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Hinckley & Bosworth
Borough Council

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

Date: 18 March 2022

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 **MONDAY, 28 MARCH 2022** 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

FINANCE & PERFORMANCE SCRUTINY - 28 MARCH 2022

A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**

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

To confirm the minutes of the meeting held on 17 January 2022.

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. **COUNCIL HOUSING SERVICES UPDATE REPORT (Pages 5 - 18)**

To inform members of key activities and performance within the Council Housing Service including; Anti-Social Behaviour, Rents, Tenancy Management, Housing Repairs and Older Persons services

7. **FINANCIAL OUTTURN THIRD QUARTER DECEMBER 2021 (Pages 19 - 46)**

To present to members the final outturn position as at December 2021

8. **TREASURY MANAGEMENT THIRD QUARTER 2021/22 (Pages 47 - 52)**

To inform members of the Treasury Management activity in the third quarter of 2021/22

9. **SUNDRY DEBTS THIRD QUARTER 2021/22 (Pages 53 - 58)**

To inform members of the position on sundry debts as at 31 December 2021

10. **FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 59 - 60)**

To inform members of the work programme

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

As raised under item 3.

Agenda Item 2

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE & PERFORMANCE SCRUTINY

17 JANUARY 2022 AT 6.30 PM

PRESENT: Cllr C Ladkin - Chairman
Cllr P Williams – Vice-Chairman
Cllr JMT Collett, Cllr DS Cope, Cllr K Morrell, Cllr LJ Mullaney, Cllr MC Sheppard-Bools
and Cllr R Webber-Jones

Members in attendance: Councillors

Officers in attendance: Mark Brymer, Steven Merry, Rebecca Owen, Rebecca Valentine-Wilkinson and Ashley Wilson

272 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Gibbens.

273 MINUTES OF PREVIOUS MEETING

It was moved by Councillor Williams, seconded by Councillor Collett and
RESOLVED – the minutes of the meeting held on 1 November
2021 be confirmed as a correct record.

274 DECLARATIONS OF INTEREST

No interests were declared.

275 FRONTLINE SERVICE REVIEW - ENVIRONMENTAL HEALTH

Members were updated on this review on the activities regarding the services of gambling, alcohol, taxi, and scrap metal licensing, tattooists and body piercing registration.

Licensing

- Gambling – premises & permits
It was confirmed to members that as the licensing authority Hinckley & Bosworth Borough Council was responsible for issuing premises licenses to casinos, betting offices, race tracks, bingo clubs, adult gaming facilities and family entertainment centres. Proactive compliance inspections had been carried out to all gambling premises in the borough with a reduction in activity seen in 2020/21 due to the Covid pandemic.
- Taxis
It was confirmed to members that the pandemic had effected the taxi trade resulting in many of the drivers having left the trade and not renewed their licences.
- Licensing
It was confirmed to members that the service had carried out a number of proactive and reactive inspections each year under the Licensing Act 2003. Many pubs, cafes and bars had remained closed or now had restricted opening times due to the pandemic.
- Scrap metal

It was confirmed that the service had carried out a number of proactive and reactive inspections with a reduction in activity seen in 2020/21 due to the pandemic. The reduction in income had been the result of several businesses no longer trading due to a number of factors.

- Tattooing/skin piercing

It was confirmed to members that there had been an increase in registration applications for tattooists and skin piercers. Currently there was 83 tattooing/skin piercing premises registered with the Council.

Members thanked the team for the work that had been done behind the scenes and congratulated them on their good work.

The report was noted.

276 FINANCIAL OUTTURN QUARTER 2 - 2021/22

Members were presented with the financial outturn position as a September 2021.

A question was raised by members regarding the Homelessness funding and whether there had been a significant increase in the recent funding. It was confirmed to members that this funding was a mix of different sources that were used to offset this budget but the allocation would be checked and members would be informed if there had been an increase in this area.

Members queried whether the car parking income would ever increase and it was confirmed that there was unlikely to be a recovery back to pre-Covid levels as people were now working from home and had significantly changed their habits so this income would still be below what would be expected.

Discussion took place regarding the Crematorium and the significant delays surrounding this project.

The report was noted.

277 MEDIUM TERM FINANCIAL STRATEGY PROGRESS REPORT - VERBAL UPDATE

Members were given a verbal update on the medium term financial strategy. It was confirmed that due to the increasing shortfall a number of charges would need to be increased, such as an increase of £5 on council tax and £5 for collection of garden waste.

It was confirmed that the Medium Term Financial Strategy report would be produced for May 2022 and would be a 3 year strategy.

Members noted the feedback received from the Head of Finance.

278 FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME

Consideration was given to the work programme for 2021/22 and beyond.

A member queried when they would be getting an update on the Planning performance and it was confirmed that members would be updated by way of the quarterly performance reports.

Members confirmed they were happy with the forthcoming work programme.

Members noted the work programme.

(The Meeting closed at 8.15 pm)

CHAIRMAN

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance and Performance Scrutiny 28 March 2022

Wards affected: All wards

Council Housing Services Update report

Report of Director (Community Services)

1. Purpose of report

- 1.1 To inform members of key activities and performance within the Council Housing Service including; Anti-Social Behaviour, Rents, Tenancy Management, Housing Repairs and Older Persons services.

2. Recommendation

- 2.1 That members note the report.

3. Background to the report

- 3.1 The Council Housing Service aims to provide affordable housing to local people and the service is responsible for managing and maintaining both the property and the tenancy of those residing in our homes. Currently there are 3,229 units of accommodation that are widely dispersed across the borough with particular concentrations in Hinckley, Burbage, Barwell and Earl Shilton. We provide 354 units of Sheltered Housing accommodation, across 11 schemes, providing accommodation to the over 60s or those who are over 55 with a support need. Additionally the service is responsible for a number of leasehold properties, garage sites and housing land.

The Housing Revenue Account (HRA) holds the budget for the service. The HRA Business Plan forecasts over the next 30 years the investment requirements for the service and this equates to total planned investment from 2021 to 2030 of £43.2 million.

Demand for council housing remains high and we have seen significant increases in people applying to join the housing register over recent years. To meet this need, our ambition is to increase our housing stock by pursuing development and investment opportunities. The table below shows the number of housing applications received each year.

Table 1- Number of housing applications received each year

Year	Number of housing applications received
2015	1344
2016	1692
2017	1970
2018	1678
2019	2428
2020	2604
2021	2704

There are a number of specialist teams within the Council Housing Service which include Anti-Social Behaviour and Tenancy Management, Housing Repairs and Older Persons` services, working alongside wider housing services that sit outside of the HRA, including Private Sector Housing and Housing Options. Our ethos across all of our housing teams is to put the customer at the heart of service delivery. The impacts of the pandemic continue to be felt for many of our residents and, as such, we continue to shape service delivery to try and support and respond to those who are most in need.

3.2 Recent achievements

2021 brought with it significant challenges for both our service and for many of our residents. Yet, despite this, there are a number of key achievements that we are proud to have progressed;

- We are now a Dementia-Friendly service- we have provided frontline training to our frontline officers.
- We remodelled and redeveloped Ambion Court in Market Bosworth. The scheme now provides 24 units of contemporary accommodation for the over 60s.
- We have continued to deliver our resident support service. We are currently able to provide a comprehensive welfare support offer to all residents within the borough, regardless of tenure, to assist them with accessing support in relation to hardship or other welfare concerns. During 2021 we provided direct support to 221 residents in relation to financial hardship concerns.
- We introduced a youth prevention officer post and have enhanced our collaborative approach to early intervention with schools within the borough.
- We installed 261 lifelines to vulnerable residents.
- We were successful in our bid for grant funding to improve the thermal efficiency of 48 of our council homes.

- We expanded our stock to include 34 new homes :

24 x 1 bed new build sheltered flats at Ambion Court Market Bosworth
1 x 1 bed bungalow (ex-Council) in Hinckley
1 x 2 bed bungalow (ex-Council) in Twycross
4 x 1 bed flats from a section 106 agreement in Burbage
4 x 2 bed houses from a section 106 agreement in Burbage

4. Key service delivery within the Council Housing Service

4.1 Sheltered and Supported Housing Services

The sheltered housing service provides 11 schemes across the borough offering independent living to older people. This support includes all sheltered properties having emergency pull cords and panic button pendants which connect, via an intercom, to an experienced member of staff 24 hours a day, who can raise the appropriate help. This may be simply offering reassurance; it may be requesting that a friend, neighbour or family member visit, a doctor, paramedic, the police or the fire service. The service is a safety net in effect, providing a comforting reassurance that someone is always there, which is particularly comforting to those who have no friends or family, or their loved ones live a distance away. Officers carry out needs and risk assessments, both for the tenant and their home, and are able to signpost concerns, risks and vulnerabilities to ensure each person is as supported as they can be to be able to remain safe and independent within their home.

Meeting the changing needs of our tenants is a key objective for us and in 2021 we realised the successful completion of the Ambion Court scheme which remodelled the previous scheme and now provides 24 units of contemporary and flexible accommodation for the over 60s. Further work is underway to scope out decarbonisation objectives and wider improvements across each of our sheltered housing schemes.

4.2 Control Centre Services

This service is responsible for the 24hr call control and monitoring centre, providing services to predominantly older residents via emergency pull cord alarms, lifeline alarms and assistive technology. The Control Centre also acts as the Council's out-of-hours service and deals with calls relating to Homelessness, Environmental Health calls, and Housing Repairs.

Of the approximately 2,780 people receiving support from the Control centre service, over 1,993 are over 60. There are currently 1,527 private lifeline customers and a further 1,253 council tenants utilising this service. Further breakdown of the demography is below:

Age Range	60-69	70-79	80-89	90-99	100+
No. Of Clients	478	612	631	269	3
% Of Clients	23.0%	31.7%	31.6%	13.5%	0.15%

4.3 Lifeline and Assistive Technology Services

Assistive technology provided by the service offers a peace of mind service to private customers in their own home, again promoting safety and independence. A Lifeline, which is a small intercom installed in a client's home, is activated via a small panic button pendant. This can be worn all around the home and in the garden, and should a person have a trip or fall, a medical emergency, or any concern, they can activate the Lifeline from wherever they are, and speak to an operator in our 24-hour control centre. Additional monitors and sensors are also available which link to the Lifeline which can monitor customers with a variety of support needs safety in their home and provide immediate alerts when required. Our Assistive Technology Officer is able to assess customers' needs and provide advice on appropriate packages of support.

4.4 Tenancy Management and Rent

The Tenancy Management team is responsible for collection and arrears management, ensuring that tenancy conditions are complied with, supporting people to live independently and working in partnership with the Housing Repairs team to ensure that council properties and housing land are well maintained.

For many of our tenants, the financial impacts of the pandemic have been particularly significant. This is further evidenced by collection rent month by month over the last two years. Government advanced specific directives to protect those in rent arrears from eviction at the beginning of the pandemic. Whilst the council is now able to pursue legal proceedings against those tenants in rent arrears, we recognise that this should always be a last resort and is now a measure we will only pursue when there is no alternative, preferring informal arrangements with the majority of those tenants in rent arrears with us. We also recognise that supporting people to maximise their benefit entitlement and income, or access other grant opportunities is essential, especially given that many of our tenants continue to be affected by other economic impacts such as rising fuel costs.

Table 2 provides key performance information in relation to rent collection.

Month	Percentage of rent collected in 2019	Percentage of rent collected in 2020	Percentage of rent collected in 2021
January	96.76%	97.20%	91.69%
February	97.17%	97.44%	94.55%
March	96.59%	97.28%	97.64%
April	95.07%	95.65%	59.60%
May	91.74%	66.27%	71.53%
June	94.53%	76.28%	75.39%
July	98.84%	76.39%	87.56%
August	96.64%	81.41%	79.98%
September	98.30%	84.50%	83.11%
October	97.72%	85.70%	84.21%
November	97.45%	90.76%	88.36%
December	98.11%	90.92%	89.20%

4.5 Resident support - welfare offer

To support people with all aspects of financial hardship, we have continued to resource our resident support team. Initially the service was created to help vulnerable residents during the heart of the pandemic, particularly those who were identified as being clinically vulnerable and needed to shield as a result. The service has evolved and the main element of support provided by the service is in relation to financial hardship. The service is currently available to all residents across the borough regardless of tenure. This service is funded by temporary covid funding (contain funding). To continue the service beyond this year additional financial provision would need to be secured.

Table 3 provides information regarding the number of cases received since January 2021.

Total Cases	
Jan-21	4
Feb-21	13
Mar-21	31
Apr-21	24
May-21	20
Jun-21	15
Jul-21	9
Aug-21	20
Sep-21	17
Oct-21	15
Nov-21	10
Dec-21	43
Jan-22	48

4.6 Anti-Social Behaviour

The Anti-Social Behaviour team works in partnership with other agencies to serve the public and promote community safety.

Both Anti-Social Behaviour and Housing officers, throughout the service, are integral to the successful operation and delivery of the Endeavour Partnership. The Endeavour Partnership? comprises numerous partner agencies and internal departments working collaboratively to address and resolve issues relating to anti-social behaviour, environmental nuisance, wider community safety and vulnerability concerns. Since its formation, the Endeavour team has successfully responded to many community protection concerns; perhaps, most notably the collaborative approach between the police and the Borough Council has seen an increase in the number of anti-social behaviour sanctions sought to prevent those committing anti-social behaviour from continuing.

