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Hinckley & Bosworth
Borough Council

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

Date: 25 May 2022

To: Members of the Finance & Performance Scrutiny

Cllr C Ladkin (Chairman)
Cllr P Williams (Vice-Chairman)
Cllr JMT Collett
Cllr DS Cope
Cllr E Hollick

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, 6 JUNE 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 - 6 JUNE 2022

A G E N D A

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

To confirm the minutes of the meeting held on 28 March 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. **HINCKLEY LEISURE CENTRE ANNUAL PERFORMANCE REVIEW 2021/22 (Pages 3 - 8)**

To provide members with an annual update report and presentation on the performance of Hinckley Leisure Centre for the period April 2021 – March 2022, under the operation of Places Leisure.
7. **PERFORMANCE AND RISK MANAGEMENT UPDATE (Verbal Report)**

To provide members with an update presentation from Director of Corporate Services
8. **SUNDRY DEBTS QUARTER 4 - 2021/22 (Pages 9 - 14)**

To inform members of the position on sundry debts as at 31 March 2022.
9. **TREASURY MANAGEMENT QUARTER 4 - 2021/22 (Pages 15 - 20)**

To inform members of the treasury management activity in Quarter 4 of 2021/22.
10. **STREET SCENE SERVICES FRONT LINE REVIEW (Pages 21 - 28)**

To report on activities within Street Scene Services.
11. **FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 29 - 32)**

To inform members of the work programme for the following year 2022/23.
12. **ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY**

As raised under item 3.

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE & PERFORMANCE SCRUTINY

28 MARCH 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

Officers in attendance: Madeline Shellard, Rebecca Valentine-Wilkinson and Ashley Wilson

363. **Apologies and substitutions**

Apologies for absence were submitted on behalf of Councillor Gibbens.

364. **Minutes of previous meeting**

It was moved by Councillor Williams seconded by Councillor Webber-Jones and

RESOLVED – the minutes of the meeting held on 17 January 2022 be confirmed and signed by the chairman

365. **Council Housing Services update report**

Members were updated on the key activities and performance on the tenancy management, anti-social behaviour, older persons services and housing repairs teams within the council housing service. During presentation and discussion the following points were raised:

- Demand for council housing remained high
- The ambition remained to increase the housing stock
- Covid impacted on the ability to carry out housing repairs
- The financial impact had been significant on tenants and rent collection rates had dropped considerably throughout the pandemic. This meant that rent arrears were collected subsequently with rental payment plans.
- Redeveloped housing shelter scheme for the over 60's – Ambion court

In response to a question from Members around decarbonisation and energy efficiency improvements it was confirmed that grant funding had been received to improve the thermal efficiency of up to 48 properties. It was noted that it was a priority for the service to meet carbonisation requirements.

In response to a question from Members around the heating supply in Ambion Court it was confirmed that all 24 units had been let out with electrical heating. It was noted that the department would be working towards viable alternatives for the wider housing portfolio as the market changed.

In relation to homelessness, it was noted that financial pressure had increased over the previous two years due to a number of reasons, including the government directive to accommodate people to whom the authority would not usually have a duty. It was anticipated that people would continue to struggle with affordability over the coming

months which could add further budget pressures. It was confirmed that a report on wider housing need would be presented to a future meeting of the scrutiny commission.

The report was noted.

Councillor Sheppard-Bools entered the meeting at 6.56pm.

366. Financial Outturn Third Quarter December 2021

Members were updated on the final outturn position as at December 2021.

The report was noted.

367. Treasury Management Third Quarter 2021/22

Members were updated on the treasury management activity in the third quarter of 2021/22.

It was confirmed that due to the pandemic and the conflict in Ukraine the increase in prices was beginning to affect the interest rates. There had been quite significant movement on rates which would need to be reflected in any debt that the authority were borrowing.

The report was noted.

368. Sundry Debts Third Quarter 2021/22

Members were updated of the position on sundry debts as at December 2021.

The report was noted.

369. Finance & Performance Scrutiny Work Programme

Consideration was given to the work programme.

Members queried when they would be getting an update on planning performance, it was confirmed that they would receive updates by way of the quarterly performance reports. Members requested assurance that an update would be presented at the next meeting.

Members noted the work programme.

