

The Arc  
High Street  
Clowne  
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To: Chair & Members of the Executive

Thursday 30<sup>th</sup> June 2022

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Dear Councillor

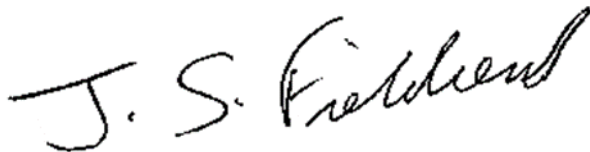
**EXECUTIVE**

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Monday, 11th July, 2022 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 on pages 2 and 3.

Yours faithfully



Solicitor to the Council & Monitoring Officer



**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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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.

## EXECUTIVE AGENDA

**Monday, 11th July, 2022 at 10:00 hours taking place in the Council Chamber,  
The Arc, Clowne**

Item No.		Page No.(s)
1.	<b>Apologies For Absence</b>	
2.	<b>Urgent Items of Business</b>	
	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.	<b>Declarations of Interest</b>	
	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.	<b>Minutes</b>	
	To consider the Minutes of the last meeting held on 13 <sup>th</sup> June 2022.	4 - 7
	<b><u>BUDGET &amp; POLICY FRAMEWORK ITEMS</u></b>	
5.	<b>Medium Term Financial Strategy.</b>	8 - 24
6.	<b>Financial Outturn 2021/22.</b>	25 - 61
	<b><u>NON KEY DECISION</u></b>	
7.	<b>Ambition Plan Targets Performance Update - January to March 2022 - (Q4 - 2021/22).</b>	62 - 78
	<b><u>KEY DECISIONS</u></b>	
8.	<b>Service Level Agreement - Household Support Fund.</b>	79 - 82
9.	<b>Phase 2 External Wall Insulation - Direct Award through EEM Framework.</b>	83 - 85
10.	<b>Extension of BCVS Delivery to provide Infrastructure Support to the Voluntary and Community Sector in Bolsover District.</b>	86 - 89

- |            |   |          |
|------------|---|----------|
| <b>11.</b> | <b>Installation of Wet Rooms in the Council's Housing Stock.</b>                    | 90 - 93  |
| <b>12.</b> | <b>To Provide an Air Source Heat System to Council Properties at Whaley Common.</b> | 94 - 97  |
| <b>13.</b> | <b>Approval of Extension of Contract with PropTech Supplier - The Future Fox.</b>   | 98 - 101 |

**14. 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**

**KEY DECISIONS**

- |            |   |           |
|------------|---|-----------|
| <b>15.</b> | <b>Home Loss Payment Changes.</b>                                       | 102 - 105 |
| <b>16.</b> | <b>Bolsover Homes Scheme - Moorfield Lane, Whaley Thorns, Langwith.</b> | 106 - 112 |

## EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Monday 13<sup>th</sup> June 2022 at 1000 hours.

### PRESENT:-

Members:-

Councillor Steve Fritchley in the Chair

Councillors Mary Dooley, David Downes, Duncan McGregor, Sandra Peake, Liz Smyth 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), Jim Fieldsend (Monitoring Officer), Ian Barber (Assistant Director of Property Services & Housing Repairs), Sam Bentley (Service Manager)(Environmental Health)) and Alison Bluff (Senior Governance Officer (acting)).

### EX1-22/23. APOLOGIES

An apology for absence was received on behalf of Councillor Clive Moesby.

### EX2-22/23. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

### EX3-22/23. DECLARATIONS OF INTEREST

There were no declarations of interest.

### EX4-22/23. MINUTES – 16<sup>TH</sup> MAY 2022

Moved by Councillor Duncan McGregor and seconded by Councillor Deborah Watson  
**RESOLVED** that the Minutes of an Executive meeting held on 16<sup>th</sup> May 2022 be approved as a correct record.

## BUDGET AND POLICY FRAMEWORK ITEMS

### KEY DECISIONS

### EX5-22/23. PURCHASE OF SECTION 106 PROPERTIES FROM KEEPMOAT HOMES LTD, OFF MOORACRE LANE, BOLSOVER

Executive considered a detailed report which sought Members' approval to recommend that Council purchase 6 properties for affordable rent from Keepmoat Homes Ltd.

Keepmoat Homes Ltd were building 215 properties off Mooracre Lane, Bolsover, including 19 affordable properties as a S106 planning condition.

## EXECUTIVE

The Council had previously purchased 13 properties on this development and Keepmoat Homes Ltd had offered the Council the opportunity to purchase an additional 6 x 3 Bedroom Houses following preliminary discussions with Planning and Housing Management.

A report would be considered at Council on 15<sup>th</sup> June 2022, recommending that the scheme be added to the Council's Capital Programme.

Members welcomed the report.

Councillor Liz Smyth noted that although it was important for the Council to build its own houses, this offer was another way to add to the Council's Housing Portfolio and homes in this area were desperately needed.

Moved by Councillor Sandra Peake and seconded by Councillor Mary Dooley **RECOMMENDED** that (1) Council purchase the 6 properties off Mooracre Lane, Bolsover, from Keepmoat Homes Limited for £770,000 subject to Stamp Duty Land Tax and 10% contingency to include fees,

(2) the Director of Development be given delegated powers to enter into contract with Keepmoat Homes Ltd for the purchase of the properties.

(Governance)

### Reasons for Recommendation

The proposal offered value for money, met local housing need and would increase the Council's housing stock. Therefore the Council should proceed with the purchase.

### Alternative Options and Reasons for Rejection

To not purchase the properties had been rejected as the properties would fulfil a housing need in the area. This housing mix best supported that identified housing need.

## **EX6-22/23. PURCHASE OF SECTION 106 PROPERTIES FROM GLEESON HOMES LTD, OFF ALFRETON ROAD, PINXTON**

Executive considered a detailed report which sought Members' approval to recommend that Council purchase 6 properties for affordable rent from Gleeson Homes Ltd.

Gleeson Homes Ltd were building 65 properties off Alfreton Road, Pinxton, including 6 affordable 2 bedroom semi-detached properties as a S106 planning condition. This presented an opportunity for the Council to purchase the properties from Gleeson Homes Ltd following preliminary discussions with Planning and Housing Management.

A report would be considered at Council on 15<sup>th</sup> June 2022, recommending that the scheme be added to the Council's Capital Programme.

Councillor Mary Dooley welcomed the report, however, she noted that 3 bedroom homes were desperately needed in Pinxton.

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The Executive Director of Strategy and Development explained that as part of the planning process, housing need was looked at by way of advice sought from Housing Strategy officers to ensure that Section 106 properties being delivered were in line with current requirements.

Councillor McGregor added that the offer to the Council of the 6 x 2 bedroom properties was not a planning concern. However, the option of whether 3 bedroom properties could have been offered to the Council could be challenged as part of the current housing need process.

Moved by Councillor Sandra Peake and seconded by Councillor Mary Dooley  
**RECOMMENDED** that (1) Council purchase the 6 properties off Alfreton Road, Pinxton from Gleeson Homes Ltd for £552,000 subject to Stamp Duty Land Tax and 10% contingency to include fees,

(2) the Director of Development be given delegated powers to enter into contract with Gleeson Homes Ltd for the purchase of the properties.

(Governance)

### Reasons for Recommendation

The proposal offered value for money, met local housing need and would increase the Council's housing stock. Therefore the Council should proceed with the purchase.

### Alternative Options and Reasons for Rejection

To not purchase the properties had been rejected as the properties would fulfil a housing need in the area. This housing mix best supported that identified housing need.

## **EX7-22/23. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Moved by Councillor Duncan McGregor and seconded by Councillor Mary Dooley  
**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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

## **NON KEY DECISION**

### **EX8-22/23. MANDATORY DISABLED FACILITIES GRANT EXEMPT PARAGRAPH 1**

Executive considered a detailed report regarding a request for additional funding as a top up to a mandatory Disabled Facilities Grant (DFG).

A Mandatory DFG had a cost maximum and the award of any additional funding was at the discretion of Executive.

## EXECUTIVE

In this case, under the legislation for DFG, it was clear the eligibility criteria had been met in relation to the mandatory element of the grant and this had already been awarded and works undertaken. However, additional costs were not currently being met by any alternative funding. The additional costs were very high and an application of funding to the NHS had been refused. Derbyshire County Council were also considering the provision of any additional top up funding.

After careful consideration with regard to the purpose of the grant and the property circumstances, Members agreed that the application be refused on the grounds that the Council could look to provide alternative suitable accommodation to the client.

Moved by Councillor Deborah Watson and seconded by Councillor Sandra Peake  
**RESOLVED** that the provision of top up discretionary Disabled Facilities Grant be refused and alternative suitable accommodation be sought for the client.

(Service Manager (Environmental Health))

### Reasons for Recommendation

As detailed in the report.

### Alternative Options and Reasons for Rejection

As detailed in the report.

The meeting concluded at 1020 hours.



**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**Medium Term Financial Strategy**

**Report of the Portfolio Holder for Finance**

<b>Classification</b>	This report is public
<b>Report By</b>	Assistant Director of Finance and Resources
<b>Contact Officer</b>	Assistant Director of Finance and Resources Theresa Fletcher 01246 242548 theresa.fletcher@bolsover.gov.uk

**PURPOSE/SUMMARY OF REPORT**

For Executive to consider and feedback on the updated Medium Term Financial Strategy (MTFS) attached at Appendix 1, prior to Council approval of the strategy.

**REPORT DETAILS**

**1. Background**

- 1.1 The Medium Term Financial Strategy (MTFS) sets out the Council's strategic approach to the management of its finances and outlines the various factors and influences that may impact on us over the next few years.
- 1.2 This MTFS relates purely to the General Fund at present as the Housing Revenue Account (HRA) assumptions are based on the 30-year Business Plan. The decisions for Members around the HRA dwelling rents and service charges will be provided to Council in the MTFP in February.

**2. Details of Proposal or Information**

- 2.1 The Medium Term Financial Strategy 2023/24 – 2026/27 for the General Fund is attached at Appendix 1.
- 2.2 The MTFS is the starting point for developing a meaningful four year strategy that sets out the strategic intention for all of the different strands of funding available to the Council. The Council will then rely on this to inform future decisions. The Medium Term Financial Plan (MTFP) will be prepared using the approved MTFS assumptions.



- 2.3 The MTFFS has been produced in a period where there remains a great deal of uncertainty regarding future funding of Local Government. Delays to Government Reviews and a series of roll-over Spending Reviews for the last few years, mean predicting the likely outcome of the Spending Review for 2023/24 is very difficult.
- 2.4 The outcome of the Spending Review is critically important to the financial health and viability of local authorities across the country. Councils are looking to the review to give real-terms growth in funding that will underpin our finances over the next four years.
- 2.5 Early information received from external advisors is that the Spending Review for 2023/24 may well be another roll-over review and that there's potential for the 2024/25 Spending Review to be the same. The war in Ukraine and the 'cost of living crisis' mean the Government is running out of time to take any changes from the delayed reviews through the proper process, certainly for the 2023/24 review.
- 2.6 Once the details of the Spending Review are known the implications for Bolsover will be included in our updated MTFP which will be presented to Members in February 2023.

### **3. Reasons for Recommendation**

- 3.1 To inform the MTFP process by providing strategic financial intention.

### **4 Alternative Options and Reasons for Rejection**

- 4.1 Members could decide not to approve the MTFFS. The MTFP would then be prepared on assumptions not agreed by Members and there could be a risk it would need to be amended in February if the assumptions used were not agreeable. By law, the MTFP must be approved prior to the beginning of the financial year to which the budget relates, 31<sup>st</sup> March 2023.

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## **RECOMMENDATION(S)**

1. That Members approve the Medium Term Financial Strategy at Appendix 1.
2. The Council continues to fund the General Fund revenue base budget from the full amount of New Homes Bonus (and related grants such as Lower Tier Services Grant) allocated by Government.
3. To set the strategic intention to continue to be a member of the Derbyshire Business Rates Pool while ever it is financially advantageous for the Council to do so.
4. To set the strategic intention to raise Council Tax by the maximum allowed in any given year, without triggering a Council Tax referendum, to endeavour to continue to deliver services. (The actual Council Tax for any given year will be decided by Council in the preceding March).

5. That the Council maintains a policy of a minimum level of Balances for the General Fund of £2m.

Approved by Councillor Clive Moesby, Portfolio Holder for Finance

<b><u>IMPLICATIONS:</u></b>	
<b><u>Finance and Risk:</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> Financial implications are covered throughout this report and appendix 1. The risk of not approving the MTFP before the statutory deadline might be greater without an approved MTFS.	
On behalf of the Section 151 Officer	
<b><u>Legal (including Data Protection):</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> There are no legal or data protection issues arising directly from this report.	
On behalf of the Solicitor to the Council	
<b><u>Staffing:</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> There are no human resource issues arising directly out of this report.	
On behalf of the Head of Paid Service	

## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> 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:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	No

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

**Links to Council Ambition: Customers, Economy and Environment.**

**DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1	Medium Term Financial Strategy 2023/24 – 2026/27

**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 Executive you must provide copies of the background papers).*

None

## **1 Introduction**

- 1.1 The Medium Term Financial Strategy (MTFS) sets out the Council's strategic approach to the management of its finances and outlines the various factors and influences that may impact on us over the next few years.
- 1.2 The MTFS links our Council Ambition and priorities with forecasted resources and budgets. It is then used as a framework for the detailed budget setting process to ensure that resources are effectively managed and are able to deliver the Council's key objectives as set out in the Council's Ambition, over the medium term.
- 1.3 The Council's Ambition for 2020-2024 is:
- "To become a dynamic, self-sufficient and flexible Council that delivers excellent services, whilst adapting to local aspirations and acting as the economic and environmental driver for Bolsover District."
- 1.4 Within the Council's Ambition one of the strategic themes is Economy. To support this theme is the priority of 'Ensuring financial sustainability and increasing revenue streams'. This is the overall purpose of this MTFS.

## **2 Key Objectives of the Medium Term Financial Strategy (MTFS)**

- 2.1 There is a legal requirement for the Council to produce a balanced and robust budget for the forthcoming year. In preparation for the annual budget, officers will review the MTFS to update Members on changes to budget assumptions and service issues. The MTFS will be updated when items are further known, such as results of Government consultations or Government funding settlements.
- 2.2 The Medium Term Financial Plan (MFTP) will then be presented to Members in February based on the MTFS strategic assumptions. The MFTP will contain the detailed revenue budgets for the general fund and housing revenue account resulting from the annual budget process for the next 4 years at service level, along with the proposed Capital Programme.
- 2.3 The MTFS will ensure financial sustainability and increase revenue streams by:
- Ensuring that effective financial planning and management contributes to the Council achieving the priorities in the Council Ambition;
  - Maximising the income from Council Tax and Business Rates;
  - Maximising income from commercial and regeneration opportunities within the District;

- Ensuring the Council's financial standing is prudent, robust, stable and sustainable.

2.4 The Council has a number of agreed principles as a basis for financial management and budget planning as follows:

- Emerging pressures are managed within existing overall budgets in the first instance;
- Spending is aligned to key priorities as set out in the Council's Ambition;
- Income is only included in the budget where it is supported by robust proposals and is deliverable;
- Commercial income will be maximised where possible to ensure that fee charging services break-even over time and are provided with a nil cost subsidy from the tax payer, or return a surplus where appropriate;
- Where possible, future liabilities are anticipated;
- Budgets are sustainable;
- Savings proposals are supported by project plans and the impact on service delivery is clear;
- Capital and revenue planning are integrated to ensure implications are fully anticipated;
- Borrowing costs will be incurred (on capital projects) only where the cost is covered by new income as part of a business case;
- The Council's reserves and balances are not used as a primary method to balance the ongoing pressures in the budget. Earmarked reserves are used for specific one-off purposes to support the delivery of corporate objectives, to mitigate risks or to allow savings to be made as an invest-to-save.

### **3 The Factors Effecting the Medium Term Financial Strategy (MTFS)**

3.1 In compiling the MTFS a number of factors which effect the resources and expenditure for the Council have been considered. These have been reviewed to ensure the MTFS reflects the most up-to-date financial position for the Council.

#### **3.2 Resources Available**

The anticipated resources to be received by the Council are included in the MTFS. The resources forecasts are based on a number of assumptions which are detailed in the following sections. The table below shows the resources that were included in the MTFP in February 2022 as we do not yet have the actual figures for 2023/24 onwards until the Spending Review 2022 is announced.

Table 1 – Estimated resources receivable by the Council (excluding fees and charges)

	2022/23 £	2023/24 £	2024/25 £	2025/26 £
<b>Government Grants</b>				
Revenue Support Grant	1,231,521	0	0	0
Business Rates S31 Grant	751,774	982,182	1,223,590	1,477,998
New Homes Bonus	703,263	0	0	0
Lower Tier Services Grant	131,270	0	0	0
2022/23 Services Grant	201,739	0	0	0
	<u>3,019,567</u>	<u>982,182</u>	<u>1,223,590</u>	<u>1,477,998</u>
<b>Locally Generated Income</b>				
Council Tax	7,969,064	7,994,630	8,163,209	8,275,372
Business Rates	4,573,740	2,643,818	2,671,010	2,602,402
	<u>12,542,804</u>	<u>10,638,448</u>	<u>10,834,219</u>	<u>10,877,774</u>
	<u>15,562,371</u>	<u>11,620,630</u>	<u>12,057,809</u>	<u>12,355,772</u>
% resources locally generated	81%	92%	90%	88%

3.3 The amount of income the Council receives from the Government has significantly reduced since 2009/10. The amount received for 2022/23 is estimated to be £5m lower than 2009/10 which is a reduction of 46%. The MTFP from February 2022, outlined the continued uncertainty surrounding local government funding and the significant assumptions that have to be made. These are given in more detail below.

#### **Overdue Local Government Funding Reforms**

3.4 There were multiple reforms scheduled for 2020/21 that were due to have a significant impact on local authority finances when complete. These were delayed understandably in 2020 due to the pandemic and it was expected some of these may not be implemented until 2023/24. Latest information is that these reforms are likely now to be delayed until at least 2024/25. As a reminder the areas being reformed are described below.

3.5 **The Fair Funding Review** will re-assess the relative needs and relative resources of local authorities. This will determine the methodology for the distribution of the funding allocated to local government to individual authorities.

3.6 **Baseline Reset** – the Business Rates retention system is due to be reset. The reset will establish new Baseline Funding Levels, Business Rates Baselines and Top-ups/Tariffs for each local authority.

