

To: Chair & Members of the Executive

The Arc
High Street
Clowne
S43 4JY

Friday, 22 October 2021

Contact: Amy Bryan
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Dear Councillor

EXECUTIVE

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held as a Council Chamber, The Arc, Clowne on Monday, 1st November, 2021 at 10:00 hours.

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 2 onwards.

Yours faithfully



Solicitor to the Council & Monitoring Officer



Bolsover
District Council

We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

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EXECUTIVE AGENDA

***Monday, 1st November, 2021 at 10:00 hours taking place as a Council Chamber, The Arc,
Clowne***

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Apologies For Absence	
2.	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.	
3.	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.	
4.	Minutes To consider the minutes of the last meeting held on 4 October 2021. <u>MATTERS REFERRED FROM SCRUTINY</u> None. <u>BUDGET & POLICY FRAMEWORK ITEMS</u> None. <u>NON KEY DECISIONS</u>	4 - 10
5.	Budget Monitoring - Quarter 2 April to September 2021 <u>KEY DECISIONS</u>	11 - 37
6.	Contract for Stair Lift Installations and Servicing and Repairs	38 - 41

7. Exclusion of the public

To move:-

“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 item].

PART 2 - EXEMPT ITEMS

NON KEY DECISIONS

- | | | |
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| 8. | Management of Corporate Debt - Write-off of Outstanding Amounts | 42 - 47 |
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(Paragraphs 1 and 3)

KEY DECISIONS

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| 9. | Bolsover Homes Scheme at the Woodlands, Langwith | 48 - 54 |
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(Paragraph 3)

- | | | |
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| 10. | Agreement Regarding Salix Funding | 55 - 87 |
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(Paragraph 3)

- | | | |
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| 11. | Appointment of Design Consultants for Shirebrook Crematorium | 88 - 91 |
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(Paragraph 3)

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Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday, 4 October 2021 at 10:00 hours.

PRESENT:-

Members:-

Councillor Steve Fritchley in the Chair

Councillors Duncan McGregor (Vice-Chair), Mary Dooley, Clive Moesby, Sandra Peake and Deborah Watson.

Officers:- Karen Hanson (Executive Director of Resources), Grant Galloway (Executive Director of Strategy and Development), Theresa Fletcher (Assistant Director of Finance and Resources & Section 151 Officer), Sarah Sternberg (Assistant Director, Solicitor to the Council & Monitoring Officer), Victoria Dawson (Assistant Director of Housing Management and Enforcement), Chris Fridlington (Assistant Director of Development and Planning), Ian Barber (Assistant Director of Property Services & Housing Repairs), Nicola Calver (Governance Manager), Kath Drury (Information, Engagement and Performance Manager), Jess Clayton (Partnership Strategy and Policy Team) and Amy Bryan (Senior Governance Officer).

EX34-21/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors David Downes and Liz Smyth.

EX35-21/22 URGENT ITEMS OF BUSINESS

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

EX36-21/22 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.

There were no declarations made at the meeting.

EX37-21/22 MINUTES

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson
RESOLVED that the minutes of a meeting of the Executive held on 6 September 2021 be approved as a true and correct record.

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NON KEY DECISIONS

EX38-21/22 CUSTOMER SERVICE STANDARDS / COMPLIMENTS, COMMENTS AND COMPLAINTS 2020/21

Executive considered a report of the Portfolio Holder – Corporate Governance which provided information on the Council's performance in relation to its customer services standards for the period 1 October 2020 to 31 March 2021, as well as an annual summary. The report provided a detailed breakdown of key customer services standards by quarterly period, together with the target and the cumulative performance for each standard.

The report also provided information on the number of compliments, comments and complaints that had been received during the same period along with the status of any Ombudsman complaints for 2020/21.

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson **RESOLVED** that the overall performance on Customer Service Standards and Compliments, Comments and Complaints be noted.

(Assistant Director of Corporate Governance and Monitoring Officer)

REASON FOR DECISION:

The update report was to keep Members informed of volumes and trends regarding customer service standards and compliments, comments and complaints and to maintain and improve upon Customer Service targets.

OTHER OPTIONS CONSIDERED:

Not application for this report as it was to keep Members informed rather than to aid decision making.

EX39-21/22 ANNUAL LETTER FROM THE LOCAL GOVERNMENT & SOCIAL CARE OMBUDSMAN 2020/21

Executive considered the report of the Portfolio Holder – Corporate Governance which detailed an annual summary of statistics on the complaints made about the Authority for the financial year ending 31st March 2021.

It was noted that 6 enquiries and complaints had been made to the Local Government and Social Care Ombudsman during 2020/21, one of which had been subject to a detailed investigation. Seven complaints had been decided, of which two had been incomplete or invalid, two had been closed after initial enquiries and in two cases only advice had been given. The remaining complaint had been decided as 'maladministration and injustice'.

Moved by Councillor Duncan McGregor and seconded by Councillor Clive Moesby **RESOLVED** that the report and Annual Letter from the Local Government and Social Care Ombudsman 2020/21 be noted.

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(Assistant Director of Corporate Governance and Monitoring Officer)

REASON FOR DECISION:

The report was to keep Members informed of overall performance and to receive the report and Annual Letter from the Local Government and Social Care Ombudsman 2020/21.

OTHER OPTIONS CONSIDERED:

Not applicable for this report as it was to keep Members informed rather than to aid decision making.

EX40-21/22 AMBITION TARGETS PERFORMANCE UPDATE – APRIL TO JUNE 2021

Executive considered the report of the Portfolio Holder – Corporate Governance which reported on the quarter 1 outturns for the Council Ambition 2020-2024 targets.

Out of the 31 targets, 22 (71%) were on track, 2 (6%) had been affected by Covid-19, 2 (6%) had been achieved, 1 (3%) had been achieved but not within the target and 4 (13%) had been achieved previously.

Details of each target and the related performance, together with actions taken to address any delays, were appended to the report.

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson
RESOLVED that the quarterly outturns against the Council Ambition 2020-2024 be noted.
(Executive Director of Resources)

REASON FOR DECISION:

This was an information report to keep Members informed of progress against the Council Ambition Targets, noting achievements and any areas of concern.

OTHER OPTIONS CONSIDERED:

Not application for this report as it provided an overview of performance against agreed targets.

EX41-21/22 BOLSOVER PARTNERSHIP ANNUAL REPORT 2020/21

Executive considered a report of the Portfolio Holder – Enforcement and Partnerships which set out the Bolsover Partnership Annual Report 2020/21. The annual report aimed to provide an overview of the various programmes, initiatives and activities that the Leader's Executive and Partnership Team had been involved with during the 2020/21 financial year. The annual report was attached to the report at Appendix 1.

Moved by Councillor Mary Dooley and seconded by Councillor Sandra Peake
RESOLVED that the Bolsover Partnership Annual Report 2020/21 be noted.

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(Assistant Director of Leader's Executive)

REASON FOR DECISION:

The report was an information report which provided an overview of projects, funding and initiatives that had taken place in 2020/21.

OTHER OPTIONS CONSIDERED:

Not applicable for this report as it was to keep Members informed rather than to aid decision making.

EX42-21/22 NORTH DERBYSHIRE ROUGH SLEEPER STRATEGY 2021-2023

Executive considered a report of the Portfolio Holder – Housing that set out and sought adoption of a revised North Derbyshire Rough Sleeper Strategy 2021-2023. A copy of the proposed strategy was attached to the report at Appendix 1.

