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Date: 6 January 2021

Dear Councillor,

**Housing and Community Services Committee**

A Meeting of the **Housing and Community Services Committee** will be a **Virtual Committee (Special - Budget)**, held via Microsoft Teams on **Tuesday, 05 January 2021 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**

Councillor Pegg (Chairman), Councillor Corbin (Vice-Chairman) and Councillors Atkin, Churchill, Dawson, Mrs. Haines, Mrs. Patten, and Dr. Perry

**Labour Group**

Councillors Mrs. Heath, Mulgrew, Rhind, Richards and Shepherd

## **AGENDA**

### **Open to Public and Press**

- 1** Apologies and to note any Substitutes appointed for the Meeting.
- 2** To note any declarations of interest arising from any items on the Agenda
- 3** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 4** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 5** SERVICE BASE BUDGETS 2021-22 **3 - 24**
- 6** HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN AND PROPOSED RENT 2021-22 **25 - 41**
- 7** COMMITTEE WORK PROGRAMME **42 - 46**

### **Exclusion of the Public and Press:**

- 8** The Chairman may therefore move:-  
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 9** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.

<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 5</b>
<b>DATE OF MEETING:</b>	<b>5<sup>th</sup> JANUARY 2021</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>STRATEGIC DIRECTOR (CORPORATE RESOURCES)</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>VICKI SUMMERFIELD (01283595939)</b> <a href="mailto:Victoria.summerfield@southderbyshire.gov.uk">Victoria.summerfield@southderbyshire.gov.uk</a>	<b>DOC:</b> s/Finance/Committee/2020-21/Jan/Budget
<b>SUBJECT:</b>	<b>SERVICE BASE BUDGETS 2021-22</b>	
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: HCS</b>

## **1.0 Recommendations**

- 1.1 That the proposed income and expenditure revenue budget for this Committee's services for 2021/22 as detailed in **Appendix 1** is considered and recommended to the Finance and Management Committee for approval.
- 1.2 That the proposed fees and charges as detailed in **Appendix 2** for 2021/22 are considered and approved.
- 1.3 That consideration is given to the level of any increases in Grants to Voluntary Bodies in 2021/22.

## **2.0 Purpose of the Report**

- 2.1 As part of the annual financial planning cycle, the report details the Committee's proposed base budget for 2021/22 with comparisons to the current year budget. This includes an overview of the Committee's main spending areas.
- 2.2 It is proposed that the estimated income and expenditure is included in the consolidated budget of the Council for 2021/22 within the Council's overall medium-term financial position. This will be considered by the Finance and Management Committee on 11<sup>th</sup> February 2021.
- 2.3 The report also sets out proposals for the level of fees and charges under the responsibility of this Committee for 2021/22.

## **3.0 Executive Summary**

- 3.1 The Committee is responsible for some large spending areas, including leisure, recreational facilities, community development and private sector housing.

## External Funding

- 3.2 A large part of the Committee's annual spending on community development, crime prevention, together with active communities, health and homelessness prevention is delivered in partnership with other agencies. Expenditure is financed in part from their contributions which can in turn be reliant upon specific central government funding.
- 3.3 The funding is not necessarily available from year to year. The Council maintains specific reserves which hold funding awarded in previous years and is drawn down to meet projects and costs on an annual basis. Some of this funding is not always replaced each year and expenditure is adjusted accordingly.
- 3.4 Although the Council still has access to longer term funding, this is finite unless replaced. Consequently, some budgets in these services could come under pressure in future years and this will be kept under review. This is detailed later in the report.

## The Council's Overall Financial Position

- 3.5 The Council's MTFP was fully reviewed and updated in November 2020. The overall position on the General Fund has not changed fundamentally over the last year. The current level of the General Fund Reserve remains above the £1.5m statutory balance by the end of the planning cycle.
- 3.6 However, the continuing issue is the projected deficits each year over the life of the Plan. Although the current level of reserves can be utilised to meet the projected deficits, this is not a sustainable solution in the longer-term. Delays to the Fair Funding Review also leaves the Council with uncertainty regarding future funding past 2021/22.
- 3.7 The Finance and Management Committee will consider the detail of the overall financial position on 11<sup>th</sup> February 2021, including proposals from this Committee.
- 3.8 It is important that the Committee scrutinises its spending base closely to identify budget savings and carefully examines any areas where there are cost pressures, together with any proposals to increase spending.

## Summary of Expenditure

- 3.9 The following table provides an overall summary at service level of the Committee's net revenue expenditure.

	2021/22 £	2020/21 £	Movement £
Community Development & Support	698,302	745,335	-47,034
Recreational Activities	152,990	167,135	-14,145
Leisure Centres & Community Facilities	757,807	655,791	102,016
Parks & Open Spaces	577,272	518,570	58,702
Private Sector Housing	464,091	451,504	12,586
	<b>2,650,462</b>	<b>2,538,336</b>	<b>112,126</b>

- 3.10 The above table shows that the Committee's net expenditure is estimated to increase overall between 2020/21 and 2021/22 by £112,126. Detail of the changes within each service area is listed in **Appendix 1**. A summary of changes is shown in the following table.

	£'000
Salaries	143
Forestry England contribution	15
Repairs & Maintenance	14
Professional fees	8
Utilities	4
Income	-4
Insurance	-5
HRA recharge	-10
Transfer to Finance & Management	-50
Earmarked reserve funding	-62
Internal recharge	-67
Redundancy	-69
	<b>-83</b>
Depreciation	195
<b>Base Budget Increase</b>	<b>112</b>

- 3.11 Excluding the increase in depreciation which is an accounting adjustment and not a cost to the Council, the budgeted expenditure is expected to decrease by £83k. The MTFP included an inflationary increase for a variety of cost lines and the final budget proposals have come in lower than expected.

### Salaries

- 3.12 Employee costs have increased by approximately £12k due to incremental salary rises, but the main increase is due to the approved restructures for Cultural Services, and Housing Services in February and October 2020. All additional costs were included in the MTFP in November.
- 3.13 Cultural Services increased the number of staff but also budgeted for a redundancy in 2020/21. The restructure also approved internal recharges from the HRA, Planning Services and other reserve funded services (Community Safety and Active Development and Community Recreation). By implementing all of the recharges and removing the redundancy cost, the overall net reduction of the budget from 2020/21 in relation to staffing is £81k.
- 3.14 Earmarked funding as noted above consists of both specific reserves for Parks & Open Spaces, Active Communities plus S106.

### Transfers Between Committees

- 3.15 Due to the Senior Management Restructure implemented on 1<sup>st</sup> April 2019, a further review of the management of specific costs in relation to repairs and maintenance of assets has been undertaken. It is proposed that budgets for Green Bank Leisure Centre and Melbourne Assembly Rooms be transferred to Finance and Management Committee for management by the Head of Corporate Property.

### Insurance

- 3.16 Insurance cover is an overall increase to the Council of £31k between 2020/21 and 2021/22. The impact on this Committee is a reduction of £5k and is mainly due to equipment and the log cabins at Rosseton Forestry Centre.

## **Other Variances**

- 3.17 It is proposed to increase the repairs and maintenance budgets for cemeteries and closed church yards by £2k and Rosliston Forestry Centre by £12k due to scheduled work programmes. There is an inflationary increase included within the MTFP of approximately £3k and therefore this additional cost was not fully included in the forecast.
- 3.18 Utility charges for the Leisure Centres, Parks and Community Centres are forecast to increase in 2021/22 by £9k with Rosliston Forestry Centre expected to decrease by £5k. The basis for the budget included a full review of charges over the current and previous financial years. The MTFP included an increase of approximately £2k and so this is slightly below the actual proposed budget.
- 3.19 Forestry England has previously provided part funding of a Project Officer post for works at Rosliston Forestry Centre. The salary for this post has been removed from the Establishment for the budget round but the impact of the restructure approved in February has resulted in the saving not being obvious.
- 3.20 Professional fees are proposed to increase due to promotion of the Green Homes Grant plus legal interventions for Decent Homes purposes. The MTFP included an inflationary increase of approximately £2k which is below the proposed budget increase.
- 3.21 The HRA recharge has increased by £14k due to the Cultural and Community Services restructure (as highlighted in 3.13 above) but has reduced by £4k under the Corporate Central recharges. The Corporate reduction was reported as part of the review of HRA recharges in February and has been included within the MTFP.
- 3.22 Bookings for classes at Stenson Community Centre are scheduled throughout 2021/22 and therefore an increase of £4k is proposed to the budget.

## **Earmarked Reserves**

- 3.23 Some spending is financed by drawing down earmarked reserves. After taking account of these amounts, the estimated balance on the relevant reserves is shown in the following table.

	Balance B/fwd 2020/21 £	Estimated Movement 2020/21 £	Estimated Movement 2021/22 £	Estimate Balance 31/03/22 £
Homelessness Prevention	267,794	0	-113,978	153,816
Schools Sport Partnership Project	255,949	-50,000	-125,609	80,340
Rosliston Forestry Centre Café	40,573	0	0	40,573
Rosliston Capital Reserve	125,290	0	-125,290	-0
Cultural Services Public Open Spaces	412,775	-21,089	-61,900	329,786
Parks Improvement Fund	16,071	0	-16,071	0
Crime and Disorder Partnership	362,460	-55,461	-83,610	223,389
Young Peoples Cultural Partnership	7,306	0	0	7,306
Youth Engagement Partnership	584,029	-89,035	-108,424	386,570
Get Active in the Forest Partnership	73,423	-16,110	-26,141	31,172
Swadlincote Woodlands S106 Reserve	39,949	-5,000	-5,000	29,949
Local Strategic Partnership Reserve	4,617	0	0	4,617
Maurice Lea Park Grant	23,012	0	-23,012	0
	<b>2,213,248</b>	<b>-236,695</b>	<b>-689,035</b>	<b>1,287,518</b>

- 3.24 The estimated drawdowns are included in the appropriate cost centres in the Committee's budget.
- 3.25 None of the specific Reserves include any further income from external contributions, although based on past years, it is likely that these reserves will not be drawn down to the extent noted above and additional contributions will be received.
- 3.26 Based on projections within the budget round, the School Sports Partnership will run out of reserves in 2022/23 if additional external funding isn't sourced. The position presented is a worst-case scenario and in the last two financial years, there has been minimal movement in this reserve balance.
- 3.27 The Homelessness Prevention Reserve has been contributed to over the last few financial years due to an increase in Government funding. No announcement has been made at this stage regarding funding into 2021/22 for this service therefore a full draw down of the cost above the General Fund contribution is being forecast. It is unlikely that this will be the case, and this will be updated once the Council is informed of a funding decision.