(The Meeting closed at 7.21 pm)

CHAIRMAN



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Finance and Performance Scrutiny: 6th June 2022

Wards affected: All Wards

Hinckley Leisure Centre Annual Performance Review 2021/22

Report of Director Community Direction

1. Purpose of report

- 1.1 To provide Finance and Performance Scrutiny an annual update report and presentation on the performance of Hinckley Leisure Centre for the 12-month period April 2021 – March 2022, under the operation of Places Leisure.

2. Recommendation

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

3. Background to the report

- 3.1 In June 2014 Places Leisure were awarded the Leisure Management contract for the Design, Build, Operate and Maintain of the new Hinckley Leisure Centre on Argents Mead.
- 3.2 The contract commenced in May 2016 for a 20-year management period.
- 3.3 Hinckley Leisure Centre was built at a cost of £15million.
- 3.4 Within the Leisure Management Contract there are a number of reporting requirements which must be fulfilled by Places Leisure, included in this is the production of monthly Performance reports, enabling Council Officers to track progress and challenge/support accordingly.

4. Impact of Covid

- 4.1 Officers from the Borough Council have worked closely with Places Leisure throughout the pandemic period. Adherence to Government guidelines was implemented.
- 4.2 Members will be aware that the Leisure Centre has been used throughout the pandemic as a key vaccination site for the residents of the Borough. Over 100,000 vaccination jabs have been administered at the facility.
- 4.3 Representatives from Places Leisure will deliver a complimentary presentation to Members at the meeting. They will elaborate on the impact of Covid and will discuss the recovery of the local Leisure Sector.

5. Performance

- 5.1 There are a number of key points to note, for the 12-month reporting period. Due to the implications of Covid, performance comparisons through this report are made to the 2019/20 reporting period.

5.2 Participation and footfall

Over the last 12 months participation has averaged 34,070 attendances on all available activities within the leisure centre and the monthly average footfall was 36,416

Footfall comparisons

2021/22	2019/20	2018/19	2017/18
437,001	840,510	808,279	702,198

Covid closure periods, restrictions and customer confidence has seen footfall impacted, which should come as no surprise. However, in reflecting on footfall performance for February and March 2022, there is clear signs of 'bounce back' that the period of recovery is in progression.

5.3 Memberships

At the time of writing this report fitness membership for Hinckley Leisure Centre is at 3,556 members.

The swimming membership, which remains popular with 574 members and swimming lessons enrolment is over 2,089.

To provide some context performance across all membership categories are back to pre-covid levels.

5.4 Swimming

Swimming, across all swimming categories (lessons, casual swimming group water workout and memberships) has recovered well as demonstrated in Fig1.

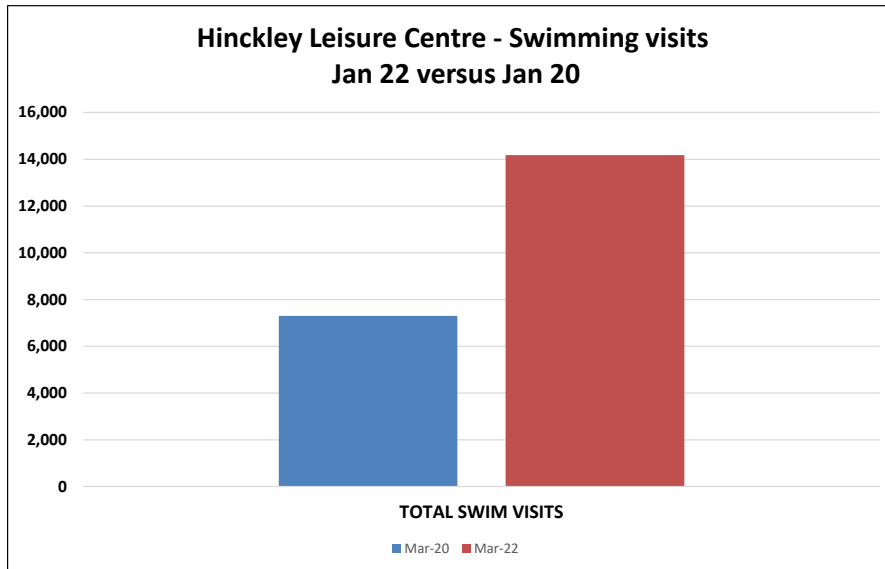


Fig 1

5.5 Children and Young People / Family offer

In July 2019 Places Leisure embarked on an innovative new membership structure. The company took the decision to include 4 free junior memberships to any 'Premium' membership. A first in the industry, offering fantastic value for money and a key focus on family engagement. The impact of this can be seen where casual swimming resumed in April 2021 with extremely high levels of participation.