Last year we assisted the police in a number of police-led operations that sought to disrupt crime and drug supply routes within our communities.

Over the last three years the number of anti-social behaviour cases dealt with by the ASB team continues to remain high, as detailed below.

Year	Total ASB reports across the borough	HBBC only
01/4/17-31/03/18	1305	706
01/04/18-31/03/19	1237	683
01/04/20 to 31/03/21	1216	827
01/04/21 to Date	997	584

The ASB team apply an incremental approach to managing cases and sanctions range from informal interventions such as advice or warning letters to legal action that could ultimately result in eviction or closing a property for a specified period of time. Cases that are not resolved using the tiered approach can progress to legal sanctions. The number of legal and non-legal sanctions used by the ASB team are detailed below

Intervention	2017/18	2018/19	2020/21	2021/22
Advice letter	136	136	138	92
Warning letter	133	133	172	70
Injunction	3	4	2	0
Acceptable Behaviour Contract (signed)	9	20	12	9
Closure Order	6	5	6	6
Community Protection Warning	57	62	30	13
Community Protection Notice	14	12	9	5
Notice seeking possession (for ASB ground)	13	21	17	6
Eviction	3	2	0	0

4.7 Housing Repairs and Investment

The Housing Repairs and Investment Team is responsible for the repairs, maintenance and investment for the council's housing stock. The service has a number of work streams which include responsive and void repairs, cyclical contracts, aids and adaptations, investment works and asset management.

4.8 Responsive Repairs and Void Work

Responsive repairs are primarily completed by the Council's 'In-house Repairs Team' (IRT) working primarily to four targets:

1. Emergency repairs within 24 hours (including Out of Hours repairs within 4 hours)
2. Urgent repairs within 5 working days
3. Routine repairs within 20 working days
4. Programmed routine repairs 60 working days

Other external contractors support where specialised work is required, eg drainage. We also have a contractor supporting the in-house team to complete work to bring our empty homes up to our lettable standard, ready for the next tenant to move in.

During 2020/21 we completed 11,599 general repairs reported by tenants including repairs such as leaking taps and gutters, roof leaks, electrical faults,

plastering repairs etc. We also brought 146 empty properties up to our agreed standard to get them ready for re-letting. The number of general repairs carried out was approximately 3,000 less than in 2018/19. Prior to the pandemic, repairs had been increasing by approximately 1,000 year on year. Reasons for the increase in requests include the age of the properties, increasing the likelihood of disrepair and subsequent tenant expectation.

Lockdowns and restrictions during the pandemic impeded our ability to work in people's homes which reduced the number of repairs completed in 2020/21. This was further compounded by staff absences in relation to Covid 19. There are currently approximately 230 jobs that are out of target.

Performance from April 2020 to March 2021

Priority	Number of jobs	Target %	Performance %
1	1107	100	99.73
2	3469	100	99.77
3	2038	91.5	76.40
4	2011	91.5	86.18

4.9 Cyclical maintenance

This is work of a recurrent nature that is undertaken at regular intervals and includes:

- Annual Gas and solid fuel servicing - HBBC currently has a 3-star agreement with PH Jones to deliver the servicing and repairs to commercial and general dwelling gas, solid fuel, oil, heating appliances, together with Air Source Heat Pump, renewable heating installations. Our obligation under the Gas safety and Use Regulations is to ensure that all of our stock gas installations are serviced and checked for safe operation every 12 months. Compliance as of 31/3/21 was 99.52%.
- Undertaking monthly inspections and repair of fire prevention equipment within the sheltered schemes and blocks of flats.
- 6 Year Painting programme - This work is completed by the In-house Repair Team (IRT) who last year painted the outside of 524 properties and 1 Sheltered accommodation complex
- 5 year Electrical testing programme - This work is currently completed by Aaron Services Ltd, who completed 790 tests in 2020/21 as well as emergency lighting in sheltered schemes and communal areas.

4.10 Aids and Adaptations

The council undertakes work to enable its tenants to live independently in their homes for as long as possible. This could be by way of installing grab rails, ramps or level access shower rooms. Or, in extreme cases, extending

properties. The IRT complete smaller works whilst our contractor completes larger jobs. For extensions we would look to tender the work.
In 2020/21:

- we converted 14 bathrooms in to level access shower rooms
- we installed 3 over bath showers
- Improved the access to 5 properties for tenants with reduced mobility
- Adapted 1 kitchen to be accessible for wheelchair uses
- Fitted stair lifts to 4 properties
- Installed 1 Through floor lift
- Installed 3 Clos-O-Mat Toilet
- 1 hardstandings / dropped kerbs
- 2 Internal alterations to include widening of doors and wall removal
- 2 Level threshold doors
- 157 Minor adaptations such as grab rails, key safes, handrails, half step

4.11 Planned investment works

These works are completed to enable the council to reach and remain at the Decent Home Standard for its housing stock. The works are completed as planned programmes, ensuring value for money by replacing components just before the end of their predicted life span. They are also completed in groups of properties requiring work of the same type and by specialist contractors.
Last year we delivered:

- 108 upgrades to electrical installations
- Upgrades to electrical installations at Clarendon House, Hinckley and the proposed new hostel at 73 John Nicholls St, Hinckley.
- 278 Boilers/heating system renewals with A Rated boilers
- Replacement of Communal Boilers at two of our sheltered schemes.
- Renewal of windows to 20 properties & doors to 56 homes
- Replacement of 82 roofs.
- 101 kitchen replacements and 93 bathrooms renewals.

4.12 Asset Management

A Council Housing Asset Management Strategy is currently being developed which will underpin our strategic response to the management of all housing stock and housing land over the next 5 years.

4.13 Right to Buy and Leasehold Management

The Council has statutory responsibilities to administer a Right-to-Buy scheme, this entitles some tenants with a minimum of 3 years tenancy to buy their council property at a discounted rate of up to 70% off the market value.

The rate of RTB sales over the last 4 years is as follows:

Year	Number of completions
2017/18	41
2018/19	26
2019/20	33
2020/21	19
Total number of sales	119

The Council manages 135 leasehold properties these are former council flats sold under the Right-to-Buy scheme. The council is responsible for repairs to the building and external cyclical repairs, the buildings are also insured by the council. Charges for repairs and insurance are recharged proportionately to Leaseholders annually.

5. Future challenges and opportunities for the Housing Service

5.1 Implications following the pandemic

The impacts of the pandemic continue to be felt by many of our tenants and increasingly our officers are trying to support our tenants with all aspects of their welfare, in order to ensure that they are successful and able to manage their tenancy agreement with us. Rising energy costs will inevitably compound the experience of hardship for many of our tenants. As such, we are continuing to build on a collaborative approach to supporting our tenants with key partners such as the DWP, Adult Social Care, Mental Health Services and Citizens Advice.

The increasingly complexity of cases that officers are attempting to manage, coupled with the decline in wider support services being readily available or accessible ultimately means that the housing service is trying to manage cases and concerns that are perhaps beyond what would be considered to be traditional housing functions. Unmet safeguarding and wellbeing concerns continue to be a large element of work that all departments within the housings service are trying to manage.

The succession of lockdowns during the pandemic has meant that there are backlogs of work across many of our housing services. Addressing the backlog of work will be a key challenge for us over the next 12 months, and wider staffing impacts such as absence through covid continue to affect progress.

Prior to the pandemic the Social Housing White Paper was introduced, the White paper has since been revised to update wider considerations for many tenants during the pandemic, and whilst the detail is not yet confirmed revisions to the Decent Homes standard are likely and may well include other lifestyle elements such as access to open space, an emphasis on wellbeing and more transparent interventions to tackle anti-social behaviour within our communities. It is anticipated that any such revisions are likely to require additional investment requirements.

5.2 Decarbonisation and energy efficiency improvements

A key priority for the Housing Service is to improve the energy efficiency of our housing stock and work is already underway to ensure that we have a robust approach to meeting this objective. Last year we were successful in a funding bid of £540,000 to improve the thermal efficiency of 48 of our council properties and work is expected to commence shortly.

The Clean Growth Strategy introduces a target for social housing providers to attain the minimum rating of Energy Performance Certificates (EPC) for tenanted properties by 2035 (2030 for fuel poor households). By adopting a fabric-first approach to improve the performance of our stock we will be able to meet the highest possible levels of energy efficiencies in the fabric of our homes so that we can progressively minimise the use of fossil fuel consumption by our tenants and the associated financial costs whilst meeting wider carbon neutral targets.

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

6.1 Open session

7. Financial implications IB

7.1 Although there are no direct implications arising from the report, implications arising from future challenges will require approval in accordance with financial procedure rules.

8 Legal implications MR

8.1 None

9. Corporate Plan implications

This report aligns to the following corporate objectives;

People

- Enable and inspire older people to make the most of later life
- Support vulnerable people and those who are most in need
- Help people to stay healthy, be active and feel well

Place

- Improve the quality of existing homes and enable the delivery of affordable housing.

10. Consultation

10.1 None

11. Risk implications

- 11.1 It is the council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 11.2 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.
- 11.3 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 introduce sufficient energy efficiency improvements will have financial and wider wellbeing impacts for out tenants	Energy efficiency improvements to be progressed.	MS
Increased financial hardship likely for many residents in relation to rising living costs	Welfare support offer extended Key partnership work progressing	MS

12. Knowing your community – equality and rural implications

- 12.1 Housing services are delivered borough wide. Services developments continue to ensure that our services are accessible to all.

13. Climate implications

- 13.1 The Housing service continues to work towards key climate change targets.

14. Corporate implications

- 14.1 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: None

Contact officer: Maddy Shellard 5746
Executive member: Cllr M Mullaney

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Hinckley & Bosworth
Borough Council

Forward timetable of consultation and decision making

Finance Audit and Performance 28th March 2022

Wards affected: All

FINANCIAL OUTTURN- DECEMBER 2021

Report of Section 151 Officer

1. Purpose of report

1.1 Present the financial outturn position as at December 2021

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 2021 and take into account budget movements for the first nine months.

3.2 Attached to this report are the monthly outturn reports including the following information for the period ending December 2021:

- 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 2021) it was anticipated that £105,047 would be transferred to balances and a net £379,088 transferred from earmarked reserves. Since that date, the budget has been increased by £191,760 representing supplementary budgets that have been approved in line with financial procedures rules. As at the end of December

2021, the forecast is for the General Fund cost to increase by £677,560. This means an estimated £572,513 will be transferred from balances compared against the original budgeted position of £105,047 being transferred to balances. The estimated £572,513 use of balances is comparable to that reported to February 2022 Council which report a position of £572,666 to be taken from reserves.

	Budgeted	Movement	Forecast
Contribution (from)/to General Fund Balances	£105,047	(£677,560)	(£572,513)

3.4 The table below shows summarises the movements between Original Budget and the estimated outturn position as at the end of December 2021.

	Outturn variances £000	Explanation
Additional budgets	(192)	To take into account latest contractual commitments
Forecast Outturn Movement	(121)	Estimated forecast variance from services (see general fund attachments)
External Interest	(131)	Reduction in borrowing costs and additional investment income
Movement in reserves	(234)	Year End Carry Forwards.
Change in Outturn December	(678)	Amount to be added to General Fund balances

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 have be summarised as follows:

	Outturn variances £000	Explanation
Homelessness	(280)	Additional Bed and Breakfast expenditure
Homelessness	107	Additional homeless grants from DLUHC
Homelessness	100	Additional income from Housing Benefits & B&B contributions
Leisure Centre	(325)	Revision to Leisure Centre Management Fee and contractor support due for year arising from Covid 19 closure
Covid 19 Funding	669	Receipt of Covid 19 Funding
Covid 19 Funding	221	Estimated income from DLUHC for loss of fees and charges income
Benefits Fraud and Rent Allowances	(100)	Reduction in income from benefit overpayments due to Universal Credit
Misc. Property	(123)	Invoices written off for Crescent for 2020/21
IT Support	(50)	Additional Telephone costs

Legal Services	(90)	Additional Agency costs to cover vacant posts and to meet capacity issues
Parks	(58)	Impact of delay in Crematorium build
Recycling	(80)	Additional Agency cover costs
Building Inspection	(50)	Income shortfall due to reduction in demand
Car Parks	(128)	Shortfall in pay and display income
Development Control	160	Additional Planning Application income
Development Control	(140)	Additional cost of agency staff/consultancy
Planning Policy	140	Rephasing of Local Plan works.

3.6 The position is dependant upon the Council being reimbursed £221k from DLUHC for loss of income compensation arising from Covid 19.