The report set out that the Rough Sleeper Strategy was a refreshed document that outlined why it was essential to provide a package of measures to enable vulnerable members of the community, without accommodation and suffering a range of multiple complex needs, to access services and to live safely and independently. The updated strategy continued to be rooted in a partnership approach between the Council, other statutory services, the third sector and homeless people.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor

RESOLVED that the North Derbyshire Rough Sleeper Strategy 2021-2023 be approved.

(Assistant Director of Housing Management and Enforcement)

REASON FOR DECISION:

There was a legal requirement to have a published Rough Sleeper Strategy in place.

OTHER OPTIONS CONSIDERED:

To not approve the proposed strategy would put the Council in breach of its legal requirement to have a published strategy and would have a negative impact on the health and wellbeing of considerably vulnerable individuals.

EX43-21/22 RECHARGEABLE REPAIRS POLICY

Executive considered a report of the Portfolio Holder – Housing that set out and sought adoption of an updated Rechargeable Repairs Policy. A copy of the proposed policy was attached to the report at Appendix 1.

The report stated that the updated Rechargeable Repairs Policy outlined the Council's approach to recovery of charges. It provided a definition of rechargeable repairs and the circumstances in which they may arise. The updated policy also set out the internal procedure in terms of assessing repairs and calculating recharges as well as the recovery process that would be followed. There was also a section regarding the use of

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discretion, for example when a person's vulnerabilities might affect their ability to pay the rechargeable repairs, or where there were exceptional circumstances.

Moved by Councillor Sandra Peake and seconded by Councillor Clive Moesby
RESOLVED that the updated Rechargeable Repairs Policy be approved.

(Assistant Director of Housing Management and Enforcement)

REASON FOR DECISION:

It was considered good practice to have a policy which set out the Council's approach to the recovery of charges.

OTHER OPTIONS CONSIDERED:

None. The updated Policy was considered necessary so that tenants were aware of the Council's approach to recovery of recharges and in what circumstances these arise.

KEY DECISIONS

EX44-21/22 CONTRACT FOR ASBESTOS REMOVALS

Executive considered a report of the Portfolio Holder – Housing that sought approval for the award of a contract for asbestos removals for the Council's domestic property stock on a responsive nature.

The scope of the contract was to undertake asbestos removals when instructed by the Housing Repairs Service.

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

- 1) European Asbestos Services Ltd be awarded the contract for asbestos removals to the Council's domestic property stock on a responsive nature.
- 2) the Assistant Director of Property Services and Housing Repairs be given delegated authority to extend the contract after the first two years.
- 3) progress on the contract be reported through the Housing Stock Group.

(Assistant Director of Property Services & Housing Repairs)

REASON FOR DECISION:

The current asbestos removal contractor served notice on the current contract. This was an essential service provision and required a specialist contractor to carry out asbestos removal works.

OTHER OPTIONS CONSIDERED:

No alternative options were available.

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EX45-21/22 EXCLUSION OF THE PUBLIC

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

NON KEY DECISIONS

EX46-21/22 INCEPTION OF A DEVELOPMENT COMPANY

Executive considered a report of the Portfolio Holder – Growth/Economic Development that set out proposals to create a Development Company that would operate as a Limited Liability Partnership. The report set out the reasons for the proposal and the matters that required consideration before such a company could be incorporated.

Moved by Councillor Steve Fritchley and seconded by Councillor Duncan McGregor

RESOLVED that –

- 1) a decision be made in principle to create a Development Company (DevCo) that would operate as a Limited Liability Partnership and establish a “Partnership Board” for the DevCo with an associated Members Agreement.
- 2) delegation be granted to the Executive Director of Strategy and Development in consultation with the Leader and Portfolio Holder and the Section 151 Officer and the Monitoring Officer to incorporate a Limited Liability Partnership (LLP) Development Company including the establishment of a Partnership Board and/or Investment Board and a Members Agreement.

(Executive Director of Strategy and Development)

REASON FOR DECISION:

The DevCo was closely aligned to the Council’s ambition for the District because it would make a meaningful and positive contribution to the social, economic and environmental objectives of the Council.

OTHER OPTIONS CONSIDERED:

A ‘do nothing’ option was rejected because the creation of a Development Company was closely aligned with achieving the Council’s ambitions and was supported by the Council’s Business Growth Strategy and Empty Properties Strategy.

[Paragraphs 3 and 5]

EXECUTIVE

KEY DECISIONS

EX47-21/22 REVIEW OF BUSINESS GROWTH FUND AND ECONOMIC LOAN FUND

Executive considered a report of the Portfolio Holder – Growth/Economic Development that provided an update on the Bolsover Growth Fund (BGF) and the Economic Loan Fund (ELF). The report provided information on the uptake and the current funding position for both schemes.

Moved by Councillor Steve Fritchley and seconded by Councillor Duncan McGregor
RESOLVED that –

- 1) the Council continue to offer the Economic Loan Fund in its present form and the Bolsover Growth Fund should not receive additional funding and remain closed to further applications.
- 2) the future funding arrangements for the Bolsover Growth Fund and Economic Loan Fund be reviewed whichever was the sooner of the end of the 2021/2022 financial year or once all funding for the Economic Loan Fund had been committed.

(Assistant Director of Development and Planning)

REASON FOR DECISION:

The existing pressure on the Council's revenue budgets and its reserves made finding additional funds for the Business Growth Fund difficult. It was therefore recommended that the Council should continue to offer the Economic Loan Fund in its present form and the Business Growth Fund should remain closed.

OTHER OPTIONS CONSIDERED:

The alternative options for the future of the Business Growth Fund and Economic Loan Fund and the reasons for rejection were set out in the report.

[Paragraph 3]

The meeting concluded at 11:11 hours.

Bolsover District Council

Executive

1 November 2021

BUDGET MONITORING REPORT **QUARTER 2 – APRIL TO SEPTEMBER 2021**

Report of the Portfolio Holder for Finance

Classification: This report is public

Report By: Assistant Director of Finance and Resources

Contact Officer: Theresa Fletcher – 01246 242458
theresa.fletcher@bolsover.gov.uk

PURPOSE / SUMMARY

To update Executive on the financial position of the Council following the second quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account (HRA), Capital Programme and Treasury Management activity.

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 This report provides the current financial position following the 2021/22 quarter 2 monitoring exercise.

2. Details of Proposal or Information

General Fund Revenue Account

- 2.1 The General Fund Revenue Account summary is shown in **Appendix 1**. The original budget for 2021/22 showed a funding deficit of £0.291m. The current budget shows this has reduced to £0.067m deficit after the Council tax increase and other small movements are included. As savings are identified and secured they are moved into the relevant cost centres within the main General Fund Directorates. **Appendix 2** details the net cost of each cost centre within the Directorates.
- 2.2 After quarter 1 the salary budgets were reviewed and £0.115m was removed from budgets. This was due to a combination of vacant posts taking longer to fill, maternity leave and changes due to restructuring. Salary budgets will be reviewed for quarter 2 savings as part of the revised budget process and savings removed where possible.

