

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the
Finance and Corporate
Overview Scrutiny Committee

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Monday 8th July 2024

Dear Councillor

FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE

You are hereby summoned to attend a meeting of the Finance and Corporate Overview Scrutiny Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday 17th July 2024 at 14:00 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 page 3.

Yours faithfully



Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE AGENDA

***Wednesday 17th July 2024 at 14:00 hours taking place in the Council Chamber,
The Arc, Clowne***

Item No.		Page No.(s)
1.	Apologies For Absence	
2.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes - 15th May 2024	4 - 6
	To consider the minutes of the last meeting held on 15 th May 2024.	
5.	List of Key Decisions and Items to be Considered in Private	7 - 11
	<i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information. NB: If Members wish to discuss an exempt report under this item, the meeting will need to move into exempt business and exclude the public in accordance with the Local Government (Access to Information) Act 1985 and Local Government Act 1972, Part 1, Schedule 12a for that part of the meeting only).</i>	
6.	Financial Outturn 2023/24	12 - 36
7.	Corporate Debt 2023/24	37 - 44
8.	Finance and Corporate Overview Scrutiny Committee Work Programme	45 - 50

Agenda Item 4

FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE

Minutes of a meeting of the Finance and Corporate Overview Scrutiny Committee of the Bolsover District Council held in the Council Chamber on Wednesday, 15th May 2024 at 10:00 hours.

PRESENT:-

Members:-

Councillor Lucy King in the Chair

Councillors: Jen Wilson (Vice-Chair), David Bennett, Rowan Clarke, Justin Gilbody and Chris Kane.

Officers:- Jim Fieldsend (Director of Governance and Legal Services & Monitoring Officer), Amar Bashir (Improvement Officer), Thomas Dunne-Wragg (Scrutiny Officer) and Matthew Kerry (Governance and Civic Officer).

Also in attendance at the meeting was Councillor Clive Moesby, Portfolio Holder for Resources (to Minute No. FCO6-23/24).

FCOSC53- APOLOGIES FOR ABSENCE 23/24

Apologies for absence were received on behalf of Councillors Tom Munro and Sally Renshaw, and from Theresa Fletcher (Director of Finance & Section 151 Officer).

FCOSC54- URGENT ITEMS OF BUSINESS 23/24

There were no urgent items of business to be considered.

FCOSC55- DECLARATIONS OF INTEREST 23/24

There were no declarations made at the meeting.

FCOSC56- MINUTES - 27TH FEBRUARY 2024 23/24

Moved by Councillor David Bennett and seconded by Councillor Rowan Clarke
RESOLVED that the Minutes of a Finance and Corporate Overview Scrutiny Committee meeting held on 27th February 2024 be approved as a correct record.

FCOSC57- LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN 23/24 PRIVATE

The Committee considered the List of Key Decisions and Items in the document.

RESOLVED that the document be noted.

FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE

**FCOSC58-
23/24**

AMBITION PLAN TARGETS PERFORMANCE UPDATE - JANUARY TO MARCH 2024

Committee considered performance outturns against the Ambition Plan Targets for the last quarter of 2023/24.

Out of the 25 Ambition targets for Quarter 4, 16 (64%) had been achieved, 1 (4%) had not been achieved, and 8 (32%) were within target. Out of the 48 performance indicators, 35 (73%) had a positive outturn, 9 (18%) had a negative outturn, and 4 (8%) were within target.

Appendix 1 to the report provided a detailed breakdown of each target and the status it was at. For those shown as below target an explanation was provided.

1 Council target for Quarter 4 of 2024 had not been achieved; ENV.03 – to achieve a combined recycling and composting rate of 43% by March 2024. This challenging target had been set to increase the Council's combined recycling rate from 36% (2022\23) to 43% (2023\24), requiring combined burgundy and green bin material increase of 2,300 tonnes. However, throughout the 2023/24 period, 1,550 tonnes of material had been diverted, resulting in a 40.5% (approx.) recycling rate.

After a query from a Member, the Improvement Officer confirmed 'diverted' meant recycling waste that had been contaminated; the Strategic Director of Services had explained to the Improvement Officer that the cause of this diversion was food waste being contaminated with garden waste.

The Environment Act 2021 now required all English Councils to implement separate weekly collection of food waste from 1st April 2026 to achieve a combined recycling rate of 65% by 2035; this target had been set within in the Council's new plan for 2024-2028. The Portfolio Holder for Resources asked if this would require the use of another bin for collection, and a Member answered a grey bin for food waste would be deployed.

The Improvement Officer highlighted the breakdown of the performance indicators for supporting the Council's aims presented in the report.

In Customer Services, CSP11 (percentage of telephone calls answered within 20 seconds (Corporate) (Quarterly)) and CSP25 (percentage of Informal (stage 1) complaints responded to within 3 working days) were below target. The Improvement Officer noted it was at times unfair to only look at the numbers, as with regards to some complaints, these can be difficult to resolve.

240 requests for FOI/EIR had been made in Quarter 4 of 2024. While below the 95% target (87.9%), the team had been carrying a long-term absence which would be resolved in Quarter 1 of 2024/25.

For Revenues and Benefits, the collection of Council Tax Arrears and NNDR Arrears were below target, though the reasons for this were COVID-19 and the ongoing Cost of Living Crisis. Progress was being made, but this was down to external matters beyond the Council's control.

A Member noted RS06 (percentage of Council Tax Arrears collected (profiled target)) and RS07 (percentage of NNDR Arrears collected (profiled target)) were improving every

FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE

quarter throughout 2023/24, and the Portfolio Holder for Resources added it was important the collection of these arrears did not come at the cost of those in financially vulnerable situations; it was better to collect a small amount than nothing at all.

The Improvement Officer highlighted that for NNDR arrears, whilst the target had not been met for Quarter 4 of 2024, payments of £334k had been received and there had been debit changes of £225k, increasing prior years' arrears and negatively impacting this measure.

The Housing Management performance indicators would likely improve with the purchase of new software and an increase in the number of staff in the team, to focus on those in need and either provide that support or signpost to other support services.

For Environmental Health, EH03 (percentage of high-risk food interventions undertaken against programme (A, B and C rated premises)) and EH04 (Percentage of business enquiries responded to within 3 working days) were below target. However, details of these were presented in the report and it was noted that for EH03, the numbers overall were small and there was a balance to setting a high target that was still achievable.

In Streetscene, the removal of 95% of hazardous fly tipping within 24 hours of it being reported was below target, achieving 75% for Quarter 4 of 2024. However, this quarter followed the December Holiday period where an increase in fly tipping always stretched resources.

The Improvement Officer referred the Committee to Appendix 2 of the report, which presented the full ambition target listing by aim.

Moved by Councillor David Bennett and seconded by Councillor Chris Kane
RESOLVED that the quarterly outturns against the Council Ambition 2020-2024 targets and relevant performance indicators be noted.

The Improvement Officer left the meeting.

FCOSC59-23/24 FINANCE AND CORPORATE OVERVIEW SCRUTINY COMMITTEE WORK PROGRAMME

The Director of Governance and Legal Services & Monitoring Officer explained that the Work Programme 2023/24 was coming to an end, and while a new programme would be created, it would likely be very similar to what was already before the Committee.

The Chair thanked the Committee for the wonderful 2023/24 year.

The meeting concluded at 10:20 hours.



The Arc
High Street
Clowne
Derbyshire
S43 4JY

7 Key Decisions & Items to be Considered in Private

To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Published on: 28th June 2024

INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Executive or an officer under delegated powers.

Preparation of the list helps Executive to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the The Arc, High Street, Clowne, S43 4JY. Copies of the list can be obtained from Jim Fieldsend, Monitoring Officer, at this address or by email to jim.fieldsend@bolsover.gov.uk. The list can also be accessed from the Council’s website at www.bolsover.gov.uk.

The Executive is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at The Arc and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

Members of Executive are as follows:

- ∞ Councillor Steve Fritchley - Leader and Portfolio Holder for Policy, Strategy and Communications
- Councillor Duncan McGregor - Deputy Leader and Portfolio Holder for Corporate Performance and Governance
- Councillor John Ritchie - Portfolio Holder for Growth
- Councillor Anne Clarke - Portfolio Holder for Environment
- Councillor Sandra Peake Portfolio Holder for Housing
- Councillor Mary Dooley - Portfolio Holder for Health and Wellbeing
- Councillor Clive Moesby - Portfolio Holder for Resources

The Executive agenda and reports are available for inspection by the public five clear days prior to the meeting of the Executive. The papers can be seen at The Arc at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Executive and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Executive are open to the public and usually take place in the Council Chamber at The Arc. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list also shows the reports intended to be dealt with in private and the reason why the reports are exempt or confidential. Members of the public may make representations to the Monitoring Officer about any particular item being considered in exempt and why they think it should be dealt with in public.

The list does not detail *all* decisions which have to be taken by the Executive, only “Key Decisions” and “Exempt Reports”. In these Rules a “Key Decision” means an Executive decision, which is likely:

(1) **REVENUE**

- (a) Results in the Council making Revenue Savings of £75,000 or more; or
- (b) Results in the Council incurring Revenue Expenditure of £75,000 or more

(2) **CAPITAL**

- (a) Results in the Council making Capital Income of £150,000 or more; or
- (b) Results in the Council incurring Capital Expenditure of £150,000 or more

(3) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

In determining the meaning of “significant” the Council must have regard to any guidance for the time being issued by the Secretary of State. The Council has decided that revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more is significant.