3.7 The position excludes any additional costs and funding that may arise do to external factors after December 2021.

Capital

3.8 £8,778,172 has been spent on capital schemes to the end of December 2021 against a budget for that period of £15,747,760. The current budget for the year is £23,479,902. The major service variations in excess of £50,000 have been summarised as follows:

Scheme	£000's Under spend/ (Overspend)	Explanation
Server/Network Improvements	52	Scheme budget to be reprofiled
Data Centre Upgrade	69	Scheme budget to be reprofiled
ICT Transitional costs	53	Scheme budget to be reprofiled
Resurfacing Car Parks	76	Committed on pedestrian access at Trinity Vicarage Road and Stockwell Head.
New Crematorium	855	Scheme budget to be reprofiled when capital programme revised
Parish & Community Initiatives	112	Letter to be sent to Parish Councils. Budget committed
Developing Communities Fund	182	Budget committed. Awaiting 3rd party evidence before funds are released.
Heritage Action Zone	284	Budget to be reprofiled
Electric Charging Points	227	Quotes in the process of being obtained. Budget to be reprofiled
Clarendon Park	113	3G pitch no longer going ahead new scheme to be coordinated. Funds to be carried forward
The Greens	113	Awaiting legal confirmation on which areas dev contributions can be spend before commencement of procurement. Potential carry forward may be required

Argents Mead Moat Improvements	114	Consent gained from Historic England. Third party archology advice required before project commencement. May require a carry forward.
Waterside Play Area	51	Awaiting land adoption before Developer Contribution can be spent. Will require a carry forward at year end
Sports Facility Improvement Fund	344	Budget profile to be revised when capital programme reviewed. External Contributions to be passported directly to organisations (not via the Council)
Major Works Grants	101	Lower level of major works grants exceeding 10k cost threshold than expected.
Minor Works Grants	(29)	Increased level of minor works grants less than 10k cost threshold to be classified as a major work grant than expected.
Private Sector Housing Enforcement	74	Enforcement takes place as when required
Disabled Facilities Grant	484	Budget profile to be revised when capital programme reviewed to reflect current year spend to date plus committed expenditure
CCTV Upgrade	46	Budget profile to be revised when capital programme reviewed
Hoarding Project	216	Project in progress. Carry forward of budget which is fully funded by external contributions will be requested.
Bosworth 1485 Sculpture Trail project	429	Budget profile to be revised when capital programme reviewed
Green Deal Capital Fund	177	Budget profile to be revised when capital programme reviewed
Major Voids	69	Lower than expected void numbers
Programmed Enhancements	176	Lower than expected environmental works
Electrical Upgrades/Rewires	167	Lower than expected replacement requirement
Kitchen Upgrades	115	Budget committed
Boiler Replacement	219	Budget committed
Sheltered Scheme Enhancements	64	Budget committed
Enhancement Works - Bathroom Upgrades	162	Budget committed
Fire Risk Assessments	182	Budget commitment. Current schedule works should be completed by year end
Ambion Court	103	Budget Committed. To be reprofiled
Energy Efficiency Programme	630	Budget to be reprofiled
Housing Delivery	519	Budget committed, Daisy's View Ambion Bungalows and one-off purchases

Middlefield Lane	59	Awaiting final retention release
Total Major Variations	6,608	

Housing Revenue Account

3.9 As at December 2021 it is anticipated that the HRA outturn will be a surplus of £61,000 compared against a forecast surplus of £163,740. Major variances are explained below:-

	Outturn variances £000	Explanation
Rents	(16)	Reduction in income due to delays in tenants moving to Ambion Court and reduced income from garage rentals.
Employee Costs savings	(34)	Overspend due to overtime at control Centre plus salary overspend for fully staffed service offset by severance pay savings
Premises related costs	(48)	Additional costs for council tax offset plus overspend on caretaking/cleaning costs
Supplies and Services	14	Underspend on Tenants Association and equipment maintenance expenditure
Revenue Income	(7)	Additional lifeline income offset by reduction in income from service charges and hire fees
Provision for Bad Debts	30	Forecast reduction in contribution required towards rent bad debts

3.10 The Housing Repairs Account is currently forecasted to make a deficit of £19,857 which is an underspend of £55,000 when compared to the latest budgeted deficit of £74,857. This is due to an estimated underspend in the responsive and programmed repairs budgets.

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

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 2021 to December 2021

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December 2021 Budget Monitoring Summary 2021/22

Service	Budget as per Feb 21 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	2,757,520	218,044	2,975,564	(970,870)	2,004,694	322,000	3,297,564
Corporate Services	2,570,120	2,806,893	5,377,013	(651,640)	4,725,373	(563,000)	4,814,013
Support Services	80,700	217,811	298,511	3,968,470	4,266,981	92,000	390,511
Environment & Planning	8,496,901	201,419	8,698,320	(2,345,960)	6,352,360	270,000	8,968,320
s31 Collection Fund Support	3,826,520		3,826,520	0	3,826,520	(1,733,355)	2,093,165
TOTAL SERVICE EXPENDITURE	17,731,761	3,444,167	21,175,928	0	21,175,928	(1,612,355)	19,563,573
Special Expenses	(706,360)	(11,000)	(717,360)	0	(717,360)		(717,360)
Capital Accounting	(1,405,340)		(1,405,340)	0	(1,405,340)		(1,405,340)
External Interest - Net	185,200		185,200	0	185,200	130,800	316,000
IAS 19 Adjustment	(1,585,970)		(1,585,970)	0	(1,585,970)		(1,585,970)
Carry Forwards 20/21 to 2021/22		(120,480)	(120,480)		(120,480)		(120,480)
Use of UG&C Reserves	0	(3,018,019)	(3,018,019)	0	(3,018,019)		(3,018,019)
Transfer to Reserves	660,000		660,000	0	660,000	94,000	754,000
Use of Reserves	(280,912)	(102,908)	(383,820)	0	(383,820)	140,000	(243,820)
Transfer to (From) Future Collection Fund	(3,826,520)		(3,826,520)		(3,826,520)	1,733,355	(2,093,165)
BUDGET REQUIREMENT	10,771,859	191,760	10,963,619	0	10,963,619	485,800	11,449,419
Financing							
Council Tax	4,665,540		4,665,540	0	4,665,540		4,665,540
National Non-Domestic Rate	4,322,866		4,322,866	0	4,322,866		4,322,866
New Homes Bonus	892,004		892,004	0	892,004		892,004
Collection Fund Surplus	567,087		567,087	0	567,087		567,087
Lower Tier Support Grant	429,409		429,409		429,409		429,409
TOTAL RESOURCES (HBBC BUDGET)	10,876,906	0	10,876,906	0	10,876,906	0	10,876,906
Movement in General Fund Balances	105,047	(191,760)	(86,713)	0	(86,713)	(485,800)	(572,513)
Special Expenses							
Expenditure	706,360	11,000	717,360	0	717,360	0	717,360
Council Tax Income	749,999	0	749,999	0	749,999	0	749,999
Movement in Special Expenses Balances	(9,045)	0	32,639	0	32,639	0	32,639
Special Expenses to /(from) Reserves	52,684	0	52,684	0	52,684	0	52,684
Special Expenses mvt in Balances	(9,045)	0	(9,045)	0	(9,045)	0	(9,045)
BUDGET REQUIREMENT	749,999	11,000	760,999	0	760,999	0	760,999
Total Movement in Balances	96,002	(191,760)	(95,758)	0	(95,758)	(485,800)	(581,558)
NBR	11,521,858	202,760	11,724,618	0	11,724,618	485,800	12,210,418

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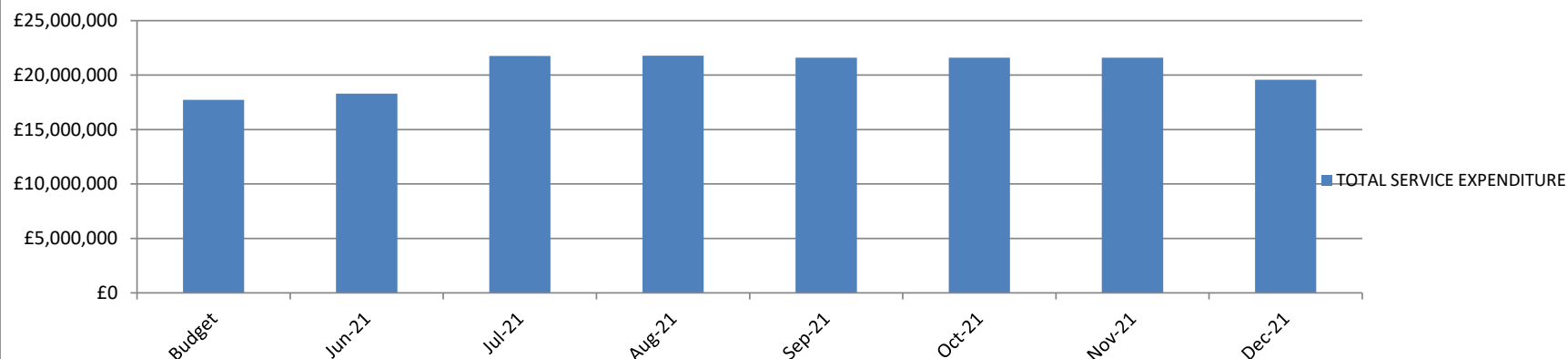
Under/overspend	£	£
Mvt to/(from) Balances Orig Budget		105,047
Mvt to/(from) Balances Latest Budget		
Mvt to/(from) Balances Outturn		(572,513)
Outturn change		677,560

() = Underspend

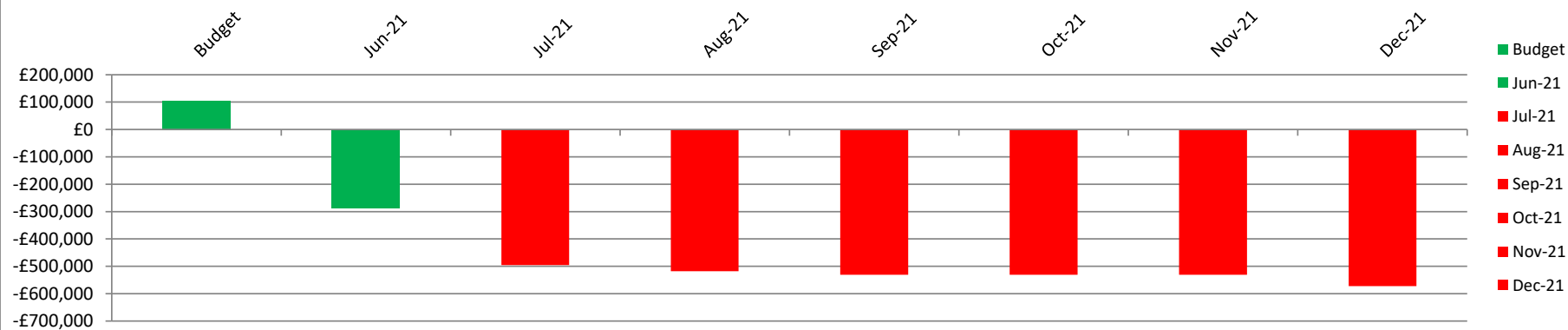
December 2021 Budget Monitoring Summary 2021/22 - General Fund Services

	Budget	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
TOTAL SERVICE EXPENDITURE	£17,731,761	£18,298,821	£21,749,018	£21,782,528	£21,605,528	£21,605,528	£21,605,528	£19,563,573
	Budget	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
General Fund Balance Contribution	£105,047	-£287,013	-£495,813	-£518,313	-£531,313	-£531,313	-£531,313	-£572,513

TOTAL SERVICE EXPENDITURE



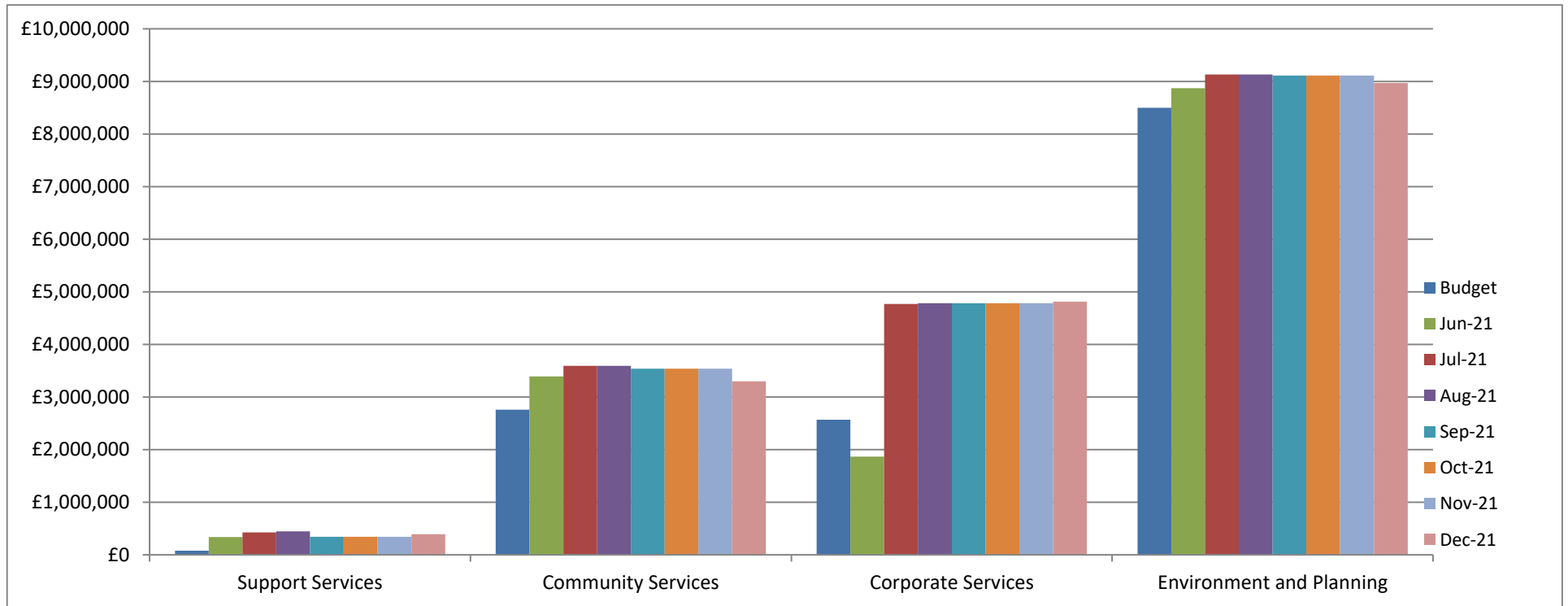
General Fund Balance Contribution



December 2021 Main changes in outturn

	Budget	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Support Services	£80,700	£339,700	£427,511	£444,511	£344,511	£344,511	£344,511	£390,511
Community Services	£2,757,520	£3,390,580	£3,594,664	£3,594,664	£3,540,664	£3,540,664	£3,540,664	£3,297,564
Corporate Services	£2,570,120	£1,869,120	£4,768,013	£4,783,013	£4,783,013	£4,783,013	£4,783,013	£4,814,013
Environment and Planning	£8,496,901	£8,872,901	£9,132,320	£9,133,820	£9,110,820	£9,110,820	£9,110,820	£8,968,320
General Fund Balance Contribution	£13,905,241	£14,472,301	£17,922,508	£17,956,008	£17,779,008	£17,779,008	£17,779,008	£17,470,408