## 4.0 Detail

- 4.1 The Committee's budgets by service area are detailed in **Appendix 1**.

### **Basis of the Budget**

- 4.2 Budgets are generally calculated on a "no increase" basis i.e. they are maintained at the same level as the previous year adjusted only for known changes, price increases and variations due to contractual conditions.
- 4.3 In addition, budgets are also subject to a base line review which is used to justify proposed spending. This process places responsibility on budget holders to justify their spending budgets by specifying their needs in a more constructed manner. This

is supported by the Financial Services Unit, who analyse trends across services compared to current budgets.

### **On-going Service Provision**

- 4.4 The budgets are based substantively on a continuation of existing service provision (in respect of staffing levels, frequency, quality of service, etc).
- 4.5 The full year effects of previous year's restructures and budget savings have been included, with non-recurring items removed.

### **Changes in Pay**

- 4.6 A pay award is not included within the Base Budget at this stage as no official notification has been submitted to the Council although it is expected that no award will be made in 2021/22 in accordance with the Government's national pay freeze.
- 4.7 The MTFP includes a provision for a potential pay award increase of 2.5% per year for all employees from 2022/23.

### **Inflation**

- 4.8 The Base Budget for 2021/22 has been uplifted by inflation where this applies, for example contract obligations.
- 4.9 Some base costs will be subject to inflation during future years and in some cases, it will be unavoidable, for example employee costs, when national pay increases are approved.
- 4.10 Allowances for inflation based on various assumptions regarding price increases, etc. are calculated across the main spending heads at an average of 2%.

### **Increases in Grants to Voluntary Bodies**

- 4.11 As part of the annual budget round, the Committee gives consideration to increasing the base contribution in grants to recognise inflationary pressures. Increases in recent years have been as follows:
  - 2020/21 – 2.0%
  - 2019/20 – 2.0%
  - 2018/19 – 2.0%
  - 2017/18 – 1.0%
  - 2016/17 – 2.0%
  - 2015/16 – 2.3%
- 4.12 Latest inflation shows CPI running at 0.7%. The Office for Budget Responsibility is assuming that inflation will remain at this lower level, not returning to 2% until late in 2024. The Council includes a 2% increase in the MTFP.
- 4.13 Every 1% increase in the base level across all grants for this Committee equates to approximately £3k per annum.
- 4.14 The actual increase will be considered by the Finance and Management Committee as part of the Council's overall budget for 2021/22 and this Committee is requested to make an appropriate recommendation.



## Risks

- 4.15 All Committee budgets have been reviewed and known changes to income and expenditure have been reflected in the proposed base budget for 2021/22 as detailed in the report.
- 4.16 Other financial risks associated with the Committee's services are identified in the following table.

<b>Risk</b>	<b>Issue / Potential Effect</b>	<b>Mitigating Action</b>
External funding	As detailed in the report, several services are reliant on external contributions and reserve funding	Earmarked reserves to maintain spending over several years. These reserves are currently estimated to remain at £1.2m by 2022 but the reserve position is continually kept under review with service managers
Growth	The Council's MTFP identifies underlying cost pressures yet to surface as a risk due to pressure from residential development	A provision for growth has been set-aside in the MTFP each year over the life of the Plan. In addition, the Council can put some reliance on S106 maintenance contributions to meet additional costs
Management of Green Bank and Etwell Leisure Centres	The Council is currently losing income in 2020/21 to support the Contractor during Covid-19. The longer-term impact is unknown	Council support is being financed from a Government Grant in 2020/21 and the Government are currently considering further support for the Leisure Sector. This will be kept under review

## Proposed Fees and Charges 2021/22

- 4.17 **Appendix 2** provides a schedule of the proposed charges for next financial year together with a comparison to the existing charge. All charges are exclusive of VAT and where applicable, VAT is added at the appropriate rate in accordance with HMRC regulations.
- 4.18 A detailed review of fees and charges has been undertaken as part of the budget round. Where possible, charges have been increased to reflect inflation and the demand for services. The key points are detailed in the following sections.
- 4.19 As in previous years, increases are being proposed for parks and other leisure activities to cover inflation and additional costs of the services.

## Cemeteries

- 4.20 No increases have been proposed for 2021/22 for the standard burial charges. A new fee has now been proposed for children's burials due to the Social Fund (Children's Funeral Fund for England) Regulations 2019. These Regulations were introduced last year to support families facing the unexpected costs of a child's funeral.

- 4.21 The Council is fairly unique compared to many other local authorities in that it has maintained a no cost charge for children's burials. Under these proposals, it is important to note that child burials will continue to remain free to parents or guardians at the point of need and this will be made clear in the published schedule. All proposed fees, as detailed in Appendix 2, will be reclaimed from the Children's Funeral Fund by the Council. Effectively, the Council will be eligible to reclaim its costs associated with these burials but has to formally set a fee to qualify. The administration of the scheme will be undertaken within current resources.

### **Housing Charges**

- 4.22 Garage rents are proposed to increase by CPI + 1% in line with the dwelling rent increase.
- 4.23 Out of hours calls taken for homelessness and charged to other authorities is proposed to remain unchanged. This service is to be removed in June 2021 after approval at this Committee in November 2020.
- 4.24 Communal heating is proposed to increase by £0.50 which equates to 8% and is a step towards full cost recovery.
- 4.25 A 1% increase rounded to the nearest £ has been proposed for Strategic Housing fees.

### **Leisure Activities**

- 4.26 Increases ranging between 2% and 11% have been proposed for Get Active and Hire of Equipment. There have also been some fees removed due to the ceasing of activities.
- 4.27 No other changes have been proposed for 2021/22.

### **Rosliston Forestry Centre**

- 4.28 Charges applied at Rosliston Forestry Centre for lodge hire and activities etc. are set by the Executive Board of the Partnership in accordance with the Business Plan for the Centre.

## **5.0 Financial Implications**

- 5.1 As detailed in the report.

## **6.0 Corporate Implications**

### **Employment Implications**

- 6.1 None

### **Legal Implications**

- 6.2 None.

## **Corporate Plan Implications**

- 6.3 The proposed budgets and spending under the responsibility of this Committee provides the financial resources to enable many of the on-going services and Council priorities to be delivered.

## **Risk Impact**

- 6.4 The Financial Risk Register is detailed in the MTFP and financial risks specific to this Committee are detailed in section 4.

## **7.0 Community Impact**

### **Consultation**

- 7.1 The budget will be disseminated through Local Area Forums and separate consultation will be undertaken with the local business community.

### **Equality and Diversity Impact**

- 7.2 None.

### **Social Value Impact**

- 7.3 None.

### **Environmental Sustainability**

- 7.4 None.

## **8.0 Conclusions**

- 8.1 That the proposed base budgets are scrutinised and approved to provide financial resources for continuation of service delivery.

## **9.0 Background Papers**

- 9.1 None.



## HOUSING &amp; COMMUNITY SERVICES - BUDGET SETTING 2021/22

	Proposed Budget 2021/22 £	Approved Budget 2020/21 £	Variance £	Comments
General Grants, Bequests & Donations	300,510	300,594	-85	
Community Centres	210,725	263,719	-52,993	Favourable one-off budgeted redundancy cost 20/21 £69k; Adverse depreciation £14k, licences £1k, H&S checks £1k
Community Safety (Crime Reduction)	129,952	128,443	1,509	Salaries
Defences Against Flooding	56,237	51,987	4,250	HRA recharge
Market Undertakings	878	589	289	
Village Halls	-0	4	-4	
<b>COMMUNITY DEVELOPMENT &amp; SUPPORT</b>	<b>698,302</b>	<b>745,335</b>	<b>-47,034</b>	
Arts Development & Support	15,040	15,290	-250	
Events Management	115,668	124,106	-8,439	Favourable internal recharge £34k, licences £1k; Adverse salaries £27k
Midway Community Centre	13,066	12,992	73	
Stenson Fields Community Centre	9,216	14,746	-5,530	Favourable NNDR £5k, income £4k; Adverse utilities £3k
<b>RECREATIONAL ACTIVITIES</b>	<b>152,990</b>	<b>167,135</b>	<b>-14,145</b>	
Melbourne Assembly Rooms	-1,668	2,463	-4,131	R&M trf to PSX81
Get Active in the Forest	31,175	28,779	2,397	Salaries
Sports Development & Community Recreation	171,118	165,004	6,114	Salaries
Indoor Sports & Recreation Facilities	537,233	436,657	100,576	Favourable trf of R&M to PSX81 £46k, insurance £1k, income £7k; Adverse depreciation £151k, utilities £4k
Outdoor Sports & Recreation Facilities (SSP)	0	2,939	-2,938	Salaries
Play schemes	19,950	19,949	0	
<b>LEISURE CENTRES &amp; COMMUNITY FACILITIES</b>	<b>757,807</b>	<b>655,791</b>	<b>102,016</b>	
Allotments	-1,091	-1,212	121	