Top-ups/Tariffs will be reset based on:

- The amount of funding to be distributed following the Spending Review.
- The new needs assessment resulting from the Fair Funding Review.
- Estimates of individual local authority's Business Rates income.

- 3.7 **Business Rates Retention** – the Government announced in the Autumn Budget 2017 that local authorities would move to a system of 75% Business Rates Retention from 2020/21. This was delayed and due to be in place from April 2022. However, in early November 2021 the government announced that plans to allow councils to retain 75% of Business Rates from April 2022 had been abandoned as it was said the policy would conflict with the government’s levelling up agenda and that the government would now ‘proceed with caution’ on the issue.
- 3.8 **Council Tax** – the Government’s future strategy for Council Tax increases will also be a key issue. The Government’s policy on referendum limits from 2023/24 onwards is not yet known.

### **Local Government Finance Settlement 2022/23**

- 3.9 2019/20 was the final year of the four year Local Government Finance Settlement. The Spending Review 2019 was originally planned to cover the three year period 2020/21 – 2022/23 but was delayed. This effectively resulted in a one year extension to the four year settlement.
- 3.10 The Spending Review 2020, was due to cover the years 2021/22 – 2024/25 and it was anticipated it would provide clarity on the Government reforms but this was delayed due to the pandemic. The Spending Review 2020 was therefore, another one-year extension.
- 3.11 It was hoped the Spending Review 2021 would provide an update on the Government reforms and cover the years 2022/23 – 2024/25 but again, a one-year settlement was announced for 2022/23 and there were no projected or indicative numbers for the remainder of the spending review period. Therefore, the Spending Review 2021 was again effectively a roll-over settlement.
- 3.12 As previously discussed many times, the early indicative results of the above reforms were all detrimental to us as a district Council who has seen much growth in recent years, both in business rates and New Homes Bonus grant. The removal of these funding streams will have a major effect on our financial position.
- 3.13 In his letter of 16<sup>th</sup> December the Secretary of State for Levelling Up, Housing and Communities (DLUHC) wrote, “**Government is committed to ensuring that funding allocations for councils are based on an up-to-date assessment of their needs and resources. The data used to assess this has not been updated in a number of years, dating from 2013/14 to a large degree, and even as far back as 2000. Over the coming months, we will work closely with the sector and other stakeholders to update this and to look at the challenges and opportunities facing the sector before consulting on any potential changes. As part of this, we will look at options to support local authorities through transitional protection.**”

- 3.14 The Spending Review 2022 is due to be announced around October 2022. Early predictions from commentators are that there will be a roll-over for 2023/24 and potentially 2024/25, although the increase in funding seen last year is unlikely to be repeated in either of these years. Once the implications of the Spending Review are known for Bolsover, they will be included in our updated MTFP.

#### **New Homes Bonus**

- 3.15 A number of times it has been announced by the Government that the current year represents the final year of New Homes Bonus funding. In 2023/24 there are currently no amounts of grant payable, the last payments are in 2022/23. These consist of £0.095m in legacy payments from 2019/20 and a new allocation of £0.608m for 2022/23. The future of New Homes Bonus has been consulted on by Government and we await the result.

#### **Lower Tier Services Grant**

- 3.16 This grant was introduced in 2021/22 to provide damping to authorities with cash-terms reductions in Core Spending Power. It provided additional funding to district Councils who are losing the most from the reduction in New Homes Bonus and gain the least from new grant increases and council tax increases. Bolsover received an allocation in 2021/22 and a further one in 2022/23 of £0.131m. There is every chance this grant will be provided to us in some form again in 2023/24 as a proxy for the New Homes Bonus that we are likely to lose.

#### **2022/23 Services Grant**

- 3.17 This was a new, one-off grant to support all services delivered by councils. This was distributed to every authority using the 2013/14 SFA. An amount of £0.202m was allocated for 2022/23. It is felt unlikely this grant will be paid out again.

#### **Revenue Support Grant**

- 3.18 It is expected there will be no grant received from 2023/24 onwards but again, it is expected this will be confirmed in the Spending Review 2022. For 2022/23 an amount of £1.232m was allocated to us.

#### **Baseline Funding Level**

- 3.19 The baseline is the amount of money the Government has assessed that the Council needs to keep to fund its services, based on a needs formula. The Local Government Finance Settlement updates the baseline every year, usually in line with inflation. Bolsover is able to keep 50% of any business rates growth above the baseline set by the Government, with the remainder payable to the Government (but see Retained Business Rates section for pool implications). The table below summarises the estimated Baseline Funding Level for the MTFP period and shows the current assumptions change in 2023/24, which was the original date for the introduction of the Business Rates Reset.



	Baseline Funding Level			Change %		
	Business Rates Baseline	Business Rates Tariff	Total	Business Rates Baseline	Business Rates Tariff	Total
	£	£	£			
2019/20	8,481,995	(5,602,995)	<b>2,879,000</b>			
2020/21	8,620,695	(5,694,286)	<b>2,926,409</b>	1.6%	1.6%	1.6%
2021/22	8,620,695	(5,694,286)	<b>2,926,409</b>	0.0%	0.0%	0.0%
2022/23	8,620,695	(5,694,286)	<b>2,926,409</b>	0.0%	0.0%	0.0%
2023/24	12,094,000	(9,109,000)	<b>2,985,000</b>	40.3%	60%	2.0%
2024/25	12,331,000	(9,287,000)	<b>3,044,000</b>	1.96%	1.95%	1.98%
2025/26	12,568,000	(9,466,000)	<b>3,102,000</b>	1.92%	1.93%	1.91%

### Retained Business Rates

- 3.20 Our Business Rates tax base represents the value of Business Rates income we estimate will be collected from businesses. Each Business Rates tax payer account has a rateable valuation provided by the Valuation Office Agency, multiplied by a business rates multiplier which increases each year and is set by the Government.
- 3.21 In total Bolsover retains 40% of Business Rates collected during the year, after deductions for mandatory and discretionary reliefs, the cost of income collections, including losses, and for the cost of changes to rateable values as a result of appeals. The remaining amounts are paid on the basis of: 50% to central government, 9% to Derbyshire County Council and 1% to Derbyshire Fire Authority.
- 3.22 Bolsover's Retained Business Rates income (the 40%) is then subject to a tariff, which is increased annually by the retail price index and is paid to central government. This tariff payment funds other authorities where their Business Rates are considered to be disproportionately low. The level of the tariff is unique to each local authority and is announced as part of the Spending Review.
- 3.23 Since 1<sup>st</sup> April 2015, the Derbyshire Business Rates pool has been in operation. This consists of all eight Derbyshire district or borough Councils, Derbyshire County, Derby City and Derbyshire Fire Authority. Instead of each district or borough Council paying 50% of their growth above the baseline over to Government, it is kept within the pool and distributed amongst all the members on an agreed basis.
- 3.24 There are a number of risks that could affect the level of Business Rate income collected, and as such, reduce the anticipated amount of Retained Business Rates. The most significant risks are as follows:

- Unpredictable increases in exemptions and reliefs due to different property usage.
- Successful business rate appeals dating back to earlier years.
- Slower than anticipated local economic growth.
- Retail price index increases on the tariff, being higher than local economic growth.
- Uncollectable debts as a result of worsening economic conditions.

3.25 One of the largest financial risks that the Council is facing is around how the Government will re-set the Business Rates Baseline for the Council. The growth being encouraged by the Council within the business sector means we have the highest level of growth in the Derbyshire Business Rates pool.

3.26 In 2021/22 we were again £3m above our Business Rates Baseline so contributed £1.5m into the pool and were able to transfer £1.8m into our Business Rates Growth Protection Reserve as we planned in the MTFP.

3.27 The Business Rates income in the current MTFP has the worst case scenario for 2023/24 to 2025/26 and includes no smoothing from the Government of significant losses. This will be updated as soon as more information is known.

### **Council Tax**

3.28 Council Tax is charged by local authorities on residential properties. The Valuation Office Agency decides the correct band based on the value of property at 1 April 1991. Local authorities set the charge based on a Band D property each year.

3.29 Council Tax is the main source of funding for the provision of general fund services. It is determined locally but the Government indicate what upper limit they consider acceptable on a yearly basis. The legislative requirement to hold a referendum is triggered if this limit is exceeded. For 2022/23, District Councils were permitted to increase their share of the Council Tax by the greater of 2% or £5, which was the same limits as in 2021/22. It is predicted that this will remain the same for 2023/24.

3.30 In calculating our recent funding settlements the Government has assumed that we will increase Council Tax by the maximum level allowed.

3.31 For 2022/23 we increased our share of the bill for a Band D property by £5 per annum which was 2.68% and equated to 10p per week. This raised £112,163 in revenue income. This same increase has been assumed for all years of the MTFP for exemplifying the financial position only.

3.32 The breakdown of the 2022/23 Council Tax bill over all the preceptors is as follows:

<i>Derbyshire County Council</i>		£1,275.40
<i>Derbyshire County Council – Adult Social Care element</i>		£149.16
Derbyshire County Council Total	67.5%	£1,424.56
Bolsover District Council	9.06%	£191.28
Police + Crime Commissioner	11.92%	£251.60
Derbyshire Fire + Rescue Service	3.82%	£80.84
Town + Parish Councils (average)	7.70%	£162.45
The total charge for the average Band D bill 2022/23	<b>100%</b>	<b>£2,110.73</b>

### **Council Tax Base**

- 3.33 The Council Tax base for 2022/23 of 22,443.26 was determined by the Chief Financial Officer under delegated powers in December 2021. This represents the number of Band D equivalent properties that we collect Council Tax from. This is an increase on the 2021/22 Tax Base which was reduced from previous levels as the Covid pandemic affected individuals financially. The Tax Base for 2022/23 looks to be back on track to where it perhaps would've been if the pandemic had not occurred. The Tax base for 2023/24 is currently being determined.
- 3.34 The more Band D equivalent properties the Council has, allows the local authority to generate more income for the Council from Council Tax. Properties valued at Band A generate less income for the Council as the charge is 70% of the charge for a Band D property. The Council Tax base for Bolsover District Council is very low and this is a disadvantage for us. If another Council with a much higher Tax base increased their Council tax by the same percentage as us, they would receive far more income than us. This needs to be remembered when Council Tax is becoming one of the main ways the Government is allowing us to generate income.

### **Reserves and Balances**

- 3.35 The Local Government Act 2003 (Section 25) requires the Council's Section 151 Officer to report to Council on the Robustness of Budget Estimates and Adequacy of Reserves, for consideration immediately prior to setting the Budget and Council Tax. This is subject to external audit review to assess value for money and a going concern opinion.

3.36 The Section 151 Officer must consider the level of reserves needed to meet estimated future expenditure when calculating the budget requirement. The Council keeps a level of reserves to protect against the risk of any uncertainties or unforeseen expenditure. Much like using savings to offset monthly household bills the use of financial reserves cannot solve a budget problem outright but allows for smoothing of impacts or allows the Council time to ride any short-term situations before returning to normal. Therefore, reserves are mainly used to:

- Manage the impact of funding reductions over a longer period.
- Invest in projects that allow services to be delivered cheaper.
- Take one-off hits for the council without the need to further reduce service budgets.
- Provide capacity to absorb any non-achievement of planned budget reductions in each year.
- Provide capacity to absorb non-achievement of potential income, planned to be included in the MTFP in each year.
- To temporarily roll over unused portions of grants that can legally be used later.
- To insure against major unexpected events.
- To protect against general risk.
- To guard against emerging specific risks, such as business rate appeals, Council Tax support funding cuts and welfare reform.

3.37 Best practice guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA), states that the General Fund balance may be between 5% and 100% of net expenditure. The Council's £2m minimum working balance represents 18% of total net expenditure.

3.38 In addition to the General Fund balance, the Council retains a number of earmarked reserves on the balance sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice and others have been set up voluntarily to earmark resources for future spending plans or potential liabilities.

- 3.39 The Council has continued to develop its prudent financial management arrangements through the development of earmarked reserves to mitigate against potential future risks. As issues arise, the potential requirement for an earmarked reserve is considered. New earmarked reserves are formally considered as part of the detailed budget process to ensure that any new risks identified are adequately mitigated, and throughout the annual budget monitoring process as risks arise or become clearer.
- 3.40 The detailed budget process includes an assessment of risk, the adequacy of General Fund Reserves and a review of earmarked reserves, to both create and change earmarked reserve levels and to also release reserves which are no longer required.

The table below shows the level of general fund usable reserves and balances as at 1 April 2022.

<b>General Fund</b>	<b>Balance at 01-Apr-22 £'000</b>
<b>Balances:</b>	
General Fund Balance	<b>(2,101)</b>
<b>Usable Reserves:</b>	
Area Based Grant	<b>(45)</b>
Covid-19 - S31 Business Rate Relief Compensation Grant Reserve	<b>(2,298)</b>
General	<b>(1,089)</b>
NDR Growth Protection	<b>(8,284)</b>
Insurance - GF	<b>(501)</b>
IT and Office Equipment	<b>(839)</b>
Legal Costs	<b>(811)</b>
Local Development Scheme	<b>(180)</b>
Planning Fees	<b>(169)</b>
Transformation Reserve	<b>(5,321)</b>
Vehicle Repair and Renewal - GF	<b>(1,271)</b>
<b>Total Reserves and Balances</b>	<b>(22,909)</b>

#### 4 Budget Pressures

4.1 The table below is from the quarter 1 Budget Monitoring report. It is the latest position of all years in the current MTFP before we have started the revised budget and MTFP process. These will be updated and presented to Council in December and February.

4.2 The table shows that the Council is currently not forecasting any budget shortfall in any year due to us including estimates of potential new income from current projects and plans known about by the Council. These income projections will be thoroughly reviewed over the next few months to ensure they are still achievable as any reductions in this income could create a budget shortfall.

	2022/23 Budget £000	2023/24 Budget £000	2024/25 Budget £000	2025/26 Budget £000
Budget Shortfall – MTFP Feb 2022	82	18	0	1,212
Pension costs to be funded by GF balance	(82)	(18)	0	0
Efficiencies identified to date (removed from budget)	(112)	(112)	(112)	(112)
<b>Current Budget Shortfall</b>	<b>(112)</b>	<b>(112)</b>	<b>(112)</b>	<b>1,100</b>
Efficiencies identified <u>not yet realised</u>	0	(110)	(220)	(330)
Potential New Income	(443)	(1,097)	(1,682)	(2,141)
<b>Closing Budget Surplus</b>	<b>(555)</b>	<b>(1,319)</b>	<b>(2,014)</b>	<b>(1,371)</b>

4.3 Once the details of the Spending Review are known the implications for Bolsover will be included in our updated MTFP and the figures for 2026/27 will be included in the plan for the first time.

4.4 Since 2011/12, Bolsover has delivered savings of over £5m. We have a good track record of finding efficiencies and new ways of working but new budget savings are becoming increasingly more difficult to identify and deliver now we have reduced service budgets to minimum levels. For this reason it is essential that the Council continues to identify areas where costs can be reduced or income increased to close any budget gaps.

4.5 A number of areas have already been identified around additional income as follows:

- Potential Council Tax increases and growth in the tax base from new properties or bringing empty properties back into use;
- Potential extra business rates from new units we are constructing;
- Rental income from new units;
- Income from a proposed crematorium;
- Income from providing funding for our own Development Company;
- Rental Income from properties in the Development Company;
- Income from a new 3G football pitch which has recently been constructed;
- Income from a new toning suite within the Go Active Leisure Centre.

Whilst some of this income is already being received, this was after the MTFP was produced so the income is not yet reflected in the current MTFP. All income known about at the time will be included in the refresh process.

## **5 CIPFA Financial Management Code**

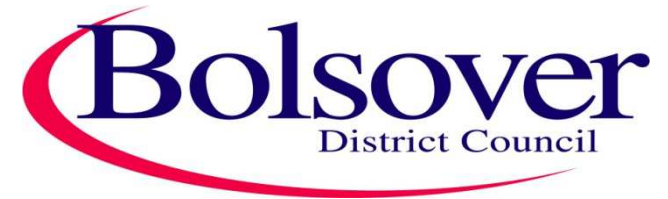
- 5.1 CIPFA has developed a Financial Management Code (FM Code) which is designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. The FM Code has been introduced because the exceptional financial circumstances faced by local authorities have revealed concerns about fundamental weaknesses in financial management, particularly in relation to a small number of high-profile failures across local government which threaten stakeholder's confidence in the sector as a whole.
- 5.2 Although the FM Code does not have legislative backing, it applies to all local authorities and it must be demonstrated that the requirements of the FM Code are being met. Demonstrating this compliance with the Code is a collective responsibility of Elected Members, the Section 151 Officer and the Corporate Leadership Team.
- 5.3 As a first step towards ensuring that this Council meets the FM Code, the Council's Internal Audit Consortium carried out an audit during September 2020. The audit concluded that the Council complied with the majority of the FM Code already. Three recommendations were raised which have been implemented during 2021/22 and continue into 2022/23.

- 5.4 To satisfy one of the recommendations, the Section 151 Officer subscribed to a benchmarking service for 2021/22. The service used our levels of reserves and balances for 2020/21 and compared us to other Local Authorities using their published accounts information. The resulting comment was that '*Bolsover has a healthy level of reserves and a positive direction of travel.*'
- 5.5 When the renewal notice for this benchmarking service arrived the price had increased considerably and it was felt we would not be getting good value for our money if we had continued the subscription. It has therefore been decided to look for other means by which we could meet this recommendation and part of the FM Code. This is currently ongoing but all recommendations are expected to be met by the end of the current year.



# Financial Outturn 2021/22

# Introduction to the reports – General Fund

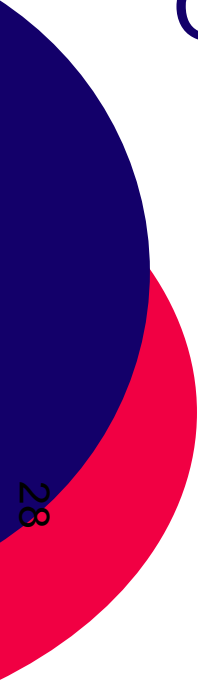


- 
- General Fund is every service except housing stock related.
  - In February 2021 we set the council tax for the year 1/4/21 – 31/3/22.
  - To enable us to do this we produced the Medium Term Financial Plan (MTFP).
  - This included revenue budgets made up of income and expenditure for 2022/23 and projections for 2023/24, 2024/25 and 2025/26.
  - This report shows how the financial position for 2021/22 turned out.
  - Appendix 1 and 2 are the general fund elements and show the summary and detail for 2021/22.