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List of Supplementary Budgets Approved - 2021/22

Narrative	Amount	Community Services	Corporate Services	Environment and Planning	Support Services
Domestic Abuse - Purchase of new Ergonomic Chair	1,060	1060			
Commissioning of 2 standards Investigations	10,000				10,000
Future operating model - Implementation costs (Agreed at 11th August 2021 council)	58,000				58,000
Bradgate Stables enforcement (Net Cost) - Approved Executive 11th August 2021	5,800			5,800	
SLT - New Crematorium - Other Costs	7,000			7,000	
Hinckley Area Committee - Proms in the Park Funding	11,000			11,000	
Supplementary for County wide Start Up Business Support Programme Fees	7,500			7,500	
Audit Advice for MIRA Proposal	15,000				15,000
Additional costs required to make a dangerous structure safe	5,000			5,000	
Procurement of Additional ICT Module for Street Naming and Numbering	8,400	8,400			
Market supplements and additional support measures agreed within refuse and recy. Agreed by SLT :	21,000			21,000	
Cornerstone Barristers fees re Judicial Review challenge Scott Halborg V HBBC	20,500	20,500			
MVAS Expenditure	10,000		10,000		
Cost to cover the Primary and Secondary engineer programme in early Years	22,500			22,500	
	202,760	29,960	10,000	79,800	83,000
Total Budget Movement Year to date	202,760	29,960	10,000	79,800	83,000

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General Fund Service Area 2021/22 Monthly Outturn to December 2021

			Estimate to Date	Actual to Date	Variance to Date	Timing Differences	Variance excluding timing Differences	Est 2021/22	Forecast Outturn	Forecast Variation to Year End	Carry Forwards	Ref
cm01	Community Services	DSO Housing Repairs	(677,965)	(453,654)	(224,311)	(221,000)	(3,311)	(910,780)	(910,780)			
cm02		Contribution to Housing Rev Ac	0	0	0		0	22,230	22,230			
cm04		Forest Road Garages	(4,298)	(4,949)	651		651	(5,730)	(5,730)			
cm05		Homelessness	(2,487)	(5,418)	2,931	38,000	(35,069)	96,022	115,022	(19,000)		1.1
cm07		Housing Strategy	(30,199)	(29,266)	(933)		(933)	11,330	11,330			
cm08		Private Sector Housing	33,573	46,043	(12,470)		(12,470)	459,740	476,740	(17,000)		1.2
cm09		Children and Young People	9,416	(317)	9,733		9,733	23,275	18,275	5,000	5,000	1.3
cm10		CCTV	97,817	76,856	20,961	27,500	(6,539)	133,580	133,580			
cm11		Community Safety	67,346	(61,032)	128,378	76,000	52,378	128,379	86,379	42,000	40,000	1.4
cm12		Creative Communities	17,108	17,041	67		67	34,520	34,520			
cm13		Leisure Centre	(393,998)	(34,452)	(359,546)	84,000	(443,546)	(510,510)	(199,510)	(311,000)		1.5
cm14		Leisure Promotion	15,391	3,686	11,705	10,000	1,705	16,370	16,370			
cm15		Sports Development	18,288	(13,526)	31,814		31,814	15,161	30,161	(15,000)		1.6
cm16		Highways Miscellaneous	51,062	112,349	(61,287)	(71,000)	9,713	76,580	76,580			1.7
cm17		Markets	13,316	43,387	(30,071)		(30,071)	18,750	58,750	(40,000)		1.8
cm19		Climate Change	4,189	2,051	2,138		2,138	4,189	4,189			
		Community Services Salaries	1,793,935	1,747,095	46,840		46,840	2,391,588	2,358,588	33,000		1.9
	Community Services		1,012,494	1,445,893	(433,399)	(56,500)	(376,899)	2,004,694	2,326,694	(322,000)	45,000	
cp01	Corporate Services	Corporate Management	3,692,749	944,190	2,748,559	1,636,000	1,112,559	4,138,403	3,268,403	870,000		2.1
cp02		Corporate Management (Civic)	17,247	9,841	7,406		7,406	23,220	23,220			2.2
cp03		Council Tax / NNDR	179,837	370,464	(190,627)	(183,000)	(7,627)	286,120	301,120	(15,000)		2.3
cp04		Council Tax Support	136,704	50,448	86,256	88,000	(1,744)	309,480	318,480	(9,000)		2.4
cp05		General Grants	44,391	43,759	632		632	119,880	119,880			
cp06		Register and Borough Elections	62,877	15,794	47,083	52,000	(4,917)	93,030	98,030	(5,000)		2.5
cp07		Benefits Fraud and Rent Allowances	(180,298)	(646,746)	466,448	634,000	(167,552)	(83,230)	51,770	(135,000)		2.6
cp08		Public Conveniences	15,432	3,905	11,527		11,527	21,310	11,310	10,000		2.7
cp09		Industrial Estates	(479,672)	(440,141)	(39,531)		(39,531)	(618,120)	(590,120)	(28,000)		2.8
cp10		Misc Property	(374,292)	(234,091)	(140,201)	(5,000)	(135,201)	(560,250)	(412,250)	(148,000)		2.9
		Corporate Services Salaries	746,748	728,594	18,154		18,154	995,530	972,530	23,000		2.10
	Corporate Services		3,861,723	846,015	3,015,708	2,222,000	793,708	4,725,373	4,162,373	563,000	0	
cp11	Support Services	Asset Management	120,583	137,608	(17,025)	9,000	(26,025)	186,320	210,320	(24,000)		3.1
cp12		Communications & Promotion	51,091	50,717	374		374	112,260	112,260			
cp13		Council Offices	984,672	979,658	5,014	1,000	4,014	1,307,400	1,307,400			
cp14		Finance Support	130,833	98,813	32,020	26,000	6,020	268,410	268,410			
cp15		Health and Safety	9,591	11,944	(2,353)		(2,353)	20,200	20,200			
cp16		I.T. Support	696,398	942,088	(245,690)	(208,000)	(37,690)	1,195,461	1,245,461	(50,000)		3.2
cp17		Legal Services	36,719	83,902	(47,183)	6,000	(53,183)	84,450	134,450	(50,000)		3.3

General Fund Service Area 2021/22 Monthly Outturn to December 2021

		Estimate to Date	Actual to Date	Variance to Date	Timing Differences	Variance excluding timing Differences	Est 2021/22	Forecast Outturn	Forecast Variation to Year End	Carry Forwards	Ref
cp18	Performance & Scrutiny	2,789	440	2,349		2,349	12,300	12,300			
cp19	Corporate Support Team	78,650	49,402	29,248	11,000	18,248	113,480	95,480	18,000		3.4
cp20	Human Resources	98,617	109,455	(10,838)	(3,000)	(7,838)	173,190	173,190			3.5
cp21	Committee Services	26,815	28,030	(1,215)		(1,215)	38,410	38,410			
cp22	Customer Contact Centre	19,345	17,446	1,899		1,899	114,320	114,320			
	Support Services Salaries	1,503,078	1,477,083	25,995		25,995	2,003,290	2,018,290	(15,000)		3.6
	HRA element of Support Services	(1,022,149)	(974,665)	(47,484)		(47,484)	(1,362,510)	(1,391,510)	29,000		3.7
	Support Services	2,737,032	3,011,922	(274,891)	(158,000)	(116,891)	4,266,981	4,358,981	(92,000)	0	
ep01	Environment & Planning										
	Emergency Planning	29,827	29,533	294		294	30,960	30,960			
ep02		15,816	16,115	(299)		(299)	27,460	27,460			
ep03	DSO Grounds Maintenance	(542,775)	(496,236)	(46,539)	(60,000)	13,461	(751,110)	(726,110)	(25,000)		4.1
ep04	Allotments	3,183	558	2,625		2,625	5,140	5,140			
ep05	Cemeteries	92,258	72,591	19,667	8,000	11,667	137,800	125,800	12,000		4.2
ep06	Countryside Management	73,642	61,546	12,096	8,000	4,096	103,970	103,970			
ep07	Dog Warden Service	16,023	16,129	(106)		(106)	23,560	23,560			
ep08	Environmental Health	16,073	4,518	11,555		11,555	121,850	111,850	10,000		4.3
ep09	Land Drainage	29,937	20,393	9,544		9,544	43,320	43,320			4.4
ep10	Licences	(85,699)	(94,779)	9,080	9,000	80	(80,590)	(80,590)			
ep11	Parks	411,983	442,404	(30,421)		(30,421)	619,417	677,417	(58,000)		4.5
ep12	Pest Control	(220)	(1,491)	1,271		1,271	1,600	1,600			
ep13	Recycling	100,119	(66,342)	166,461	163,000	3,461	518,390	560,390	(42,000)		4.6
ep14	Refuse Collection	304,330	327,437	(23,107)	(30,000)	6,893	489,190	514,190	(25,000)		4.7
ep15	Street Cleansing	16,333	63,155	(46,822)	(37,000)	(9,822)	132,613	160,613	(28,000)		4.8
ep16	Waste Business Improvements	(20,684)	(41,111)	20,427	10,000	10,427	(27,579)	(37,579)	10,000		4.9
ep17	Building Inspection	(96,182)	(69,712)	(26,470)		(26,470)	(39,750)	2,250	(42,000)		4.10
ep18	Car Parks	(180,286)	(84,479)	(95,807)	20,000	(115,807)	(309,210)	(153,210)	(156,000)		4.11
ep19	Community Planning	115,303	50,580	64,723	8,000	56,723	179,850	139,850	40,000	40,000	4.12
ep20	Development Control	(551,149)	(648,392)	97,243	22,000	75,243	(617,860)	(545,860)	(72,000)		4.13
ep22	Environmental Initiatives	990	990	0		0	1,320	1,320			
ep21	Economic Development	72,135	648	71,487	59,000	12,487	110,360	101,360	9,000	9,000	4.14
ep23	Planning Policy	175,368	59,871	115,497	(13,000)	128,497	474,379	334,379	140,000	140,000	4.15
	Environment and Planning Salaries	3,875,788	3,897,195	(21,407)		(21,407)	5,157,280	5,200,280	(43,000)		4.16
	Environment & Planning	3,872,113	3,561,123	310,990	167,000	143,990	6,352,360	6,622,360	(270,000)	189,000	
	Position as at December 2021	11,483,362	8,864,953	2,618,408	2,174,500	443,908	17,349,408	17,470,408	(121,000)	234,000	