2.3 The original budget was prepared based on 3 Directorates. The Senior Management Review has changed the structure to 2 Directorates. During the transition period and to ensure reporting of the financial information remains consistent, we will continue to report on the 3 Directorates basis for the time being. Within the Directorates there is the following to report:

- The Corporate Resources Directorate shows a favourable variance of £0.269m. This relates mainly to :
 1. Under spends due to invoices not yet paid and vacancies at the end of the quarter (£0.503m) – favourable.
 2. Income received in advance of any expenditure (£0.366m) – favourable
 3. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.253m) – adverse.
 4. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.168m) – adverse.
 5. Over spends against quarter 2 budget due to less income received, new pressures or where expenditure is seasonal and not profiled over 4 quarters (£0.256m) – adverse
- The Development Directorate shows an adverse variance of £0.165m. This relates mainly to:
 1. Under spends due to invoices not yet paid and vacancies at the end of the quarter (£0.080m) – favourable.
 2. Income received in advance of any expenditure (£0.118m) – favourable.
 3. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.259m) – adverse.
 4. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.076m) – adverse.
 5. Over spends against quarter 2 budget due to less income received, new pressures or where expenditure is seasonal and not profiled over 4 quarters (zero) – adverse.
- The Environment and Enforcement Directorate shows a favourable variance of £0.036m. This relates mainly to:
 1. Under spends due to invoices not yet being paid and vacancies at the end of the quarter (£0.116m) – favourable.
 2. Income received in advance of any expenditure (£0.534m) – favourable.
 3. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.097m) – adverse.
 4. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.537m) – adverse.
 5. Over spends against quarter 2 budget due to less income received, new pressures or where expenditure is seasonal and not profiled over 4 quarters (zero) – adverse.

- 2.4 In order to improve the monitoring and control of Section 106 monies received by the Council, the sums due to be utilised in a financial year are now recorded within the General Fund directorate budgets with the expenditure recorded against these sums. The amount budgeted to be spent in 2021/22 is £0.174m. The earliest deadline for this to be spent is August 2022. Officers are working to ensure that this spend is undertaken in line with the S106 legal requirements.
- 2.5 The overall position at the end of quarter 2 shows that there is a favourable variance of £0.275m. This is mainly due to receiving income in advance of spend for the year. The budget pressures continuing to be caused by the pandemic such as leisure income, will be in part covered by government funding. Although we reduced the budget for planning income in the MTFP in light of the pandemic it is pleasing to see we have actually received £0.059m more than a half of the anticipated budget by the end of quarter 2.
- 2.6 The table below shows the latest position of all years in the current MTFP after updating the reported figures from the February Council report with the service budget changes, approved since. It should be remembered that for all years from 2021/22 there is a transfer into the general fund from the NNDR Growth Protection Reserve to replace the losses caused by changes in Government funding. As a Council we made it our strategy to save extra income earned in years when we received more than we estimated, to be able to use it in future years' when income was reduced.
- 2.7 These transfers are a net £0.052m into the reserve in 2021/22, then contributions from the reserve of £2.656m in 2022/23 and £2.922m in 2023/24. Any surplus made since April 2021 will be returned to the reserve to extend the use of the reserve for as long as possible.
- 2.8 This reserve is not a sustainable source of income for the general fund. For this reason during quarter 2 as part of the MTFP process, we have for the first time included estimates of potential new income from current projects and plans known about by the Council. Some of these we are working on ourselves and some are reliant on developers.

<u>Table 1</u>	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 Budget £000
Budget Shortfall – MTFP Feb 2021 adjusted for recycling service	291	402	690	3,632
Efficiencies identified to date (removed from budget)	(224)	(111)	(110)	(110)
Current Budget Shortfall	67	291	580	3,522
Efficiencies identified <u>not yet realised</u>	(443)	(1,306)	(2,002)	(2,571)
Pension costs to be funded by GF balance	(80)	(82)	(18)	0
Target Budget Shortfall/(Surplus)	(456)	(1,097)	(1,440)	951

- 2.9 Officers worked with budget managers during September and October to compile a revised budget for 2021/22. This will amend the current budgets to capture additional budget savings and losses and reduce spending where it is anticipated that there will be minimal impact upon service delivery. Where possible the budget in future years will be amended to reflect savings identified to assist with projected budget shortfalls. The revised budget position will be presented to Members in November and December.

Delays to Government Reviews and the Spending Review 2021

- 2.10 On the 27th of October the announcement of the Spending Review 2021 (SR21) is due. The outcome of the review is critically important to the financial health and viability of local authorities across the country. Councils are looking to the spending review to give real-terms growth in funding that will underpin our finances over the next 3 years.
- 2.11 Based on a number of webinar attendances, the early estimates from the Institute for Fiscal Studies, The Local Government Association and the Office for Budget Responsibility are:
- It will be a 3 year Spending Review
 - It is likely to follow the path set out in the Spring Budget 2021
 - Spending will grow in real terms at nearly 4% per year on average (nearly 6% in cash terms) over this Parliament
 - a 1% real terms cut to unprotected departments (which includes Local Government but this excludes funding from council tax and business rates)
- 2.12 Once the details of the Spending Review are known the implications for Bolsover will be included in our updated MTFP. The areas of uncertainty we still have regarding Business Rates Reset, Fair Funding Review, New Homes

Bonus and the Levelling up White Paper should also be made clearer with the SR21 announcement.

Housing Revenue Account (HRA)

- 2.13 The Housing Revenue Account summary for the second quarter of 2021/22 is set out in **Appendix 3** to this report. At the end of quarter 2 the HRA is showing a net surplus of £0.083m.

Income

- 2.14 The quarter 2 income figures show an adverse variance of £0.163m. The loss in dwelling rents due to voids is £0.156m of this. At the end of quarter 2, voids are averaging 4.13% against a budget which assumed only 3%. The budget was set at 3% to take into account the property schemes we have in our capital programme and the fact that we would need to leave some properties empty to be able to carry out the capital schemes, whether it be demolishing properties and building new or updating and improving them.
- 2.15 The average void level assumed by housing authorities is 2% and this is the assumption made in our 30 year HRA business plan. If the actual level of voids continues to be over the 2% assumption, there is a real risk this will cause the 30 year business plan to become unsustainable in only a few years.
- 2.16 The other income variances are down to timing and when we produce invoices or bill customers. These will be reviewed as part of the revised budget process and the budgets updated where necessary.

Expenditure

- 2.17 Expenditure shows an overall favourable variance of £0.243m. The main areas to highlight are listed below:
1. Repair and Maintenance is £0.278m lower than forecast which is due to a combination of the following:
 - Staff costs are £0.119m under spent.
 - Subcontractor payments and stores issues through Travis Perkins are together £0.157m under spent.
 2. Rent, Rates, Taxes and Other Charges expenditure is £0.178m over spent. This is the Council Tax liability on the management and short term void properties. The expenditure is £0.177m over the profiled budget.
 3. A number of under spends on staff £0.037m; reserve funded expenditure £0.046m and utilities bills, make up the remainder.

HRA – Overall Summary

- 2.18 In light of the above and the expenditure patterns to date, the significant issues to report regarding the overall position for the HRA at the end of the second

quarter are the ones being caused by the voids being at a level which is higher than budgeted for.

- 2.19 The Council's 30 year HRA business plan has been prepared to ensure that it is sustainable over the life of the plan. To do this it has to be built on a set of assumptions or estimates of future income and expenditure relating to the HRA. If we veer from this plan too far it is in real danger of not having enough income to fund the day to day costs of the HRA and the capital expenditure necessary to keep the stock at a good level.
- 2.20 The management of voids is a necessary part of delivering schemes within our capital programme but this must be done in a way that has less of a detrimental impact on the finances of the HRA. This will be looked at during quarter 3 as part of revising the budgets for 2021/22 and preparing the MTFP. Simply increasing the budget for voids however, will not solve the problem. Officers are currently working on ways to reduce the number of voids and therefore increase the income to the HRA.