# General Fund – the outturn

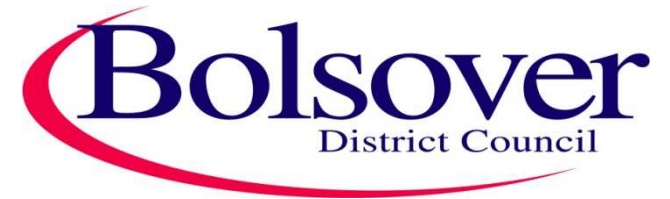
<b>The main variances</b>	<b>£'000</b>
ITC service	(32)
Street Scene	(112)
Environmental Health	(91)
Homelessness	(52)
Pleasley Vale Mills	(58)
Planning fee income	(52)
Salaries variances	(399)
Non-staff miscellaneous variances	(176)
Debt charges/Investment interest	(143)
Additional general government grants	(37)
<b>Total Outturn Variance</b>	<b>(1,152)</b>
Net change since revised budget	<b>6</b>
<b>Contribution to Reserves at Outturn</b>	<b>(1,146)</b>

# General Fund – transfers to reserves



# General Fund – future years

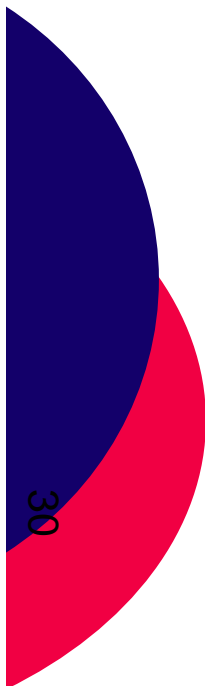
(please refer to paragraph 2.11 of the report for this slide)



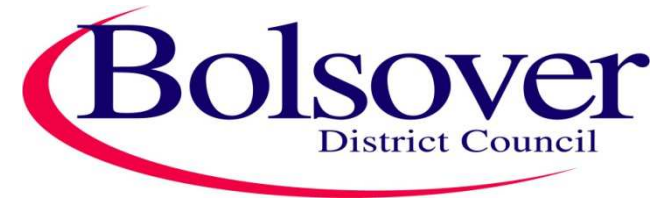
	2022/23 Budget £'000	2023/24 Budget £'000	2024/25 Budget £'000	2025/26 Budget £'000
Budget Shortfall – MTFP Feb 2022	82	18	0	1,212
Pension costs to be funded by GF balance	(82)	(18)	0	0
Efficiencies identified to date	(112)	(112)	(112)	(112)
<b>Current Budget Shortfall/(Surplus)</b>	<b>(112)</b>	<b>(112)</b>	<b>(112)</b>	<b>1,100</b>
Efficiencies identified not yet realised	0	(110)	(220)	(330)
Potential new income	(443)	(1,097)	(1,682)	(2,141)
<b>Closing Budget Shortfall</b>	<b>(555)</b>	<b>(1,319)</b>	<b>(2,014)</b>	<b>(1,371)</b>

# Covid-19 Pandemic

	<b>Amount received in 21/22</b>	<b>Amount paid at 31/3/22</b>
Business Support grant funding	£8.334m	£5.510m
Test + Trace support payments for individuals	£0.268m	£0.202m
Emergency funding to cover our costs	£0.497m	£0.497m
Compensation for our income losses	£0.195m	n/a
Covid-19 Additional Relief Fund (CARF) for businesses	£0.595m	£0.595m

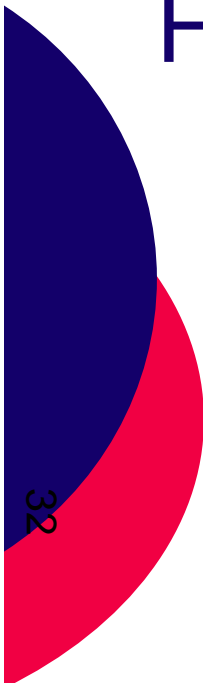


# Introduction to the reports – Housing Revenue Account



- 
- This is purely income and expenditure relating to our housing stock.
  - In February 2021 we set the rents for the year 1/4/21 – 31/3/22.
  - This fed into the Medium Term Financial Plan (MTFP).
  - This included revenue budgets made up of income and expenditure for 2022/23 and projections for 2023/24, 2024/25 and 2025/26.
  - This report shows how the financial position for 2021/22 turned out.
  - Appendix 3 is the housing revenue account element showing the summary for 2021/22.

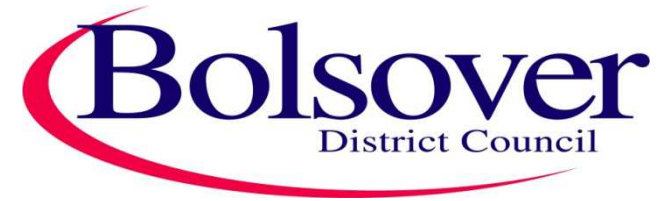
# Housing Revenue Account – the outturn



<b>The main variances</b>	<b>£'000</b>
Repairs + Maintenance expenditure	(52)
Special Services expenditure	(50)
Housing Related Support, Wardens expenditure	(58)
Remainder of HRA expenditure	(97)
Dwelling rents income	(77)
Remainder of HRA income	(89)
Additional interest cost	195
Budgeted surplus	(6)
<b>Total Outturn Variance</b>	<b>(234)</b>
Contribution to HRA Vehicle, Plant + Equipment Reserve at Outturn	234



# Introduction to the reports – Capital Programme

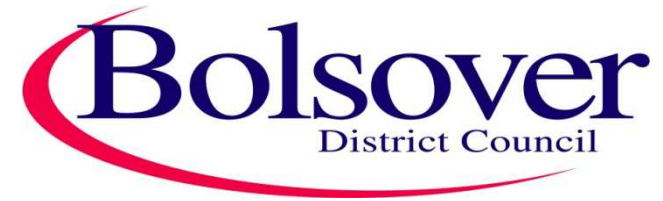


- 
- This is expenditure to purchase new assets or enhance existing ones.
  - Capital is shown separately for general fund and housing.
  - We also show how we are going to pay for the expenditure.
  - In February 2021 the Medium Term Financial Plan (MTFP) included estimates for both.
  - We included expenditure and financing for 2022/23 and projections for 2023/24, 2024/25 and 2025/26.
  - This report shows how the financial position for 2021/22 turned out.
  
  - Appendix 4 is the capital programme showing the detail of individual schemes and financing for 2021/22.

# Capital Programme – the outturn

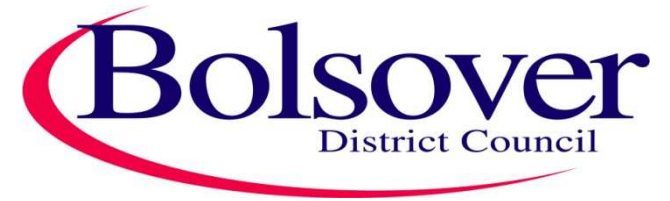
<b>The main variances</b>	<b>£'000</b>
GF Building Assets	(379)
GF ICT Schemes	(109)
Disabled Facilities Grants	(110)
Joint Venture - Dragonfly	(2,272)
Leisure Schemes	(442)
GF vehicle replacements	(897)
Other GF Capital Schemes	(15)
HRA New Build Properties	(1,247)
Public Sector Housing Schemes	(833)
New Bolsover Scheme	(955)
Other HRA Capital Schemes	(268)
<b>Total under spend</b>	<b>(7,527)</b>

# Introduction to the reports – Treasury Management



- 
- Treasury Management is the management of the Authority's cash flows (because it has surplus cash as a result of its day-to-day activities), borrowing and investments and the associated risks.
  - In February 2021 the Medium Term Financial Plan (MTFP) included estimates of interest payable on loans and receivable on our investment balances.
  - We included estimates for 2022/23 and projections for 2023/24, 2024/25 and 2025/26.
  - This report shows how the financial position for 2021/22 turned out.
  - Appendix 5 covers treasury management for 2021/22.

# Treasury Management – the outturn



- 
- Our over all borrowing requirement was £116.239m which was £0.840m less than budgeted due mainly to less capital expenditure than anticipated.
  - Public Works Loan Board (PWLB) debt was reduced to £93.4m due to a repayment of £3.7m in year.
  - Effective internal borrowing is £22.839m being the difference between the PWLB debt and the borrowing requirement.
  - PWLB debt interest paid was £3.378m.
  - Investment income received was £0.065m.

# Any Questions?

Please email

[Theresa.fletcher@Bolsover.gov.uk](mailto:Theresa.fletcher@Bolsover.gov.uk)

**Bolsover District Council**

**Meeting of the Executive on Monday 11th July 2022**

**Financial Outturn 2021/22**

**Report of the Portfolio Holder for Finance**

<b>Classification</b>	This report is public
<b>Report By</b>	Assistant Director of Finance and Resources
<b>Contact Officer</b>	Assistant Director of Finance and Resources Theresa Fletcher 01246 242548 theresa.fletcher@bolsover.gov.uk

**PURPOSE/SUMMARY OF REPORT**

To inform Executive of the outturn position of the Council for the 2021/22 financial year.

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**REPORT DETAILS**

**1. Background**

- 1.1 The Council published its draft Statement of Accounts in respect of 2021/22 on 27 May 2022. The statutory deadline of 31 May was extended to 31 July this year to take into consideration the impact of Coronavirus and as a result of Sir Tony Redmond's independent review of local authority financial reporting and external audit. The draft Statement of Accounts 2021/22 is now subject to the independent audit from the Council's external auditors, Mazars.
- 1.2 Until the accounts have been agreed by our external auditors, there remains the possibility that they will be subject to amendment. It is expected that the external audit will be undertaken remotely beginning in June. The statutory date for the final audited accounts has been extended from 31 July to 30 November 2022 but both the finance team and Mazars will be aiming for sign off by 30 September.
- 1.3 International Financial Reporting Standards (IFRS) dictate that the main focus of the Statement of Accounts is on reporting to the public in a format which is directly comparable with every country that has adopted IFRS i.e. not just UK or even other local authorities. By contrast, the focus of this report is on providing management information to Members and other stakeholders to assist in the financial management of the Council.

- 1.4 The following sections of this report will consider the 2021/22 outturn position in respect of the General Fund, the Housing Revenue Account (HRA), the Capital Programme and the Treasury Management activities. Within the report, consideration is given to the level of balances at the year end and the impact which the closing position has upon the Council's budgets in respect of the current financial year.

## 2. Details of Proposal or Information

### General Fund

- 2.1 The position in respect of the General Fund outturn is detailed in Appendix 1 attached to this report. The appendix shows the Current Budget compared to the final Outturn position. The main variances against the current budget are shown in table 1 below with variances at service level shown in Appendix 2.

Table 1

	£000
ITC	(32)
Street Scene	(112)
Environmental Health	(91)
Homelessness	(52)
Pleasley Vale Mills	(58)
Planning Fee income	(52)
Salaries variances	(399)
Non-staff miscellaneous variances	(176)
<b>Net cost of services</b>	<b>(972)</b>
Debt Charges/Investment Interest	(143)
Additional general government grants	(37)
<b>Total Outturn Variance</b>	<b>(1,152)</b>
Changes to general fund balance since revised budget – until outturn	6
<b>Contribution to Reserves – 2021/22 Outturn</b>	<b>(1,146)</b>

### Financial Reserves

#### Transfers from Earmarked Reserves

- 2.2 The use of earmarked reserves in 2021/22 was £4.250m. This reflects the expenditure incurred on projects at 31 March 2022 which have approval to use earmarked reserves. This also included £3.199m from the Covid-19 reserve to

cover the S31 grants for business rates relating to the 2020/21 deficit on the collection fund. There are ongoing commitments for reserve expenditure in 2022/23 when the balance of this years' reserve funding (£0.134m) will be utilised.

### Transfers to Reserves

- 2.3 At the end of the financial year it has been necessary to agree transfers into 2 reserves in preparation for future expenditure commitments, some from income received in 2021/22. Transfers to reserves total £6.034m which is £1.146m higher than originally forecast, reflecting the outturn shown in table 1.

These consist of:

- £0.446m contribution to the IT Reserve to fund future expenditure requirements.
- £0.700m contribution to the Legal Costs Reserve in preparation to fund a large housing benefit case recently lost at a tribunal.

- 2.4 The Transformation Reserve has a balance at the end of the year of £5.321m. Commitments already made against this reserve for 2022/23 and future years amount to £4.8m leaving £0.521m uncommitted at the date of writing this report.

- 2.5 As already discussed there are ongoing commitments against the earmarked reserves which will continue in 2022/23 and future years. Should any of these reserves prove unnecessary in the future, they will be moved back into unallocated General Fund resources.

### General Fund Balances

- 2.6 The General Fund Balances are considered to be at an acceptable level for a District Council rather than at a generous level. The General Fund balance has decreased to £2.101m in line with the MTFP. This needs to be considered against the background of ongoing changes to the level of Government funding together with the range of risks facing the Council. With only a limited level of General Fund reserves it is crucial that the Council continues to maintain robust budgetary control while securing its ongoing savings targets in order to safeguard both its reserves and its financial sustainability.
- 2.7 Given the current level of general balances, should either an over spend or an under achievement of income occur, then the Council would have a period of time in which to recover the situation. In a situation in which the Council were operating at a lower level of balances and an over spend or under achievement of income occurred which took balances to below minimum level then immediate 'crisis' remedial action would need to be considered. Such a response is not conducive to sound financial management but more importantly would have a significant detrimental impact upon the Council's ability to deliver the planned and agreed level of services to local residents.
- 2.8 The main feature of the 2021/22 financial year is that the Council transferred £1.146m to Earmarked Reserves in preparation for future expenditure.



- 2.9 With regard to the underlying favourable variance on the General Fund in 2021/22 this will be reviewed as usual during the budget process for 2022/23 – 2026/27, from October onwards. The latest position for all years in the current MTFP is shown in Table 2.
- 2.10 It should be remembered that for all years from 2023/24 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.
- 2.11 These transfers are £0.004m into the reserve in 2022/23, then contributions from the reserve of £3.262m in 2023/24, £2.990m in 2024/25 and £1.802m for 2025/26. This reserve is not a sustainable source of income for the general fund. Included in the table for the first time this year is the Potential New Income line. As the name suggests this is 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. At this stage none of this income is realised and is therefore not yet included in our budgets.

Table 2

	<b>2022/23 Budget £000</b>	<b>2023/24 Budget £000</b>	<b>2024/25 Budget £000</b>	<b>2025/26 Budget £000</b>
Budget Shortfall - MTFP Feb 2022	82	18	0	1,212
Pension costs to be funded by GF balance	(82)	(18)	0	0
Efficiencies identified to date (removed from budget)	(112)	(112)	(112)	(112)
<b>Current Budget Shortfall/(Surplus)</b>	<b>(112)</b>	<b>(112)</b>	<b>(112)</b>	<b>1,100</b>
Efficiencies Identified <u>not yet realised</u>	0	(110)	(220)	(330)
Potential New Income	(443)	(1,097)	(1,682)	(2,141)
<b>Closing Budget Surplus</b>	<b>(555)</b>	<b>(1,319)</b>	<b>(2,014)</b>	<b>(1,371)</b>

## 2.12 Covid-19 Pandemic

The following table shows the main sources of financial support the Council received from Government to support businesses, individuals and the Council's own additional cost pressures and losses in income due to the pandemic.

	Amount available to spend in 2021/22	Amount paid during 2021/22
Business support grant funding	£8.334m (including £3.995m b/f from 2020/21)	£5.510m
Test and trace support payments (for individuals)	£0.268m (including £0.097m b/f from 2020/21)	£0.202m
Emergency funding to cover our costs	£0.497m	£0.497m
Compensation for our income losses	£0.195m	n/a
Covid-19 Additional Relief Fund (CARF) for businesses	£0.595m	£0.595m

### **Housing Revenue Account (HRA)**

- 2.13 The Housing Revenue Account is provided in Appendix 3 to this report.
- 2.14 The Housing Revenue Account position shows a number of variances during the year. The main expenditure under spends £0.181m, are in relation to vacancies within repairs and maintenance and wardens/central control. Slightly lower void levels than estimated meant an increase in dwelling rents income of £0.076m. The overall expenditure position is £0.221m below the current budget. The overall income position is £0.166m above the current budget. This gives a net cost of services under spend of £0.387m, adjusting to £0.190m under spend after interest.
- 2.15 The surplus has been used to fund a contribution of £0.234m to the HRA Vehicle, Plant and Equipment Reserve which is available to fund future expenditure requirements. Where the use of Reserves has not been fully applied in 2021/22 and there are ongoing commitments for these activities in 2022/23, the funding will be carried forward and utilised.
- 2.16 The level of HRA Balances has decreased to £2.077m in line with the MTFP. The HRA balances are considered appropriate with the level of financial risk facing the HRA. Maintenance of this balance is necessary as it will help ensure the financial and operational stability of the HRA which is essential if we are to maintain the level of services and quality of housing provided to our tenants over the life of the 30 year Business Plan.

## Capital Investment Programme

2.17 Details of the capital expenditure incurred by the Council in 2021/22 on a scheme by scheme basis is provided in Appendix 4.

The Capital Programme may be summarised as follows:

	<b>Current Programme £'000</b>	<b>Outturn £'000</b>	<b>Variance £'000</b>
<b>General Fund:</b>			
GF Building Assets	819	440	(379)
GF ICT Schemes	255	146	(109)
Leisure Schemes	1,290	848	(442)
Disabled Facilities Grants	580	470	(110)
Joint Venture - Dragonfly	2,272	0	(2,272)
GF Vehicle Replacements	1,436	539	(897)
Other Capital Schemes	25	10	(15)
<b>General Fund Total</b>	<b>6,677</b>	<b>2,453</b>	<b>(4,224)</b>
<b>HRA:</b>			
HRA New Build Properties	7,509	6,262	(1,247)
HRA Vehicle Replacements	288	118	(170)
Public Sector Housing Schemes	6,894	6,061	(833)
HRA ICT Schemes	226	128	(98)
New Bolsover Scheme	1,479	524	(955)
<b>HRA Total</b>	<b>16,396</b>	<b>13,093</b>	<b>(3,303)</b>
<b>Programme Total</b>	<b>23,073</b>	<b>15,546</b>	<b>(7,527)</b>

### General Fund Schemes

2.18 In relation to the General Fund element of the Capital Programme during 2021/22, £4.224m was not undertaken. The 3G Playing Pitch, Joint Venture and Vehicle replacements were the main variances.

