



To: Chair & Members of the Executive

The Arc
High Street
Clowne
S43 4JY

Contact: Amy Bryan
Telephone: 01246 242529
Email: amy.bryan@bolsover.gov.uk

Friday, 15 January 2021

Dear Councillor

EXECUTIVE

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held as a Virtual Meeting (using Zoom) on 25th January 2021 at 10:00 hours.

Members will be sent the details on how to access the Virtual Meeting by email.

Virtual Attendance

I have provided **all Members** with advice that all meetings **must** be held virtually during the National Lockdown. The Council Chamber will not be available for Members to attend the meeting physically during this time, **Should you decide to disregard this advice and potentially be in breach of the law, you will be deemed to have accepted the risk assessments listed for the Arc.**

The Governance and ICT teams supporting the meeting will be working remotely, and can provide assistance to you for joining virtually.



We speak your language

Polish **Mówimy Twoim językiem**

Slovak **Rozprávame Vaším jazykom**

Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Risk Assessment Disclaimer

The following risk assessments are available on the Modern.Gov App library:

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 3 onwards.

Yours faithfully

A handwritten signature in black ink, reading "Sarah Steenberg". The signature is written in a cursive, flowing style with a large loop at the end of the last name.

Solicitor to the Council & Monitoring Officer

EXECUTIVE AGENDA

Monday, 25 January 2021 at 10:00 hours taking place as a Virtual meeting.

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Apologies For Absence Urgent Items of Business To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972. Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time. Minutes To consider the minutes of the last meeting held on 23 rd November 2020	5 - 11
	<u>MATTERS REFERRED FROM SCRUTINY</u>	NONE
	<u>BUDGET & POLICY FRAMEWORK ITEMS</u>	NONE
	<u>NON KEY DECISIONS</u>	
5.	Ambition Performance Framework Update - (Q2 - 2020/21)	12 - 25
6.	Architects for Remaining Safe and Warm Upgrades	26 - 28
	<u>KEY DECISIONS</u>	
7.	Medium Term Financial Plan 2021/22- 2024/25	29 - 52

EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday, 23 November 2020 at 10:00 hours.

PRESENT:-

Members:-

Councillor Steve Fritchley in the Chair

Councillors: Duncan McGregor (Vice-Chair), Nick Clarke, Mary Dooley, Clive Moesby, Sandra Peake, Liz Smyth and Deborah Watson.

EX58-20/21 APOLOGIES FOR ABSENCE

There were no apologies for absence.

EX59-20/21 URGENT ITEMS OF BUSINESS

There was no urgent business to be considered at the meeting.

EX60-20/21 DECLARATIONS OF INTEREST

Members were requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

Councillor Liz Smyth, declared a Disclosable Pecuniary Interest in relation to Item 11 – Discretionary Grant Fund and Additional Restrictions Grant. Councillor Smyth left the meeting for the discussion and vote on this item.

EX61-20/21 MINUTES

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake
RESOLVED that the minutes of a meeting of Executive held on 26th October 2020 be approved as a true and correct record.

EX62-20/21 MEDIUM TERM FINANCIAL PLAN - REVISED BUDGETS 2020/21

Executive considered the report of the Portfolio Holder – Finance and Community Safety which sought approval of the 2020/21 revised budget for the General Fund, Housing Revenue Account and Capital Programme.

The revised budget process was now complete and the proposed 2020/21 revised budget

EXECUTIVE

for the General Fund was attached to the report at Appendix 1. The Coronavirus Pandemic had had a detrimental impact on the Council's 2020/21 budget and the income loss and expenditure projections had now been included in the revised budgets, with the latest position as at 23rd October 2020. The details of the net cost of each cost centre by Directorate was set out at Appendix 2.

The Housing Revenue Account (HRA) revised budget for 2020/21 was set out at Appendix 3 to the report. Taking account of the proposed budget changes, the HRA was anticipated to deliver a surplus in the current financial year of £0.095m, which was slightly lower than the current budget.

The Council's capital programme was set out at Appendix 4 to the report. There were no issues reported with regard to the financing of the 2020/21 capital programme.

The Head of Finance and Resources & Section 151 Officer gave a presentation on the revised budgets.

Moved by Councillor Clive Moesby and seconded by Councillor Duncan McGregor
RESOLVED that;

- 1) Executive approves the revised General Fund budget for 2020/21 as set out in Appendix 1 and detailed in Appendix 2 to the report,
- 2) Executive approves the revised HRA budget for 2020/21 as set out in Appendix 3 to the report,
- 3) Executive approves the revised Capital Programme for 2020/21 as set out within Appendix 4 to the report.

REASON FOR DECISION:

The report set out the revised budgets early within the financial year to ensure that identified budget savings were realised, that all budget managers were working to the revised budgets and to allow any planned changes to be delivered. The revised budget now took account of the effect of the Covid 19 pandemic and of the Council's response thus far.

OTHER OPTIONS CONSIDERED:

General Fund and HRA

Any surplus on the Council's two main revenue accounts would result in an increase in financial balances at the year-end which were available to protect services at a time of declining central government support. It was proposed that additional resources would be transferred to reserves in preparation for future expenditure.

Capital

There were no alternative options being considered with regard to the proposed allocations from the Capital Programme budget as it ensured the Council's assets met health and safety requirements in that they were maintained in a fit for purpose state that ensured they remained fully operational.

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EX63-20/21

ADOPTION OF 3 LOCAL DEVELOPMENT ORDERS TO SUPPORT THE REDEVELOPMENT OF UNDERUTILISED SITES IN THE COUNCIL'S OWNERSHIP FOR CUSTOM AND SELF-BUILD.(AB)

Executive considered the report of the Portfolio Holder – Corporate Governance, which sought the adoption of three Local Development Orders (LDOs) to support the redevelopment of underutilised sites in the Council's ownership for custom and self-build.

It was proposed to adopt LDOs for residential development on the following three sites:

- Springfield Close, Clowne
- Damsbrook Drive North, Clowne
- Damsbrook Drive South, Clowne

These sites had been chosen because they were within the settlement framework where housing was acceptable in principle, had safe and suitable accesses and residential development on these sites was unlikely to have a harmful impact on the character, appearance and amenities of their local areas.

Appendices 1 to 3 to the report provided a detailed planning analysis of each of the sites and included any site-specific conditions and the reasons for those conditions.

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake
RESOLVED that;

Executive approve the adoption of Local Development Orders to grant planning permission for residential development on the following sites:

- Springfield Close, Clowne (Appendix 1);
- Damsbrook Drive North, Clowne (Appendix 2); and
- Damsbrook Drive South, Clowne (Appendix 3).

SUBJECT to the following standard conditions:

1. Prior approval of: external appearance, landscaping, layout and scale must be obtained from the Local Planning Authority prior to the commencement of any development
2. The design of the proposed development of the dwelling house/s must be in accordance with the design principles set out in the Successful Places Design Guide
3. Any new build dwelling granted prior approval under this order must be built in accordance with the approved plans
4. Any new build dwelling granted prior approval under this this order must meet the statutory definition of custom and/or self-build housing as defined in the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016)

EXECUTIVE

5. Each dwelling must be provided with a minimum of two parking spaces and any designated parking spaces, manoeuvring areas for vehicles off the public highway and access to the public highway shall be maintained free of any obstruction throughout the lifetime of any new house granted prior approval under the Order; and
6. The site specific conditions set out in the detailed planning analysis of each site set out in appendices 1-3 to this report.

REASON FOR DECISION:

The reasons for the adoption of the Local Development Orders are:

- i. To allow the Council to obtain best value for underutilised pieces of land whilst improving the environment quality of the District
- ii. To attract private investment in this land through a simplified and less costly planning process which provides a guarantee the land can be developed to address the Council's duties under the Self-build and Custom Housebuilding Act 2015; and
- iii. To ensure a consistent high quality of design was achieved that provided a long-lasting legacy that would benefit the local community, improve the character and appearance of the local area and add variation to the existing housing stock.

OTHER OPTIONS CONSIDERED:

Alternative options would be to do nothing or follow the more conventional routes of achieving a permission, which include:

- i. Applying for outline planning permission with reserved matters to follow (this would provide certainty to prospective buyers but was more costly than the LDO route)
- ii. Applying for full planning permission (this would provide certainty but offered no flexibility to the buyer on the type and appearance of development)
- iii. The Brownfield Register or an application for Permission in Principle (the minimum size requirements could not be met by many of the sites and was a less well known route).

If the Council were to do nothing, the sites would become an increasing liability and continue to detract from the character and amenities of the local area.

EX64-20/21

FIRST YEAR REVIEW OF THE SINGLE EQUALITY SCHEME 2019-2023

Executive considered the report of the Portfolio Holder – Corporate Governance which presented the first year review of the Single Equality Scheme 2019 – 2023.

The report explained that the Single Equality Scheme 2019-2023 provided a framework

EXECUTIVE

for implementing the Council's obligations with regard to the general and specific equality duties and encompassed the range of protected characteristics as defined with the Equality Act 2010. The Scheme set out the Council's legal responsibilities, four corporate equality objectives with actions and measures, performance monitoring arrangements and responsibilities for equality. Appendix 1 to the report illustrated the achievements and progress under each objective.

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson
RESOLVED - That Executive notes the progress made and achievements under the first year review of the Single Equality Scheme 2019-2023.

REASONS FOR DECISION:

The report was for information only to keep the Executive informed of progress against the Single Equality Scheme and to note achievements.

OTHER OPTIONS CONSIDERED:

No other options were considered as it was a statutory requirement to publish information to demonstrate compliance with the general equality duty.

KEY DECISIONS

EX65-20/21 EXCLUSION OF THE PUBLIC

Moved by Councillor Steve Fritchley and seconded by Councillor Duncan McGregor
RESOLVED - that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed. [The category of exempt information is stated after each Minute].

PART 2 EXEMPT ITEMS

KEY DECISIONS

EX66-20/21 ENVIRONMENTAL HEALTH SERVICE REVIEW

Executive considered a report of the Portfolio Holder – Streetscene and Environmental Health. The report updated Executive on the Environmental Health service review and proposed changes to the structure of the Environmental Health service to address recruitment and retention, reduce reliance on the use of temporary and agency support and to provide capacity to deliver the Council's priorities.

Moved by Councillor Deborah Watson and seconded by Councillor Clive Moesby
RESOLVED - that Executive:-

EXECUTIVE

- 1) request the Head of Paid Service to use delegated authority, in consultation with the Joint Director of Environment and Enforcement and the Portfolio Holder for Streetscene and Environmental Health, to make changes to the establishment as specified within the report.
- 2) recommend the additional cost associated with the revisions to the Environmental Health structure be included in the Medium Term Financial Plan to be considered for approval by Council.