Rosliston Forestry Centre	249,137	214,623	34,514	Favourable salaries £6k, utilities £5k, insurance £4k; Adverse repairs £12k, depreciation £13k, CT/NNDR £5k, FE contribution £15k, income £5k
Cemeteries	18,950	17,797	1,153	R&M
Closed Churchyards	7,241	6,230	1,011	R&M
Parks and Open Spaces	303,035	281,132	21,903	Favourable reserve funding £62k, internal recharges £47k; Adverse salaries £110k, utilities £2k, depreciation £17k, income £2k
<b>PARKS &amp; OPEN SPACES</b>	<b>577,272</b>	<b>518,570</b>	<b>58,702</b>	
Housing Standards	93,369	82,978	10,391	Adverse salaries £2k, prof fees £8k
Housing Strategy	97,880	95,803	2,077	Salaries
Administration of Renovation & Improvement Grants	50,298	50,813	-515	Salaries
Bed / Breakfast Accommodation	6,500	6,500	0	
Pre-tenancy Services	190,421	189,924	497	Salaries
Other Housing Support Costs (GF)	25,623	25,487	136	Salaries
<b>PRIVATE SECTOR HOUSING</b>	<b>464,091</b>	<b>451,504</b>	<b>12,586</b>	
<b>TOTAL BUDGET</b>	<b>2,650,462</b>	<b>2,538,336</b>	<b>112,126</b>	

# PROPOSED FEES AND CHARGES 2021/22

## APPENDIX 2

VAT WILL BE CHARGED WHERE APPLICABLE AT THE APPROPRIATE RATE

Cemeteries	Fee 2020/21 £:P	Proposed Fee 2021/22	Notes
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For a child's grave (0-12 months)	Free	380.50	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For a child's grave (between 12 months - 12 years)	Free	510.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For a child's grave (between 12 years - 16 years)	Free	761.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Adult grave 9' x 4' (for a coffin)	692.00	692.00	
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Adult grave 10' x 5' (for a casket)	846.00	846.00	
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Ashes plot 2' x 2'	332.00	332.00	
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Ashes plot 2' x 2' for interment of a child 12 months to 16 years	Free	365.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a further period of 25 years) Adult grave 9' x 4' (for a coffin)	346.00	346.00	
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of 25 years) Adult grave 10' x 5' (for a casket)	423.00	423.00	
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of 25 years) Ashes plot 2' x 2'	166.00	166.00	
Burials child, 0 - 12 months	Free	262.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Burials For a child's grave (between 12 months - 12 years)	Free	350.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Burials For a child's grave (between 12 years - 16 years)	Free	524.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the

			Government
Burials Adult- single depth grave	541.00	541.00	
Burials - double depth grave	499.00	499.00	
Burials - surcharge for a casket	147.00	147.00	
Burials - common grave	501.00	501.00	
Burials For any burial after the first	451.00	451.00	
Burial of cremated remains in an ashes plot (infant, 0 - 12 months)	Free	153.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Burial of cremated remains in an ashes plot (child, 12 months plus to 12 years)	Free	153.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Burial of Cremated remains in ashes plot (child 12 years - 16 years)	Free	153.00	Social Fund (Children's Funeral Fund for England) Regulations 2019 – recharged to the Government
Burial of cremated remains in an ashes plot (adult)	146.00	146.00	
Strewing of ashes (if carried out by SDDC staff)	85.00	85.00	
Strewing of ashes (if not carried out by SDDC staff)	72.50	72.50	
<b>All Grant of Right/Burial fees listed above are treble for non-residents of the District</b>			
Monuments A flat stone NB: not permitted in lawned cemeteries	145.00	145.00	
Monuments A headstone or footstone, not exceeding 2' in height	262.00	262.00	
Monuments A headstone or footstone, exceeding 2' in height	288.00	288.00	
Monuments Kerbstones or border stones, for a space not exceeding 6'6" x 3' (not permitted in lawned cemeteries)	288.00	288.00	
Monuments A vase, not exceeding 18" in height	88.00	88.00	
Monuments For any inscription after the first, on any form of monument	130.00	130.00	
Monuments Supply only of 7" x 5" wall plaque (Etwell Cemetery only), inclusive of inscription up to 70 letters	286.00	286.00	
Replacement of Memorial Stone	133.00	133.00	
Exhumation	1115.00	1115.00	
Search of records, including copy of entry	30.00	30.00	
Slabbing or sealing a grave	133.00	133.00	



Alterations to coffin size once shoring is in place	81.00	81.00	
Transfer of ownership of Grant of Right	40.00	40.00	
Saturday funeral for child between 12 months and 16 years (in addition to the Grant of Right)	270.50	270.50	
Saturday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years	811.50	811.50	
Sunday/Bank Holiday funeral for a child between 12 months and 16 years (In addition to the grant of right)	0.00	0.00	
Sunday/Bank Holiday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years	1082.00	1082.00	
Grants for Closed Church Yards	361.00	361.00	
<b>HOUSING FEES AND CHARGES</b>	<b>Fee 2020/21 £:P</b>	<b>Proposed Fee 2021/22</b>	
<b>Homelessness</b>			
<b>Bed and Breakfast - recharge per week</b>			
Each adult	Actual Cost	Actual Cost	
Each child under 16	Actual Cost	Actual Cost	
<b>Homelessness</b>			
<b>Out of Hours Calls</b>			
Yearly charge	508.50	508.50	Service removed in June 2021
Cost per call taken	4.07	4.07	Service removed in June 2021
<b>Supported Housing</b>			
<b>Hire of Communal Lounges (per 1/2 day session)</b>			
Sheltered housing schemes	10.00	10.00	
Commercial rate	50.00	50.00	
Use of guest bedroom per night	15.00	15.00	
<b>Lifelines</b>			
Registered disabled persons - Installation	0.00	0.00	
Registered disabled persons - Lifeline Monitoring per week	2.00	2.00	
Registered disabled persons - Lifeline equipment rental per week (includes monitoring)	5.10	5.10	
Other persons - Installation	Defunct	Defunct	
Other persons - Monitoring per week	3.00	3.00	
Other persons - Rental per week (includes monitoring)	5.00	5.00	

Monthly Basic Telecare package monitoring charge	21.67	21.67	
Telecare installation - private resident	50.00	50.00	
Monthly 1st year instalment charge installation and monitoring	33.60	33.60	
Telecare - Monthly 1st year instalment charge, rental and monitoring	25.84	25.84	
Monitoring & Support level 1 - Monitoring only	3.00	3.00	
Monitoring & Support level 2 - Monitoring only	9.00	9.00	
Monitoring & Support level 3 - Monitoring only	12.00	12.00	
Monitoring & Support level 4 - Monitoring only	20.00	20.00	
Monitoring & Support level 1 - Daily visit	20.00	20.00	
Monitoring & Support level 2 - 2 visits per week	12.00	12.00	
Monitoring & Support level 3 - 1 visit per week	9.00	9.00	
Monitoring & Support level 4 - 1 visit per fortnight	6.00	6.00	
Monitoring & Support level 5 - 1 visit per month	5.00	5.00	
Monitoring & Support level 6 - 1 visit per week	4.00	4.00	
Monitoring & Support level 7 - 1 monitoring only	3.00	3.00	
<b>Garages</b>			
Rent per week - Council Tenants - Garage in Proximity to Rented Property	9.20	9.34	CPI + 1% in line with Rent
Rent per week - Council Tenants - Garage in Proximity to Rented Property (Chatsworth Road)	10.74	10.90	CPI + 1% in line with Rent
Rent per week - All other circumstances	9.20 or 10.74 + 20% VAT	9.34 or 10.90 + 20% VAT	CPI + 1% in line with Rent
<b>Garage Plots</b>			
Rent per annum - Council Tenants - Plot in Proximity to Rented Property	1.18	1.2	CPI + 1% in line with Rent
Rent per annum - All other circumstances	1.18+ 20% VAT	1.2 + 20% VAT	CPI + 1% in line with Rent
<b>Miscellaneous Housing</b>			
Heating - Council Tenants (Pear Tree Court communal)	6.50	7.00	Incremental increases to achieve £7.00 in 2021/22 to reflect actual
Management Fee - Tenants (B&B)	60.00	60.00	
Insurance - Council Tenants	varies - £0.40 to £7.03	varies - £0.40 to £7.03	
<b>Statutory Notices</b>			
<b>Housing Act 2004 S.49</b>			
Recovery of administrative and other expenses incurred in taking enforcement action	Actual Cost	Actual Cost	

STRATEGIC HOUSING			
Issue of Immigration Certificates	150.00	152.00	1% increase rounded to the nearest whole pound
Application for new licence	364.00	368.00	1% increase rounded to the nearest whole pound
Additional application fee per pitch in excess of 1	£6.00 per pitch	£6.00 per pitch	
Amendment of licence	204.00	206.00	1% increase rounded to the nearest whole pound
Transfer of licence	148.00	150.00	1% increase rounded to the nearest whole pound
Annual fee	206.00	208.00	1% increase rounded to the nearest whole pound
Additional annual fee per pitch in excess of 1	£7.00 per pitch	£7.00 per pitch	
Deposit, vary or delete site rules	129.00	130.00	1% increase rounded to the nearest whole pound
Enforcement costs relating to caravan sites based on actual officer time	£42 per hour	£43 per hour	
Licensing of Houses in Multiple Occupation	693.00	700.00	1% increase rounded to the nearest whole pound
Interest charges applied to outstanding enforcement debts, for example works in default	3.06%	3.06%	
Housing Standards Enforcement costs based on actual officer time	Manager £49 / hour, EHO £42 / hour, Assistant £31 / hour	Manager £50 / hour, EHO £43 / hour, Assistant £32 / hour	
LEISURE ACTIVITIES FEES AND CHARGES	Fee 2020/21 £:P	Proposed Fee 2021/22	
Get Active, Hire of Sports Equipment and Facilities			
Get active in the forest Tai Chi	4.20	4.40	
Get active in the forest Senior Cycling - incl bike hire	3.60	3.70	
Get active in the forest Senior Cycling - excl bike hire	1.80	1.90	
Get active in the forest Nordic Walking - incl poles	3.60	3.70	
Get active in the forest Nordic Walking - excl poles	1.80	1.90	
Get active in the forest Walks	Free to £5.00	5.20	