6 The dates for meetings of Executive can be found here:

<https://committees.bolsover.gov.uk/ieListMeetings.aspx?Committeeld=1147>

The Council hereby gives notice of its intention to make the following Key Decisions and/or decisions to be considered in private:

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
<p>Proposed sale of approximately 0.93 acres of land at Elmton Lane Bolsover</p>	Executive	29 th July 2024	Report of the Portfolio Holder for Growth	Jim Fieldsend, Service Director Governance and Legal Services & Monitoring Officer	<p>Key</p> <p>It is likely to result in the Council making revenue savings or incurring Revenue expenditure of £75,000 or more.</p>	Open
<p>Vehicle Fleet Replacements</p> <p>10</p>	Strategic Director of Services by way of Delegated Decision	Within the next 3 months	Delegated Decision Notice	Steve Brunt, Strategic Director of Services	<p>Key</p> <p>It is likely to result in the Council making revenue savings or incurring Revenue expenditure of £75,000 or more.</p>	Open
<p>Roseland Park and Crematorium - update on project progress</p>	Executive	29 th July 2024	Report of the Portfolio Holder for Growth	Natalie Etches, Business Growth Manager	<p>Key</p> <p>It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.</p>	Fully exempt

SCHEDULE 12A
ACCESS TO INFORMATION: EXEMPT INFORMATION

PART 1
DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.



Bolsover District Council

Meeting of the Finance and Corporate Overview Scrutiny Committee
on 17th July 2024

Financial Outturn 2023/24

Report of the Director of Finance & Section 151 Officer

Classification	This report is public.
Contact Officer	Theresa Fletcher Director of Finance and Section 151 Officer

PURPOSE/SUMMARY OF REPORT

To inform Finance and Corporate Overview Scrutiny Committee of the outturn position of the Council for the 2023/24 financial year. This report will be presented to Executive on the 29th of July 2024.

REPORT DETAILS

1. Background

- 1.1 This outturn report is presented to Members at the end of a challenging year for the finance team. The Council published its draft Statement of Accounts in respect of 2022/23 on the 19th of May 2023, which was well in advance of the 31st of May statutory deadline. Indeed, I am told we were the first finance team in England to publish our 2022/23 financial statements.
- 1.2 The external audit of the accounts was largely undertaken during July and August 2023, but due to Mazars parking the audit until the Derbyshire Pension Fund audit had been completed, we did not receive the audit opinion on the 2022/23 accounts until the 28th of March 2024. This still put us in the minority group of Councils who had their 2022/23 Statement of Accounts signed off by the 31st of March 2024.
- 1.3 The knock-on effect of the delayed audit conclusion meant that throughout the revised budget and Medium-term Financial Plan process, the finance team were still answering audit queries, as well as setting up the financial systems for Dragonfly. This resulted in the whole budget process being done in a rush and ending awfully close to the committee meetings. This then led to the usual year-end preparation work for the 2023/24 accounts being delayed and in some cases not able to be done at all.
- 1.4 On the 2nd of July 2024, we published the Council’s draft Statement of Accounts for 2023/24. This was over a month past the statutory deadline, but our auditors agreed we should wait to include the correct Pension Fund information rather than include estimates of the figures. We had to wait almost 12 weeks for the Pension

Fund valuation showing Dragonfly separated from the Council. At the time of writing this report (4th of July) we are still waiting for the draft financial statements for Dragonfly from their auditors. I took the decision to go with estimates of these figures, to avoid any further delay.

- 1.5 On the 12th of March 2024, I presented a report to the Audit Committee titled 'Local audit delays – consultation and proposals for the future'. This discussed in detail the deterioration in the timeliness of local audit since 2017/18, with delays compounding during the Covid pandemic, leading to a persistent and significant backlog of audit opinions. As of the 31st of December 2023, the backlog of outstanding audit opinions stood at 771, with some audits dating back to 2015/16. Only 1% of English Councils were in a position to publish their audited accounts by the 30th of September 2023 deadline, this was 5 out of the 467 total. By mid-January this had increased to 10% according to commentators.
- 1.6 To clear this backlog and embed timely audit there is now a 3-phase process. **Phase 1** is the reset and involves clearing the backlog of historical audit opinions up to and including the financial year 2022/23 by the 30th of September. Whilst this does not affect us because our 2022/23 accounts are already signed off, we have been informed by our external auditors that they will not start our 2023/24 audit until October at the earliest as they concentrate on the Councils where the 2022/23 and earlier years' audit remains outstanding.
- 1.7 In **Phase 2** of the process described as recovery, the date for approval of the 2023/24 audited accounts has been changed from the 30th of September 2024 to the 31st of May 2025. Changes have also been made to the audited approval date for future years up to and including the financial year 2027/28. This means for 2023/24 that our accounts may not be signed off until after Christmas 2024, and until this time, the accounts would be subject to amendment by external audit. To accommodate the change to our audit we will be undertaking the revised budget process from July to September for this year.
- 1.8 For completeness, **Phase 3** is reform, and this will require work to address the systemic challenges that have led to the current local audit backlog. This work will build on the recommendations of the Redmond Review and all parties to the Cross-System Statement have committed to continue work to ensure that financial reporting, auditing, and regulatory requirements are proportionate and based on a common understanding of the purposes of local audit and reporting
- 1.9 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.
- 1.10 The following sections of this report will consider the 2023/24 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	(80)
Rent rebates and allowances	251
Go Active!	(213)
Year-end capital admin allowance	(25)
Pleasley Vale Mills	(65)
Street scene services	(151)
Joint crematorium income	(42)
Environmental health	69
Salaries variances	(361)
Non-staff miscellaneous variances	(202)
Net cost of services	(819)
Debt Charges/Investment Interest	(323)
Additional general government grants	(139)
Total Outturn Variance	(1,281)
Changes to general fund balance since revised budget – until outturn	(174)
Contribution to Reserves – 2023/24 Outturn	(1,455)

Financial Reserves

Transfers from Earmarked Reserves

- 2.2 The use of earmarked reserves in 2023/24 was £0.486m. This reflects the expenditure incurred on projects at 31st March 2024 which have approval to use earmarked reserves. There are ongoing commitments for reserve expenditure in 2024/25 when the balance of this years' reserve funding (£0.285m) will be utilised.

Transfers to Reserves

2.3 At the end of the financial year, it has been necessary to agree transfers into reserves in preparation for future expenditure commitments, some from income received in 2023/24. Transfers to reserves total £3.824m which is £1.455m higher than originally forecast, reflecting the outturn shown in table 1.

These consist of:

- £0.200m contribution to the IT Reserve to fund future expenditure requirements.
- £0.200m contribution to the Legal Costs Reserve in preparation to fund future specialist legal advice.
- £0.100m contribution to the 3G Pitch Carpet Replacement Reserve, as a requirement of the grant conditions from an external funder.
- £0.200m contribution to the Building, Repair and Renewal Reserve to fund future unexpected works on the Council's buildings.
- £0.350m transfer to the Vehicle Replacement Reserve to finance new waste vehicles instead of borrowing and incurring costs in case our challenge for extra new burdens grant proves unsuccessful.
- £0.260m transfer to the NNDR Growth Protection Reserve to mitigate against future changes to the funding of the Council.
- £0.145m transfer to the Transformation Reserve as the remainder of the in-year surplus.

2.4 The Transformation Reserve has a balance at the end of the year of £3.056m. Commitments already made against this reserve for 2024/25 and future years amount to £2.355m leaving £0.701m 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 2024/25 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 £2.001m 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 in order to safeguard both its reserves and its financial sustainability.

2.7 Given the level of general balances, should either an overspend or an under achievement of income occur, 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 2023/24 financial year is that the Council transferred £1.455m to Earmarked Reserves in preparation for future expenditure.
- 2.9 With regard to the underlying favourable variance on the General Fund in 2023/24 this will be reviewed as usual during the budget process for 2024/25 – 2028/29, from July onwards. The latest position for all years in the current MTFP is shown in Table 2.
- 2.10 As a Council we made it our strategy to save extra business rates income earned in years when we received more than we estimated, to be able to use it in future years when Government funding was reduced. This is being held in the NNDR Growth Protection Reserve and the balance after the transfer from the 2023/24 outturn is £12.517m. Transfers are made from this reserve to the general fund to replace the losses caused by changes in Government funding.
- 2.11 Within the current MTFP, estimates of the movement to/from the reserve are as follows: there is a contribution from the reserve to general fund of £0.620m in 2025/26, £3.803m in 2026/27 and £4.122m in 2027/28. In 2024/25 there is a transfer into the reserve from general fund of £0.188m. This reserve is not a long-term source of income for the general fund.

Table 2

	2024/25 Budget £000	2025/26 Budget £000	2026/27 Budget £000	2027/28 Budget £000
Net Cost of Services	13,907	14,266	14,747	15,342
Net debt charges + investment interest	(1,052)	(806)	(1,185)	(1,235)
Net t/f to/(from) reserves + balances	1,178	1,462	367	321
Net t/f to/(from) NNDR Growth Protection Reserve	188	(620)	(3,803)	(4,122)
Parish precept	3,968	3,968	3,968	3,968
Funding from council tax, business rates and government grants	(18,189)	(18,270)	(14,094)	(14,274)
Use of GF balance	0	0	0	0

Storm Babet

2.12 Storm Babet affected a number of households and businesses in our district, either directly or indirectly due to the flooding. The Government's Flood Recovery Framework scheme was activated for those authorities that had been significantly impacted by the storm. The support included:

- **Community Recovery Grant** - £500 per flooded household to help households in areas severely affected by the flooding with immediate recovery.
- **Business Recovery Grant** - £2,500 per small and medium-sized enterprise (SME) to support businesses that suffered severe impacts from the floods.
- **Council Tax Discount** – 100% council tax relief for a minimum of three months, for residents whose property had been flooded, or which was considered unliveable, as a consequence of the storm.
- **Business Rates Relief** – 100% relief from business rates for a minimum of three months, for those businesses directly impacted by the storm.
- **Property Flood Resilience scheme grants** - £5,000 to help homes and businesses to become more resilient to flooding by helping to pay for a range of property improvements.

