

**CABINET – 27 JUNE 2022**

A meeting of Cabinet will be held at 1.00pm on Monday 27 June 2022 in the Council Chamber at the Town Hall, Rugby.

*Members of the public may also view the meeting via the livestream available on the Council's website.*

Mannie Ketley  
Executive Director

**A G E N D A**  
**PART 1 – PUBLIC BUSINESS**

## 1. Minutes.

To confirm the minutes of the meeting held on 6 June 2022.

## 2. Apologies.

To receive apologies for absence from the meeting.

## 3. Declarations of Interest.

To receive declarations of –

(a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

***Note: Members are reminded that they should declare the existence and nature of their interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a prejudicial interest, the Member must withdraw from the room unless one of the exceptions applies.***

***Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.***

4. Question Time.

Notice of questions from the public should be delivered in writing, by fax or e-mail to the Executive Director at least three clear working days prior to the meeting (no later than 21 June 2022).

**Growth and Investment Portfolio**

5. Local Development Scheme.

**Leisure and Wellbeing Portfolio**

Nothing to report to this meeting.

**Finance, Performance, Legal and Governance Portfolio**

6. Finance and Performance Monitoring 2021/22 – Year End.

**Communities, Homes, Digital and Communications Portfolio**

Nothing to report to this meeting.

**Regulation and Safety Portfolio**

Nothing to report to this meeting.

**Change and Transformation Portfolio**

Nothing to report to this meeting.

**Operations and Traded Services Portfolio**

Nothing to report to this meeting.

**The following item contains reports which are to be considered en bloc subject to any Portfolio Holder requesting discussion of an individual report**

7. Members' Allowances 2021/22.

8. Treasury Management 2021/22 - Annual Report.

9. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972.

To consider the following resolution:

“under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of information defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.”

**PART 2 – EXEMPT INFORMATION**

**Growth and Investment Portfolio**

Nothing to report to this meeting.

### **Leisure and Wellbeing Portfolio**

Nothing to report to this meeting

### **Finance, Performance, Legal and Governance Portfolio**

Nothing to report to this meeting.

### **Communities, Homes, Digital and Communications Portfolio**

Nothing to report to this meeting.

### **Regulation and Safety Portfolio**

Nothing to report to this meeting.

### **Change and Transformation Portfolio**

Nothing to report to this meeting

### **Operations and Traded Services Portfolio**

Nothing to report to this meeting.

### **The following item contains reports which are to be considered en bloc subject to any Portfolio Holder requesting discussion of an individual report**

1. Write Offs.

There is no business involving exempt information to be considered.

***Any additional papers for this meeting can be accessed via the website.***

The Reports of Officers are attached.

### **Membership of Cabinet:**

Councillors Lowe (Chairman), Mrs Crane, Miss Lawrence, Picker, Poole, Roberts and Ms Robbins.

### **CALL-IN PROCEDURES**

*Publication of the decisions made at this meeting will normally be within three working days of the decision. Each decision will come into force at the expiry of five working days after its publication. This does not apply to decisions made to take immediate effect. Call-in procedures are set out in detail in Standing Order 15 of Part 3c of the Constitution.*

***If you have any general queries with regard to this agenda please contact Claire Waleczek, Democratic and Support Services Manager (01788 533524 or e-mail [claire.waleczek@rugby.gov.uk](mailto:claire.waleczek@rugby.gov.uk)). Any specific queries concerning reports should be directed to the listed contact officer.***

**AGENDA MANAGEMENT SHEET**

**Report Title:** Local Development Scheme June 2022

**Name of Committee:** Cabinet

**Date of Meeting:** 27 June 2022

**Report Director:** Chief Officer - Growth and Investment

**Portfolio:** Growth and Investment

**Ward Relevance:** All

**Prior Consultation:** None

**Contact Officer:** Ruari McKee - Senior Planning Officer - 01788 533828

**Public or Private:** Public

**Report Subject to Call-In:** No

**Report En-Bloc:** No

**Forward Plan:** Yes

**Corporate Priorities:** This report relates to the following priority(ies):  
 Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C)  
 Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E)  
 Residents live healthy, independent lives, with the most vulnerable protected. (HC)  
 Rugby Borough Council is a responsible, effective and efficient organisation. (O)  
[Corporate Strategy 2021-2024](#)  
 This report does not specifically relate to any Council priorities but

**(C) Climate**  
**(E) Economy**  
**(HC) Health and Communities**  
**(O) Organisation**

**Summary:** Paragraph 15 (1) of Part 2 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and maintain a scheme to be known as their Local Development Scheme. The LDS is the work programme for the formulation of planning policy within local planning authorities.

**Financial Implications:** There are no direct financial implications from the Local Development Scheme.

**Risk Management Implications:** There could be a risk of legal implications if Council were not to follow the recommendation as this would mean the Local Planning Authority was not providing an up to date Local Development Scheme in accordance with section 15 of the Planning and Compulsory Purchase Act 2004 (as amended).

**Environmental Implications:** There are no significant Environmental implications from the Local Development Scheme

**Legal Implications:** There could be a risk of legal implications if Council were not to follow the recommendation as this would mean the Local Planning Authority was not providing an up to date Local Development Scheme in accordance with section 15 of the Planning and Compulsory Purchase Act 2004 (as amended).

**Equality and Diversity:** An Equality Impact Assessment is attached as Appendix 2 and there are no equality considerations arising from this report.

**Options:** Option 1: Cabinet recommends adopting the revised Local Development Scheme work programme.

Risks: None

Benefits: The Council would be providing an up to date scheme as required by legislation.

Option 2: Delay the agreement of the revised Local Development Scheme work programme

Risks: The Council would not be fulfilling the statutory requirement to have an up-to-date Local Development Scheme as required by legislation.

Benefits: None

Option 3- Cabinet recommends that the Local Development Scheme revised work programme 2022 is not agreed and take no further action towards the agreement of the revised Local Development Scheme work programme.

Risks: The Council would not be fulfilling the statutory requirement to have an up-to-date Local Development Scheme as required by legislation.

Benefits: None.

**Recommendation:**

- (1) The Local Development Scheme June 2022 work programme be adopted; and
- (2) delegated authority be given to the Chief Officer for Growth and Investment to make minor grammatical and presentational amendments as necessary to the Local Development Scheme June 2022 either prior to or following adoption, and prior to it being published.

**Reasons for Recommendation:**

Agreeing the revised Local Development scheme work programme ensures that the Council is in compliance with Section 15 (1) of the Planning and Compulsory Purchase Act 2004.

**Cabinet - 27 June 2022**

**Local Development Scheme June 2022**

**Public Report of the Chief Officer - Growth and Investment**

**Recommendation**

- (1) The Local Development Scheme June 2022 work programme be adopted; and
- (2) delegated authority be given to the Chief Officer for Growth and Investment to make minor grammatical and presentational amendments as necessary to the Local Development Scheme June 2022 either prior to or following adoption, and prior to it being published.

**1.PURPOSE OF REPORT**

1.1 This report requests that Cabinet adopts a revised Local Development Scheme (LDS). This is a work programme of all the Local Development Documents the Council intends to produce.

1.2 Several Local Development Documents, including the Local Plan, have now been adopted. This is an update for the remaining documents that need producing.

1.3 The Authority Monitoring Report (AMR) sets out what elements of the LDS have been achieved. The next AMR will document the changes to the LDS.

**2. BACKGROUND INFORMATION**

2.1 Section 15 (1) of Part 2 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and maintain a Local Development Scheme. The LDS is the project management tool for the formulation of planning policy with an indicative timetable.

2.2 The Local Development Scheme is now due for revision.

2.3 The revised draft LDS timetable sets out work until 2024. The work programme is summarised in the chart held at Appendix 1 (Local Development Scheme June 2022).

2.4 The draft LDS timetables the production of the following DPDs:

## **Gypsy and Traveller Site Allocations DPD**

2.5 This DPD relates to the provision of sites to meet the identified needs for Gypsy and Traveller pitches in the Borough. This is an initial, high level consultation that does not allocate sites that will happen at a later stage and will be subject to Cabinet approval.

## **Statement of Community Involvement**

2.6 The Statement of Community Involvement (SCI) sets out when and how the Council will engage with communities through the planning process. This includes the preparation of local plans and Supplementary Planning Documents (SPDs) and procedures for consulting the public on Development Plan Documents (DPDs) and planning applications.

2.7 The Statement of Community Involvement may require updating as a result of the Government's potential reforms to the planning system.

## **Community Infrastructure Levy (CIL)**

2.8 A formal decision on whether or not to charge a CIL has not been made at present. The background evidence is in the process of being updated which will take into account the current economic situation following Covid. The timetable in the LDS for CIL is indicative at this stage. A separate report on the future of CIL will be reported to Cabinet following the receipt and analysis of the updated evidence.

## **Conclusion**

It is recommended to Cabinet that it agrees the revised Local Development Scheme work programme. The LDS is the project management tool for the formulation of planning policy with an indicative timetable. The Local Development Scheme is now due for revision. The Local Development Scheme June 2022 would be in force immediately after any decision by Cabinet is made to adopt.

**Name of Meeting:** Cabinet  
**Date of Meeting:** 27 June 2022  
**Subject Matter:** Local Development Scheme June 2022  
**Originating Department:** Growth and Investment

**DO ANY BACKGROUND PAPERS APPLY**       **YES**       **NO**

**LIST OF BACKGROUND PAPERS**

<b>Doc No</b>	<b>Title of Document and Hyperlink</b>

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

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Exempt information is contained in the following documents:

<b>Doc No</b>	<b>Relevant Paragraph of Schedule 12A</b>



# **Rugby Borough Council**

## **Local Development Scheme**

**June 2022**

## **CONTENTS**

### **Section**

- 1. Introduction**
- 2. The Previous LDS**
- 3. Development Plan Documents**
- 4. Supplementary Planning Documents**
- 5. Monitoring and Review**
- 6. Contact Details**

## 1.0 INTRODUCTION

- 1.1 The Council has to prepare a Local Development Scheme (LDS) which is a project plan which sets out which documents are going to be produced, over what time period, that collectively make up the Development Plan. The LDS helps local communities and interested parties keep track of progress and is a legal requirement. It has to be published on the Council's website and be reviewed regularly.
- 1.2 The main Development Plan document for this Council is the Local Plan which was adopted on the 4 June 2019 which sets the overall development strategy for Rugby until 2031. Since the last LDS was published several supplementary planning documents have since been approved.
- 1.3 This LDS runs until June 2024 to cover the period where the Council expects to deliver the Gypsy and Travellers Development Plan Document and the listed Supplementary Planning Documents.

## 2.0 THE PREVIOUS LDS

- 2.1 The previous LDS was published in June 2019. It is important that the LDS is updated to reflect changes which have arisen since then.

[https://www.rugby.gov.uk/downloads/file/484/local\\_development\\_scheme](https://www.rugby.gov.uk/downloads/file/484/local_development_scheme)

- 2.2 The Local Plan was adopted on 4 June 2019. The South West Rugby Masterplan Supplementary Planning Document was adopted by Full Council on 17 June 2021. The Housing Needs Supplementary Planning Document and the Air Quality Supplementary Planning Document were adopted on 20 July 2021.

## 3.0 DEVELOPMENT PLAN DOCUMENTS

- 3.1 Development Plan Documents (DPDs) are defined in the Local Plan Regulations 2012 (as amended) and are used to guide development proposals when planning permission is required. They regulate the use of land in the public interest. They contain policies on various matters designed to mitigate the impact of developments. Their preparation has to follow procedures set out legally, and have to be underpinned by robust evidence, which is tested at an Examination in Public run by a planning Inspector who is independent of the Council. Only when found 'sound' by the Inspector can they be adopted.
- 3.2 Now that the Local Plan has been adopted the only remaining DPD left to produce is the Rugby Borough Council Gypsy and Traveller Site Allocations Development Plan Document. It is a legal requirement for the DPD to be subject

to a Sustainability Appraisal (SA) and a Strategic Environmental Assessment (SEA). The SA of the DPD is a statutory requirement of the Planning and Compulsory Purchase Act 2004. Strategic Environmental Assessment is also a statutory assessment process, required by the SEA Regulations. These two requirements can be addressed through a joint process and reported in a single SA Report. The purpose of the DPD is to set out site specific policies to meet the Gypsy and Traveller accommodation needs contained in Policy DS2 of the Rugby Borough Local Plan 2011-2031 (adopted June 2019) as updated by the latest Gypsy and Traveller Accommodation Assessment for Rugby Borough. It is a legal requirement for the DPD to be subject to a Sustainability Appraisal (SA) and a Strategic Environmental Assessment (SEA). These two requirements will be addressed through a joint SA/ SEA process for this DPD.



#### 4. SUPPLEMENTARY PLANNING DOCUMENTS

4.1 Supplementary Planning Documents (SPDs) add detail to the policies of the Local Plan but do not have development plan status. They cannot introduce new policies. They are a material consideration in the determination of planning applications. They should be prepared in consultation with the public, businesses and all other interested parties and the views expressed should be taken into account before the document is finalised. SPDs may be Borough wide or area specific and take the form of design guides, development briefs or supplement specific policies in the DPDs. The following SPDs will be produced:

- Planning Obligations SPD
- Climate Change and Sustainable Design and Construction SPD

4.2 The production of the Planning Obligations SPD is dependent upon whether or not the Council adopts the Community Infrastructure Levy (CIL). At present, the background evidence for the CIL is being updated. Once this has been finalised a decision on CIL will be made. Assuming the CIL will not be pursued, the timetable for the production of the Planning Obligations SPD is as follows:

Timetable for Planning Obligations Supplementary Planning Document

	2021			2022											2023			
	Oc t	No v	De c	Ja n	Fe b	Ma r	Ap r	Ma y	Ju n	Ju l	Au g	Se p	Oc t	No v	De c	Ja n	Fe b	Ma r
Evidence Gathering																		
Report to Cabinet																		
Consultation																		
Purdah																		
Report to Cabinet																		
Report to Council for Adoption																		

Timetable for Climate Change and Sustainable Design and Construction Supplementary Planning Document

	2021			2022												2023		
	Oc t	No v	De c	Ja n	Fe b	Ma r	Ap r	Ma y	Ju n	Ju l	Au g	Se p	Oc t	No v	De c	Ja n	Fe b	Ma r
Evidence Gathering																		
Report to Cabinet																		
Consultation																		
Purdah																		
Report to Cabinet																		
Report to Council for Adoption																		

## 5.0 MONITORING AND REVIEW

- 5.1 Local Planning Authorities are required to produce an authority monitoring report to assess the implementation of the LDS and the extent to which policies in LDDs are being achieved. The authority monitoring report must be based upon the period 1<sup>st</sup> April to 31<sup>st</sup> March.
- 5.2 The report will assess whether the Council has met these targets and milestones, is on target to meet them, is falling behind schedule or will not meet them. If the Council is falling behind schedule or has failed to meet a target or milestone, the report will set out the reasons for this and identify what steps are to be taken to address any problems. The LDS may need to be updated as a result of this.
- 5.3 To comply with the legislation all documents will be produced to accord with any relevant data standards required by the government.

## 6.0 CONTACT DETAILS

- 10.1 For more information about any of the issues raised in this Local Development Scheme please contact:-

Development Strategy Team  
Growth and Investment  
Town Hall  
Evreux Way  
Rugby  
CV21 2RR

Tel: 01788 533828

Email: [Localplan@rugby.gov.uk](mailto:Localplan@rugby.gov.uk)

- 10.2 This document together with all other Local Development Documents produced by Rugby Borough Council will be made available on the Council's web site: [www.rugby.gov.uk](http://www.rugby.gov.uk)

# EQUALITY IMPACT ASSESSMENT (EqIA)

### Context

1. The Public Sector Equality Duty as set out under section 149 of the Equality Act 2010 requires Rugby Borough Council when making decisions to have due regard to the following:
  - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
  - advancing equality of opportunity between people who share a protected characteristic and those who do not,
  - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
  - age
  - disability
  - gender reassignment
  - marriage/civil partnership
  - pregnancy/maternity
  - race
  - religion/belief
  - sex/gender
  - sexual orientation
3. In addition to the above-protected characteristics, you should consider the crosscutting elements of the proposed policy, such as impact on social inequalities and impact on carers who look after older people or people with disabilities as part of this assessment.
4. The Equality Impact Assessment (EqIA) document is a tool that enables RBC to test and analyse the nature and impact of what it is currently doing or is planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. The questions will enable you to record your findings.
6. Where the EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. Once completed and signed off the EqIA will be published online.
8. An EqIA must accompany all **Key Decisions** and **Cabinet Reports**.
9. For further information, refer to the EqIA guidance for staff.
10. For advice and support, contact:  
Minakshee Patel Corporate Equality & Diversity Advisor

## Equality Impact Assessment

<b>Service Area</b>	Development Strategy
<b>Policy/Service being assessed</b>	Local Development Scheme
<b>Is this is a new or existing policy/service? If existing policy/service please state date of last assessment</b>	This is an update to an existing Council document
<b>EqlA Review team – List of members</b>	Ruari McKee
<b>Date of this assessment</b>	11.04.2022
<b>Signature of responsible officer (to be signed after the EqlA has been completed)</b>	Ruari McKee

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Corporate Equality & Diversity Advisor.

If you require help, advice and support to complete the forms, please contact Minakshee Patel, Corporate Equality & Diversity Advisor via email: [minakshee.patel@rugby.gov.uk](mailto:minakshee.patel@rugby.gov.uk) or 01788 533509

### Details of Strategy/ Service/ Policy to be analysed

<b><u>Stage 1 – Scoping and Defining</u></b>	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	Paragraph 15 (1) of Part 2 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare and maintain a Local Development Scheme. The LDS is the project management tool for the formulation of planning policy with an indicative timetable.
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	<p>The Local Development Scheme fits in with the Corporate Strategy that: "Rugby Borough Council is a responsible, effective and efficient organisation"</p> <p>The Local Development Scheme is a work programme of all the Local Development Documents the Council intends to produce.</p>
(3) What are the expected outcomes you are hoping to achieve?	The Local Development Scheme will drive the Development Strategy Team's work programme. The Local Development Scheme will help to raise awareness and provide details for members of the public, Borough and Parish Councillors and other Officers in the Council of upcoming planning documents and consultations.
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> <li>• Customers</li> <li>• Employees</li> <li>• Wider community or groups</li> </ul>	The document may affect customers and the wider community. The document's relevance is Borough-wide.
<b><u>Stage 2 - Information Gathering</u></b>	As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

(1) What does the information tell you about those groups identified?	The document itself identifies work programme. Individual documents within the work programme will be subject to a detailed assessment of all groups who may be affected by any document produced.
(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?	The Local Development Scheme is a statutory requirement. The document itself is not subject to a consultation process. The Local Development Scheme includes the Statement of Community Involvement (SCI). The SCI clearly sets out how and when the Council will consult. It is considered important to identify consultation methods to enable opportunities to improve consultation to be identified. For example using different consultation methods to target different age groups in the Borough and any other methods to maximise participation in consultations on Planning documents.
(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.	The Local Development Scheme itself is not subject to consultation. All documents outlined within the Local Development Scheme will be subject to consultation. For example, the Statement of Community Involvement will be consulted on. The Statement of Community Involvement sets out how and when the Council will consult on planning documents.

<b><u>Stage 3 – Analysis of impact</u></b>			
(1) <u>Protected Characteristics</u> From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination?  If yes, identify the groups and how they are affected.	<b>RACE</b> No	<b>DISABILITY</b> No	<b>GENDER</b> No
	<b>MARRIAGE/CIVIL PARTNERSHIP</b> No	<b>AGE</b> No	<b>GENDER REASSIGNMENT</b> No
	<b>RELIGION/BELIEF</b> No	<b>PREGNANCY MATERNITY</b> No	<b>SEXUAL ORIENTATION</b> No

<p><u>(2) Cross cutting themes</u></p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>The Local Development Scheme is a work programme of documents. Individual documents may have specific impacts on social inequalities, but the Local Development Scheme itself is not considered to.</p> <p>No.</p>
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>N/A</p>
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>N/A</p>
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not what can be done?</p>	<p>The Local Development Scheme itself is not considered to contribute to the promotion of equality. However, all documents contained within the Local Development Scheme will be produced in line with the 2010 Equality Act and other legislation. Therefore the documents contained within the Local Development Scheme would be considered to contribute to the promotion of equality.</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>The Local Development Scheme itself is not considered to promote good relations between groups. However individual documents may promote good relations between groups such as through the expanding on Local Plan policies in Supplementary Planning Documents and through consultation exercises.</p>

(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?

None identified.

**Stage 4 – Action Planning, Review & Monitoring**

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

**EqlA Action Plan**

Action	Lead Officer	Date for completion	Resource requirements	Comments

(2) Review and Monitoring  
State how and when you will monitor policy and Action Plan

The Local Development Scheme is reviewed on a regular basis.

Please annotate your policy with the following statement:

**‘An Equality Impact Assessment on this policy was undertaken on 11.04.2022 and will be reviewed on 11.04.23.’**

# APPENDIX 3

## Rugby Borough Council

### Climate Change and Environmental Impact Assessment

#### Local Development Scheme - June 2022

##### CONTEXT

In 2019 the UK Parliament set a commitment in law to reach net zero carbon emissions by 2050. Achieving this target will require considerable effort with public bodies, private sector organisations, the third sector and individuals working together to take action. Rugby Borough Council declared a climate emergency in 2019, in doing so committed to:

- To move the Council's operations towards Carbon Neutrality by 2030.
- To establish action to tackle climate change as a key driver of all decision-making.
- To provide community leadership in reducing the impact of Climate Change.
- To take action to mitigate the impact of climate change on a Borough wide basis and beyond, through adaptation.