REASON FOR DECISION:

To provide additional capacity to be able to meet the needs and objectives of the Council by providing a professional and expert Environmental Health Service to residents and businesses.

OTHER OPTIONS CONSIDERED:

To do nothing would not help delivery of the Council's Ambition objectives to enhance enforcement activity to address environmental crime and to provide an effective Environmental Health Service. This would result in the continued use of temporary and agency resources to deliver statutory services.

(Paragraphs 1,2, and 3)

EX67-20/21 CORPORATE DEBT – WRITE-OFF OF OUTSTANDING AMOUNTS

Executive considered a report of the Portfolio Holder – Finance and Community Safety. The report sought approval for the proposed write-off of debts in respect of Business Rates, Council Tax, Housing Rents and Overpaid Housing Benefits, which were detailed in Appendix 1 to the report.

Moved by Councillor Clive Moesby and seconded by Councillor Sandra Peake

RESOLVED - that Executive agrees to write-off the amounts summarised at paragraph 1.1 (£129,484) and individually detailed in Appendix 1 to the report.

REASON FOR DECISION:

Writing-off amounts which were no longer collectable was an essential part of the debt management process.

OTHER OPTIONS CONSIDERED:

No other options were considered as all available options to recover the debt had been explored.

(Paragraphs 1 and 3)

Councillor Liz Smyth left the meeting at this point.

EXECUTIVE

EX68-20/21 DISCRETIONARY GRANT FUND AND ADDITIONAL RESTRICTIONS GRANT

Executive considered a report of the Portfolio Holder – Corporate Governance. The report sought endorsement for the allocation of funding from the first round of discretionary grant funding. The report also set out for consideration the criteria for allocation of discretionary grant funding from the forthcoming Additional Restrictions Grant.

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson.
RESOLVED - That:-

- 1) Executive notes the report and endorses the awards set out in full in Appendix A to the report that were made on the basis of the priorities and criteria set for the original discretionary grant funding,
- 2) Executive notes the details of the forthcoming Additional Restrictions Grant as set out in Appendix B to the report and endorses the proposals as set out in the recommendation.

REASONS FOR DECISION:

The original discretionary grant fund had been successfully utilised to support a number of businesses across the District. In addition, no application from any eligible business had been refused a discretionary grant. On this basis, it was recommended to endorse the awards made and the proposed criteria as set out in the report.

OTHER OPTIONS CONSIDERED:

The option to not make changes and 'to do the same as before' had been rejected for the reasons set out in paragraph 1.16 of the report.

(Paragraph 3)

The meeting concluded at 11:00 hours.

Bolsover District Council

Executive

25th January 2021

<p>Council Targets to Deliver the Ambition 2020-2024 Performance Update – July to September 2020 (Q2 – 2020/21)</p>
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Report of Councillor McGregor, Portfolio Holder for Corporate Governance

This report is public

Purpose of the Report

- To report the quarter 2 outturns for the Council Ambition 2020-2024 targets.

1 Report Details

- 1.1 The attached contains the performance outturn as of 30th September 2020 (Information compiled on 4th January 2021).
- 1.2 A summary by Council Ambition aim is provided below:
- 1.3 **Our Environment – protecting the quality of life for residents and businesses, meeting environmental challenges and enhancing biodiversity**
 - 11 targets in total
 - 8 targets are on track
 - 2 achieved previously
 - 1 target has been affected by Covid19 (ENV06)
- 1.4 **Our Economy – by driving growth, promoting the District and being business and visitor friendly**
 - 10 targets in total
 - 10 targets are on track
- 1.5 **Our Customers – Providing excellent and accessible services**
 - 10 targets in total
 - 7 targets are on track
 - 1 target awaiting an update (CUS.07). This is expected at Q3.
 - 2 targets have been affected by Covid19 (CUS09 & CUS10).

- 1.6 Details have been provided in the appendix for those affected by Covid19 and the target that currently cannot be updated. .

2 Conclusions and Reasons for Recommendation

- 2.1 Out of the 31 targets, 25 are on track (80%), 3 have been affected by Covid 19 (10%), 2 (6%) have been achieved (previously) and 1 is awaiting an update (3%).
- 2.2 This is an information report to keep Members informed of progress against the Council Ambition targets noting achievements and any areas of concern.

3 Consultation and Equality Impact

- 3.1 Not applicable as a report for information.

4 Alternative Options and Reasons for Rejection

- 4.1 Not applicable to this report as providing an overview of performance against agreed targets.

5 Implications

5.1 Finance and Risk Implications

No finance or risk implications within this performance report.

5.2 Legal Implications including Data Protection

No legal implications within this performance report.

5.3 Human Resources Implications

No human resource implications within this performance report.

6 Recommendations

- 6.1 That progress and outturns against the Council Ambition 2020-2024 targets be noted.

7 Decision Information

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	Not applicable
Links to Council ambition or Policy Framework	Links to all Ambition 2020-2024 aims and priorities

8 Document Information

Appendix No	Title
1.	Council Ambition Performance Update – Q2 July to September 2020
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
All details on PERFORM system	
Report Author	Contact Number
Kath Drury, Information, Engagement and Performance Manager	01246 242280

Bolsover District Council
Council Ambition Performance Update – Q2 – July to September 2020

Target Status	Usage
On Track	The target is progressing well against the intended outcomes and intended date.
Covid Affected	The target has been affected by the Covid 19 Pandemic

Aim: Our Environment – protecting the quality of life for residents and businesses, meeting environmental challenges and enhancing biodiversity

14	Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
	ENV.01 - Develop an externally facing climate change communication strategy targeting communities and stakeholders by October 2020 and deliver an annual action plan	Corporate Resources	On track	The draft communications plan was presented to the Carbon Reduction Group and approved.	Sun-31-Mar-24
	ENV.02 - Reduce the District Council's carbon emissions by - 100 tonnes CO2 in 20/21 -Reduce the District Council's carbon emissions by - 100 tonnes CO2 in 20/21	Corporate Resources	On track	The most substantial impact on the Council's 20/21 Carbon reduction target is lockdown measures and Working from Home. April to September 2020 saw a significant reduction of travel to work and in work travel supported by virtual meetings. Work is ongoing to understand the full impact but from staff surveys and payroll data it is estimated that CO2 emissions reduced by 50 Tonnes. Work is now ongoing to embed some of these working practices in an effort to secure a 100 Tonne per annum ongoing reduction.	Sun-31-Mar-24
	ENV.03 - Achieve a combined recycling and composting rate of 50% by March 2023.	Environment	On track	Performance is <u>estimated</u> based on Q2 2019/20 Waste Data Flow figures at 4275.90 recyclable materials collected, this equates to a combined recycling and composting rate of 47.5%. This will be updated when the actual figures become	Fri-31-Mar-23

Council Target	Directorate	Status	Q2 2020/21 Progress Update		Target Date
				<p>available from WDF at the end of December. However, given impact of Covid-19 on Q1, it is anticipated actual performance will be 8% to 10% lower.</p> <p><u>Q1 (2020\21) Actual</u> recyclable\compostable material collected within this period was 3,397.17tonnes as reported by way of Waste Data Flow, equating to a combined recycling rate of 36.2%. This represents a 10% reduction in performance when compared to Q1 (2019\20) due to impact of Covid-19.</p>	
ENV.04 - Sustain standards of litter cleanliness to ensure 96% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys (LEQS).	Environment	On track		LEQS's established 3% of streets and relevant land surveyed fell below grade B cleanliness standards and within the 4% target standard set.	Sun-31-Mar-24
ENV.05 - Sustain standards of dog fouling cleanliness to ensure 98% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys (LEQS).	Environment	On track		LEQS's established 0% of streets and relevant land surveyed fell below grade B cleanliness standards and within the 2% target standard set.	Sun-31-Mar-24
ENV.06 - Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% per year.	Environment	Covid Affected		<p>Due to lockdown restrictions, much of the proactive patrolling for these offences has been suspended, but as restrictions are lifted, we will be able to progress enforcement in a more organised and proactive manner.</p> <p>In terms of the numbers of FPN's issues, for Bolsover this is 2 in Quarter 2 (1 dog fouling and 1 litter)</p> <p>It is proposed to revise this target to:</p>	Sun-31-Mar-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update		Target Date
				<i>Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% <u>over a 5 year period</u>. This will be discussed with the Portfolio Holder and progressed as necessary.</i>	
ENV.07 - Prepare and adopt a new Empty Property Strategy by January 2021 to support the Council's vision to bring empty properties back into use.	Development	On track		A 1st draft has been written and this is due to be consulted with Members at scrutiny on 23 October 2020. The strategy is on target to be completed for early 2021.	Sun-31-Jan-21
ENV.08 - Bring 5 empty properties back into use per year through assistance and enforcement measures.	Development	On track		<p>Action Housing are progressing with the work on the Old Co-op building in Whitwell. There have been some delays due to issues with the water authority - however these have now been resolved and it is expected that the building will be ready for reoccupation before the end of the year. This will provide 5 units of affordable accommodation.</p> <p>The Empty Property Officer continues to work with Environmental Health and Planning Enforcement to take action on 4 properties and bring them back into use through enforcement measures. It is expected that the enforcement process will conclude over the next 12 months on each of these properties. 1 property is in the process of being considered for a Compulsory Purchase Order and approval is being sought from the executive team to carry out a structural survey on the property, due to its poor condition.</p> <p>2 further properties have been referred to Action Housing for their leasing scheme which - if appropriate - will provide a further 2 units of affordable accommodation.</p>	Sun-31-Mar-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			<p>A long term empty property in Palterton has begun the process of being brought back into use with the assistance of an energy company, this is as a result of intervention from the Empty Property Officer. The property has been empty for more than 10 years and has caused a number of issues for local residents.</p> <p>A meeting has been arranged at the end of October to discuss introducing the Council Tax Premium. This will then be consulted and implemented through the usual channels if approved. This could potentially be introduced in April 2021 and would hopefully encourage owners to bring their properties back into use, rather than leaving them empty.</p> <p>To date 1 empty property has been brought back into use, providing 2 units of affordable accommodation.</p>	
ENV.11 - Resolve successfully 60% of cases following the issuing of a Community Protection Warning each year	Environment	On track	<p>There have been a further 7 CPWs served and these are still within their monitoring period.</p> <p>Three of the 5 CPWs served in Q1 are still within their monitoring period.</p> <p>Of the 12 CPWs served so far this year 1 has been a success (8%), 1 has failed (8%) and 10 are within their monitoring period (83%).</p> <p>The 10 cases are continually monitored for the duration of the case (usually 12 months) and are only deemed to be failed if the case progresses to a Community Protection Notice (CPN).</p> <p>Combining those within their monitoring period and the</p>	Mar -24

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			successful CPW the outturn is 92%.	