Capital Programme

- 2.21 The capital programme summary for the second quarter of 2021/22 is provided in **Appendix 4** to this report.
- 2.22 In headline terms, the capital programme profiled budget for quarter 2 is £13.330m and the actual spend and known commitments total £7.831m, which is £5.499m behind the planned spend position. The main areas to highlight are listed below:
1. The new 3G playing pitch has only just received planning permission and not yet really started so is showing £0.370m under spent.
 2. The purchase of gym equipment and spin bikes looks over spent at £0.196m but it is within the total budget and has been ordered in bulk.
 3. The Disabled Facility Grants are under spent at this time being £0.245m below budget.
 4. Dragonfly loan and acquisition of share capital are showing as £1.061m under spent which is due to a delay to the start of the next phase of the scheme.
 5. The GF vehicle replacement programme is currently £0.309m behind the profile budget. This is possibly just 1 vehicle.
 6. The new build HRA properties are together £2.989m under spent for the quarter due to the phasing of the individual schemes.
 7. The Public Sector Housing schemes on our own properties are currently £0.862m under spent at the end of the second quarter.
- 2.23 Whilst there are no significant financial issues to report regarding capital expenditure at the end of the second quarter, it must be noted that the delivery of the approved capital programme is behind the profiled position as at quarter 2.

Capital Resources

- 2.24 HRA – The Council has sufficient capital resources in place to finance the HRA actual expenditure and commitments at the end of the second quarter.

General Fund – The financing of the General Fund part of the capital programme is in line with the approved financing arrangements.

Treasury Management

- 2.25 The treasury management function covers the borrowing and investment of Council money. This includes both the management of the Council's day to day cash balances and the management of its long term debt. All transactions are conducted in accordance with the Council's approved strategy and the CIPFA Code of Practice. Good treasury management plays an important role in the sound financial management of the Council's resources.
- 2.26 The Council approved the 2021/22 Treasury Management Strategy at its meeting in February 2021. **Appendix 5** identifies the Treasury Management activity undertaken during the second quarter of 2021/22 and demonstrates that this is in line with the plans agreed as part of the strategy. The income received from investments is currently higher than budgeted although interest rates being received on investments is generally lower than estimated.
- 2.27 We have been able to fix a number of investments for longer than 3 months to take advantage of slightly higher rates because we don't have an immediate need to use the cash. Careful monitoring of our cash balances is being undertaken on a daily basis to ensure this can be maintained for as long as possible. A full assessment of this will be done as part of the revised budgets process.

3 Reasons for Recommendation

- 3.1 The report summarises the financial position of the Council following the second quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account, Capital Programme and Treasury Management activity.

4 Alternative Options and Reasons for Rejection

- 4.1 The Budget Monitoring report for 2021/22 is primarily a factual report which details progress against previously approved budgets. Accordingly, there are no alternative options to consider.

RECOMMENDATIONS

1. That Executive notes the monitoring position of the General Fund at the end of the second quarter as detailed on **Appendix 1** (A net favourable variance of £0.275m against the profiled budget) and the key issues highlighted within this report.

2. That Executive notes the position on the Housing Revenue Account (HRA), the Capital Programme and Treasury Management at the end of the second quarter (**Appendices 3, 4 and 5**).

Approved by the Portfolio Holder - Cllr Clive Moesby, Executive Member for Finance

IMPLICATIONS

Finance and Risk: Yes ☒ No ☐

Details:

Financial implications are covered throughout this report.

The issue of Financial Risks is covered throughout the report. In addition, however, it should be noted that the risk of not achieving a balanced budget is outlined as a key risk within the Council's Strategic Risk Register. While officers are of the view that these risks are being appropriately managed it needs to be recognised that there may be pressures on all of the Council's main budgets as these have been or are being reduced to minimum levels. These will need to be managed carefully during the course of this financial year if we are to protect the existing level of financial balances.

Similarly the income on the HRA needs to be carefully managed to ensure the HRA continues to be sustainable over the life of the 30 year business plan.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☐ No ☒

Details:

There are no legal or data protection issues arising directly from this report.

On Behalf of the Solicitor to the Council

Staffing: Yes ☐ No ☒

Details:

There are no human resource issues arising directly from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

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
District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input checked="" type="checkbox"/> Cabinet / Executive <input type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Portfolio Holder

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.

DOCUMENT INFORMATION

Appendix No	Title
1	General Fund Summary
2	General Fund Detail
3	HRA Summary
4	Capital Programme
5	Treasury Management Update
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)	
None	

GENERAL FUND SUMMARY - 2021/22

APPENDIX 1

	Per Council 3/2/21	Per FMS			
	Original Budget £	Current Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Corporate Resources	3,593,153	3,849,157	1,924,579	1,655,692	(268,886)
Development	1,840,284	1,968,002	984,001	1,149,011	165,010
Environment and Enforcement	4,865,102	5,265,812	2,632,906	2,597,315	(35,591)
<u>S106 due in year</u>					
Corporate Resources	8,633	154,890	77,445	22,054	(55,391)
Development	0	19,464	9,732	(70,245)	(79,977)
Net Cost of Services	10,307,172	11,257,325	5,628,663	5,353,828	(274,834)
Debt Charges	967,656	967,656	483,828	483,828	0
Investment Interest	(56,972)	(56,972)	(28,486)	(28,486)	0
Contributions to Reserves	1,313,785	763,785	381,893	381,893	0
Contributions from Earmarked Reserves	(523,647)	(4,796,316)	(2,398,158)	(2,398,158)	0
Contribution (from)/to S106 Holding A/cs, Grant A/cs and Miscellaneous Holding A/cs	(259,314)	(643,260)	(321,630)	(321,630)	0
Parish Precepts	3,241,198	3,294,344	1,647,172	1,647,172	0
Total Spending Requirement	14,989,878	10,786,562	5,393,281	5,118,447	(274,834)
Revenue Support Grant	(1,194,913)	(1,194,913)	(597,457)	(597,457)	0
Business Rate Retention	(4,752,753)	(4,752,753)	(2,376,377)	(2,376,377)	0
New Homes Bonus Grant	(724,765)	(724,765)	(362,383)	(362,383)	0
BDC Council Tax Requirement	(3,993,153)	(3,992,970)	(1,996,485)	(1,996,485)	0
Parish Council Council Tax Requirement	(3,241,198)	(3,294,344)	(1,647,172)	(1,647,172)	0
COVID-19 Related Support	(791,591)	(791,591)	(395,796)	(395,796)	0
Covid-19 Business Grants	0	4,031,915	2,015,958	2,015,958	0
Funding Requirement	(14,698,373)	(10,719,421)	(5,359,711)	(5,359,711)	0
Funding gap/(surplus)	291,505	67,141	33,571	(241,264)	(274,834)