2.13 All the schemes had closed by the 31st of March 2024. The table below shows how much was paid out by Bolsover District Council for each scheme.

	Applications received	Applications paid out	Amount paid out
Community Recovery Grant	43	42	£21,000 in grants
Business Recovery Grant	26	25	£62,500 in grants
Council Tax Discount	51	51	£26,800 in relief
Business Rates Relief	14	14	£15,413 in relief
Property Flood Resilience Grant	none	none	zero

2.14 The schemes were administered by the Council's revenues and benefits section and the economic development team.

2.15 Damage caused to our own property in Pleasley Vale has largely been funded by an insurance claim but there is likely to be some use of the Council's insurance reserve.

Housing Revenue Account (HRA)

- 2.16 The Housing Revenue Account is provided in **Appendix 3 and 4** to this report.
- 2.17 The Housing Revenue Account position shows a number of variances during the year. The main expenditure under spends are in relation to vacancies £0.160m within various sections of the HRA and £0.093m in utilities under spends on sheltered dwellings. Unfortunately, the under spends were offset by the over spend on repairs materials of £0.238m. The income position was over achieved mainly due to £0.139m better than anticipated property lettings plus, other favourable miscellaneous income variances. The overall expenditure position is £0.022m above the current budget. The overall income position is £0.244m above the current budget. This gives a net cost of services under spend of £0.222m, adjusting to £0.007m under spend after interest and depreciation.
- 2.18 The small surplus has meant the budgeted use of the HRA Balance can be slightly less than estimated. The level of HRA Balances has decreased to £1.644m in line with the MTFP during 2023/24, but in the MTFP for 2024/25 there is estimated to be a contribution back into the balance of £0.363m. 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
- 2.19 Where the use of Reserves has not been fully applied in 2023/24 and there are ongoing commitments for these activities in 2024/25, the funding will be carried forward and utilised. The balance of the HRA reserves at 31st March 2024 is £3.958m.

Capital Investment Programme

- 2.20 Details of the capital expenditure incurred by the Council in 2023/24 on a scheme-by-scheme basis is provided in **Appendix 5**.

The Capital Programme may be summarised as follows:

General Fund:	Current Programme £'000	Outturn £'000	Variance £'000
GF Building Assets	7,613	3,775	(3,838)
GF ICT Schemes	629	80	(549)
Leisure Schemes	231	49	(182)
Disabled Facilities Grants	650	355	(295)
Investment Activities	105	105	0
GF Vehicle/Plant Replacements	2,277	1,675	(602)

General Fund Total	11,505	6,039	(5,466)
HRA:	Current Programme £'000	Outturn £'000	Variance £'000
HRA New Build Properties	13,708	8,231	(5,477)
HRA Vehicle Replacements	1,108	103	(1,005)
Public Sector Housing Schemes	6,477	5,677	(800)
HRA ICT Schemes	51	22	(29)
New Bolsover Scheme	1	1	0
HRA Total	21,345	14,034	(7,311)
Programme Total	32,850	20,073	(12,777)

General Fund Schemes

- 2.21 In relation to the General Fund element of the Capital Programme during 2023/24, £5.466m was not undertaken. Shirebrook Crematorium, ICT infrastructure and Vehicle replacements were the main variances.

HRA Schemes

- 2.22 Within the HRA the variances show that £7.311m of the total HRA programme has not been undertaken during the year. The New Build Properties category constituted the main variance.
- 2.23 **Appendix 5** also details the proposed carry forward amounts to 2024/25. 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 £12.332m with the impact on the 2024/25 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 2024/25.

Capital Financing

- 2.24 The Capital Programme was financed as follows:

General Fund:	Current Programme £'000	Outturn £'000	Variance £'000
The Better Care Fund	650	355	(295)
Prudential Borrowing	5,432	3,015	(2,417)
Reserves	3,428	1,993	(1,435)
Capital Receipts	152	40	(112)
External Funding	1,843	636	(1,207)

Total General Fund	11,505	6,039	(5,466)
HRA:	Current Programme £'000	Outturn £'000	Variance £'000
Major Repairs Reserve	6,421	5,596	(825)
Prudential Borrowing	8,224	4,106	(4,118)
HRA Reserves	4,204	2,467	(1,737)
Capital Receipts	1,319	722	(597)
External Funding	1,177	1,143	(34)
Total HRA	21,345	14,034	(7,311)
Grand Total	32,850	20,073	(12,777)

General Fund Capital Financing

- 2.25 Officers have financed the General Fund Capital Programme from a combination of capital receipts, reserve contributions, prudential borrowing, and external funding.

HRA Capital Financing

- 2.26 Officers have financed the HRA Capital Programme from a combination of capital receipts, reserve contributions, prudential borrowing, and external funding.

Treasury Management

- 2.27 **Appendix 6** provides a brief report on the Treasury Management activity of the Council for 2023/24. In summary, the Council operated throughout 2023/24 within the Authorised and Operational Boundary limits approved in the Treasury Management Strategy as approved by the Council in February 2023.

- 2.28 The key points from the summary report are:
- The overall borrowing requirement of the Council (the Capital Financing Requirement) - £123.981m at 31 March 2024.
 - The PWLB debt - £86m.
 - Effective internal borrowing - £37.981m.
 - £3.4m repayments of PWLB debt in year.
 - No new PWLB borrowing was undertaken in 2023/24.
 - PWLB interest paid in 2023/24 - £3.093m.
 - Interest received on investments - £1.756m.

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 £1.455m to reserves in preparation for future expenditure commitments. The Transformation Reserve, which is the Council's main general earmarked reserve, has £2.355m committed against it in 2024/25 and future years, so continued prudence is needed when committing against this reserve.

HRA

- 3.2 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 2023/24 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 2024/25 financial year.

Capital Financing

- 3.4 Capital expenditure during 2023/24 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 2023/24 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 2023/24 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.

RECOMMENDATION(S)

1. That Members note the outturn position in respect of the 2023/24 financial year.
2. That Members note the transfers to earmarked reserves of £1.455m as outlined in detail in paragraph 2.3.
3. That Members note the proposed carry forward of capital budgets detailed in Appendix 5 totalling £12.332m.

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

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 2023/24 outturn were those agreed within the Council's Medium Term Financial Plan (MTFP). The MTFP considered both the affordability of the budgets that were approved and ensured 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

Legal (including Data Protection): Yes No

Details:

The Statement of Accounts is currently required to be prepared by 31 May and audited by the 31st of July each year, although this year the deadline for audit sign off has been moved to 31st of May 2025, as phase 2 of the process to clear the local audit back log as described in the report. The Council has now completed the draft Statement of Accounts and they have been signed off by the Section 151 Officer as at 2nd of July 2024.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

Not applicable to this report.

Staffing: Yes No

Details:

There are no human resource issues arising directly out of this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards, or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies.</i></p>	No
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	No

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

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

DOCUMENT INFORMATION	
Appendix No	Title
1	General Fund Summary – Outturn 2023/24
2	General Fund Detail – Outturn 2023/24
3	Housing Revenue Account – Outturn 2023/24
4	Housing Revenue Account Detail – Outturn 2023/24
5	Capital Expenditure – Outturn 2023/24
6	Treasury Management – Outturn 2023/24

<p>Background Papers</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>
<p>None</p>

GENERAL FUND SUMMARY - OUTTURN 2023/24

Appendix 1

	Current Budget 2023/24	Outturn 2023/24	Variance
	£	£	£
Community Services Directorate (including S106 expenditure and year-end entries)	8,411,505	7,895,424	(516,081)
Corporate Resources Directorate (including year-end entries)	1,594,173	1,467,452	(126,721)
Dragonfly Services (including year-end entries)	2,583,366	2,407,003	(176,363)
Net Cost of Services	12,589,044	11,769,879	(819,165)
Investment Property net income	(262,637)	(262,637)	0
Debt Charges	805,393	699,508	(105,885)
Investment Interest	(2,536,445)	(2,753,527)	(217,082)
Contributions to Reserves	2,368,777	3,824,020	1,455,243
Contributions from Earmarked Reserves	(486,299)	(486,299)	0
Contribution (from)/to S106 Holding A/cs, Grant A/cs and Miscellaneous Holding A/cs	(167,692)	(167,692)	0
Parish Precepts	3,968,503	3,968,503	0
Total Spending Requirement	16,278,644	16,591,755	313,111
Revenue Support Grant	(1,473,016)	(1,473,016)	0
Business Rate Retention	(5,674,748)	(5,674,748)	0
New Homes Bonus Grant, including Services Grant and 3% Funding Guarantee Grant	(832,405)	(832,406)	(1)
BDC Council Tax Requirement	(4,511,361)	(4,511,361)	0
Parish Council, Council Tax Requirement	(3,968,503)	(3,968,503)	0
Miscellaneous un-ringfenced grant	0	(83,069)	(83,069)
Council Tax Collection Fund surplus	26,108	(30,308)	(56,416)
Funding Requirement	(16,433,925)	(16,573,411)	(139,486)
Opening General Fund Balance	(2,018,907)	(2,018,907)	
Transfer (to)/from Balances	(155,281)	18,344	
Closing General Fund Balance	(2,174,188)	(2,000,563)	