The Council's Corporate Strategy (2021-24) [link](#) sets ambitious outcomes in relation to Climate Change. These ambitions must now be progressed through the decisions which the Council makes.

It is therefore important that Rugby Borough Council gives due regard to climate change when making decisions. In the context of the Council's business, Climate Change includes carbon emissions, biodiversity, habitat loss and environmental destruction. When putting forward recommendations for decision, officers must assess how these recommendations are likely to influence our climate change commitments by completing the following Climate Change and Environmental Impact Assessment.

A copy of this Climate Change and Environmental Impact Assessment, including relevant data and information should be forwarded to the Deputy Executive Director.

**If you require help, advice and support to complete the forms, please contact Dan Green, Deputy Executive Director.**

## SECTION 1: OVERVIEW

<b>Portfolio and Service Area</b>	Growth and Investment
<b>Policy/Service/Change being assessed</b>	Local Development Scheme June 2022
<b>Is this a new or existing Policy/Service/Change?</b>	Existing- revised Local Development Scheme
<b>If existing policy/service please state date of last assessment</b>	June 2019
<b>Ward Specific Impacts</b>	Borough-wide
<b>Summary of assessment</b> Briefly summarise the policy/service/change and potential impacts.	No significant impacts identified.  The Local Development Scheme is a work programme of all the Local Development Documents the Council intends to produce. Individual documents may have more significant impacts on climate change. Each document will be subject to separate assessment.
<b>Completed By</b>	Ruari McKee (Senior Planning Officer) – Development Strategy
<b>Authorised By</b>	
<b>Date of Assessment</b>	11.04.2022

## SECTION 2: IMPACT ASSESSMENT

Climate Change and Environmental Impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner	Timescales
Energy usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Fleet usage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable Transport/Travel (customers and staff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Community leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Biodiversity and habitats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Adaptation/Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Impact on other providers/partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

### SECTION 3: REVIEW

Where a negative impact is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

<b>Review date</b>	The Local Development Scheme is reviewed on a regular basis.
<b>Key points to be considered through review</b>	Any key changes are to be assessed
<b>Person responsible for review</b>	Ruari McKee
<b>Authorised by</b>	

## Agenda No 6

### AGENDA MANAGEMENT SHEET

<b>Report Title:</b>	Finance and Performance Monitoring 2021/22- Year-End
<b>Name of Committee:</b>	Cabinet
<b>Date of Meeting:</b>	27 June 2022
<b>Report Director:</b>	Chief Officer - Finance and Performance
<b>Portfolio:</b>	Finance, Performance, Legal and Governance
<b>Ward Relevance:</b>	All Wards
<b>Prior Consultation:</b>	None
<b>Contact Officer:</b>	Jon Illingworth, Section 151 and Chief Financial Officer jon.illingworth@rugby.gov.uk 01788 533410
<b>Public or Private:</b>	Public
<b>Report Subject to Call-In:</b>	Yes
<b>Report En-Bloc:</b>	No
<b>Forward Plan:</b>	Yes
<b>Corporate Priorities:</b>	This report relates to the following priority(ies): <input checked="" type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input checked="" type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input checked="" type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) <a href="#">Corporate Strategy 2021-2024</a> <input type="checkbox"/> This report does not specifically relate to any Council priorities but
<b>Summary:</b>	This report sets out the 2021/22 Year-End financial and performance position for the Council. It also presents proposed 2021/22 budget carry forward requests and other adjustments for approval as required by Financial Standing Orders.

<b>Financial Implications:</b>	As detailed in the main report.
<b>Risk Management/Health and Safety Implications:</b>	This report is intended to give Cabinet an overview of the Council's spending and performance position for 2021/22 to inform future decision-making.
<b>Environmental Implications:</b>	There are no environmental implications arising from this report and no environmental assessment is required for this report.
<b>Legal Implications:</b>	There are no legal implications arising from this report.
<b>Equality and Diversity:</b>	No new or existing policy or procedure has been recommended and no Equalities Impact Assessment is required for this report.
<b>Options:</b>	Members can elect to approve, amend or reject the supplementary budget requests, carry forwards or reserve contributions as listed at recommendations 1 to 9

- Recommendation:**
- 1) The Council's anticipated financial position for 2021/22 in Sections 1 to 6 and Appendices 1 and 2 be considered;
  - 2) Performance summary & performance data included in Section 7 and Appendix 3 be considered & noted;

**IT BE RECOMMENDED TO COUNCIL THAT:**

- 3) Supplementary revenue budgets of £1.182m for 2022/23 to be financed from the carry-forward reserve as a result of carry forwards from 2021/22 as detailed in paragraphs 3.2 and Appendix 4 be approved.
- 4) General Fund Movement in Reserves as detailed in paragraph 3.3 and Appendices 1 and 5 be approved.
- 5) Reserves forecast included in paragraph 3.3 and Appendix 5 be noted.
- 6) HRA Movement in Reserves as detailed in paragraph 4.2 and Appendix 2 be approved.
- 7) Approve the refinancing of the capital spend as outlined in paragraph 5.1.

- 8) Capital project slippage from 2021/22, detailed at paragraph 5.3 and Appendix 4 be noted and the budget added to the 2022/23 programme:
  - a. General Fund - £2.483m
  - b. HRA - £5.611m
  
- 9) General Fund transfer of business rates surplus (£2.929m) to the Business Rates Equalisation Reserve as detailed in paragraph 6.2 be approved.

**Reasons for  
Recommendation:**

A strong financial and performance management framework, including oversight by Members and the Leadership Team, is an essential part of delivering the Council's Corporate Strategy.

**Cabinet - 27 June 2022**

**Finance & Performance Monitoring 2021/22- Year-End**

**Public Report of the Chief Financial Officer**

**Recommendation**

- 1) The Council's anticipated financial position for 2021/22 in Sections 1 to 6 and Appendices 1 and 2 be considered.
- 2) Performance summary & performance data included in Section 7 and Appendix 3 be considered & noted.

**IT BE RECOMMENDED TO COUNCIL THAT:**

- 3) Supplementary revenue budgets of £1.182m for 2022/23 to be financed from the carry-forward reserve as a result of carry forwards from 2021/22 as detailed in paragraphs 3.2 and Appendix 4 be approved.
- 4) General Fund Movement in Reserves as detailed in paragraph 3.3 and Appendices 1 and 5 be approved.
- 5) Reserves forecast included in paragraph 3.3 and Appendix 5 be noted.
- 6) HRA Movement in Reserves as detailed in paragraph 4.2 and Appendix 2 be approved.
- 7) Approve the refinancing of the capital spend as outlined in paragraph 5.1.
- 8) Capital project slippage from 2021/22, detailed at paragraph 5.3 and Appendix 4 be noted and the budget added to the 2022/23 programme:
  - a. General Fund - £2.483m
  - b. HRA - £5.611m
- 9) General Fund transfer of business rates surplus (£2.929m) to the Business Rates Equalisation Reserve as detailed in paragraph 6.2 be approved.

## 1. INTRODUCTION

This is the final outturn finance and performance monitoring report for 2021/22, which combines finance (revenue and capital) as well as performance for General Fund (GF) and Housing Revenue Account (HRA). The year-end position for 2021/22 is based on actual expenditure from 01 April 2021 to 31 March 2022. The report also includes proposed 2022/23 budget adjustments which are recommended for approval by Members.

Please note that this financial position is subject to change from the outcome of the closure of accounts and external audit review with any changes to be reported as part of the quarterly monitoring in 2022/23.

The key sections of the report are laid out as follows:

- Background – Section 2
- General Fund (GF) Revenue Budgets and Performance - Section 3 & Appendix 1
- Carry forward requests Section 3.1, 3.2 and Appendix 4
- General Fund Reserves Section 3.3 & Appendix 5
- Inflationary Impacts and Risks section 3.4
- Summary of COVID-19 Related Grants Section 3.5 & Appendix 6
- Housing Revenue Account (HRA) Revenue Budgets & Performance- Section 4 & Appendix 2
- Capital Budgets - Section 5 and Appendices 1 (GF) & 2 (HRA)
- Collection Fund – Section 6
- Corporate Performance information- Section 7 & Appendix 3

**Throughout the report, pressures on expenditure and income shortfalls are shown as positive values. Savings on expenditure and additional income are shown in brackets.**

## 2. BACKGROUND

2.1 Although the restrictions relating to COVID-19 eased during the year, it has been challenging to understand both the short and long term implications of the pandemic. It is likely that demand for our services and how our services will be delivered will need to be adjusted to accommodate the 'new normal'.

2.2 This financial year the Council has implemented a new Leadership Team and the creation of a Transformation Unit to support with the delivery of the new Corporate Strategy that was adopted from 1 April 2021.

2.3 As at December 2021, (Quarter 3) the Council reported a forecast balanced position overall for the General Fund but highlighted various pressures which had been mitigated by the use of the £1.100m Covid Recovery Fund, Grants and the use of the Budget Stability Reserve which has been flexed where necessary. At Quarter 3, the HRA forecast for the year was a saving of (£0.323m). Variances from the Quarter 3 forecast are outlined in section 3 (General Fund) and section 4 (HRA).

### 3. GENERAL FUND (GF) REVENUE BUDGETS

#### 3.1 GF Overview and Key Messages:

Across the Council's services there is a final variance of **£0.731m** compared to the final budget of **£10.998m**. Further details of portfolio variances and key performance indicators can be seen in Appendix 1 and the main variances are summarised below.

This year has seen a large number of vacancies within services across all portfolios. With the move to a more agile way of working, this has meant more job opportunities have become available and Rugby Borough Council is now competing with a much wider range of recruiters. During 2021/22, we have seen a (£1.124m) underspend on salaries which has been offset by an overspend on Agency of £0.886m. As at 31 March 2022, 42.79 full time equivalent posts are still vacant which equates to 11% of the budget. Due to the large number of vacancies, recruitment expenses have risen following the use of innovation such as microsites to promote Rugby Borough Council as a place to work on top of targeted recruitment using partners such as WM Employers. In addition to this, jobs have had to be re-advertised on multiple occasions following the unsuccessful campaigns.

The Final Outturn, as shown in Appendix 1, includes carry forward requests of **£1.182m** which includes an overall corporate saving of **£0.750m** and net reserve transfer requests of £0.095m. Details of the proposed carry forwards are shown in Appendix 4.

The proposed net transfer to other earmarked reserves is (**£0.022m**) and this is detailed in Appendix 5.

After taking account of the carry forward requests and proposed contributions to and from reserves, there is an **overall balanced position** when the outturn is compared to the general fund budget.

#### 2021/22 Main Variances

Variances that are +/- £0.050m in total are shown below. Further details of portfolio variances and key performance indicators can be seen in Appendix 1

- **Communities, Homes, Digital and Communications** reports a pressure of **£0.239m**, of which the most significant items are:
  - **£0.291m** - pressure on Housing Benefit Payments largely due to decreasing levels of income received from Housing Benefit overpayments as the number of claimants fall following migration to Universal Credit.
  - **£0.084m** - ICT Services – mainly due to additional costs for the IBS (Revenue Benefits System), server hardware support, updates and licensing and integration of landline phones.
  - **£0.066m** - resolution to a back-log of outstanding repairs and vacant plots at Woodside Park has led to an in-year pressure.
  - **£0.064m** - due to the demand for the service remaining at the same level as previous years and therefore not meeting the budget set based upon an increase in uptake for Lifeline alarms.
  - (**£0.057m**) - a reduction in the provision required for bad debts within the CAST team due to a falling number of debts has led to savings.

- **(£0.064m)** - The apprenticeship scheme paused incoming apprentices during the year to allow a service review to be undertaken and responsibility restructured, leading to an overall in-year saving.
- **(£0.134m)** - due to staff vacancies within Customer Support Services and Housing Strategy and Enabling.

There has been a favourable movement of **(£0.073m)** when compared to the reported forecast outturn position at quarter 3:

- **£0.116m** - decreasing levels of income received on Housing Benefit overpayments due to migration to Universal Credit.
  - **(£0.057m)** - reduction in provision required for bad debts within the CAST Team as debts outstanding at year end were lower than originally budgeted for.
  - **(£0.101m)** - salary savings due to additional vacancies within Communities and Homes and savings from posts that were expected to be backfilled within Digital and Communications.
- **Operation and Traded Services** reports a pressure of **£0.290m**, of which the most significant items are:
    - **£0.300m** - There is a pressure within Trade Waste and Green Waste Collections due to reduced trading activities of businesses and opportunities to expand these services due to the impact of the Covid-19 pandemic £0.197m; and underachievement of income together with increased staffing costs due to vacancies being covered by agency staff £0.102m.
    - **£0.081m** - use of external contractors to deliver scheduled works due to vacancies and unscheduled one-off works and developments within Grounds Maintenance has led to an in-year pressure.
    - **£0.059m** - on vehicles within Street Cleansing due to general repairs and maintenance and contract hire waiting for new fleet in 2021.
    - **(£0.106m)** - saving within Street Scene / Highways which is mainly due to additional income from internal works (£0.064m).
    - **(£0.42m)** - saving within Domestic Waste Collection and Recycling due to additional Section.106 funding towards costs incurred in providing a bin collection service to the Houlton area (£0.056m).

There has been an adverse movement of **£0.099m** when compared to the reported forecast outturn position at quarter 3:

- **£0.104m** - due to additional costs incurred on Grounds Maintenance for agency staff and external contractors delivering one-off works and developments plus general service running expenses.
- **(£0.090m)** - due to increased income arising in the Street Scene/ Highways service from internal works completed plus savings against vacant posts and materials; bringing the total pressure in the service to £0.203m.
- **£0.087m** – transfer to reserve following an underspend in the Refuse Service to go towards health and safety improvements at Work Services Depot.

- **Executive Services** reports a pressure of **£0.197m**, of which the most significant items are:
  - **£0.150m** - is mainly due to the costs associated with a private report presented to Cabinet on 20 April 2021, costs of recruitment and the increased cost of well-being across the organisation.
  - **£0.042m** - Project Managers due to a restructure in the team and work on upcoming projects which cannot be recharged to schemes.

There has been an adverse movement of **£0.123m** when compared to the reported forecast outturn position at quarter 3:

- **£0.099m** - mainly due to the costs associated with a private report presented to Cabinet on 20 April 2021, costs for recruitment following a large number of vacancies throughout the year across all Portfolios.
- **Leisure and Wellbeing** reports a pressure of **£0.090m**, of which the most significant items are:
  - **£0.065m** - mainly due to the loss of income within the Parks service for events such as Britain in Bloom and the rental of sports pitches.
  - **£0.062m** - mainly due to a loss of income generated from activities due to the impact of Covid-19 at the beginning of the financial year within Sports and Recreation as well as additional income for savings delivery which was not achieved.
- **Finance, Performance, Legal and Governance** reports a pressure of **£0.030m**, of which the most significant item is:
  - **£0.112m** - due long-term vacancies within the Financial Services Team being covered by agency staff £0.176m offset by staff vacancy savings across Financial Services of (£0.065m) and Council Tax and Business Rates Collection of (£0.042m).

There has been a favourable movement of **(£0.109m)** when compared to the reported forecast outturn position at quarter 3. This included insurance premiums recharged to service departments, a reduction in the Apprenticeship Levy, lower Superannuation scheme contributions due to reducing numbers in the scheme and lower legal & governance costs.

- **Regulation and Safety** reports a saving of **(£0.019m)**, of which the most significant items are:
  - **£0.195m** - mainly due to a shortfall in Car Parking income. Of this, £0.115m related to Pay and Display, the remainder being season tickets and other associated income partly offset by DCLG grant and anticipated spend on electric charging points that wasn't required during 2021/22.
  - **(£0.060m)** - is due to an overachievement of income within Cemeteries based on more interments and exclusive rights of burial than anticipated due to an increase in deaths during the year.
  - **(£0.057m)** - staff vacancy savings within Regulatory Services and contractor delays within Cemeteries due to resourcing issues.

There has been a favourable movement of **(£0.106m)** when compared to the reported forecast outturn position at quarter 3 position. Of this **(£0.045)** relates to additional Cemeteries income in the final quarter of the year and savings relating to contractor work previously expected to be completed by the year-end. A further

**(£0.045)** relates to increased Car Parking income, savings against the insurance budget and the expenditure budget for electric charging points that was no longer required.

- **Growth and Investment** reports a saving of **(£0.009m)**, of which the most significant item is:
  - **£0.200m** - has been requested to be carried forward into 2022/23 to enable works to be completed on the Prosperity Fund.

### **2021/22 Savings and Income Proposals**

- Total Portfolio Service savings of **(£0.371m)** - **(£0.371m)** are risk assessed as green and delivered.
- Income Proposals of **(£0.366m)** – **(£0.200m)** are risk assessed as green and delivered. The balance of **(£0.166m)** is within Operation and Traded Services and relates to an additional income target in relation to Garden Waste Subscriptions. It should be noted that (£0.102m) has been achieved out of the (£0.166m) income target and subscriptions for 2021/22 were closed at quarter 3.
- Corporate and Salary savings **(£0.300m)** and Digitalisation savings of **(£0.103m)** – A total of **(£0.320m)** are risk assessed green and have been delivered. **£0.083m** have been treated as amber as although not allocated to a scheme, the overall position of the general fund has mitigated this shortfall.

### **3.2 Carry Forward Balances**

A total of £1.182m has been requested to be carried forward into 2022/23 to mitigate risks and finish projects which were not able to be completed during the year; the details of which are contained within Appendix 4.

**It is requested that supplementary revenue budgets of £1.182m for 2022/23, to be financed from the carry-forward reserve as a result of carry forwards from 2021/22, as detailed in Appendix 4 be approved.**

### **3.3 Corporate and General Fund Earmarked Reserves as at 31 March 2022**

As part of the Budget Setting process for 2022/23, a reserves risk assessment was completed for the main corporate reserves set aside to respond to and manage financial risks in the medium term. Details of the risk assessment can be found in the [Council Tax Setting report](#) presented to Council on 22 February 2022. The assessment identifies that whilst taking into account the potential risks facing the Council there are sufficient balances to mitigate the costs.

The Corporate Reserves included in the assessment are summarised below.

#### **General Fund**

It is generally accepted that Local Authorities' hold funds for unexpected, urgent or critical events which could not be funded any other way. The General Fund balances remains at the same level as April 2021 totalling (£2.250m) and any in year

supplementary requests have either been through grants, earmarked reserves or the budget stability reserve. Full details of the Reserves can be seen in Appendix 5.

### **Budget Stability**

There are various items within the Council's budget that are subject to significant degrees of volatility or variation from one year to another, often due to factors that are outside the Council's control or influence; this reserve assists the mitigation of such volatility by allowing the Council to call upon it in years where budget overspends occur and conversely replenish it in years where favourable variances arise.

The transfers to the budget stability reserve will initially be earmarked to support any on-going risks and impact of the COVID-19 pandemic in future years.

The balance at 31 March is £2.707m

### **Climate Emergency Reserve**

This was established to support the Council with delivering the aspirations in meeting the transition to carbon net zero and the achievement of the Climate Change Strategy, as part of the budget setting process for 2022/23 the reserve has been increased to £1.000m. This is a separate reserve to the £1.000m which is held within the HRA for the pump priming of schemes to support decarbonisation of the housing stock.

### **Transformation Reserve**

Officers are developing a transformation programme to support the organisation to deliver a balanced Medium Term Financial Plan. The impact of the funding changes has meant that innovation and new ways of working are the only way to deliver the scale of savings needed from 2023/24 onwards.

The programme will be multi-year and the timeline will be established to ensure that there is sufficient lead time for decision making and implementation to deliver the maximum benefit. As part of the 2022/23 budget setting process there is now a balance of £1.400m after taking into account current commitments.

### **Business Rates Equalisation**

Was established to mitigate future fluctuations in the business rates base alongside the risks faced by the anticipated changes in business rates baseline and fair funding.

However, any further delay to the planned business rates reset will mean that this contribution would be delayed. This combined with a reduction in the business rates growth generated in the year could have a significant impact on the Authority's ability to mitigate against the 2022/23 pressures identified in this assessment.

The balance at 31 March is £13.392m, but there is significant financial risk as a result of the reset.

The overall total for Corporate Reserves at 31 March 2022 is **(£19.532m)** and has increased by **(£1.301m)** since 31 March 2021.

The overall total for other earmarked reserves managed within services is **(£4.183m)** which is a movement of **(£0.022m)** since 31 March 2021. Details of this movement can be found in Appendix 5.

The Council also has a number of earmarked reserves within the General Fund which are held for specific projects and the balance of this is £4.183m as at 31 March. Further details on the reserves, including recommended movements are included in appendix 5 of this report

**It is recommended that the General Fund Movement in Reserves as detailed in Appendices 1 and 5 be approved and the Reserves forecast included in Appendix 5 be noted.**

### **3.4 Inflationary Impacts and Risks**

The impact of inflation could have a significant impact on the risk assessment, at the time of producing the 2022/23 budget the national CPI figure was at 9.0% and although there was an expectation that this would increase, scale and speed of this was unknown. To recognise the risk, the assessment included 34% (£0.100m) of the gas and electricity budget each year within the general fund to counteract the risk. The latest forecast is that prices will increase by 33% in the year which means a pressure of £0.107m for the general fund and £0.062m for the HRA, it is therefore recommended that the reserve is released into the revenue budget for 2023/24 and is held centrally to offset this cost.

