council

Finance & Performance Scrutiny Work Programme 2023/24

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Agenda Item 11

Key to corporate aims

- 1 – People
- 2 – Places
- 3 – Prosperity

FINANCE & PERFORMANCE SCRUTINY 2023/2024

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
4 September 2023	Hinckley Leisure Centre – Performance Review 2022/23	Programme of frontline service reviews	Monitor performance	Simon Jones	All
	Financial outturn Qtr 1 – 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Treasury Management Q1 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Sundry Debts Q1 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Business Rates & Pooling Q1 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
23 October 2023	Performance Management Framework update	Quarterly review	Monitor performance	Julie Kenny	All
18 December 2023	Treasury management Qtr 2 – 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Frontline service review – Planning	Programme of frontline service reviews	Monitor performance	Sharon Stacey	2
	Sundry Debts Q2 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Business rates and pooling update Q2 – 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Financial outturn Qtr 2 – 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All

March 2024	Business rates and pooling update Q3 – 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Frontline service review – Environmental Health (etc)	Programme of frontline service reviews	Monitor performance	Steve Merry	1,2
	Financial outturn Qtr 3 – 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Sundry debts Qtr. 3 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Frontline Services Review - Streetscene Services	Programme of frontline service reviews	Monitor performance	Caroline Roffey	All
	Treasury management Qtr 3 – 2023/24	Budget monitoring	Monitor performance	Ashley Wilson	All
	Performance Management Framework update				
June 2024	Financial outturn Q4 – 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Business rates and pooling update Q4 – 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Treasury management Qtr 4 – 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Sundry Debts Q4 2023/24	Quarterly review	Monitor performance	Ashley Wilson	All
	Performance Management Framework update	Quarterly review	Monitor performance	Julie Kenny	All
September 2024	Performance Management Framework update	Quarterly review	Monitor performance	Julie Kenny	All

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