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G001	Audit Services	123,520	61,760	123,520	61,760	Budget committed for the full year (call-off order).
G002	I.C.T.	911,900	455,950	411,109	(44,841)	Business software contracts paid for full year £109k. North East invoice o/s £110k. Various other invoices not yet paid £40k.
G003	Communications, Marketing + Design	315,160	157,580	145,018	(12,562)	
G006	Partnership, Strategy & Policy	431,768	215,884	198,138	(17,746)	
G011	Head of Leader's Executive Team	70,415	35,208	34,826	(381)	
G012	Community Champions	116,434	58,217	91,435	33,218	Grant and holding account budget can't be 1/4ly profiled.
G014	Customer Contact Service	763,494	381,747	369,047	(12,700)	
G015	Customer Service + Improvement	127,943	63,972	58,067	(5,904)	
G016	Skills Audit	49,999	25,000	17,419	(7,580)	
G038	Concessionary Fares & TV Licenses	(10,453)	(5,227)	(251)	4,976	
G040	Corporate Management	171,431	85,716	85,994	279	
G041	Non Distributed Costs	688,609	344,305	209,480	(134,825)	September superann payment £80k not due until October. Added years commitment for Q2 not yet on - £50k.
G044	Financial Services	301,990	150,995	126,134	(24,861)	Extra miscellaneous income received £7k and vacancy savings £10k.
G052	Human Resources	212,517	106,259	105,803	(456)	
G054	Electoral Registration	181,996	90,998	83,417	(7,581)	
G055	Democratic Representation & Management	530,725	265,363	262,672	(2,690)	
G056	Land Charges	(3,248)	(1,624)	(3,868)	(2,244)	

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G057	District Council Elections	5,000	2,500	16,687	14,187	
G058	Democratic Services	251,659	125,830	107,200	(18,629)	
G060	Legal Services	242,253	121,127	111,147	(9,980)	
G061	Bolsover Wellness Programme	78,325	39,163	54,398	15,235	
G062	Extreme Wheels	4,064	2,032	(15,180)	(17,212)	
G063	This Girl Can	0	0	(3,579)	(3,579)	
G064	Bolsover Sport	143,589	71,795	69,240	(2,554)	
G065	Parks, Playgrounds & Open Spaces	40,159	20,080	25,449	5,369	
G069	Arts Projects	49,543	24,772	21,065	(3,707)	
G070	Outdoor Sports & Recreation Facilities	19,567	9,784	(487)	(10,270)	
G072	Leisure Services Mgmt & Admin	267,010	133,505	115,535	(17,970)	
G084	Head of Partnerships and Transformation	38,289	19,145	18,425	(719)	
G086	Alliance	7,250	3,625	3,250	(375)	
G094	Director of Corporate Resources	55,581	27,791	9,806	(17,984)	
G100	Benefits	475,609	237,805	107,827	(129,978)	£48k new funding received in advance. £71k Localised Council Tax Support Administration Subsidy recived for the year in Q1. Bad debt provision not charged until 31st March £33k under spent and vacancies £12k.

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G103	Council Tax / NNDR	421,706	210,853	94,477	(116,376)	Salaries showing £16k under spent due to a vacancy. £120k over achieved income due to new burdens funding received for the yr in Q1, fees + charges income not transferred until year end showing £73k under for the qtr. Court fees £17k under spent and Covid hardship budget not used until 31st March £20k.
G111	Shared Procurement	44,584	22,292	25,567	3,275	
G116	Parish Council Elections	0	0	17,348	17,348	
G117	Payroll	75,997	37,999	35,269	(2,730)	
G122	County Council Elections	0	0	5,374	5,374	
G125	S106 Percent for Art	1,815	908	(10,724)	(11,631)	
G126	S106 Formal and Informal Recreation	44,318	22,159	(11,205)	(33,364)	Income received from developer, can't be 1/4ly profiled.
G129	Bolsover Apprenticeship Programme	0	0	(2,000)	(2,000)	
G146	Pleasley Vale Outdoor Activity Centre	59,140	29,570	9,261	(20,309)	Income received in advance.
G155	Customer Services	31,175	15,588	15,285	(302)	
G157	Controlling Migration Fund	119,636	59,818	29,570	(30,248)	External funding not yet spent.
G158	Police Commissioners Election	0	0	(10,697)	(10,697)	
G161	Rent Rebates	(92,577)	(46,289)	(46,289)	(1)	
G162	Rent Allowances	(39,293)	(19,647)	(19,647)	(1)	
G164	Support Recharges	(4,020,859)	(2,010,430)	(2,010,429)	0	
G168	Multifunctional Printers	39,900	19,950	26,708	6,758	

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G170	S106 Outdoor Sports	108,757	54,379	43,983	(10,396)	Income received from developer, can't be 1/4ly profiled.
G177	Discretionary Housing Payments	0	0	0	0	
G179	School Sports Programme	0	0	3,402	3,402	
G180	Special Events	0		133	133	
G181	STEP	0		628	628	
G186	PLSS Satellite Programme	0		11	11	
G191	Bolsover Community Lottery	0	0	(2,261)	(2,261)	
G192	Scrutiny	22,458	11,229	10,408	(821)	
G195	Head of Governance + Monitoring	38,742	19,371	18,984	(387)	
G197	Head of Finance + Resources	71,389	35,695	34,999	(696)	
G204	Construction Skills for the Unemployed	4,000	2,000	0	(2,000)	
G207	Cycling	120	60	(131)	(191)	
G216	Raising Aspirations	0	0	61,500	61,500	Self financing cost centre, spend cannot be profiled quarterly.
G218	I-Venture/Namibia Bound	(9,516)	(4,758)	3,121	7,879	
G220	Locality Funding	(20,665)	(10,333)	(66,294)	(55,962)	Expenditure not yet incurred. Can't be 1/4ly profiled.
G221	Sports Leaders	0	0	(118)	(118)	
G228	Go Active Clowne Leisure Centre	238,170	119,085	398,012	278,927	Income £256k under achieved, business rates bill paid 12 months for £82k, various other net underspends £59k.
G238	HR Health + Safety	115,727	57,864	54,911	(2,953)	

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G241	Community Rail	0	0	(26,025)	(26,025)	External funding received in advance.
G244	Bolsover Business Growth Fund	87,225	43,613	35,871	(7,741)	
	Total for Corporate Resources Directorate	4,004,047	2,002,024	1,677,745	(324,279)	
G073	Planning Policy	283,785	141,893	129,292	(12,600)	
G074	Planning Development Control	322	161	(59,452)	(59,613)	Income of £59k over acheived due to an increase in planning applications in Q1 + 2.
G076	Planning Enforcement	117,721	58,861	49,480	(9,380)	
G079	Senior Urban Design Officer	22,348	11,174	18,993	7,819	
G080	Engineering Services (ESRM)	99,800	49,900	79,990	30,090	Business rates bill paid for 12 months.
G082	Tourism Promotion + Development	17,140	8,570	13,275	4,705	
G083	Building Control Consortium	55,000	27,500	9,108	(18,392)	
G085	Economic Development	87,430	43,715	70,505	26,790	Invoices paid or committed for full year.
G088	Derbyshire Economic Partnership	15,000	7,500	0	(7,500)	
G089	Premises Development	(46,286)	(23,143)	(9,561)	13,582	
G090	Pleasley Vale Mills	(58,858)	(29,429)	50,157	79,586	Hired & Contract budget and repairs budget committed for the year £123k + income received in advance £60k, business rates paid for 12 months £11k.
G091	CISWO Duke St Building	5,000	2,500	6,570	4,070	
G092	Pleasley Vale Electricity Trading	(62,000)	(31,000)	(34,954)	(3,954)	
G095	Estates + Property	530,087	265,044	266,722	1,679	
G096	Building Cleaning (General)	102,649	51,325	52,313	989	