Inflation will impact on all services and work has begun to understand the impact on the 2022/23 position as well as the future. As part of the quarter 1 monitoring report which will be presented to Cabinet in September, a more detailed analysis will be provided.

In order to manage the impact of inflation in the 2022/23 financial year, it is recommended that £0.500m from the £0.750m carry forward request (paragraph 3.1 and Appendix 1) is used to establish a Corporate Inflation reserve. This reserve will be initially held centrally and will be allocated to services as the true extent of the pressure is established. This is a one year solution to the problem and the budget setting process for 2023/24 will need to deal with the impact of the additional costs across the medium term financial plan

### **3.5 Coronavirus pandemic (COVID-19)**

As part of the local government finance settlement 2021/22, the government announced a continued package of COVID-19 support for councils and additional support for businesses and communities.

During 2021/22 the Council has received £10.100m support grants to pass directly on to residents and businesses.

In addition, we have also received £1.590m to mitigate against pressures in 2021/22 within General Fund Services. Full details can be seen at Appendix 6.

## 4 HOUSING REVENUE ACCOUNT (HRA) REVENUE BUDGETS

### 4.1 Content

Housing Rents were set by Council on 2 February 2021. Council agreed to a rent uplift of 1.5% (CPI + 1%) for 2021/22 in line with government guidance on Social Rent policy for the period 2020/21 to 2024/25.

### 4.2 HRA Overview and Key Messages

The Final Outturn reports a pressure of **£0.358m** against the approved budget of **£17.280m** with the balance of **£0.358m** requested to be transferred from the Housing Revenue Account Balances reserve. Details of significant in-year variances are set out in Appendix 2.

Below is a summary of variances +/- £50k:

- **Rent Income From Dwellings / Service Charges** is reporting a pressure of **£0.424m**. This is due to the quicker than expected decant of Rounds Gardens resulting in an adverse variation of £0.147m, additionally there were higher voids than the budgeted level of 1% resulting in an adverse variation of £0.267m.

There has been an adverse movement of **£0.221m** when compared to the reported forecast outturn position at quarter 3. This is mainly due to the decant of Rounds Gardens mentioned above and a higher level of voids which resulted in adverse variation in the last quarter of £0.080m.

- **Supervision and Management** is reporting a saving of (**£0.221m**). This is largely due to a reduction in costs following the earlier than expected decant at Rounds Gardens. This has led to a reduction in security costs (£0.128m); cleaning costs (£0.030m); and costs associated with supported tenants at this site (£0.020m). Quarter 3 reported a saving of (£0.273).
- **Rent, Rates, Taxes and Other Charges** is reporting a pressure of **£0.143m**. This is mainly due to the fact that since 2019 Council Tax is due on a void property as soon as it is empty, which has increased during the year (for quarter 3 this was projected as being £0.115m but had increased by a further £0.028m by year end) as the level of voids has been pushed higher as repairs to properties prior to reletting have been delayed by the backlog of works within the Property Repairs Service.
- **Provision for Bad or Doubtful Debts – (£0.066m)**. For quarter 3 a nil variance was projected but a final reconciliation was performed at 31 March revealing an improvement across all our aged debt; and as a result the provision was reduced by (£0.123m).
- **Interest and Investment Income** is reporting a pressure of **£0.050m**. This is due to the fact that cash holdings have been used to repay borrowing, resulting in reduced funds being available for investment. Additionally, interest rates have not improved to the level forecast.

**It is requested the HRA movements in Reserves as detailed in Appendix 2 are approved by Full Council.**

## 5. CAPITAL

The revised approved capital programme (GF and HRA) for 2021/22 is **£23.213m** and there is a final variance of **(£11.817m)** against budget before taking into account the project slippage as detailed in Appendices 1, 2 and 4.

### 5.1 General Fund – Capital (Appendix 1)

The revised approved GF capital programme for 2021/22 is **£10.240m**. The programme shows a net variance, prior to slippage, supplementary, and refinancing requests, to year-end of **(£5.039m)**. Explanations for in-year variances are detailed in Appendix 1.

The most significant variance is within the Communities, Homes, Digital and Communications portfolio, where significant savings have arisen due to schemes no longer going ahead and others transferring to revenue.

During the financial year, the Council received **£4.492m** from the sale of land which increased the capital receipts balance to **£6.615m**. The rise in interest rates means that the cost of financing has increased, and any capital schemes funded through borrowing will attract a Minimum Revenue Provision (MRP) charge which has an impact on the savings required for delivering the MTFP savings. In line with the 2022/23 Capital Strategy, the Chief Finance Officer has reviewed the financing of the capital programme and has identified that using **£0.603m** capital receipts to finance schemes with an economic life of less than 10 years will reduce MRP charges to capital in year of the MTFP by the values in the table below. However, there will be a loss of investment income over the same four year period of £0.033m, but this cost is far outweighed by the savings.

	2022/23 £000s	2023/24 £000s	2024/25 £000s	2025/26 £000s
<b>Current Estimated MRP</b>	<b>1.506</b>	<b>1.747</b>	<b>1.834</b>	<b>1.936</b>
Estimated MRP after utilising Capital Receipts	1.413	1.653	1.737	1.837
<b>Savings Generated from Utilising Capital Receipts</b>	<b>(0.093)</b>	<b>(0.094)</b>	<b>(0.097)</b>	<b>(0.099)</b>

Table 1: Savings generated from use of Capital Receipts.

As the decision relates to the period before the adoption of the strategy, **it is recommended to Council that the refinancing of the capital spend as per the Chief Officer review is approved.**

### 5.2 Housing Revenue Account (HRA) – Capital (Appendix 2)

The revised approved HRA capital programme for 2021/22 is **£12.974m**. The programme shows a net variance, prior to slippage, of **(£6.777m)**. Explanations for in-year variances are detailed in Appendix 2.

Slippage accounts for most of the variance, but other significant variances are **(£1.000m)** as the scheme for developing the garage sites is no longer going ahead and savings of **(£0.271m)** that related to reduced demand for certain works.

### **5.3 Capital Slippage 2021/22**

Slippage on the capital programme arises when the approved scheme is not completed in the year in which the budget was approved. Details of the slippage on both the General Fund and the Housing Revenue Account is detailed in Appendix 4. The slippage relating to the 2021/22 programme has been endorsed by the leadership team and have been approved by the Chief Officer – Finance and Performance under delegated powers as detailed in the 2022/23 Capital Strategy. However, as the schemes were operational in 2021/22, it is recommended to Council that the budgets are rolled forward into 2022/23. Progress on the delivery of the schemes will continue to be reported as part of the quarterly reports to Cabinet.

**It is requested that capital project slippage from 2021/22, detailed at Appendix 4 be noted by Full Council and the budget added to the 2022/23 programme.**

In order to understand the impact of slippage on the capacity of the organisation to deliver of the future capital programme, Leadership Team will be undertaking a review of the revised capital programme during the first half of the 2022/23 financial year, one of the outcomes of this review could be to pause all non-essential schemes until schemes in progress have been completed. There could also be temporary benefits with net cost of borrowing and minimum revenue provision (MRP) budgets that are established based on a fully completed annual programme which does lead to significant year end variances.

## **6. COLLECTION FUND**

The Council has a statutory requirement to operate a Collection Fund as a separate account to the General Fund. The purpose of the Collection Fund therefore, is to isolate the income and expenditure relating to Council Tax and National Non-Domestic Business Rates. The administrative costs associated with the collection process are charged to the General Fund. For the purpose of the report the analysis will be split between Council Tax and Business Rates.

### **6.1 Council Tax**

The council tax requirement for 2021/22 was approved by Council in February 2021.

The amount of council tax income received into the General Fund for 2021/22 is fixed to the original budgeted amount, not the actual amount billed during the year. Any difference between the actual amount and the original budget will create a surplus or deficit on the Collection Fund, to be accounted for in future years. This has no impact on the 2021/22 General Fund revenue budget variance.

The final outturn has resulted in a council tax surplus of **£0.665m** and is detailed in the table below:

<b>Council Tax Collection Fund Surplus 2021/22</b>	<b>2021/22 £000s</b>
Warwickshire County Council	(507)
Police and Crime Commissioner for Warwickshire	(84)
Rugby Borough Council	(74)
<b>Total</b>	<b>(665)</b>

Table 2 – Summary of Collection Fund surplus shares for 2021/22

## 6.2 Business Rates

The Council sets its business rates income budget based on the NNDR1 form that is submitted to Government on 31 January each year. It was forecast that the Council would collect **(£52.008m)** of business rates during 2021/22, of which Rugby Borough Council would retain **(£6.114m)**.

The following table details the Council's outturn position and a budget surplus of **(£2.929m)** for 2021/22 which is proposed to be transferred into the business rates equalisation reserve.

<b>Business Rates Income</b>	<b>2021/22 Budget £000s</b>	<b>2021/22 Outturn £000s</b>	<b>Variance £000s</b>
RBC share of NDR Income @ 40% (as per the NNDR1 forecast)	(20,803)	(20,803)	0
Less Tariff	13,272	13,272	0
<b>Gross Amount Retained</b>	<b>(7,531)</b>	<b>(7,531)</b>	<b>0</b>
Section 31 Grants	(1,491)	(3,872)	(2,381)
Levy Payment	3,108	3,738	630
<b>Net Retained Income</b>	<b>(5,914)</b>	<b>(7,665)</b>	<b>(1,751)</b>
Coventry & Warks' BR Pool Income*	(200)	(1,378)	(1,178)
<b>Total Business Rates Income</b>	<b>(6,114)</b>	<b>(9,043)</b>	<b>(2,929)</b>

Table 3 – Summary of Business Rates outturn for 2021/22 (excluding budgeted collection fund surplus for 2021/22 financed from reserves).

\*This is a provisional figure pending final closure of accounts from Business Rates Pooling in 2021/22 any further changes will be reflected in the 2022/23 accounts.

The 2021/22 budget surplus of **(£2.929m)** is due to the reasons below:

- It is the budgeted business rates income per the NNDR1 that is charged to the General Fund with any actual cash variance being managed through the Collection Fund (see note 1 below).
- Additional s31 grant funding has been received in year from central government to provide COVID-19 relief to business ratepayers. The loss of business rates income from these schemes is reflected in the Collection Fund. However, the actual s31 grant income to compensate losses is credited to the General Fund at the end of the year.

- Additional income (**£1.178m**) from the Coventry & Warwickshire Business Rates Pool.

**It is recommended that the budget surplus of (£2.929m) is approved to be transferred to the Business Rates Equalisation Reserve to manage any future risk and volatility in cashflow.**

**Note 1:**

The **actual** business rates income billed and accounted for in the Collection Fund is more than the budgeted amount in 2021/22. This is because the financial benefits from growth were higher than estimated.

This has resulted in a surplus on the Collection Fund of **£4.187m** of which the relevant shares are shown in the table below.

<b>Business Rates Collection Fund Surplus 2021/22</b>	<b>2021/22 £000s</b>
Central Government	(2,093)
Warwickshire County Council	(419)
Rugby Borough Council	(1,675)
<b>Total</b>	<b>(4,187)</b>

*Table 4 – Summary of Collection Fund surplus shares for 2021/22*

**7. PERFORMANCE SUMMARY**

The data 2021/22 can be seen in Appendix 3.

Training on the RPMS is available to Members and can be requested by contacting the Corporate Assurance & Improvement team. Training involves learning how to navigate the system, how to interpret the data and development of personalised performance dashboards. This can be arranged for a time to suit Members, either during the day or evening. If you wish to request training or if there is specific piece of performance data not covered in the appendix on a particular subject matter that you wish to review, then please request a performance report from the Corporate Assurance & Improvement team by emailing [rpmssupport@rugby.gov.uk](mailto:rpmssupport@rugby.gov.uk)

**Name of Meeting:** Cabinet

**Date of Meeting:** 27 June 2022

**Subject Matter:** Finance and Performance Monitoring 2021/22- Year-End

**Originating Department:** Finance and Performance

**DO ANY BACKGROUND PAPERS APPLY**  **YES**  **NO**

**LIST OF BACKGROUND PAPERS**

<b>Doc No</b>	<b>Title of Document and Hyperlink</b>

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

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Exempt information is contained in the following documents:

<b>Doc No</b>	<b>Relevant Paragraph of Schedule 12A</b>

**Appendix 1 - Cabinet Summary as at March 2022 - General Fund**

Revenue Forecasts - Key variance information												General Fund - FTE's at 31/03/22			
Service	Current Net Budget	Total Net Expenditure	Employee Variance	Running Cost Variance	Income Variance	Pending Supplementary Budget /Virement	Carry forward Requests	Pending Reserve Movement Requests	Revised Total Variance	Movement between Q3 and Q4 forecast	Key reasons for variances	Portfolio	Budgeted FTE's	Actual FTE's at Y/E	Vacant FTE's
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s						
Communities, Homes, Digital and Communications	2,490	2,729	(5)	29,226	(28,982)			51	239	(73)	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £84,000 ICT Services - due to pressures on various systems. The main pressure was caused by the additional costs for the following systems: IBS system (revenue and benefits system), server hardware platform support, additional updates and licenses, Microsoft licence renewal and integration of landline phones.</li> <li>- £66,000 Woodside Park - due to a back-log of outstanding repairs and vacant plots within the year which has led to an in-year pressure.</li> <li>- £64,000 Welfare Services - due to the demand for the service remaining at the same level as previous years and therefore, not meeting the budget set based upon an increase in uptake for Lifeline alarms.</li> <li>- £32,000 Corporate Property Administration service - due to overtime for staff cover, additional costs for Electrical compliance testing and increased costs for Gas and Electricity, with any costs relating to Warwickshire County Council being recharged to them.</li> <li>- £42,000 Corporate Property Management - due to consultancy costs of £30,000 for the feasibility of the Carbon Management plan as it cannot be classed as capitalised expenditure. In addition to this, some professional fees relating to other feasibility studies.</li> <li>- £291,000 Housing Benefits Payments Service - due to the continued reduction in the level of housing benefit payments as a result of the roll out of Universal Credit, offset by increases in bad debt provision and savings due to the timing of subsidy receipts and payments.</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£40,000) Communications Team - due to less spend required during 2021/22 for marketing and publicity.</li> <li>- (£65,000) Customer Support Services - due to vacant posts within the service.</li> <li>- (£64,000) Apprenticeship Service - the scheme has been paused to incoming apprentices during the year to allow a service review to be undertaken and responsibility restricted, leading to an in-year saving.</li> <li>- (£66,000) Community Advice and Support Team - due to a reduction in the provision required by bad debts of £57,000.</li> <li>- (£69,000) Housing Strategy and Enabling service - due to one-off savings for vacant posts following the successful appointment of the new Chief Officer for Communities and Homes and another post within the service.</li> </ul> <p>Other minor pressures/savings total (£36,000).</p> <p>The Digital &amp; Communications portfolio received a total of (£7,130) in Sales, Fees and Charges Recovery Grant for losses between April 2021-June 2021.</p>	Communities, Homes, Digital and Communications	98.79	86.01	(12.78)
Finance, Performance, Legal and Governance	2,839	2,869	75	1,107	(1,152)				30	(109)	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £112,000 Financial Services - due to difficulties in attracting suitable candidates, it has resulted in long term vacancies within the Financial Services Team and as a result of this, the posts are being covered by agency staff.</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£28,000) Council Tax &amp; Business Rates - savings arising from vacant Valuation Officer post covered internally before recruitment process undertaken</li> <li>- (£30,000) Business Support Services due to savings on postage, stationery and printing of (£13,000) following less demand whilst employees work from home and digitalisation. In addition to that, an (£8,000) underspend on hospitality costs and an (£8,000) underspend for a vacant part time post.</li> </ul> <p>Other minor pressures/savings total (£24,000)</p>	Finance, Performance, Legal and Governance	53.47	47.73	(5.74)
Growth and Investment	1,521	1,193	(46)	3,391	(3,354)		319		(9)	(10)	<p><b>Carry Forward Requests:</b></p> <ul style="list-style-type: none"> <li>- £119,000 for Town Centre Strategy due to delays in the feasibility stage of the project following a review of the original scope.</li> <li>- £200,000 for Economic Development &amp; Town Centre to be used towards the continuation of the Town Centre review to incentivise growth and footfall alongside the creation of a Business Support Programme to provide grants to independent retailers to support those with a presence in the Town Centre.</li> </ul>	Growth and Investment	29.47	27.28	(2.19)
Leisure and Wellbeing	3,200	3,265	(123)	5,391	(5,178)	0	25	(99)	90	(48)	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £62,000 Sport &amp; Recreation - due to loss of income generated from activities at the beginning of 2021/22 as a result of the COVID-19 pandemic as well as additional income for savings delivery of £62,000 which was not achieved.</li> <li>- £65,000 Parks - due to the underachievement of income on Britain in Bloom and Sports Pitches, internal contractors and cleaning costs.</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£38,000) Art Gallery &amp; Museum - due to salary savings from vacant posts.</li> <li>- (£20,000) Visitors Centre - due to salary savings following the removal of the Hall of Fame. The saving has been partly offset by the underachievement of income from shop sales.</li> </ul> <p>Other minor pressures/savings totalling £21,000</p> <p>The Leisure &amp; Wellbeing portfolio received a total of (£63,780) in Sales, Fees and Charges Recovery Grant for losses between April 2021-June 2021</p> <p><b>Carry Forward Requests:</b></p> <ul style="list-style-type: none"> <li>- £25,000 Parks Services - due to a feasibility study for war memorial gates which formed part of the 2020/21 Conservative Resolution.</li> </ul>	Leisure and Wellbeing	38.93	32.08	(6.85)
Operation and Traded Services	3,907	4,154	(14)	6,350	(6,046)		43	135	290	99	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £197,000 Trade Waste - due to the impact of the Covid-19 pandemic there has been a reduction in trading activities of businesses and the opportunity to expand this service.</li> <li>- £102,000 Household Green Waste - although there was an increase of 1000 subscriptions from the previous year, there was a £64,000 shortfall against a budgeted increase in income of (£166,000) which was based on the previous years uptake of subscription plus growth, £33,000 increased staffing costs due to vacancies being covered by agency staff</li> <li>- £81,000 Grounds Maintenance - due to the use of external contractors to deliver scheduled works following vacancies and un-scheduled one-off works and developments.</li> <li>- £59,000 Street Cleansing - due to increase spend on vehicles, £41,000 for repair &amp; maintenance and contract hire whilst waiting for new fleet and a replacement vehicle due to a cab fire.</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£42,000) Domestic Waste &amp; Recycling - £64,000 overspend due to vacant posts covered by agency offset by (£56,000) s106 Funding received for Houlton bin services, (£32,000) underspend on vehicle repair &amp; maintenance and fuel as a result of new fleet during 2021/22, (£28,000) overachievement of income for the haulage of waste on behalf of WCC, (£80,000) stock adjustment which is linked to the £31,000 overspend being reported against the Capital scheme for Purchase of Bins.</li> <li>- (£106,000) Streetscene/Highways - due to overachievement of income from internal works to other services including work at Coton Park, (£64,000), and savings on external contractors, (£48,000).</li> <li>- (£20,000) Chief Officer- due to further temporary savings against vacant Chief Officers post which has subsequently been filled</li> </ul> <p>Other minor pressures/(savings) total £19,000</p> <p>The Operations and Traded portfolio received a total of (£31,253) in Sales, Fees and Charges Recovery Grant for losses between April 2021-June 2021.</p> <p><b>Carry Forward Requests:</b></p> <ul style="list-style-type: none"> <li>- £15,000 Street Cleansing Service - due to a feasibility study into piloting new technologies to support litter enforcement activities, not yet started.</li> <li>- £28,000 Garage Services - due to the sale of a number of vehicles which had a sale value below the Capital de-minimus level.</li> </ul>	Operation and Traded Services	123.79	112.72	(11.07)
Regulation and Safety	1,298	1,279	(75)	3,429	(3,373)			(3)	(19)	(106)	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £122,000 Car Parks - due to an underachievement of income of £195,000 following the ongoing impact COVID-19 is having on visitors to the town centre for work and leisure. This is partly offset by an underspend of (£25,000) in relation to a budget for electric charging points which is not required at this time and Sales Fees and Charges income for Q1 of (£51,625).</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£80,000) Cemeteries - due to additional income from burials and interments (£60,000) as a result of an increase in deaths during the year plus a saving on contractor work of (£20,000) due to lack of resources.</li> <li>- (£24,000) Licensing - due to (£10,000) in relation to posts that were vacant earlier in the year plus (£13,000) New Burdens pavement licensing grant income received.</li> <li>- (£33,000) Regulatory Services - due to the underachievement of HMO licence income £15,000, offset by savings due to a vacant warden post (£27,000) and COMF income (£20,000)</li> </ul> <p>Other minor pressures/(savings) total (£4,000)</p> <p>The Regulation and Safety portfolio received a total of (£51,989) in Sales, Fees and Charges Recovery Grant for losses between April 2021 - June 2021.</p>	Regulation and Safety	43.55	39.46	(4.09)