### HRA Schemes

- 2.19 Within the HRA the variances show that £3.303m of the total HRA programme has not been undertaken during the year. The New Build Properties, Public Sector Housing Schemes and New Bolsover Scheme were the main variances.
- 2.20 Appendix 4 also details the proposed carry forward amounts to 2022/23. These requests relate to individual schemes that are still in progress, where there are outstanding commitments or where the scheme has been delayed. The carry forward amount is £6.488m with the impact on the 2022/23 capital programme detailed in the appendix. It should be noted that all these expenditure requirements will take forward a corresponding level of financial resources and thus have a neutral impact on the financial position in 2022/23.

### Capital Financing

- 2.21 The Capital Programme was financed as follows:

	<b>Current Programme</b>	<b>Outturn</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>General Fund:</b>			
The Better Care Fund	(580)	(467)	(113)
Reserves	(5,444)	(1,808)	(3,636)
External Funding	(653)	(178)	(475)
<b>Total General Fund</b>	<b>(6,677)</b>	<b>(2,453)</b>	<b>(4,224)</b>
<b>HRA:</b>			
Major Repairs Reserve	(6,229)	(5,597)	(632)
Prudential Borrowing	(1,156)	(1,004)	(152)
HRA Reserves	(6,120)	(3,808)	(2,312)
Usable Capital Receipts	(671)	(605)	(66)
External Funding	(2,220)	(2,079)	(141)
<b>Total HRA</b>	<b>(16,396)</b>	<b>(13,093)</b>	<b>(3,303)</b>
<b>Grand Total</b>	<b>(23,073)</b>	<b>(15,546)</b>	<b>(7,527)</b>

### General Fund Capital Financing

- 2.22 Officers have financed the General Fund Capital Programme from a combination of reserve contributions and external funding.

### HRA Capital Financing

- 2.23 Officers have financed the HRA Capital Programme from a combination of capital receipts, reserve contributions, prudential borrowing and external funding. The Prudential Borrowing financing arrangements were agreed by Council as part of the Treasury Management Strategy at its meeting in February 2021.

## **Treasury Management**

2.24 Appendix 5 provides a brief report on the Treasury Management activity of the Council for 2021/22. In summary, the Council operated throughout 2021/22 within the Authorised and Operational Boundary limits approved in the Treasury Management Strategy as approved by the Council in February 2021.

2.25 The key points from the summary report are:

- The overall borrowing requirement of the Council (the Capital Financing Requirement) - £116.239m at 31 March 2022.
- The PWLB debt - £93.400m.
- Effective internal borrowing - £22.839m.
- £3.7m repayments of PWLB debt in year.
- No new PWLB borrowing was undertaken in 2021/22.
- PWLB interest paid in 2021/22 - £3.378m.
- Interest received on investments - £0.065m.

## **3. Reasons for Recommendation**

### **General Fund**

3.1 During the previous financial year the Council managed its budget effectively securing a favourable financial outturn. The Council was able to make contributions of £1.146m to reserves in preparation for future expenditure commitments. The Transformation Reserve, which is the Council's main general earmarked reserve, has £4.8m committed against it in 2022/23 and future years, so continued prudence is needed when committing against this reserve.

### **HRA**

3.2 The Council was able to make a contribution of £0.234m to the HRA Vehicle, Plant and Equipment Reserve. The HRA continues to operate within the parameters set by the 30 Year Business Plan and the MTFP. Officers will be working to ensure that the Business Plan continues to reflect the impact of government legislation, and that the HRA remains sustainable over the 30 year period of the Business Plan.

### **Capital Programme**

3.3 The Capital Programme saw good progress on approved schemes during the 2021/22 financial year. There are however, a number of schemes which are work in progress and this requires that the associated expenditure and funding be carried forward into the 2022/23 financial year.

### **Capital Financing**

3.4 Capital expenditure during 2021/22 has been fully financed in line with the approved programme.

## Treasury Management

- 3.5 The Council operated in line with its agreed Treasury Management Strategy during the 2021/22 financial year. This ensures that lending and borrowing arrangements were prudent and sustainable, minimising the risk of financial loss to the Council. Effective management of these arrangements ensured that interest costs during the year were minimised in order to assist the Council's revenue position whilst interest receivable rose.

## **4 Alternative Options and Reasons for Rejection**

- 4.1 The financial outturn report for 2021/22 is primarily a factual report which details the outcome of previously approved budgets therefore there are no alternative options that need to be considered.
- 4.2 The allocation of resources to earmarked reserve accounts has been undertaken in line with the Council's policy and service delivery framework and in the light of the risks and issues facing the Council over the period of the current MTFP. If these risks do not materialise or are settled at a lower cost than anticipated then the earmarked reserves will be reassessed and returned to balances where appropriate.

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## **RECOMMENDATION(S)**

1. That Members note the outturn position in respect of the 2021/22 financial year.
2. That Members approve the transfers to earmarked reserves of £1.146m and £0.234m as outlined in detail in paragraphs 2.3 and 2.15 respectively.
3. That Members approve the proposed carry forward of capital budgets detailed in Appendix 4 totalling £6.488m.

Approved by Councillor Clive Moesby, Portfolio Holder for Finance

### **IMPLICATIONS:**

**Finance and Risk:**            Yes             No

#### **Details:**

The financial implications are set out within the body of the report. Members should note that the budgets against which we have monitored the 2021/22 outturn were those agreed within the Council's Medium Term Financial Plan (MTFP). The MTFP gave careful consideration to both the affordability of the budgets that were approved and to ensuring that the level of balances remained adequate for purposes of enabling sound financial management.

The issue of financial risk is covered throughout the report. The risk of not achieving a balanced budget, together with the risk that the Council's level of financial balances will be further eroded are currently key corporate risks identified on the Council's Strategic Risk Register.

On behalf of the Section 151 Officer

<b>Legal (including Data Protection):</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Details:</b>		
The Statement of Accounts is currently required to be prepared by 31 May and audited by the 31 July each year, although again this year the deadlines have been moved to 31 July and 30 November respectively, due to the ongoing external audit capacity issue. The Council has now completed the draft Statement of Accounts and they have been signed off by the Chief Financial Officer as at 27 May 2022 which secures compliance with the Council's obligations.		
On behalf of the Solicitor to the Council		
<b>Staffing:</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>		
There are no human resource issues arising directly out of this report.		
On behalf of the Head of Paid Service		

## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> 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:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	No

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

<b>Links to Council Ambition: Customers, Economy and Environment.</b>

DOCUMENT INFORMATION	
Appendix No	Title
1	General Fund Summary – Outturn 2021/22
2	General Fund Detail – Outturn 2021/22

3	Housing Revenue Account – Outturn 2021/22
4	Capital Expenditure – Outturn 2021/22
5	Treasury Management – Outturn 2021/22

<b>Background Papers</b>
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<i>(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 Executive you must provide copies of the background papers).</i>
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None
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## GENERAL FUND SUMMARY - OUTTURN 2021/22

Appendix 1

	Current Budget 2021/22 £	Outturn 2021/22 £	Variance £
Corporate Resources (including S106 expenditure, recharge to HRA and year end entries)	2,739,189	2,363,815	(375,374)
Development (including S106 expenditure and year end entries)	2,514,221	2,193,368	(320,853)
Environment and Enforcement (including year end entries)	5,282,102	5,005,886	(276,216)
<b>Net Cost of Services</b>	<b>10,535,512</b>	<b>9,563,069</b>	<b>(972,443)</b>
Investment Property net income	(248,134)	(248,134)	0
Revenue contribution to Capital Programme	37,938	37,938	0
Debt Charges	925,686	937,642	11,956
Investment Interest	(89,167)	(244,392)	(155,225)
Contributions to Reserves	4,887,219	6,034,067	1,146,848
Contributions from Earmarked Reserves	(4,250,421)	(4,250,421)	0
Contribution (from)/to S106 Holding A/cs, Grant A/cs and Miscellaneous Holding A/cs	(658,578)	(658,578)	0
Parish Precepts	3,294,344	3,294,344	0
<b>Total Spending Requirement</b>	<b>14,434,399</b>	<b>14,465,535</b>	<b>31,136</b>
Revenue Support Grant	(1,194,913)	(1,194,913)	0
Business Rate Retention	(4,732,419)	(4,732,420)	(1)
New Homes Bonus Grant	(724,765)	(724,764)	1
BDC Council Tax Requirement	(3,992,970)	(4,002,491)	(9,521)
Parish Council, Council Tax Requirement	(3,294,344)	(3,294,344)	0
Miscellaneous un-ring-fenced grant	0	(27,715)	(27,715)
COVID-19 net funding	(408,213)	(408,218)	(5)
<b>Funding Requirement</b>	<b>(14,347,624)</b>	<b>(14,384,865)</b>	<b>(37,241)</b>
<b>Opening General Fund Balance</b>	<b>(2,181,642)</b>	<b>(2,181,642)</b>	
<b>Transfer (to)/from Balances</b>	<b>86,775</b>	<b>80,670</b>	
<b>Closing General Fund Balance</b>	<b>(2,094,867)</b>	<b>(2,100,972)</b>	

GENERAL FUND DETAIL - OUTTURN 2021/22					
		Current Budget	Outturn	Variance	
		2021/22	2021/22		
Directorate cost centres		£	£	£	Main variances
G001	Audit Services (G001)	123,903	123,903	0	
G002	I.C.T. (G002)	837,311	805,326	(31,985)	Hardware maintenance £4k under spend, hardware rental £4k under spend, Leased lines £4k under spend, Business Software £7k under spend, income from NE under by £2k.
G003	Reprographics (printing) (G003)	269,083	263,882	(5,201)	Staffing £1k under spent, Equipment Tools and Materials under spent £1k, income over achieved by £1k.
G006	CEPT (G006)	430,454	414,499	(15,955)	Salaries £1k under spent, Grants to Vol. Orgs. £16k under spent.
G011	Head of Leader's Executive (G011)	71,219	75,255	4,036	Salaries 4k over spent due to regrading.
G012	Community Champions (G012)	61,505	61,505	0	
G014	Customer Contact Service (G014)	760,440	718,371	(42,069)	Staffing costs under spent by £33k due to vacancies, overtime £4k under spent. Uniforms £1k under spent, Repairs and Maintenance £1k under spent.
G015	Customer Service + Improvement (G015)	117,015	104,609	(12,406)	Youth Parliament £4k under spent, recharges from NE £7k under spent.
G016	Skills Audit (G016)	25,760	25,760	0	
G038	Concessionary Fares & TV Licenses (G038)	(10,283)	(10,244)	39	
G039	Children and YP Emotional Well-being (G039)	(100,000)	(100,000)	0	
G040	Corporate Management (G040)	170,565	171,395	830	Apprenticeship levy charge £1k under spent, bank fees £1k over spent, external audit fees £2k over spent.
G041	Non Distributed Costs (G041)	685,609	665,802	(19,807)	Added-years charge £19k under spent.
G044	Financial Services (G044)	304,895	272,582	(32,313)	Staffing £28k under spent due to restructure, postages £1k over spent, H+C £2k under spent, £2k income over achieved.
G052	Human Resources (G052)	219,877	200,432	(19,445)	Salaries £20k under spent due to vacancies, H+C £1k over spent, Recharges from NE £8k over spent due to change after budget, recharges to NE £3k under spent.
G054	Electoral Registration (G054)	179,059	142,871	(36,188)	Electoral Reg fees £10k under spent, mileage £1k under spent, salaries £15k under spent due to vacancy, Software Rental £4k under spent, H+C £2k under spent.
G055	Democratic Representation & Management (G055)	536,062	521,429	(14,633)	Training costs £7k under spent, equipment £3 under spent, advertising costs £1k under spent, mileage £1k under spent.
G056	Land Charges (G056)	1,099	5,727	4,628	Land Searches income £4k under achieved, H+C £1k over spent.
G057	District Council Elections (G057)	16,688	10,785	(5,903)	Includes share of local election income.
G058	Democratic Services (G058)	273,822	239,207	(34,615)	Salaries £29k under spent due to a vacancies, hardware rental £1k under spent, expenditure from NE £3k under spent.
G060	Legal Services (G060)	236,853	219,560	(17,293)	Salaries £15k under spent due to vacancies, Professional + Consultancy £1k under spent, Fees and Charges £4k over achieved, Income from NE £5k under achieved.
G061	Bolsover Wellness Programme (G061)	117,792	117,876	84	
G062	Extreme Wheels (G062)	(24,052)	(26,936)	(2,883)	Staffing costs £2k under spent.
G063	The Girl Can (G063)	(1,908)	(1,908)	0	
G064	Bolsover Sport (G064)	141,606	140,904	(702)	Staffing over spent £4k, income over achieved by £7k.
G065	Parks, Playgrounds & Open Spaces (G065)	39,825	35,994	(3,831)	Income Over achieved £3k.
G069	Arts Projects (G069)	44,980	43,471	(1,509)	
G070	Outdoor Sports & Recreation Facilities (G070)	19,849	15,433	(4,416)	Building maintenance under spend £1k, Electricity £1k over spend, Water £1k under spend, income over achieved £2k.
G072	Leisure Services Mgmt & Admin (G072)	262,681	258,584	(4,097)	Staffing £2k over spend, misc expenses £1k under spend, marketing £4k under spend, H+C £1k under spend, income £1k under achieved.
G084	Head of Partnerships (G084)	37,638	23,325	(14,313)	Staffing £29k under spend due to vacancy, income from NE £15k under achieved due to staff no longer shared.
G086	Alliance (G086)	5,250	3,250	(2,000)	Sheffield City Region contribution no longer payable.
G094	Director of Corporate Resources (G094)	18,954	18,989	35	

GENERAL FUND DETAIL - OUTTURN 2021/22					
		Current Budget	Outturn	Variance	
		2021/22	2021/22		
Directorate cost centres		£	£	£	Main variances
G100	Benefits (G100)	357,684	270,028	(87,656)	Year end entry £57k budget for bad debt provision on corporate code G953, salaries £18k under spent due to vacancies, Postages £3k over spend, software maintenance £1k under spent, professional/consultancy fees £1k under spent.
G103	Council Tax / NNDR (G103)	22,624	(143,921)	(166,545)	Receipt of new burdens admin grant £160k, General Fees £16k under spend, Software maintenance £12k under spend, H+C £1k under spend, Salaries over spent £1k.
G111	Shared Procurement (G111)	46,557	43,881	(2,676)	Staffing £4k under spend due to timing of hiring staff members, income from NE £5k under achieved, Income from other authorities £3k under achieved.
G117	Payroll (G117)	72,934	69,175	(3,759)	Staffing costs £1k under spend due to vacancy now filled, Recharges from NE £3K under spent.
G125	S106 Percent for Art (G125)	(8,200)	(8,200)	0	
G126	S106 Formal and Informal Recreation (G126)	(3,996)	(3,996)	0	
G129	Bolsover Apprenticeship Programme (G129)	(8,500)	(8,500)	0	
G146	Pleasley Vale Outdoor Activity Centre (G146)	54,165	45,613	(8,552)	Electricity £2k over spend, income £9k over achieved.
G155	Customer Services (G155)	36,596	27,230	(9,366)	Staffing £4k under spend due to reduced hours, Hired/contract £5k under spend.
G157	Controlling Migration Fund (G157)	86,277	86,277	0	
G161	Rent Rebates (G161)	(112,204)	(19,704)	92,500	Difference from mid-year estimate to final claim.
G162	Rent Allowances (G162)	24,701	74,254	49,553	Difference from mid-year estimate to final claim.
G164	Support Recharges (G164)	(4,020,859)	(4,020,859)	0	
G168	Multifunctional Printers (G168)	39,900	35,702	(4,198)	Hardware + Software rental under spent - lower usage/clicks due to staff working remotely.
G170	S106 Outdoor Sports (G170)	52,164	52,164	0	
G179	School Sports Programme (G179)	2,572	(6,851)	(9,423)	Holding account no longer required, £12k income released to GF.
G180	Special Events (G180)	154	154	0	
G181	STEP (G181)	671	671	0	
G182	Community Outreach Programme (G182)	(2,225)	(2,225)	0	
G183	Holiday Activity + Food Programme (G183)	(1,678)	(1,678)	0	
G186	PL4S Satellite Programme (G186)	816	816	0	
G191	Bolsover Community Lottery (G191)	(2,204)	(5,496)	(3,291)	Additional income added to the holding account for use in the community in future years.
G192	Scrutiny (G192)	22,126	21,732	(394)	
G195	Head of Governance + Monitoring (G195)	39,192	37,809	(1,383)	Staffing £10k under spend due to vacancy - post covered through legal team (now filled), Income from NE £6k under achieved as post now 100% BDC.
G197	Head of Finance + Resources (G197)	72,077	77,471	5,394	Staffing £5k over spend due to grading review.
G207	Balanceability (G207)	452	(1,014)	(1,466)	
G218	I-Venture/Namibia Bound (G218)	6,842	6,842	0	
G220	Locality Funding (G220)	(32,834)	(32,834)	0	
G221	Sports Leaders (G221)	1,861	(92)	(1,953)	Holding account no longer required, £2k income released to GF.
G228	Go Active Clowne Leisure Centre (G228)	(37,708)	59,107	96,815	Staffing £5k over spend, Building Maintenance £3k under spend, Utilities £7k under spend, Music licence £5k under spend, Marketing £4k under spend, Pulse Fees £13k under spend, catering provisions £2k under spend, income £126k under achieved, Covid Compensation of £209k.
G238	HR Health + Safety (G238)	87,618	80,556	(7,061)	Equipment £1k under spend, income from other authorities £6k.
G241	Community Rail (G241)	(18,593)	(18,593)	0	
G244	Bolsover Business Growth Fund (G244)	86,657	86,657	0	
<b>Total for Corporate Resources</b>		<b>2,739,189</b>	<b>2,363,815</b>	<b>(375,374)</b>	
G009	Dragonfly (G009)	0	(17,730)	(17,730)	Income unknown at budget time.
G031	S106 - Biodiversity (G031)	357	357	0	