Aim: Our Economy – by driving growth, promoting the District and being business and visitor friendly

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
18 ECO.01 - Deliver a Business Growth Strategy by March 2021 that will support enterprise, innovation, jobs and skills and makes the best use of our assets.	Development	On track	Work on refreshing the Council's economic recovery plan has taken place over the last quarter. This work feeds into the business growth strategy because it contains a number of actions that are intended to support enterprise, innovation, jobs and skills alongside making best use of our assets. The next steps are to complete any outstanding actions related to recovery from the first lockdown and move towards actions aimed at supporting business resilience through further lockdowns / restrictions and Brexit alongside implementing our medium term objectives. These actions will form the foundations of the longer term business growth strategy aimed at securing sustainable and inclusive growth throughout the District.	Wed-31-Mar-21
ECO.02 - Optimise business growth (as measured by gross Business Rates) by £2m by March 2023.	Corporate Resources	On track	Outturn Q2 2020/21 £65,166,356, Baseline (Outturn 2019/20) £65,445,968 = difference - £279,612 (-0.43%).	Fri-31-Mar-23
ECO.03 - Working with partners to bring forward employment and development opportunities at Coalite and Clowne Garden Village strategic sites by 2023.	Development	On track	Coalite: The developers of the former Coalite site have recently received a £15.25 million joint loan from The South Yorkshire Pension Fund and SCR JESSICA Fund. The debt facility will support the development of infrastructure for the scheme.	Sun-31-Mar-

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			Clowne Garden Village: Highways England and Derbyshire County Council have recently refreshed their guidance on the required highway improvements at J30 of the M1 and the 'Treble Bob' roundabout. Further work is now required by the developer to allow the discussion on the phasing and delivery of the required highway works to progress.	
ECO.04 - Prepare and adopt new Housing Strategy by January 2021.	Environment	On track	Housing Strategy is being developed and is going to November Growth Scrutiny Committee. The timetable has slipped by a month and it will be ready for adoption in February 2021	Sun-31-Jan-21
ECO.05 - Annually review housing delivery in the district and facilitate delivery to meet the annual target of 272 new homes	Environment	On track	The survey work that underpins the information is collected on an annual basis (usually end of March / beginning of April) and so we don't currently have a figure to provide on a quarterly basis. However, from an informal monitoring of the number of houses being built by developers on approved sites across the District, progress is being made on sites and this indicates that we are on track to meet the annual target when we report comprehensively on this Q1 2021/22.	Sun-31-Mar-24
ECO.06 - Work with partners to deliver an average of 20 units of affordable homes each year.	Development	On track	The final figure for 2019/20 was revised upwards to 38 affordable homes brought forward, once all the information was collated. The original reported figure was 28 affordable homes. We are aware of 8 affordable housing completions in quarter one of the current year and a further 5 in quarter two, so at mid-year this indicator is on target	Sun-31-Mar-24
ECO.07 - Deliver 150 new homes through the Bolsover Homes Programme by March 2024	Development	On track	Contracts are signed for the Whitwell Cluster comprising of Doles Lane, Bakestone Moor, Longcroft View and Claylands Rd (2) and construction is beginning in a phased approach on the 12th October 2020. The cluster will deliver 16 properties. Planning permission has been granted on the Sandy Lane/Thorpe Avenue scheme at Whitwell and detailed design is ongoing with a target of starting on site early in 2021. Housing management are working with the remaining	Sun-31-Mar-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update		Target Date
				tenants to identify decant/permanent property moves. A list of schemes has been collated and Phase 1 & 2 investigation reports are due to be carried out over the next few months with priority sites identified to follow on.	
ECO.08 - Deliver identified transformation projects and initiatives which forecast to deliver £1m of revenue efficiencies or additional income by 2023. <u>Note</u> This covers transformation programme 2 which started in 2018	Corporate Resources	On track		Note from audit inspection - Outturn is £702,000 - declared outturn is considered achievable in 2021/22 To date, £880,000 of financial improvements through 9 projects have been identified. 7 of those projects have been delivered with 2 in the pipeline (Selling Services and Green Technologies on Corporate assets).	Sun-31-Mar-24
ECO.09 - Deliver service reviews of all service areas by Dec 2022	Corporate Resources	On track		All Service Reviews will be undertaken as part of the Service Plan process which is due to be complete 31 Oct 2020.	Sun-31-Mar-24
ECO.10 - Working with partners to grow the visitor economy, the number of tourists and the amount of tourism spending in the District by 2023.	Development	On track		Work is continuing on revisions to the draft tourism strategy; primarily work on an accessibility chapter is being completed. A significant amount of work is being carried out on the draft cycling infrastructure strategy; this should be ready to go out to consultation before the end of 2020.	Fri-31-Mar-23

Aim: Our Customers – Providing excellent and accessible services

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Council Target	Directorate	Status		Q2 2020/21 Progress Update	Target Date
CUS.01 - Measure customer satisfaction in all front facing service areas at least every two years on a rolling programme	Corporate Resources	On track		<p>Questions seeking satisfaction with the Council and local area featured in the October Citizen Panel Survey and were also made available on the website. This survey has now closed.</p> <p>Contact Centres and Leisure Centres have arrangements in place to measure customer satisfaction formally every two years and have or are developing quick and easy systems for capturing customer feedback e.g. comment cards. Streetscene uses the Citizen Panel every two years to measure satisfaction with its suite of front line services. The Performance team is currently undertaking an audit to establish gaps in customer satisfaction measurement and that information to inform a rolling programme.</p>	Sun-31-Mar-24
CUS.02 - Improve the overall performance and usability of the website by achieving a maximum score of 4 on 'Better Connect website report' by Dec 2022.	Corporate Resources	On track		First phase of the new website has been launched. We are now looking to develop the pages and content on the site and are awaiting an external test on the accessibility of the site.	Sat-31-Dec-22
CUS.03 - Ensure that at least 50% of transactions are made through digital channels by Dec 2024	Corporate Resources	On track		This target will only measure digital channels e.g. online transactions via the website and automated telephone payments (ATP). Customer Services, Leisure, Revenues and Streetscene have been selected to be monitored under this target. The methodology for this new target is still being evolved.	Tue-31-Dec-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			<p><u>Data from Customer Services for Q2:</u> Online Transactions - 22,705 (see note) Face/Face & Tel and all other non-digital contact - 41,633 Total contact transactions – 64,338 = 35% transactions via digital method</p> <p>(Note: From 07/09/2020 - 21/09/2020 the link to report a repair online was removed from the website and Self in line with the close down of Academy for the Open Housing implementation)</p> <p><u>Data from Customer Services for Q1:</u> Online Transactions - 18,504 Face/Face & Tel and all other non-digital contact - 30,544 Total contact transactions – 49,048 = 37.7% transactions via digital method</p> <p>The other service areas will come on board in due course.</p>	
CUS.04 - Work with partners to deliver the Sustainable Communities Strategy and publish an evaluation report annually	Corporate Resources	On track	<p>Delivery against the SCS continues through the Thematic Action Groups which have continued to meet electronically during the pandemic. Naturally focus has shifted slightly to accommodate community needs during this time.</p>	Sun-31-Mar-24
CUS.05 - Monitor performance against the corporate equality objectives and publish information annually	Corporate Resources	On track	<p>Progress against the equality objectives set in the Single Equality Scheme 2019-2023 has been undertaken for the period April 2019 to September 2020. A report will be going to SAMT on 16/10/20</p>	Sun-31-Mar-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update		Target Date
				and thereafter to Executive. The review has demonstrated wide and varied achievements against the four objectives and the public sector duty (Equality Act) generally.	
CUS.06 - Prevent homelessness for more than 50% of people who are facing homelessness each year	Environment	On track		69 approaches from people facing homelessness. 42 cases prevented from becoming homeless (this includes 7 cases still open and receiving support). 61% in total.	Sun-31-Mar-24
CUS.07 - Reduce average relet times for standard voids (council properties) to 20 calendar days by March 2021 and maintain thereafter	Development	Currently unable to report on		Currently unable to report on this due to the changeover in Housing ICT systems undertaken this quarter. The reporting tool within Academy (previous system) is no longer accessible and the report function isn't fully operational within the new OPEN system. Also the team that usually support the calculation of this target has been working to deliver the OPEN system which has been a significant undertaking. The HoS is overseeing work on the new reporting tool and the filters that it has. This may allow for a spread of void targets/information to be reported on. The HoS is liaising with the Portfolio Holder on this. It is expected to have something useful to report at Q3.	Wed-31-Mar-21
CUS.08 - Maintain high levels of tenant satisfaction with council housing and associated services	Development	On track		The last STAR survey (report produced in 2019 and run every 3 years) recorded a tenant satisfaction level of 87% with Housing Services and 82% with Housing repairs. Other areas are also measured more frequently i.e. repairs service, domestic abuse support and parenting services. This target has linkages with CUS 01 and the Performance Team will support in this area too.	Sun-31-Mar-24

Council Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
CUS.09 - Increase participation/attendances in leisure, sport, recreation, health, physical and cultural activity by 3,000 per year.	Corporate Resources	Covid Affected	The Go Active leisure facility reopened on 25th July with a very strict booking policy to enable track and trace, other activities are slowly coming back on line as restrictions allow us to do so. Since reopening we have attracted 25,503 attendances.	Sun-31-Mar-24
CUS.10 - Deliver a health intervention programme which provides 500 adults per year with a personal exercise plan via the exercise referral scheme <u>Note:</u> no target set due to impact of Covid	Corporate Resources	Covid Affected	The health referral programme is still suspended due to the Coronavirus pandemic. We are working closely with colleagues in Public Health to determine when it will be safe to bring clients back into leisure facilities for exercise. In the meantime we are keeping in contact with individuals and have filmed classes that can be accessed by clients through Bolsover TV.	Sun-31-Mar-24

Bolsover District Council

Executive

25th January 2021

<p>Architects for remaining Safe and Warm Upgrades for Bolsover District Council</p>

Report from Cllr S. Peake (Portfolio Holder – Housing and Community Safety)

Purpose of the Report

- To seek approval for the awarding of the contract for Architectural Services for Safe & Warm Upgrades to Jubilee Court and Valley View for Bolsover District Council.