5.6 Fitness

Places Leisure continue to offer their dual site membership for customers, whereby they can use both Hinckley Leisure Centre and their sister site Places Gym (in the Crescent) as part of the Premium Membership. Colleagues at the Leisure Centre have worked hard throughout the months of January – March in exceeding Sales targets for fitness, which means that memberships are back to pre-covid levels and stand at 3526, 2104 at Places Gym Hinckley.

5.7 Health and Well being offer and Hard to reach delivery

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

- reducing obesity levels contributing
- to positive mental well being
- Host to the Exercise Referral Programme (averaging up to 500 patients per annum)
- Actively delivering health promotional campaigns throughout the year, in partnership with borough council colleagues
- Staff trained as Dementia Friends

In September 2021 the Leisure Centre accessed some Covid Contain funding from the Local Authority and created a Hard-to-Reach position. Deliverables have included the following:-

- Steady Steps - falls prevention scheme through local borough council for stability and balance in older population.
- Active Families - Confidence Swim. A one hour family swim session in community pool
- Inactive Girls and Boys Programme - to introduce 11-17 year olds to various activities and facilities and encourage a more active lifestyle. Including group classes delivered in community
- Outreach offer in schools to inactive boys and girls
- Tea Dance - to encourage older adults to be more active through dancing and provide a place to chat and support each other over coffee/tea
- Exercise Referral Aqua and soft circuits class – extending our offer by providing a gentle aqua aerobics and soft circuits classes as an extension to the scheme

6. 2022/23 Opportunities and Challenges

- 6.1 The whole of the Leisure Sector will have a watching brief as the challenges on consumer spend in light of the Cost of Living crisis, sets in.
- 6.2 Places Leisure have created a Covid Recovery programme. The programme sits alongside the Exercise Referral programme and provides an option for those wishing to access a bespoke programme addressing the health implications of Covid.
- 6.3 Continue to provide great customer experience. Measurement of this is actively tracked via the Places Pulse Mystery Visits and Net Promoter Scores. These are shared with HBBC officers on a monthly basis. Data enables the management team to understand what improvements are required and where they can be benchmarked across the leisure sector.
- 6.4 Energy price rises provide a challenge to both the contractor and the Council and are reflected under the risks detailed in 12.1

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

- 7.1 Not applicable.

8. Financial implications [AW]

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

2022/23	2023/24	2024/25	2025/26	2026/27
£885,000	£1,041,490	£1,064,122	£1,031,827	£1,048,608

8.2 The 2022/23 fee is slightly lower than originally contracted for due to Covid, but then returns to the agreed management fee in 2023/24 The difference in 2022/23 is relatively low at £35,856.

9. Legal implications [MR]

9.1 None

10. Corporate Plan implications

- 10.1 The services of Hinckley Leisure Centre contribute to all three of the Corporate Plan 2022-2024 aims;
- People – Helping people to stay healthy, active and protected from harm.
 - Places – Creating clean and attractive places to live and work.
 - Prosperity – Encouraging growth, attracting businesses, improving skills and supporting regeneration.

11. Consultation

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

12. Risk implications

12.1 There are two significant risks associated with this report.

Management of significant (Net Red) risks		
Risk description	Mitigating actions	Owner
Financial impact of the reduced management fee for 2022/23 following the impact of COVID	Open book accounting will be retained along with the opportunity to claw back funds via Schedule 15 Surplus share agreement that forms part of the management contract.	AW
Potentially significant impact of energy price rises and how this will financially affect the Council	Energy benchmarking forms part of the contract – Schedule 13	SJ

13. Knowing your community – equality and rural implications

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

14. Climate implications

- 14.1 Places Leisure closely monitor energy consumption at the facility. The building is rated BREAM very good and hosts a number of climate friendly equipment such as, variable speed drives on swimming pool pumps and a Combined Heat and Power unit.
- 14.2 Energy efficiencies are always being sought which will assist in the quest to address the climate emergency.

15. Corporate implications

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

Background papers: None

Contact Officer: Simon D. Jones, Cultural Services Manager, 01455
255699
Karen Mason, Sports Development Manager, 01455
255847

Executive Member: Councillor K Nichols



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

FINANCE & PERFORMANCE SCRUTINY 6th June 2022

Wards affected: ALL WARDS

Sundry Debts – Q4 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 31st March 2022.