<b>GENERAL FUND DETAIL - OUTTURN 2021/22</b>					
		<b>Current Budget</b>	<b>Outturn</b>	<b>Variance</b>	
		<b>2021/22</b>	<b>2021/22</b>		
<b>Directorate cost centres</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>Main variances</b>
G073	Planning Policy (G073)	228,440	175,474	(52,966)	Staffing £24k under spend due to vacancy, professional and consultancy £1k under spend, recharges from NE £60k under spend as now 100% BDC, Income from NE under achieved £33k.
G074	Planning Development Control (G074)	(100,894)	(152,909)	(52,015)	Planning fee income over achieved by £61k, Postages £1k under spend, advertising £9k over spend, Mileage £1k under spend.
G076	Planning Enforcement (G076)	116,031	94,481	(21,550)	Staffing £20k under spend due to vacancy, mileage £1k under spend.
G077	LGA Housing Advisers Programme (G077)	(25,000)	(25,000)	0	
G078	LGA Net Zero Innovation Programme (G078)	(30,000)	(30,000)	0	
G079	Planning Services Mgmt & Admin (G079)	22,698	22,294	(404)	
G080	Engineering Services (ESRM) (G080)	104,718	104,233	(485)	
G082	Tourism Promotion + Development (G082)	13,732	13,732	0	
G083	Building Control Consortium (G083)	55,000	48,108	(6,892)	£7k under spend.
G085	Economic Development (G085)	73,168	70,910	(2,258)	
G088	Derbyshire Economic Partnership (G088)	15,000	15,000	0	
G089	Premises Development (G089)	1,919	0	(1,919)	Building maintenance £1k under spend, Electricity £1k under spend.
G090	Pleasley Vale Mills (G090)	51,153	0	(51,153)	Water charges £2k under spent, H+C £1k under spent, Equipment £1k under spent, income over achieved by £51k.
G091	CISWO Duke St Building (G091)	6,570	6,570	0	
G092	Pleasley Vale Electricity Trading (G092)	12,106	0	(12,106)	YE entry £2k w/offs, income over achieved £12k, electricity under spent £2k.
G095	Estates + Property (G095)	531,436	473,869	(57,567)	£53k year end capital admin allowance + deminimis receipts, salaries under spent £3k due to vacancy during the year, mileage £1k under spent.
G096	Building Cleaning (General) (G096)	105,096	109,134	4,038	Store issues £3k over spend.
G099	Catering (G099)	500	12	(488)	More meetings taking place remotely.
G109	Director of Development (G109)	114,231	121,695	7,464	Salaries £7k over spent due to regrading.
G110	Asst Director of Development (G110)	71,718	75,283	3,565	Staffing costs £4k over spend due to regrading.
G114	Strategic Investment Fund (G114)	50,117	50,117	0	
G132	Planning Conservation (G132)	82,622	82,338	(284)	
G133	The Tangent Business Hub (G133)	(54,356)	(49,967)	4,389	Income under achieved overall by £36k, building maintenance/utilities costs under spent £10k, H+C £13k under spent.
G139	Proptech Engagement Fund (G139)	(152,391)	(152,391)	0	
G151	Street Lighting (G151)	36,025	34,271	(1,754)	Electric £2k under spend.
G156	The Arc (G156)	144,737	130,324	(14,414)	Income under achieved £1k, staffing £6k under spend due to vacancy, building maintenance/running costs underspent overall £2k, H+C £7k under spent.
G167	Facilities Management (G167)	13,724	14,041	317	
G169	Closed Churchyards (G169)	8,780	8,776	(4)	
G188	Cotton Street Contact Centre (G188)	29,745	25,324	(4,421)	£2k building maintenance costs under spent and H+C £2k under spent.
G193	Economic Development Management + Admin (G193)	961,511	918,902	(42,609)	Salaries £40k under spent due to vacant posts (now filled), mileage £1k under spend.
G200	Head of Property Services + Housing Repairs (G200)	7,050	7,442	392	Staff costs over spent due to regrading.
G226	S106 - Highways (G226)	30,464	30,464	0	
G227	S106 - Public Health (G227)	(11,785)	(11,785)	0	
<b>Total for Development</b>		<b>2,514,221</b>	<b>2,193,368</b>	<b>(320,853)</b>	
G007	Community Safety - Crime Reduction (G007)	52,179	49,867	(2,312)	Salaries under spent £2k due to vacancy.
G010	Neighbourhood Management (G010)	65,268	65,750	482	Recharge from NE over.
G013	Community Action Network (G013)	286,217	288,657	2,440	Salaries £2k over spent.
G017	Private Sector Housing Renewal (G017)	83,845	77,029	(6,816)	Recovered expenditure £6k under achieved.
G018	Environmental Health - Covid Team (G018)	(132,217)	(3,834)	128,383	External funding - £128k income allocated during budget process - £88k spent and £40k to be carried forward to next year via grant accounting.

GENERAL FUND DETAIL - OUTTURN 2021/22					
		Current Budget	Outturn	Variance	
		2021/22	2021/22		
Directorate cost centres		£	£	£	Main variances
G020	Public Health (G020)	(98,000)	(98,000)	0	
G021	Pollution Reduction (G021)	202,492	187,224	(15,268)	Recharge from NE £13k under spent, income £2k over achieved.
G022	Health & Safety (G022)	(470)	(769)	(299)	
G023	Pest Control (G023)	45,594	50,000	4,406	Recharge from NE £4k over and income slightly under achieved.
G024	Street Cleansing (G024)	318,979	298,561	(20,418)	Income over achieved by £13k, staffing costs under spent by £11k due to vacancies, H+C £2k over spend, Recharges from NE £1k over spend.
G025	Food Safety (G025)	133,331	134,019	688	Recharge from NE £4k over, income £2k over.
G026	Animal Welfare (G026)	99,136	77,427	(21,709)	Recharged from NE £21k under, income £1k over achieved overall.
G027	Emergency Planning (G027)	365,676	372,056	6,380	This is where the COVID expenditure was funded from and is all covered by grant/reserve postings.
G028	Waste Collection (G028)	990,649	942,779	(47,870)	Staffing related costs £49k under spent due to vacancies/agency workers not required, income over achieved £1k overall.
G030	Street Trading (G030)	20	0	(20)	
G032	Grounds Maintenance (G032)	699,625	686,580	(13,045)	Staff costs under spent £14k due to vacancies, income over achieved £2k. H+C £2k over spend.
G033	Vehicle Fleet (G033)	984,964	908,688	(76,276)	£72k year end capital admin allowance + deminimis receipts, Staffing £33k under spend due to vacancies, Fuel £29k over spend, income £5k over achieved.
G036	Environmental Health Mgmt & Admin (G036)	239,970	186,342	(53,628)	Recharges from NE £54k under spend.
G043	Director of Environment + Enforcement (G043)	100,651	109,309	8,658	Staffing £8k over spend due to regrading.
G046	Homelessness (G046)	139,933	87,824	(52,109)	Homelessness prevention £10k under spend, H+C £35k under spent.
G048	Town Centre Housing (G048)	(10,600)	(7,157)	3,443	less income received in rental than estimated.
G053	Licensing (G053)	25,591	22,819	(2,772)	Income over achieved by £1k, recharges from NE £3k under spent.
G097	Groundwork & Drainage Operations (G097)	69,693	66,353	(3,340)	Staffing £4k under spend due to vacancy.
G106	Housing Anti Social Behaviour (G106)	120,379	112,849	(7,530)	Staffing £7k under spend due to vacancy.
G113	Parenting Practitioner (G113)	35,481	35,372	(109)	
G123	Riverside Depot (G123)	159,968	156,945	(3,023)	Income £2k under achieved, utilities £3k under spent, building maintenance £4k under spent, staffing £1k over spend.
G124	Street Servs Mgmt & Admin (G124)	44,984	45,970	986	
G135	Domestic Violence Worker (G135)	11,220	9,893	(1,327)	
G142	Community Safety - CCTV (G142)	1,470	1,470	0	
G143	Housing Strategy (G143)	52,400	45,256	(7,144)	Recharges from NE £7k under spend.
G144	Enabling (Housing) (G144)	34,402	27,287	(7,115)	Recharges from NE £7k under spend.
G148	Trade Waste (G148)	(145,758)	(189,489)	(43,731)	Waste disposal costs £46k under spent. Trade Refuse income under achieved by £2k.
G149	Recycling (G149)	198,645	150,873	(47,772)	Staffing £30k under spend due to vacancies, additional cost of providing an in-house Recycling service, funded by COVID.
G153	Housing Advice (G153)	15,295	14,490	(805)	
G176	Affordable Warmth (G176)	21,124	20,977	(147)	
G198	Head of Housing (GF) (G198)	28,362	29,808	1,446	Staffing £2k over spend due to regrading.
G199	Head of Street Scene (G199)	39,851	43,121	3,270	Staffing £6k over spend due to now 100% BDC, Recharge from NE £3k under spend.
G229	Housing Standards (G229)	(2,500)	(4,156)	(1,656)	Income £2k over achieved.
G239	Housing + Comm Safety Fixed Penalty Acc (G239)	4,253	3,696	(557)	
<b>Total for Environment + Enforcement</b>		<b>5,282,102</b>	<b>5,005,886</b>	<b>(276,216)</b>	
<b>Total for: General Fund</b>		<b>10,535,512</b>	<b>9,563,069</b>	<b>(972,443)</b>	

## HOUSING REVENUE ACCOUNT - OUTTURN 2021/22

	Current Budget 2021/22 £	Outturn 2021/22 £	Variance £
<b>Expenditure</b>			
Repairs and Maintenance	5,237,688	5,185,493	(52,195)
Rents, Rates, Taxes & Other Charges	302,766	294,822	(7,944)
Supervision and Management	5,406,955	5,390,455	(16,500)
Special Services	426,341	376,387	(49,954)
Housing Related Support - Wardens	617,483	559,906	(57,577)
Housing Related Support - Central Control	300,714	270,470	(30,244)
Tenants Participation	84,405	82,122	(2,283)
New Build Schemes Evaluation	284,924	284,924	0
New Bolsover Project	4,808	818	(3,990)
Leasehold Flats	1,772	1,772	0
Debt Management Expenses	8,146	8,145	(1)
<b>Total Expenditure</b>	<b>12,676,003</b>	<b>12,455,315</b>	<b>(220,687)</b>
<b>Income</b>			
Dwelling Rents	(20,541,465)	(20,617,988)	(76,523)
Non-dwelling Rents	(112,812)	(99,547)	13,265
Leasehold Flats and Shops Income	(14,480)	(67,943)	(53,463)
Repairs and Maintenance	(43,538)	(109,913)	(66,375)
Supervision and Management	(562)	(2,486)	(1,924)
Special Services	(32,145)	(29,247)	2,898
Housing Related Support - Wardens	(404,924)	(404,215)	709
Housing Related Support - Central Control	(304,466)	(289,863)	14,603
New Bolsover Project	(808)	0	808
<b>Total Income</b>	<b>(21,455,200)</b>	<b>(21,621,203)</b>	<b>(166,003)</b>
<b>Net Cost of Services</b>	<b>(8,779,198)</b>	<b>(9,165,888)</b>	<b>(386,690)</b>
<b>Appropriations</b>			
Increase in Bad Debt Provision	180,000	181,253	1,253
Capital Interest Costs	3,170,593	3,365,497	194,904
Investment Interest Income	(1,335)	(1,335)	0
Depreciation	4,274,630	4,421,529	146,899
T/f to Major Repairs Reserve	1,112,070	965,171	(146,899)
Contribution to Insurance Reserve	50,000	50,000	0
Contribution to Development Reserve	200,000	200,000	0
Contribution to Vehicle Replacement Reserve	180,000	413,712	233,712
Use of Insurance Reserve	0	(36,896)	(36,896)
Use of Earmarked Reserves	(354,351)	(354,351)	0
Contribution (from) HRA Balance	(38,693)	(38,693)	(0)
<b>Net Operating (Surplus) / Deficit</b>	<b>(6,283)</b>	<b>(0)</b>	<b>6,283</b>
<b>HRA Balances</b>			
Opening Housing Revenue Account balance	(2,116,079)	(2,116,079)	
Budgeted Contribution from Balances	38,693	38,693	
Closing Housing Revenue Account Balance	(2,077,386)	(2,077,386)	

## CAPITAL EXPENDITURE OUTTURN - 2021/22

## Appendix 4

	Current Programme 2021/22	Outturn 2021/22	Variance 2021/22	Carried Forward requests 2022/23
	£	£	£	£
<b>General Fund</b>				
<b>Asset Management Plan</b>				
Investment Properties	8,443	4,435	(4,008)	4,008
Leisure Buildings	30,359	29,971	(388)	0
Pleasley Vale Business Park	105,078	85,079	(19,999)	19,999
Riverside Depot	16,655	16,603	(52)	0
The Arc	147,014	111,438	(35,576)	35,576
The Tangent	16,915	5,395	(11,520)	10,000
Refurbishment Work	20,236	0	(20,236)	0
	<b>344,700</b>	<b>252,920</b>	<b>(91,780)</b>	<b>69,583</b>
<b>Engineering Asset Management Plan</b>				
Car Parks	34,320	31,334	(2,986)	2,986
Shelters	10,000	8,872	(1,128)	1,128
Lighting	5,680	5,680	(1)	0
Church yards	16,758	16,757	(1)	0
	<b>66,758</b>	<b>62,642</b>	<b>(4,116)</b>	<b>4,114</b>
<b>Assets</b>				
Car Parking at Clowne - Additional	13,416	0	(13,416)	13,416
Land at Portland Drive Shirebrook	120,000	10,250	(109,750)	109,750
Pleasley Vale Mill 1 - Dam Wall	3,796	0	(3,796)	3,796
Shirebrook Crematorium	242,000	86,502	(155,498)	155,498
Electric Charging Points	27,828	27,828	0	0
	<b>407,040</b>	<b>124,580</b>	<b>(282,460)</b>	<b>282,460</b>
<b>ICT Schemes</b>				
ICT infrastructure	217,333	108,508	(108,825)	108,825
Digital Screens	37,938	37,938	0	0
	<b>255,271</b>	<b>146,446</b>	<b>(108,825)</b>	<b>108,825</b>
<b>Leisure Schemes</b>				
Playing Pitch Improvements (Clowne)	762,500	322,216	(440,284)	440,284
Go Active Equipment	15,000	14,997	(3)	0
Gym Equipment & Spin Bikes	392,100	392,093	(7)	0
Go Active Gym Flooring	40,000	39,979	(21)	0
Toning Tables	80,000	78,811	(1,189)	0
	<b>1,289,600</b>	<b>848,094</b>	<b>(441,506)</b>	<b>440,284</b>
<b>Private Sector Schemes</b>				
Disabled Facilities Grants	580,000	470,184	(109,816)	0
	<b>580,000</b>	<b>470,184</b>	<b>(109,816)</b>	<b>0</b>
<b>Financial Schemes</b>				
Economic Loan Fund - Capital	10,000	10,000	0	0
	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>
<b>Joint Venture</b>				
Dragonfly - Limited Liability Partnership (LLP)	2,272,352	0	(2,272,352)	2,272,352
	<b>2,272,352</b>	<b>0</b>	<b>(2,272,352)</b>	<b>2,272,352</b>
<b>Vehicles and Plant</b>				
Vehicle Replacements	1,436,256	538,403	(897,853)	883,082
Vehicle Wash Area	1,000	0	(1,000)	1,000
Can Rangers Equipment	14,231	0	(14,231)	14,231
	<b>1,451,487</b>	<b>538,403</b>	<b>(913,084)</b>	<b>898,313</b>
<b>Total General Fund</b>	<b>6,677,208</b>	<b>2,453,270</b>	<b>(4,223,938)</b>	<b>4,075,931</b>



## CAPITAL EXPENDITURE OUTTURN - 2021/22

## Appendix 4

	Current Programme 2021/22	Outturn 2021/22	Variance 2021/22	Carried Forward requests 2022/23
	£	£	£	£
<b>Housing Revenue Account</b>				
<b>New Build Properties</b>				
Bolsover Homes-yet to be allocated	550,000	0	(550,000)	547,837
Avant Creswell	650,091	650,090	(1)	0
Ashbourne Extension	600,000	576,907	(23,093)	23,093
Keepmoat Properties at Bolsover	194,267	149,223	(45,044)	10,000
The Paddock Bolsover	0	25,428	25,428	0
The Whitwell Cluster	1,456,998	1,217,940	(239,058)	239,058
Langwith/Shirebrook Architects	90,000	84,486	(5,514)	0
Sandy Lane/Thorpe Ave Whitwell	3,226,650	2,849,910	(376,740)	376,740
West Street Langwith	90,540	40,457	(50,083)	50,000
The Woodlands	650,000	667,376	17,376	0
	<b>7,508,546</b>	<b>6,261,818</b>	<b>(1,246,728)</b>	<b>1,246,728</b>
<b>Vehicle Replacements</b>	288,000	118,418	(169,582)	144,000
	<b>288,000</b>	<b>118,418</b>	<b>(169,582)</b>	<b>144,000</b>
<b>Public Sector Housing</b>				
Bramley Vale	50,000	16,067	(33,933)	0
Electrical Upgrades	175,000	287,015	112,015	0
Environmental Works	85,976	44,781	(41,195)	0
External Door Replacements	148,741	148,808	67	0
External Wall Insulation	1,727,908	1,371,697	(356,211)	356,211
Flat Roofing	42,500	40,598	(1,902)	0
House Fire Damage (Insurance)	114,023	114,022	(1)	0
Kitchen Replacements	235,976	235,521	(455)	0
Re Roofing	1,000,000	1,029,804	29,804	0
Regeneration Mgmt. & Admin	94,888	94,888	(0)	0
Safe and Warm	2,378,780	2,014,634	(364,146)	364,146
Soffit and Fascia	30,000	0	(30,000)	0
Reactive Capital Works	135,327	89,707	(45,620)	0
Welfare Adaptations	555,425	531,664	(23,761)	23,761
Heating Upgrades	120,000	41,260	(78,740)	78,740
	<b>6,894,544</b>	<b>6,060,464</b>	<b>(834,080)</b>	<b>822,858</b>
<b>HRA ICT Schemes</b>				
Open Housing	118,233	88,547	(29,686)	29,686
Careline Upgrade	46,000	39,564	(6,436)	6,436
Rent Arrears Management System	62,000	0	(62,000)	62,000
	<b>226,233</b>	<b>128,111</b>	<b>(98,122)</b>	<b>98,122</b>
<b>New Bolsover Scheme</b>				
New Bolsover-Regeneration Scheme	1,478,696	523,977	(954,719)	100,000
	<b>1,478,696</b>	<b>523,977</b>	<b>(954,719)</b>	<b>100,000</b>
<b>Total HRA</b>	<b>16,396,019</b>	<b>13,092,788</b>	<b>(3,303,231)</b>	<b>2,411,708</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>23,073,227</b>	<b>15,546,058</b>	<b>(7,527,169)</b>	<b>6,487,639</b>



**CAPITAL EXPENDITURE OUTTURN - 2021/22**

**Appendix 4**

	<b>Current Programme 2021/22</b>	<b>Outturn 2021/22</b>	<b>Variance 2021/22</b>	<b>Carried Forward requests 2022/23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Capital Financing</b>				
<b>General Fund</b>				
Better Care Fund	580,000	466,618	(113,382)	0
Reserves	5,444,400	1,808,498	(3,635,902)	3,635,647
External Funding	652,808	178,154	(474,654)	440,284
	<b>6,677,208</b>	<b>2,453,270</b>	<b>(4,223,938)</b>	<b>4,075,931</b>
<b>HRA</b>				
Major Repairs Reserve	6,229,217	5,597,364	(631,853)	631,853
Prudential Borrowing	1,155,885	1,003,709	(152,176)	152,176
Reserves	6,120,310	3,807,546	(2,312,764)	1,421,242
1-4-1 Capital Receipts	670,501	605,022	(65,479)	65,479
External Funding	2,220,106	2,079,148	(140,958)	140,958
	<b>16,396,019</b>	<b>13,092,788</b>	<b>(3,303,231)</b>	<b>2,411,708</b>
<b>TOTAL CAPITAL FINANCING</b>	<b>23,073,227</b>	<b>15,546,058</b>	<b>(7,527,169)</b>	<b>6,487,639</b>

**BDC TREASURY MANAGEMENT – OUTTURN 2021/22****Capital Financing Requirement**

The key area of Treasury Management is the measurement and control of the overall debt position of the Council. This is calculated through the Capital Financing Requirement (CFR). The CFR calculates the Council's underlying need to borrow in order to finance its capital expenditure. The revised estimate of the CFR for 2021/22 and the actual outturn CFR are shown in the table below: -

	<b>Current Budget 2021/22 £000</b>	<b>Actual Outturn 2021/22 £000</b>
<b><i>Capital Financing Requirement 1 April</i></b>	<b>116,581</b>	<b>116,581</b>
Prudential Borrowing HRA	1,203	1,004
Minimum Revenue Provision (MRP)	(705)	(705)
Additional Voluntary Contributions	0	(571)
Movement on other debt – retentions	0	(70)
<b><i>Capital Financing Requirement 31 March 2022</i></b>	<b>117,079</b>	<b>116,239</b>

The overall outturn position shows a net decrease of outstanding debt of £0.342m in 2021/22 when compared to the opening CFR. Prudential borrowing has been undertaken by the Council in 2021/22 totalling £1.004m on new HRA Council Dwellings.