Executive Services	120	284	147	(618)	635				164	97	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £23,000 - due to increase cost of wellbeing across the organisation. High turnover seen across all services during 2021/22 has meant there has been an increase to pre-employment health checks and additional jobs and blood tests have been needed.</li> <li>- £78,000 - due to the implementation of the HR Restructure.</li> <li>- £49,000 - due to pressures in the cost of recruitment following the increase in staff vacancies we have seen across all portfolios during 2021/22.</li> </ul> <p>Other minor pressures / (savings) total <b>£14,000</b>.</p>	Executive Services	10.54	11.46	0.92	
Change and Transformation	169	157	1	158	(126)			45	33	25	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £42,000 Transformation Change Unit - due to capital salary contributions based on the actual time each project manager had worked on each of their projects during the year. This was less than budget due to vacancies and Project Managers working on new and upcoming projects which currently do not have a capital budget.</li> </ul> <p>Other minor pressures/(savings) total <b>(£9,000)</b>.</p> <p><b>Carry forward requests:</b></p> <ul style="list-style-type: none"> <li>- £45,000 Organisational Transformation Unit - due to consultancy work not completed before 31st March 2022.</li> </ul>	Transformation Change Unit	6.21	5.22	(0.99)	
Corporate Items- MRP, Net Cost of Borrowing, RCCO and Investment Income	1,975	1,473	0	(120)	(382)				(17)	(502)	(189)	<p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£47,000) reported against Minimum Revenue Provision (MRP) due to delays in the delivery of the capital programme</li> <li>- (£32,000) less revenue required to finance capital expenditure due to developer income being received in-year for the purchase of new waste bins.</li> <li>- (£443,000) due to Net Cost of Borrowing (NCOB) due to delays in the delivery of the capital programme and reviewing the funding of the schemes in the programme.</li> </ul>				
Corporate Items- Other	(972)	(1,978)	(67)	1,499	(1,688)			750	(256)	530	<p><b>Pressures</b></p> <ul style="list-style-type: none"> <li>- £83,000 pressure reported against the Corporate Savings Target, offset by various vacancies within services, as explained above.</li> </ul> <p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£659,000) relating to loss of income from services due to from COVID-19 which was budgeted centrally at £1.100m.</li> </ul> <p><b>Carry Forward Request:</b></p> <ul style="list-style-type: none"> <li>- £500,000 Corporate Inflation Reserve - held centrally to mitigate the impact of inflation increases in 2022/23</li> <li>- £250,000 COVID-19 Recovery Fund - to help fund improvements to the security of the Town Hall and mitigate future pressures which are as a result of the COVID-19 pandemic.</li> </ul>					
<b>Total Approved Budget</b>	<b>16,547</b>	<b>15,425</b>	<b>(107)</b>	<b>49,814</b>	<b>(49,646)</b>	<b>0</b>	<b>1,182</b>	<b>64</b>	<b>60</b>	<b>216</b>		<b>Total</b>	<b>404.75</b>	<b>361.96</b>	<b>(42.79)</b>	

<b>Funding</b>												<b>Savings targets summarised by portfolio</b>		<b>Value £000s</b>		
Grants	(2,863)	(2,901)	0	0	(38)	0	0	0	(38)	(8)						
Business Rates	471	(2,461)	0	0	(2,932)	0	0	2,932	(0)	(0)						
Council Tax	(8,606)	(8,606)	0	0	0	0	0	0	0	0						
<b>Total Funding</b>	<b>(10,998)</b>	<b>(13,968)</b>	<b>0</b>	<b>0</b>	<b>(2,970)</b>	<b>0</b>	<b>0</b>	<b>2,932</b>	<b>(38)</b>	<b>(8)</b>						

Revenue Forecasts - Key variance information												Savings targets summarised by portfolio		Value £000s	
Service	Current Net Budget £000s	Total Net Expenditure £000s	Employee Variance £000s	Running Cost Variance £000s	Income Variance £000s	Pending Supplementary Budget /Virement £000s	Pending Carry forward Requests £000s	Pending Reserve Movement Requests £000s	Revised Total Variance £000s	Movement between Q3 and Q4 forecast £000s	Key reasons for variances				
Transfers to/from Reserves and Balances	Impact to Revenue					Impact to Reserves			Final Variance						
Transfer to/from Carry Forward Reserve	(585)	597				0	(1,182)	0	0	0					
Transfer to/from Budget Stability Reserves	(671)	(407)				0	0	48	264	(204)	<p><b>Savings:</b></p> <ul style="list-style-type: none"> <li>- (£297,000) reduction in the budgeted requirement from the Budget Stability Reserve after accounting for the use of New Burdens grants mentioned below.</li> <li>- (£33,000) which has been transferred to the reserve following unspent budget of (£48,000) in relation to partner contributions to Coventry City Council for the Sherbourne Recycling Facility and transfer from the reserve of £15,000 as per approved by Cabinet in March 2021 to fund the cleanup of the A46.</li> </ul>				
Pending and Budgeted Transfer to/from Earmarked Reserves	(316)	(603)				0	0	(112)	(286)	(5)	Includes New Burdens Grants from 2020/21 of (£297,000) relating to Covid support, consequently reducing amount required to be drawn down from Budget Stability Reserve.				
Transfer to/from Business Rates Equalisation Reserve	(3,977)	(1,045)				0	0	(2,932)	0	0					
<b>Total Transfers</b>	<b>(5,549)</b>	<b>(1,457)</b>				<b>0</b>	<b>(1,182)</b>	<b>(2,996)</b>	<b>(23)</b>	<b>(208)</b>					
<b>Overall Total Variance</b>	<b>0</b>	<b>0</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>					

Capital Forecasts - Key variance information												Income targets 2021/22		Value £000s	
Portfolio	Current Budget £000s	Total Net Expenditure £000s	Total Expenditure Variance £000s			Pending Supplementary Budget/ Virement £000s	Pending Slippage Requests £000s	Pending Reserve Movement Requests £000s	Revised Total Variance £000s		Key reasons for variances				
Communities, Homes, Digital and Communication Capital	4,501	1,353	(3,148)			0	538	0	(2,610)		<p><b>Savings</b></p> <ul style="list-style-type: none"> <li>- (£80,000) CRM System - due to the completion of the project, this budget is no longer required. The ongoing cost of this new system has been budgeted within Revenue.</li> <li>- (£234,000) Corporate Property Enhancements - due to the complexity of this project there has been delays in spend relating to the future of the Town Hall.</li> <li>- (£91,000) Disabled Facilities Grant - due to the backlog of work now cleared, this budget is no longer required and there is sufficient grant income available for any future work.</li> <li>- (£2,000,000) Caldecott Square Redevelopment - due to the scheme no longer going ahead.</li> <li>- (£200,000) Local Digital Fund Scheme - due to the scheme being reclassified as revenue.</li> </ul> <p>Other minor pressures/savings total <b>(£5,000)</b>.</p> <p><b>Slippage Requests:</b></p> <ul style="list-style-type: none"> <li>- £65,000 Corporate Property Enhancements - for the Benn Hall Roof refurbishment</li> <li>- £40,000 Carbon Management Plan - proposals for the scheme pending for next year subject to the consultants report</li> <li>- £57,000 Changing Places - project to be retendered to establish current cost and how it will be funded</li> <li>- £294,000 Housing Acquisition Fund - slip for potential acquisition in 22/23</li> <li>- £20,000 ICT Renewal - due to global shortages and long lead time on purchases</li> <li>- £28,000 ICT Refresh Programme - due to global shortages and long lead time on purchases</li> </ul> <p>Other minor slippage requests total <b>£34,000</b>. Details of these can be found in Appendix 4.</p>				
Finance, Performance & Governance Capital	69	37	(32)			0	32	0	0		<p><b>Slippage Requests:</b></p> <ul style="list-style-type: none"> <li>- £32,000 Corporate Asset Management System - due to the completion of the project.</li> </ul>				

Postage and Staff savings across the portfolio	(41)
Total Finance, Performance, Legal & Governance	(41)
Review of staffing within Bereavement Services (offset by growth relating to a different post)	(32)
Total Regulation & Safety	(32)
Various Savings including (£144,000) in CAST relating to a reduction in demand for nightly secontained accomodation, (£49,000) relating to IT and (£17,000) relating to the removal of an apprentice post	(242)
Total Communities, Homes, Digital & Communications	(242)
Various savings across the portfolio	(44)
Total Operations & Traded	(44)
Review of Park Service contracts	(12)
Total Leisure & Wellbeing	(12)
<b>Grand Total</b>	<b>(371)</b>

Communities, Homes, Digital and Communications - Various minor proposals	(36)
Finance, Performance, Legal and Governance	0

Leisure and Wellbeing Capital	1,542	858	(684)		0	686	0	<p>Pressures</p> <ul style="list-style-type: none"> <li>- £33,000 Capital Expenditure S.106 - due to payments to Lawford PC and Allotment Society from s.106 funding.</li> </ul> <p>Savings</p> <ul style="list-style-type: none"> <li>- (£40,000) Whitehall Recreation Ground - due to the accelerated spend in 2020/21.</li> </ul> <p>Other minor pressures/savings total £9,000.</p> <p>Slippage Requests:</p> <ul style="list-style-type: none"> <li>2 - £101,000 Preservative Conservation - Delays due to vacant manager role</li> <li>- £175,000 Capital Expenditure s.106 - Delays due to Legal implications around Land issues has meant that the project was delayed</li> <li>- £79,000 Whitehall Recreation Ground - due to the refurbishment of the bandstand now expected to be completed in 2022/23.</li> <li>- £22,000 Safety Improvements - due to the scheme being incomplete before the end of the financial year.</li> <li>- £126,000 Garamara Close Play Area Refurbishment - Delays due to vacant manager role</li> <li>- £150,000 Apple Grove/Sorrell Drive play are refurbishment - Delays due to vacant manager role</li> </ul> <p>Other minor slippage requests total £33,000. Details of these can be found in Appendix 4.</p>	Growth and Investment - (£100,000) relating to income from Planning Applications	(100)
Operation and Traded Services Capital	3,986	2,837	(1,149)		0	1,180	0	<p>Pressures</p> <ul style="list-style-type: none"> <li>- £31,000 Purchase of bins - due to new developments to be funded from developer income and revenue contributions.</li> </ul> <p>Slippage Requests:</p> <ul style="list-style-type: none"> <li>31 - £168,000 Great Central Walk Bridges - due to the on going refurbishment of the site following delays whilst waiting for specialist work to be carried out.</li> <li>- £807,000 Sherbourne Recycling - due to the timing of payments.</li> <li>- £185,000 Vehicles - due to the unavailability of vehicles following a national shortage and the time it has taken to assess the viability of electric vehicles.</li> </ul> <p>Other minor slippage requests total £20,000. Details of these can be found in Appendix 4.</p>	Leisure and Wellbeing - S106 Income to mitigate increased costs within Parks Services	(24)
Regulation and Safety Capital	142	116	(26)		0	47	0	<p>Pressures</p> <ul style="list-style-type: none"> <li>- £19,000 Safer Streets Funding CCTV - due to CCTV cameras being purchased which have been funded by WCC.</li> </ul> <p>Other minor pressures/savings total £2,000.</p> <p>Slippage Requests:</p> <ul style="list-style-type: none"> <li>21 - £22,000 Memorial Safety - due to ongoing works which have been delayed.</li> <li>- £25,000 Rainsbrook Cemetery - due to the scheme being delayed following staff resources and drainage issues.</li> </ul>	Operation and Traded Services - (£102,000) has been achieved out of the (£166,000) additional income target from Garden Waste subscriptions	(166)
<b>Overall Total</b>	<b>10,240</b>	<b>5,201</b>	<b>(5,039)</b>		<b>0</b>	<b>2,483</b>	<b>0</b>	<b>(2,556)</b>	Regulation and Safety - Bereavement services	(40)
									Executive Services	0

## Appendix 2- Outturn Summary as at March 2022 - Housing Revenue Account (HRA)

### Revenue Outturn - Key variance info

Service	Current Budget £000s	Total Net Expenditure £000s	Employee Variance £000s	Running Cost Variance £000s	Income Variance £000s	Pending Supplementary Budget /Virement £000s	Pending Reserve Movement Requests £000s	Total Variance £000s	Previous Forecast Variance Q3 £000s	Movement between Q3 and Q4 forecast £000s	Reason for variance
Rent income from dwellings	(15,716)	(15,371)	0	0	345	0	0	345	123	222	<b>Pressures:</b> - £68,000 due to a shortfall in income following the quicker than expected decant of Rounds Gardens. - £267,000 due to higher voids than the budgeted level of 1%. The number of voids fluctuates during the year but the number of empty properties at year end was 97 which represents 2.8% of usable stock.  Other minor savings/pressures total £10,000.
Rent income from land and buildings	(128)	(117)	0	0	11	0	0	11	9	2	
Charges for services	(946)	(867)	0	0	79	0	0	79	68	11	<b>Pressure:</b> - £79,000 due to the decant of Rounds Gardens being faster than anticipated.
Contributions towards expenditure	(162)	(147)	0	0	15	0	0	15	27	(12)	
<b>Total Income</b>	<b>(16,952)</b>	<b>(16,502)</b>	<b>0</b>	<b>0</b>	<b>450</b>	<b>0</b>	<b>0</b>	<b>450</b>	<b>227</b>	<b>223</b>	
Transfer to Housing Repairs Account	4,267	4,295	10	45	(27)	0	0	28	(165)	193	
Total Supervision & Management	5,490	5,268	32	(254)	(0)	0	0	(222)	(273)	51	<b>Savings:</b> - (£221,000) due to reduced costs following the earlier than expected decant of Rounds Gardens. The early decant has resulted in a number of savings including: security costs of (£127,750), electricity costs of (£9,530), cleaning costs of (£30,490) and costs associated with supported tenants at this location of (£18,920).
Rent, rates, taxes and other charges	5	148	0	143	0	0	0	143	115	28	<b>Pressure:</b> - £143,000 due to Council Tax being due on void properties as soon as they become vacant (prior to 2019/20, there was a six month void period allowed where no Council Tax was due). This has increased over the year as the level of voids has been pushed higher as repairs to properties prior to reletting have been delayed by the backlog of work within the Property Repairs Service.
Depreciation and impairment	2,879	2,879	0	0	0	0	0	0	0	0	
Debt management costs	24	0	0	(24)	0	0	0	(24)	0	(24)	<b>Saving:</b> -£24,000 due to no borrowing being required for this financial year.
Provision for bad or doubtful debts	57	(9)	0	(66)	0	0	0	(66)	0	(66)	<b>Saving:</b> - (£66,000) due to the arrears (which are over a four week period) that are used to calculate bad debt provision has fallen from £1.021m in 2020/21 to £0.896m in 2021/22. As a result of this reduction in debt the year end calculation for bad debt provision shows that a contribution is not required, but instead the provision is reduced resulting in income being taken back from the provision.
<b>Total Expenditure</b>	<b>12,722</b>	<b>12,581</b>	<b>42</b>	<b>(156)</b>	<b>(27)</b>	<b>0</b>	<b>0</b>	<b>(141)</b>	<b>(323)</b>	<b>182</b>	
HRA share of CDC costs	254	254	0	0	0	0	0	0	0	0	
<b>Net cost of HRA services</b>	<b>(3,976)</b>	<b>(3,667)</b>	<b>42</b>	<b>(156)</b>	<b>423</b>	<b>0</b>	<b>0</b>	<b>309</b>	<b>(96)</b>	<b>405</b>	
Interest payable and similar charges	1,839	1,838	0	(1)	0	0	0	(1)	(1)	0	
Interest and Investment Income	(783)	(733)	0	0	50	0	0	50	(226)	276	<b>Pressure:</b> - £50,000 due to reduced funds being available for investment as a result of using cash holdings to repay borrowing. Also, interests rates have not improved to the level forecasted.
<b>Net Operating expenditure</b>	<b>(2,920)</b>	<b>(2,562)</b>	<b>42</b>	<b>(157)</b>	<b>473</b>	<b>0</b>	<b>0</b>	<b>358</b>	<b>(323)</b>	<b>681</b>	
Contributions to (+) / from (-) reserves	49	(309)	0	(358)	0	0	(358)	0	323	(323)	
Revenue Contributions to Capital Expenditure	3,147	3,147	0	(0)	0	0	0	(0)	0	(0)	
<b>(Surplus) / Deficit for the Year on HRA Services</b>	<b>276</b>	<b>276</b>	<b>42</b>	<b>(515)</b>	<b>473</b>	<b>0</b>	<b>(358)</b>	<b>358</b>	<b>(0)</b>	<b>358</b>	

Head Count- Vacancies (HRA)		
Budgeted FTE's 21/22	Actual FTE's 21/22	Vacant FTE's 21/22
90.38	72.81	(17.57)

### Reserves & Balances

Name of reserve / balance	Balance as at 1/04/21 £000s	Actual contributions (to)/from £000s	Balance as at 31/03/22 £000s	Forecast contribution (to)/from £000s	Forecast balance as at 31/03/23 £000s	Forecast contribution (to)/from £000s	Forecast balance as at 31/03/2024 £000s	Forecast contribution (to)/from £000s	Forecast balance as at 31/03/25 £000s	Description
Housing Revenue Account Balances	(5,085)	358	(4,727)	0	(4,727)	0	(4,727)	0	(4,727)	The level of the HRA Revenue balance was re-assessed in light of the unprecedented requirements arising from the redevelopment of the high rise sites in 2018/19 and in considering potential risks arising from the Council's capacity to manage in-year budget pressures and the wider reform and regulatory environment

## Appendix 2- Outturn Summary as at March 2022 - Housing Revenue Account (HRA)

HRA Balances (Capital)	(14,402)	2,365	(12,037)	866	(11,171)	840	(10,331)	(689)	(11,020)	Amounts set aside for capital investment in prior years to fund new build, estate regeneration and other works, for example, upgrades to the Housing Management System software.
HRA Major Repairs Reserve	(3,373)	2,729	(644)	503	(141)	(2,153)	(2,294)	(2,153)	(4,447)	Amounts set aside for capital investment in prior years to fund new build, estate regeneration and other works, for example, upgrades to the Housing Management System software.
Housing Repairs Account	(316)	0	(316)	0	(316)	0	(316)	0	(316)	To mitigate the risks associated with cyclical and responsive repairs over time.
Sheltered Housing Rent Reserve	(260)	(49)	(309)	(48)	(357)	(48)	(405)	(48)	(453)	Following introduction of 1% rent cut in 2016/17, exemption from the policy was granted for one year for sheltered accommodation. Special Council on 1st March 2016 therefore recommended that rents for properties in this group were frozen and the subsequent difference in rent charged set aside to an earmarked reserve. The impact in 2021/22 was £49,000
Right to buy Capital Receipts	(7,774)	(2,168)	(9,942)	(100)	(10,042)	(400)	(10,442)	(400)	(10,842)	
	(31,210)	3,235	(27,975)	1,221	(26,754)	(1,761)	(28,515)	(3,290)	(31,805)	

Service	Current Budget £000s	Total Net Expenditure £000s	Pending Supplementary / Virement / Slippages £000s	Total Variance £000s	Comments
Bell House Redevelopment	1,476	1,577	(45)	56	<b>Pressure:</b> - £56,000 due to salary recharges not budgeted for. <b>Slippage Request:</b> - (£45,000) offset against slippage approved at Q3 for retentions included in 21/22.
Biart Place - Capital	276	176	100	(0)	<b>Slippage Request:</b> - £100,000 additional slippage into 2022/23 since Q3 for ongoing works due to delays during 2021/22 following a project review. Council approved the new scheme in March 2022 putting a hold on design work until 2022/23.
Biart Place Demolition	81	150		69	<b>Pressure:</b> - £69,000 due to additional asbestos costs
Garage Site HRA	1,000	0		(1,000)	<b>Savings:</b> - (£1,000,000) due to scheme no longer required.
Housing Management System	226	181	45	(0)	<b>Slippage Request:</b> - £45,000 due to delayed implementation
Laundries	100	92	8	(0)	
Fire Risk Prevention Works	117	52		(65)	<b>Saving:</b> - (£65,000) due to additional work which was previously budgeted for no longer being required.
Rewiring	110	77	33	0	<b>Slippage Request:</b> - £33,000 due to scheme continuing into 2022/23.
Lifeline Renewal Programme	47	21	26	0	<b>Slippage Request:</b> - £26,000 due to COVID-19 access issues and the lead time in equipment supply.
Finlock Gutter Improvements	47	26		(21)	<b>Saving:</b> - £21,000 due to the unpredictability of work, the total budget of £47,000 was not required for 2021/22.
Rebuilding Retaining Walls	41	18	23	0	<b>Slippage Request:</b> - £23,000 due to the unpredictability of work, the total budget of £41,000 was not required for 2021/22.
Replacement Footpaths	48	16	32	(0)	<b>Slippage Request:</b> - £32,000 due to the unpredictability of work, the total budget of £41,000 was not required for 2021/22.
Door Security Systems	360	362		2	
Electrical Upgrades - Community Rooms	190	28	50	(112)	<b>Saving:</b> - (£112,000) due to the total scheme costs being less than budgeted for originally. <b>Slippage Request:</b> - £50,000 for the ongoing work which is expected to be complete during 2022/23.
LED lighting	13	8	5	(0)	<b>Slippage Request:</b> - £20,000 due to the unpredictability of work, the total budget of £50,000 was not required for 2021/22.
Driveways	50	30	20	(0)	
Fire Risk Prevention works voids	20	5	15	0	
Disabled Adaptations	209	210		1	
Kitchen Modifications	14	15		1	
Kitchen Modifications Voids	121	66		(55)	<b>Saving:</b> - £55,000 due to the unpredictability of work, the total budget of £121,000 was not required for 2021/22.
Kitchens non voids	30	27		(3)	
Heating Upgrades	1,859	1,165	694	0	<b>Slippage Request:</b> - £694,000 due to ongoing works which were delayed following supply issues.
Bathroom Modifications	440	425	15	0	
Bathroom Modifications - voids	57	39		(18)	
Bathrooms non voids	20	16	4	(0)	

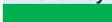
## Appendix 2- Outturn Summary as at March 2022 - Housing Revenue Account (HRA)

Patterdale sheltered scheme improvements	42	46		4	
Housing Window Replacement	26	6	20	(0)	<b>Slippage Request:</b> - £20,000 to complete the project in 2022/23.
Carbon Management Plan (HRA)	739	0	739	0	<b>Slippage Request:</b> - £739,000 due to delays in contract signing, supply chain issues and poor take up by our residents.
Mobysoft Rentsense Software	39	0		(39)	<b>Saving:</b> - (£39,000) due to the budget no longer required. This originally came from Revenue and will be returned.
Purchase of Council Houses	3,177	580	2,571	(26)	<b>Saving:</b> - (£26,000) which will fund the overspend on Cala Homes. <b>Slippage Request:</b> - £2,571,000 for ongoing acquisitions.
Rugby Gateway - Cala Homes	251	277		26	<b>Pressure:</b> - £26,000 which is to be funded by underspend on the Purchase of Council Houses scheme.
Rounds Gardens Capital	578	192	386	(0)	<b>Slippage Request:</b> - £386,000 for ongoing fees following delays in the project mostly due to the legal work.
Rounds Gardens demolition	800	0	800	0	<b>Slippage Request:</b> - £800,000 for delays pending the implementation of the PAGABO demolition framework and ongoing legal work.
Property Repairs Team Vehicle	300	314		14	
Victoria House Roof Refurbishment	70	0	70	0	<b>Slippage Request:</b> - £70,000 due to staff resource issues
<b>Overall Total</b>	<b>12,974</b>	<b>6,197</b>	<b>5,611</b>	<b>(1,166)</b>	

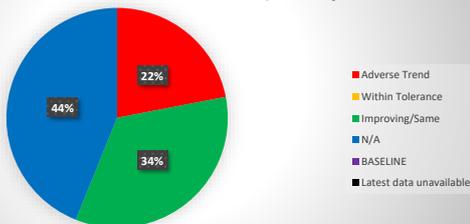
(Annual performance indicators are included in this version of the performance report.)  
 This appendix collects the performance data for each of the Council's service areas.