Monitoring Report 1/4/23 - 31/3/24	Current Budget	Outturn	Variance	
	2023/24	2023/24		
Directorate cost centres	£	£	£	Reasons for main variances
G007 Community Safety - Crime Reduction (G007)	73,086	69,632	(3,454)	Vacancy at Derbyshire PCC
G010 Neighbourhood Management (G010)	80,397	79,643	(754)	
G013 Community Action Network (G013)	364,291	356,017	(8,274)	Staffing costs under spent by £7k due to vacancies. Equipment/tools/materials £1k under spent, protective clothing £1k under spent.
G017 Private Sector Housing Renewal (G017)	88,561	93,848	5,287	Increased recharge from NE.
G018 Environmental Health - Covid Team (G018)	10,479	10,602	123	
G020 Public Health (G020)	(70,000)	(112,000)	(42,000)	Income from previous years now received, more than estimated.
G021 Pollution Reduction (G021)	264,609	264,445	(164)	Income £10k over achieved. Recharge from NE £10k higher.
G022 Health & Safety (G022)	(230)	(657)	(427)	
G023 Pest Control (G023)	60,342	50,690	(9,652)	
G024 Street Cleansing (G024)	368,606	349,865	(18,741)	Staffing relate costs £5k under spent due to in-year vacancies. Equipment/tools/materials £4k over spent. Income £17k over achieved.
G025 Food Safety (G025)	144,546	157,573	13,027	Recharge from NE £13k over spent. Income £1k over achieved.
G026 Animal Welfare (G026)	141,951	175,449	33,498	Recharge from NE £23k over and income £12k under achieved.
G027 Emergency Planning (G027)	17,392	17,392	0	
G028 Waste Collection (G028)	1,351,707	1,353,251	1,544	Staffing costs £7k over spent. Income £5k over achieved.
G031 S106 - Biodiversity (G031)	0	0	0	
G032 Grounds Maintenance (G032)	985,237	928,500	(56,737)	Staffing costs £36k under spent due to in-year vacancies. Income over achieved by £21k.
G033 Vehicle Fleet (G033)	1,243,626	1,188,843	(54,783)	Staffing costs £7k under spent due to in-year vacancies. Income £47k over achieved. Capital admin income adjustment of £21k. Diesel £17k over spent. Petrol £4k under spent. Equipment £4k over spent.
G036 Environmental Health Mgmt & Admin (G036)	308,334	310,611	2,277	Recharges from NE £2k over spent.
G037 BDC Air Quality No2 (G037)	(18,075)	(18,075)	0	
G046 Homelessness (G046)	38,011	26,569	(11,442)	Staffing costs £7k + mileage £1k under spent due to in-year vacancies. Homelessness prevention £7k under spent. H+C services £3k over spent. Winter provision £3k under spent.
G048 Town Centre Housing (G048)	(10,600)	(3,864)	6,736	Rents income £7k under-achieved.
G049 Temporary Accommodation Officer (G049)	53,129	41,247	(11,882)	Utilities £2k under spent. Equipment/tools/materials £2k under spent. Furniture £5k under spent.
G053 Licensing (G053)	52,538	79,845	27,307	Recharges from NE £24k over spent. Grant expenditure £4k under spent. Income £3k under-achieved.
G056 Land Charges (G056)	5,837	7,870	2,033	£3k under achieved.
G059 Neighbourhood Planning Referendum (G059)	9,419	9,417	(2)	
G061 Bolsover Wellness Programme (G061)	84,139	84,139	0	
G062 Extreme Wheels (G062)	(2,918)	(9,618)	(6,700)	Staffing costs £3k under spent. Income £4k over-achieved.
G064 Bolsover Sports (G064)	158,962	156,292	(2,670)	Salary £2k under spent. Income £1k under achieved.
G065 Parks, Playgrounds & Open Spaces (G065)	48,865	42,817	(6,048)	Income under achieved by £1k. Equipment/tools/materials £2k under spent. Repairs & Maint. £3k under spent.
G067 Shirebrook TC Regeneration (G067)	13,859	12,859	(1,000)	
G068 Biodiversity NG & LNR (G068)	0	0	0	
G069 Arts Projects (G069)	56,857	55,842	(1,015)	
G070 Outdoor Sports & Recreation Facilities (G070)	30,141	28,279	(1,862)	Staffing costs £3k under spent, equipment/tools/materials £2k under spent. Utilities £3k over spent.
G072 Leisure Services Mgmt & Admin (G072)	266,330	250,426	(15,904)	Staffing costs £5k under spent. Marketing £8k under spent. Contributions to other authorities £11k under spent.
G073 Planning Policy (G073)	221,582	211,885	(9,698)	Consultancy fees £12k under spent. Staffing costs £5k over spent.
G074 Planning Development Control (G074)	93,981	113,012	19,031	Staffing costs £22k under spent. Income £50k under achieved.
G076 Planning Enforcement (G076)	82,252	81,166	(1,086)	Staffing and travel cost under spends (£4k) used to fund consultancy fees which are £3k over spent.
G079 Planning Services Mgmt & Admin (G079)	52,864	51,505	(1,359)	
G097 Groundwork & Drainage Operations (G097)	77,308	70,289	(7,019)	Staffing costs £7k under spent.
G106 Housing Anti Social Behaviour (G106)	154,642	146,030	(8,612)	Staffing costs £9k under spent.
G113 Parenting Practitioner (G113)	43,624	42,995	(629)	
G123 Riverside Depot (G123)	250,395	247,603	(2,793)	
G124 Street Servs Mgmt & Admin (G124)	73,493	74,050	557	
G125 S106 Percent for Art (G125)	1,000	1,000	0	
G126 S106 Formal and Informal Recreation (G126)	(41,341)	(41,341)	0	
G132 Planning Conservation (G132)	50,091	49,968	(123)	
G135 Domestic Violence Worker (G135)	50,615	49,615	(1,000)	
G139 Proptech Engagement Fund (G139)	279,631	279,631	0	
G142 Community Safety - CCTV (G142)	1,976	1,976	0	
G143 Housing Strategy (G143)	26,966	31,532	4,566	
G144 Enabling (Housing) (G144)	26,680	29,232	2,552	
G146 Pleasley Vale Outdoor Activity Centre (G146)	55,127	61,446	6,319	Staffing costs £4k under spent. Utilities £4k over spent. Income £7k under achieved.
G148 Trade Waste (G148)	(187,350)	(211,363)	(24,013)	Income over achieved by £25k. H+C over spent by £2k.
G149 Recycling (G149)	292,511	215,627	(76,884)	Staffing £38k under spent due to in-year vacancies, H+C £17k under spent due to lower recycling costs and income £22k over achieved .
G153 Housing Advice (G153)	18,975	13,009	(5,966)	
G170 S106 Outdoor Sports (G170)	(122,134)	(122,134)	0	
G172 S106 Affordable Housing (G172)	1,116	1,116	0	

Monitoring Report 1/4/23 - 31/3/24	Current Budget	Outturn	Variance	
	2023/24	2023/24		
Directorate cost centres	£	£	£	Reasons for main variances
G176 Affordable Warmth (G176)	15,627	15,569	(58)	
G179 Streets Sports (G179)	(5,270)	(14,087)	(8,817)	Staffing costs £4k under spent.
G181 STEP (G181)	(520)	(520)	0	
G183 Holiday Activity + Food (HAF) Programme (G183)	(25,403)	(25,403)	0	
G196 Asst Director of Planning (G196)	35,891	35,086	(805)	
G198 Assist Director of Housing (GF) (G198)	37,620	37,478	(142)	
G199 Assist Director of Street Scene (G199)	27,989	26,425	(1,564)	
G202 Assist Director of Leisure, Health + Wellbeing (G202)	35,891	34,987	(904)	
G207 Balanceability (G207)	(475)	(475)	0	
G209 Tourism and Culture (G209)	3,225	3,225	(0)	
G210 Strategic Director of Services (G210)	77,533	79,379	1,846	
G223 Contracts Administrator (G223)	55,294	55,508	214	
G226 S106 - Highways	0	0	0	
G227 S106 - Public Health (G227)	0	0	0	
G228 Go Active Clowne Leisure Centre (G228)	334,587	98,291	(236,296)	Staffing costs £23k under spent. Building/utility costs £12k under spent. Equipment/consumables £11k under spent. Income £192k over achieved.
G229 Housing Standards (G229)	(496)	(992)	(496)	
G238 HR Health + Safety (G238)	92,339	95,185	2,846	
G239 Housing + Comm Safety Fixed Penalty Acc (G239)	4,241	173	(4,068)	
Total for Community Services Directorate	8,411,505	7,895,424	(516,081)	
G001 Audit Services (G001)	135,982	129,105	(6,877)	Due to an in-year vacancy at CBC
G002 I.C.T. (G002)	1,065,674	985,625	(80,049)	Recharges from NE £32k (net) under spent. Equipment £1k under spent. Hardware maint. £6k under spent. Software maint. £28k under spent. Leased lines £4k under spent. H+C £10k under spent. Business software £4k over spent.
G003 Communications, Marketing + Design (G003)	309,620	303,281	(6,338)	Staffing related costs £1k under spent. Income £5k over achieved. Publicity & Image £2k over spent. Marketing £1k under spent.
G006 CEPT (G006)	481,205	507,319	26,114	Staffing costs £41k under spent. Grants to vol. orgs. £18k under spent. Project management income £39k under achieved. H+C £45k over spent - in relation to staffing under spend.
G011 Director of Leader's Executive Team (G011)	108,974	101,567	(7,407)	
G012 Community Champions (G012)	20,381	14,643	(5,738)	
G014 Customer Contact Service (G014)	882,161	859,623	(22,537)	Staffing related costs £12k under spent. Repairs & maint. Costs £1k under spent. Printing costs £3k under spent. Equipment/tools/materials £1k under spent. Software/maint./rental £1k under spent. H+C £2k under spent.
G015 Strategy & Performance (G015)	155,593	150,464	(5,129)	
G016 Skills Audit (G016)	100	100	(0)	
G038 Concessionary Fares & TV Licenses (G038)	(11,653)	(12,501)	(848)	
G039 Children + YP Emotional Well-being (G039)	50,000	50,000	0	
G040 Corporate Management (G040)	299,208	312,654	13,446	Apprenticeship levy contribution £1k under spent. Publications £2k under spent. Advertising £1k under spent. Bank fees £5k less than anticipated. Audit fees £25k over spent.
G041 Non Distributed Costs (G041)	274,284	281,035	6,751	Added years payment to DCC £7k higher than anticipated.
G043 Chief Executive Officer (G043)	180,444	183,945	3,501	
G044 Financial Services (G044)	389,098	398,410	9,313	Staffing costs over spent due to changes in staffing arrangements. Postage £1k under spent. H+C services £1k under spent. Income £3k over achieved.
G051 Senior Valuer (G051)	63,533	63,487	(46)	
G052 Human Resources & Payroll (G052)	265,956	248,529	(17,427)	Staffing related costs £15k under spent. Training costs £3k under spent. H+C £2k over spent. Recharges to NE £1k over achieved.
G054 Electoral Registration (G054)	167,862	129,968	(37,894)	Staffing related costs £2k under spent. Subscriptions £1k under spent. Postages £6k under spent. H+C £3k under spent. Misc. income relating to recovery of costs £25k over achieved.
G055 Democratic Representation & Management (G055)	545,514	528,429	(17,085)	Training costs £6k under spent. Catering provisions £1k under spent. Advertising £1k under spent. Members surgeries £2k under spent. H+C services £9k under spent. Mileage costs £5k over spent.
G057 District Council Elections (G057)	78,928	79,574	646	
G058 Democratic Services (G058)	199,070	177,341	(21,729)	Staffing related costs £10k under spent due to in-year vacancies. Chairmans duties £6k under spent. Postages £2k under spent. Hardware rental £3k under spent. Civic hospitality £1k under spent.
G060 Legal Services (G060)	352,925	313,665	(39,260)	Income £7k over achieved. Salary related costs £32k under spent.
G086 Alliance (G086)	5,250	4,022	(1,228)	
G100 Benefits (G100)	316,159	425,269	109,109	Staffing costs £12k under spent due to in-year vacancies. Postages £4k under spent. Income £179k under achieved. Professional/consultancy fees £1k under spent.
G103 Council Tax / NNDR (G103)	415,764	367,189	(48,575)	Staffing costs £17k under spent due to in-year vacancies. Income £63k over achieved. H+C services £5k under spent.
G105 Council Tax Energy Rebate (G105)	6,985	6,985	0	
G107 EBSS Alternative Funding Grant (G107)	(24,150)	(24,150)	0	
G111 Shared Procurement Unit (G111)	52,294	47,964	(4,330)	
G117 Payroll (G117)	113,772	99,743	(14,029)	Staffing costs £13k under spent. Plus other under/over spends.
G118 Union Convenor (G118)	29,955	29,955	0	
G155 Customer Services (G155)	28,415	30,368	1,953	