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 March 2022, the overall sundry debt was £2,736,770. The current balance can be broken down by age as follows:

Description	Amount
Credits, Refunds and Payments	-£159,400
Not Yet Due	£275,191
< 30 Days	£845,932
30 - 59 Days	£124,663
60 - 89 Days	£355,082
90 - 119 Days	£64,484
> 120 Days	£1,230,818
Total Debt	£2,736,770

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 March 2022 was 18.20%, 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 1,383, with an average value of £936.59. This has reduced from 1,415 invoices over 90 days in the last quarter.

	£	Description
Total debt	2,736,970	
	-315,453	Homelessness
	-108,966	Installment Plans
	-550,152	In dispute
	1,762,399	(A)
Over 90 days	1,295,302	
	-315,453	Homelessness
	-108,966	Installment Plans
	-550,152	In dispute
	320,731	(B)
Performance	18.20%	Over 90 days/Total debt (amended) B/A
Target	25%	

- 3.3 In order to ensure that the Council adopts a prudent approach to accounting for debt that might not be due, a “provision for doubtful debts” is made against the year-end balance. The value of this provision is 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 elements, for Homelessness Bonds has increased by 7.31%. 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 £401,362.68. Approximately 30% have now entered into 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 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 March 2022.

Sum of Total Outstanding over 90 days 2020/21	Q1	Q2	Q3	Q4	Q3 to Q4 £	%
Building Control	£8,053.85	£8,054.78	£9,007.67	£11,546.75	£2,539.08	28.19%
Environmental Health	£2,460.83	£2,231.89	£2,666.46	£3,401.09	£734.63	27.55%
Estates*	£588,073.26	£622,060.47	£544,779.21	£401,362.68	-£143,416.53	-26.33%
Green Spaces	£3,319.11	£489.68	£4,348.33	£3,702.08	-£646.25	-14.86%
Grounds Maintenance	£1,945.69	£1,634.09	£1,235.69	£1235.69	£0.00	0.00%
Homeless	£202,540.46	£213,223.17	£293,957.09	£315,453.31	£21,496.22	7.31%
Housing	£78,291.96	£176,478.25	£119,082.88	£128,258.39	£9,175.51	7.71%
Markets	£3,876.57	£3,978.27	£3,542.20	£3,644.05	£101.85	2.88%
Other	£44,542.49	£16,060.74	£33,519.01	£23,852.23	-£9,666.78	-28.84%
Refuse/ Recycling	£76,580.27	£68,459.50	£46,974.13	£26,465.86	-£20,508.27	-43.66%
Other LA	£110,950.17	£62,884.68	£228,925.44	£4,986.60	-£223,938.84	-97.82%
Licensing	£1,270.00	£1,365.00	£835.00	£490.00	-£345.00	-41.32%
Pest Control	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
Planning	£27,400.00	£22,000.00	£20,725.00	£12,725.00	-£8,000.00	-38.60%
Housing Repairs	£24,851.34	£10,427.08	£24,997.42	£25,041.09	£43.67	0.17%
Finance	£7,446.00	£9,186.00	£9,186.00	£9,186.00	£0.00	0.00%
Atkins Building	£7,108.00	£8,355.30	£5,967.97	£6,558.74	£590.77	9.90%
Waste Services	£312.00	£3,746.80	£0.00	£0.00	£0.00	0.00%
Leisure	£111,304.70	£111,304.70	£101,304.70	£316,237.75	£214,933.05	212.16%
Human Resources	£864.89	£414.89	£1,149.37	£522.12	-£627.25	-54.57%
Street Scene	£0.00	£0.00	£0.00	£632.48	£632.48	100.00%
Total	£1,301,191.59	£1,342,355.29	£1,452,203.57	£1,295,301.91	-£156,901.66	-10.80%

*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

Forward timetable of consultation and decision making

Finance & Performance Scrutiny 6 June 2022

Wards affected: All Wards

Treasury Management Quarter 4 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 fourth 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 The quarter ended 31st March 2022 saw:

1. A 0.8% m/m rise in GDP in January more than reverse December's Omicron-induced 0.2% m/m fall;
2. Signs that the economy has been resilient to the war in Ukraine so far;
3. A further rise in CPI inflation to a new 30-year high of 6.2% in February;
4. A fall in the unemployment rate to 3.9% and a diminished supply of workers fuel faster wage growth;
5. Rates rise by 50bps, taking Bank Rate to the pre-virus and post-Global Financial Crisis high of 0.75%;
6. The war in Ukraine contribute to financial conditions being as tight as after the Brexit vote in 2016.