OT = Operations and Traded  
 LB = Leisure and Wellbeing  
 CH = Communities & Homes  
 FPLG = Finance, Performance, Legal and Governance  
 RS = Regulatory Services  
 EDO = Executive Director's Office  
 GI = Growth & Investment

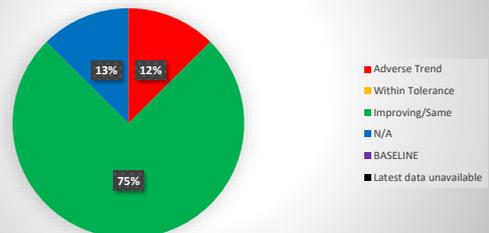
Also below is the key to understanding the performance trends followed by the status charts of each service area.

**Trend Key**  
 Improving/Stable trend  
 Within tolerance levels  
 Worsening trend  
 N/A Trend is not measured  
 BASELINE This is baseline data

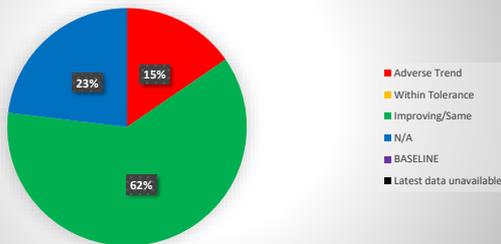
**Status of Communities & Homes, Digitalisation and Communications**  
 Key Performance Indicators for Q4 2021/22



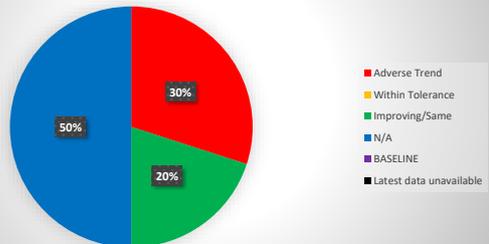
**Status of Regulation and Safety Key Performance Indicators for Q4 2021/22**



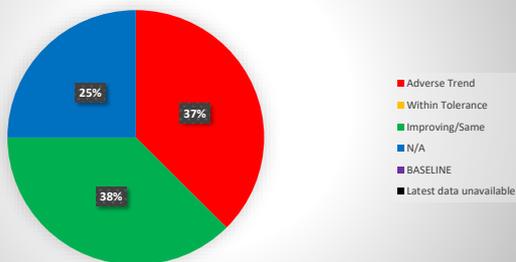
**Status of Executive Director's and Transformation Unit Key Performance Indicators for Q4 2021/22**



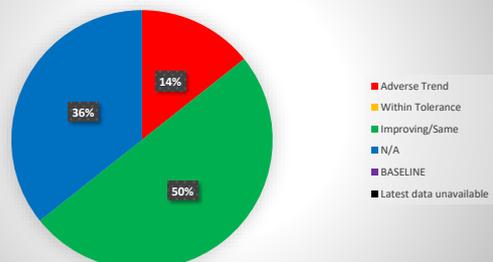
**Status of Growth & Investment Key Performance Indicators for Q4 2021/22**



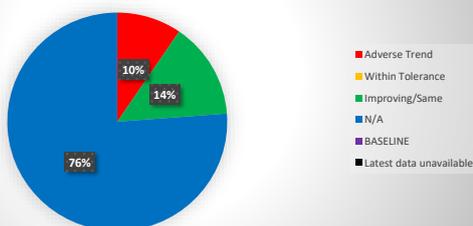
**Status of Leisure and Wellbeing Key Performance Indicators for Q4 2021/22**



**Status of Operations and Traded Key Performance Indicators for Q4 2021/22**



**Status of Finance, Performance, Legal and Governance Key Performance Indicators for Q4 2021/22**



## Performance Appendix - Communities & Homes Digital & Communication

### Community & Projects

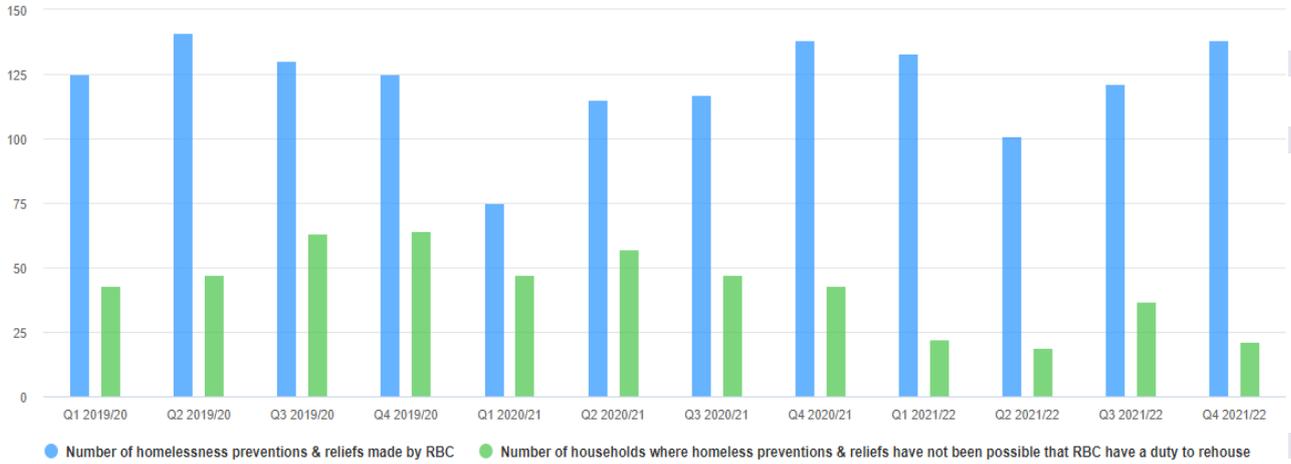
Performance Indicator	Service Area	Current Value	Trend
Number of affordable homes delivered	Community & Projects	Q4 2021/22	52
		Q3 2021/22	59
		Q2 2021/22	16
		Q1 2021/22	4

#### Latest Note

Registered Providers - 52 units, RBC - 0 units

### Community Advice & Support Team

#### Homelessness preventions



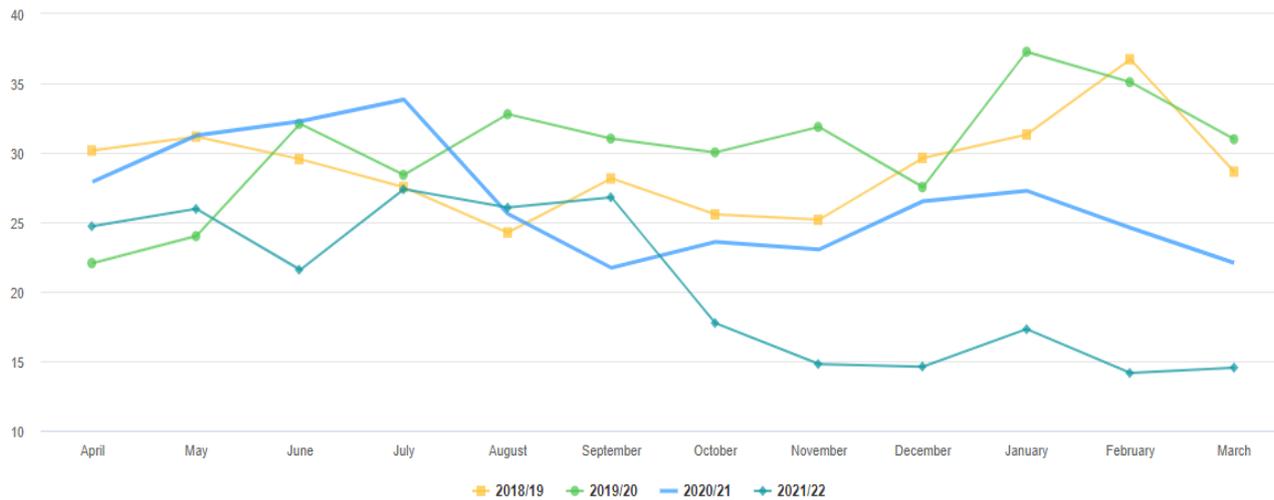
Performance Indicator	Service Area	Current Value	Trend
Number of households in Bed & Breakfast at the end of Quarter	Community Advice and Support Team	Q4 2021/22	7
		Q3 2021/22	2
		Q2 2021/22	5
		Q4 2020/21	16

#### Latest Note

Performance Indicator	Service Area	Current Value	Trend
Number of households in other types of temporary accommodation	Community Advice and Support Team	Q4 2021/22	117
		Q3 2021/22	139
		Q2 2021/22	146
		Q4 2020/21	141

#### Latest Note

Benefits process time-



**Control Centre**

Performance Indicator	Service Area	Current Value	Trend
<b>% of calls answered in 60 seconds</b>	Control Centre	Q4 2021/22	99.5%
		Q3 2021/22	99.6%
		Q2 2021/22	99.6%
		Q4 2020/21	99.6%

Latest Note

Performance Indicator	Service Area	Current Value	Trend
<b>% of calls answered in 180 seconds</b>	Control Centre	Q4 2021/22	100%
		Q3 2021/22	100%
		Q2 2021/22	100%

Latest Note

**Housing Management & Tenancy Sustainment**

Performance Indicator	Service Area	Current Value	Trend
<b>Number of Right to Buy applications received</b>	Housing Management & Tenancy Sustainment	2021/22	47
		2020/21	38
		2019/20	59

Latest Note

There has been a downward trend on the number of Right to Buy applications being received, this is consistent with national figures and in part due to the COVID 19 pandemic.

Performance Indicator	Service Area	Current Value	Trend
<b>Number of Right to Buy applications completed</b>	Housing Management & Tenancy Sustainment	2021/22	28
		2020/21	24
		2019/20	20

Latest Note

Performance Indicator	Service Area	Current Value	Trend
<b>Proportion of current rent arrears caused by Universal Credit</b>	Housing Management & Tenancy Sustainment	Q4 2021/22	35.47%
		Q2 2021/22	34.16%
		Q4 2020/21	28%

Latest Note

Performance Indicator	Service Area	Current Value	Trend
Average number of days to allocate void property	Housing Management & Tenancy	Mar 2022	21.69
	Sustainment	Nov 2021	102.00
		Sept 2021	20.92

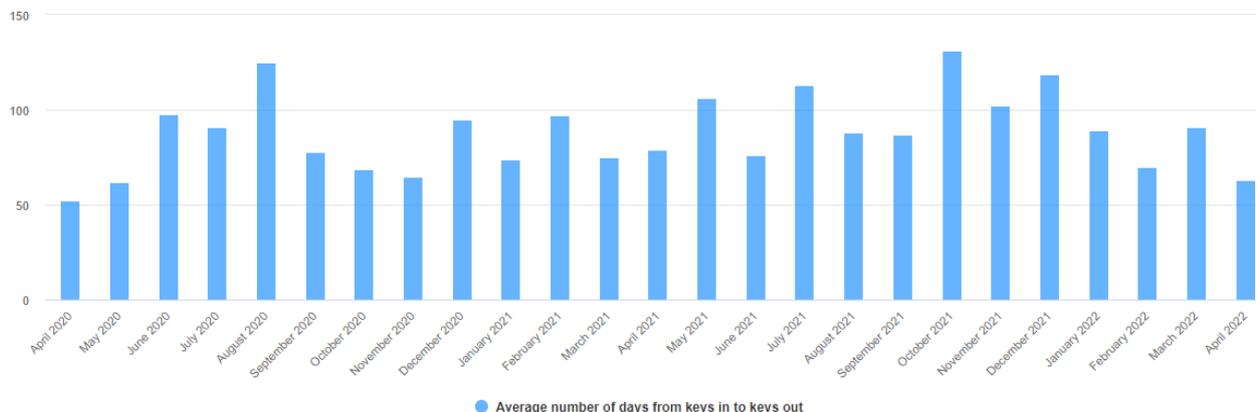
#### Latest Note

32 properties were let in April, a slight increase on last month. 13 GN, 10 Sheltered, 5 PSL & 4 Temp. This was an increase in PSL but decrease in temp. Highest number of days to allocate was 202, an increase on previous months. The longest void was 171 days due to condition of property. It was a major void and needed works to the property and garden.

Performance Indicator	Service Area	Current Value	Trend
Average void rent loss	Housing Management & Tenancy	Mar 2022	£864.98
	Sustainment	Nov 2021	£1,389.86
		Sept 2021	£984.98

#### Latest Note

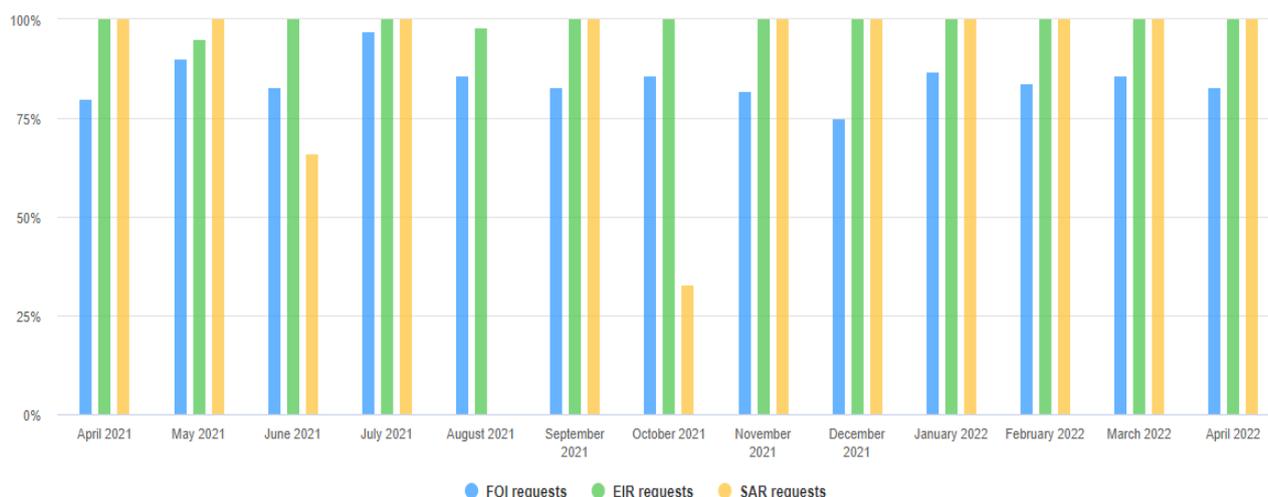
Average time to let void property (in days from keys in to keys out)-



Performance Indicator	Service Area	Current Value	Trend
Current position of rent arrears	Housing Management & Tenancy	Q4 2021/22	£593,134
	Sustainment	Q3 2021/22	£695,245
		Q2 2021/22	£598,350

### Communications, Consultations & Information

Requests for information completed within statutory timeframe-



Performance Indicator	Service Area	Current Value	Trend
Number of data breaches and near misses reported internally	Communications, Consultation & Information	Q3 2021/22	1
		Q1 2021/22	2
		Q4 2020/21	2

Performance Indicator	Service Area	Current Value	Trend
Number of data breaches reported to the Information Commissioner's Office (ICO)	Communications, Consultation & Information	Q3 2021/22	0
		Q1 2021/22	1
		Q4 2020/21	0

## Information & Communication Technology

IT Service desk average resolution time of tickets (in hours)-



Performance Indicator	Service Area	Current Value	Trend
<b>Critical systems downtime</b>	Information & Communications Technology	Q4 2021/22	0%
		Q3 2021/22	1%
		Q2 2021/22	0%

Latest Note

Performance Indicator	Service Area	Current Value	Trend
<b>Internet downtime</b>	Information & Communications Technology	Q4 2021/22	0%
		Q3 2021/22	1%
		Q2 2021/22	0%

Latest Note

### Property Services

Performance Indicator	Service Area	Current Value	Trend
<b>Energy Efficiency of Housing Stock</b>	Property Services	2021/22	69
		2020/21	69

Latest Note

Performance Indicator	Service Area	Current Value	Trend
<b>Planned maintenance and repairs costs per home</b>	Property Services	2021/22	£500.55
		2020/21	£501.18

Latest Note

Figure is derived from planned maintenance work costs, divided by the total number of dwellings

## Performance Appendix - Finance, Performance and Legal and Governance

### Corporate Assurance & Improvement

Performance Indicator	Service Area	Current Value		Trend
Total amount recovered due to fraud or irregularity	Corporate Assurance & Improvement	2021/22	£0	N/A
		2020/21	£3,230.00	
		2019/20	£4,948.05	

Latest Note

No amounts have been recovered during 2021/22. There is one ongoing case, for which losses are in the process of being assessed.

Performance Indicator	Service Area	Current Value		Trend
Total number of insurance claims	Corporate Assurance & Improvement	2021/22	27	N/A
		2020/21	26	

Latest Note

19 motor claims, 4 Property, 1 Employers Liability and 3 Public Liability.