Monitoring Report 1/4/23 - 31/3/24	Current Budget	Outturn	Variance	
	2023/24	2023/24		
Directorate cost centres	£	£	£	Reasons for main variances
G157 Controlling Migration (G157)	1,583	1,583	0	
G161 Rent Rebates (G161)	(69,553)	(8,506)	61,047	Difference from HB mid-year subsidy estimate to final claim
G162 Rent Allowances (G162)	34,012	53,042	19,030	Difference from HB mid-year subsidy estimate to final claim
G164 Support Recharges (G164)	(5,202,089)	(5,202,089)	0	
G168 Multifunctional Printers (G168)	37,600	26,809	(10,791)	Hardware maint+rental £11k under spent.
G177 Discretionary Housing (G177)	0	564	564	
G191 Bolsover Community Lottery (G191)	(3,065)	(3,065)	0	
G192 Scrutiny (G192)	16,628	16,477	(151)	
G195 Director of Governance + Monitoring (G195)	117,257	111,605	(5,652)	
G197 Director of Finance + S151 Officer (G197)	116,514	111,311	(5,203)	
G211 UK Shared Prosperity Fund (G211)	18,924	18,924	0	
G213 Small Business Support Scheme (G213)	0	0		
G216 Raising Aspirations (G216)	7,500	7,500	0	
G218 Namibia Bound (G218)	13,913	13,913	0	
G220 Locality Funding (G220)	(16,017)	(16,017)	0	
G241 Community Rail (G241)	(8,955)	(8,955)	0	
G247 Culture Arts Corridor (G247)	3,000	2,999	(1)	
G248 This Girl's Code (G248)	(938)	(938)	0	
G249 Cycle + Explore	0	0	0	
G250 Rail Safety + ASB Distraction Project (G250)	3,598	3,598	0	
G251 Youth Based Intervention Programme (G251)	12,758	12,751	(6)	
G264 Support Service Recharge Dragonfly (G264)	(447,798)	(447,798)	(0)	
G915 Business Rates Covid Grants (G915)	0	(19,865)	(19,865)	
Total for Corporate Resources Directorate	1,594,173	1,467,452	(126,721)	
G077 LGA Housing Advisers Programme (HAP) (G077)	17,037	17,037	0	
G078 LGA Net Zero Innovation Programme (NZIP) (G078)	22,014	22,014	0	
G080 Engineering Services (ESRM) (G080)	99,309	92,581	(6,728)	Dragonfly under spend £6k. Income over achieved £1k.
G082 Tourism Promotion + Development (G082)	49,251	53,557	4,306	Staffing costs over spend £4k.
G083 Building Control Consortium (G083)	55,000	39,000	(16,000)	Building Control costs for the year were less than anticipated.
G085 Economic Development (G085)	172,124	154,547	(17,577)	Dragonfly under spend £18k.
G088 Derbyshire Economic Partnership (G088)	15,000	0	(15,000)	Dragonfly under spend £15k.
G089 Premises Development (G089)	(24,192)	0	24,192	Bad debt provision £20k. Total income £3k under achieved.
G090 Pleasley Vale Mills (G090)	55,618	0	(55,618)	Bad debt provision £9k. Income over achieved by £30k. Rent deposits of £6k received during year. Dragonfly under spend £25k.
G092 Pleasley Vale Electricity Trading (G092)	(13,667)	0	13,667	Bad debt provision £14k. Electricity costs over spent £32k and recharges to tenants £32k over achieved.
G095 Estates + Property (G095)	723,620	713,160	(10,461)	Dragonfly over spend £18k on staff.
G096 Building Cleaning (General) (G096)	131,317	132,677	1,360	
G099 Catering (G099)	500	199	(301)	
G109 Director of Development (G109)	149,565	152,251	2,686	
G110 Asst Director of Development (G110)	132,066	70,696	(61,370)	Part of staffing costs met from G006 £46k.
G114 Strategic Investment Fund (G114)	75,280	75,280	0	
G133 The Tangent Business Hub (G133)	(2,545)	(24,795)	(22,250)	Dragonfly over spend £15k. Income £7k over achieved
G138 Bolsover TC Regeneration Scheme (G138)	14,159	14,159	0	
G151 Street Lighting (G151)	77,639	81,073	3,434	
G156 The Arc (G156)	279,925	287,349	7,424	
G167 Facilities Management (G167)	20,665	15,765	(4,900)	
G169 Closed Churchyards (G169)	8,421	8,420	(1)	
G188 Cotton St Contact Centre (G188)	37,634	33,270	(4,364)	Dragonfly under spend £4k.
G193 Economic Development Management + Admin (G193)	478,011	449,831	(28,180)	Income £2k under achieved but nets off against a £2k under spend. Dragonfly under spend £28k, £24k staff related.
G200 Assist Director of Property Services and Housing Repairs (G200)	1,449	10,765	9,316	
G212 Net Zero Hyper Innovation Programme (G212)	14,244	14,244	0	
G222 Visitor Economy Business Support (G222)	(11,066)	(11,066)	0	
G246 Business Grants Growth Scheme (G246)	4,988	4,988	0	
Total for Dragonfly Services	2,583,366	2,407,003	(176,364)	
Total for: General Fund	12,589,044	11,769,879	(819,166)	

	Current Budget	Grant, reserves + misc adjustments	Current Budget	Outturn	Variance
	2023/24 £	2023/24 £	2023/24 £	2023/24 £	£
Expenditure					
Repairs and Maintenance	6,094,603	(79,499)	6,015,104	6,231,652	216,548
Director of Property + Construction - Dragonfly	0	81,818	81,818	81,818	0
Rents, Rates, Taxes & Other Charges	225,802	9,794	235,596	279,586	43,990
Supervision and Management	6,673,661	(108,814)	6,564,847	6,572,931	8,084
Special Services	680,071		680,071	530,090	(149,981)
Housing Related Support - Wardens	761,425		761,425	724,205	(37,220)
Housing Related Support - Central Control	515,092	(56,132)	458,960	409,833	(49,126)
Tenants Participation	80,930	8,000	88,930	79,165	(9,765)
New Build Schemes Evaluation	400,000	(229,285)	170,715	170,715	0
HRA Health & Safety	47,234		47,234	46,720	(514)
Leasehold Flats	0	896	896	896	0
Debt Management Expenses	9,168		9,168	9,167	(1)
Total Expenditure	15,487,986	(373,223)	15,114,763	15,136,778	22,015
Income					
Dwelling Rents	(22,713,100)		(22,713,100)	(22,852,353)	(139,253)
Non-dwelling Rents	(103,764)		(103,764)	(81,140)	22,624
Leasehold Flats and Shops Income	(55,179)		(55,179)	(55,280)	(101)
Repairs and Maintenance	(17,500)		(17,500)	(119,539)	(102,039)
Supervision and Management	(17,446)		(17,446)	(18,976)	(1,530)
Special Services	(16,837)		(16,837)	(23,940)	(7,103)
Housing Related Support - Wardens	(405,152)		(405,152)	(404,098)	1,054
Housing Related Support - Central Control	(287,065)		(287,065)	(304,328)	(17,263)
Tenants Participation	(4,198)		(4,198)	(4,198)	(0)
Total Income	(23,620,241)	0	(23,620,241)	(23,863,852)	(243,611)
Net Cost of Services	(8,132,255)	(373,223)	(8,505,478)	(8,727,074)	(221,596)
Appropriations					
Movement in Impairment Provision	130,000		130,000	121,283	(8,717)
Capital Interest Costs	4,417,527		4,417,527	4,476,666	59,139
Investment Interest Income	(601,738)		(601,738)	(764,215)	(162,477)
Depreciation	5,348,200		5,348,200	5,674,979	326,779
Contribution to Insurance Reserve	35,000	(2,320)	32,681	32,681	0
Use of Earmarked Reserves	(779,778)	343,486	(436,292)	(436,292)	0
Contribution from Grant A/cs	(15,545)	32,056	16,511	16,511	0
Contribution (from) HRA Balance	(401,411)		(401,411)	(394,540)	6,871
Net Operating (Surplus) / Deficit	0	0	(0)	0	(0)
HRA Balances					
Opening Housing Revenue Account balance	(2,038,693)		(2,038,693)	(2,038,693)	
Budgeted Contribution from Balances	401,411		401,411	394,540	
Closing Housing Revenue Account Balance	(1,637,282)		(1,637,282)	(1,644,153)	