Outturn Explanations April 2021 to December 2021				
Key : () = overspend				
	Variation To Date	Forecast Year End	Forecast Year End Variance November	coronavirus related
	£000's	£000's	£000's	£000's
Forecasted year end variations	(370)	(322)	(594)	(534)
Community Services	(370)	(322)	(594)	(534)
1.1 Homelessness				
Bed & Breakfast overspend to date (includes additional Covid 19 spend)	(206)	(280)	(265)	(280)
Prevention fund overspend to date	0	0	30	0
Additional homeless grants from MHCLG	60	107	60	0
Additional income from Housing Benefits & B&B contributions	79	100	100	90
Contribution from contain funding	0	60	0	0
Income from bond scheme repayments	42	0	0	0
Enforcement costs	(6)	(6)	0	0
Other Minor Variations	(4)	0	9	0
1.2 Private Sector Housing				
Reduction in Private Sector Housing rent and associated costs	(6)	(11)	(11)	0
Legal Fees relating to defending judicial review	(6)	(6)	(8)	0
1.3 Children & Young People				
Delay to work in respect of updating historic safeguarding information onto new system due to Covid Pandemic	5	5	0	4
Other minor variations	5	0	0	0
1.4 Community Safety				
Minor Project Underspend to date	44	42	15	0
Sentinel underspend to date	3	0	0	0
Other Minor Variations	5	0	0	0
1.5 Leisure Centre				
Leisure Centre closure due to Covid 19 - Year end projection based on latest predictions and covers both management fee and assistance payments. The year to date variations are management fee (429k), additional assistance (31k) respectively	(460)	(325)	(559)	(325)
Receipt of grant monies from Sport England	14	14	14	0
Other Minor variations	2	0	0	0
1.6 Sports Development				
Delays to Projects	32	0	0	0
Lower grant income to be received than expected	0	(15)	(15)	0
1.7 Highways Maintenance				
Underspend to date on Street Furniture and Bus Shelter Maintenance	7	0	0	0
Other Minor Variations	3	0	0	0
1.8 Markets				
Reduction in Market Income	(22)	(30)	(25)	(15)
Additional casual wages costs arising out of the Pandemic (to provide staff who have been shielding)	(8)	(10)	(8)	(8)
1.9 Directorate Salary Variation	47	33	69	
Corporate Services	795	563	584	(39,264)
2.1 Corporate Management				
Covid 19 Government Funding	760	669	669	669
Agency costs incurred to cover additional work as a result of COVID - funded from government funds shown above	(15)	(20)	(20)	(20)
Other Miscellaneous costs incurred as a result of COVID - funded from government funds shown above	(11)			
COVID 19 Government Funding - Contain Funding	312			
Costs Associated with COVID covered by funding above	(60)			
Contain Outbreak Management Fund	130			
Covid 19 - Estimated Central Govt Compensation Fees and Charges	0	221	125	125
Additional Enforcement & Compliance costs associated with COVID 19	(9)			
Other Minor variances	6			
2.2 Corporate Management (Civic)				
Expenditure relating to Civic Hospitality lower than anticipated	3			
Minor Variances	4	0	0	0
2.3 Council Tax/ NDR				
Contribution to Revs & Bens Partnership higher than anticipated	(7)	(15)	0	0
Other minor variances	5	0	0	0
2.4 Council Tax Support				
Contribution to Revs & Bens Partnership higher than anticipated	(7)	(9)	0	0
Other minor variances	2	0	0	0
2.5 Register and Borough Elections				
Reduction in Individual Electoral Registration Funding	(4)	(5)	(5)	
Other minor variations	(1)	0	0	
2.6 Benefits Fraud and Rent Allowances				
Reduction in Income from Benefits Overpayments due to Universal Credit	(130)	(100)	(40)	
Reduction in Universal Credit income	(26)	(26)		
Contribution to Revs & Bens Partnership higher than anticipated	(7)	(9)		
Other Minor Variances	(5)			
2.7 Public Conveniences				
Refund of NDR cost relating to 2020/21 & 2021/22 due to Public Toilets being removed from liability	10	10		
Other Minor Variances	2			
2.8 Industrial Estates				
Additional NDR incurred on Vacant Industrial Units - may be able to reclaim some of this if the units are rented out later in year	(28)	(28)	(25)	(28)
Additional Utility costs incurred on empty units	(5)			
Reduction in income as a result of empty units	(9)			
Other Minor Variances	2			
2.9 Misc Property				
Additional NDR incurred on vacant units at the Atkins unit - May be able to reclaim some if the units are rented out later in year	(10)	(10)	(18)	(10)
Invoices written off - relating to Crescent for 2020/21	(123)	(123)	(123)	
Additional Cleaning Costs incurred at the Hub & Atkins as a result of COVID	(13)	(15)		
Utility costs lower than anticipated	6			
Other Minor Variances	5			
2.10 Directorate Salary Variation	18	23	21	
Support Services	(128)	(92)	(61)	(20,000)
3.1 Asset Management				
Additional Cleaning Costs incurred at the Jubilee and Station Road Toilets as a result of COVID	(12)	(14)		
Costs incurred for Desk Management system - Supplementary budget to be approved	(7)	(7)		
Additional costs incurred to cover cost of PPE & desk screens - COVID related	(3)	(3)		
Other Minor Variations	(4)			
3.2 I.T. Support				
Agency Staffing Costs	(17)	(17)		(20,000)
Additional telephone costs	(28)	(50)		
Lower than anticipated computer software rental costs	12	12		
Other Minor Variances	(5)	5		
3.3 Legal Services				
Additional Agency costs to cover vacant posts and to meet capacity issues* note that although agency predicted -132k over spend, there is large salary underspend due to vacant post	(89)	(90)	(90)	
Increased legal costs recovered	10	10	6	
other minor variations	6			
shared service employee budget for legal manager unused	20	30	30	
3.4 Corporate Support				
savings due to lower printing / stationery / postage less office working less equip maint	18	18	3	
3.5 Human Resources				
Overspend to date on Corporate Training	(7)	0	0	0
Other Minor variations	(1)	0	0	0
3.6 Directorate Salary Variation	26	(15)	(10)	
3.7 HRA Element of Support Services - Support Service variations	(47)	29	0	

Outturn Explanations April 2021 to December 2021					
Key : () = overspend					
	Forecasted year end variations	Variation To Date	Forecast Year End	Forecast Year End Variance November	coronavirus related
		£000's	£000's	£000's	£000's
	Environment and Planning	134	(270)	(461)	(260)
4.1	DSO Grounds Maintenance Under recovery of internal income (no tree works taking place due to staffing issues) Equipment purchase underspend	0 13	(25) 0	(15) 0	(25) 0
4.2	Cemeteries Additional income from burial fees	12	12	11	0
4.3	Environmental Health Additional income(breeding Licences)	10	10	12	0
4.4	Land Drainage Hired & Contracted services underspend to date	9	0	0	
4.5	Parks Impact of re-phasing crematorium project	(28)	(58)	(58)	
4.6	Recycling Overspend due to covid and agency costs being higher than budgeted Inflation adjustment for Powers tipping fees Additional income from green waste charges Fuel undersped to date Skip Hire underspend to date Protective clothing underspend to date Miscellaneous income Minor variations	(54) 35 5 5 3 3 7	(80) 35 0 0 0 0 0	(61) (10) 32	(25)
4.7	Refuse Overspend due to covid and agency costs being higher than budgeted Forecast savings from trade waste disposal fees Repairs & Maintenance vehicles underspend to date Shortfall in income from bulky collections Reduction in income from Tipping Fees Fuel underspend to date Hired & Contracted services underspend to date Minor variations	(30) 25 7 (6) 0 5 4 2	(35) 26 0 (10) (6) 0 0 0	(34) 15	(25) 0 0 0
4.8	Street Cleansing Agency and overtime overspend due to vacant posts Under recovery of internal income Minor Variations	(5) (10) 4	0 (28) 0	0 (28) 0	0 0 0
4.9	Waste Business Improvements Wage Saving due to delay in market re-opening Additional fees and charges income (bins at new properties)	9	10	5 7	
4.10	Building Inspection Income shortfall due to reduction in demand Standby & car allowance underspends Structural fees underspend to date Other minor variations	(37) 4 2 5	(50) 6 0 2	(30)	(25)
4.11	Car Parks Shortfall in pay and display income Shortfall in Season Ticket income NNDR underspend Minor Variations	(90) (25) 2 2	(128) (32) 2 2	(128) (32) 2 2	(128) (32)
4.12	Development Control Additional income from planning applications Enforcement Legal fees overspend - legal advice for enforcement cases Agency staff/consultancy overspend Appeals overspend (majority to be funded from provision) Write off debt Staff advertising costs Other minor variations	298 (19) (48) (89) (38) (24) (5)	160 (20) (140) (10) (38) (24) 0	0 (20) (30) 0 (38) (19) 0	
4.13	Community Planning Underspend to date on community planning projects to date Underspend to date on commissioning budget to date for which a carry forward will be requested	24 32	0 40		
4.14	Economic Development Income received from DWP for hosting Kickstart scheme Other minor variations	9 3	9 0	0	
4.15	Planning Policy Local Plan underspend to date Neighbourhood Plans underspend to date Strategic Growth underspend to date Other minor variations	99 10 15 4	140 0 0 0	0 0 0 0	
4.16	Directorate Salary Variation	(21)	(43)	(44)	
Forecasted (overspend) saving		431	(121)	(532)	(60,058)

**Summary of Timing Differences
Under spends/(Overspends) caused by timing differences
Monthly Outturn Report 1st April 2021 to 31st December 2021**

		£	£
DSO Housing Repairs	Work in Progress and under recovery of overheads	(159,000)	
	Awaiting material invoices	60,000	
	Skips budget to be reprofiled	(5,000)	
	Painting budget to be reprofiled	(60,000)	
	Vehicle leasing budget to be profiled	(52,000)	
	Other minor variations	(5,000)	(221,000)
Homelessness	December B&B costs paid in January	38,000	38,000
CCTV	CCTV Security invoices for August to December 2021	27,500	27,500
Community Safety	Domestic Abuse grant received from MHCLG	33,000	
	Safer Streets grant received from PCC	40,000	
	Outstanding accrual - Legal fees	3,000	76,000
Leisure Centre	Outstanding accrual for Leisure Centre Management Fee for March 2020	84,000	84,000
Leisure Promotion	Payment to be made to Hinckley Club for Young People for 2020/21 & 2021/22	10,000	10,000
Highways Miscellaneous	Expenditure on ERDF Covid 19 Recovery Scheme to be reclaimed	(71,000)	(71,000)
Corporate Management	COVID 19 Discretionary Grant Small Business Grant - returned not yet repaid to MHCLG	85,000	
	COVID 19 Track & Trace - Grants not yet paid out	111,000	
	COVID 19 - Additional Restrictions Support Grant - grants money yet to be paid out in grants	701,000	
	COVID 19 - Restart Grants monies received but not paid out - money to be returned to MHCLG	752,000	
	COVID 19 Awaiting Prior Year Dec- March MHCLG SFC Compensation income		
	Internet Bank Charges not yet processed	6,000	
	Audit Fees relating to quarter 1 & 2	16,000	
	Budgets BFWD from 2020/21 relating to COVID Expenditure - delay in actual spend	30,000	
	Welcome Back Funding - Funding not yet received for costs incurred	(81,000)	
	Delay in the payment of invoice relating to Multi Agency Travellers Unit	16,000	1,636,000
Council Tax / NNDR	Income associated with legal costs incurred in collecting Council Tax and NNDR to be transferred from the collection fund	(170,000)	
	Coding error to be charged to Revs & Bens Partnership	(13,000)	(183,000)
Council Tax Support	Contribution to Revs and Bens Partnership	7,000	
	Additional Income received for Local Council Tax Support Scheme (to be set aside)	81,000	88,000
Register and Borough Elections	Expenditure in respect of S31 funding received for additional Covid related measures required to be implemented for May 2021 elections not reflected in actuals to date (Eligible expenditure still to be determined by Elections Manager)	29,000	
	Deputy Returning Officer Fees Not Reflected in Actuals to date	13,000	
	Parish Council Election income to be recoded	10,000	52,000
	Outstanding Accrual relating to 2020/21 Grant Audit fees	14,000	
Benefits Fraud and Rent Allowances	Income from benefits management system for December not processed until January	(9,000)	
	Delay in receipt of grant income for Discretionary Housing Payments	(110,000)	
	Benefits Payments to November & December - reflected on the ledger in January	1,106,000	
	Additional benefit costs incurred - income to be received after final subsidy claim completed	(367,000)	634,000
Miscellaneous Properties	Rental Income relating to former Co op site yet to be processed	(30,000)	
	Manned Security costs relating to quarter 3 not yet processed	20,000	
	Invoices relating to cleaning for October & November not yet received	18,000	
	Transfer for Refuse Disposal not yet processed	6,000	
	Service Charges paid earlier than anticipated for the crescent	(19,000)	(5,000)
Asset Management	Outstanding cleaning costs for Jubilee building & Station Road Toilets	7,000	
	Outstanding Invoices relating to agency staff	2,000	9,000
Council Offices	Transfer for Refuse Disposal not yet processed	1,000	1,000
Finance Support	Awaiting system invoices	4,000	26,000
	Awaiting internal audit invoices	19,000	
	Budgets to be reprofiled	3,000	
I.T. Support	Invoices re future years paid in advance	(128,000)	
	Steria costs relating to September not yet processed	67,000	
	Invoices to be raised to Partners	(147,000)	(208,000)
Legal Services	legal costs recovered earlier this yr than current profile	6,000	6,000
Corporate Support Team	Awaiting postal invoices	5,000	11,000
	Awaiting equip maint invoices	2,000	
	Other minor variations	4,000	
Human Resources	Medical Exam Fees and Vacancy Advertsing to be recoded	(3,000)	(3,000)
Grounds maintenance DSO	December internal income invoices to be processed in P10	(20,000)	
	Prepaid leasing charges	(40,000)	(60,000)
Cemeteries	Awaiting maintenance invoices	8,000	8,000
Countryside Management	Income budget to be reprofiled	8,000	8,000
Licences	Premises & taxi licence fees income received earlier - reprofile required	6,000	9,000
	Other minor variations	3,000	
Recycling	Awaiting repairs and maintenance invoices	9,000	
	Hired and Contracted budget to be reprofiled	8,000	
	Agency charges Oct-Dec recharged in January	46,000	
	Recycling credits invoice to be raised	(33,000)	
	Prepaid vehicle leasing costs	(22,000)	