1 Report Details

- 1.1 It was identified that a contract was required for Architectural Services for Safe & Warm Upgrades to Jubilee Court and Valley View in accordance with current procurement Guidelines.
- 1.2 The Safe & Warm works referred to in paragraph 1.1 involve renewing communal heating system, conversion of bathing facilities to wet rooms, conversion of some bedsit flats to a 1 bedroom layout, improvements to fire protection including entire new sprinkler system, an extension at one location
- 1.3 Procure Partnerships have a Framework for provision of Consultant Services including Architects, which gave Bolsover District Council access to a substantial list of companies who had been through pre-qualification and ensured that Bolsover District Council benefited from a competitive tender.
- 1.4 Given the unique difficulties presented by upgrading occupied sheltered dwellings Bolsover requested a mini competition for the specific works based on price and experience (quality) of similar projects.
- 1.5 Four Architectural practices submitted valid bids which were evaluated, and a further one submitted their quality response but failed to provide a price.
- 1.6 Following evaluation on 21st December 2020 the combined scores, based on 30% Price and 70% Quality, were
 - 93%
 - 81%
 - 76%
 - 76%

2 Conclusions and Reasons for Recommendation

- 2.1 It is recommended that the contract be awarded to Halsall Lloyd Partnership for the duration of the upgrade works to Jubilee Court and Valley View.

3 Consultation and Equality Impact

- 3.1 There are no equality implications arising directly from this report.

4 Alternative Options and Reasons for Rejection

- 4.1 Full competitive tender carried out by Bolsover District Council. Rejected because the Framework attracts broader range of Consultants.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 The cost for this contract is within existing HRA budgets

5.2 Legal Implications including Data Protection

- 5.2.1 The procurement of these works has been undertaken in compliance of standard council procedures. Industry standard contract documentation will be prepared for both parties to sign prior to commencement of works.
- 5.2.2 The issue of sensitive data such as names, addresses and contact numbers of council tenants while undertaking this project shall comply in full with council and data protection policy guidelines.

5.3 Human Resources Implications

- 5.3.1 The works will result in no direct HR implications.

6 Recommendations

- 6.1 The members agree to awarding the Contract, within the Framework, to Halsall Lloyd Partnership.
- 6.2 That progress on this contract is reported through the Housing Stock Group as part of Safe & Warm projects.

7 Decision Information

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	Pinxton & Scarcliffe
Links to Corporate Plan priorities or Policy Framework	All

8 Document Information

Appendix No	Title	
	N/A	
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)		
N / A		
Report Author		Contact Number
Helena Skeavington		ext. 2328

Bolsover District Council

Executive

25th January 2021

Medium Term Financial Plan 2021/22 to 2024/25
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Report of the Portfolio Holder for Finance + Community Safety

This report is public

Purpose of the Report

- To seek approval of the proposed budget for 2021/22 for the General Fund, Housing Revenue Account and Capital Programme as part of the Council's Medium Term Financial Plan covering the years 2021/22 to 2024/25.
- To provide Elected Members with an overview of the Council's financial position in order to inform the decision making process.

1 Report Details

Introduction

1.1 This report presents the following budgets for Members to consider:

- General Fund – **Appendix 1 and 2**
- Housing Revenue Account (HRA) – **Appendix 3**
- Capital Programme – **Appendix 4**

In particular financial projections are provided for:

- 2020/21 Current Budget Position – this is the current year budget, revised to take account of changes during the financial year that will end on 31st March 2021.
- 2021/22 Original Budget – this is the proposed budget for the next financial year, on which the Council Tax will be based, and will commence from 1st April 2021.
- 2021/22 Original Budget – this includes proposed increases to rents and fees and charges for the next financial year for the Housing Revenue Account.
- 2022/23 to 2024/25 Financial Plan - In accordance with good practice the Council agrees its annual budgets within the context of a Medium Term

Financial Plan (MTFP). This includes financial projections in respect of the next three financial years.

- 1.2 Once Executive has considered this report and the appendices, recommendations agreed by Executive will be referred to the Council meeting of 3rd February 2021 for Members' consideration and approval.

General Fund

2020/21 Current Budget

- 1.3 In February 2020, Members agreed a budget for 2020/21 to determine Council Tax. The original budget showed a funding deficit of £0.290m. Throughout the year budgets have been actively managed with savings removed from the budget once they have been agreed.
- 1.4 The pandemic income loss and expenditure projections were included in the Revised Budget which was considered by Executive at its meeting on the 23rd November 2020. There have been no changes to the budget position since this time.
- 1.5 The final in-year position will be dependent on the actual financial performance out-turning in line with the revised budgets as there may be further costs and/or savings identified as the year progresses. Whilst these estimates reflect the position at the time of setting there can be some volatility from the budget to the outturn position, particularly this year during the pandemic.
- 1.6 It was agreed that any surplus on the Council's two main revenue accounts be transferred to reserves in preparation for future expenditure.

2021/22 Original Budget and 2022/23 to 2024/25 Financial Plan

- 1.7 The financial projection for 2021/22 to 2023/24 was approved by Members in February 2020. The 2020/21 budget process has updated those projections and established a base for 2024/25.
- 1.8 The proposed budget for 2021/22 currently shows a deficit of £0.291m. Based on current information the requirement to achieve financial savings for future years is 2022/23 £0.402m; 2023/24 £0.448m; 2024/25 £2.109m (**Appendix 1**). **Appendix 2** details the net cost of each cost centre by Directorate.
- 1.9 The table on the following page shows the updated figures resulting from the budget process together with estimates of future assumptions for vacancy management and council tax increases. Also included is the funding from the general fund balance of the increase in the contribution to the Local Government Pension Scheme.

	2020/21 Revised Budget £000	2021/22 Forecast £000	2022/23 Forecast £000	2023/24 Forecast £000	2024/25 Forecast £000
General Fund (surplus)/Budget Shortfall	79	291	402	448	2,109
Estimate of one-off vacancies each year	0	(100)	(100)	(100)	(100)
Basic assumption for future council tax increases	0	(110)	(220)	(330)	(440)
Pension costs to be funded by GF balance	(79)	(81)	(82)	(18)	0
Closing Budget Shortfall	0	0	0	0	1,569

- 1.10 The main factors taken into account in developing the Council's financial plans are set out within the sections below.

Level of Government Funding

- 1.11 The current financial year 2020/21, was a roll-over settlement. The Spending Review 2019 was effectively an extension to the four-year settlement that covered the period 2016/17 – 2019/20.
- 1.12 The Spending Review 2020, was due to cover the years 2021/22 – 2024/25 and it was anticipated it would provide clarity on the impact of the Fair Funding Review; the abolition of the New Homes Bonus; the fundamental review of Business Rates and the baseline reset of Business Rates.
- 1.13 However, dealing with the Coronavirus pandemic meant the Government was not in a position to implement any changes from the reviews. The Spending Review 2020 is therefore a further one-year extension.
- 1.14 The continued uncertainty surrounding local government funding means we have had to make some significant assumptions for future years as follows:

New Homes Bonus

- 1.15 We have been waiting for the results of the Government's consultation on the future of New Homes Bonus Grant for at least two years. It is widely expected that the grant will be abolished but it is not yet known what, if anything, will replace it.
- 1.16 As we have effectively had a bonus year for New Homes Bonus to be received with the delay of its abolition and the roll-over from 2020/21, we have been able to include an extra £0.270m in grant income for 2021/22.

- 1.17 However, indications in the settlement are that from 2022/23 there will be no further New Homes Bonus Grant payments and it is not yet clear how it will be replaced.
- 1.18 Therefore, we have changed our assumption on the allocations of the New Homes Bonus returned funding pot for future years. This has meant reductions of £0.145m in 2022/23 and £0.192m from 2023/24, compared to the estimates made this time last year. This leaves just a legacy payment of £0.095m from the 2019/20 allocations to be received in 2022/23.

Fair Funding Review

- 1.19 Although delayed as mentioned earlier, it is still not known with any clarity what the impact of the Fair Funding Review will be. Initial modelling showed that the recalculated Settlement Funding Assessment (SFA) was redirecting resources to those based on “need” which would impact negatively on most shire districts.
- 1.20 The risk of losses from the Fair Funding Review are also much greater for district councils because of our ability to raise council tax. This puts a greater burden on the local decision making with regards council tax setting each year.
- 1.21 For now, the lack of any concrete figures means we have not been able to include an estimate of the likely impact of the Fair Funding Review in the budgets. When information is received to enable a value to be attributed to the changes, Members will be updated at the first opportunity.

Business Rates

- 1.22 As with New Homes Bonus, we have effectively had a bonus year for Business Rates due to the one-year delay too. We have been able to include an extra £0.335m income for 2021/22.
- 1.23 For future years although delayed, the implications of Business Rates Retention Reform have not changed. The issues are around resetting our business rates baseline and therefore potentially wiping out any growth since 2013/14 and also changing the share for business rates from 50% to 75% from 2021/22 (although increases are likely to go to county councils).
- 1.24 The figures for Business Rates have been updated for the latest assumptions around likely changes to our baseline funding level information, tariff amounts and the impact of a business rate reset. It must be stressed these are estimates of the changes as no confirmed figures have been received. As protection against further negative adjustments, no growth in business rates has been included for any year. This has resulted in a reduction of income to the financial plan of 2022/23 £0.681m and 2023/24 £0.910m.

Revenue Support Grant

- 1.25 The one-year delay has meant a further year of receiving Revenue Support Grant. We will receive £1.195m in this bonus year of receiving the grant. No grant will be received from 2022/23 onwards.

Mitigating losses in Government Funding

- 1.26 To help mitigate losses caused by funding changes the NNDR Growth Protection Reserve was created a number of years ago. Originally this included transfers of income from the general fund when Business Rates income calculations were updated for new growth.
- 1.27 This meant income received would be more than initially estimated for that year and the extra amount to be received would be transferred into the reserve, almost as a savings account to be returned back to the general fund when income was reduced in future years.
- 1.28 In recent years extra income received from all sources of Government funding mentioned above have been transferred into the reserve if the budget for that year has already been in surplus when the extra funding has been realised.
- 1.29 The balance accumulated has meant we are able to use the reserve to even out some of the government funding losses over the life of the current MTFP. A transfer from general fund to the reserve will be made in 2021/22 of £0.550m. Latest estimates for transfers back to general fund are £2.268m 2022/23, £2.776m 2023/24 and the reserve balance of £1.191m in 2024/25.
- 1.30 When savings are found through the Transformation Programme the transfers from the reserve are reduced.