HOUSING REVENUE ACCOUNT DETAIL - OUTTURN 2023/24

Appendix 4

	List of net budgets per cost centre per directorate	Current Budget	Outturn	Variance	reasons for variance
		2023/24	2023/24		
		£	£	£	
Comm S	H002 Treasury Management Advisor	9,168	9,167	(1)	
Comm S	H004 Supervision + Management	6,547,401	6,553,955	6,554	
Comm S	H005 Dwelling Rents Income	(22,713,100)	(22,852,353)	(139,253)	Additional income due to combination of reduced RTB's and estimated and revised rents on new lets
Comm S	H006 Non-Dwelling Rents Income	(103,764)	(81,140)	22,624	Due to increase in number of void garages/garages demolished
Comm S	H010 Tenants Participation	84,732	74,967	(9,765)	
Comm S	H011 Special Services	663,234	506,150	(157,084)	(£11k) saving due to 2 part year vacant positions, £10k pressure on electric cost due to the increase in the daily standing rate charge, (£93k) saving on gas charges due to costs per unit lower than expected, (£38k) saving due to less reduced repairs on boiler repairs than anticipated, (£9k) saving on replacement mats/furniture
Comm S	H017 Leasehold Flats	(54,283)	(54,384)	(101)	
Comm S	H021 Housing Related Support - Wardens	356,273	320,107	(36,166)	Saving on 2 part year vacant positions
Comm S	H022 Housing Related Support - Central Control	171,895	105,505	(66,390)	(£30k) on employee costs due to part year vacant post and reduced requirement of overtime/casual workers hours, (£12k) saving on replacement of end user equipment, (£20k) additional income received on operating the service
Comm S	H025 HRA Health & Safety	47,234	46,720	(514)	
Total for Community Services Directorate		(14,991,210)	(15,371,306)	(380,096)	
D/Fly	H001 Repairs + Maintenance	5,997,604	6,112,113	114,509	(£83k) saving on employee costs due to vacant positions throughout the year, (£33k) saving on subcontractors costs offset by a £238k overspend on cost of materials
D/Fly	H003 Rents, Rates, Taxes + Other Charges	235,596	279,586	43,990	£52k increase on insurance premiums missed at budget time, off set by a (£7.5K) lower than expected costs of Council Tax payable on general void properties
D/Fly	H019 New Build Schemes Evaluations	170,715	170,715	-	
D/Fly	H024 Director of Property + Construction	81,818	81,818	-	
Total for Dragonfly Services		6,485,733	6,644,232	158,499	
Total Net Cost of BDC Housing Revenue Account Services		(8,505,477)	(8,727,074)	(221,597)	

CAPITAL EXPENDITURE OUTTURN - 2023/24

Appendix 5

	Current Programme 2023/24	Outturn 2023/24	Variance	Carried Forward requests 2024/25
	£	£	£	£
General Fund				
Asset Management Plan				
Investment Properties	108,527	67,414	(41,113)	41,113
Leisure Buildings	7,540	6,584	(956)	956
Pleasley Vale Business Park	25,693	9,499	(16,194)	16,194
Riverside Depot	27,081	16,636	(10,445)	10,445
The Arc	103,233	41,879	(61,354)	58,795
The Tangent	19,046	9,299	(9,747)	0
Contact Centres	12,283	12,283	0	0
Asset Management Plan not yet allocated to an individual scheme	52,567	0	(52,567)	0
	355,970	163,594	(192,376)	127,503
Engineering Asset Management Plan				
Car Parks	25,000	24,997	(3)	0
Shelters	10,000	9,839	(161)	0
Lighting	15,000	15,000	0	0
	50,000	49,836	(164)	0
Assets				
Pleasley Vale - Storm Babet	1,000,000	358,904	(641,096)	641,096
Pleasley Vale Mill - Dam Wall	100,410	0	(100,410)	100,410
Land at Portland Street	47,076	19,908	(27,168)	27,168
Shirebrook Crematorium	5,431,603	3,022,706	(2,408,897)	2,408,897
Cultural Business and Skills Hub	50,211	0	(50,211)	50,211
UKSPF - Shirebrook Market Place	55,806	55,806	0	0
District CCTV Scheme	92,586	16,580	(76,006)	76,006
Changing Places Fund (DLUHC)	53,000	0	(53,000)	53,000
Mine Water Project	200,000	19,980	(180,020)	180,020
Rural Fund	177,000	67,566	(109,434)	109,434
	7,207,692	3,561,450	(3,646,242)	3,646,242
ICT Schemes				
ICT infrastructure	610,963	64,235	(546,728)	546,728
HR & Payroll System upgrade	18,000	16,030	(1,970)	0
	628,963	80,265	(548,698)	546,728

CAPITAL EXPENDITURE OUTTURN - 2023/24

Appendix 5

	Current Programme 2023/24	Outturn 2023/24	Variance	Carried Forward requests 2024/25
	£	£	£	£
Leisure Schemes				
Playing Pitch Improvements (Clowne)	100,953	12,890	(88,063)	0
Pleasley Vale Cycle Path	106,244	19,473	(86,771)	86,771
Go Active Café Equipment	15,000	13,178	(1,822)	1,822
Go Active Equipment	8,779	3,578	(5,201)	5,201
	230,976	49,119	(181,857)	93,794
Private Sector Schemes				
Disabled Facilities Grants	650,000	354,688	(295,312)	0
	650,000	354,688	(295,312)	0
Investment Activities				
Economic Loan Fund	25,000	25,000	0	0
Parish Council Loans	80,000	80,000	0	0
	105,000	105,000	0	0
Vehicles and Plant				
Vehicle Replacements	2,262,721	1,675,449	(587,272)	587,272
CAN Rangers Equipment	14,231	0	(14,231)	14,231
	2,276,952	1,675,449	(601,503)	601,503
Total General Fund	11,505,553	6,039,401	(5,466,152)	5,015,770
Housing Revenue Account				
New Build Properties				
Alfreton Rd Pinxton	513,360	0	(513,360)	513,360
Ashbourne Extension	5,567	5,567	0	0
Bolsover Homes-yet to be allocated	3,910,684	0	(3,910,684)	3,910,684
Glapwell - Meadow View Homes	696,000	666,000	(30,000)	30,000
Harlesthorne Ave Bungalow adaptation	152,527	152,331	(196)	0
Jubilee Court Bungalows	0	1,200	1,200	0
Keepmoat Properties at Bolsover	35,000	35,000	0	0
Market Close Shirebrook	4,355,669	4,059,667	(296,002)	296,002
Moorfield Lane Whaley Thorns	1,553,528	1,549,693	(3,835)	3,835
Sandy Lane/Thorpe Ave Whitwell	441	4,932	4,491	0
Woburn Close Cluster	910,000	739,559	(170,441)	170,441
The Woodlands	188,355	31,724	(156,631)	156,631
Valley View (2 Bungalows & extension)	639,559	278,489	(361,070)	361,070
West Street Langwith	747,076	706,267	(40,809)	40,809
	13,707,766	8,230,429	(5,477,337)	5,482,832