Summary of Timing Differences
Under spends/(Overspends) caused by timing differences
Monthly Outturn Report 1st April 2021 to 31st December 2021

		£	£
	Garden Waste receivables to be adjusted	155,000	163,000
Refuse	Agency Budget to be reprofiled	(22,000)	
	Prepaid vehicle leasing costs	(70,000)	
	Trade Waste disposal costs quarter 2 to be paid in January	49,000	
	Bulky income qtr 3 to be transferred to Street Cleansing	13,000	- 30,000.00
Street Cleansing	Q3 bulky transfer from refuse to be input in January	(13,000)	
	Prepaid vehicle leasing costs	(31,000)	
	Equipment purchase budget to be reprofiled	7,000	(37,000)
Waste Business Improvements	Agency and repairs and maintenance recharge to be done	10,000	10,000
Car Parks	Awaiting Castle Car Park rental invoice	20,000	20,000
Community Planning	Payments to be made for Clockwise Credit Development Worker May - Dec 2021	8,000	8,000
Development Control	Agency/Consultancy staff invoices paid in January	22,000	22,000
Economic Development	Heritage Action Zone grant income received in advance	46,000	
	Kickstart payments to be made in January	14,000	
	Awaiting invoices for Heritage Action Zone projects	8,000	
	Shared service invoice to Oadby and Wigston to be raised	(9,000)	59,000
Planning Policy	Awaiting MHCLG grant reimbursement for Markfield NDP	(20,000)	
	Historic England Grant funding for Bradgate Stables	7,000	(13,000)
	TOTAL TIMING DIFFERENCES	2,174,500	2,174,500

**Capital Expenditure
31st December 2021**

Code	Description	Latest Budget £	Budget to Date £	Actual £	Variance £	Ref No
Corporate Services						
spv	Asset Management Enhancement Works	50,000	37,505	44,317	(6,812)	
ros	New Performance Management System	24,736	24,736	22,000	2,736	
ssy	Making Tax Digital	12,000	9,000	0	9,000	
ssa	General Renewal -Extensions	15,000	11,250	19,752	(8,502)	
stb	Earl Shilton Toilets	0	0	(31,598)	31,598	1
swd	Server/Network Hardware Replacements	69,500	52,133	0	52,133	2
swf	Telephony Upgrade	0	0	(18,591)	18,591	
swk	Mobile Working Devices	0	0	0	0	
swj	Jubilee Building Works	18,077	13,079	19,646	(6,567)	
suh	Shared Revenue and Benefits	0	0	102	(102)	
swm	Data Centre Upgrade 2021-22	172,000	68,800	0	68,800	3
swh	Office 365 Consultancy Support	56,014	42,016	39,952	2,064	
swo	IDOX System upgrade	17,786	17,786	10,370	7,416	
swn	ICT Transitional Costs	200,000	80,000	27,472	52,528	4
sop	IT Future Operating Model	405,000	303,750	264,620	39,130	5
		1,040,113	660,055	398,042	262,013	
Environment & Planning						
rfn	Parks : Major Works	10,000	7,501	10,487	(2,986)	
rba	Hollycroft Park	14,500	14,500	0	14,500	
rcs	Incab System (Tracker System)	14,000	10,502	0	10,502	
ran	Memorial Safety Programme	5,950	4,464	1,020	3,444	
rce	Recycling Containers	110,453	82,850	93,004	(10,154)	
rjc	Environmental Improvements	51,100	38,605	9,517	29,088	6
rkt	Resurfacing Car Parks	125,485	106,741	30,578	76,163	7
sto	New Crematorium	5,745,586	1,770,789	915,319	855,471	8
rgg	Parish & Community Initiatives	225,172	187,687	76,054	111,633	9
rgo	Hinckley Community Initiative Fund -HCIF	12,000	9,000	0	9,000	
rgp	Developing Communities Fund	422,333	316,748	134,782	181,966	10
rgt	Davenport rd and Hays Lane imp	13,850	13,850	4,977	8,873	
rkh	Heritage Action Zone	507,000	386,049	101,954	284,095	11
rky	Earl Shilton Shop Fronts	14,553	14,553	950	13,603	
rcr	Electric Charging Points	373,446	298,476	71,589	226,887	12
rbm	Clarendon Park	150,414	112,826	0	112,826	13
rby	The Greens	150,480	112,875	0	112,875	14
sqg	Argents Mead Phase 2	26,000	26,000	0	26,000	15
swc	Lancaster Road Pedestrian Crossing	0	0	(20,000)	20,000	16
svo	Argents Mead Moat Improvements	153,500	115,901	1,841	114,060	17
svb	Waterside Open Space (SEA)	50,000	40,004	0	40,004	18
svj	Waterside Play Area	67,623	50,724	0	50,724	19
rgu	Ashby Road Cemetery drainage works	25,000	25,000	25,000	0	
		8,268,445	3,745,645	1,457,071	2,288,574	
Community Services						
rdq	Sports Facility Improvement Fund	397,720	345,241	1,320	343,921	20
rjq	Shop Front Improvements Barwell	3,090	3,090	0	3,090	
rdi	Leisure Centre	0	0	461	(461)	
roa	Major Works Grants	169,286	136,799	35,475	101,324	21
roh	Minor Works Grants	40,000	30,004	59,002	(28,998)	22
rom	Private Sector Housing Enforcement	100,000	75,010	1,255	73,755	23
rob	Disabled Facilities Grant	944,722	746,632	262,247	484,385	24
rop	CCTV Upgrade 2020-21	118,750	89,074	43,413	45,661	25
roq	Hoarding Project	314,148	272,913	56,754	216,159	26
rdp	Bosworth 1485 Sculpture Trail project	622,170	466,689	37,324	429,365	27
roe	Fuel Poverty Capital Fund	1,096	1,096	0	1,096	
rof	Green Deal Capital Fund	176,548	176,548	0	176,548	28
		2,887,530	2,343,096	497,252	1,845,844	

Capital Programme Variances over £20,000				
Ref No	Description	Explanation of Variance	Variance to date	y/e Variance
Corporate Services				
1	Earl Shilton Toilets	Awaiting prior year invoice	31,598	0
2	Server/Network Hardware Replacements	Budget to be reprofiled	52,133	0
3	Data Centre Upgrade 2021-22	Budget to be reprofiled	68,800	
4	ICT Transitional Costs	Budget to be reprofiled	52,528	
5	IT Future Operating Model	Budget to be reprofiled	39,130	
Environment & Planning				
6	Environmental Improvements	Budget to be reduced due to fewer schemes	29,088	
7	Resurfacing Car Parks	Committed on pedestrian access at Trinity Vicarage Road and Stockwell Head.	76,163	
8	New Crematorium	Scheme budget to be reprofiled when capital programme revised	855,471	
9	Parish & Community Initiatives	Letter to be sent to Parish Councils. Budget committed	111,633	
10	Developing Communities Fund	Budget committed. Awaiting 3rd party evidence before funds are released.	181,966	
11	Heritage Action Zone	Budget to be reprofiled	284,095	
12	Electric Charging Points	Quotes in the process of being obtained. Budget to be reprofiled	226,887	
13	Clarendon Park	3G pitch no longer going ahead new scheme to be co-ordinated. Funds to be carried forward	112,826	150,000
14	The Greens	Awaiting legal confirmation on which areas dev contributions can be spend before commencement of procurement. Potential carry forward may be required	112,875	
15	Argents Mead Phase 2	Consent gained from Historic England. Third party archeology advice required before project commencement. May require a carry forward.	26,000	
16	Lancaster Road Pedestrian Crossing	Awaiting prior year invoice	20,000	
17	Argents Mead Moat Improvements	Consent gained from Historic England. Third party archology advice required before project commencement. May require a carry forward.	114,060	
18	Waterside Open Space (SEA)	Awaiting land adoption before Developer Contribution can be spent. Will require a carry forward at year end	40,004	50,000
19	Waterside Play Area	Awaiting land adoption before Developer Contribution can be spent. Will require a carry forward at year end	50,724	67,000
Community Services				
20	Sports Facility Improvement Fund	Budget profile to be revised when capital programme reviewed. External Contributions to be passported directly to organisations (not via the Council)	343,921	0
21	Major Works Grants	Lower level of major works grants exceeding 10k cost threshold than expected. Underspend to be used to offset greater level of minor works which has seen an increase	101,324	0
22	Minor Works Grants	Increased level of minor works grants less than 10k cost threshold to be classified as a major work grant than expected. Overspend on major grants works which are lower than expected	-28,998	
23	Private Sector Housing Enforcement	Enforcement takes place as when required	73,755	0
24	Disabled Facilities Grant	Total paid plus committed sums including new enquiries/referrals amounts to approx £665k as at December 2021. This budget will be revised accordingly when the capital programme is reviewed to a figure of £744k which is more in line with this expectation. The £665k sum includes approx £173k relating to approved grants waiting to be paid and £229k to new enquiries/referrals being processed/accessed.	484,385	0
25	CCTV Upgrade	Budget profile to be revised when capital programme reviewed	45,661	
26	Hoarding Project	Project in progress. Carry forward of budget which is fully funded by external contributions will be requested.	216,159	0
27	Bosworth 1485 Sculpture Trail project	Budget profile to be revised when capital programme reviewed	429,365	0
28	Green Deal Capital Fund	Budget profile to be revised when capital programme reviewed	176,548	0

31st December 2021
HRA Capital Programme

	Latest Budget £	Budget to Date £	Actual £	Variance to date £	Forecast Year End Savings (underspend)	
Adaptation Of HRA Dwellings-Social Serv	393,330	295,037	316,929	(21,892)	0	
Major Voids	674,777	496,220	427,771	68,449	15,000	lower than expected void numbers
Programmed Enhancements	498,940	323,293	147,728	175,565	100,000	lower than expected environmental works
Electrical Upgrades/Rewires	686,020	519,730	352,965	166,765	125,000	lower than expected replacement requirement
Windows : Single to Double Glazing	78,770	59,086	36,146	22,940		
Re-Roofing	651,280	504,357	465,717	38,640		Budget committed. Works expected to be completed by year end
Kitchen Upgrades	722,681	516,973	402,420	114,553		Budget committed
Boiler Replacement	972,960	729,816	510,463	219,353		Budget committed
Low Maintenance Doors	53,700	42,489	17,051	25,438		
Shower Replacement Programme	71,560	53,677	28,608	25,069	10,000	Slight underspend based on current level of works
Sheltered Scheme Enhancements	97,830	73,383	9,390	63,993		Budget Committed
Enhancement Works - Bathroom Upgrades	349,913	299,257	137,702	161,555		Budget Committed
Fire Risk Assessments	514,170	450,861	268,591	182,270		Budget commitment. Current schedule works should be completed by year end
Affordable Housing	143,970	143,970	149,255	(5,285)		
Ambion Court	2,000,381	1,920,751	1,817,612	103,139		Budget to Committed. To be reprofiled
Legionella	32,082	27,768	6,802	20,966		
Asbestos	157,900	118,442	104,871	13,571		Budget to be reprofiled
Piper Alarm Upgrade	60,000	52,503	15,252	37,251		Budget committed
Mobile Solution Software	74,760	69,762	71,700	(1,938)		
Energy Efficiency Programme	840,000	630,084	0	630,084		Budget to be reprofiled
Housing Delivery	1,950,000	1,462,695	944,000	518,695		Budget committed, Daisy's View Ambion Bungalows and one off purchases
Middlefield Lane	58,790	58,790	0	58,790		Awaiting final retention release
Windows and Doors - Lad 2	200,000	150,020	193,771	(43,751)		Budget to be reprofiled
Martinshaw Lane	0	0	1,063	(1,063)		
	11,283,814	8,998,964	6,425,807	2,573,157	250,000	