The latest forecasts are detailed in the table below:

	Q1	Q2	Q3	Q4	Q1
	2023	2023	2023	2023	2024
Bank Rate	1.00%	1.00%	1.25%	1.25%	1.25%
5yr PWLB rate	2.30%	2.30%	2.30%	2.30%	2.30%
10yr PWLB rate	2.40%	2.40%	2.40%	2.40%	2.40%
25yr PWLB rate	2.50%	2.50%	2.60%	2.60%	2.60%
50yr PWLB rate	2.30%	2.30%	2.40%	2.40%	2.40%

Investment Activity

- 3.3 The Council's investment strategy primary objectives are safeguarding the re-payment of the principal and interest of its investments on time, ensuring adequate liquidity, with the investment return being the final objective. If required, officers implement an operational strategy which tightens the controls already in place in the approved investment strategy. The Council's investment 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 March 2022, the Council held the following investments totalling £19,908,400 and are summarised below.

Counterparty	Investment Date	Maturity Date	Amount	Interest Rate
HSBC Call	31/03/2022	31/03/202	£6,908,400	0.0100
National Counties BS	13/07/2021	12/04/2022	£1,000,000	0.3100
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
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
Furness BS	09/12/2021	08/12/2022	£1,000,000	0.5000
Furness BS	23/03/2022	08/12/2022	£1,000,000	1.9000
Total			£19,908,400	

Details of investments held from April 2021 to March 2022 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 0.4171% compared against - 0.03802%.)

Period	Weighted Average invested	Average period (days)	HBBC Average Return %	7 Days LIBID %	1 Month LIBID %	3 Month LIBID %	6 Month LIBID %
Apr to Mar 2022	£41,540,844	30	0.4171	-0.05063	-0.03802	0.00463	0.10704

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 and Performance Scrutiny 6 June 2022

Wards affected: All

FRONT LINE SERVICE REVIEW: STREET SCENE SERVICES

Report of Director Corporate Services

1. Purpose of report

1.1 To report on activities of Street Scene Services.

2. Recommendation

2.1 That the report be noted.

3. Background to the report

3.1 Street Scene Services includes waste management, green spaces, clean neighbourhoods and car parks. This report sets out the key activities during the financial year 2021/2022.

4. SERVICE OVERVIEW

4.1 The services are based at the Council's Jubilee depot on the Harrowbrook industrial estate, Hinckley and are managed by the Head of Street Scene Services. Services support each other to deliver common goals, to deliver services and to deliver corporate priorities such as the climate change strategy.

WASTE MANAGEMENT

4.2 This service collects approximately 44,000 tonnes of rubbish / recycling and empties and estimated 3.4 million wheeled bins each year. As members will recall all collections are now run in house (since April 2018) and rounds were changed in June 2018 to accommodate new housing growth.

- 4.3 The national shortage of HGV drivers has caused significant operational disruptions from July 2021 onwards, with garden waste collections being suspended. HBBC were unable to source agency drivers and the issue was compounded locally by high demand from the logistics sector locally. To reduce our dependency on agency drivers (to cover holiday / sickness) two additional HGV driver posts have now been created and loaders are also being encouraged to train as drivers (career progression). Significant support was also received from DPD who provided drivers to assist. This is still continuing but at a lower level whilst driver supply from agency remains limited.
- 4.4 Recycling performance 2020/21 – this data is always 1 year in arrears. HBBC has increased its recycling rate from 43.9% in 2019/20 to 44.8% in 2020/21 and is now the second highest performer in Leicestershire. However, this is below the government’s target of 50% by 2020 and the DEFRA resources and waste strategy target of 65% by 2025. For context, the average for England is 43.8% whilst Wales tops the UK performance with 58% (this includes a weekly food waste collection).