Get active in the forest Schools Sessions	£75.00 - £105/hour	75.00 - 110	
Get active in the forest Out & Active - per day	16-26	16 - 27.00	
Get active in the forest Activity Days	15-31/person	16 - 32.00	
General Get active Sessions- which may from time to time run	Free to £10.50	11.00	
Get active goes mobile	£85 - £155/ hour	85 - 160.00	
Parish Council Charge-sports mobile/2 hr/all inclusive	190	195	
Parish Council Charge-play mobile/2 hr/all inclusive	190	195	
Parish Council Charge-wheels mobile/2 hr/all inclusive	220	0	Remove
Parish Council Charge-Laser Games (£175.00) plus additional provision (wheels probably)	355	0	Remove
Parish Council Charge-Climbing wall/2 hr/all inclusive and or other new provision provided which replaces the Climbing wall	280	285	Description of provision changed to reflect up to date offer
Parish Council-Sport and Play Combo	330	340	
Parish Council-Wheels and Xtreme Mobile Combo	385	0	No longer offered- remove
Parish Council-possible new kit/provision	315	350	Up to 350 depending on the combination offer / new provision
Parish Council-Friday Combo	625	640	Increase to account for £5 increase per provision offered
General Hire Charge-normal including staff / hour * **	85-160	90-175	Per hour per provision
Coach education courses	35-250	35-300	Depending upon course run
Sports / Physical activity sessions- e.g. basketball / netball etc	Free to 5.50	Free to 5.50	
Activity options for businesses/schools	Up to £260/hour	Up to £260/hour	
Coaching cost recharge	20-35/hour	22.50-35/hour	
Travel-per staff member / hour	12.00	12.00	
Travel per mile	0.50	0.50	
Glade Performances	Dependant on Performance	Dependant on Performance	
Dance classes/session	Dependant on external funding, members, venue etc	Dependant on external funding, members, venue etc	

<b>Festival of Leisure</b>			
Voluntary/Charity/Club fund raising stall - per M frontage for 1 day	7.00	7.00	
Voluntary/Charity/Club fund raising stall - per M frontage for 2 day	10.50	10.50	
Voluntary/Charity/Club information only stall - per M frontage for 1 day or 2 day	10.00	10.00	
Trade stall - per M frontage for 1 day	12.50	12.50	
Trade stall - per M frontage for 2 day	18.75	18.75	
Trade Stall - Information Only 4m stall (admin fee)	32.00	32.00	
Fairground 1-99m.sq. for 2 day	124.50	124.50	
Fairground 100-199m.sq. for 2 day	233.50	233.50	
Fairground 200-299m.sq. for 2 day	350.00	350.00	
<b>Travelling Fairs &amp; Events</b>			
Commons & Parks - Daily Charge - large fair	412.00	412.00	
Commons & Parks - Daily Charge - small fair	240.00	240.00	
Fairs - Returnable Deposit	1,000.00	1,000.00	
Commons & Parks - Daily Charge - large circus	280.00	280.00	
Commons & Parks - Daily Charge - small Circus	220.00	220.00	
Circus - Returnable Deposit	675.00	675.00	
Commons & Parks - Daily Charge - commercial events	250.00	250.00	
Commercial activities - Returnable deposit	675.00	675.00	
Commons & Parks - Charitable Organisations etc - Admin Cost	50.00	50.00	
Commons & Parks - Charitable Organisations etc - Returnable Deposit	200.00	200.00	
Permit for Personal Trainer/Boot camp sessions on Parks	60.00	60.00	
<b>Parks</b>			
Football - Grass Pitches - Seniors per Season	534.73	534.73	
Football - Grass Pitches - Seniors per match (casual bookings)	48.61	48.61	
Football - Grass Pitches - Seniors per match (casual bookings) without changing	36.46	36.46	
Football - Grass Pitches - Seniors per Season - CHESTNUT AVE ONLY	534.73	534.73	
Football - Grass Pitches - Seniors per match (casual bookings) CHESTNUT AVE ONLY	48.61	48.61	
Football - Grass Pitches - Seniors per match (casual bookings) without changing - CHESTNUT AVE ONLY	36.46	36.46	

Football - Grass Pitches - Juniors per Season with changing - ALL SITES EXCEPT CHESTNUT AVE	251.83	251.83	
Football - Grass Pitches - Juniors per Season without changing - ALL SITES EXCEPT CHESTNUT AVE	145.83	145.83	
Football - Grass Pitches - Juniors per match (casual bookings) ALL SITES EXCEPT CHESTNUT AVE	25.18	25.18	
Football - Grass Pitches - Juniors per match (casual bookings) without changing - ALL SITES EXCEPT CHESTNUT AVE	14.58	14.58	
Football - Grass Pitches - Juniors per Season - CHESTNUT AVE ONLY	251.83	251.83	
Football - Grass Pitches - Juniors per Season without changing - CHESTNUT AVE ONLY	145.83	145.83	
Football - Grass Pitches - Juniors per match (casual bookings) - CHESTNUT AVE ONLY	25.18	25.18	
Football - Grass Pitches - Juniors per match (casual bookings) without changing - CHESTNUT AVE ONLY	14.58	14.58	
Netball – senior per match or hour	14.58	14.58	
Netball – junior per match or hour	7.29	7.29	
Bowling Green Season Ticket - Adult	43.70	43.70	
Bowling Green Season Ticket - Concession	26.75	26.75	
Bowling Green Casual - Adult per hour	2.58	2.58	
Bowling Green Casual - Concession per hour	1.49	1.49	
Hire of Greens - Adult matches	29.60	29.60	
Hire of Greens - Junior matches	17.90	17.90	
Hire of Greens - without pavilion	19.90	19.90	
Crazy Golf - Adults	2.00	2.00	
Crazy Golf - Juniors	1.00	1.00	
<b>Other Services</b>			
Allotment Rent	30.00	30.00	
Stall at Liberation Day	Nil	Nil	
Traffic Island Sponsorship (per year for 3 year sponsorship deal)	Price on application	Price on application	
<b>Swadlincote Town Hall</b>	<b>Fee 2020/21 £:P</b>	<b>Proposed Fee 2021/22</b>	
Hire of Town hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Town hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	

Hire of Town hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Town hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Town hall - After 10pm any day	25.00	25.00	Fee only charged where additional cleaning duties undertaken
<b>Midway Community Centre</b>	<b>Fee 2020/21 £:P</b>	<b>Proposed Fee 2021/22</b>	
Hire of Sports Hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Sports hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	
Hire of Sports hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Sports hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Sports hall - After 10pm any day	25.00	25.00	
Hire of Foyer Meeting Room Hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Foyer Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	12.50	12.50	
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday) 1st hour	12.50	12.50	
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday) per hour after 1st hour	18.75	18.75	
Hire of Foyer Meeting Room - After 10pm any day	25.00	25.00	
Midway Community Centre - Use of full kitchen for catered functions (discretionary charge)	30.00	30.00	Fee only charged where additional cleaning duties undertaken
<b>Stenson Fields Community Centre</b>	<b>Fee 2020/21 £:P</b>	<b>Proposed Fee 2021/22</b>	
Hire of Main Hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Main hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	
Hire of Main hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Main hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Main hall - After 10pm any day	25.00	25.00	
Hire of Meeting Room - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	12.50	12.50	
Hire of Meeting Room - Peak (Sun/Bank Holiday) 1st hour			

	12.50	12.50	
Hire of Meeting Room - Peak (Sun/Bank Holiday) per hour after 1st hour	18.75	18.75	
Hire of Meeting Room - After 10pm any day	25.00	25.00	
Stenson Fields Community Centre - Use of full kitchen for catered functions (discretionary charge)	30.00	30.00	Fee only charged where additional cleaning duties undertaken



<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM:6</b>
<b>DATE OF MEETING:</b>	<b>5<sup>th</sup> JANUARY 2021</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>STRATEGIC DIRECTOR (CORPORATE RESOURCES)</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>VICKI SUMMERFIELD (01283 595939)</b> <a href="mailto:victoria.summerfield@southderbyshire.gov.uk">victoria.summerfield@southderbyshire.gov.uk</a>	<b>DOC:</b> s/finance/committee/2020-21/Jan/budget
<b>SUBJECT:</b>	<b>HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN and PROPOSED RENT 2021/22</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: HC 01</b>

## **1.0 Recommendations**

- 1.1 That Council House Rents are increased by CPI plus 1% for Tenants with effect from 1<sup>st</sup> April 2021 in accordance with the Welfare Reform and Work Act 2016 and after conclusion of the Rents for Social Housing from 2020 consultation.
- 1.2 That the proposed revenue income and expenditure for 2021/22, together with the 10-year Financial Plan for the Housing Revenue Account (HRA) as detailed in **Appendix 1**, are considered and referred to the Finance and Management Committee for approval.
- 1.3 That the HRA is kept under review and measures identified to mitigate the financial risks detailed in the report and to maintain a sustainable financial position.