Housing Revenue Account

Key : () = overspend

	2021/22 LATEST ESTIMATE	2021/22 BUDGET to December	2021/22 ACTUAL to December	VARIANCE to December	TIMING	VARIANCE Excl TIMING	F'CASTED OUTTURN	VARIATION YEAR END	REF
	£	£	£	£	£	£	£	£	
SUMMARY HRA									
INCOME									
Dwelling Rents	(12,851,130)	(9,683,327)	(9,747,380)	64,053	70,000	(5,947)	(12,842,130)	(9,000)	1
Non Dwelling Rents (garages & land)	(85,070)	(67,019)	(60,667)	(6,352)	-	(6,352)	(78,070)	(7,000)	2
	(12,936,200)	(9,750,346)	(9,808,047)	57,701	70,000	(12,299)	(12,920,200)	(16,000)	
EXPENDITURE									
Supervision & Management (General)	2,465,442	1,714,194	1,661,975	52,219	22,000	30,219	2,459,442	6,000	3
Supervision & Management (Special)	695,610	455,110	460,260	(5,150)	40,000	(45,150)	776,610	(81,000)	4
Lump Sum LCC pension contribution	113,290	84,979	84,967	12	-	12	113,290	-	
Contribution to Housing Repairs A/C	3,192,170	-	-	-	-	-	3,192,170	-	
Depreciation (Item 8 Debit)	2,692,510	-	-	-	-	-	2,692,510	-	
Capital Charges : Debt Management	1,060	796	753	43	-	43	1,060	-	
Increase in Provision for Bad Debts	100,000	-	-	-	-	-	70,000	30,000	5
Interest on Borrowing	1,964,260	982,130	982,131	(1)	-	(1)	1,964,260	-	
	11,224,342	3,237,209	3,190,085	47,124	62,000	(14,876)	11,269,342	(45,000)	
Net Income/Cost of Services	(1,711,858)	(6,513,137)	(6,617,962)	104,825	132,000	(27,175)	(1,650,858)	(61,000)	
Interest Receivable	(35,000)	-	-	-	-	-	(35,000)	-	
IAS19 Adjustment	(267,340)	-	-	-	-	-	(267,340)	-	
Net Operating (Income)/Cost	(2,014,198)	(6,513,137)	(6,617,962)	104,825	132,000	(27,175)	(1,953,198)	(61,000)	
CONTRIBUTIONS									
Contribution to Piper Alarm Reserve	30,000	-	-	-	-	-	30,000	-	
Contribution to Pension Reserve	3,520	-	-	-	-	-	3,520	-	
Transfer to Major Reserves	316,938	-	-	-	-	-	316,938	-	
Transfer to Regeneration Reserve	1,500,000	-	-	-	-	-	1,500,000	-	
Surplus / Deficit	(163,740)	(6,513,137)	(6,617,962)	104,825	132,000	(27,175)	(102,740)	(61,000)	
	LATEST ESTIMATE	BUDGET to December	ACTUAL to December	VARIANCE to December	TIMING	VARIANCE Excl TIMING	F'CASTED OUTTURN	VARIATION YEAR END	REF
	£	£	£	£	£	£	£	£	
SUPERVISION & MANAGEMENT (GENERAL)									
Employees	1,182,500	762,480	715,947	46,533	6,000	40,533	1,156,500	26,000	2.1
Premises Related Expenditure	133,970	109,625	141,065	(31,440)	-	(31,440)	159,970	(26,000)	2.2
Transport Related Expenditure	16,370	12,280	9,998	2,282	-	2,282	16,370	-	
Supplies & Services	246,562	154,308	154,395	(87)	(18,000)	17,913	240,562	6,000	2.3
Central & Administrative Expenses	921,110	690,932	657,306	33,626	34,000	(374)	921,110	-	2.4
Gross Expenditure	2,500,512	1,729,625	1,678,711	50,914	22,000	28,914	2,494,512	6,000	
Revenue Income	(35,070)	(15,431)	(16,736)	1,305	-	1,305	(35,070)	-	
Recharges	-	-	-	-	-	-	-	-	
Total Income	(35,070)	(15,431)	(16,736)	1,305	-	1,305	(35,070)	-	
Net Expenditure to HRA	2,465,442	1,714,194	1,661,975	52,219	22,000	30,219	2,459,442	6,000	
SUPERVISION & MANAGEMENT (SPECIAL)									
Employees	697,920	439,372	473,238	(33,866)	8,000	(41,866)	757,920	(60,000)	3.1
Premises Related Expenditure	436,910	310,261	311,071	(810)	19,000	(19,810)	458,910	(22,000)	3.2
Transport Related Expenditure	14,740	11,073	8,869	2,204	0	2,204	14,740	0	
Supplies & Services	151,320	124,023	107,096	16,927	0	16,927	143,320	8,000	3.3
Central & Administrative Expenses	119,130	89,478	76,828	12,650	13,000	(350)	119,130	0	3.4
Capital Charges	4,990	3,744	-	3,744	-	3,744	4,990	0	
Gross Expenditure	1,425,010	977,951	977,102	849	40,000	(39,151)	1,499,010	(74,000)	
Revenue Income	(700,380)	(522,841)	(516,843)	(5,998)	0	(5,998)	(693,380)	(7,000)	3.5
Recharges	(29,020)	0	0	0	0	0	(29,020)	0	
Total Income	(729,400)	(522,841)	(516,843)	(5,998)	0	(5,998)	(722,400)	(7,000)	
Net Expenditure to HRA	695,610	455,110	460,260	(5,150)	40,000	(45,150)	776,610	(81,000)	

Outturn Explanations April 2021 to December 2021				
Key : () = overspend				
	Forecasted year end variations	Timing	Variation To Date	Forecast Year End
		£000's	£000's	£000's
	HOUSING REVENUE ACCOUNT	132	(35)	(61)
1	Dwelling Rents -1st & 2nd January need excluding from December figures Delay in tenants moving in to Ambion court	70 0	0 (6)	0 (9)
2	Non Dwelling Rents Shortfall in garage rental	0	(6)	(7)
3	SUPERVISION & MANAGEMENT (GENERAL)	22	28	6
3.1	Employees: £6k Holiday Pay/Flexi to be processed at year end Severance Pay savings Staffing Restructure underspend Salary underspend to date Other Minor Variations	6 6 0 0 0 0	41 0 20 4 15 2	26 0 20 6 0 0
3.2	Premises Related Expenditure: Council Tax overspend Premises Insurance overspend	0 0 0	(31) (30) (1)	(26) (25) (1)
3.3	Supplies & Services: IT Licences paid in advance Underspend to date - Tenant association support costs IT overspend Legal Fees- underspend to date Consultancy overspend Other Minor Variations	(18) (18) 0 0 0 0 0	18 0 19 (16) 13 0 2	6 0 10 (17) 17 (4) 0
3.4	Central & Administrative Expenses: Outstanding charges including legal, contact centre & internal audit	34 34	0 0	0 0
4	SUPERVISION & MANAGEMENT (SPECIAL)	40	(51)	(81)
4.1	Employees: £8k Holiday Pay/Flexi to be processed at year end Salary overspend due to fully staffed service Overtime overspend -vacant post & new member of staff training (double cover)	8 8 0 0	(42) 0 (3) (39)	(60) 0 (5) (55)
4.2	Premises Related Expenditure: Outstanding electricity, gas & water costs for December Awaiting caretaking/cleaning invoices for November-December Additional Cleaning costs Electricity & Gas overspend to date	19 12 7 0 0	(20) 0 0 (12) (8)	(22) 0 0 (17) (5)
4.3	Supplies & Services: Piper alarm underspend to date Equipment underspend	0 0 0	17 8 9	8 0 8
4.4	Central & Administrative Expenses: Outstanding charges relating to contact centre, corporate support & debtors	13 13	0 0	0 0
4.5	Revenue Income: Income Shortfall from sheltered scheme service charges including Ambion Court Income shortfall from Room Hire Additional Lifeline income	0 0 0 0	(6) (11) (5) 10	(7) (14) (5) 12
5	Provision for Bad Debts: Forecast reduction in contribution required towards rent bad debts	0 0	0 0	30 30

	2021/22	2021/22	2021/22	2021/22				F'CASTED	F'CASTED	
HOUSING REPAIRS ACCOUNT	ORIGINAL	LATEST	BUDGET	ACTUAL	VARIANCE		VARIANCE		VARIATION	
	BUDGET	BUDGET	to Dec	to Dec	to Dec	TIMING	Excl TIMING	OUTTURN	YEAR END	REF
	£	£	£	£	£	£	£	£	£	
Administration										
Employee Costs	433,510	433,510	274,260	260,942	13,318	(3,000)	16,318	433,510	-	1
Transport Related Expenditure	3,880	3,880	2,910	15,210	(12,300)	(7,000)	(5,300)	3,880	-	2
Supplies & Services	132,070	154,157	121,900	76,891	45,009	31,000	14,009	139,157	15,000	3
Central Administrative Expenses	314,800	314,800	236,130	231,151	4,979	(12,000)	16,979	314,800	-	
Total Housing Repairs Administration	884,260	906,347	635,200	584,194	51,006	9,000	42,006	891,347	15,000	
Programmed Repairs	677,400	717,400	541,800	530,242	11,558	(6,000)	17,558	702,400	15,000	4
Responsive Repairs	1,261,970	1,291,970	958,050	792,437	165,613	155,000	10,613	1,266,970	25,000	5
GROSS EXPENDITURE	2,823,630	2,915,717	2,135,050	1,906,873	228,177	158,000	70,177	2,860,717	55,000	
Contribution from HRA	(3,192,170)	(3,192,170)	0	0	0		0	(3,192,170)	-	
Accumulated Absences/ IAS 19	(73,690)	(73,690)	0	0	0		0	(73,690)	-	
TOTAL INCOME	(3,265,860)	(3,265,860)	0	0	0	0	0	(3,265,860)	-	
Contribution to HRA Reserves	425,000	425,000	0	0	0	0	0	425,000		
NET EXPENDITURE	(17,230)	74,857	2,135,050	1,906,873	228,177	158,000	70,177	19,857	55,000	

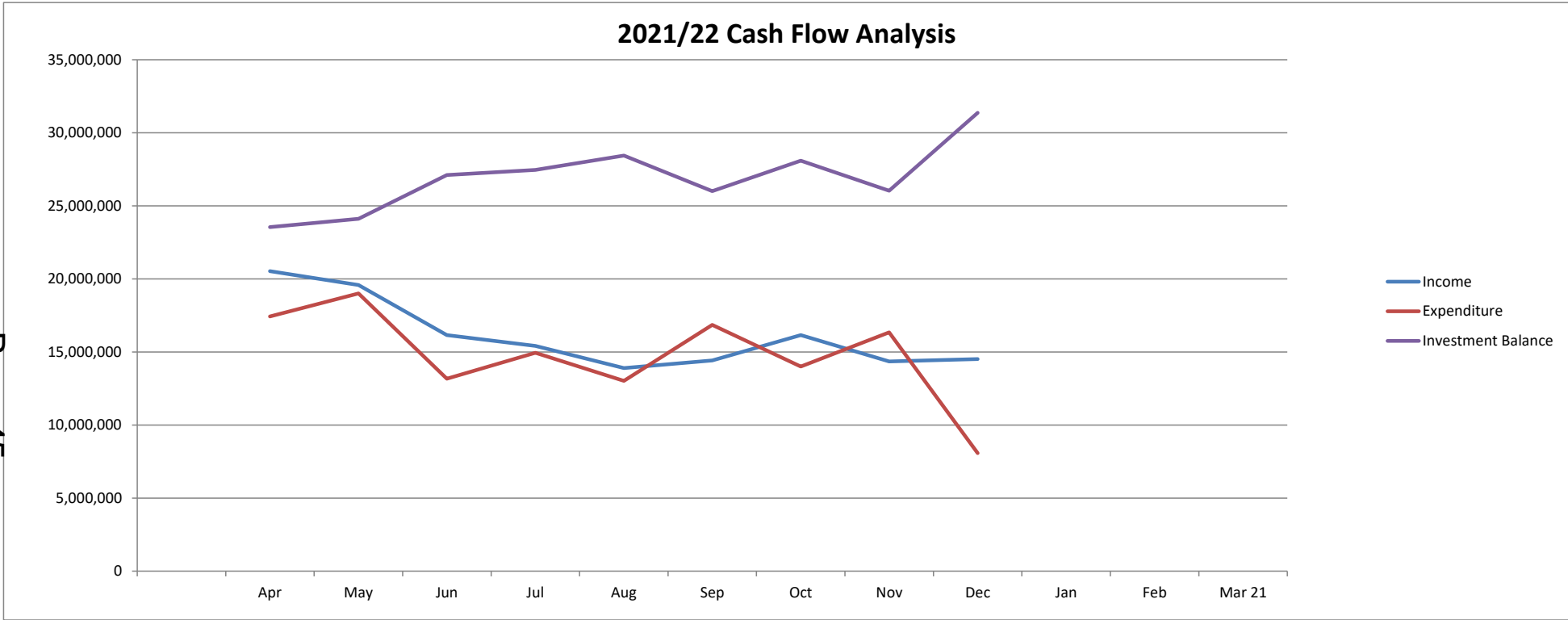
Variations	TIMING £000's	VARIANCE £000's	Outturn
1 Salary vacancies and maternity leave		16,000	
Accumulated Absences Accounting Adjustment	(3,000)		
	(3,000)	16,000	-
2 Vehicle costs paid in advance	(7,000)		
3 Software Invoices paid in advance	(11,000)		
Asbestos budget to be reprofiled	8,000		
Asbestos estimated budget saving		5,000	5,000
Legionella testing estimated saving		5,000	10,000
Consultant budget to be reprofiled	8,000		
Awaiting consultant invoices	21,000		
Other minor variations	5,000	3,000	
	31,000	13,000	15,000
4 Painting/Soffits Budget to be reprofiled	(10,000)		
Electrical servicing budget to be reprofiled	4,000		
Estimated underspend on Electrical Testing Budget		15,000	15,000
	(6,000)	15,000	15,000
5 Work in Progress and overhead charges to be processed	143,000		
Current demand lower than expected		15,000	25,000
Lift Maintenance budget to be reprofiled	12,000		
	155,000	15,000	25,000