Coronavirus pandemic

- 1.31 As mentioned in 1.4, the effect of the pandemic on our 2020/21 income and expenditure was given in detail in the Executive report of 23rd November. Briefly, we've received almost £1.5m from Government (tranche payments 1-4) to cover pressures incurred due to the pandemic. We've been able to recoup some of the lost income through the income compensation scheme and we've covered the remainder with grant received.
- 1.32 We've passed on £0.448m in financial assistance to Parish Councils who were unable themselves to claim any compensation. We made reductions in expenditure budgets of £0.172m and were also able to furlough some staff, although both these amounts later had to be deducted from the income compensation amount. As the situation continues to change in 2020/21, we are assured we will continue to be compensated for some types of lost income.
- 1.33 The Spending Review 2020, gave allocations for a further tranche 5 of grant funding. Our provisional share of this is £0.497m and this is expected to be received in April for 2021/22 and is again to cover cost pressures. It was also announced that the sales, fees and charges compensation scheme would continue for the first quarter of 2021/22.
- 1.34 Therefore, the assumption made in the MTFP regarding the Coronavirus pandemic is that for 2021/22 cost pressures and losses in leisure income will be covered by the Government and no adverse effect will be felt from these.

Council Tax and Business Rates collection

- 1.35 A scheme to fund 75% of irrecoverable losses in council tax and business rates was also announced in the Spending Review. This scheme will run parallel to the requirement for billing authorities to spread the 2020/21 collection fund deficit for both of these over 3 years.
- 1.36 Early indications are that the scheme is very generous and that both council tax and business rates expected budgeted income will be compensated regardless of whether the losses occurred because of lower collection rates, increased council tax support costs or lower tax base growth. We as billing authority are still required to continue appropriate collection and enforcement action for outstanding council tax and business rates debt however.
- 1.37 At the time of writing this report, calculations for council tax and business rates are currently being undertaken as part of statutory requirements but it is expected there will be no detrimental impact on the MTFP as a consequence of Coronavirus due to the financial protection measures announced by the Government.

Expenditure, income levels and efficiencies

- 1.38 In developing the financial projections covering the period 2021/22 to 2024/25, officers have made a number of assumptions. The major assumptions are:
- For 2021/22, 1% has been included in staffing budgets as an estimate for a pay award.
 - For 2022/23 to 2024/25, 2% has been included in staffing budgets as an estimate for a pay award.
 - Investment income as a result of treasury management decisions has been reduced by £0.200m in all years of the MTFP as interest rates continue to fall. Current rates are at .1% and it is hoped negative interest rates will be avoided but this is obviously outside of our control.
 - Inflation specific budgets such as energy costs and fuel have been amended to reflect anticipated price changes.
 - With respect to planning fees, a base level for income has been included for all future years of £0.400m. The rules of the Government's 20% increase to planning fees means we have to set-aside the additional 20% income we receive, to be spent specifically on the planning function.
 - Fees and charges – service specific increases as agreed by Members.
 - Brexit – no provision has been made in the budget for costs that may be incurred. Any significant impact will be dealt with in a future report, if necessary with financing from reserves and a small Government grant we have already received of £0.034m.
- 1.39 Additionally, the Council's transformation programme seeks to contribute to the financial challenges faced through the progression of innovative and forward thinking ideas.

Council Tax Implications

Council Tax Base

- 1.40 In preparation for the budget, the Chief Financial Officer under delegated powers has determined the Tax Base at Band D for 2021/22 as 22,026.33. This is a slight reduction on the 2020/21 Tax Base due to a combination of increased empty properties in the district and an increase in the number of council tax support claimants.

Council Tax Options

- 1.41 The Council's part of the Council Tax bill in 2020/21 was set at £181.29 for a Band D property. This was an increase of 2.83%.
- 1.42 The Council has a range of options when setting the Council Tax. The Government indicate what upper limit they consider acceptable. For 2021/22 District Councils are permitted to increase their share of the Council Tax by the greater of 2% or £5 without triggering the need to hold a referendum.
- 1.43 The table below shows some of the options and the extra revenue generated.

Increase	New Band D £	Annual Increase £	Weekly Increase £	Extra Revenue £
1.00%	183.10	1.81	0.04	39,873
2.00%	184.91	3.63	0.08	79,804
2.75%	186.28	4.99	0.10	109,853

- 1.44 The level of increase each year affects the base for future years and the proposed increase for 2021/22 is 2.75%, generating additional revenue of £109,853.

Financial Reserves – General Fund

- 1.45 The Council's main uncommitted Financial Reserves are the General Fund Working Balance of £2.261m and the uncommitted element of the Transformation Reserve of £1.457m. Due to the uncertainty surrounding local authority income and the fact that the Council has reduced budgets to a minimal level, it is important that the Council continues to review whether we have an acceptable General Fund Working Balance.

Housing Revenue Account (HRA)

2020/21 Current Budget

- 1.46 In February 2020, Members agreed a budget for 2020/21. Rent levels were set in line with Government regulations with an increase of 2.7%, effective from 1st April 2020. HRA fees and charges were also set, effective from the same date.

- 1.47 The Revised Budget was considered by Executive at its meeting on the 23rd November 2020. There have been no changes to the budget position since this time.
- 1.48 A surplus of £0.095m was estimated, which was £0.011m lower than the current budget of £0.106m.

2021/22 Original Budget and 2022/23 to 2024/25 Financial Plan

- 1.49 The proposed budget for 2021/22 currently shows a surplus of £0.006m. Based on current information the surplus for future years is 2022/23 £0.012m; 2023/24 £0.013m; 2024/25 £0.014m (**Appendix 3**). The proposal is to transfer the surplus into the HRA Revenue Reserve in all years.
- 1.50 The HRA budget is made up of the same assumptions as the General Fund budget for staff costs, superannuation costs and inflation. There are however, some assumptions that are specific to the HRA. The main factors taken into account in developing the Council's financial plans for the HRA are set out within the sections below.

Level of Council Dwelling Rents

- 1.51 The MHCLG Policy Statement on rents for social housing – published February 2019 states, *'In October 2017, the government announced its intention to set a long-term rent deal for both local authority landlords and housing associations. This would permit annual rent increases on both social rent and affordable rent properties of up to CPI (Consumer Price Index) plus 1 percent from 2020, for a period of at least five years.'*
- 1.52 Therefore for 2021/22 the income for dwelling rents has been included in the budget at CPI rate .5% plus 1%. For future years it has been assumed the same policy will apply.
- 1.53 The table below shows the average rent increases on a 48 week basis, excluding service charges, for both Social Rent and Affordable Rent, which is charged on all new build properties.

Increase	New Rent Charge	Annual Increase	Weekly Increase	Range of New Rent Charge
1.5%	£86.42	£55.68	£1.16	£63.02 - £111.13
Average for Social Rent on a 48 week basis				
1.5%	£107.71	£70.56	£1.47	£80.49 - £162.59
Average for Affordable Rent on a 48 week basis				

Fees and Charges

- 1.54 Although the main source of income for the HRA is property rents, the HRA is also dependent for its financial sustainability on a range of other charges. These charges are set on the principle that wherever possible charges for services should reflect the cost of providing those services.

- 1.55 A schedule of the proposed charges is set out at **Appendix 3, table 1**. For 2021/22 in most cases the charges are recommended to be increased by CPI .5% plus 1%.

Financial Reserves - HRA

- 1.56 The Council's main uncommitted Financial Reserves are the Housing Revenue Account Working Balance of £2.154m. In addition to the Working Balance there are further reserves for the HRA used only to fund the Council's HRA capital programme. These are the Major Repairs Reserve, New Build Reserve, Vehicle Repair and Renewal Reserve and Development Reserve.

Capital Programme

- 1.57 There will be three separate reports to Council on 3rd February 2021 concerning the Council's Treasury Management Strategy, Investment Strategy and Capital Strategy. The Capital Strategy report will consider capital financing such as borrowing which enables the proposed capital programme budgets to proceed.

2020/21 Current Budget

- 1.58 In February 2020, Members approved a Capital Programme in respect of 2020/21 to 2023/24. Scheme delays and technical problems can cause expenditure to slip into following years and schemes can be added or extended as a result of securing additional external funding. Where capital expenditure slipped into 2020/21 the equivalent amount of funding was not applied during 2019/20 and is therefore available in 2020/21 to meet the delayed payments.
- 1.59 The Revised Capital Programme was considered by Executive at its meeting on the 23rd November 2020. There have been no changes to the budget position since this time.

General Fund Capital Programme 2021/22 to 2024/25

- 1.60 The proposed Capital Programme for the General Fund totals £2.845m for 2021/22; £2.230m for 2022/23; £3.036m for 2023/24 and £1.556m for 2024/25 (**Appendix 4**).

Housing Revenue Account Capital Programme 2021/22 to 2024/25

- 1.61 The proposed Capital Programme for the Housing Revenue Account totals £17.835m for 2021/22; £14.738m for 2022/23; £14.898m for 2023/24 and £10.038m for 2024/25 (**Appendix 4**).
- 1.62 A list of all the schemes and associated funding are attached as **Appendix 4** to this report.

Robustness of the Estimates

- 1.63 Under the provisions of the Local Government Act 2003, the Council's Section 151 Officer is required to comment on the robustness of the estimates made and on the adequacy of the financial reserves.

- 1.64 The Council's Section 151 Officer (The Head of Finance and Resources) is satisfied that the estimates are considered to be robust, employee costs are based on the approved establishment, investment income is based on the advice of the Council's Treasury Management Advisors and income targets are considered to be achievable.
- 1.65 Likewise the Section 151 Officer is satisfied that the levels of reserves are considered to be adequate to fund planned expenditure and potential issues and risks that face the Council.

2 Conclusions and Reasons for Recommendations

- 2.1 This report presents a budget for consideration by Executive. It seeks to ensure approval to budgets in respect of the General Fund, the Housing Revenue Account and the Capital Programme.

3 Consultation and Equality Impact

- 3.1 The Council is required to consult with stakeholders on the proposed budget. This consultation is part of the Council's service planning framework and has effectively been taking place throughout the financial year. These mechanisms include active participation in the Local Strategic Partnership, a range of meetings with local groups and associations and a performance management framework. These meetings help to inform the Council's understanding of what is expected of it by our local communities.
- 3.2 There are no equality impact implications from this report.

4 Alternative Options and Reasons for Rejection

- 4.1 Alternative options are considered throughout the report.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 Financial issues and implications are covered in the relevant sections throughout this report.
- 5.1.2 The Council has a risk management strategy and associated framework in place and the Strategic Risk Register is regularly reviewed through the Council's performance management framework. Strategic risks along with the mitigation in place to ensure such risks are manageable are reported to the Audit Committee on a quarterly basis. The risk of not achieving a balanced budget is outlined as a key risk within the Council's Strategic Risk Register and is therefore closely monitored through these practices and reporting processes.

5.2 Legal Implications including Data Protection

- 5.2.1 The Council is legally obliged to approve a budget prior to the commencement of the new financial year in April 2021. This report together with the associated budget timetable has been prepared in order to comply with our legal obligations.
- 5.2.2 The recommended budget for the General Fund, Housing Revenue Account and Capital Programme comply with the Council's legal obligation to agree a balanced budget.
- 5.2.3 There are no Data Protection issues arising directly from this report.