## **2.0 Purpose of the Report**

- 2.1 As part of the annual financial cycle, the report details the Housing Revenue Account's (HRA) base budget for 2021/22, with a comparison to the current year, 2020/21. In addition, the report details the updated 10-year financial projection for the HRA following a review during the annual budget round.
- 2.2 The report also sets out details of the proposed rent level for 2021/22 in accordance with directions within the conclusion of the Rents for Social Housing from 2020 consultation.

### 3.0 Detail

#### **The Position Entering the 2021/22 Budget Round**

- 3.1 During the current financial year, the financial position of the HRA has been reviewed and updated to reflect changes to the structure plus the budget out-turn position for 2019/20.
- 3.2 The latest position reported in November 2020, estimated a large deficit on the HRA in 2021/22 of £1.3m, decreasing the HRA's General Reserve to approximately £7.1m.

#### **Formulating the 2021/22 Base Budget**

- 3.3 Budgets are generally calculated on a "no increase basis," i.e. they are maintained at the same level as the previous year adjusted only for known changes, price increases and variations due to contractual conditions, etc.
- 3.4 In addition, budgets are also subject to a base line review which is used to justify proposed spending. This process places responsibility on budget holders to justify their spending budgets by specifying their needs in a more constructed manner. This is supported by the Financial Services Unit, who analyse recent trends across services compared to current budgets.

#### **On-going Service Provision**

- 3.5 The budgets are based substantively on a continuation of existing service provision (in respect of staffing levels, frequency, quality of service, etc.).
- 3.6 The full year effects of previous year's restructures and budget savings have been included, with any non-recurring items removed.

#### **Base Budget 2021/22**

- 3.8 The HRA's Base Budget and longer-term financial projection up to 2030/31 is detailed in **Appendix 1**. A projection of this length is required for the HRA to ensure that future debt repayments and capital expenditure are affordable for the longer-term sustainability of the Council's housing stock.
- 3.9 The following table provides an overall summary of the HRA's Net Operating Income position with a comparison to the approved 2020/21 budget.

## HOUSING REVENUE ACCOUNT - BUDGET 2021/22

	Proposed Budget 2021/22 £'000	Approved Budget 2020/21 £'000	Variance £'000
Rental Income	-12,446	-12,168	-278
Non-Dwelling Income	-127	-143	16
Supporting People Grant	-130	-130	0
Other Income	-177	-177	0
General Management	1,848	1,834	14
Supporting People	951	866	85
Responsive	1,406	1,369	37
Planned Maintenance	1,975	1,921	54
Bad Debt Provision	125	100	25
Interest Payable & Receivable	1,738	1,713	25
Depreciation	4,127	3,700	427
<b>NET OPERATING INCOME</b>	<b>-710</b>	<b>-1,115</b>	<b>405</b>
Reversal of Depreciation	-4,127	-3,700	-427
Capital Expenditure	1,683	1,935	-252
Disabled Adaptations	300	300	0
Asbestos and Health & Safety Surveys	100	100	0
Debt Repayment	1,444	765	679
Major Repairs Reserve	600	600	0
New Build Contribution	0	0	0
Drawdown of MRR to fund Capital	0	0	0
Asset Replacement Earmarked Reserve	45	45	0
Additional Debt Repayment Transfer	2,150	771	1,379
Capital works non-traditional properties	100	100	0
General Fund Recharges	0	-77	77
ICT Upgrades	0	105	-105
<b>HRA (SURPLUS) / DEFICIT</b>	<b>1,585</b>	<b>-171</b>	<b>1,756</b>

3.10 The above table shows that the HRA's deficit is budgeted to increase from the £1.3m reported in November by £215k and the position on the Fund changes from a surplus to deficit position between 2020/21 and 2021/22. Additional expenditure was included in the MTFP in November but updates to the CPI, Right to Buy and void losses forecasts has resulted in an impact to rental income which is detailed later in the report.

3.11 The main variances are summarised in the following table.

	£'000
Capital expenditure and debt repayment	1,701
Salaries	101
Forecasted General Fund recharge reduction	77
General Fund recharges – 2021/22	36
Bad Debt provision	25
Investment income	25
Insurance	13
Computer maintenance agreements	11
Equipment repairs	10
Utilities for void dwellings	10
Council Tax for void dwellings	9
Rental income	-262
<b>Budget increase</b>	<b>1,756</b>

### Council House and Garage Rents

3.12 The overall change between 2020/21 and 2021/22 is an estimated increase of £262k. This is due mainly to the application of the CPI plus 1% increase to rents as updated in the Direction on the Rent Standard 2019.

3.13 Rental income over the life of the MTFP has been amended to include a higher level of Right to Buy than previously forecast, a slight increase in void turnaround and revised CPI figures. The following table shows the impact over the next 10 years.

	2021/22 £'000	2022 to 2031 £'000	Total £'000
Forecast MTFP November 2020	-12,502	-127,258	-139,760
Void losses increase by 0.15%	19	190	209
Right to Buy losses increased	4	1,135	1,139
CPI Forecast	0	1,186	1,186
<b>MTFP Forecast January 2021</b>	<b>-12,479</b>	<b>-124,747</b>	<b>-137,226</b>
<b>Movement on Forecast</b>	<b>23</b>	<b>2,511</b>	<b>2,534</b>

3.14 The impact of the changes has resulted in a forecast reduction in income over the 10-year plan of £2.5m.

3.15 Right to Buy (RTB) was previously forecast to reduce over the life of the plan in line with Government expectations set under self-financing. The forecast assumed that RTB would reduce dwelling numbers by 18 from 2021/22, 15 by 2023/24, 12 by 2026/27 finally reducing to 10 by 2029/30 for the remaining life of the Plan.

3.16 The updated losses are now assuming that 20 RTB will be sold in 2021/22 and 2022/23 and will then reduce to 18 for the remaining life of the Plan.

3.17 It is likely that this assumption is too low, but the forecast is not considering any future properties purchased or built by the Council over the Plan as there is not a programme of scheduled new build or acquisition after 2020/21. This is currently being reviewed by Officers with a view to updating Members once all options have been considered. This forecast of income losses is a worst-case scenario but will be kept under review.

3.18 The following table shows the movement in the HRA housing stock over the past three years. To-date in 2020/21, 7 houses have been sold through Right to Buy and 9 new properties have been acquired in Aston and Repton. The average number of sales over the last three years is 20. The pandemic has slowed the uptake of RTB in 2020/21

	2017/18	2018/19	2019/20
Dwellings B/fwd	3,015	2,993	2,971
Right to Buy	-22	-22	-16
New Build Acquisition	0	0	13
Council Dwellings Buy Backs	0	0	2
<b>Closing number of Dwellings</b>	<b>2,993</b>	<b>2,971</b>	<b>2,970</b>

3.19 The CPI forecast has been altered for the following two years due to the Office of Budget Responsibility assumptions that CPI will not reach 2% until the end of 2024. CPI is now set at 1% for 2022/23 and 1.5% for 2023/24 rising to 2% by 2024/25. The movement in CPI and CPI forecasts will be kept under close review and therefore further changes may be required.

3.20 Void losses have been forecast at 0.85% per annum since the start of self-financing in 2012 and this has now been increased to 1%. Although the back log in void properties is expected to be on track by the end of this financial year, there are currently long-term properties being held as void whilst review on future opportunities is undertaken. The forecast on void losses will be monitored closely and updated as the year progresses.

3.21 Rental income for HRA garages has been proposed in the fees and charges to increase at the same level as Dwellings, CPI plus 1%. This, however, is budgeted to be lower than previously forecast due to a high number of voids and a limited take up of the void units.

### **Capital Expenditure and Debt Repayment**

3.22 Proposed capital expenditure is based on stock condition survey data and the fluctuation in required expenditure year-on-year and is included within the MTFP.

3.23 The contribution to the Debt Repayment Reserve is profiled in line with capital expenditure to not only ensure that the HRA General Reserve does not fall below the statutory £1m but to also have available funds to repay debts as they become due. The contribution and repayment of debt is included within the MTFP.

- 3.24 A one-off expense for an upgrade to the Housing Management software is included within the MTFP for 2020/21 and although this upgrade has not yet taken place, the sum of £105k will be earmarked for use in 2021/22.

### **Increased Staffing Costs**

- 3.25 A pay award is not included within the Base Budget at this stage as no official notification has been submitted to the Council although it is expected that no award will be made in 2021/22 in accordance with the Government's national pay freeze.
- 3.26 The MTFP includes a provision for a potential pay award increase of 2.5% per year for all employees from 2022/23.
- 3.27 Incremental salary increases are included within the MTFP each year and are expected ahead of the Budget round.
- 3.28 Base salary costs have increased between years due to the Housing restructure which was approved at this Committee in October 2020. This was included in the update to the MTFP in November 2020.

### **General Fund Recharges**

- 3.29 A full review was undertaken for recharges from the General Fund to the HRA and reported in February 2020. It was expected based on the 2020/21 budget that there would be a reduction to these charges, and this was built into the MTFP.
- 3.30 The £77k saving reported for 2020/21 is still expected to be seen but further to the budget round, General Fund services that are recharged to the HRA for 2021/22 have moved significantly due to differing factors.
- 3.31 The total impact of the increase in HRA recharges is £36k and after a full review of all charges, the following table details the movement by General Fund service area.

	<b>Movement £'000</b>
Head of Finance	53
Head of Organisational Development and Performance	36
Head of Customer Services	16
Head of Business Change and ICT	2
Strategic Director (Corporate Resources)	-12
Head of Corporate Property	-23
Head of Legal and Democratic	-36
<b>Total HRA Recharge Movement</b>	<b>36</b>

- 3.32 Corporate and Democratic costs plus Civic Offices overheads were reduced as part of the HRA review and Customer Services was increased due to call volumes now being diverted from HRA staff as approved by this Committee. The main increases are from

direct support through Organisational Development and Finance which are based on transactional volumes, head count and cash responsibility.