LA	% HH waste sent for recycling	Rank	Residual HH waste per HH (kg)
Harborough DC	46.9	1	512
Hinckley and Bosworth BC	44.8	2	527
Oadby and Wigston BC	44.7	3	466
Blaby DC	44.1	4	503
Melton BC	43.5	5	540
Charnwood DC	42.8	6	495
North West Leicestershire DC	42.5	7	539

- 4.5 Participation in the garden waste service is high with 33,736 subscriptions (78% of eligible households). However the amount of residual waste collected per household is also high and this negatively impacts on the overall percentage of recycling achieved. The reasons for this are subjective but could be due to residents purchasing more products than neighbouring areas that are not recyclable or not recycling all the items they are able to.
- 4.6 Trade waste collections generated £470,000 Income in 2021/22 (£410,000 in the previous year), and the council provides collections for circa 707 businesses (689 in previous year).

WASTE STRATEGY

- 4.7 Defra Resources and Waste Strategy – A full set of consultation responses from DEFRA are still awaited at the time of writing this report but the changes proposed include a weekly food waste collection, a deposit return scheme for plastic drinks containers, extended producer responsibility scheme to fund source segregated household recycling collections, free garden waste collections and consistent collections across the UK (including separate collections for different types of recycling). The plan commits to recycling at least 65% of municipal waste by 2035, and DEFRA have stated that additional collection costs will be met by central government. As it stands significant changes to HBBC collections will be needed by 2025 and we expect these changes to include:-
- A separate weekly food waste collection for every household
 - Separated dry recycling collections for each material type
 - Free garden waste collections (or a price cap)
- 4.8 Leicestershire Joint Resources and Waste Strategy - This 10-year joint strategy by all the Leicestershire local authorities went to public consultation in Spring 2022 and sets the vision and pledges to move toward a circular economy and minimise the impact of waste on the environment. It includes modelling of different waste collection systems including food waste collections but further modelling is likely to be required once DEFRA confirms their position. It will also address waste disposal options which are a LCC function including a reduction in waste going to land fill. This strategy will come to council for endorsement later this financial year.

CLEAN NEIGHBOURHOODS

- 4.9 Clean neighbourhoods includes street cleansing, road sweeping over 400 miles of roads, bulky collections (large items) and enforcement of environmental crime.
- 4.10 Fly tipping has reduced by 39.5% during 2021 compared to 2020 with 870 fly tips recorded (1438 in 2020/21), although the numbers have reduced the

team has noted that the size of the fly tips have increased. No single reason can be attributed to the reduction, but this number probably reflects the re-opening of the recycling centres, re introduction of the bulky waste service and the reduction people on furlough (meaning less DIY waste). Officers are highlighting this problem through a focused fly tipping campaign at the end of May which will target trade businesses, such as kitchen fitters, plumbers etc.

- 4.11 Demand for large item collections continues to be popular, with all weeks being fully booked. Capacity was increased by 40% in November 2020) and wait times have now reduced to under 1 week. This team also provides a popular special one-off waste collections for residents e.g. house clearances, shed and garage clearances, and they also carry out work for the Housing team and other services e.g. clearing empty council houses, removing small amounts of asbestos safely etc. Litter and dog bin emptying contracts are in place with 17 parish councils.
- 4.12 Continued increase in abandoned and untaxed vehicles with a total of 308 vehicles investigated (102 in 2020). Of these 34 were removed by the council.
- 4.13 The number of fixed penalty notices issued April – December 2021 was 25 (mainly for littering and fly tipping) and 19 community protection warning notices were also issued. This is an increase from 2020, which reflects the Covid restrictions and the other work priorities being lifted.
- 4.14 30 group litter picks have been organised this year, and an additional 134 new litter volunteers. This takes our overall total of volunteers to 438. The efforts of these individuals should not be overlooked as they contribute significantly by removing litter thoughtlessly discarded by others. No school visits have been made but school are booked in / recommencing.

GREEN SPACES

- 4.15 The green spaces team manage over 200 sites including the council's parks and open spaces, play areas, countryside sites, Ashby Road Cemetery, 8 closed churchyards, trees and allotments. They maintain 142 hectares of land (1.5 million square metres) and over 3500 mature trees.
- 4.16 The intention is that the crematorium will be operated by the green space team via a wholly owned company. This will be the major focus of work in future years, ensuring that the crematorium is ready to deliver a high quality and dignified service for the bereaved.
- 4.17 Residents use of green spaces remains high with the public in general still appreciating and using green spaces more following covid. Services have had to adapt and in particular litter bin sizes have had to increase and in some cases locations moved to address changing behaviours.