### Financial Services

Performance Indicator	Service Area	Current Value		Trend
Average return on investments	Financial Services	2021/22	1.75%	
		2020/21	1.31%	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Average cost of borrowing	Financial Services	2021/22	2.1%	
		2020/21	2.4%	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
% delivery of savings targets	Financial Services	2021/22	92%	
		2020/21	64%	

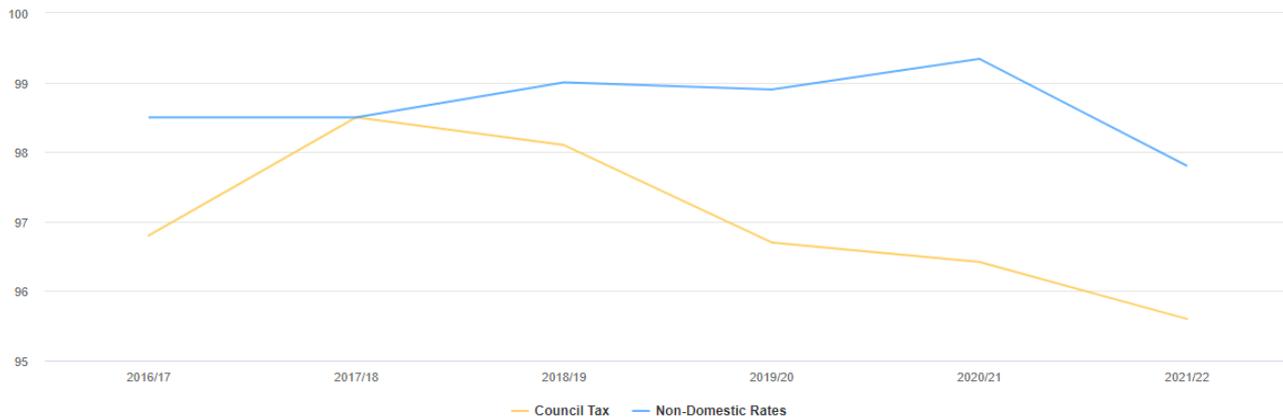
Latest Note

Performance Indicator	Service Area	Current Value		Trend
% delivery of corporate savings target	Financial Services	2021/22	100%	
		2020/21	100%	

Latest Note

### Revenues Services

Revenues annual collection rates (%) -

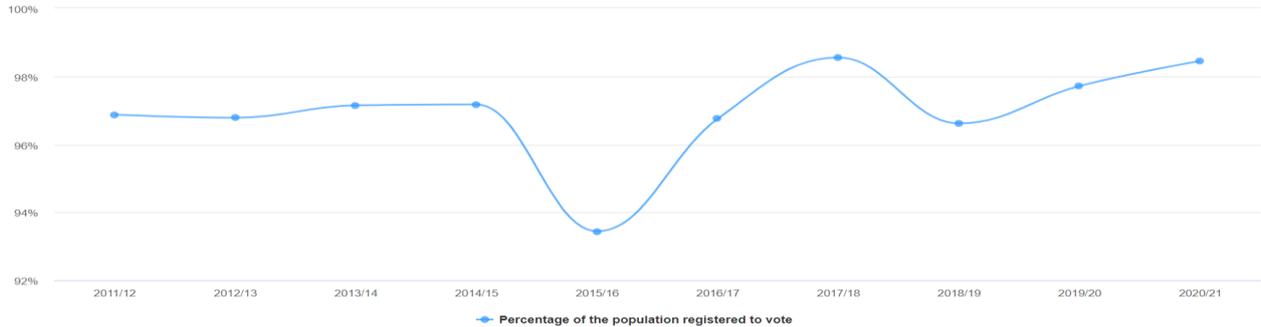


Latest Note

Democratic Services				
Performance Indicator	Service Area	Current Value		Trend
Member attendance at Committee meetings	Democratic Services	March 2022	85%	
		December 2021	83%	
		September 2021	87%	

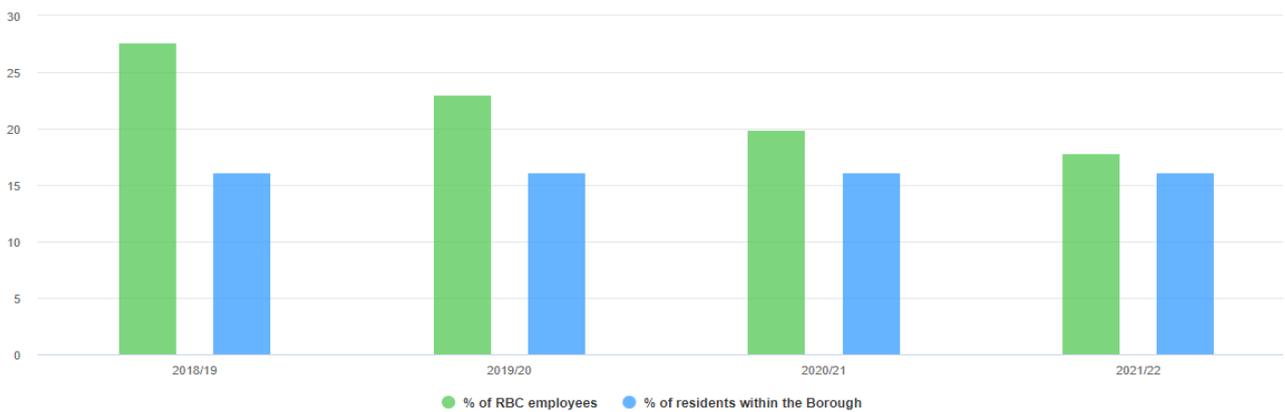
### Electoral Services

Electoral Registrations within the Borough of Rugby-



### Equality & Diversity

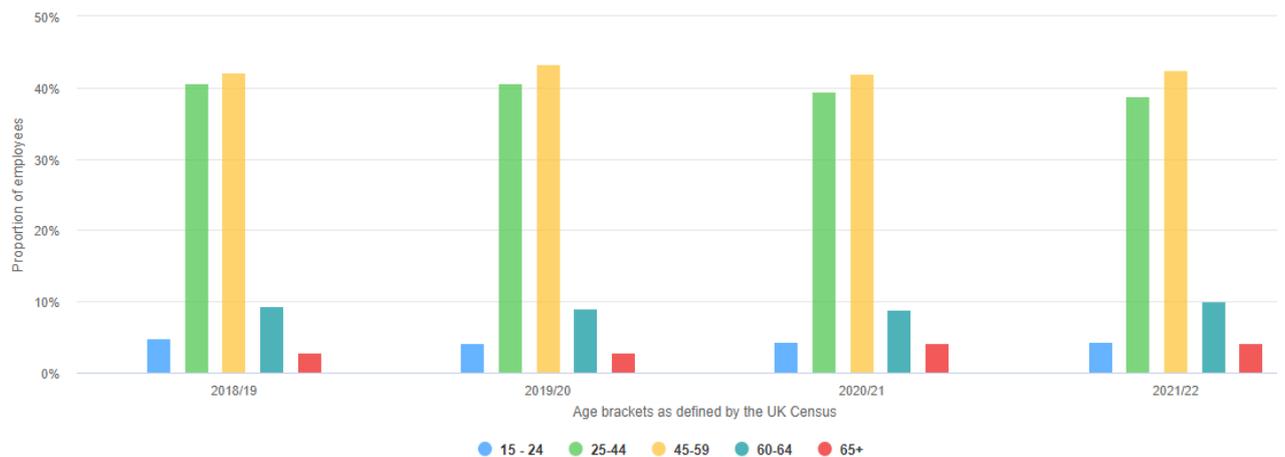
Comparing the percentage of employees against the percentage of residents identifying as having a disability-



Performance Indicator	Service Area	Current Value		Trend
Percentage of employees at Rugby Borough Council who identify as male	Equality & Diversity	2021/22	51.06%	N/A
		2020/21	50.8%	
		2019/20	51.9%	

Performance Indicator	Service Area	Current Value		Trend
Percentage of employees at Rugby Borough Council who identify as female	Equality & Diversity	2021/22	48.94%	N/A
		2020/21	49.2%	
		2019/20	48.1%	

Employee Age Profile (as a percentage)-



## Performance Appendix - Operations & Trading

### Refuse & Recycling

Performance Indicator	Service Area	Current Value		Trend
Percentage of household waste sent for reuse, recycling and composting	Refuse & Recycling	Q3 2021/22	39%	
		Q2 2021/22	49%	
		Q1 2021/22	42%	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Total number of bin collections	Refuse & Recycling	Q4 2021/22	690,515	
		Q3 2021/22	690,485	
		Q2 2021/22	690,120	
		Q1 2021/22	689,900	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of Missed Refuse Bins	Refuse & Recycling	Q4 2021/22	242	
		Q3 2021/22	142	
		Q2 2021/22	288	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of Missed Recycling Bins	Refuse & Recycling	Q4 2021/22	226	
		Q3 2021/22	219	
		Q2 2021/22	273	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of Missed Green Waste Bins	Refuse & Recycling	Q4 2021/22	198	
		Q3 2021/22	288	
		Q2 2021/22	288	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
% of contamination in collected recycling	Refuse & Recycling	Q3 2021/22	12.20%	
		Q2 2021/22	12.99%	
		Q1 2021/22	12.90%	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of tagged contaminated recycling bins	Refuse & Recycling	Q4 2021/22	155	
		Q3 2021/22	164	
		Q2 2021/22	192	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of Complaints	Refuse & Recycling	Q4 2021/22	22	
		Q3 2021/22	33	
		Q2 2021/22	41	

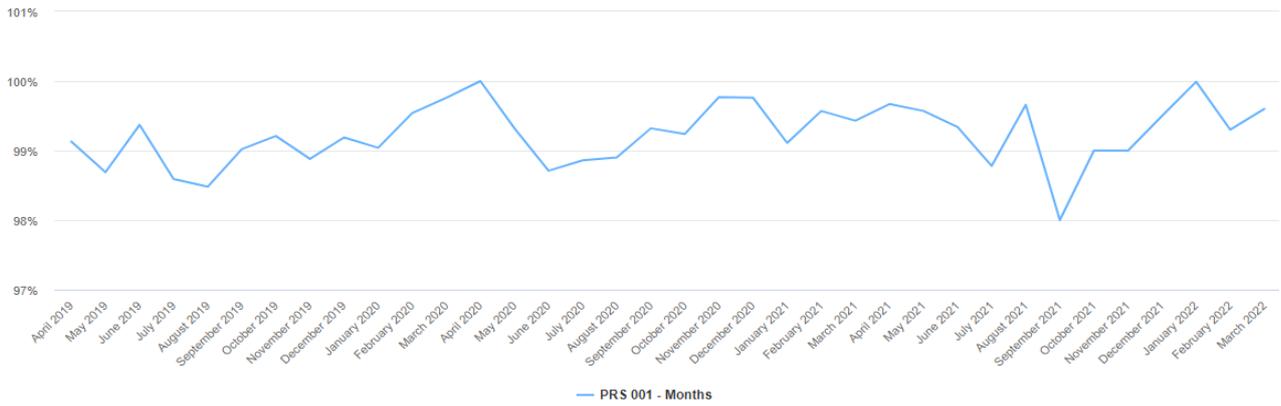
Latest Note

Performance Indicator	Service Area	Current Value		Trend
Bulky Waste Complaints	Refuse & Recycling	Q4 2021/22	0	
		Q3 2021/22	1	
		Q2 2021/22	2	

Latest Note

## Property Repairs Services

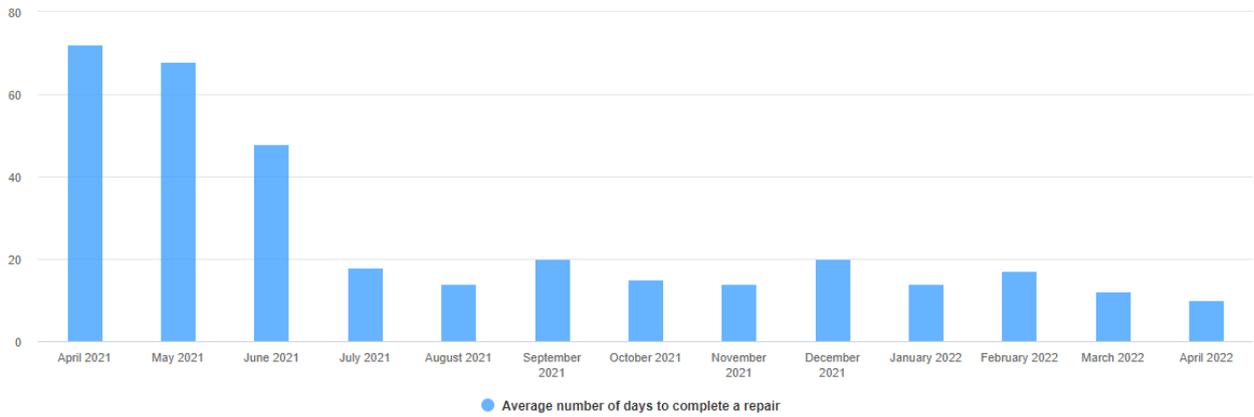
### Responsive Repairs - Fixed first time rate-



Performance Indicator	Service Area	Current Value	Trend
Tenant feedback on the Oneserve repairs survey as a % responding as satisfied or better.	Property Repairs Services	March 2022	100%
		November 2021	33%
		September 2021	78%
		2021	

### Latest Note

#### Responsive repairs - Average time taken on a repair (in days)-



## Performance Appendix - Regulation & Safety

### Bereavement Services

Performance Indicator	Service Area	Current Value	Trend
% of local deceased usage through Rainsbrook Crematorium	Bereavement Services	Q4 2021/22	70.65%
		Q1 2021/22	70.30%
		Q3 2020/21	60%

### Commercial Regulation

% of premises with a food hygiene rating of 3+\*



Latest Note

Performance Indicator	Service Area	Current Value	Trend
Percentage of premises improved after a Food Hygiene Rating Scheme requested revisit	Commercial Regulation	2021/22	100%
		2020/21	0%
		2019/20	97.01%

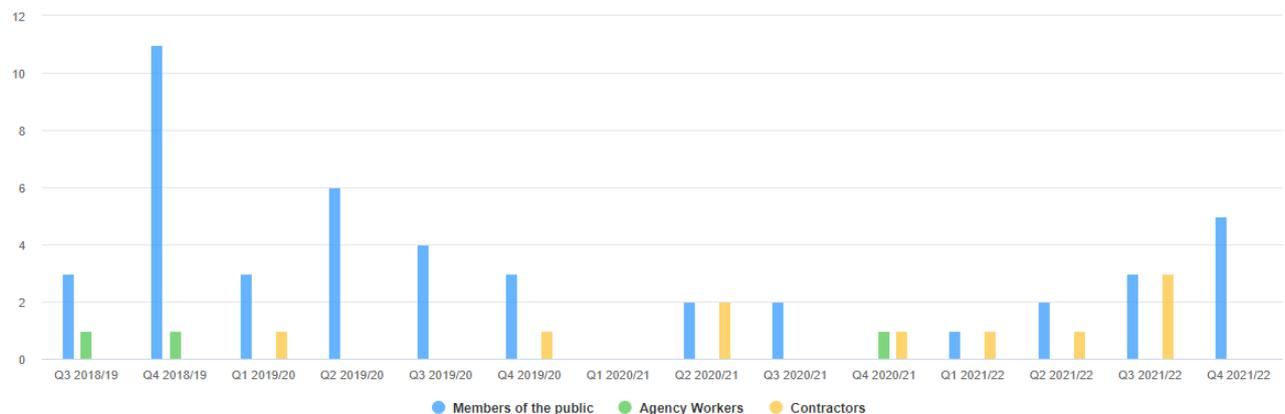
Latest Note

Performance Indicator	Service Area	Current Value	Trend
% of planned inspections completed	Commercial Regulation	Q4 2021/22	160%
		Q3 2021/22	65.56%
		Q2 2021/22	85.71%

Performance Indicator	Service Area	Current Value	Trend
How many accidents have been reported on businesses where RBC enforce via the HSE system	Commercial Regulation	Q4 2021/22	11
		Q3 2021/22	14
		Q2 2021/22	19

### Safety & Resilience

Non-employee categories recorded as being involved in an accident\*



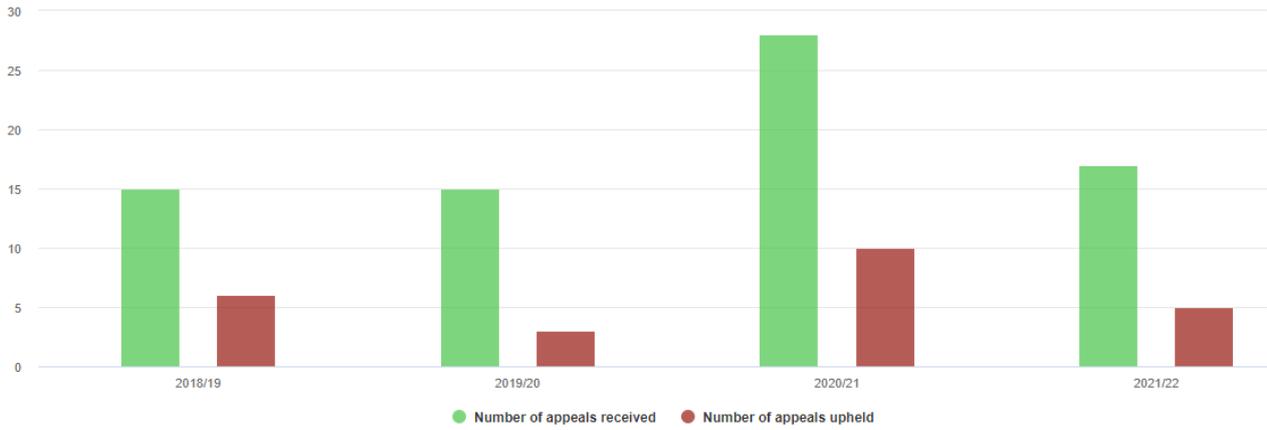
## Performance Appendix - Growth & Investment

Development & Enforcement				
Performance Indicator	Service Area	Current Value		Trend
Number of planning pre-applications received	Development & Enforcement	Q4 2021/22	185	N/A
		Q2 2021/22	154	
		Q4 2020/21	201	

### Latest Note

Despite no householder/domestic pre-application queries being dealt with owing to resource/capacity issues a rise in the number of other types of pre-application queries implies continued confidence in people wishing to develop in the Borough.

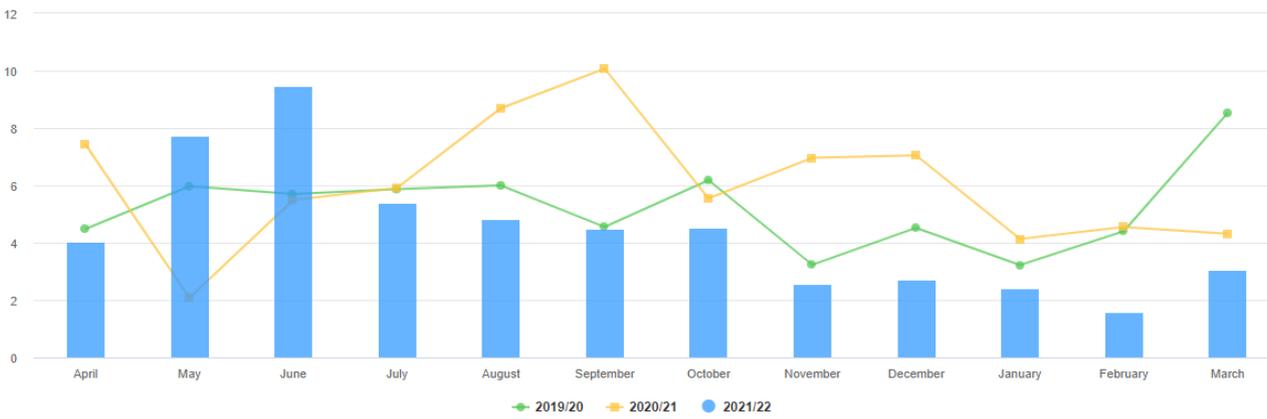
### Planning Appeals-



### Latest Note

Lower number of appeals received is good news. Continued willingness of officers to negotiate on schemes may have helped keep numbers lower.

### Average end to end time for Land Charge searches (in days)-



### Latest Note

Performance Indicator	Service Area	Current Value		Trend
Percentage of major planning applications determined within statutory time frame	Development & Enforcement	Q4 2021/22	86%	
		Q2 2021/22	79%	
		Q4 2020/21	100%	

**Latest Note**

Whilst we have tried for a long time to try and retain a 100% success rate it is sometimes not possible for a variety of reasons but on the whole vast majority of major applications are determined within the statutory timeframe or with an agreed extension of time.