### **Bad Debt Provision**

- 3.33 It is proposed to increase the budgeted provision due to increases in the debt levels for dwellings plus the likely impact of recovery due to the pandemic.

### **Investment Income**

- 3.34 The reduction expected on investment income is in line with the MTFP as reported in November and is due to interest rates falling and likely lower levels of cash.

### **Insurance**

- 3.25 The overall proposed insurance budget has increased the cost to the Council by £31k but this is split over a number of individual policies. The increased cost to the HRA is £13k which is due mainly to public liability (£5k) and material damage to housing properties (£4k). Public Liability insurance is based on salary levels by the insurer and with increases to the HRA staff numbers this has increased in line. The material damage is based on the value of the assets which have increased between the years.

### **Computer Maintenance Agreements**

- 3.27 Increases to licence and maintenance fees were expected and increased in the MTFP by £4k, or 2%. The proposed budget is an increase of 7%, the majority of which is a contractual agreement for support with the monitoring service for Careline. An overspend is expected in 2020/21 due to an underbudget in previous years.

### **Equipment**

- 3.28 Management of the Careline service includes repairs and renewal of equipment to support customers. As equipment is aging and the expenditure in the current year is likely to be higher than budgeted, it is proposed to increase this budget in 2021/22.

### **Void Dwellings**

- 3.29 The impact of void properties not only effects the income losses as noted earlier in the report, but also costs the HRA. Council Tax levels are significantly higher than budget in 2020/21 due to the high levels of voids but there is also a cost of utilities to not only keep the properties in reasonable condition whilst empty but also for the workforce when refurbishing.

### **Other Factors**

- 3.30 The following detail is for information on the HRA position and are not variances between budgeted years.



## **Debt Interest**

- 3.35 Part of the existing debt portfolio includes £10m at a variable rate of interest. The budgets for 2020/21 and 2021/22 estimate an interest on this debt of 3%.
- 3.36 It is considered unlikely that rates will increase up to 3% by March 2022. Therefore, the cost of servicing debt is likely to be lower than budgeted, although this will be kept under review. A 1% variance in the rate equates to approximately £100,000 per year. The current rate payable of the variable debt element is 0.48%.

## **Depreciation**

- 3.37 The increase is due to the revaluation of all Council dwellings in March 2020 which will be depreciated in accordance with accounting practice.
- 3.38 Depreciation is calculated on the existing use value and age of each property in the HRA. This is designed to ensure that the Council sets-aside sufficient resources to maintain and replace properties in future years.
- 3.39 The Council has an on-going capital programme and properties generally have a substantial useful life if maintained properly. Although the depreciation charge is included as a cost charged in the net operating income of the HRA, it is reversed out when calculating the overall surplus or deficit on the HRA.
- 3.40 However, under accounting regulations, the annual amount of capital expenditure, plus sums set-aside to repay debt, need to be equal to or greater than the depreciation charge for the year. This is effectively testing that the Council is properly maintaining and financing the liabilities associated with its housing stock.
- 3.41 Where the depreciation charge is lower than actual capital expenditure/debt repayment, the HRA would be charged with the difference in that particular year. For 2021/22, expenditure is in excess of depreciation.

## **The Longer-term Financial Projection**

- 3.42 Following the introduction of the self-financing framework for the HRA in 2012, this generated a surplus for the HRA as the Council was no longer required to pay a proportion (approximately 40%) of its rental income to the Government in accordance with a national redistribution framework.
- 3.43 This released resources, which in the early years of the Housing Business Plan, were available for capital investment in the existing stock, together with resources for New Build. Surpluses in later years are to be used to repay the debt that the Council inherited in return for becoming “self-financing” and to continue a programme of capital maintenance in future years.
- 3.44 The HRA budget and projection is based on the principles that the HRA will carry a minimum unallocated contingency of at least £1m as a working balance and



that sufficient resources are set-aside in an earmarked reserve to repay debt as instalments become due.

## HRA Reserves

3.45 The HRA has 5 separate reserves as detailed in the following table.

<b>General Reserve</b>	Held as a contingency with a minimum balance of at least £1m.
<b>New Build Reserve (Capital Receipts Reserve)</b>	Accumulated Capital Receipts pending expenditure on building new properties/acquisition of properties. The financial model assumes that these are drawn down each year to finance new build or acquisition ahead of any further borrowing. The carrying balance from year to year remains low.
<b>Debt Repayment Reserve</b>	Sums set-aside to repay debt; contributions to the Reserve started from 2016/17 in accordance with the debt repayment profile.
<b>Major Repairs Reserve</b>	A Capital Reserve with sums set-aside each year for future programmed major repairs on the housing stock.
<b>Earmarked Reserve</b>	Sums set-aside for future replacement of vehicles for the Direct Labour Organisation.

## The Updated Financial Position

3.46 Following the base budget review, the 10-year Financial Plan for the HRA has been reviewed and updated. This is detailed in **Appendix 1**. The overall position has declined compared to the previous forecast due to the detail explained previously on income.

3.47 The General Reserve remains above the statutory £1m for the duration of the 10-year projection.

3.48 After review of the capital programme, sums are being set-aside in the Major Repairs Reserve to ensure that future capital improvements can be funded. A revised stock condition survey has been completed and an update regarding profiling of the works over the next 30 years was reported during 2019/20.

3.49 There are a number of sites approved for acquisition, but the Capital Receipts Reserve is set to increase each year due to receipts from the sale of houses under the Right to Buy Scheme. The reserve has increased in line with the expected losses noted earlier in the report.

## Debt Repayments and Borrowing

3.50 The Council took on the management of debt valued at £58m in 2012. No additional borrowing has been required.

3.51 The following debt repayments are due over the life of the current financial plan:

- 2021/22 - £10m
- 2023/24 - £10m
- 2026/27 - £10m

3.52 The financial projection to 2030/31. shows that these repayments can be met. The next repayments are not then due until beyond 2031.

### **Key Variables and Assumptions**

3.53 The Financial Plan is based on certain assumptions in future years regarding what are considered to be the key variables. These are summarised in the following table.

<b>Cost inflation</b>	2.5% per year. This is lower than the current level of inflation and economic forecasts predict that a level of 2% will not be seen until 2024, this increase has not been updated in line. A provision of 2.5% in the short-term is considered prudent to reflect that prices for materials in the building industry tend to rise quicker than average inflation.
<b>Annual rent increases</b>	CPI + 1% giving a 1.5% increase in 2021/22, 2% in 2022/23, 2. 5% in 2023/24 and 3% per year thereafter.
<b>Council house sales – “Right to Buys”</b>	20 in 2021/22 and 22/23 reducing to 18 in 2021/22 and going forwards. Targets set by the Government in calculating the self-financing settlement expect sales of 10 per annum.
<b>Interest Rates</b>	Predominantly fixed; £10m variable debt at 3% until maturity in 2021/22.

### **Financial Risks**

3.54 The main risks to the HRA are considered to be those as detailed in the following sections.

#### **Future Rent Levels**

3.55 The biggest risk in the Financial Plan is considered to be future rent levels. The rent level has been confirmed as CPI plus 1% which will increase rent levels by 1.5% in 2021/22.

3.56 The HRA is dependent on rental income (currently £12m per year) for its resources. Even small variations in rent changes can have significant implications in monetary terms for the Financial Plan over the longer-term.

#### **Right to Buys**

3.57 A decrease in current properties from sales continues to be built into the Budget and Financial Plan and this reflects the current level of sales. Therefore, the

HRA will continue to generate resources for further new build and acquisition in the future, although on-going rental income is lost.

- 3.58 The main risk relates to a sudden surge in sales which has been apparent in recent years; although this generates capital, the loss in on-going rental income could have a much more adverse impact on the HRA which has now been built into the MTFP at a higher level.

### **Supporting People Grant**

- 3.59 It has been assumed that this continues over the Financial Plan although this will be subject to policy decisions and directions from Derbyshire County Council.
- 3.60 Floating Support and Alarm and Telecare Monitoring contributions will impact the financial position of the Council although the full impact is currently unknown. A review is currently being undertaken by the County Council with discussions being held with the Council's Head of Housing. As updates are known they will be reported to both Housing and Community Services and Finance and Management Committee.

### **Impairment**

- 3.61 Impairment is an accounting adjustment that reflects a sudden reduction in the value of an asset. An asset becomes impaired where a one-off event (e.g. fire, vandalism, etc.) causes significant damage or there is a significant change in market conditions, which reduces the value of the asset.
- 3.62 In accordance with accounting regulations, provision has to be made in an organisation's accounts for the loss in an asset's value through impairment. However, as with depreciation, this is purely an accounting exercise for local authorities. Impairment charges are reversed out of revenue accounts to ensure that it does not affect the "bottom line" and Rent (in the HRA's case) payable by Council Tenants.
- 3.63 The Government has been reviewing this accounting treatment to bring local authorities into line with other organisations in accordance with International Reporting Standards. This has been challenged by the relevant professional bodies.
- 3.64 Large impairment adjustments are rare. In addition, impairment needs to affect the wider asset base. For example, damage to one property would not affect the overall value of the Council's stock, which is currently valued at £125m in total.
- 3.65 If there was a wider event affecting many properties however, this would lead to an impairment charge. It is considered that the most likely scenario is a sudden fall in property values as this would affect the overall valuation of the stock. The potential for impairment charges could have serious implications for all housing authorities and this is why it has been challenged.

## Changes in Central Government Policy

- 3.66 Although the HRA continues to operate under a self-financing framework, Central Government retain the power to change policy in many areas which can impact upon the Financial Projection.