5.3 Human Resources Implications

- 5.3.1 These are covered in the main report and supporting Appendices where appropriate.

6 Recommendations

- 6.1 That all recommendations below are referred to the meeting of Full Council on the 3rd February 2021.

The recommendations to Council are:

- 6.2 That in the view of the Chief Financial Officer, that the estimates included in the Medium Term Financial Plan 2021/22 to 2024/25 are robust and that the level of financial reserves whilst at minimum levels are adequate, be accepted.
- 6.3 That officers report back to Executive and to the Budget Scrutiny Committee on a quarterly basis regarding the overall position in respect of the Council's budgets. These reports to include updates on achieving savings and efficiencies for 2021/22 and future years.

GENERAL FUND

- 6.4 A Council Tax increase of £4.99 is levied in respect of a notional Band D property (2.75%).
- 6.5 The Medium Term Financial Plan in respect of the General Fund as set out in **Appendix 1** of this report be approved as the Revised Budget 2020/21, as the Original Budget in respect of 2021/22, and the financial projection in respect of 2022/23 to 2024/25.
- 6.6 That any further under spend in respect of 2020/21 is transferred to the Council's General Fund Reserves.
- 6.7 On the basis that income from Planning Fees may exceed £0.500m in 2020/21, the Head of Paid Service in consultation with the Leader be granted delegated powers to authorise such additional resources as are necessary to effectively manage the resultant increase in workload.

HOUSING REVENUE ACCOUNT

- 6.8 That Council sets its rent levels in line with government policy, increasing rent levels by CPI (.5%) plus 1% to apply from 1 April 2021.
- 6.9 That the increases in respect of other charges as outlined in **Appendix 3 Table 1** be implemented with effect from 1 April 2021.
- 6.10 The Medium Term Financial Plan in respect of the Housing Revenue Account as set out in **Appendix 3** of this report be approved as the Revised Budget in respect of 2020/21, as the Original Budget in respect of 2021/22, and the financial projection in respect of 2022/23 to 2024/25.
- 6.11 That under spends in respect of 2020/21 to 2024/25 are transferred to the HRA Revenue Reserve.

CAPITAL PROGRAMME

- 6.12 That the Capital Programme as set out in **Appendix 4** be approved as the Revised Budget in respect of 2020/21, and as the Approved Programme for 2021/22 to 2024/25.
- 6.13 That the Head of Property Services and Housing Repairs be granted delegated powers in consultation with the Portfolio Member and the Asset Management group to approve the utilisation of the £260,000 of AMP Refurbishment Work allocation, with such approvals to be reported back to Executive through the Quarterly Budget Monitoring Report.

7 Decision Information

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC:</i> <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	Yes
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	All

8 Document Information

Appendix No	Title
1	General Fund Summary
2	General Fund Detail
3	Housing Revenue Account
3 table 1	HRA – Fees and Charges 2021/22
4	Capital Programme Summary
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
Head of Finance and Resources	2458

**BOLSOVER DISTRICT COUNCIL
GENERAL FUND**

APPENDIX 1

	Revised Budget 2020/21 £	Original Budget 2021/22 £	Forecast 2022/23 £	Forecast 2023/24 £	Forecast 2024/25 £
<u>Directorates</u>					
Corporate Resources	3,883,741	3,593,153	3,399,402	3,473,602	3,490,725
Development	2,299,136	1,840,284	1,712,887	1,788,096	1,825,153
Environment and Enforcement	4,959,762	4,865,102	4,954,599	5,090,266	5,209,454
<u>S106 Expenditure</u>					
Corporate Resources	497,577	8,633	7,644	6,936	18,922
Development	697,806	0	0	0	0
Net Cost of Services	12,338,022	10,307,172	10,074,532	10,358,900	10,544,254
Debt Charges	895,053	967,656	637,809	513,243	474,320
Investment Interest	(217,905)	(56,972)	(60,136)	(62,531)	(68,056)
	13,015,170	11,217,856	10,652,205	10,809,612	10,950,518
Appropriations:					
Contributions to Reserves	2,022,710	763,785	211,667	220,667	156,667
Contribution from Earmarked Reserves	(888,517)	(523,647)	(115,457)	(99,365)	(55,907)
Contribution (from)/to NNDR Growth Protection Reserve	1,557,943	550,000	(2,267,931)	(2,776,467)	(1,190,779)
Contribution from Grant Accounts	(4,070)	(5,320)	(5,320)	(5,320)	(5,320)
Contribution from Holding Accounts	(831,985)	(245,361)	(183,959)	(81,518)	(113,111)
Contribution from S106 Holding A/cs	(1,195,383)	(8,633)	(7,644)	(6,936)	(18,922)
TOTAL EXPENDITURE	13,675,868	11,748,680	8,283,561	8,060,673	9,723,146
Parish Precepts	3,241,198	3,241,198	3,241,198	3,241,198	3,241,198
TOTAL SPENDING REQUIREMENT	16,917,066	14,989,878	11,524,759	11,301,871	12,964,344
Revenue Support Grant	(1,190,000)	(1,194,913)	0	0	0
Business Rates Retention total	(5,973,878)	(4,752,753)	(3,793,549)	(3,619,549)	(3,620,549)
New Homes Bonus Grant total	(952,995)	(495,861)	(95,083)	0	0
Lower Tier Services Grant 21/22	0	(228,904)	0	0	0
COUNCIL TAX - BDC precept	(4,019,068)	(3,993,153)	(3,993,153)	(3,993,153)	(3,993,153)
Council tax - Parish element from above	(3,241,198)	(3,241,198)	(3,241,198)	(3,241,198)	(3,241,198)
COVID-19 Related Support	(1,460,569)	(791,591)	0	0	0
TOTAL FUNDING	(16,837,708)	(14,698,373)	(11,122,983)	(10,853,900)	(10,854,900)
FUNDING GAP / (SURPLUS)	79,358	291,505	401,776	447,971	2,109,444

General Fund Detail

List of net budgets per cost centre per directorate

APPENDIX 2

		Revised	Original		
		Budget	Budget	Forecast	Forecast
		2020/21	2021/22	2022/23	2023/24
		£	£	£	£
G001	Audit Services	117,052	123,520	123,520	123,520
G002	I.C.T.	831,579	903,400	922,245	933,787
G003	Communications, Marketing + Design	283,234	333,154	341,162	348,899
G006	Partnership, Strategy + Policy	483,323	428,117	343,108	341,141
G011	Head of Leader's Executive Team	67,477	70,415	73,970	77,630
G014	Customer Contact Service	724,914	762,884	785,517	804,369
G015	Customer Service + Improvement	122,416	127,943	131,098	133,589
G038	Concessionary Fares + TV Licenses	(10,056)	(10,453)	(10,550)	(10,648)
G040	Corporate Management	169,342	171,431	176,996	178,809
G041	Non Distributed Costs	684,582	688,609	688,609	688,609
G044	Financial Services	258,476	313,726	320,918	327,254
G052	Human Resources	215,541	218,090	221,779	225,942
G054	Electoral Registration	179,360	185,021	188,826	191,734
G055	Democratic Representation + Management	519,501	530,725	531,066	531,415
G056	Land Charges	(3,999)	(3,248)	(2,322)	(1,461)
G057	District Council Elections	5,000	5,000	25,000	53,000
G058	Governance	237,176	259,371	269,844	278,479
G060	Legal Services	237,396	242,253	238,067	233,923
G061	Bolsover Wellness Programme	66,184	79,103	82,923	86,010
G062	Extreme Wheels	37,497	4,064	(2,060)	(1,263)
G064	Bolsover Sport	142,897	140,889	140,029	142,984
G065	Parks, Playgrounds + Open Spaces	44,420	37,469	40,761	40,734
G069	Arts Projects	48,643	49,543	50,355	51,183
G070	Outdoor Sports + Recreation Facilities	19,193	19,567	20,145	20,756
G072	Leisure Services Mgmt + Admin	258,753	267,010	273,502	278,520
G084	Head of Transformation + Organisation	36,374	38,289	40,114	40,912
G086	Alliance	7,250	7,250	7,250	7,250
G094	Director of Corporate Resources	55,101	55,581	56,704	57,843
G100	Benefits	298,191	487,394	532,559	572,392
G103	Council Tax / NNDR	304,144	400,929	414,504	429,394
G111	Shared Procurement	42,802	44,584	45,668	46,760
G115	One Public Estate Shirebrook	6,033	0	0	0
G117	Payroll	75,344	75,997	77,583	79,187
G125	S106 Percent for Art	43,250	0	0	0
G126	S106 Formal + Informal Recreation	161,632	8,633	7,644	6,936
G129	Bolsover Apprenticeship Programme	(1,209)	0	0	0
G146	Pleasley Vale Outdoor Activity Centre	73,825	59,140	61,051	63,036
G155	Customer Services (Complaints)	30,834	31,175	31,823	32,476
G157	Controlling Migration Fund	352,750	0	0	0
G158	Police Commissioners Election	0	0	0	0