- 4.18 A new Green Space Strategy and Delivery Plan will be agreed during 2022 and will set out the priorities for the service including delivering our corporate climate change commitments. It will include a 10-year action plan and will identify the capital improvements needed to ensure our green spaces remain valued by residents. This work will link into the local plan and help to secure s106 funding.
- 4.19 Green space management needs to both adapt to climate change and mitigate the impacts of climate change. The growing season will be longer, there is a need to change some maintenance practices for biodiversity (increasing areas of longer grass, no pesticides etc), and we need to plant more trees to absorb carbon and reduce the impact of increased temperatures (trees cool the air). Work will continue during 2022 to address these changes.
- 4.20 Tree planting- This year green spaces created 6 new Tiny Forests (3600 trees) and planted 843 trees through the LATF fund. Total trees planted 4443 compared to 548 trees planted in 2020/21. In particular the community involvement in the tree planting was successful.
- 4.21 Tree maintenance - Managing Ash die back (*Hymenoscyphus Fraxineus* syn. *Chalara*; a disease affecting Ash trees across the UK) will also need to be addressed over the next 10 years. The disease is now significantly affecting Sheepy and Burbage woods. The tree surgeons posts have also been vacant and we have been unsuccessful in recruitment, and this too needs to be addressed. Works have been completed by external contractors for the last few months.
- 4.22 Current projects are improvements to the moat at Argents Mead, enhancing the Battling brook corridor for wildlife by sowing wildflowers at key locations, and installing gym equipment at Hollycroft Park.
- 4.23 The adoption of open spaces within developments remains a long process and officers are working to adopt land at Waterside Park, the Greyhound stadium, the Greens, London Road, Sketchley Brook east, and Work House Lane. Outlands drive was adopted in early 2022 and is now managed and maintained by HBBC.
- 4.24 Performance wise the two green flags were retained for Hollycroft Park and Argents Mead. Grounds maintenance standards are at 88.9% (target 89%).
- 4.25 Green spaces also deliver the Parish and Community Initiative Fund which in 2020/23 will support 30 projects across the Borough with £112,007 of funding. Since 2005 the fund has supported 399 projects with £1.496 million of funding

- 4.26 Burbage common open day continues to be a very popular event. The net cost of managing this event (£8,500) now exceeds the budget (£7,000) as new measures have had to be put in place to deal with the greater numbers of visitors e.g. additional parking and traffic management. Donations / event income totals £1,700.

CAR PARKS

- 4.27 This service manages 15 pay and display car parks and 12 free car parks and enforces restrictions on these car parks. Car parks have remained open and operational during the Covid pandemic, but occupancy and income were significantly reduced. Car parks occupancy has recovered with occupancy across all car parks during January 2022 being 61% compared to 25% during January 2021. Holliers walk car park was used as a Covid test centre for the whole of 2021 and reopened as a car park late April 2022. The Leisure centre car park also supported vaccinations at the Leisure centre.
- 4.28 Works to upgrade pay and display machines are now complete and cashless payment now possible on all but one pay and display car parks. Cashless payments now account for 27 percent of all income. Pay by phone parking was introduced on 1 April and was used 1734 times in the first month.
- 4.29 The first electric vehicle charge points were installed and operational at end of April 2021, with 12 points at Lower Bond street car park and 12 at Castle car park (Hill Street). In the first 11 months of operation the charge points were used 1323 time with the level of use increasing by approximately 50 % per quarter reflecting the increase in EV sales. 10 EV residents' permits have been issued to those living close to these car parks. External funding has been awarded for charge points in HBBC car parks in Market Bosworth, Earl Shilton and Barwell. These will be installed in the current financial year.

JUBILEE DEPOT AND FLEET

- 4.30 Significant changes were made to the depot during 2019 to improve health and safety and the site continues to operate safely with the infrastructure changes and under these new site rules.
- 4.31 The council remains fully compliant with the environmental permit to operate the waste transfer station on site.
- 4.32 No changes have been made to the fleet during this period. However, the Green Fleet Route map has been written and considered by the Climate members group. Vehicle emissions account for 44% of HBBC carbon emissions and removing these is therefore key to the council's climate emergency declaration to be net zero by 2030. Some electric grounds maintenance tools are also being trialled.

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

5.1 Open session.

6. Financial implications [CS]

6.1 Budgets for Streetscene services are monitored on a monthly basis and presented quarterly to this committee. Any changes to budgets have to be approved in line with financial procedure rules.