CASH FLOW 2021-2022

	Aug	Sep	Oct	Nov	Dec
Income					
Council Tax	6,574,500	6,671,686	6,556,422	6,598,026	6,619,238
Council Dwelling Rent income	565,742	565,624	596,467	583,978	590,616
Cards	737,462	839,129	804,848	763,283	801,286
Business Rates	2,743,151	2,904,466	3,119,054	3,190,433	3,096,193
Planning Fees	76,514	71,309	186,372	262,281	119,456
Housing Benefits Recovery	2,443	3,095	2,368	1,957	2,284
Debtors	194,979	474,885	1,474,938	160,383	432,085
Shared Services Income - Revs and bens and ICT	49,220	57,348	696,305	648,981	190,908
MHCLG - NHB and S31 and small grants	447,196	447,200	711,206	431,417	494,492
Covid 19 Hardship Grant					
Local Restriction Grant £1.341m					
Additional Restriction Grant £2.262m	823,331		315,243	108,782	
Restart Grants					
Right to Buy Receipts	155,475	94,400	79,500	128,000	261,992
Housing subsidy Benefits DWP	880,975	880,975	1,199,286	926,448	926,448
HMRC	329,633	254,697	260,811	455,930	207,617
Others	305,638	119,122	106,692	85,370	757,196
Investments interest	9,973	12,964	19,447		
HBBC	2,077	20,018	25,114	5,641	10,024
Temporary borrowing		1,000,000			
Total Income	13,898,309	14,416,919	16,154,071	14,350,910	14,509,836
Payments					
MHCLG share of BR (net of RSG and transitional payments)	-1,021,385	-1,021,386	-1,021,386	-1,021,385	-1,021,387
Wages / Salaries	-732,862	-738,543	-729,979	-716,685	-724,213
Precepts	-6,644,987	-6,644,987	-6,644,987	-6,644,987	0
BR and Tariff payment to LCC and Fire	-1,038,461	-1,038,461	-1,038,461	-1,038,461	-1,038,461
Suppliers payments (Bacs and DD)	-2,709,804	-5,267,648	-2,685,586	-3,257,488	-3,575,781
Capital Expenditure					
Interest on pwlb loans		-1,131,206			
Tax/NI (Salary related)	-250,646	-251,685	-253,897	-253,696	-244,936
HB Payments & CT refunds	-577,301	-604,766	-626,043	-601,470	-689,324
Right to Buy - payment to DCLG					
CVID 19 LADF local auth discretionary fund income					
Other Grants		-28,750			
Restart Grants					
other Minor payment	-48,143	-128,656	-2,478	-9,044	-30,901
Local restrictions support grant unspent & closed business lockdown payment - returned unspent				-2,611,904	
Property / land purchase				-191,000	-751,400
Temporary borrowing repay			-1,000,077		
Total Payments	-13,023,589	-16,856,087	-14,002,893	-16,346,119	-8,076,403
Net Income / Expenditure	874,720	-2,439,168	2,151,177	-1,995,209	6,433,433
investments b/fwd	24,610,089	25,484,809	23,045,641	25,196,818	23,201,609
	25,484,809	23,045,641	25,196,818	23,201,609	29,635,042
Month end bals	-128,070	-131,702	-195,996	-258,527	-1,356,645
actual amount invested	25,356,739	22,913,939	25,000,822	22,943,082	28,278,397

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar 21
Income	20,531,215	19,582,228	16,160,558	15,413,769	13,898,309	14,416,919	16,154,071	14,350,910	14,509,836			
Expenditure	17,429,142	19,005,711	13,173,809	14,948,866	13,023,589	16,856,087	14,002,893	16,346,119	8,076,403			
Investment Balance	23,545,758	24,106,774	27,111,462	27,457,875	28,444,874	26,002,075	28,088,957	26,031,217	31,366,532			

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance & Performance Scrutiny 28 March 2022

Wards affected: All Wards

Treasury Management Quarter 3 2021/22

Report of Head of Finance

1. Purpose of report

1.1 To inform the Committee of the Council's Treasury Management activity in the third quarter of 2021/22.

2. Recommendation

2.1 That the Committee note the report.

3. Background to the report

3.1 At its meeting on 23rd February 2021 Council approved the Council's Treasury Management Policy for the year 2021/22 and delegated the oversight of the execution of the Policy to this Committee.

This report sets out the Treasury Management activities in 2021/22 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 During the quarter ended 31st December 2021:

1. GDP rose 0.1% in October as product/labour shortages held back output;
2. There were signs of faster GDP growth in November, before surging COVID-19 cases in December hit activity;
3. Inflation jumped to a nine year high of 5.1% in November;
4. Bank Rate rose from 0.1% to 0.25% in December;
5. Gilt yields and sterling fell, before both turned a corner in recent weeks.

The latest forecasts are detailed in the table below:

	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023
Bank Rate	0.25%	0.50%	0.50%	0.50%	0.75%
5yr PWLB rate	1.50%	1.50%	1.60%	1.60%	1.70%
10yr PWLB rate	1.70%	1.80%	1.80%	1.90%	1.90%
25yr PWLB rate	1.90%	2.00%	2.10%	2.10%	2.20%
50yr PWLB rate	1.70%	1.80%	1.90%	1.90%	2.00%

Investment Activity

- 3.3 The Council's investment strategy primary objectives are safeguarding the repayment 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 criterion was approved by Council in February 2021.

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 31 December 2021, the Council held the following investments totalling £28,297,400 and are summarised below.

Counterparty	Investment Date	Maturity Date	Amount	Interest Rate
HSBC Call	01/09/2021	31/12/2021	£2,797,400	0.0100
National Counties BS	18/06/2021	18/03/2022	£1,500,000	0.3100
National Counties BS	13/07/2021	12/04/2022	£1,000,000	0.3100
National Counties BS	01/04/2021	31/03/2022	£2,000,000	0.3300
National Counties BS	03/06/2021	03/03/2022	£2,000,000	0.3000
National Counties BS	25/05/2021	25/02/2022	£2,500,000	0.3200
Furness BS	02/08/2021	01/08/2022	£2,000,000	0.3000
National Counties BS	16/08/2021	16/05/2022	£1,000,000	0.2500
National Counties BS	31/08/2021	31/05/2022	£2,500,000	0.2700
Thurrock BC	28/04/2021	28/01/2022	£3,000,000	0.2800
Santander	03/11/2021	02/11/2022	£2,000,000	0.6100
Thurrock BC	01/12/2021	30/11/2022	£2,500,000	0.4200
National Counties BS	02/12/2021	02/03/2022	£2,500,000	0.1700
Furness BS	09/12/2021	08/12/2022	£1,000,000	0.5000
Total			£28,297,400	

Details of investments held from April 2021 to December 2021 are available on request.

Details of the weighted average investment to March 2022 are shown in the table below together with the Industry Average, London Inter Bank Bid (LIBID) as a benchmark. The Council received a rate of return that is comparable with the returns available in the market. Additionally, the weighted average period is within the maximum set of 0.5 years. Average investments returns are higher than the comparable inter-bank rate (a return of 0.3985% compared against 0.0594%).

Period	Weighted Average invested	Average period (days)	HBBC Average Return	7 Days LIBID	1 Month LIBID	3 Month LIBID	6 Month LIBID
Apr to Dec 2021	£38,673,123	34	0.3985	-0.07	-0.0594	-0.0238	-0.0552

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 £30.98m for the current year 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 £24.68m with only £8.3m of long term loans on its books.

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 There were no short term borrowings in this quarter:

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 28 March 2022

Wards affected: All Wards

SUNDRY DEBTS – Q3 2021/2022

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 31 December 2021.

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 31st December 2021, the overall sundry debt was £3,026,353. The current balance can be broken down by age as follows:

Description	Amount
Credits, Refunds and Payments	-£28,277
Not Yet Due	£232,708
< 30 Days	£932,232
30 - 59 Days	£88,614
60 - 89 Days	£347,520
90 - 119 Days	£309,356
> 120 Days	£1,144,200
Total Debt	£3,026,353

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 December 2021 was 23.79%, 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 1,415, with an average value of £1,027.25.

	£	Description
Total debt	3,026,353	
	-295,052	Homelessness
	-157,852	Installment Plans
	-509,809	In dispute
	2,063,640	(A)
Over 90 days	1,453,556	
	-295,052	Homelessness
	-157,852	Installment Plans
	-509,809	In dispute
	490,843	(B)
Performance	23.79%	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 was increased in 2021 from £138,000 to £275,000. This will be reviewed again as part of the final accounts closedown procedures
- 3.4 The split of the current debt position over 90 days by type of debt is detailed below. One of the largest element, for Homelessness Bonds has increased by 37.86%. The provision of these bonds is funded by the Council’s Homelessness Prevention Grant which is provided by the DLUPHC. The largest debt is Estates at £544,779. Approximately 30% have now entered in to a payment plan to clear their debts. All new leases are being granted with a direct debit payment in place, to limit debts problems going forward.
- 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 also 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 31 December.

Sum of Total Outstanding over 90 days 2021/22	Q4	Q1	Q2	Q3	Q2 to Q3 £	%
Building Control	£9,533.70	£8,053.85	£8,054.78	£9,007.67	£952.89	11.83%
Environmental Health	£2,388.89	£2,460.83	£2,231.89	£2,666.46	£434.57	19.47%
Estates*	£469,531.51	£588,073.26	£622,060.47	£544,779.21	-£77,281.26	-12.42%
Green Spaces	£508.85	£3,319.11	£489.68	£4,348.33	£3,858.65	787.99%
Grounds Maintenance	£2,434.09	£1,945.69	£1,634.09	£1,235.69	-£398.40	-24.38%
Homeless	£194,405.05	£202,540.46	£213,223.17	£293,957.09	£80,733.92	37.86%
Housing	£78,283.81	£78,291.96	£176,478.25	£119,082.88	-£57,395.37	-32.52%
Markets	£3,235.97	£3,876.57	£3,978.27	£3,542.20	-£436.07	-10.96%
Other	£51,657.35	£44,542.49	£16,060.74	£33,519.01	£17,458.27	108.70%
Refuse/ Recycling	£66,594.64	£76,580.27	£68,459.50	£46,974.13	-£21,485.37	-31.38%
Other LA	£158,572.52	£110,950.17	£62,884.68	£228,925.44	£166,040.76	264.04%
Licensing	£6,140.00	£1,270.00	£1,365.00	£835.00	-£530.00	-38.83%
Pest Control	£317.94	£0.00	£0.00	£0.00	£0.00	0.00%
Planning	£25,000.00	£27,400.00	£22,000.00	£20,725.00	-£1,275.00	-5.80%
Housing Repairs	£10,978.45	£24,851.34	£10,427.08	£24,997.42	£14,570.34	139.74%
Finance	£0.00	£7,446.00	£9,186.00	£9,186.00	£0.00	0.00%
Atkins Building	£12,503.56	£7,108.00	£8,355.30	£5,967.97	-£2,387.33	-28.57%
Waste Services	£0.00	£312.00	£3,746.80	£0.00	-£3,746.80	-100.00%
Leisure	£102,304.70	£111,304.70	£111,304.70	£101,304.70	-£10,000.00	-8.98%
Human Resources	£1,055.00	£864.89	£414.89	£1,149.37	£734.48	177.03%
Elections	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
Total	£1,195,446.03	£1,301,191.59	£1,342,355.29	£1,452,203.57	£109,848.28	8.18%

*Due to Covid debts are currently being reviewed with tenants to arrange alternative payment plans and in extreme cases arrangements for short-term rent reductions.

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

Finance & Performance Scrutiny Work Programme 2021/2022

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Agenda Item 10

Key to corporate aims

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

FINANCE & PERFORMANCE SCRUTINY

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
	Treasury Management Qtr3 – 2021/22	Quarterly review	Monitor performance	Ashley Wilson	All
	Financial outturn Qtr 3 – 2021/22	Budget monitoring	Monitor performance	Ashley Wilson	All
	Sundry debts Qtr. 3 2020/21	Quarterly review	Monitor performance	Ashley Wilson	All
	Frontline Service Review - Housing	Programme of frontline service reviews	Monitor performance	Sharon Stacey	All
6 June 2022	Sundry debts Qtr 4 – 2021/22	Quarterly review	Monitor performance	Ashley Wilson	All
	Performance and Risk Management Framework Qtr 1, 2 3 & 4 -2021/2022	Quarterly review	Monitor performance and risk management	Julie Kenny	All
	Medium Term Financial Strategy	Progress report	Monitor performance	Ashley Wilson	All
	Frontline service review – StreetScene Services	Programme of frontline service reviews	Monitor performance	Caroline Roffey	All
	Business rates and pooling update Qtr 3 & 4 – 2021/2022	Quarterly review	Monitor performance	Ashley Wilson	All
	Treasury Management Qtr 4 – 2021/22	Quarterly review	Monitor performance	Ashley Wilson	All
	Financial Outturn Qtr 4 – 2021/22	Budget Monitoring	Monitor performance	Ashley Wilson	All
	Hinckley Leisure Centre – Performance Review	Annual Review	Ensure performance and value for money	Simon Jones	All