General Fund Detail

List of net budgets per cost centre per directorate

APPENDIX 2

		Revised	Original			
		Budget	Budget	Forecast	Forecast	Forecast
		2020/21	2021/22	2022/23	2023/24	2024/25
		£	£	£	£	£
G161	Rent Rebates	(54,297)	(92,577)	(88,240)	(84,119)	(80,202)
G162	Rent Allowances	(53,960)	(39,293)	(52,132)	(61,865)	(70,647)
G164	Support Recharges	(3,905,014)	(4,020,859)	(4,060,625)	(4,136,685)	(4,251,738)
G168	Multifunctional Printers	39,900	39,900	39,900	39,900	39,900
G170	S106 Outdoor Sports	292,695	0	0	0	0
G179	School Sports Programme	6,860	0	0	0	0
G192	Scrutiny	22,172	22,458	22,897	23,341	23,795
G195	Head of Governance + Monitoring	38,345	38,742	39,530	40,328	41,144
G197	Head of Finance + Resources	68,594	71,389	74,961	78,641	81,703
G204	Construction Skills for the Unemployed	15,000	4,000	4,000	0	0
G205	Innovation	550	0	0	0	0
G207	Balanceability	851	0	0	0	0
G216	Raising Aspirations	7,500	0	0	0	0
G218	I-Venture/Namibia Bound	9,363	(9,516)	34,484	(9,516)	22,000
G220	Locality Funding	(75,265)	0	0	0	0
G228	Go Active Clowne Leisure Centre	531,515	238,170	37,480	68,212	99,406
G238	HR Health + Safety	90,287	105,572	105,383	107,200	108,856
G244	Bolsover Business Growth Fund	120,000	87,225	0	0	0
	Total for Corporate Resources Directorate	4,381,318	3,601,786	3,407,046	3,480,538	3,509,647
G031	S106 - Biodiversity	(15,036)	0	0	0	0
G073	Planning Policy	287,111	252,935	258,397	263,799	257,530
G074	Planning Development Control	22,660	5,147	4,422	14,484	22,810
G076	Planning Enforcement	118,153	122,895	127,624	130,908	111,929
G079	Senior Urban Design Officer	22,379	22,348	22,804	23,260	23,728
G080	Engineering Services (ESRM)	99,550	99,800	101,783	103,839	105,972
G082	Tourism Promotion + Development	47,375	13,774	372	377	384
G083	Building Control Consortium	55,000	55,000	55,000	55,000	55,000
G085	Economic Development	98,755	29,425	29,425	29,425	29,425
G088	Derbyshire Economic Partnership	15,000	15,000	15,000	15,000	15,000
G089	Premises Development	(50,231)	(44,456)	(43,390)	(41,905)	(41,351)
G090	Pleasley Vale Mills	(143,764)	(63,905)	(165,885)	(162,825)	(159,603)
G091	CISWO Duke St Building	1,849	5,000	0	0	0
G092	Pleasley Vale Electricity Trading	(53,571)	(62,000)	(67,312)	(72,515)	(73,510)
G095	Estates + Property	479,754	529,278	545,873	560,807	572,919
G096	Building Cleaning (General)	95,703	102,649	105,362	108,040	110,831
G099	Catering	400	500	500	500	500
G109	Director of Development	113,409	110,353	112,587	114,859	117,177
G110	Head of Planning + Development	68,141	70,934	74,498	78,170	81,593
G114	Strategic Investment Fund	413,054	0	0	0	0
G132	Planning Conservation	79,839	82,169	33,803	34,487	35,189

General Fund Detail

List of net budgets per cost centre per directorate

APPENDIX 2

		Revised	Original		
		Budget	Budget	Forecast	Forecast
		2020/21	2021/22	2022/23	2023/24
		£	£	£	£
G133	The Tangent Business Hub	(20,304)	(51,297)	(50,499)	(44,272)
G138	Bolsover TC Regeneration Scheme	24,245	0	0	0
G151	Street Lighting	35,000	37,625	40,480	43,584
G156	The Arc	94,365	107,985	116,581	125,652
G167	Facilities Management	15,298	11,038	9,669	11,838
G169	Closed Churchyards	10,000	10,000	10,000	10,000
G171	S106 Education	18,196	0	0	0
G188	Cotton Street Contact Centre	13,461	29,080	16,551	17,573
G193	Business Growth Management + Admin	280,915	341,930	351,812	360,215
G196	Head of Planning	35,391	0	0	0
G200	Head of Housing Repairs + Property Services	8,924	7,077	7,430	7,796
G226	S106 - Highways	551,124	0	0	0
G227	S106 - Public Health	143,522	0	0	0
G237	Joint Venture (LLP)	31,275	0	0	0
	Total for Development Directorate	2,996,942	1,840,284	1,712,887	1,788,096
G007	Community Safety - Crime Reduction	58,091	58,975	60,330	61,701
G010	Neighbourhood Management	64,960	66,196	67,467	68,763
G013	Community Action Network	317,113	270,803	268,586	274,466
G017	Private Sector Housing Renewal	75,502	82,919	85,330	87,753
G018	Environmental Health - Covid Team	12,381	36,519	0	0
G020	Public Health	(70,000)	(70,000)	(70,000)	(70,000)
G021	Pollution Reduction	183,008	220,044	228,770	237,637
G023	Pest Control	61,010	31,357	34,855	38,403
G024	Street Cleansing	324,809	321,057	329,615	337,149
G025	Food, Health + Safety	155,633	125,691	131,397	137,426
G026	Animal Welfare	79,236	116,375	109,007	115,944
G027	Emergency Planning	28,170	16,447	16,447	16,447
G028	Domestic Waste Collection	910,290	926,306	952,213	978,531
G032	Grounds Maintenance	733,458	707,746	733,518	750,516
G033	Vehicle Fleet	824,411	805,262	821,795	836,024
G036	Environmental Health Mgmt + Admin	240,155	241,987	248,151	254,479
G043	Director of Environment + Enforcement	54,968	56,006	57,115	58,246
G046	Homelessness	203,548	177,776	183,566	189,654
G048	Town Centre Housing	(10,600)	(10,600)	(10,600)	(10,600)
G053	Licensing	6,481	30,965	34,583	38,046
G097	Groundwork + Drainage Operations	69,208	69,634	71,630	73,074
G106	Housing Anti Social Behaviour	107,132	109,191	111,644	113,926
G113	Parenting Practitioner	35,523	35,836	36,819	37,811
G123	Riverside Depot	156,043	168,034	175,468	183,156
G124	Street Servs Mgmt + Admin	56,400	19,747	19,243	18,661

General Fund Detail

List of net budgets per cost centre per directorate

APPENDIX 2

		Revised	Original			
		Budget	Budget	Forecast	Forecast	Forecast
		2020/21	2021/22	2022/23	2023/24	2024/25
		£	£	£	£	£
G135	Domestic Violence Worker	42,635	43,126	43,952	44,787	45,640
G142	Community Safety - CCTV	7,577	0	0	0	0
G143	Housing Strategy	57,481	58,597	59,792	57,065	46,146
G144	Enabling (Housing)	40,097	40,578	41,413	42,267	43,136
G148	Commercial Waste	(124,600)	(140,600)	(141,600)	(142,600)	(143,000)
G149	Recycling	170,300	145,875	147,524	151,546	155,435
G153	Housing Advice	13,806	14,361	15,130	15,942	16,265
G176	Affordable Warmth	20,608	21,271	21,623	21,980	22,346
G198	Head of Enforcement + Housing Management (GF)	16,128	28,154	29,572	31,030	32,534
G199	Head of Street Scene	37,800	38,467	39,244	40,036	40,843
G239	Housing + Comm Safety Fixed Penalty Acc	1,000	1,000	1,000	1,000	5,794
Total for Environment + Enforcement Directorate		4,959,762	4,865,102	4,954,599	5,090,266	5,209,454
Total Net Cost of Services		12,338,022	10,307,172	10,074,532	10,358,900	10,544,254

HOUSING REVENUE ACCOUNT

APPENDIX 3

	Revised Budget 2020/21	Original Budget 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
	£	£	£	£	£
Expenditure					
Repairs and Maintenance	4,836,282	5,223,954	5,187,515	5,286,855	5,359,149
Rents Rates and Taxes	214,117	191,708	193,621	194,427	195,603
Supervision and Management	5,282,389	5,389,863	5,414,760	5,557,140	5,689,625
Special Services	442,725	458,212	469,955	488,965	509,438
Housing Related Support - Wardens	636,020	635,544	646,407	657,368	668,595
Housing Related Support - Central Control	259,708	272,954	277,732	281,248	284,878
Tenants Participation	66,041	71,850	83,423	71,752	73,112
New Build Schemes Evaluation	453,886	400,000	0	0	0
New Bolsover Project	27,842	5,000	0	0	0
Leased Flats	92,000	0	0	0	0
Debt Management Expenses	8,000	8,240	8,490	8,750	9,020
Total Expenditure	12,319,010	12,657,325	12,281,903	12,546,505	12,789,420
Income					
Dwelling Rents	(20,346,910)	(20,819,238)	(21,131,520)	(21,448,490)	(21,770,220)
Non-dwelling Rents	(138,638)	(140,709)	(142,811)	(144,941)	(147,099)
Leasehold Flats and Shops Income	(14,480)	(14,480)	(14,480)	(14,480)	(14,480)
Repairs and Maintenance	(59,597)	(12,500)	(12,500)	(12,500)	(12,500)
Supervision and Management	(1,795)	(562)	0	0	0
Special Services	(44,663)	(44,663)	(44,663)	(44,663)	(44,663)
Housing Related Support - Wardens	(409,168)	(294,387)	(132,969)	(134,912)	(136,885)
Housing Related Support - Central Control	(333,263)	(283,872)	(213,528)	(216,731)	(219,982)
New Bolsover Project	(27,842)	0	0	0	0
Total Income	(21,376,356)	(21,610,411)	(21,692,471)	(22,016,717)	(22,345,829)
Net Cost of Services	(9,057,346)	(8,953,086)	(9,410,568)	(9,470,212)	(9,556,409)
Appropriations					
Increase in Bad Debt Provision	180,000	180,000	180,000	180,000	180,000
Capital Interest Costs	3,495,466	3,190,231	3,075,685	2,978,368	2,751,144
Investment Interest Income	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)
Depreciation	3,800,000	4,274,630	4,274,630	4,274,630	4,274,630
T/f to Major Repairs Reserve	1,432,452	1,112,070	1,112,070	1,112,070	1,112,070
Contribution to Insurance Reserve	40,000	50,000	50,000	50,000	50,000
Contribution to Development Reserve	400,000	400,000	450,000	550,000	900,000
Contribution to Vehicle Replacement Reserve	200,000	180,000	296,000	352,000	276,000
Use of Earmarked Reserves	(545,886)	(400,000)	0	0	0
Contribution from HRA Balance	(38,696)	(38,693)	(38,693)	(38,693)	0
Net Operating (Surplus) / Deficit	(95,445)	(6,283)	(12,311)	(13,272)	(14,000)

HRA - Fees and Charges 2021/22**Weekly Charge over 48 Weeks unless otherwise specified****September 2020 Consumer Price Index was 0.5%**

	Current	Proposed	Change	Change
	£	£	£	%
Garages (tenant)	12.86	13.05	0.19	1.5%
Garage - Direct Debit Payment	9.71	9.85	0.15	1.5%
Garage (in curtilage)	4.85	4.93	0.07	1.5%
(Set at 50% of garage DD payment)				
Garage plots (billed annually)	207.97	211.09	3.12	1.5%
New Bolsover Service Charge	2.05	2.08	0.03	1.5%
(applies to new tenants only)				
Special Services Charge (See Note1)	16.83	17.08	0.25	1.5%
Reduced special service	11.22	11.39	0.17	1.5%
(Reduced special services for scheme other than Cat 2 who receive reduced service)				
Heating Service Charge (See Note 2)				
Bedsits	2.92	2.97	0.04	1.5%
1 bed flat	3.98	4.04	0.06	1.5%
2 bed flat	6.64	6.74	0.10	1.5%
3 bed flat	7.35	7.46	0.11	1.5%
1 bed bungalow	4.43	4.49	0.07	1.5%
2 bed bungalow	5.89	5.98	0.09	1.5%
Heating Charge (See Note 3)				
Bedsits	4.83	4.83	0.00	0.0%
1 bed flat	6.58	6.58	0.00	0.0%
2 bed flat	10.97	10.97	0.00	0.0%
3 bed flat	12.14	12.14	0.00	0.0%
1 bed bungalow	7.31	7.31	0.00	0.0%
2 bed bungalow	9.73	9.73	0.00	0.0%
Support Charges	14.35	14.57	0.22	1.5%
Mobile Warden	6.36	7.00	0.64	10.0%
(long term aim to reach cost, increase capped at 10% per year)				
Lifeline - bronze	4.97	5.05	0.07	1.5%

HRA - Fees and Charges 2021/22**Weekly Charge over 48 Weeks unless otherwise specified****September 2020 Consumer Price Index was 0.5%**

	Current	Proposed	Change	Change
	£	£	£	%
Lifeline - gold	7.65	7.76	0.11	1.5%
Lifeline - RSL	4.76	4.84	0.07	1.5%
Buggy Parking (including charging facilities)	4.05	4.11	0.06	1.5%
Choice Based Lettings Postage (suggested cost is twice the cost of a second class stamp)	1.22	1.32	0.10	8.2%

Note 1

Special Services Charge includes the heating, cleaning and furnishing of communal areas, provision of laundry and kitchen facilities and other costs. The charge is a contribution to the full cost of these services. This charge is added to the rent amount and is covered by housing benefit if appropriate.