The Capital Financing requirement is split between the HRA and General Fund, the balance of each is shown below:

<b>Capital Financing Requirement at 31 March 2022</b>	<b>£000</b>
General Fund	6,100
Housing Revenue Account	110,139
<b>Total CFR</b>	<b>116,239</b>

**How the CFR is covered.**

As mentioned above the CFR is the Council's underlying need to borrow to finance capital expenditure. To finance the CFR the Council has external borrowing and the use of its own reserves and balances. The position as at 31 March 2022 is as follows:

	<b>£000</b>
Capital Financing Requirement 31 March 2022	116,239
Financed from:	
External Borrowing via PWLB	93,400
Use of internal balances and reserves	22,839
<b>Total Financing of CFR</b>	<b>116,239</b>

### **PWLB Borrowing**

The Council's total outstanding PWLB debt amounted to £97.100m at 1 April 2021. During 2021/22 £3.7m of principal has been repaid. No new loans have been taken out with the PWLB during 2021/22. The profile of the outstanding debt is analysed as follows: -

<b>PWLB BORROWING</b>	<b>Maturity Profile 31 March 2021 £</b>	<b>Maturity Profile 31 March 2022 £</b>
<b>Term</b>		
12 Months	3,700,000	4,000,000
1 - 2 years	4,000,000	3,400,000
2 - 5 years	12,600,000	12,200,000
5 - 10 years	22,800,000	23,800,000
Over 10 years	54,000,000	50,000,000
<b>Total PWLB Debt</b>	<b>97,100,000</b>	<b>93,400,000</b>

### **PWLB Interest**

The interest cost to the Council of the PWLB debt for 2021/22 is £3.378m. The cost is split within the accounts between the HRA and General Fund based on the level of debt outstanding within the CFR.

### **Temporary Borrowing**

Cash flow monitoring and management serves to identify the need for short term borrowing to cover delays in the receipt of income during the course of the year. During 2021/22 no short term borrowing was undertaken by the Council and therefore no interest charges were incurred.

## Temporary / Fixed Investments

The table below details the fixed investments held at 31 March 2022

<b>Bank Name</b>	<b>Balance Invested 31 March 22 £000</b>
<b>Fixed</b>	
Local Authorities	10,459
<b>Call Accounts</b>	
Bank Accounts	5,000
Money Market Funds	27,000
<b>Total</b>	<b>42,459</b>

From the table above it can be seen that the balance invested by the Council at 31 March 2022 is £42.459m. Interest earned from temporary investments during 2021/22 amounted to £0.065m and is detailed in the following table:

	<b>Average Period each Investment</b>	<b>Total Investment during year £000</b>	<b>Interest Received 2021/22 £</b>
Local Authorities	1 year	20,000	27,581
Local Authorities	9 months	10,000	7,614
Local Authorities	6 months	6,372	5,055
Money Market Funds	Overnight	Average interest rate 0.07%	17,481
Banks	Overnight	Average interest rate 0.14%	6,921
<b>Total</b>			<b>64,652</b>

## Overnight Balances

The balance of any daily funds is retained in the Council's general account with Lloyds Bank.

### 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.

	<b>Set Limits in year 2021/22 £000</b>	<b>Actual in year 2021/22 £000</b>
Authorised (total Council external borrowing limit)	127,081	126,239
Operational Boundary	122,081	121,239

**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**Ambition Plan Targets Performance Update – January to March 2022**

**(Q4 – 2021/22)**

**Report of the Information, Engagement & Performance Manager**

<b>Classification</b>	This report is Public
<b>Report By</b>	Kath Drury, Information, Engagement and Performance Manager, Ext 2280, Kath.Drury@bolsover.gov.uk
<b>Contact Officer</b>	As above

**PURPOSE/SUMMARY OF REPORT**

To report the Quarter 4 outturns for the Council's Ambition targets 2020-2024

Out of the 31 targets:

- 18 (58%) are on track
- 1 (3%) continues to be affected by Covid 19
- 1 (3%) achieved in 2021/22
- 1 (3%) failed in 2021/22
- 3 (10%) have been placed on alert
- 7 (23%) achieved previously.

**REPORT DETAILS**

**1 Background**

1.1 The attached appendices contain the performance outturn as of 31<sup>st</sup> March 2022.

**2. Details of Proposal or Information**

2.1 A summary of performance by Council Ambition aim is provided below:

**2.2 Our Customers – Providing excellent and accessible services**

- 10 targets in total
- 7 targets are on track
- 1 target Achieved 2021/22

- **CUS.10** - *Deliver a health intervention programme which provides 500 adults per year with a personal exercise plan via the exercise referral scheme*
- 1 target has been placed on alert as it is unlikely to meet its intended outturn in 2021/22:
- **CUS.07** - *Reduce average relet times for standard voids (council properties) to 20 calendar days by March 2021 and maintain thereafter*
- 1 target continues to be affected by Covid19 (CUS 09)

## 2.2 **Our Environment – protecting the quality of life for residents and businesses, meeting environmental challenges and enhancing biodiversity**

- 11 targets in total
- 5 targets are on track
- 1 target failed to meet its annual outturn:
  - **ENV.08** - *Bring 5 empty properties back into use per year through assistance and enforcement measures.*
- 2 targets have been placed on alert as they are unlikely to meet their intended outturns in 2021/22:
  - **ENV.03** - *Achieve a combined recycling and composting rate of 50% by March 2023.*
  - **ENV.06** - *Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% over 5 years (2023/24).*
- 3 targets achieved previously (ENV 07, ENV 09, ENV 10)

## 2.3 **Our Economy – by driving growth, promoting the District and being business and visitor friendly**

- 10 targets in total
- 6 targets are on track
- 4 targets achieved previously (ECO 08, ECO 09, ECO 04, ECO 01)

2.4 A summary of supporting indicators by Council Ambition aim is provided below:

2.8 Details have been provided in the appendices for those at exception including those affected by Covid19.

## **3 Reasons for Recommendation**

3.1 Out of the 31 Council plan targets, 18 are on track (58%), 1 achieved in 2021/22 (3%), 1 has been affected by Covid 19 (3%), 3 are on alert (10%), 1 failed to meet its annual outturn (3%), and 7 achieved previously (23%).

3.3 This is an information report to keep Members informed of progress against the Council Ambition targets and supporting indicators noting achievements and any areas of concern.

## **4 Alternative Options and Reasons for Rejection**

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

**RECOMMENDATION(S)**

That quarterly outturns against the Council Ambition 2020-2024 targets be noted.

Approved by Councillor Duncan McGregor, Portfolio Holder (Corporate Governance)

<b><u>IMPLICATIONS:</u></b>	
<b><u>Finance and Risk:</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b>	On behalf of the Section 151 Officer
<b><u>Legal (including Data Protection):</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b>	On behalf of the Solicitor to the Council
<b><u>Staffing:</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b>	On behalf of the Head of Paid Service

**DECISION INFORMATION**

<p><b>Is the decision a Key Decision?</b>          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:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/>  <input checked="" type="checkbox"/> Please indicate which threshold applies</p>	No
<p><b>Is the decision subject to Call-In?</b>          (Only Key Decisions are subject to Call-In)</p>	No

<b>District Wards Significantly Affected</b>	None
<p><b>Consultation:</b>          Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/>          SLT <input checked="" type="checkbox"/> Relevant Service Manager <input type="checkbox"/>          Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	<p>Cabinet Members/SLT informed on route via the quarterly performance process</p> <p>Details:          Ward Members</p>



**Links to Council Ambition: Customers, Economy and Environment.**

All

**DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1	Full list of Council Ambition Targets

**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 Executive you must provide copies of the background papers).*






All details on the PERFORM system

## Bolsover District Council

### Council Ambition Performance Update – Q4 – January to March 2022

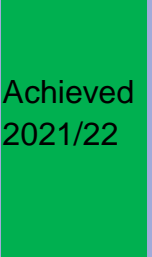
#### Appendix 1 Full Ambition Target Listing by Aim

##### Status Key

Target Status	Usage
 On Track	The target is progressing well against the intended outcomes and intended date.
 Achieved	The target has been successfully completed within the target date.
 Alert	To reflect any target that does not meet the expected outturn for the reporting period (quarterly). The target is six months off the intended completion date and the required outcome may not be achieved. To flag annual targets within a council plan period that may not be met.
 Failed	The target has failed to achieve what it set out to accomplish within the intended target date.
 Covid Affected	The target has been affected by the Covid 19 Pandemic

#### Council plan targets achieved and by exception

##### Achieved 2021/22

CUS.10 - Deliver a health intervention programme which provides 500 adults per year with a personal exercise plan via the	Resources  <i>Councillor Downes</i>	 Achieved 2021/22	The health referral programme recommenced in May 2021 with restrictions and fully from 19th July 2021, to the end of quarter 4 we have seen 577 health referral clients start the programme.
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exercise referral scheme			
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## Alert

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CUS.07 - Reduce average relet times for standard voids (council properties) to 20 calendar days by March 2021 and maintain thereafter	Strategy and Development  <i>Cllr Peake</i>	Alert	The current relet time for a standard void is 59 days. This is a significant improvement from Q3 at 84 days. The void manager post has been through the Job Evaluation process and is out for advert for recruitment.
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ENV.03 - Achieve a combined recycling and composting rate of 50% by March 2023.	Resources  <i>Cllr Watson</i>	Alert	<p>Q4 (2021\22) performance is estimated based on Q3 2019\20 Waste Data Flow figures at 2,015 tonnes of recyclable\ compostable materials collected, equating to a combined recycling and composting rate of 40% (approx.). This will be updated when the actual figures become available from WDF July 2022.</p> <p>Q3 (2021\22) <u>Actual</u> recyclable\compostable material collected within this period was 2,666 tonnes as reported by way of Waste Data Flow, equating to a combined recycling\composting rate of 34.4%%.</p> <p>This target is not expected to meet the outturn at 31/03/23. National guidance is awaited before deciding how best to review this target after March-2023.</p>
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ENV.06 - Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% over 5 years (2023/24).	Resources  <i>Cllr Watson</i>	Alert	7 FPNs issued during the Quarter. A total of 17 FPNs were issued throughout the year, all for littering. An additional 15 FPNs were served for other EH issues such as Abandoned vehicles, fly tipping and breaches of householder duty of care. Face to face enforcement patrols resumed part way through the year. Incremental annual targets were set to achieve a 20% increase on the baseline year by 2024-25, however it was unlikely that the overall annual target would be achieved this year as an increase was not achievable within the Covid constrictions and compounded by ongoing staffing gaps throughout the year.

### Covid Affected

CUS.09 - Increase participation/attendances in leisure, sport, recreation, health, physical and cultural activity by 3,000 per year.	Resources  <i>Councillor Downes</i>	Covid Affected	The Go Active facility reopened fully on 19th July 2021 and outreach work commenced in schools and community sessions. To the end of Q4 we attracted 256,375 users to our sessions (annual target 353,000 set pre-covid).  Q4 specifically – achieved 72,703 attendances against a target of 88,250. This is an increase from Q3 and attendances continue to recover.
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## Failed

<p>69 ENV.08 - Bring 5 empty properties back into use per year through assistance and enforcement measures.</p>	<p>Strategy and Development  <i>Cllr Peake</i></p>	<p>Failed 2021/22</p>	<p>2 long term properties brought back into use during 2021/22 falling short of the target of 5. It is noted from the commentary that a number of empty properties are expected to be brought back into use in 2022.</p> <p>Through intervention from the Westlea working group, 4 long term empty properties are in the process of being brought back into use. The properties had previously been owned by a problematic landlord, who has sold them due to the enforcement action being taken by the Council, to improve the area.</p> <p>The sale of a long term empty property in Bolsover is nearing completion and the majority of the renovation has been completed by the developer. The property is of a non-standard construction and has been derelict for a number of years, resulting in a number of complaints from local residents due to the impact it was having on the local community. Officers have worked closely with the owners to encourage them to bring it back into use and also source more affordable and habitable accommodation for them.</p> <p>The Council is continuing with the forced sale of a problematic property in Langwith, due to unpaid charges registered against this. It is expected that this process take between a further 3 and 6 months, providing the charges aren't paid off by the owners - however it is anticipated that this is unlikely to happen. It is expected that the new owner purchases the property for renovation and the Council will offer help and support throughout this process, to ensure that it is brought back to use.</p> <p>Action Housing will be commencing renovation work on a long term empty flat in</p>
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			Whitwell in April this year. The flat will be rented out as affordable housing. It had laid empty for more than 25 years and will therefore be welcome news for local residents.
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## Full Ambition Target Listing by Aim

### Aim: Our Customers – providing excellent and accessible services

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Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder		Q4 2021/22 Progress Update
CUS.01 - Measure customer satisfaction in all front facing service areas at least every two years on a rolling programme	Resources <i>Cllr McGregor</i>	On track	Environmental Health satisfaction survey on the Food Safety inspections service concluded on 15/01/22. 85% expressed satisfaction with the service (64% very satisfied and 21% fairly satisfied) 14 businesses responded to the survey. See CUS 08 for an update on the Star satisfaction survey.
CUS.02 - Improve the overall performance and usability of the website by achieving a minimum score of 90% using the Silktime* tool by Dec 2022.	Resources <i>Councillor Downes</i>	On track	The latest figures from Silktime show the following: Content - 89 (good) up from 88 in January; Accessibility 93 (excellent) up from 82 in January; User Experience - 90 (excellent) up from 89 in January; Marketing - 87 (good) remains the same. Please note that the scores continually change depending upon the pages and documents added. We have completed the accessibility changes as recommended by the Cabinet Office.
CUS.03 - Ensure that at least 50% of transactions are made through digital channels by Dec 2024	Resources <i>Cllr Downes</i>	On track	Online Digital Transactions - 25,557 this is including Voter Registrations, Housing, Revenues and Planning online forms accessed via the website  Tel and Non Digital contact - 43,088 all staff assisted transactions  Total contact transactions 68,645 = 37% via a digital method  TOTAL - Year End

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update	
			Non - Digital Contact - 169,164 Digital Contact - 127,650 43% 2021/22
CUS.04 - Work with partners to deliver the Sustainable Communities Strategy and publish an evaluation report annually	Strategy & Development <i>Cllr Dooley</i>	On track	Delivery of this has continued with a full review of the priorities and strategy expected in May 2022. The Policy Officers continue to work with the thematic groups on delivery of partnership priorities.
CUS.05 - Monitor performance against the corporate equality objectives and publish information annually	Resources <i>Cllr McGregor</i>	On track	Equalities awareness training delivered to new employees this quarter. Results of the survey conducted with Members over Council Chamber accessibility shared with the relevant Assistant Director. The team have looked into mainstreaming the UK Relay service into the Council's revised Access for All statement. The service run by BT is free to customers and supports those with hearing and/or speech difficulties to contact organisations via text. A number of reasonable adjustments have been handled by the team this quarter.
CUS.06 - Prevent homelessness for more than 50% of people who are facing homelessness each year	Resources <i>Cllr Peake</i>	On track	January - March 2022 - 137 approaches from people facing homelessness. 90 prevented from becoming homeless Prevented 90 Still open 47  66% prevented
CUS.07 - Reduce average relet times for standard voids (council properties) to 20 calendar days by March 2021 and maintain thereafter	Strategy and Development <i>Cllr Peake</i>	Alert	The current relet time for a standard void is 59 days. The void manager post has been through the Job Evaluation process and is out for advert for recruitment.

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update	
CUS.08 - Maintain high levels of tenant satisfaction with council housing and associated services	Resources <i>Cllr Peake</i>	On Track	The new open housing reporting tool has been checked by IT now and some updates added so that the interfacing with the pda's should now be working. All operatives have been reminded to ask tenants to complete the customer satisfaction survey and this data to be extracted in May to ensure the correct information.
CUS.09 - Increase participation/attendance s in leisure, sport, recreation, health, physical and cultural activity by 3,000 per year.	Resources <i>Councillor Downes</i>	Covid Affected	The Go Active facility reopened fully on 19th July 2021 and outreach work commenced in schools and community sessions. To the end of Q4 we attracted 256,375 users to our sessions.
CUS.10 - Deliver a health intervention programme which provides 500 adults per year with a personal exercise plan via the exercise referral scheme	Resources <i>Councillor Downes</i>	Achieved 2021/22	The health referral programme recommenced in May 2021 with restrictions and fully from 19th July 2021, to the end of quarter 4 we have seen 577 health referral clients start the programme.