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G099	Catering	500	250	4	(246)	
G109	Director of Development	110,353	55,177	56,016	840	
G110	Assistant Director of Development	70,934	35,467	34,989	(478)	
G114	Strategic Investment Fund	0	0	23,457	23,457	Can't be 1/4ly profiled.
G128	S106 - Community Facilities	0	0	(58,460)	(58,460)	Income received from developer, can't be 1/4ly profiled.
G132	Planning Conservation	82,169	41,085	40,377	(707)	
G133	The Tangent Business Hub	(51,297)	(25,649)	8,867	34,515	Hired & Contract budget & Telephone budget committed for the year £18k + quarterly rents invoices to be sent in October £12k, business rates paid for 12 month £8k.
G138	Bolsover TC Regeneration Scheme	19,745	9,873	0	(9,873)	
G151	Street Lighting	37,625	18,813	8,206	(10,606)	
G156	The Arc	106,765	53,383	77,869	24,486	Business rates bill paid for full year £33k.
G167	Facilities Management	13,724	6,862	13,112	6,250	
G169	Closed Churchyards	10,000	5,000	0	(5,000)	
G172	S106 - Affordable Housing	1,116	558	0	(558)	
G188	Cotton Street Contact Centre	29,080	14,540	19,918	5,378	
G193	Economic Development Management + Admin	334,764	167,382	220,344	52,962	Waiting for Holding account budgets to be rolled forward
G200	Head of Property + Housing Repairs	7,077	3,539	3,413	(126)	
G227	S106 - Public Health	18,348	9,174	(11,785)	(20,959)	Can't be 1/4ly profiled.
G237	Joint Venture (LLP)	27,425	13,713	0	(13,713)	
	Total for Development Directorate	1,987,466	993,733	1,078,767	85,034	

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G007	Community Safety - Crime Reduction	49,981	24,991	9,392	(15,599)	
G008	Community Safety Grant	0	0	12,997	12,997	
G010	Neighbourhood Management	66,196	33,098	32,505	(593)	
G013	Community Action Network	278,182	139,091	158,062	18,971	
G017	Private Sector Housing Renewal	82,919	41,460	37,054	(4,405)	
G018	Environmental Health Covid Team	36,519	18,260	(103,602)	(121,862)	Grant Received for year £128k - cannot be profiled. Awaiting recharges from NE, showing £23k under spent and income due £25k.
27 G020	Public Health	(70,000)	(35,000)	70,000	105,000	£70k income accrual still outstanding from CBC. Usually paid in July. 2021/22 income will not be received until July 2022, showing £35k under achieved for Q2.
G021	Pollution Reduction	220,044	110,022	102,269	(7,753)	
G022	Env Health - Health + Safety	0	0	(470)	(470)	
G023	Pest Control	31,357	15,679	13,137	(2,542)	
G024	Street Cleansing	322,694	161,347	158,263	(3,084)	
G025	Food, Health & Safety	125,691	62,846	61,173	(1,672)	
G026	Animal Welfare	116,375	58,188	47,158	(11,029)	
G027	Emergency Planning	19,556	9,778	107,217	97,439	Expenditure covered by Covid grant, not 1/4ly profiled.
G028	Domestic Waste Collection	972,894	486,447	466,644	(19,803)	
G030	Street Trading	0	0	(20)	(20)	
G032	Grounds Maintenance	714,879	357,440	336,639	(20,800)	Agency income from DCC raised for 12 months showing over achieved by £24k for the quarter.

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G033	Vehicle Fleet	904,099	452,050	476,354	24,304	Income from sale of items to t/f to capital £52k. Lodge tyre committed for the year, showing £47k over spent. MOT income under achieved by £9k due to coronavirus pandemic. Equipment committed more than 2/4 £24k.
G036	Environmental Health Mgmt & Admin	241,987	120,994	118,678	(2,315)	
G043	Director of Environmental + Enforcement	56,006	28,003	46,354	18,351	
G046	Homelessness	177,776	88,888	(21,836)	(110,724)	Additional grant funding received £127k and hired and contract £26k committed for more than 1/2 year.
G048	Town Centre Housing	(10,600)	(5,300)	0	5,300	
G058	Licensing	30,965	15,483	21,947	6,464	
G097	Groundwork & Drainage Operations	68,809	34,405	33,068	(1,337)	
G106	Housing Anti Social Behaviour	109,191	54,596	49,044	(5,551)	
G113	Parenting Practitioner	35,836	17,918	16,729	(1,189)	
G123	Riverside Depot	174,514	87,257	86,936	(321)	
G124	Street Servs Mgmt & Admin	19,747	9,874	15,616	5,743	
G135	Domestic Violence Worker	43,126	21,563	(11,060)	(32,623)	Grant Received for year £32k - Cannot Profile 1/4ly
G142	Community Safety - CCTV	6,407	3,204	1,470	(1,734)	
G143	Housing Strategy	58,597	29,299	27,053	(2,245)	
G144	Enabling (Housing)	40,578	20,289	19,619	(670)	
G148	Commercial Waste	(140,600)	(70,300)	(297,779)	(227,479)	Income over achieved by £171k as sundry debtor invoices have been raised for Mth 1-12. Waste disposal cost £54k under spent.

General Fund Detail

APPENDIX 2

List of net budgets per cost centre per directorate		Full Years	6 months	6 months	6 months	
		Budget	Budget	Actuals	Variance	
		£	£	£	£	
G149	Recycling	375,354	187,677	459,180	271,503	Income accrual outstanding for Q4 Recycling credits plus Q1+Q2 not raised yet £310k. Staff costs £20k under spent and £19k under spent on hired & contract and equipment for 1/2 year.
G153	Housing Advice	14,361	7,181	7,352	171	
G176	Affordable Warmth	21,271	10,636	9,745	(890)	
G198	Head of Housing (GF)	28,154	14,077	13,668	(409)	
G199	Head of Street Scene	38,467	19,234	19,267	33	
G229	Housing Standards	0	0	(2,308)	(2,308)	
G239	Housing + Comm Safety Fixed Penalty Acc	4,480	2,240	(200)	(2,440)	
	Total for Environment + Enforcement Directorate	5,265,812	2,632,906	2,597,315	(35,591)	
	Total Net Cost of Services	11,257,325	5,628,663	5,353,827	(274,836)	

APPENDIX 3

Housing Revenue Account - 2021/22

	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Expenditure				
Repairs and Maintenance	5,224,954	2,612,477	2,334,785	(277,692)
Supervision and Management	5,389,863	2,694,932	2,692,974	(1,958)
Rents, Rates, Taxes + Other Charges	191,708	95,854	273,966	178,112
Special Services	458,212	229,106	174,519	(54,587)
Housing Related Support - Wardens	635,544	317,772	278,219	(39,553)
Housing Related Support - Central Control	272,954	136,477	132,104	(4,373)
Tenants Participation	71,850	35,925	36,445	520
New Build Schemes Evaluations	400,000	200,000	154,093	(45,907)
New Bolsover Project	5,000	2,500	495	(2,005)
Debt Management Expenses	8,240	4,120	8,145	4,025
Total Expenditure	12,658,325	6,329,163	6,085,745	(243,418)
Income				
Dwelling Rents	(20,819,238)	(10,409,619)	(10,253,958)	155,661
Non-dwelling Rents	(140,709)	(70,355)	(73,347)	(2,993)
Leasehold Flats and Shops Income	(14,480)	(7,240)	(3,426)	3,814
Repairs and Maintenance	(13,500)	(6,750)	(14,741)	(7,991)
Supervision and Management	(562)	(281)	(886)	(605)
Special Services	(44,663)	(22,332)	(13,047)	9,285
Housing Related Support - Wardens	(294,387)	(147,194)	(132,788)	14,406
Housing Related Support - Central Control	(283,872)	(141,936)	(150,240)	(8,304)
Total Income	(21,611,411)	(10,805,706)	(10,642,433)	163,273
Net Cost of Services	(8,953,086)	(4,476,543)	(4,556,688)	(80,145)
Appropriations				
Provision for Doubtful Debts	180,000	90,000	90,000	-
Interest Costs	3,190,231	1,595,116	1,595,116	-
Investment Interest Income	(1,435)	(718)	(718)	-
Depreciation	4,274,630	2,137,315	2,137,315	-
Transfer to Major Repairs Reserve	1,112,070	556,035	556,035	-
Contribution to HRA Reserves	630,000	315,000	315,000	-
Use of HRA Earmarked Reserves	(400,000)	(200,000)	(200,000)	-
Contribution from HRA Balance	(38,693)	(19,347)	(19,347)	-
Net Operating (Surplus) / Deficit	(6,283)	(3,142)	(83,286)	(80,145)