CAPITAL EXPENDITURE OUTTURN - 2023/24

Appendix 5

	Current Programme 2023/24	Outturn 2023/24	Variance	Carried Forward requests 2024/25
	£	£	£	£
Vehicle Replacements	1,107,883	103,333	(1,004,550)	1,004,500
	1,107,883	103,333	(1,004,550)	1,004,500
Public Sector Housing				
Electrical Upgrades	475,000	567,893	92,893	0
External Door Replacements	150,491	135,816	(14,675)	0
External Wall Insulation	1,654	9,794	8,140	0
Bramley Vale	10,000	0	(10,000)	0
Flat Roofing	35,000	34,227	(773)	0
Heating Upgrades	40,000	113,234	73,234	0
Kitchen Replacements	288,767	304,298	15,531	0
Re Roofing	750,000	763,193	13,193	0
Property Services Mgmt. & Admin	125,496	125,495	(1)	0
Safe & Warm	3,720,834	2,790,642	(930,192)	799,595
Soffit and Facia	52,515	51,288	(1,227)	0
Unforeseen Reactive Capital Works	22,384	25,967	3,583	0
Welfare Adaptations	470,376	462,258	(8,118)	0
Wet Rooms (Bungalows)	300,000	258,817	(41,183)	0
House Fire / Flood Damage (Insurance)	34,528	34,528	0	0
	6,477,045	5,677,450	(799,595)	799,595
HRA ICT Schemes				
Open Housing	50,605	21,284	(29,321)	29,321
	50,605	21,284	(29,321)	29,321
New Bolsover Scheme				
New Bolsover-Regeneration Scheme	1,264	1,264	0	0
	1,264	1,264	0	0
Total HRA	21,344,563	14,033,760	(7,310,803)	7,316,248
TOTAL CAPITAL EXPENDITURE	32,850,116	20,073,161	(12,776,955)	12,332,018
Capital Financing				
General Fund				
Better Care Fund	(650,000)	(354,688)	295,312	0
Prudential Borrowing	(5,431,603)	(3,015,256)	2,416,347	(2,416,347)
Reserves	(3,428,322)	(1,993,280)	1,435,042	(1,279,972)
Capital Receipts	(152,584)	(39,822)	112,762	(112,762)
External Funding	(1,843,044)	(636,355)	1,206,689	(1,206,689)
	(11,505,553)	(6,039,401)	5,466,152	(5,015,770)
HRA				
Major Repairs Reserve	(6,421,407)	(5,596,313)	825,094	(825,094)
Prudential Borrowing	(8,223,593)	(4,105,800)	4,117,793	(4,117,793)
Reserves	(4,204,226)	(2,467,282)	1,736,944	(1,742,389)
Capital Receipts	(1,318,820)	(721,780)	597,040	(597,040)
External Funding	(1,176,517)	(1,142,585)	33,932	(33,932)
	(21,344,563)	(14,033,760)	7,310,803	(7,316,248)

CAPITAL EXPENDITURE OUTTURN - 2023/24**Appendix 5**

	Current Programme 2023/24	Outturn 2023/24	Variance	Carried Forward requests 2024/25
	£	£	£	£
TOTAL CAPITAL FINANCING	(32,850,116)	(20,073,161)	12,776,955	(12,332,018)

BDC TREASURY MANAGEMENT – OUTTURN 2023/24

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 2023/24 and the actual outturn CFR are shown in the table below: -

	Current Budget 2023/24 £000	Outturn 2023/24 £000
<i>Capital Financing Requirement 1 April 2023</i>	117,204	117,204
Prudential Borrowing HRA	13,656	7,075
Minimum Revenue Provision (MRP)	(364)	(364)
Movement on other debt – retentions	0	66
<i>Capital Financing Requirement 31 March 2024</i>	130,496	123,981

The overall outturn position shows a net increase in outstanding debt of £6.777m in 2023/24 when compared to the opening CFR. Prudential borrowing has been undertaken by the Council in 2023/24 totalling £7.075m on new HRA Council Dwellings and the Crematorium at Shirebrook.

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

Capital Financing Requirement at 31 March 2024	£000
General Fund	8,800
Housing Revenue Account	115,181
Total CFR	123,981

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 2024 is as follows:

	£000
Capital Financing Requirement 31 March 2024	123,981
Financed from:	
External Borrowing via PWLB	86,000
Use of internal balances and reserves	37,981
Total Financing of CFR	123,981

PWLB Borrowing

The Council's total outstanding PWLB debt amounted to £89.400m at 1 April 2023. During 2023/24 £3.4m of principal has been repaid. No new loans have been taken out with the PWLB during 2023/24. The profile of the outstanding debt is analysed as follows: -

PWLB BORROWING	Maturity Profile 31 March 2023 £	Maturity Profile 31 March 2024 £
Term		
12 Months	3,400,000	7,200,000
1 - 2 years	7,200,000	2,000,000
2 - 5 years	12,800,000	14,800,000
5 - 10 years	21,000,000	22,000,000
Over 10 years	45,000,000	40,000,000
Total PWLB Debt	89,400,000	86,000,000

PWLB Interest

The interest cost to the Council of the PWLB debt for 2023/24 is £3.093m. 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 2023/24 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 2024

Bank Name	Balance Invested 31 March 24 £000
Call Accounts	
Money Market Funds	26,500
Total	26,500

From the table above it can be seen that the balance invested by the Council at 31 March 2024 is £26.500m. Interest earned from temporary investments during 2023/24 amounted to £1.756m and is detailed in the following table:

	Average Period each Investment	Total Investment during year £	Interest Received 2023/24 £
Local Authorities	1 months	200,000	704
Money Market Funds	Overnight	Average interest rate 4.99%	1,755,850
Total			1,756,554

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.

	Set Limits in year 2023/24 £000	Actual in year 2023/24 £000
Authorised (total Council external borrowing limit)	140,496	133,981
Operational Boundary	135,496	128,981

Bolsover District Council

Meeting of the Finance and Corporate Overview Scrutiny Committee on 17th July 2024

Corporate Debt – 2023/24

Report of the Director of Finance and Section 151 Officer

Classification	This report is public
Contact Officer	Theresa Fletcher Director of Finance and Section 151 Officer

PURPOSE/SUMMARY OF REPORT

To present to Finance and Corporate Overview Scrutiny Committee a summary of the corporate debt position at 31 March 2024.

REPORT DETAILS

1. Background

- 1.1 The main sources of income for the Council's General Fund are business rates, council tax, a small number of government grants and service-related income. The main source of income for the Council's Housing Revenue Account is dwelling rent, often referred to as 'housing rents'. Government grants are paid over to us on agreed dates direct into our bank account so there is no need to include them on any of our debtor systems. For most other sources of income, we have to request the income due to us.
- 1.2 We request the income due to us on the relevant system by raising bills for business rates, council tax and housing rents. There is legislation in place for each of these sources which determines the rules of collecting this income.
- 1.3 For service-related income, invoices are raised on the sundry debtor system which is a module of our Civica Financial Management System. Examples of types of income include housing benefit overpayment, trade refuse, industrial unit rent, garage site rent, wardens service and alarms, and leisure hire of facilities. This income is reported in two amounts with housing benefit overpayments identified from the rest.
- 1.4 The following table shows the sources of income for Bolsover District Council as at 31st of March 2024 and 2023 for comparison:

Table 1 – Sources of Income

position at end of	2022/23	2023/24	variance
	Q4	Q4	
	£'000	£'000	
NNDR	(28,632)	(30,709)	(2,077) *
Council tax	(48,316)	(51,148)	(2,832) **
Housing Rents	(21,606)	(22,852)	(1,246)
Overpaid housing benefits	(545)	(1,324)	(779)
Sundry Debtors	(7,421)	(18,980)	(11,559)
	(106,520)	(125,013)	(18,493)

* This is 100%, our share of this is 40%

** This is 100%, our share of this is 16.83% 22/23 + 17.28% 23/24

- 1.5 (*and **) these debts are part of the collection fund and are shared with major preceptors including the County, police, and fire. Only a percentage of these debts belong to Bolsover District Council.
- 1.6 The figures in table 1 show an increase in income billed in the year for all sources. The increase in the sundry debtors income is almost all due to us raising invoices to Dragonfly as part of establishing the new arrangements between us. This figure should not be as high for 2024/25.
- 1.7 Debtors of a Local Authority are very sensitive to change. If a tenant/tax payer's circumstances change it can become difficult for them to keep paying their rent or council tax. Informing us of a change in personal circumstances late can mean more benefit is paid than they are entitled to which can mean they become benefit overpayment debtors.
- 1.8 Circumstances can change quickly, and mean debtors fall into arrears. It is very common for Local Authority's to have arrears balances due to the vulnerable nature of some of its debtors. Debt management is how the Council manages its arrears and debtors. The following table shows the level of arrears for Bolsover District Council at 31st of March for the last two financial years. This information is published in the Council's Statement of Accounts document each year.

Table 2 – Level of Arrears

	2022/23	2023/24	
position at end of	Q4	Q4	variance
	£	£	£
NNDR	728,536	951,932	223,396 *
Council tax	4,895,478	5,574,252	678,774 **
Housing Rents	1,839,283	1,736,048	(103,235)
Overpaid housing benefits	1,436,046	1,324,478	(111,568)
Sundry Debtors	1,596,748	1,026,101	(570,647)
	<hr/>	<hr/>	
	10,496,091	10,612,811	116,720

- 1.9 As you can see from table 2, arrears have increased in 2023/24 for nndr and council tax. Individuals and businesses are still struggling to pay, depending on their individual circumstances. As always, payment plans have been agreed to help debtors not get into arrears if possible. The current levels of arrears for nndr and council tax are the highest they've been in recent years. This is almost certainly left over from the pandemic and the increase in the cost of living. Sundry debtor arrears fluctuate depending on if large invoices are raised close to the 31st of March but aren't paid until April.
- 1.10 Part of managing the debt is assessing the likelihood of future non-collection. At each year end, an estimate of non-collection is made based on historic payment information for the same class of debt. An amount equal to the non-collection is charged against our revenue account and saved in a provision for future use. The provision is often referred to as the bad debt provision, but its proper name is the impairment allowance. It is considered prudent to not include all the income in the revenue accounts in a year when there is a chance it won't all be collected.
- 1.11 As part of year end work the impairment allowance for each class of debt is reviewed, compared against latest arrears balances to ensure it still covers the amount of non-collection in case we have to write-off debts, and either increased or decreased, whichever is appropriate.
- 1.12 For the last 3 years when we've assessed the impairment allowance levels at year end, we've increased them by over £2.5m in total, in anticipation of the financial effect of the pandemic and the cost-of-living increases, on businesses and individuals.

1.13 As you can see from the following table which shows the provision for impairment for each class of debtor at 31 March for the last two financial years, we felt it necessary to increase the provision again this year.