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

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Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update	
<p>ENV.01 - Develop an externally facing climate change communication strategy targeting communities and stakeholders by October 2020 and deliver an annual action plan</p>	<p>Resources <i>Cllr Dooley</i></p>	<p>On track</p>	<p>March 2022 update</p> <p>January 2022: Bolsover TV - Nature novel, street sweeper naming comp. Environment newsletter - Veganuary, Big Garden Bird Watch</p> <p>February 2022: Bolsover TV - Alliance Electronics, Bolsover Home (MMC). Environment newsletter - Gardening tips, Alliance Transport, Fairtrade Fortnight</p> <p>March 2022: Bolsover TV - Great British Spring Clean, Bolsover tree planting. Environment newsletter - Spring planting, Great British Spring Clean, Green bins resuming.</p> <p>Social Media - used to support all of the above stories and to continue to drive traffic to the TV and newsletters. Website - Press releases written for the bigger of the above stories and included on the news page. In Touch - Next issue to be distributed April 2022</p>
<p>ENV.02 Reduce the District Council's carbon emissions by - 100 tonnes CO2 in 20/21 - 125 tonnes CO2 in 21/22 - 200 tonnes CO2 in 22/23 - 300 tonnes CO2 in 23/24</p>	<p>Resources <i>Cllr Dooley</i></p>	<p>On track</p>	<p>Low Carbon Skills Fund 2 has now been completed and submitted to SALIX to get the grant.</p> <p>Awaiting figures for 2021/22 for analysis</p>
<p>ENV.03 - Achieve a combined recycling and composting rate of 50% by March 2023.</p>	<p>Resources <i>Cllr Watson</i></p>	<p>Alert</p>	<p>Q4 (2021\22) performance is estimated based on Q3 2019\20 Waste Data Flow figures at 2,015 tonnes of recyclable\compostable materials collected, equating to a combined recycling and composting rate of 40% (approx.). This will be updated</p>

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder		Q4 2021/22 Progress Update
			<p>when the actual figures become available from WDF July 2022.</p> <p>Q3 (2021\22) Actual recyclable\compostable material collected within this period was 2,666 tonnes as reported by way of Waste Data Flow, equating to a combined recycling\composting rate of 34.4%%.</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).	Resources <i>Cllr Watson</i>	On track	Q4 (2021\22) LEQS's established 2% of streets and relevant land surveyed fell below grade B cleanliness standards representing 98% fell within the 96% target standard set.
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).	Resources <i>Cllr Watson</i>	On track	Q4 LEQS's established 0% of streets and relevant land surveyed fell below grade B cleanliness standards and within the 2% target standard set.
ENV.06 - Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% over 5 years (2023/24).	Resources <i>Cllr Watson</i>	Alert	<p>7 FPNs issued during the Quarter. A total of 17 FPNs were issued throughout the year, all for littering. An additional 15 FPNs were served for other EH issues such as Abandoned vehicles, fly tipping and breaches of householder duty of care.</p> <p>Face to face enforcement patrols resumed part way through the year. Incremental annual targets were set to achieve a 20% increase on the baseline year by 2024-25, however it was unlikely that the overall annual target would be achieved this year as an increase was not achievable within the Covid constrictions and compounded by ongoing staffing gaps throughout the year.</p>
ENV.08 - Bring 5 empty properties back into use per year through assistance and enforcement measures.	Strategy and Development <i>Cllr Peake</i>	Failed 2021/22	<p>2021/22 2 properties brought back into use.</p> <p>Through intervention from the Westlea working group, 4 long term empty properties are in the process of being brought back into use. The properties had previously been owned by a problematic</p>

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update
		<p>landlord, who has sold them due to the enforcement action being taken by the Council, to improve the area.</p> <p>The sale of a long term empty property in Bolsover is nearing completion and the majority of the renovation has been completed by the developer. The property is of a non-standard construction and has been derelict for a number of years, resulting in a number of complaints from local residents due to the impact it was having on the local community. Officers have worked closely with the owners to encourage them to bring it back into use and also source more affordable and habitable accommodation for them.</p> <p>The Council is continuing with the forced sale of a problematic property in Langwith, due to unpaid charges registered against this. It is expected that this process take between a further 3 and 6 months, providing the charges aren't paid off by the owners - however it is anticipated that this is unlikely to happen. It is expected that the new owner purchases the property for renovation and the Council will offer help and support throughout this process, to ensure that it is brought back to use.</p> <p>Action Housing will be commencing renovation work on a long term empty flat in Whitwell in April this year. The flat will be rented out as affordable housing. It had laid empty for more than 25 years and will therefore be welcome news for local residents.</p>
ENV.11 - Resolve successfully 60% of cases following the issuing of a Community Protection Warning by 2024	Resources <i>Cllr Peake</i>	<p>In Quarter Four there has been no further CPWs served.</p> <p>Of the 28 CPWs served so far this year 22 (78%) have been a success, 4 have failed (14%), 1 was cancelled because the tenancy was terminated (4%) and 2 (7%) are within their monitoring period.</p> <p>The cases are continually monitored for the duration of the case (usually 12 months) and are only deemed to be failed if the case</p>

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update
		<p>progresses to a Community Protection Notice (CPN).</p> <p>Combining those within their monitoring period (and the cancelled one) and the successful CPW the outturn is 85%.</p>

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

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Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update
ECO.02 - Optimise business growth (as measured by gross Business Rates) by £2m by March 2023.	Resources <i>Cllr Moesby</i>	<p><b>On track</b></p> <p>Quarter 4 21/22: Outturn Q4 21/22 =£66,507,349, Baseline (Outturn 20/21) £65,350,671 = difference +1,156,678, + 1.77%</p>
ECO.03 - Working with partners to bring forward employment and development opportunities at Coalite and Clowne Garden Village strategic sites by 2023.	Strategy & Development <i>Cllr Smyth</i>	<p><b>On track</b></p> <p>PCT Healthcare Ltd, which trades as Peak Pharmacy, has purchased a 113,872 sq ft industrial unit on Plot 5 at Horizon 29 to consolidate its depots into a single purpose-built unit. Work on site will begin in June and the new unit will be handed over in April next year. It is highly likely this business will be the first occupier on the former Coalite site now it has been remediated.</p> <p>Instructions have now been issued to transport consultants to produce the detailed designs for highway improvements at Treble Bob in accordance with a scheme agreed between the developer and Derbyshire County Council. The lead time for this work is around 12 weeks, which means any resubmission for the Clowne Garden Village proposals is unlikely to be received until latter part of 2022 or more likely, the early part of 2023.</p>
ECO.05 - Annually review housing delivery in the district and facilitate delivery to meet	Strategy & Development <i>Cllr Peake</i>	<p><b>On track</b></p> <p>Based on the latest quarterly information collected on major housing sites in relation to S106 Agreement monitoring, we are on track to meet the annual target when it is compiled in April 2022.</p>

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update	
the annual target of 272 new homes			
ECO.06 - Work with partners to deliver an average of 20 units of affordable homes each year.	Strategy & Development <i>Cllr Peake</i>	On track	The final figure for affordable homes is currently being collated and will be available at the end of April. However, the Council is confident that this target will be exceeded and there over 200 applications and commitments for future affordable housing being processed and negotiated.
ECO.07 - Deliver 150 new homes through the Bolsover Homes Programme by March 2024	Strategy & Development <i>Cllr Peake</i>	On track	<p>Update The first 4 sites in Whitwell are now completed which have delivered 16 new homes. A further 6 homes have been handed over at Sandy Lane Whitwell with the remaining 15 properties on Thorpe Ave, due for hand over in batches up to the end of May 2022.</p> <p>Work is underway at Ashbourne court which is an extension to the existing sheltered scheme and will deliver an additional 14 properties.</p> <p>Construction is under way at The Woodland site which will deliver a further 19 properties and these are the future homes utilising MMC building methodology and green technology to heat and ventilate.</p> <p>Planning permission has been received for the Market Close site site in Shirebrook which batched with an additional 2 satellite sites will deliver 28 properties. Planning permission has also been received for West Street in Langwith for 5 new homes and 7 at Moorfield Lane, Langwith.</p> <p>Work is ongoing on a further site with designs being finalised and preparing for planning submissions at Woburn Close, Blackwell.</p>
ECO.10 - Working with partners to grow the visitor economy, the number of tourists and the amount of	Strategy & Development <i>Cllr Downes</i>	On track	<p>Working with partners to grow the visitor economy, the number of tourists and the amount of tourism spending in the District by 2023</p> <p>Successful recruitment of the new Senior Economic Development Officer (Tourism and Visitor Economy), who will be starting on 22 June 2022.</p>

Council Plan Target (Target date 31/03/24 unless stated otherwise)	Directorate/ Portfolio Holder	Q4 2021/22 Progress Update
tourism spending in the District by 2023.		<p>A service level agreement with Marketing Peak District and Derbyshire - the county's Destination Management Organisation (DMO) - has been established for business support and promotion of the district's attractions and accommodation as part of a COVID recovery scheme. 15 businesses have been referred and supported as part of the scheme.</p> <p>The Welcome Back Fund allocated to the district has been spent through a number of events and activities to increase footfall and spend in Bolsover with a town trail, markets and events, as well as community engagement activities linked to the town trail. The fund also supported the improvement of the Visit Bolsover destination website and digital marketing campaign to promote the district as a destination. The scheme completed on 31 March 2022, with the website launch.</p> <p>There is a variety of activities and events planned to celebrate the Queens Jubilee celebrations, with a town trail planned in Bolsover and Shirebrook, with town and parish councils working with the Partnerships' Team to co-ordinate events and activities.</p>



**Bolsover District Council**

**Meeting of the Executive on Monday 11th July 2022**

**Household Support Fund Service Level Agreement**

**Report of the Portfolio Holder for Housing**

<b>Classification</b>	This report is Public
<b>Report By</b>	Karen Hanson – Executive Director of Resources
<b>Contact Officer</b>	Victoria Dawson – Assistant Director Housing Management and Enforcement – 01246 242231, <a href="mailto:Victoria.dawson@bolsover.gov.uk">Victoria.dawson@bolsover.gov.uk</a>

**PURPOSE/SUMMARY OF REPORT**

To seek approval to enter into the Service Level Agreement between Derbyshire County Council and Bolsover District Council which sets out the funding arrangement for the grant of Household Support fund.

**REPORT DETAILS**

**1. Background**

- 1.1 On 6<sup>th</sup> October 2021 the government announced a Household Support Fund (HSF) grant would be made available to County Councils and Unitary Authorities in England to support those most in need over the winter. Bolsover District Council was awarded £200,000 to cover the period 6 October 2021 to 31 March 2022.
- 1.2 A further scheme has been announced to cover the period 1<sup>st</sup> April 2022 to 30<sup>th</sup> September 2022, to help support those most in need to help with significantly rising living costs.

**2. Details of Proposal or Information**

- 2.1 The purpose of the grant is to provide support to vulnerable households who would otherwise struggle to buy food or pay essential utility bills, essential living costs and housing costs.

2.2 Following discussions with Derbyshire County Council it was agreed that Derbyshire County Council would retain a portion of their grant funding to assist vulnerable households with regards to food and utility bills and Bolsover District Council would utilise the grant of £114,456 around housing costs specifically;

- Provide support with Council Tax /Council Tax Arrears for customers who are in financial difficulty due to unforeseen or exceptional circumstances, or financial hardship that affects their ability to pay their Council Tax liability.
- Additional homeless prevention funds to assist those threatened with homelessness in social tenancies.
- Clearing arrears for households experiencing financial hardship/threatened with homelessness in social tenancies.
- Whilst additional resources have been made available for private renters by the Government to top up prevention funds for private renters, should these become exhausted, additional homeless prevention funds to assist those threatened with homelessness in the private sector.
- Call B4 you Serve team to access the Law Centre prevention fund to prevent homelessness from the private rented sector.
- Emergency welfare payments for those in temporary accommodation or to establish tenancies/relieve homelessness.
- Additional support for those suffering fuel poverty.
- Additional support for those struggling with food provision.

2.3 A Service Level Agreement has been provided by Derbyshire County Council which is provided at Appendix 1, and sets out how the grant must be administered, and reporting information.

### **3. Reasons for Recommendation**

3.1 This grant is an opportunity to financially assist vulnerable households across the district, to prevent homelessness and to sustain tenancies.

3.2 In order to receive this grant the Service Level Agreement needs to be signed. The Councils legal team have approved the agreement in its current form.

### **4 Alternative Options and Reasons for Rejection**

4.1 Do nothing. This option is rejected, to refuse the Service Level Agreement would mean residents in the district could not benefit from the funding and may suffer financial hardship.

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## **RECOMMENDATION(S)**

That Executive supports the recommendation to enter into the Service Level Agreement for the Household Support Fund.

Approved by Councillor Sandra Peake, Portfolio Holder for Housing

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**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

All expenditure will be covered by the £114,456 Household Support grant provided by Derbyshire County Council.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

The Service Level Agreement has been reviewed by Legal. On entering this agreement there will be a formal legal contractual relationship with DCC for the delivery of the Housing Support Fund scheme.

On behalf of the Solicitor to the Council

**Staffing:**            Yes             No

**Details:**

There are no staffing issues arising from signing the Service Level Agreement or the Administration of the grant funding.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

<b>Is the decision a Key Decision?</b> 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:  <b>Revenue - £75,000</b> <input checked="" type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/> <i><input checked="" type="checkbox"/> Please indicate which threshold applies</i>	Yes £114,456
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	Yes

<b>District Wards Significantly Affected</b>	No
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input checked="" type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input checked="" type="checkbox"/> <b>Relevant Service Manager</b> <input checked="" type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>	<b>Details:</b> The Cabinet Portfolio Holder has been consulted

**Links to Council Ambition: Customers, Economy and Environment.**

Customer Service

**DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1.	Service Level Agreement

**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 Executive you must provide copies of the background papers).*



**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**Phase 2 External Wall Insulation – Direct Award through EEM Framework**

**Report of the Portfolio Holder for Housing**

<b>Classification</b>	This report is Public
<b>Report By</b>	Helena Skeavington Contract Administrator (QS) 01246 242328 <a href="mailto:helena.skeavington@bolsover.gov.uk">helena.skeavington@bolsover.gov.uk</a>
<b>Contact Officer</b>	Catherine Platts Contract Administrator (Surveyor) 01246 242249 <a href="mailto:catherine.platts@bolsover.gov.uk">catherine.platts@bolsover.gov.uk</a>

**PURPOSE/SUMMARY OF REPORT**

To seek approval for the award of the contract for installation of External Wall Insulation to Council properties for Bolsover District Council.

**REPORT DETAILS**

**1. Background**

- 1.1 Following the successful completion of 1<sup>st</sup> phase of part funded EWI installation works (**LAD 1B**), further dwellings were identified which would qualify for Green Homes Grant Local Authority Delivery Phase 2 (**LAD 2**). This scheme aims to raise the energy efficiency of low-income and low EPC rated homes.
- 1.2 Working in conjunction with the Housing Team, the Home Improvement Coordinator was successful in bidding for another £410,000 of funding for up to 82 properties.
- 1.3 There is a requirement that the Council matches the funding received.

**2. Details of Proposal or Information**

- 2.1 Efficiency East Midlands have a Framework for regional provision of External Wall Insulation which ensured that Bolsover District Council benefited from access to accredited contractors who have already been through competitive tender and quality assessment processes.

2.2 Working closely with Procurement team, to ensure full compliance with Council procedures, it is proposed that a direct award to deliver this work be made through the EEM framework to Sustainable Building Services (SBS). There is an urgent need to appoint an installer due to the short time scales to spend the grant funding by the funding deadline and the continued resource shortage of accredited installers.

2.3 The Contract Value is £1,312,806.48

### **3. Reasons for Recommendation**

3.1 To allow smooth transition to next phase of works, minimising potential delays as external funding requirements include tight deadlines for completion.

### **4 Alternative Options and Reasons for Rejection**

4.1 Full competitive tender carried out by Bolsover District Council or mini competition within Framework. Rejected because of extremely tight period to complete works and necessity to secure a certified and competent contractor and resources ahead of other authorities who are also looking to complete within same time frame.

---

## **RECOMMENDATION(S)**

1. That Members agree to award the Contract, within the Framework, to Sustainable Building Services.
2. That progress on this contract is reported through the Housing Stock Management Group.

Approved by Councillor Sandra Peake, Portfolio Holder for Housing

### **IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

The cost for this contract is within existing HRA budgets for External Wall Insulation works, in the already approved Capital Programme.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

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. 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.

On behalf of the Solicitor to the Council

<b>Staffing:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> The works will result in no direct staffing implications.  <div style="text-align: right;">On behalf of the Head of Paid Service</div>
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## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> 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:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	Yes

<b>District Wards Significantly Affected</b>	Ault Hucknall, Barlborough, Bolsover East and South, Clowne East, Elmton with Creswell, Tibshelf, Whitwell.
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input checked="" type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>	Details:  Ward Members

<b>Links to Council Ambition: Customers, Economy and Environment.</b>
The works are linked directly with the aim that all tenants have equal access to decent homes, and also with ambitions for Carbon Reduction.

DOCUMENT INFORMATION	
Appendix No	Title

<b>Background Papers</b> <i>(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 Executive you must provide copies of the background papers).</i>



## Bolsover District Council

### Meeting of the Executive on Monday 11th July 2022

#### Extension of BCVS Delivery to provide Infrastructure Support to the Voluntary and Community Sector in Bolsover District

#### Report of the Portfolio Holder for Enforcement and Partnerships

<b>Classification</b>	This report is Public
<b>Report By</b>	Jessica Clayton Leaders Executive and Partnership Manager <a href="mailto:Jessica.clayton@bolsover.gov.uk">Jessica.clayton@bolsover.gov.uk</a>
<b>Contact Officer</b>	Laura Khella Contracts and Commissioning Officer 01246 242302 <a href="mailto:Laura.khella@bolsover.gov.uk">Laura.khella@bolsover.gov.uk</a>

### PURPOSE/SUMMARY OF REPORT

- To provide an update on the current position in respect of infrastructure support provided to the voluntary and community sector in Bolsover
- To seek approval from Executive to contract with Bassetlaw CVS for a further three years, utilising the Council’s existing allocation from the Grants to Voluntary Organisations budget, as well as additional funding from Bolsover Partnership.