**Speed of processing Non-Major applications within the statutory timeframe-**



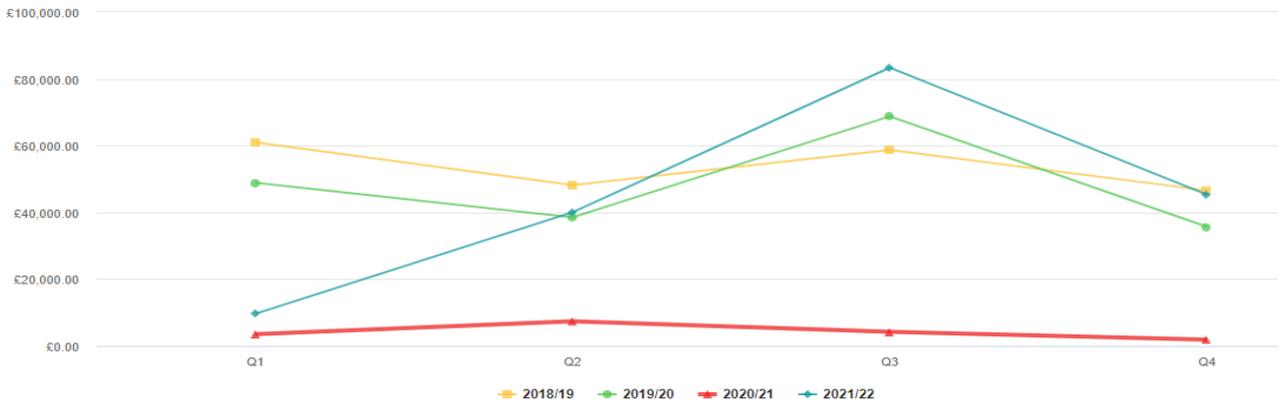
Development Strategy				
Performance Indicator	Service Area	Current Value		Trend
The number of new homes built within the year.	Development Strategy	2020/21	832	
		2019/20	871	
		2018/19	939	

**Latest Note**

## Performance Appendix - Leisure & Wellbeing

### Benn Hall

Benn Hall overall income-



### Sports & Recreation

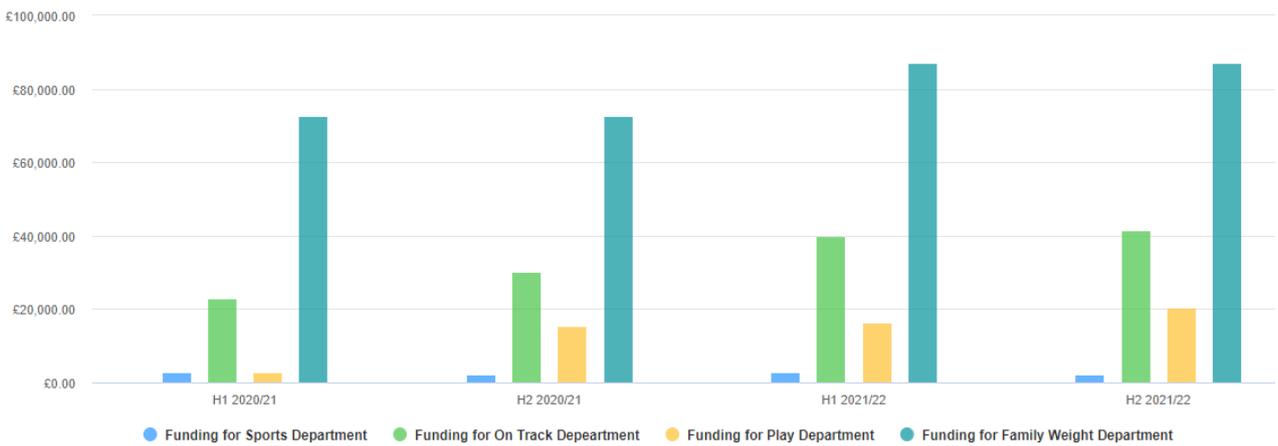
Performance Indicator	Service Area	Current Value	Trend
Leisure Centre Visits	Sport & Recreation	March 2022	36,527
		November 2021	42,498
		July 2021	37,208

Latest Note

Performance Indicator	Service Area	Current Value	Trend
Total grants income from external funding	Sport & Recreation	H2 2021/22	£150,872
		H2 2020/21	£120,164
		H1 2020/21	£100,904

Latest Note

Sports & Recreation Grants income breakdown-



Performance Indicator	Service Area	Current Value	Trend
Number of participants - Family Weight Management	Sport & Recreation	Q4 2021/22	84
		Q4 2020/21	168
		Q3 2020/21	200

Latest Note

### Rugby Art Gallery & Museum

Performance Indicator	Service Area	Current Value	Trend
No. of visits to Rugby Art Gallery & Museum in person	Art Gallery, Museum	April 2022	5,014
		December 2021	4,911
		August 2021	2,491

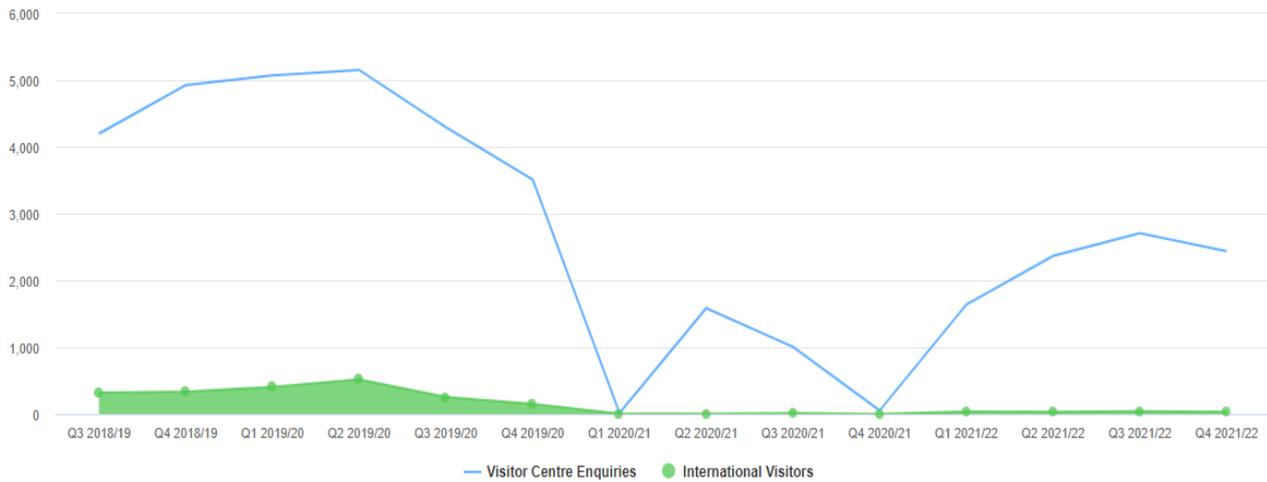
Latest Note

### Visitor Centre

Performance Indicator	Service Area	Current Value	Trend
Visitor Centre overall retail sales	Visitor Centre	Q4 2021/22	£4,016.29
		Q3 2021/22	£5,105.67
		Q2 2021/22	£2,796.73

Latest Note

Visitor Centre Enquiries-



Latest Note

### Parks & Open Spaces

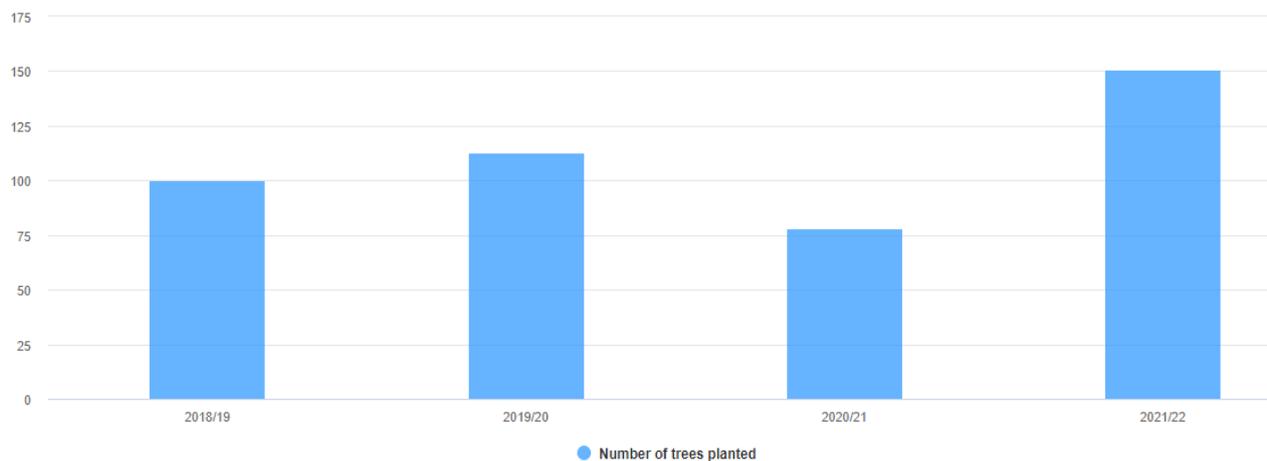
Performance Indicator	Service Area	Current Value	Trend
Number of volunteer hours on RBC green space	Parks and Open Spaces	2021/22	4,100
		2020/21	9,227
		2019/20	15,765

Latest Note

Performance Indicator	Service Area	Current Value	Trend
Number of Green Flags awarded	Parks and Open Spaces	2021/22	4
		2020/21	5

Latest Note

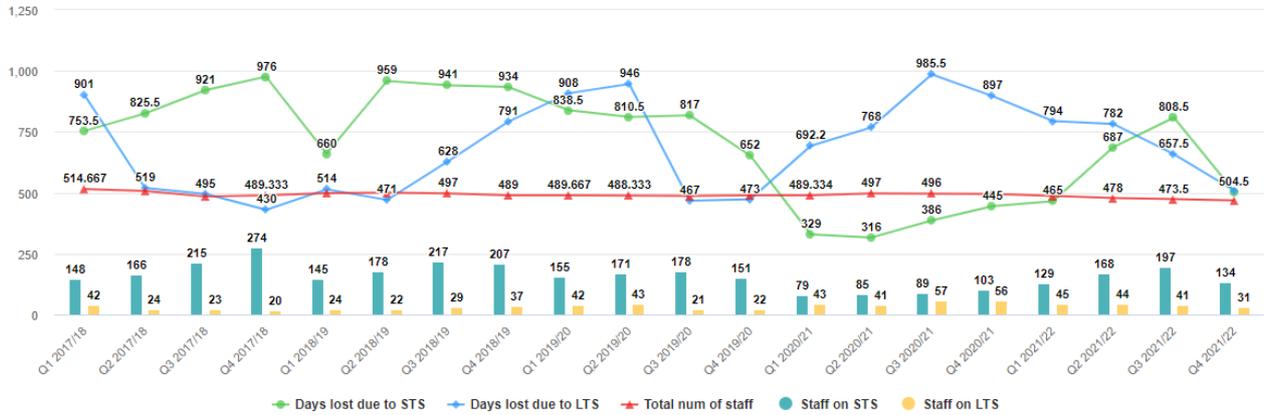
Number of trees planted on RBC green space-



# Performance Appendix - Executive Director's Office

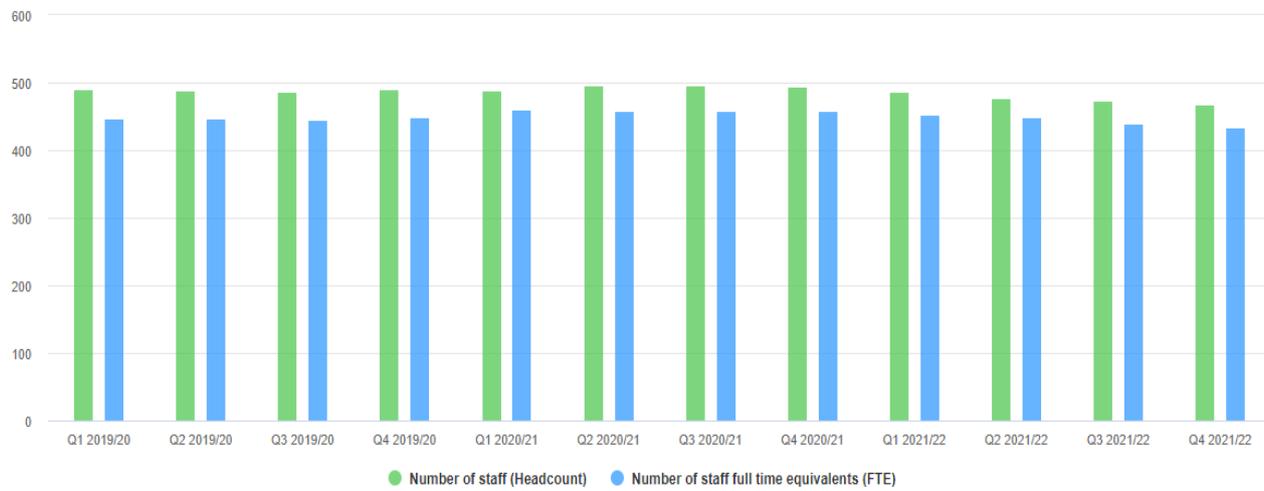
## Human Resources

### Sickness Absence-



### Latest Note

#### Staff headcount-



### Latest Note

Performance Indicator	Service Area	Current Value	Trend
% of Staff turnover	Human Resources	2021/22	17.8%
		2020/21	

### Latest Note

Performance Indicator	Service Area	Current Value	Trend	
Number of recruitment applicants aged under 30 years	Human Resources	2021/22	154	
		2020/21		133
		2019/20		384

Performance Indicator	Service Area	Current Value	Trend	
Number of internal promotions	Human Resources	2021/22	36	
		2020/21		2
		2019/20		10

### Latest Note

NB this figure includes promotions from the restructure, hence higher than usual

Performance Indicator	Service Area	Current Value	Trend
Number of training places taken on courses run internally	Human Resources	2021/22	640
		2020/21	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of recruitment vacancies filled	Human Resources	2021/22	88	
		2020/21	10	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of flexible working requests approved	Human Resources	2021/22	23	
		2020/21	4	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of disciplinary cases	Human Resources	2021/22	14	
		2020/21	8	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of grievances including bullying, harassment and recruitment complaints.	Human Resources	2021/22	2	
		2020/21	3	

Latest Note

Performance Indicator	Service Area	Current Value		Trend
Number of employees receiving market supplements	Human Resources	2021/22	84	
		2020/21	79	

Latest Note

As a lower quartile salary employer, we will always need to utilise market supplements to fill vacancies where there are particular recruitment and/or retention problems. Market supplements are justified by pay benchmarking. Historically we have provided market supplements to bring salaries up to the lower quartile pay benchmark. More regularly, in recent times, market supplements have needed to be applied to bring salaries up to the median pay benchmark.

General Fund Service Carry forwards 2022/23

Appendix 4

Portfolio	Service	Cost Centre	Proposed Carry Forward	Description
Executive Directors	Transformation Unit - Organisational	ORG00	45	The £0.100m drawdown from the Transformation Reserve was approved by Council on 6 September 2021 and will be used to continue the work on delivering the programme.
<b>Executive Directors Portfolio Total</b>			<b>45</b>	
Growth and Investment	Development Activities	EDT00	200	Carry Forward request to continue the review of the Town Centre to incentivise growth and footfall alongside the creation of a Business Support Programme to provide grants to independent retailers to support those with a presence in the Town Centre.
Growth and Investment	Town Centre Improvements	TWN00	119	Roll forward of the remaining budget for consultancy work on the Town Centre Regeneration Project. The scheme was originally approved by Cabinet on 9 November 2020 and is funded by the Town Centre Improvement Reserve.
<b>Growth and Investment Portfolio Total</b>			<b>319</b>	
Operation and Traded	Street Cleansing	STC00	15	Feasibility Study into piloting new technologies to support litter enforcement activities as approved by Cabinet 29 March 2021.
Operation and Traded	Garage	WVR00	28	Deminims capital receipts which will be used for Direct Revenue Financing for the 2022/23 programme to reduce net cost of borrowing and MRP charges in 2023/24
<b>Operation and Traded Portfolio Total</b>			<b>43</b>	
Leisure & Wellbeing	Parks	PKS00	25	Feasibility Study war memorial gates, formed part of Conservative Resolution in 2020/21 delayed due capacity issues within the team
<b>Leisure and Wellbeing Portfolio Total</b>			<b>25</b>	
Corporate Items - Other	Corporate	COV00	750	£0.250m to be used to fund security improvements and COVID-19 adaptations as per Cabinet report 29 March 2021 £0.500m to be used to create a corporate inflation budget to support the inflation risks facing the Council during 2022/23
<b>Corporate Total</b>			<b>750</b>	
<b>Grand Total</b>			<b>1,182</b>	

Portfolio	Service	Proposed Slippage £000s	Reason for Slippage
Leisure & Wellbeing	Athletics Track	4	Due to further retention payments.
Leisure & Wellbeing	Preservation Conservation	101	Due to vacant manager post at the RAGM the project has been delayed
Leisure & Wellbeing	Capital Expenditure s.106	175	Delays in the project due Legal issues around land has meant the project has been slipped
Leisure & Wellbeing	Whitehall Play Area Refurbishment	79	Completion of the bandstand refurbishment expected to be in 22/23
Leisure & Wellbeing	Newbold Quarry	11	Completion of the project expected to be in 22/23
Leisure & Wellbeing	Safety Improvements	22	To fund the ongoing scheme
Leisure & Wellbeing	Glamara Close Play Area Refurbishment	126	Due to the vacant manager position has meant the project has been slipped
Leisure & Wellbeing	Apple Grove/Sorrell Drive Play Area Refurbishment	150	Due to the vacant manager position has meant the project has been slipped
Leisure & Wellbeing	Park Connector Network	18	To fund the ongoing scheme
	<b>Leisure &amp; Wellbeing Portfolio Total</b>	<b>686</b>	
Regulation & Safety	Memorial Safety	22	Due to delays in the Diocese granting the faculties required
Regulation & Safety	Rainsbrook Cemetery Preparation	25	Due to staff resource issues, this project has been delayed
	<b>Regulation &amp; Safety Portfolio Total</b>	<b>47</b>	
Communities, Homes, Digital & Communications	ICT Renewal Programme	20	Following global shortages and long lead time on purchases, the carry forward will allow the service to continue to renew IT equipment which should have been replaced in 2021/22
Communities, Homes, Digital & Communications	ICT Refresh Programme	28	Following global shortages and long lead time on purchases, the carry forward will allow the service to continue to renew IT equipment which should have been replaced in 2021/22
Communities, Homes, Digital & Communications	AV Equipment	11	Following global shortages and long lead time on purchases, the carry forward will allow the service to continue to renew IT equipment which should have been replaced in 2021/22
Communities, Homes, Digital & Communications	Parks & Grounds Inspection System	15	Due to staff resource issues, this project has been delayed
Communities, Homes, Digital & Communications	Corporate Property Enhancements	65	Following the ongoing review of the Town Hall/Public Offices sites, this budget is for the Benn Hall roof refurbishment
Communities, Homes, Digital & Communications	Changing Places	57	The project is currently being retendered to revise the estimated cost of the scheme following the effects inflation has had on the purchase of materials. In addition to that, the project pause will allow an opportunity to consider how this scheme will be funded going forward
Communities, Homes, Digital & Communications	Housing Acquisition Fund	294	For a future acquisition
Communities, Homes, Digital & Communications	Woodside Park LPG	8	Due to issues finalising works
Communities, Homes, Digital & Communications	Carbon Management Plan	40	Potential schemes are yet to be identified
	<b>Communities, Homes, Digital &amp; Communications Portfolio Total</b>	<b>538</b>	
Finance, Performance & Governance	Corporate Asset Management System	32	Completion of the project expected to be in 22/23
	<b>Finance, Performance &amp; Governance Portfolio Total</b>	<b>32</b>	
Operation & Traded Services	Street Furniture	10	Due to the uncertainty with shelter replacement works in the town centre
Operation & Traded Services	Great Central Walk Bridge	168	For the ongoing refurbishment works in collaboration with the County
Operation & Traded Services	Route Optimiser System	10	Due to COVID-19 it has not been possible to carry out reviews for some of the businesses in trade waste
Operation & Traded Services	Vehicles	185	Following a national shortage, there have been delays in replacing old vehicles. On top of that, the service has spent time assessing the feasibility of electric vehicles which has delayed the replacement scheme
Operation & Traded Services	Sherbourne Recycling	807	Due to the drawdown of the loan facility due in 2022/23
	<b>Operations &amp; Traded Portfolio Total</b>	<b>1,180</b>	
	<b>Total Outturn Slippage requests to 2022/23</b>	<b>2,483</b>	
Total Carryforwards already approved		3,969	These were approved within the Q3 report
	<b>Grand Total Slippage Requests to 2022/23</b>	<b>6,452</b>	

Portfolio	Service	Proposed Slippage £000s	Reason for Slippage
HRA	Bell House Redevelopment	(45)	A carry forward request approved at Q3 needs to be brought back into the 2021/22 programme to fund the retention payments due for the scheme
HRA	Biart Place - Capital	100	For ongoing works due to delays during 2021/22 following a project review. Council approved the new scheme in March 2022 putting a hold on design work until 2022/23
HRA	Housing Management System	45	Due to the delayed implementation of phase 1
HRA	Laundries	8	To fund the ongoing scheme
HRA	Rewiring	33	To fund the ongoing scheme
HRA	Fire Risk Prevention Works Voids	15	Due to unpredictability of work
HRA	Lifeline Renewal Programme	26	As a result of COVID-19, there has been access issues and an increase to the lead time in equipment supply
HRA	Rebuilding Retaining Walls	23	Due to unpredictability of work
HRA	Replacement Footpaths	32	Due to unpredictability of work
HRA	Electrical Upgrades - Community Rooms	50	To fund the ongoing scheme
HRA	LED lighting	5	To fund the ongoing scheme
HRA	Driveways	20	Due to unpredictability of work
HRA	Heating Upgrades	694	For ongoing works which were delayed due to supply issues
HRA	Bathroom Modifications	15	To fund the ongoing scheme
HRA	Bathroom Modifications - non voids	4	To fund the ongoing scheme
HRA	Carbon Management Plan	739	Delays in contract signing, supply chain issues and poor take up by our residents
HRA	Housing Window Replacement	20	Completion of the project expected to be in 2022/23
HRA	Purchase of Council Houses	2,571	To fund the ongoing purchase of houses
HRA	Rounds Gardens Capital	386	For ongoing fees following delays in the project mostly due to the legal work
HRA	Rounds Gardens demolition	800	For delays pending the implementation of the PAGABO demolition framework and ongoing legal work
HRA	Victoria House Roof Refurbishment	70	Due to staff resource issues
	<b>Total Outturn Slippage requests to 2022/23</b>	<b>5,611</b>	
Total Carryforwards already approved		16,217	These were approved within the Q3 report
	<b>Grand Total Slippage Requests to 2022/23</b>	<b>21,828</b>	

General Fund (GF) Reserves and Balances over the Medium Term Financial Plan 2022/26