7. Legal implications [MR]

7.1 None

8. Corporate Plan implications

8.1 Street Scene Services contribute to all three priorities in the corporate plan, helping People to stay healthy and reducing crime; improving Places by keeping our borough clean and green, and protecting parks and open spaces; and by delivering Prosperity by supporting town centres and our rural communities.

9. Consultation

9.1 None

10. Risk implications

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

10.2 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.

10.3 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
SS41: Ash die back. This disease is now impacting on tree health in particular at Burbage common and woods	Report to be written by green space manager to identify management options.	Ian Pinfold

11. Knowing your community – equality and rural implications

11.1 Street scene services takes into account equality and rural issues as part of planning and delivering its services.

12. Climate implications

12.1 Street Scene Services has an important role to play in meeting the council's climate emergency ambition to be net zero by 2030. These are noted within the report and issues of particular importance are:-

- Transport emissions account for 44% of the councils emissions, with waste collections being the largest proportion of this. A green fleet route map has been developed to seek to reduce these emissions by 2030.
- Changes to the waste collection system which are within the 2021 Environment Bill will increase recycling and reduce carbon emissions. Of particular importance is the introduction of kerbside food waste collections.
- Grounds maintenance practices will need to adapt to the changing climate and tree planting can help mitigate the impact of climate change.

13. Corporate implications

13.1 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: Caroline Roffey 5782
Executive member: Councillor W Crooks – Street Scene
Councillor S Bray – Car Parks



Hinckley & Bosworth
Borough Council

Finance & Performance Scrutiny Work Programme 2021/2022 – 2022/23

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Agenda Item 11

Key to corporate aims

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

FINANCE & PERFORMANCE SCRUTINY 2021/2022

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
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
	Frontline service review – Street Scene Services	Programme of frontline service reviews	Monitor performance	Caroline Roffey	1,2
	Treasury Management Qtr 4 – 2021/22	Quarterly review	Monitor performance	Ashley Wilson	All
	Hinckley Leisure Centre – Performance Review	Annual Review	Ensure performance and value for money	Simon Jones	1,2

FINANCE & PERFORMANCE SCRUTINY 2022/2023

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
25 July 2022	Business rates and pooling update Qtr 3 & 4 – 2021/2022	Quarterly review	Monitor performance	Ashley Wilson	All
	Performance & Risk Management Framework Q1 - 2022/23	Quarterly review	Monitor performance and risk management	Julie Kenny	All
	Financial outturn for Q4 and year 2021/22	Budget monitoring	Monitor performance	Ashley Wilson	All
	Sundry debts Qtr 1 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Treasury Management Q1 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Medium Term Financial Strategy	Budget monitoring	Monitor performance	Ashley Wilson	All
12 September 2022	Frontline service review – Planning	Programme of frontline service reviews	Monitor performance	Chris Brown	2
	Financial outturn Qtr 1 – 2022/23	Budget monitoring	Monitor performance	Ashley Wilson	All

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
7 November 2022	Financial outturn Qtr 2 – 2022/23	Budget monitoring	Monitor performance	Ashley Wilson	All
	Treasury management Qtr 2 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Sundry debts Qtr 2 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Business rates and pooling update Q 1& Q2 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All

	Performance and Risk Management Framework Qtr. 2 - 2022/2023	Quarterly review	Monitor performance and risk management	Julie Kenny	All
December 2022	Frontline Service Review – Housing	Programme of frontline service reviews	Monitor performance	Sharon Stacey	All
March 2023	Frontline service review – Environmental Health (noise pollution etc)	Programme of frontline service reviews	Monitor performance	Steve Merry	1,2
	Treasury Management Qtr3 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Performance and Risk Management Framework Qtr 3 - 2022/2023	Quarterly review	Monitor performance and risk management	Julie Kenny	All
	Financial outturn Qtr 3 – 2022/23	Budget monitoring	Monitor performance	Ashley Wilson	All
	Sundry debts Qtr. 3 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Frontline Services Review - Streetscene Services	Programme of frontline service reviews	Monitor performance	Caroline Roffey	All
June 2023	Business rates and pooling update Qtr 3 & Q4– 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Performance and Risk Management Framework Qtr 4 - 2022/2023	Quarterly review	Monitor performance and risk management	Julie Kenny	All
	Hinckley Leisure Centre – Performance Review	Programme of frontline service reviews	Monitor performance	Simon Jones	All
	Treasury Management Q4 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All
	Financial outturn Q4 – 2022/23	Quarterly review	Monitor performance	Ashley Wilson	All