## Changes to Welfare Reform and Universal Credit (UC)

- 3.67 Universal Credit has been implemented in South Derbyshire for all working age new claimants during 2018 and there is concern amongst housing professionals that changes will see a reduction in payment of rent and an increase in arrears.
- 3.68 Currently, Housing Benefit is paid directly to a tenant's Rent Account where this is due. In a system of Universal Credit, the benefit element is effectively paid direct to the Tenant. The Pilot Schemes and evidence locally suggests that this gives the potential for tenants to default on their rent payments.
- 3.69 The rebate directly received from Housing Benefit by the HRA has noticeably reduced during 2020/21 compared to 2019/20 and the debt position at this stage is higher than in last financial year. This is being kept under review.

## Rent Levels

- 3.70 There is a mixture of rent levels that exist in the "self-financing" system which apply to existing and new tenants, together with those that apply to properties built or acquired as part of the New Build programme. These are detailed below:

- **The Base (Current) Rent:** This is the actual rent that applied in July 2015. For many tenants, this rent is lower than the "Formula Rent" that existed in the previous Rent Restructuring System. This rent will remain unless a property becomes void.
- **Formula Rent:** This was a rent level (target) set nationally as part of Central Government's Rent Restructuring Policy. Approximately 2/3rds of the Council's properties were below this target and were being phased-in towards the target over a 10-year period.

This phasing ended in 2014/15, although a Formula Rent for each property remains. Councils have the option to relet void properties to new tenants at the Formula Rent and this is part of the Council's Rent Policy. The Formula Rent is generally lower than Social Rents.

- **Social Rent:** This is determined by the Ministry of Housing, Communities and Local Government (MHCLG). Generally, it reflects rents charged by Registered Social Landlords in the area. New Build properties have to be let at Social Rent levels, unless they have been partly funded by grant from Homes England. In that case, properties need to be let at an "Affordable Rent." Void properties, when relet to new tenants, can also be let at Social Rent levels.

- **Affordable Rent:** This is 80% of the Market Rent and tends to be higher than Social Rents
- **Market Rent:** This is determined by the District Valuer and reflects rent levels in the private rented sector in the area.

### **Proposed Rent Levels 2021/22**

3.71 In accordance with the statutory provisions, current rents will be increased by CPI of 0.5% as at September 2020 plus 1%.

### **Effect on Individual Tenants**

3.72 Having calculated rents for individual tenants, the average rent level for existing council tenants will increase from £79.64 per week in 2020/21 to £81.24 in 2021/22, an average increase of £1.60 per week.

### **Limit Rent**

3.73 From 1<sup>st</sup> April 2020, the Government has removed the former Rent Rebate Subsidy Limit, which was effectively a cap that the Council's average rent needs to stay below to avoid a financial penalty through loss of benefit subsidy for rent rebates.

3.74 A new Rent Standard has been introduced which allows authorities to increase rent by CPI +1% with no penalty imposed. Where the rent chargeable is determined to be non-compliant with the Rent Standard by either the Council or the Regulator of Social Housing, the Housing Benefit assessment will need to be recalculated and classified as a 'technical overpayment' on the Subsidy claim.

## **4.0 Financial Implications**

4.1 As detailed in the report.

## **5.0 Corporate Implications**

### **Employment Implications**

5.1 None.

### **Legal Implications**

5.2 None.

### **Corporate Plan Implications**

5.3 The proposed budgets and spending included in the HRA provides the financial resources to enable on-going services and Council priorities.

## **Risk Impact**

- 5.4 The Financial Risk Register is detailed in the Medium-Term Financial Plan and financial risks specific to this Committee are detailed in Section 3.

## **6.0 Community Impact**

### **Consultation**

- 6.1 The proposed Budget will be disseminated through Local Area Forums and also through tenant representative groups.

### **Equality and Diversity Impact**

- 6.2 None.

### **Social Value Impact**

- 6.3 None.

### **Environmental Sustainability**

- 6.4 None.

## **7.0 Conclusions**

- 7.1 That the proposed base budgets are scrutinised and approved to provide the financial resources for continuation of service delivery.

## **8.0 Background Papers**

- 8.1 None.

## HOUSING REVENUE ACCOUNT FINANCIAL PROJECTION - JANUARY 2021

	2020.21 Approved Budget £'000	2021.22 Proposed Budget £'000	2022.23 Forecast £'000	2023.24 Forecast £'000	2024.25 Forecast £'000	2025.26 Forecast £'000	2026.27 Forecast £'000	2027.28 Forecast £'000	2028.29 Forecast £'000	2029.3 Forecast £'000	2030.31 Forecast £'000
<b>INCOME</b>											
Rental Income	-12,168	-12,446	-12,639	-12,902	-13,206	-13,516	-13,834	-14,158	-14,490	-14,828	-15,174
Non-Dwelling Income	-143	-127	-130	-133	-136	-140	-143	-147	-151	-155	-159
Supporting People Grant	-130	-130	-130	-130	-130	-130	-130	-130	-130	-130	-130
Other Income	-177	-177	-177	-177	-177	-177	-177	-177	-177	-177	-177
<b>Total Income</b>	<b>-12,618</b>	<b>-12,880</b>	<b>-13,076</b>	<b>-13,342</b>	<b>-13,649</b>	<b>-13,963</b>	<b>-14,284</b>	<b>-14,612</b>	<b>-14,948</b>	<b>-15,290</b>	<b>-15,640</b>
<b>EXPENDITURE</b>											
General Management	1,834	1,848	1,889	1,932	1,975	2,020	2,065	2,112	2,160	2,209	2,259
Supporting People	866	951	976	1,001	1,028	1,056	1,084	1,114	1,145	1,178	1,212
Responsive	1,369	1,406	1,439	1,473	1,509	1,545	1,582	1,620	1,658	1,698	1,739
Planned Maintenance	1,921	1,975	2,024	2,072	2,123	2,174	2,227	2,281	2,336	2,393	2,452
Bad Debt Provision	100	125	126	129	132	135	138	141	144	148	151
Interest Payable & Receivable	1,713	1,738	1,738	1,738	1,738	1,738	1,738	1,738	1,738	1,739	2,672
Depreciation	3,700	4,127	4,064	4,044	4,023	4,003	3,983	3,963	3,943	3,924	3,904
<b>Net Operating Income</b>	<b>-1,115</b>	<b>-710</b>	<b>-820</b>	<b>-953</b>	<b>-1,121</b>	<b>-1,292</b>	<b>-1,467</b>	<b>-1,642</b>	<b>-1,823</b>	<b>-2,001</b>	<b>-1,251</b>
<b>Known variations:</b>											
Reversal of Depreciation	-3,700	-4,127	-4,064	-4,044	-4,023	-4,003	-3,983	-3,963	-3,943	-3,924	-3,904
Capital Expenditure	1,935	1,683	1,470	1,433	1,477	1,516	1,547	1,182	1,261	1,489	2,103
Disabled Adaptations	300	300	300	300	300	300	300	300	300	300	300
Asbestos and Health & Safety Surveys	100	100	100	100	100	100	100	100	100	100	100
Debt Repayment - Balance of Depreciation	765	1,444	1,594	1,962	1,546	1,487	1,519	1,815	1,719	1,435	801
Major Repairs Reserve	600	600	600	300	600	600	600	600	600	600	600
Asset Replacement Earmarked Reserve	45	45	45	45	45	45	45	45	45	45	45

## HOUSING REVENUE ACCOUNT FINANCIAL PROJECTION - JANUARY 2021

	2020.21	2021.22	2022.23	2023.24	2024.25	2025.26	2026.27	2027.28	2028.29	2029.30	2030.31
	Approved Budget	Proposed Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Additional Debt Repayment Transfer	771	2,150	2,651	2,468	1,815	1,500	1,500	750	750	750	1,000
Investment Income	0	0	18	43	60	60	60	60	60	60	60
Capital works non-traditional properties	100	100	100	0	0	0	0	0	0	0	0
General Fund Recharges	-77	0	0	0	0	0	0	0	0	0	0
ICT Upgrades	105	0	0	0	0	0	0	200	0	0	0
Incremental Salary Increases	0	0	6	6	6	6	7	7	7	7	7
<b>HRA Surplus (-) / Deficit</b>	<b>-171</b>	<b>1,585</b>	<b>2,000</b>	<b>1,660</b>	<b>805</b>	<b>320</b>	<b>228</b>	<b>-547</b>	<b>-924</b>	<b>-1,139</b>	<b>-139</b>

### HRA General Reserve

HRA Reserve B/fwd	-8,260	-8,431	-6,846	-4,846	-3,186	-2,381	-2,061	-1,833	-2,380	-3,304	-4,443
(Surplus) / Deficit for year	-171	1,585	2,000	1,660	805	320	228	-547	-924	-1,139	-139
<b>HRA Reserve C/fwd</b>	<b>-8,431</b>	<b>-6,846</b>	<b>-4,846</b>	<b>-3,186</b>	<b>-2,381</b>	<b>-2,061</b>	<b>-1,833</b>	<b>-2,380</b>	<b>-3,304</b>	<b>-4,443</b>	<b>-4,582</b>

### RESERVES

#### Debt Repayment Reserve

Balance B/fwd	-8,260	-9,802	-3,274	-7,438	-1,790	-5,078	-8,495	-1,790	-4,299	-6,719	-8,864
Depreciation balance	-765	-1,322	-1,513	-1,884	-1,473	-1,417	-1,456	-1,759	-1,670	-1,395	-771
Transfers to reserve	-777	-2,150	-2,651	-2,468	-1,815	-2,000	-1,839	-750	-750	-750	-1,000
Repayment of loan	0	10,000	0	10,000	0	0	10,000	0	0	0	0
<b>Reserve C/fwd</b>	<b>-9,802</b>	<b>-3,274</b>	<b>-7,438</b>	<b>-1,790</b>	<b>-5,078</b>	<b>-8,495</b>	<b>-1,790</b>	<b>-4,299</b>	<b>-6,719</b>	<b>-8,864</b>	<b>-10,635</b>