CAPITAL PROGRAMME SUMMARY

APPENDIX 4

	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
General Fund				
Asset Management Plan				
Investment Properties	4,799	2,400	2,840	441
Leisure Buildings	30,359	15,180	29,763	14,584
Pleasley Vale Business Park	135,309	67,655	105,077	37,423
Riverside Depot	39,174	19,587	7,159	(12,428)
The Arc	72,825	36,413	70,697	34,285
The Tangent	15,000	7,500	0	(7,500)
Asset Management Plan not yet allocated to an individual scheme	47,234	23,617	0	(23,617)
	344,700	172,350	215,536	43,186
Engineering Asset Management Plan				
Car Parks	25,000	12,500	21,000	8,500
Shelters	10,000	5,000	10,000	5,000
Lighting	15,000	7,500	5,680	(1,821)
Churchyards	17,000	8,500	16,757	8,257
	67,000	33,500	53,437	19,937
Assets				
Car Parking at Clowne	13,416	6,708	0	(6,708)
Pleasley Vale Mill - Dam Wall	100,410	50,205	3,796	(46,409)
Electric Charging Points	37,107	18,554	27,828	9,275
	150,933	75,467	31,624	(43,843)
ICT Schemes				
ICT infrastructure	234,216	117,108	34,627	(82,481)
Revs & Bens Comino Workflow 360	34,140	17,070	32,880	15,810
	268,356	134,178	67,507	(66,671)
Leisure Schemes				
Playing Pitch Improvements (Clowne)	762,500	381,250	10,860	(370,390)
Toning Tables (Leisure)	80,000	40,000	77,163	37,163
Go-Active Gym flooring	40,000	20,000	39,979	19,979
Gym Equipment & Spin Bikes	392,100	196,050	392,093	196,043
Go Active Equipment	7,900	3,950	6,869	2,919
	1,282,500	641,250	526,964	(114,286)
Private Sector Schemes				
Disabled Facility Grants	1,134,054	567,027	322,344	(244,683)
	1,134,054	567,027	322,344	(244,683)
Financial Schemes				
Economic Loan Fund - Capital	10,000	5,000	10,000	5,000
	10,000	5,000	10,000	5,000
Joint Venture				
Dragonfly Joint Venture Shares	369,150	184,575	0	(184,575)
Dragonfly Joint Venture Loan	1,753,202	876,601	0	(876,601)
	2,122,352	1,061,176	0	(1,061,176)
Vehicles and Plant				

CAPITAL PROGRAMME SUMMARY**APPENDIX 4**

	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Vehicle Fleet Management System	3,260	1,630	0	(1,630)
Vehicle Replacements	1,287,275	643,638	334,938	(308,700)
Vehicle Wash Area	1,000	500	811	311
CAN Rangers Equipment	14,231	7,116	0	(7,116)
	1,305,766	652,883	335,749	(317,134)
Total General Fund	6,685,661	3,342,831	1,563,161	(1,779,670)

CAPITAL PROGRAMME SUMMARY

APPENDIX 4

	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Housing Revenue Account				
New Build Properties				
Avant Creswell	583,736	291,868	158,100	(133,768)
Ashbourne Extension	100,000	50,000	54,204	4,204
Bolsover Homes-yet to be allocated	5,542,810	2,771,405	0	(2,771,405)
Keepmoat Properties at Bolsover	194,267	97,134	129,223	32,090
Langwith/Shirebrook Architects	90,000	45,000	89,715	44,715
Sandy Lane/Thorpe Ave Whitwell	3,226,650	1,613,325	991,642	(621,683)
The Whitwell Cluster	1,456,998	728,499	1,205,536	477,037
West Street Langwith land purchase	40,540	20,270	457	(19,813)
	11,235,001	5,617,501	2,628,877	(2,988,624)
Vehicle Replacements				
	225,000	112,500	118,418	5,918
	225,000	112,500	118,418	5,918
Public Sector Housing				
Bramley Vale	750,000	375,000	12,985	(362,015)
Electrical Upgrades	125,000	62,500	99,187	36,687
Environmental Works	85,976	42,988	0	(42,988)
External Door Replacements	110,741	55,371	110,145	54,775
External Wall Insulation	1,954,000	977,000	601,409	(375,591)
Flat Roofing	40,000	20,000	25,114	5,114
Heating Upgrades	20,000	10,000	15,309	5,309
House Fire Damage	109,723	54,862	52,024	(2,838)
Kitchen Replacements	200,000	100,000	93,363	(6,637)
Re Roofing	750,000	375,000	305,182	(69,818)
Regeneration Mgmt & Admin	94,888	47,444	47,444	0
Safe & Warm	2,066,664	1,033,332	914,206	(119,126)
Soffit and Facia	30,000	15,000	0	(15,000)
Unforeseen Reactive Capital Works	137,827	68,914	35,250	(33,664)
Welfare Adaptations	415,425	207,713	271,602	63,890
	6,890,244	3,445,122	2,583,220	(861,902)
HRA ICT Schemes				
Careline Upgrade	46,000	23,000	16,609	(6,391)
Open Housing	98,727	49,364	87,773	38,410
	144,727	72,364	104,382	32,019
New Bolsover Scheme				
New Bolsover-Regeneration Scheme	1,478,696	739,348	832,642	93,294
	1,478,696	739,348	832,642	93,294
Total HRA	19,973,668	9,986,834	6,267,539	(3,719,295)
TOTAL CAPITAL EXPENDITURE	26,659,329	13,329,665	7,830,700	(5,498,965)

CAPITAL PROGRAMME SUMMARY**APPENDIX 4**

	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Capital Financing				
General Fund				
Better Care Fund	1,134,054	567,027	322,344	(244,683)
Reserves	4,460,386	2,230,193	955,472	(1,274,721)
Capital Receipts	467,072	233,536	195,323	(38,214)
External Funding	624,149	312,075	90,022	(222,053)
	6,685,661	3,342,831	1,563,161	(1,779,670)
HRA				
Major Repairs Allowance	6,229,217	3,114,609	2,570,502	(544,107)
Prudential Borrowing	1,155,885	577,943	886,901	308,959
Vehicle Reserve	369,727	184,864	222,800	37,937
Development Reserve	1,608,615	804,308	583,460	(220,848)
Bolsover Homes Capital Reserve	9,000,000	4,500,000	1,136,018	(3,363,982)
Capital Receipts	670,501	335,251	447,858	112,608
External Funding	939,723	469,862	420,000	(49,862)
	19,973,668	9,986,834	6,267,539	(3,719,295)
TOTAL CAPITAL FINANCING	26,659,329	13,329,665	7,830,700	(5,498,965)

The Council's main current account is held with Lloyds Bank and the current contract is due to expire on 30th April 2022, although we have requested an extension to 9th February 2025.