Table 3 – Impairment Allowances

position at end of	2022/23	2023/24	variance
	Q4	Q4	
	£	£	
NNDR	(674,517)	(888,561)	(214,044) *
Council tax	(2,645,660)	(3,164,608)	(518,948) **
Housing Rents	(1,415,158)	(1,312,962)	102,196
Overpaid housing benefits	(1,324,003)	(1,251,391)	72,612
Sundry Debtors	(275,275)	(399,337)	(124,062)
	<u>(6,334,613)</u>	<u>(7,016,859)</u>	<u>(682,246)</u>

1.14 As previously mentioned, there is legislation that governs the collection of business rates, council tax and housing rents. As a Local Authority it is necessary to have a debt collection process that adheres to legislation but ensures the maximum amount of income is collected.

1.15 Our debt collection processes are now operating as normal but it is clear that the pandemic and cost of living influenced business and individuals' ability to pay, as the arrears levels demonstrate. Staff continue to contact debtors to help them settle their debts by providing reminders and setting up payment plans, we will continue to provide the payment plan facility for debtors to help where we can and carry out recovery action as necessary.

1.16 Indicators for debt collection are monitored through the 'Perform' system and reported at the quarterly performance meetings where any areas of concern are raised. Targets for collecting income and reducing arrears for each class of debt are set and monitored. The performance data on debt collection is also reported quarterly to Executive for information where any areas of concern are raised/discussed.

1.17 The following table shows for 2023/24 the movement since the last financial year in the value of each source of income, the amount that is outstanding as arrears and the impairment allowance which relates to that source of income.

Table 4 – Summary for 2023/24

	Income	Arrears	Provision	
	£	£	£	
NNDR	(2,077,000)	223,396	(214,044)	*
Council tax	(2,832,000)	678,774	(518,948)	**
Housing Rents	(1,246,000)	(103,235)	102,196	
Overpaid housing benefits	(779,000)	(111,568)	72,612	
Sundry Debtors	(11,559,000)	(570,647)	(124,062)	
Totals	(18,493,000)	116,720	(682,246)	

- 1.18 Overall, in 2023/24 we have raised on our systems £18.493m (net) more in income. Our arrears have increased by £0.117m but if we exclude any reductions in arrears, the increase is £0.902m. We have increased the impairment allowances by £0.682m (net).
- 1.19 International Financial Reporting Standard (IFRS) 9 – Financial Instruments, requires the Council to write-off debt as soon as it is deemed uncollectable. This is to ensure the correct value of arrears is included on the Council’s balance sheet at 31st of March each year.
- 1.20 The Council’s Constitution allows the Director of Finance & Section 151 Officer, ‘after consultation with the relevant Portfolio Holder, to authorise the write-off of bad debts up to an approval limit of £2,500.’
- 1.21 Executive approve the write-off of bad debts which are individually over £2,500 on receipt of a report, during the year. Table 5 below, shows the value of bad debts written off over the last financial year (2023/24). In all cases, every attempt was made by the Council and agencies working with the Council, to collect the outstanding debt before write-off was proposed.
- 1.22 Should any chance to collect the debt occur in the future, the debts can be written back on to the relevant system. Writing-off amounts which are no longer collectable is an essential part of the debt management process. It ensures that a focus is maintained on those amounts which are collectable, thus maximising overall levels of collection.

Table 5 – Debts written-off during 2023/24

	Write-offs more than £2,500 23/24 £	Write-offs less than £2,500 23/24 £	Total 23/24 £
Business Rates	81,790	(25,870)	55,920
Council Tax	50,376	64,041	114,417
Housing Rents	37,420	135,864	173,284
Overpaid Housing Benefit	16,810	8,718	25,528
Sundry Debtors	0	0	0
Total	186,397	182,752	369,149

1.23 This year has seen a significant amount of housing rents debt written-off, as officers have looked through the debt in detail as part of using the new software package purchased to help them focus on the most collectable arrears.

2. Reasons for Recommendation

2.1 To ensure that Finance and Corporate Overview Scrutiny Committee are informed of the latest position concerning the Council's debt.

3 Alternative Options and Reasons for Rejection

3.1 This report is for information only.

RECOMMENDATION(S)

1. That Finance and Corporate Overview Scrutiny Committee note the report concerning the Council's Corporate Debt as at 31 March 2024.

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

IMPLICATIONS:

Finance and Risk: Yes No

Details:

The current position regarding corporate debt is given throughout the report. Failure to collect this debt would have a detrimental impact on the Council's financial position if sufficient impairment allowances were not in place. It must be remembered that the Covid-19 pandemic and increase in cost of living, continue to impact on the arrears for some of our main sources of income at 31st March 2024.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

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

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

Not applicable to this report.

Staffing: Yes No

Details:

There are no human resource issues arising directly out of this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	<p>No</p>
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>No</p>

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

Links to Council Ambition: Customers, Economy and Environment.

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>
None

Rpttemplate/BDC/040222

Bolsover District Council

Meeting of the Finance & Corporate Overview Scrutiny Committee on 17th July 2024

Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25

Report of the Scrutiny Officer

Classification	This report is Public.
Contact Officer	Thomas Dunne-Wragg, Scrutiny Officer Thomas.dunne-wragg@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

- To provide members of the Scrutiny Committee with an overview of the meeting programme of the Committee for 2024/25.

REPORT DETAILS

1. Background

- 1.1 The main purpose of the report is to inform members of the meeting programme for the year 2024/25 and planned agenda items (Appendix 1).
- 1.2 This programme may be subject to change should additional reports/presentations be required, or if items need to be re-arranged for alternative dates.
- 1.3 Review Scopes submitted will be agreed within Informal Session in advance of the designated meeting for Member approval to ensure that there is sufficient time to gather the information required by Members and to enable forward planning of questions.
- 1.4 Members may raise queries about the programme at the meeting or at any time with the Scrutiny Officer should they have any queries regarding future meetings.

- 1.5 All Scrutiny Committees are committed to equality and diversity in undertaking their statutory responsibilities and ensure equalities are considered as part of all Reviews. The selection criteria when submitting a topic, specifically asks members to identify where the topic suggested affects particular population groups or geographies.
- 1.6 The Council has a statutory duty under s.149 Equality Act 2010 to have due regard to the need to advance equality of opportunity and to eliminate discrimination.
- 1.7 As part of the scoping of Reviews, consideration is given to any consultation that could support the evidence gathering process.

2. Details of Proposal or Information

- 2.1 Attached at Appendix 1 is the meeting schedule for 2024/25 and the proposed agenda items for approval/amendment.

3. Reasons for Recommendation

- 3.1 This report sets the formal Committee Work Programme for 2024/25 and the issues identified for review.
- 3.2 The Scrutiny Programme enables challenge to service delivery both internally and externally across all the Council Ambitions.
- 3.3 The Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

4 Alternative Options and Reasons for Rejection

- 4.1 There is no option to reject the report as the Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

RECOMMENDATION(S)

1. That Members review this report and the Programme attached at Appendix 1 for approval and amendment as required. All Members are advised to contact the Scrutiny Officer should they have any queries regarding future meetings.

IMPLICATIONS:

Finance and Risk: Yes No

Details:

None from this report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

In carrying out scrutiny reviews the Council is exercising its scrutiny powers as laid out in Part 1A, s9F(2) of the Local Government Act 2000.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

None from this report.

Staffing: Yes No

Details:

None from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No
District Wards Significantly Affected	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Committee Members

Links to Council Ambition: Customers, Economy and Environment.

All

DOCUMENT INFORMATION

Appendix No	Title
1.	FCOSC Work Programme 2024/25

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>
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Previous versions of the Committee Work Programme.
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Finance & Corporate Overview Scrutiny Committee

Work Programme 2024/25

Formal Items – Report Key

Treasury Management	Capital	Borrowing & Investment	Budget Monitoring	Performance	Update from Scrutiny Chairs
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Date of Meeting	Items for Agenda	Lead Officer
17 July 2024	• Annual Corporate Debt Monitoring Performance Report 2023/24	Treasurer and Section 151 Officer
	• Budget Monitoring Report – Financial Outturn 2023/24	Treasurer and Section 151 Officer
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25	Scrutiny Officer
5 Sept 2024 49	• Budget Monitoring Report – Quarter 1 – April to June 2024/25	Treasurer and Section 151 Officer
	• Corporate Ambitions Performance Update – April to June 2024 (Q1 – 2024/25)	Information, Engagement and Performance Manager
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25	Scrutiny Officer
28 November 2024	• Budget Monitoring Report – Quarter 2 – July to September 2024/25	Treasurer and Section 151 Officer
	• Revised Budgets 2024/25	Treasurer and Section 151 Officer
	• Setting of Council Tax 2025/26	Treasurer and Section 151 Officer
	• Corporate Ambitions Performance Update – July to September 2024 (Q2 – 2024/25)	Information, Engagement and Performance Manager
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2023/24	Scrutiny Officer
23 January 2025	• Proposed Budget – Medium Term Financial Plan 2024/25 – 2028/29	Treasurer and Section 151 Officer
	• Treasury Strategy Reports 2025/26 – 2028/29 Including:	Treasurer and Section 151 Officer / Principal Accountant
	• Treasury Management Strategy	
	• Capital Strategy	
	• Corporate Investment Strategy	

Date of Meeting	Items for Agenda	Lead Officer
	• Update from Scrutiny Chairs (Verbal report)	Scrutiny Officer
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25	Scrutiny Officer
25 February 2025	• Corporate Ambitions Performance Update – October to December 2024 (Q3 – 2024/25)	Information, Engagement and Performance Manager
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25	Scrutiny Officer
7 May 2025	• Corporate Ambitions Performance Update – January to March 2025 (Q4 – 2024/25)	Information, Engagement and Performance Manager
	• Finance & Corporate Overview Scrutiny Committee Work Programme 2024/25	Scrutiny Officer