### REPORT DETAILS

#### **1. Background**

- 1.1 Bassetlaw CVS were appointed by Bolsover District Council via an open procurement process in 2019. Since then they have been providing infrastructure support to the voluntary and community sector (VCS) in Bolsover.
- 1.2 They were awarded a three year contract for the period July 2019 to June 2022, and this has recently been extended by 1 month to 31<sup>st</sup> July 2022. Their areas of work include:

**Voice** - Advocacy, representation, supporting, campaigning, and linking the sector and sectors together

**Groups** - Funding and governance support, capacity building, training, advice, information, connecting groups and communication

**People** – Volunteering, connecting people with non-clinical VCSE / community support, mutual aid – connecting people

- 1.3 An exemption to Contract Procurement Rules has recently been approved to enable the Council to grant a new contract to BCVS to continue to provide infrastructure support for the VCS in Bolsover district, without the need to go out again to competitive tender. Reasons being that BCVS have become the recognised and embedded infrastructure support organisation within the district. In particular, Derbyshire County Council allocate £41,500 annually to BCVS, as they do to all CVS organisations across the county.
- 1.4 The reason for bringing this report to Executive is that the value of the three year contract is likely to be in the region of £144,000, and therefore is a key decision.

## **2. Details of Proposal or Information**

2.1 The proposal is to contract with BCVS for a further three years for infrastructure support for the VCS. Members of Bolsover Partnership and the Partnership Team have been working with the CEO of BCVS and a Business Plan for 2022 – 2025 is nearing completion. The goals of Bolsover CVS are:

- To be clearly understood and recognised by all stakeholders and the ‘Trusted Voice’ for the Voluntary and Community sector in Bolsover
- To secure sustainable growth in funding for voluntary and community groups and BCVS across Bolsover
- To become the leading local support for Voluntary and Community group development of Sustainability, Inclusion, Diversity and Equality
- To enable the VCS to effectively engage with and understand Integrated Care Strategy and ‘Place’ development
- To increase and diversify the number of volunteers, trustees, and Voluntary and Community groups across Bolsover
- To provide timely accurate baseline and monitoring data to the sector and BCVS in support of above
- To establish accessible Bolsover hub and spoke community space from which to operate.

## **3. Reasons for Recommendation**

- 3.1 BCVS were fundamental during the pandemic and their response to help support local communities was commendable. A State of the Sector Survey has recently been carried out and the top three areas for support identified by the sector are (1) help with funding applications; (2) volunteer development and recruitment; and (3) organisational development.
- 3.2 Bolsover has the lowest number of charities than any other district across the whole of the D2N2; even so, it’s still a sector worth £15m so infrastructure support to grow the sector is very important for local communities and the local economy.

3.3 BCVS have plans to strengthen the Bolsover CVS identity, as well as increased presence within the district, which will allow for some of the deeper relationship and capacity building work needed within the sector. Strategic links are also made via the Executive Board of the Bolsover Partnership and wider networks such as the Place Alliance.

**4 Alternative Options and Reasons for Rejection**

4.1 Going out to an open tender process has already been considered and was not in the council’s best interest as BCVS are the only recognised provider for the VCS in the district. They also have also secured funding via DCC and other funding streams. This option has already been discounted and a Delegated Decision has been approved which provides an exemption to the Contract Procedure Rules.

4.2 To do nothing would not support our VCS groups and would be detrimental to the sector and affect residents who rely on these local services.

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**RECOMMENDATION(S)**

To grant a new contract to BCVS to continue to provide infrastructure support to the voluntary and community sector in Bolsover district. This will be for three years but on a 1 year + 1 year + 1 year basis.

Approved by Councillor Mary Dooley, Portfolio Holder for Enforcement and Partnerships

<b><u>IMPLICATIONS:</u></b>	
<b><u>Finance and Risk:</u></b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Details:</b> The Council’s Grants to Voluntary Organisations budget is currently under a Scrutiny review. As that programme has an allocation of £23,000 per year to BCVS, there is a possibility (albeit small) that changes could be made to that fund. This is why the contract is recommended to be on a 1 year + 1 year + 1 year basis. Other resources from Bolsover Partnership will be match funded each consecutive year of the 3 years to ensure the service meets the needs of the sector. An Annual Review will also be undertaken. The risk and financial implications are therefore minimal.	
On behalf of the Section 151 Officer	
<b><u>Legal (including Data Protection):</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b>	
On behalf of the Solicitor to the Council	
<b><u>Staffing:</u></b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b>	
On behalf of the Head of Paid Service	



## DECISION INFORMATION

<p><b>Is the decision a Key Decision?</b>          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:</p> <p><b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	<p>Yes</p>
<p><b>Is the decision subject to Call-In?</b>  <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>Yes</p>

<p><b>District Wards Significantly Affected</b></p>	<p>All</p>
<p><b>Consultation:</b>  <b>Leader / Deputy Leader</b> <input checked="" type="checkbox"/> <b>Executive</b> <input type="checkbox"/>  <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input checked="" type="checkbox"/>  <b>Members</b> <input checked="" type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/></p>	<p><b>Details:</b>          A delegated decision to grant a new contract to BCVS has already been approved and therefore it has been consulted on with the Leader, Portfolio Holder, AD for Leader's Executive, Partnerships, Governance and Communications, Section 151 Officer, Legal and Procurement (Monitoring Officer)</p>

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>
<p>Contributes to the Council's Ambitions by: Customer - Promoting equality and diversity and supporting vulnerable and disadvantaged people; Economy - Working with partners to support enterprise, innovation, jobs and skills. Contributes to the Sustainable Community Strategy – Skills and Employment, and A Healthy Bolsover.</p>

<p><b>DOCUMENT INFORMATION</b></p>	
<p><b>Appendix No</b></p>	<p><b>Title</b></p>

<p><b>Background Papers</b></p>
<p><i>(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 Executive you must provide copies of the background papers).</i></p>



**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**Installation of wet rooms in the Council’s Housing stock**

**Report of the Portfolio Holder for Housing**

<b>Classification</b> <i>(please delete which does not apply)</i>	This report is public
<b>Report By</b>	Mark Dungworth – Strategic Repairs Manager <a href="mailto:mark.dungworth@bolsover.gov.uk">mark.dungworth@bolsover.gov.uk</a> / 01246 593037
<b>Contact Officer</b>	Mark Dungworth – Strategic Repairs Manager <a href="mailto:mark.dungworth@bolsover.gov.uk">mark.dungworth@bolsover.gov.uk</a> 01246 593037

**PURPOSE/SUMMARY OF REPORT**

To seek approval to award the contract for the installation of wet rooms in the Council’s Domestic Housing Stock to Swinstead Enterprises Ltd (trading as Evendine Utilities).

**REPORT DETAILS**

**1. Background**

1.1 It was identified that the installation of wet rooms to both void properties and welfare adaptation referrals could be retendered as a fixed price average cost per wet room contract rate. This would potentially provide efficiency savings both in respect of actual costs, internal resource and turnaround times, especially for voids.

**2. Details of Proposal or Information**

- 2.1 The current specification was reviewed along with an analysis of jobs undertaken over the last 12 months to ensure this proposal was feasible.
- 2.2 The estimated contract spend for the works is based upon an average of 100 wet room installations per year in voids and Welfare Adaptations (Total 100). This will be met by existing Capital budgets.
- 2.3 Procurement received four submissions and after carrying out a comprehensive evaluation process it is proposed, subject to approval by

Executive, to award the contract to Swinstead Enterprises Ltd (trading as Evendine Utilities).

Final evaluation scores for the Wet Room Tender

Swinstead 90.00%

Contractor 2 65.87%

Contractor 3 65.41%

Contractor 4 62.22%

- 2.4 The contract will be a 2+1+1 contract with the last 2 years subject to approval and two further extensions.
- 2.5 Delegated powers be given to the Assistant Director of Property Services and Housing Repairs for extension to the contract after the first 2 years.

**3. Reasons for Recommendation**

- 3.1 The evaluation process identified Swinstead Enterprises Ltd had achieved the highest score for this contact. Their submission provides substantial savings for the duration of the contract not only for the fixed price per wet room but also for turnaround times especially for the void process which is time critical. Swinstead Enterprises Ltd fixed price wet room rate was also lower than the next submission which will achieve significant savings over the 4 year contract.

**4 Alternative Options and Reasons for Rejection**

- 4.1 To continue requesting prices from contractors on the existing framework which won't deliver cost or efficiency savings.

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**RECOMMENDATION(S)**

- 1. That Swinstead Enterprises Ltd (trading as Evendine Utilities) be awarded the contract to install wet rooms in the Council's Domestic Housing stock both to voids and Welfare Adaptation Referrals on a responsive nature.
- 2. Progress on performance and savings to be reported through the Housing Stock Group on a regular basis.

Approved by Councillor Sandra Peake, Portfolio Holder for Housing

**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

Expenditure will be met from existing capital budgets. These have already been approved within the capital programme as part of the Medium Term Financial Plan.

On behalf of the Section 151 Officer

<b><u>Legal (including Data Protection):</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>	There are no legal implications.	
	On behalf of the Solicitor to the Council	
<b><u>Staffing:</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>	There are no staffing implications as a result of this report.	
	On behalf of the Head of Paid Service	

## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> 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:  <b>BDC:</b> <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	Yes

<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input checked="" type="checkbox"/>	Councillor Sandra Peake, Portfolio Holder for Housing

<b>Links to Council Ambition: Customers, Economy and Environment</b>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>

**Background Papers**

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**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**To Provide an Air Source Heat System to Council Properties at Whaley Common**

**Report of the Portfolio Holder for Housing**

<b>Classification</b>	This report is Public
<b>Report By</b>	Ian Barber Assistant Director of Property Services & Housing Repairs 01246 242484 <a href="mailto:ian.barber@bolsover.gov.uk">ian.barber@bolsover.gov.uk</a>
<b>Contact Officer</b>	Edward Raper Asset Management Inspector 07818697812 <a href="mailto:edward.raper@bolsover.gov.uk">edward.raper@bolsover.gov.uk</a>

**PURPOSE/SUMMARY OF REPORT**

Following a procurement exercise we would like to seek approval to appoint Aaron Services to provide an air source heat system and insulation options to a number of properties at Whaley Common. The project will include surveying, designing and providing a specification and installation of air source heating with associated works to a number of council properties. Providing the latest industry advice on current air source systems, insulation requirements, future maintenance and best practice.

**REPORT DETAILS**

**1. Background**

- 1.1 Whaley Common is a remote estate outside of Langwith in rural Bolsover District. The council properties are 10 x traditional built 2 bed houses with the cavity wall and lofts done to modern standards (270mm-300mm). The dwellings are heated by a wet electric system and this would be replaced with a greener/ more efficient system that is fit for purpose and sustainable. There is no possibility of installing a gas main and therefore rules out the installation of a traditional gas combi boiler.
- 1.2 The Council have received a number of complaints regarding the cost of energy. In particular those who currently have electric boilers. One particular tenant is in large fuel debt in the region of £5,000 pounds. BDC

feel that an air source heat pump will offer more affordable and sustainable heating for these properties.

### 1.3 Final Evaluation scores from the Tender

- Aaron Services           **93%**
- Contractor 2           **73.83%**

1.4 The contract has no fixed term it is a one off project.

1.5 The contract has been priced and the cost of works are within budget

## **2. Details of Proposal or Information**

2.1 To award the contract of works to Aaron Services who are experienced in renewable forms of heating with a view to install and maintain these types of systems in our council properties.

2.2 The incumbent contractor will provide industry knowledge and also write a specification of works including recommendations of products and suppliers to best suit our properties and tenants

## **3. Reasons for Recommendation**

3.1 The rising energy bills are putting families at risk of fuel poverty through the use of Electric boilers. Elsewhere in the district we have replaced these unless refused by the existing tenant.

3.2 Following a tender exercise with Procurement 2 prices were submitted to BDC to evaluate. An evaluation took place and Aaron Services were the preferred bidder based on their experience with other local authorities carrying out similar works to their properties and costs.

## **4 Alternative Options and Reasons for Rejection**

4.1 To leave the existing electric heating system in place and not invest in the required insulation and sustainable heating system was rejected as we can't ignore the current trends in energy costs or BDC's commitment to carbon reduction.

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## **RECOMMENDATION(S)**

To appoint Aaron services to undertake the programme of works.

Approved by Councillor Sandra Peake, Portfolio Holder for Housing

**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

The project will be funded from the HRA capital scheme which is included in the already approved capital programme

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

Procurement exercise undertaken.

On behalf of the Solicitor to the Council

**Staffing:**            Yes             No

**Details:**

On behalf of the Head of Paid Service

**DECISION INFORMATION**

<p><b>Is the decision a Key Decision?</b> 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:</p> <p><b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	Yes
<p><b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)</p>	Yes

<p><b>District Wards Significantly Affected</b></p>	Whaley Common
<p><b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input checked="" type="checkbox"/></p>	<p><b>Details:</b> Councillor Sandra Peake, Portfolio Holder for Housing</p>

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>
<p>This will impact on all 3 of the Council's ambitions. Customer, Economy and Environment.</p>



DOCUMENT INFORMATION	
Appendix No	Title

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>



**Bolsover District Council**

**Meeting of the Executive on Monday 11<sup>th</sup> July 2022**

**APPROVAL OF EXTENSION OF CONTRACT WITH PROPTECHSUPPLIER THE FUTURE FOX**

**Report of the Portfolio Holder for Corporate Governance**

<b>Classification</b>	This report is Public
<b>Report By</b>	Chris McKinney Interim Planning Policy Manager
<b>Contact Details</b>	01246 242292 <a href="mailto:chris.mckinney@bolsover.gov.uk">chris.mckinney@bolsover.gov.uk</a>

**PURPOSE / SUMMARY OF REPORT**

To seek agreement to extend the Council’s contract with the Future Fox to cover the extension of the Council’s PropTech project using the Round 2 funding award from the Government’s PropTech Engagement Fund.

**REPORT DETAILS**

**1. Background**

- 1.1 Members will be aware that the Council has been selected as one of the pilot authorities under the Department for Levelling Up, Housing and Communities’ PropTech Engagement Fund and that the Council secured an initial £100,000 for plan-making consultation work through the Round 1 of the Fund in October 2021.
- 1.2 To help deliver this opportunity, the Council ran a tender exercise and procured a suitable PropTech software provider to test a new and innovative method of public engagement on plan-making, including a sizeable social media advert campaign, that would encourage greater numbers of people getting involved in how their settlement could grow. This exercise saw the Future Fox being identified as the preferred contractor and the contract with them was entered into on 31<sup>st</sup> March 2022 and covered services to the value of £72,015.
- 1.3 Members will also be aware that the Council has utilised this new software for the Initial Consultation Exercises for both the Shirebrook and the Creswell Growth Plans and that levels of engagement have been positive.
- 1.4 Based on this positive experience, officers have been working closely with officials at the Department for Levelling Up, Homes and Communities to provide

feedback on the pilot and to explore further opportunities that would benefit Bolsover District. To this end, a further funding bid was submitted to Round 2 of the PropTech Engagement Fund and this has seen the Council be successful again and receiving a further £95,800 for its plan-making work. This funding was received in April 2022 and under the Fund's terms the Round 2 project is required to be delivered by September 2022.

- 1.5 As a result, proposals for the Council's plan-making work have been developed and an updated fee proposal has been secured from the Future Fox to deliver the Council's exciting digital consultation proposals. The updated fee proposal would see the cost of the contracted works increase to £170,315.

## **2. Details of Proposal or Information**

- 2.1 The sum of £170,315 is significant but it is considered that the project is ground breaking and will represent a remarkable innovation in plan-making consultation, utilising gamification, i.e. using game formats, to help participants understand and explore how development proposals are put together and to make their own masterplanning suggestions, and virtual and augmented reality technologies to help participants visualise proposals. The software development being carried out by the Future Fox to deliver the Council's vision is significant and is expected to result in new planning software products being available on the market – a key purpose of the Government's PropTech Engagement Fund.
- 2.2 The Future Fox are placed to deliver the software development and deliver this in time to form the basis of the Council's planned masterplanning consultation for the Shirebrook Growth Plan in July / August. However, to enable this the current contract value would need to be extended to enable the Round 2 work to be commissioned and a purchase order issued. Due to the amount involved, the increased cost of the proposed work would push the contract value above the Council's Key Decision value and this is the reason for this report.

## **3. Reasons for Recommendation**

- 3.1 The Council's success in securing funding from the Government's PropTech Engagement Fund is a benefit for Bolsover District and the authority and should see innovative digital consultation proposals being developed and rolled out. As such, enabling the Round 2 proposals to proceed in the manner described above is desirable.
- 3.2 Therefore, the agreement of the Executive is sought to extend the Council's contract with the Future Fox to cover the extension of the Council's PropTech project using the Round 2 funding award from the Government's PropTech Engagement Fund.

## **4 Alternative Options and Reasons for Rejection**

- 4.1 It would be possible to not extend the Future Fox's contract value, although this would not achieve the benefits of the project for the District and would potentially create reputational problems for the Council. Therefore, officers have not considered alternative options.

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## **RECOMMENDATION(S)**

That Executive agree to extending the value of the contract with the Future Fox to £170,315.

Approved by Councillor Duncan McGregor, Portfolio Holder for Corporate Governance

### **IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:** The costs involved are fully funded by the Government grant received from the PropTech Engagement Fund. The money has already been received and is sufficient to cover the proposed contract value.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:** The legal implications of the funding and contract have been reviewed by the Legal team and are found to be acceptable. There are no data protection implications related to the contract.

On behalf of the Solicitor to the Council

**Staffing:**            Yes             No

**Details:** There are no human resources implications arising from this report.

On behalf of the Head of Paid Service

## **DECISION INFORMATION**

<b>Is the decision a Key Decision?</b> 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:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	Yes

<b>District Wards Significantly Affected</b>	All
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input checked="" type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input checked="" type="checkbox"/>	<b>Details:</b> Councillor Duncan McGregor, Portfolio Holder for Corporate Governance and Councillor Tom Munro, Chair of Planning Committee

<b>Links to Council Ambition: Customers, Economy and Environment.</b>
<ul style="list-style-type: none"> <li>• Enabling housing growth;</li> <li>• Developing attractive neighbourhoods;</li> <li>• Increasing customer satisfaction with our services.</li> </ul>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>

<b>Background Papers</b>
<i>(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 Executive you must provide copies of the background papers).</i>

# Agenda Item 15

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

Document is Restricted

# Agenda Item 16

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

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