#### Earmarked Reserve

Balance B/fwd	-251	-296	-341	-386	-431	-206	-251	-296	-341	-386	-431
Transfers to reserve	-45	-45	-45	-45	-45	-45	-45	-45	-45	-45	-45
Asset Replacement	0	0	0	0	270	0	0	0	0	0	280
<b>Reserve C/fwd</b>	<b>-296</b>	<b>-341</b>	<b>-386</b>	<b>-431</b>	<b>-206</b>	<b>-251</b>	<b>-296</b>	<b>-341</b>	<b>-386</b>	<b>-431</b>	<b>-196</b>



## HOUSING REVENUE ACCOUNT FINANCIAL PROJECTION - JANUARY 2021

	2020.21 Approved Budget £'000	2021.22 Proposed Budget £'000	2022.23 Forecast £'000	2023.24 Forecast £'000	2024.25 Forecast £'000	2025.26 Forecast £'000	2026.27 Forecast £'000	2027.28 Forecast £'000	2028.29 Forecast £'000	2029.30 Forecast £'000	2030.31 Forecast £'000
<b>Major Repairs Reserve</b>											
Balance B/fwd	-4,190	-4,890	-5,590	-6,290	-6,590	-7,190	-7,790	-8,390	-8,990	-9,590	-10,190
Transfers to reserve	-600	-600	-600	-300	-600	-600	-600	-600	-600	-600	-600
Earmarked non-traditional properties	-100	-100	-100	0	0	0	0	0	0	0	0
Reserve Drawdown	0	0	0	0	0	0	0	0	0	0	0
<b>Reserve C/fwd</b>	<b>-4,890</b>	<b>-5,590</b>	<b>-6,290</b>	<b>-6,590</b>	<b>-7,190</b>	<b>-7,790</b>	<b>-8,390</b>	<b>-8,990</b>	<b>-9,590</b>	<b>-10,190</b>	<b>-10,790</b>
<b>New Build Reserve</b>											
Capital Receipts B/fwd	-2,213	-1,322	-1,943	-2,561	-3,021	-3,478	-3,935	-4,237	-4,539	-4,842	-5,041
Acquisitions in year	2,108	0	0	0	0	0	0	0	0	0	
S106 Drawdown	-490	0	0	0	0	0	0	0	0	0	0
RTB Receipts in year	-727	-621	-618	-460	-457	-457	-302	-302	-302	-199	-199
Borrowing in year	0	0	0	0	0	0	0	0	0	0	0
<b>Balance c/fwd</b>	<b>-1,322</b>	<b>-1,943</b>	<b>-2,561</b>	<b>-3,021</b>	<b>-3,478</b>	<b>-3,935</b>	<b>-4,237</b>	<b>-4,539</b>	<b>-4,842</b>	<b>-5,041</b>	<b>-5,240</b>

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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 7</b>
<b>DATE OF MEETING:</b>	<b>5<sup>th</sup> JANUARY 2021</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>STRATEGIC DIRECTOR (SERVICE DELIVERY)</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>DEMOCRATIC SERVICES</b> <b>01283 59 5848/5722</b> <a href="mailto:democraticservices@south-derbys.gov.uk">democraticservices@south-derbys.gov.uk</a>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>COMMITTEE WORK PROGRAMME</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: G</b>

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## **1.0 Recommendations**

1.1 That the Committee considers and approves the updated work programme.

## **2.0 Purpose of Report**

2.1 The Committee is asked to consider the updated work programme.

## **3.0 Detail**

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

## **4.0 Financial Implications**

4.1 None arising directly from this report.

## **5.0 Background Papers**

5.1 Work Programme.

## Housing and Community Services Committee – 5<sup>th</sup> January 2021 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
<b>Reports Previously Considered By Last 5 Committees</b>		
Approval of A Public Space Protection Order -Maurice Lea Park and Market Street	12 <sup>th</sup> March 2020	Claire Rawlins Anti-Social Behaviour Officer Communities Team
Submission of Consultation Response – 1 <sup>st</sup> Homes	12 <sup>th</sup> March 2020	Eileen Jackson Strategic Housing Manager (01283) 595763
Community and Environment Partnership Scheme Grant	7 <sup>th</sup> July 2020	Chris Smith / Ian Hey
Review of the South Derbyshire District Council Surveillance Policy	7 <sup>th</sup> July 2020	Chris Smith / Ian Hey
Homelessness and Rough Sleeping	7 <sup>th</sup> July 2020	Paul Whittingham Housing Services Manager (01283) 595984
Corporate Plan 2020-24: Performance Report (2019-2020 Quarter 4 – 1 January to 31 March)	7 <sup>th</sup> July 2020	Fiona Pittman Head of Organisational Development & Performance 01283 595735
Disabled Facilities Grants	7 <sup>th</sup> July 2020	Paul Whittingham Housing Services Manager (01283) 595984

Housing Asset Management Strategy	20 <sup>th</sup> August 2020	Paul Whittingham Housing Services Manager (01283) 595984
National Forest Service Level Agreements	20 <sup>th</sup> August 2020	Hannah Peate Active Communities & Health Partnership Manager 01283 595973
England Tree Strategy Consultation	20 <sup>th</sup> August 2020	Mary Bagley Head of Culture and Community Services
Contribution to Active Derbyshire	20 <sup>th</sup> August 2020	Hannah Peate Active Communities & Health Partnership Manager 01283 595973
Community and Environmental Partnership Scheme	20 <sup>th</sup> August 2020	Ian Hey Community Partnership Officer (01283) 228741
Corporate Plan 2020-24: Performance Report Q1	1 <sup>st</sup> October 2020	Clare Booth Corporate Performance & Policy Officer (01283) 595788
Homefinder, Housing Allocations Policy	1 <sup>st</sup> October 2020	Paul Whittingham Housing Services Manager (01283) 595984
Housing Customer Engagement Strategy	1 <sup>st</sup> October 2020	Paul Whittingham  (01283) 595984
Roundabout Sponsorship	1 <sup>st</sup> October 2020	Mary Bagley Head of Culture and Community Services
Corporate Plan 2020-24: Performance Report Q2	19 <sup>th</sup> November 2020	Clare Booth Corporate Performance & Policy Officer (01283) 595788

ASB Community Trigger	19 <sup>th</sup> November 2020	Mary Bagley Head of Cultural & Community Services <a href="mailto:Mary.bagley@southderbyshire.gov.uk">Mary.bagley@southderbyshire.gov.uk</a>
Modern Slavery Statement 2019-20	19 <sup>th</sup> November 2020	Mary Bagley Head of Cultural & Community Services <a href="mailto:Mary.bagley@southderbyshire.gov.uk">Mary.bagley@southderbyshire.gov.uk</a>
Homeless Out of Hours Services	19 <sup>th</sup> November 2020	Paul Whittingham Head of Housing (01283) 595984
Housing Income Management Policy	19 <sup>th</sup> November 2020	Paul Whittingham Head of Housing (01283) 595984
Homeless out of Hours Services	19 <sup>th</sup> November 2020	Paul Whittingham Head of Housing (01283) 595984
Better Care Funding Allocation - Financial Position	19 <sup>th</sup> November 2020	Eileen Jackson Strategic Housing Manager (01213) 595763
<b>Provisional Programme of Reports To Be Considered by Committee</b>		
Service Based Budgets	5 <sup>th</sup> January 2021	Vicki Summerfield Head of Finance <a href="mailto:Victoria.summerfield@southderbyshire.gov.uk">Victoria.summerfield@southderbyshire.gov.uk</a>
HRA Budget 20/21 and Financial Plan 2030	5 <sup>th</sup> January 2021	Vicki Summerfield Head of Finance <a href="mailto:Victoria.summerfield@southderbyshire.gov.uk">Victoria.summerfield@southderbyshire.gov.uk</a>
Draft Homeless Strategy (Including Temporary Accommodation)	28 <sup>th</sup> January 2021	Paul Whittingham Housing Services Manager (01283) 595984
Housing Review Update	28 <sup>th</sup> January 2021	Paul Whittingham Housing Services Manager (01283) 595984

Green Homes Grant – Local Authority Delivery Phase 1B	28 <sup>th</sup> January 2021	Matt Holford, Head of Environmental Services (01283) 595856
Improvements to Midway Community Centre	28 <sup>th</sup> January 2021	Malcolm Roseburgh Cultural Services Manager (01283) 5955774
Corporate Plan 2020-24: Performance Report Q3	11 <sup>th</sup> March 2021	Clare Booth Corporate Performance & Policy Officer (01283) 5957880
Swadlincote Woodlands Management Plan	11 <sup>th</sup> March 2021	Malcolm Roseburgh Cultural Services Manager (01283) 5955774
Health and Housing Strategy 2021-23	11 <sup>th</sup> March 2021	Eileen Jackson Strategic Housing Manager (01213) 595763
Housing Customer Engagement Strategy	11 <sup>th</sup> March 2021	Paul Whittingham Housing Services Manager (01283) 595984
Housing Repair Policy	11 <sup>th</sup> March 2021	Paul Whittingham Housing Services Manager (01283) 595984
Housing Domestic Abuse Policy	11 <sup>th</sup> March 2021	Paul Whittingham Housing Services Manager (01283) 595984
Housing Income Management Policy	11 <sup>th</sup> March 2021	Paul Whittingham Housing Services Manager (01283) 595984