The Heating Charge is split into two separate charges.

Note 2

Heating Service Charge is the cost for the provision and maintenance of a communal heating system. This includes an allowance for electricity to circulate heat within the system. This charge is added to the rent amount and is covered by housing benefit if appropriate.

Note 3

The Heating Charge reflects the cost of fuel only, this is not covered by housing benefit and is charged and monitored to a sub account on the main rent account.

This split is intended to make it easier to understand how we charge for heating.

APPENDIX 4

CAPITAL PROGRAMME SUMMARY

	Revised Budget 2020/21 £	Original Programme 2021/22 £	Forecast Programme 2022/23 £	Forecast Programme 2023/24 £	Forecast Programme 2024/25 £
General Fund					
Asset Management Plan					
Investment Properties	23,289	0	0	0	0
Leisure Buildings	61,314	0	0	0	0
Pleasley Vale Business Park	141,010	0	0	0	0
Riverside Depot	76,419	0	0	0	0
The Arc	92,315	0	0	0	0
The Tangent	10,000	0	0	0	0
Refurbishment Work	97,097	260,000	260,000	260,000	260,000
	501,444	260,000	260,000	260,000	260,000
Engineering Asset Management Plan					
Car Parks	0	25,000	25,000	25,000	25,000
Shelters	0	10,000	10,000	10,000	10,000
Lighting	0	15,000	15,000	15,000	15,000
	0	50,000	50,000	50,000	50,000
Assets					
Car Parking at Clowne - Additional	47,581	0	0	0	0
Land at Portland Drive Shirebrook	165,000	0	0	0	0
LED Lighting Upgrade	68,875	0	0	0	0
Pleasley Vale Mill 1 - Dam Wall	106,682	0	0	0	0
Shirebrook Contact Centre	15,000	0	0	0	0
Polling Booths	25,000	0	0	0	0
Clowne Campus - Refurb Retention	23,077	0	0	0	0
	451,215	0	0	0	0
ICT Schemes					
E-Store Lite & PCI Pal Midcall Solution	28,000	137,000	117,000	167,000	147,000
ICT infrastructure	109,718	0	0	0	0
Modern.Gov Software	2,100	0	0	0	0
	139,818	137,000	117,000	167,000	147,000
Leisure Schemes					
Playing Pitch Improvements (Clowne)	762,500	0	0	0	0
Go Active Equipment	9,614	15,000	15,000	15,000	15,000
Clowne Leisure Facility	65,422	0	0	0	0
Gym Equipment & Spin Bikes	0	365,000	0	0	0
Kitchen & Associated Equipment	0	20,000	0	0	0
	837,536	400,000	15,000	15,000	15,000
Private Sector Schemes					
Disabled Facility Grants	999,472	999,472	999,472	999,472	999,472
	999,472	999,472	999,472	999,472	999,472
Joint Venture					
Dragonfly Joint Venture Shares	369,150	0	0	0	0
Dragonfly Joint Venture Loan	1,753,202	0	0	0	0
	2,122,352	0	0	0	0
Vehicles and Plant					
Fleet Management System	3,260	0	0	0	0
Vehicle MOT testing Equipment	17,850	0	0	0	0
Vehicle Replacements	242,771	999,000	789,000	1,545,000	85,000
Vehicle Wash Area	8,098	0	0	0	0
Can Rangers Equipment	14,231	0	0	0	0
	286,210	999,000	789,000	1,545,000	85,000
Total General Fund	5,338,047	2,845,472	2,230,472	3,036,472	1,556,472

APPENDIX 4

CAPITAL PROGRAMME SUMMARY

	Revised Budget 2020/21 £	Original Programme 2021/22 £	Forecast Programme 2022/23 £	Forecast Programme 2023/24 £	Forecast Programme 2024/25 £
Housing Revenue Account					
New Build Properties					
Bolsover Homes	0	9,000,000	9,000,000	9,000,000	4,500,000
Avant Creswell	500,000	490,000	0	0	0
Keepmoat Properties at Bolsover	564,500	57,500	0	0	0
Recreation Close Clowne	5,240	0	0	0	0
Rippon Homes South Normanton	302,500	0	0	0	0
The Paddock Bolsover	1,442,122	0	0	0	0
The Whitwell Cluster	1,456,977	1,456,998	0	0	0
Hilltop	22,930	0	0	0	0
Ash Close Pinxton	33,988	0	0	0	0
Beech Grove South Normanton	13,794	0	0	0	0
	4,342,051	11,004,498	9,000,000	9,000,000	4,500,000
Vehicle Replacements	80,464	204,000	351,000	511,000	151,000
	80,464	204,000	351,000	511,000	151,000
Public Sector Housing					
Bramley Vale	124,313	750,000	750,000	0	0
Electrical Upgrades	132,992	125,000	125,000	125,000	0
Environmental Works	61,184	50,000	50,000	50,000	0
External Door Replacements	159,760	20,000	20,000	20,000	0
Flat Roofing	25,000	40,000	40,000	40,000	0
House Fire Damage (Insurance)	41,409	0	0	0	0
Kitchen Replacements - Decent Homes	239,087	200,000	200,000	200,000	0
Re Roofing	965,529	750,000	750,000	750,000	0
Regeneration Mgmt & Admin	92,980	94,888	97,636	98,820	100,846
Safe and Warm	4,471,266	2,361,000	2,300,000	1,200,000	0
Soffit and Fascia	31,755	30,000	30,000	30,000	0
Reactive Capital Works	100,230	165,812	224,064	222,880	0
Welfare Adaptations	350,000	400,000	400,000	400,000	0
Heating Upgrades	2,692	0	0	0	0
Public Sector Housing	0	0	0	2,250,000	5,285,854
External Wall Insulation	0	400,000	400,000	0	0
	6,798,197	5,386,700	5,386,700	5,386,700	5,386,700
ICT Schemes					
Open Housing	69,494	40,000	0	0	0
	69,494	40,000	0	0	0
New Bolsover Scheme (inc HLF)					
New Bolsover-Regeneration Scheme	1,190,863	1,200,000	0	0	0
	1,190,863	1,200,000	0	0	0
Total HRA	12,481,069	17,835,198	14,737,700	14,897,700	10,037,700
TOTAL CAPITAL EXPENDITURE	17,819,116	20,680,670	16,968,172	17,934,172	11,594,172

APPENDIX 4

CAPITAL PROGRAMME SUMMARY

	Revised Budget 2020/21 £	Original Programme 2021/22 £	Forecast Programme 2022/23 £	Forecast Programme 2023/24 £	Forecast Programme 2024/25 £
Capital Financing					
General Fund					
Better Care Fund	(999,472)	(999,472)	(999,472)	(999,472)	(999,472)
Reserves	(3,324,027)	(1,396,000)	(881,000)	(767,500)	(232,000)
Capital Receipts	(165,875)	(450,000)	(350,000)	(1,269,500)	(325,000)
External Funding	(848,673)	0	0	0	0
	(5,338,047)	(2,845,472)	(2,230,472)	(3,036,472)	(1,556,472)
HRA					
Major Repairs Reserve	(8,017,145)	(5,386,700)	(5,386,700)	(5,386,700)	(5,386,700)
Prudential Borrowing	(2,503,639)	(10,060,148)	(9,000,000)	(9,000,000)	(4,500,000)
Development Reserve	(561,750)	(1,543,000)	0	0	0
Vehicle Reserve	(80,464)	(244,000)	(351,000)	(511,000)	(151,000)
1-4-1 Capital Receipts	(1,276,662)	(601,350)	0	0	0
External Funding	(41,409)	0	0	0	0
	(12,481,069)	(17,835,198)	(14,737,700)	(14,897,700)	(10,037,700)
TOTAL CAPITAL FINANCING	(17,819,116)	(20,680,670)	(16,968,172)	(17,934,172)	(11,594,172)

Capital Reserves

Major Repairs Reserve

Opening Balance	(2,784,693)	0	0	0	0
Amount due in Year	(5,232,452)	(5,386,700)	(5,386,700)	(5,386,700)	(5,386,700)
Amount used in Year	8,017,145	5,386,700	5,386,700	5,386,700	5,386,700
Closing Balance	0	0	0	0	0

HRA Development Reserve

Opening Balance	(2,660,064)	(2,498,314)	(1,355,314)	(1,805,314)	(2,355,314)
Amount due in Year	(400,000)	(400,000)	(450,000)	(550,000)	(900,000)
Amount used in Year	561,750	1,543,000	0	0	0
Closing Balance	(2,498,314)	(1,355,314)	(1,805,314)	(2,355,314)	(3,255,314)

HRA Vehicle Reserve

Opening Balance	(455,529)	(575,065)	(511,065)	(456,065)	(297,065)
Amount due in Year	(200,000)	(180,000)	(296,000)	(352,000)	(276,000)
Amount used in Year	80,464	244,000	351,000	511,000	151,000
Closing Balance	(575,065)	(511,065)	(456,065)	(297,065)	(422,065)

1-4-1 Capital Receipts Reserve

Opening Balance	(1,236,503)	(159,841)	(8,491)	(308,491)	(608,491)
Amount due in Year	(200,000)	(450,000)	(300,000)	(300,000)	(300,000)
Amount used in Year	1,276,662	601,350	0	0	0
Closing Balance	(159,841)	(8,491)	(308,491)	(608,491)	(908,491)