PWLB Borrowing

As at 1 April 2021 the Authority's total outstanding PWLB debt amounted to £97,100,000.

The Council has not taken any new loans from the PWLB during the first six months.

At 30 September 2021 nothing has been repaid to the PWLB as no repayments were due.

The profile of the outstanding debt is analysed as follows:

PWLB Borrowing Term	Maturity Profile 30-Sep-21 £
12 Months	5,700,000
1-2 years	2,000,000
2-5 years	12,600,000
5-10 years	22,800,000
10-15 years	24,000,000
over 15 years	30,000,000
Total PWLB Debt	97,100,000

PWLB Interest

The total interest cost to the Council of the PWLB debt for 2021/22 is estimated at £3,379,700. This cost is split between the HRA and General Fund based on the level of debt outstanding. Interest paid to the PWLB in the six months was £1,726,850.

Temporary Borrowing

Cash flow monitoring and management identifies the need for short term borrowing to cover delays in the receipt of income during the year. Minimal interest charges were incurred during the first six months on overdrawn bank balances (<£10). At 30 September 2021 the only temporary borrowing undertaken by the Council was £962,905 which is the investment balances held on behalf of Parish Councils.

Compliance with Treasury Limits

During the financial year the Council continued to operate within the treasury limits set out in the Council's Borrowing and Investment Strategy.

	Actual to Date 2021/22	Approved Limits 2021/22
Authorised Limit (Total Council external borrowing limit)	£117,031,783	£136,518,022
Operational Boundary	£117,031,783	£131,518,022

Temporary Investments**Interest Received**

The performance of the Council's investments is as follows:

	6 months Actual	6 months Budget	6 months Variance
Interest generated (£)	(27,315)	(20,353)	(6,962)
Average rate of interest	0.17%	0.10%	-
Bank of England base rate	0.10%	0.10%	-

The investments have been made in accordance with the Council's Treasury Management Strategy.

The Bank of England base rate is currently 0.10%, the above actual figure is the 6 month average rate.

Interest rates offered by most institutions remain low.

The following tables show the investments and interest earned to 30 September 2021:

Investments on call

Counterparty	Balance at 1/4/21	Deposits	Withdrawals	Interest received	Balance at 30/09/21
	£	£	£	£	£
Aberdeen (MMF)	2,500,000	8,000,000	(5,500,151)	151	5,000,000
Federated (MMF)	5,000,000	0	(251)	251	5,000,000
Invesco (MMF)	0	11,500,000	(6,500,173)	173	5,000,000
CCLA (MMF)	5,000,000	0	(662)	662	5,000,000
Aviva (MMF)	0	5,000,000	(3,500,017)	17	1,500,000
Santander	5,000,000	0	0	3,009	5,003,009
	17,500,000	24,500,000	(15,501,254)	4,263	26,503,009

Fixed-term investments

Counterparty	Term of Loan	Balance at 1/4/21	Deposits	Withdrawals	Interest received at six months	No of Days Interest at six months	Balance at 30/09/21	Maturity Date
		£	£	£	£		£	
Local Authorities								
Thurrock Council (Unitary)	1 year	5,000,000		(5,007,014)	7,014	64	0	-
Slough Borough Council	9 months	5,000,000		(5,002,630)	2,630	96	0	-
Shirebrook Town Council	6 months	456,189		(456,264)	75	15	0	-
Plymouth City Council	1 year	5,000,000			3,760	183	5,003,760	25/02/22
LB of Waltham Forest	1 year	5,000,000			5,014	183	5,005,014	18/03/22
Shirebrook Town Council	6 months	0	457,099		1,788	168	458,887	15/10/21
Thurrock Council (Unitary)	7 months	0	5,000,000		2,771	119	5,002,771	04/01/22
		20,456,189	5,457,099	(10,465,908)	23,052		15,470,432	

Bolsover District Council

Executive

1 November 2021

CONTRACT FOR STAIR LIFT INSTALLATIONS AND SERVICING AND REPAIRS

Report of the Portfolio Holder - Housing

Classification: This report is public

Report By: Mark Dungworth – Strategic Repairs Manager

Contact Officer: Mark Dungworth – mark.dungworth@bolsover.gov.uk / 01246 593037

PURPOSE / SUMMARY

To seek approval to award contracts for Stair Lift Installations and Servicing and Repairs for Bolsover District Council's Housing Stock to Oban Domestic Lifts Services Ltd.

The scope of the contract is to install stair lifts when requested by Derbyshire County Council Occupational Health Team as part of the welfare adaptation process and to service and maintain those stair lifts after they have been fitted.

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 The existing contract expired earlier this year so a decision was taken by the Housing and Procurement Teams to retender the stair lift installation and stair lift servicing & repairs contracts with the aim of achieving better levels of competition for the revised rates.

2. Details of Proposal or Information

- 2.1 To seek approval to award the contract for stair lift installation, servicing & repairs to Oban Domestic Lifts Services Ltd. This contract will be available for all other Council departments if required.
- 2.2 The contract will be a 2+1+1 contract with the final two years being extended, subject to approval (by delegated authority).
- 2.3 The anticipated contract spend for installations is around £20K per year and is based on responsive requests with the budget set up within the HRA.

- 2.4 The anticipated contract spend for Servicing & Repairs is around £25K per year with the budget set up within the HRA.
- 2.5 The current Contract expired earlier this year and a re-tender process agreed with procurement for the installation and servicing as two separate elements.
- 2.6 Procurement received two submissions for each element both from only two companies. After carrying out a comprehensive evaluation process it is proposed, subject to approval by Executive, to award the contract to Oban Domestic Lifts Services Ltd. who have successfully won both the installation and servicing works tenders.

Evaluation for stair lift installations tender

Oban Domestic Lifts Services Ltd 100%

Contractor 2: 59.65%

Evaluation for stair lift servicing & repairs tender

Oban Domestic Lifts Services Ltd 100%

Contractor 2: 36.65%

3 Reasons for Recommendation

- 3.1 The existing contract expired earlier this year so a decision was taken by the Housing and Procurement Teams to re-tender the stair lift installation and stair lift servicing & repairs contracts with the aim of achieving better levels of competition for the revised rates.

4 Alternative Options and Reasons for Rejection

- 4.1 No alternatives were available as a there needs to be contract in place.

RECOMMENDATIONS

- 1. That Oban Domestic Lifts Services Ltd be awarded the contracts for stair lift installations and stair lift servicing and repairs for the Council's domestic property stock.
- 2. That delegated authority be given to the Assistant Director of Property Services and Housing Repairs to extend the contract after the first 2 years.
- 3. That progress on the contract be reported through the Housing Stock Group.

Approved by the Portfolio Holder - Cllr Sandra Peake, Executive Member for
Housing

IMPLICATIONS

Finance and Risk: Yes ☒ No ☐

Details:

The cost of this contract is within existing HRA budgets.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details:

The legal obligations for procurement will be met.

On Behalf of the Solicitor to the Council

Staffing: Yes ☐ No ☒

Details:

There are no staffing implications arising from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

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 checked="" 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	Yes
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	Yes
District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet / Executive <input checked="" type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details:

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.
This decision links to the following priorities within the Council Ambition: <ul style="list-style-type: none"> • Providing good quality council housing where people choose to live • Enabling Housing Growth: increasing the supply, quality and range of housing to meet the needs of the growing population and support economic growth

DOCUMENT INFORMATION

Appendix No	Title
-	-
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)	
None	

Agenda Item 8

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

Agenda Item 9

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Document is Restricted

Agenda Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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