	Balance at 1st April 2021	Actual transfers in/out	Balance at 31st March 2022	Description of Movement	Balance at 1st April 2022	Forecast Net Transfers in Year	Balance at 31st March 2023	Forecast Net Transfers in Year	Balance at 31st March 2024	Forecast Net Transfers in Year	Balance at 31st March 2025	Forecast Net Transfers in Year	Balance at 31st March 2026
	£000s	£000s	£000s		£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
<b>Gen Fund Revenue Acc</b>	<b>(2,250)</b>	<b>0</b>	<b>(2,250)</b>		<b>(2,250)</b>	<b>0</b>	<b>(2,250)</b>	<b>0</b>	<b>(2,250)</b>	<b>0</b>	<b>(2,250)</b>	<b>0</b>	<b>(2,250)</b>
<b>Corporate Reserves</b>													
Business Rates Equalisation Reserve	(12,348)	1,045	(11,303)		(11,303)	(5,221)	(16,524)	(1,163)	(17,687)	(1,598)	(19,285)	(1,687)	(20,972)
Budget Stability Reserve	(3,048)	341	(2,707)	Transfer from reserve of £0.015m for the Street Cleansing Service following Cabinet approval to fund the clean-up of the A46 and £0.373m in relation to the budget that was set to fund the shortfall in the overall 2021/22 budget. <b>Pending Reserve:</b> (£0.048m) due to budget that is no longer required in the Refuse Service for partner contributions towards the Sherbourne Recycling Facility.	(2,707)	9	(2,698)	14	(2,684)	0	(2,684)	0	(2,684)
GF Revenue Carry Forward Reserve	(585)	(597)	(1,182)	The balance on the reserve relates to a carry forward for all 2021/22 Council Resolution budgets which were not spent in year due to COVID-19 and any budgets which need to be carried forward to manage slippage of costs and risks in 2022/23. See Appendix 4 for full details.	(1,182)	1,182	0	0	0	0	0	0	0
<b>Subtotal Corporate Reserves</b>	<b>(15,981)</b>	<b>788</b>	<b>(15,192)</b>		<b>(15,192)</b>	<b>(4,030)</b>	<b>(19,222)</b>	<b>(1,149)</b>	<b>(20,370)</b>	<b>(1,598)</b>	<b>(21,969)</b>	<b>(1,687)</b>	<b>(23,656)</b>
<b>Other Earmarked Reserves</b>													
Non-Conditional Revenue Grants	(613)	220	(393)	A net total of £0.220m has been drawdown in 2021/22. The majority of the movement relates to grants totalling £0.296m which have been used to fund the outturn position, therefore reducing the amount needed from the Budget Stability Reserve. The remaining balance (£0.076m) is set aside and will be drawn down in future years to cover costs where appropriate.	(393)	166	(227)	40	(187)	40	(147)	147	0
Revenue Section Agreements	(980)	(517)	(1,497)	Management of the S106 income to finance the cost of schemes in place.	(1,497)	103	(1,394)	103	(1,291)	103	(1,188)	0	(1,188)
Warwickshire Consortium Reserve	(2)	0	(2)		(2)	0	(2)	0	(2)	0	(2)	0	(2)
STW Pensions Reserve	(86)	0	(86)		(86)	0	(86)	0	(86)	0	(86)	0	(86)
<b>Subtotal - Organisation Wide Reserves</b>	<b>(1,681)</b>	<b>(297)</b>	<b>(1,978)</b>		<b>(1,978)</b>	<b>269</b>	<b>(1,708)</b>	<b>143</b>	<b>(1,565)</b>	<b>143</b>	<b>(1,422)</b>	<b>147</b>	<b>(1,276)</b>
Transformation Fund	(500)	100	(400)	Reserve created for 2021/22 to support transformation costs over the medium term. Drawdown of £0.100m used to fund consultancy costs as approved by Council on 6 September 2021.	(400)	(1,000)	(1,400)	467	(933)	467	(467)	467	0
Emergency Climate Reserve	(500)	0	(500)		(500)	(500)	(1,000)	333	(667)	333	(333)	334	0
<b>Subtotal - Executive Directors</b>	<b>(1,000)</b>	<b>100</b>	<b>(900)</b>		<b>(900)</b>	<b>(1,500)</b>	<b>(2,400)</b>	<b>800</b>	<b>(1,600)</b>	<b>800</b>	<b>(800)</b>	<b>800</b>	<b>0</b>
HoF Licence Reserve	(180)	129	(51)	<b>Pending Reserve:</b> Transfer from reserve to mitigate the pressure from the loss of income following the closure of the Hall of Fame during 2021/22.	(51)	51	(0)	0	(0)	0	(0)	0	(0)
Acquisition Reserve (AG/M)	(10)	(6)	(16)	<b>Pending Reserve:</b> Reserve used to purchase artwork for the Rugby Art Gallery Museum.	(16)	(6)	(22)	(6)	(27)	(6)	(34)	(6)	(40)
Family Weight Project Reserve	(34)	(24)	(58)	<b>Pending Reserve:</b> Due to the service being volatile year on year, the reserve has been set up to smooth out budget pressures or savings over the medium term.	(58)	0	(58)	0	(58)	0	(58)	0	(58)
<b>Subtotal - Leisure and Wellbeing</b>	<b>(224)</b>	<b>99</b>	<b>(125)</b>		<b>(126)</b>	<b>45</b>	<b>(80)</b>	<b>(6)</b>	<b>(86)</b>	<b>(6)</b>	<b>(93)</b>	<b>(6)</b>	<b>(99)</b>
Town Centre Improvement Reserve	(192)	30	(162)	Transfer from reserve of £0.030m to fund additional expenditure for consultancy in relation to the Town Centre Regeneration Project approved by Cabinet 7 February 2022.	(162)	40	(122)	0	(122)	0	(122)	0	(122)
<b>Subtotal - Growth and Investment</b>	<b>(192)</b>	<b>30</b>	<b>(162)</b>		<b>(162)</b>	<b>40</b>	<b>(122)</b>	<b>0</b>	<b>(122)</b>	<b>0</b>	<b>(122)</b>	<b>0</b>	<b>(122)</b>
CIPFA Training Reserve	(26)	2	(24)	<b>Pending Reserve:</b> Funds drawn down to support in year costs of professional training.	(24)	3	(21)	0	(21)	0	(21)	0	(21)
Corporate Assurance Training Reserve	(5)	1	(4)	<b>Pending Reserve:</b> Funds drawn down to support in year costs of professional training.	(4)	2	(3)	1	(2)	0	(2)	0	(2)
Insurance / RM Reserve	(10)	(1)	(11)	<b>Pending Reserve:</b> Transfer into the reserve of £265 following a rebate for one of our premiums.	(11)	0	(11)	0	(11)	0	(11)	0	(11)
<b>Subtotal - Finance, Performance, Legal and Governance</b>	<b>(41)</b>	<b>2</b>	<b>(39)</b>		<b>(39)</b>	<b>5</b>	<b>(34)</b>	<b>1</b>	<b>(33)</b>	<b>0</b>	<b>(33)</b>	<b>0</b>	<b>(33)</b>
Digitalisation & Trading Reserve	(17)	17	0	<b>Pending Reserve:</b> Full balance of reserve used in 2021/22 to part fund the Digitalisation and Development Capital Programme.	0	0	0	0	0	0	0	0	0
Corporate Apprentice Scheme Reserve	(54)	0	(54)		(54)	54	0	0	0	0	0	0	0
Energy Efficiency Investment Fund	(76)	(14)	(90)	<b>Pending Reserve:</b> Funds achieved through efficiencies to be set aside to invest in future schemes.	(90)	0	(90)	0	(90)	0	(90)	0	(90)
Woodside Park R & M Reserve	(29)	0	(29)		(29)	3	(26)	2	(24)	0	(24)	0	(24)
Welfare Support Reserve	(461)	136	(325)	Movement in year relates to a net transfer from reserves of £0.136m for grants received and utilised during 2021/22 £0.196m and grants not yet fully utilised during 2021/22 (£0.060m). <b>Pending Reserve:</b> (£0.037m) net transfer to the reserve for grants received and not yet fully utilised.	(325)	107	(218)	107	(111)	107	(4)	0	(4)
Welfare Support IT Reserve	(100)	0	(100)		(100)	0	(100)	0	(100)	0	(100)	0	(100)

General Fund (GF) Reserves and Balances over the Medium Term Financial Plan 2022/26

	Balance at 1st April 2021	Actual transfers in/out	Balance at 31st March 2022	Description of Movement	Balance at 1st April 2022	Forecast Net Transfers in Year	Balance at 31st March 2023	Forecast Net Transfers in Year	Balance at 31st March 2024	Forecast Net Transfers in Year	Balance at 31st March 2025	Forecast Net Transfers in Year	Balance at 31st March 2026
	£000s	£000s	£000s		£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
<b>Subtotal - Communities and Homes, Digitalisation and Communications</b>	<b>(737)</b>	<b>139</b>	<b>(598)</b>		<b>(598)</b>	<b>164</b>	<b>(434)</b>	<b>109</b>	<b>(325)</b>	<b>107</b>	<b>(218)</b>	<b>0</b>	<b>(218)</b>
Hackney Carriages Reserve	(39)	5	(34)	<b>Pending Reserve:</b> £0.005m net transfer to the reserve to manage licence renewals which are paid upfront, usually for 3 years or 5 years.	(34)	0	(34)	0	(34)	0	(33)	0	(33)
Crematorium Replacement Reserve	(65)	(8)	(73)	Budgeted transfer into the reserve of (£0.025m) to cover any future maintenance costs as approved by the Joint Committee, managed by RBC and West Northamptonshire Council. For 2021/22 there was an additional transfer of (£0.025m) following a surplus outturn position. Transfers from the reserve of £0.042m to fund the purchase of a weighing platform and replacement floor, both approved by the Joint Committee during the year.	(73)	43	(30)	30	(0)	(25)	(25)	(25)	(50)
Crematorium Cameo Reserve	(29)	(3)	(32)	Budgeted transfer of CAMEO income as approved by the Joint Committee, managed by RBC and West Northamptonshire Council.	(32)	27	(5)	3	(2)	(2)	(4)	(2)	(6)
Environmental Crimes Reserve	(20)	(1)	(21)	<b>Pending Reserve:</b> (£0.001m) transfer to the reserve following surplus income during the year received from Environmental Crime Fixed Penalty Notices. This reserve can only be used to fund educational or preventative work.	(21)	0	(21)	0	(21)	0	(21)	0	(21)
Licensing Reserve	(25)	(5)	(30)	<b>Pending Reserve:</b> Reserve set up to manage the volatility of licence renewals as these can be unpredictable year on year.	(30)	0	(30)	0	(30)	0	(30)	0	(30)
Graves In Perpetuity	(11)	0	(11)		(11)	0	(11)	0	(11)	0	(11)	0	(11)
HMO License Reserve	(28)	4	(24)	<b>Pending Reserve:</b> £0.004m net transfer from the reserve to manage House in Multiple Occupation (HMO) renewals which are paid every 5 years.	(24)	17	(7)	(11)	(18)	0	(18)	0	(18)
<b>Subtotal - Regulation and Safety</b>	<b>(217)</b>	<b>(8)</b>	<b>(225)</b>		<b>(224)</b>	<b>87</b>	<b>(137)</b>	<b>22</b>	<b>(116)</b>	<b>(27)</b>	<b>(142)</b>	<b>(27)</b>	<b>(169)</b>
Land Drainage Reserve	(20)	0	(20)		(20)	2	(18)	2	(16)	2	(14)	2	(12)
Waste Reserve	(48)	(87)	(135)	<b>Pending Reserve:</b> (£0.087m) transfer to the Waste Reserve following an underspend in the service during 2021/22. This is planned to be spent during 2022/23 on health and safety improvements at Work Services Depot.	(135)	135	(0)	0	(0)	0	(0)	0	(0)
<b>Subtotal - Operation and Traded</b>	<b>(68)</b>	<b>(87)</b>	<b>(155)</b>		<b>(155)</b>	<b>137</b>	<b>(18)</b>	<b>2</b>	<b>(16)</b>	<b>2</b>	<b>(14)</b>	<b>2</b>	<b>(12)</b>
<b>Total Service Earmarked Reserves</b>	<b>(4,160)</b>	<b>(22)</b>	<b>(4,183)</b>		<b>(4,182)</b>	<b>(752)</b>	<b>(4,934)</b>	<b>1,071</b>	<b>(3,863)</b>	<b>1,019</b>	<b>(2,845)</b>	<b>916</b>	<b>(1,928)</b>
<b>TOTAL General Fund Reserves</b>	<b>(22,391)</b>	<b>767</b>	<b>(21,625)</b>		<b>(21,625)</b>	<b>(4,782)</b>	<b>(26,405)</b>	<b>(78)</b>	<b>(26,484)</b>	<b>(579)</b>	<b>(27,063)</b>	<b>(771)</b>	<b>(27,834)</b>

**Government Support Funding to Rugby Borough Council in response to COVID-19 Pandemic**

To date, Rugby Borough Council has received support grants of (£10.1m) to pass directly on to residents and businesses as follows:

Body	COVID-19 Funding Type	Unspent Grant B/fwd from 2020/21 £000s	(Received) /Repaid £000s	Spend £000s	Diff £000s	Notes
BIES	Small Business Grant Fund/Retail, Leisure and Hospitality	(10)	0	(35)	(45)	Cash grants repaid by small businesses in this sector. Balance to be repaid to Government
Sports Council	England Sports Council Grant	0	(14)	14	0	Passed onto GLL to contribute to losses
DHSC	Test and Trace Support Payments - Statutory payments	(54)	(122)	215	39	Test and Trace support payments to eligible applicants, fully reimbursed by grant funding.
DHSC	Test and Trace Support Payments - Discretionary payments	(93)	(62)	155	0	Discretionary grant allocation for individuals who do not qualify for the Test and Trace Support Payment but require financial support to self isolate.
BIES	Business Support Grant - Open LRG	(31)	2	28	0	Grant funding to support local businesses that are not legally required to close but which are severely impacted by the local restrictions on socialising
BIES	Business Support Grant - Closed LRSG - Addendum	(1,598)	1,342	241	(15)	Grant funding to support local businesses that were required to close
BIES	Business Support Grant - Closed LRSG	(257)	248	5	(3)	Grant funding to support local businesses that were required to close
BIES	Business Support Grant - Closed Business Lockdown	(1,206)	1,166	28	(12)	Grant funding to support local businesses that were required to close
BIES	BEIS Business Support Grant - XMAS	(5)	5	0	0	Additional grant funding to support wet let pubs during the festive period under tiered restrictions. Balance repaid to Government
BIES	Local Restrictions Support Grants and Additional Restrictions Grant	(1,729)	(1,137)	2,862	(4)	Grant funding to support local businesses during the national lockdown and local restrictions.
MHCLG	Omicron Hospitality & Leisure Grant	0	(882)	701	(181)	The scheme provides support to hospitality, leisure and accommodation businesses, in recognition that the rise of the Omicron variant means that some businesses are likely to struggle
MHCLG	Covid-19 Additional Relief Fund	0	(2,908)	0	(2,908)	Grant funding to provide business rates relief for retail, hospitality and leisure properties, given the direct impact of COVID-19
BIES	Restart Grant	0	(4,974)	4,233	(741)	Grant funding to support non-essential retail business premises to help them reopen safely
	<b>TOTAL</b>	<b>(4,983)</b>	<b>(7,336)</b>	<b>8,449</b>	<b>(3,869)</b>	

**Plus (£1.590m) targeted COVID-19 support grants for General Fund services:**

Body	COVID-19 Funding Type (excluding emergency funding)	Unspent Grant B/fwd from 2020/21 £000s	(Received) /Repaid £000s	Spend £000s	Diff £000s	Notes
MHCLG	Next Steps Accommodation Programme	(81)		25	(56)	Funding to support emergency accommodation and private rented sector accommodation pressures
ERDF	Reopening of the High Streets Safety Fund	0	(18)	18	0	Fund to support the costs of putting in place additional measures to create and promote a safe environment for local trade and tourism
	Pavement Licensing	0	(14)	14	0	To support the costs of administering increased applications
DHSC	New Burdens - Test and Trace Support Payments	(28)	(41)	17	(52)	To support the costs of administering the scheme
Arts Council	Arts Council Culture Recovery Fund	0	(8)	8	0	To support loss of income within Benn Hall, which replaced MHCLG sales fees and charges income recovery from MHCLG
MHCLG	COVID Outbreak Management Funding	0	(132)	50	(81)	Paid to the County Council and distributed between Warwickshire local authorities to support local measures to protect public health and local economies.
MHCLG	Sales, Fees and Charges Support Grant	0	(463)	463	0	Compensation for Sales, fees and charges income losses
BIES	New Burdens – Restart & Additional Restrictions Grants Fund	0	(73)	73	0	To support the costs of administering the scheme
MHCLG	Local Authority Support Grant	0	(510)	510	0	
MHCLG	New Burdens – Local Council Tax Support Schemes	0	(122)	0	(122)	To support the costs of administering the scheme
MHCLG	Lower Tier Service Grant	0	(168)	168	0	New grant for 2021/22, specifically to lower tier authorities with a one-off minimum funding floor
Cabinet Office	Local Elections Funding	0	(41)	41	0	To cover additional costs in making the election process covid safe
	<b>TOTAL</b>	<b>(109)</b>	<b>(1,590)</b>	<b>1,387</b>	<b>(312)</b>	

MHCLG Ministry of Housing, Communities and Local Government

BIES Department for Business, Energy & Industrial Strategy

DHSC Department of Health & Social Care

ERDF European Regional Development Fund

LRSG Local Restriction Support Grant

**AGENDA MANAGEMENT SHEET**

<b>Report Title:</b>	Members' Allowances 2021/22
<b>Name of Committee:</b>	Cabinet
<b>Date of Meeting:</b>	27 June 2022
<b>Report Director:</b>	Chief Officer - Finance and Performance
<b>Portfolio:</b>	Finance and Performance
<b>Ward Relevance:</b>	N/A
<b>Prior Consultation:</b>	N/A
<b>Contact Officer:</b>	Lisa Marshall, Finance Business Partner
<b>Public or Private:</b>	Public
<b>Report Subject to Call-In:</b>	Yes
<b>Report En-Bloc:</b>	Yes
<b>Forward Plan:</b>	Yes
<b>Corporate Priorities:</b>	This report relates to the following priority(ies): <input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) <a href="#">Corporate Strategy 2021-2024</a> <input type="checkbox"/> This report does not specifically relate to any Council priorities but
<b>(C) Climate</b> <b>(E) Economy</b> <b>(HC) Health and Communities</b> <b>(O) Organisation</b>	
<b>Summary:</b>	The Local Authorities (Members' Allowances) (England) Regulations 2003 require each local authority to publish details of allowances paid to each councillor for the previous financial year. The report details allowances claimed for 2021/22 financial year.

<b>Financial Implications:</b>	The maximum amounts able to be claimed by councillors for basic allowance, special responsibility allowance and travel and subsistence are stipulated in the Members' Allowance Scheme.
<b>Risk Management Implications:</b>	All claims made by councillors are rigorously checked for accuracy and compliance with the Council's Members' Allowance Scheme.
<b>Environmental Implications:</b>	N/A
<b>Legal Implications:</b>	The Members' Allowance Scheme is required to comply with the Local Authorities (Members' Allowances) (England) Regulations 2003.
<b>Equality and Diversity:</b>	N/A
<b>Options:</b>	N/A
<b>Recommendation:</b>	The allowances claimed by Members for 2021/22 as detailed at Appendix 1 to the report, be noted.
<b>Reasons for Recommendation:</b>	To satisfy the legislative requirement to publish the list of allowances claimed.

**Cabinet - 27 June 2022**

**Members' Allowances 2021/22**

**Public Report of the Chief Officer - Finance and Performance**

**Recommendation**

The allowances claimed by Members for 2021/22, as detailed at Appendix 1 to the report, be noted.

**1. Introduction**

The Local Authorities (Members' Allowances) (England) Regulations 2003 require each local authority to publish details of allowances paid to each councillor for the previous financial year.

The required information for 2021/22 financial year is shown in Appendix 1. A list of details of all Special Responsibility Allowances for this financial year is attached in Appendix 2.

**2. Allowances Paid**

The amounts paid to councillors include basic allowance and special responsibility allowance (if applicable).

Councillors can also claim travel and subsistence allowances for meetings and conferences as determined by the Council. However, these amounts may vary as:

- i) Some councillors prefer not to claim these allowances
- ii) They are often dependent on the frequency of journeys a councillor undertakes; and
- iii) They are dependent on how far councillors have to travel from their homes to the Town Hall

**Name of Meeting:** Cabinet  
**Date of Meeting:** 27 June 2022  
**Subject Matter:** Members' Allowances 2021/22  
**Originating Department:** Finance and Performance

**DO ANY BACKGROUND PAPERS APPLY**       YES       NO

**LIST OF BACKGROUND PAPERS**

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

**Members Allowances 2021/22**
**Appendix 1**
**Members**

Councillor Surname	Councillor Forename	Ward	Basic Allowance	Special Resp Allowance	Conference Fees	Tablets & Mobile Phones	Total £
A'Barrow	Julie	Bilton	7,132.20	3,602.66			10,734.86
Allanach	Glenda	Rokeby & Overslade	7,132.20				7,132.20
Beame	Andrew	Wolston & The Lawfords	7,132.20				7,132.20
Brader	Michael	New Bilton	6,822.00				6,822.00
Bragg	Sally	Wolston & The Lawfords	772.56	64.44			837.00
Brown	Kieren	Newbold & Brownsover	772.56				772.56
Brown	Barbara	New Bilton	7,132.20				7,132.20
Butlin	Peter	Admirals & Cawston	772.56				772.56
Cade	Christopher	Bilton	7,132.20	559.42			7,691.62
Crane	Emma	Leam Valley	7,132.20	5,943.60			13,075.80
Cranham	David	Hillmorton	772.56				772.56
Daly	Adam	Hillmorton	6,365.30				6,365.30
Douglas	Timothy	Paddock	7,132.20				7,132.20
Dumbleton	Carie-Anne	Rokeby & Overslade	7,132.20				7,132.20
Eccleson	Peter	Dunsmore	7,132.20	3,086.84			10,219.04
Ellis	James	Newbold & Brownsover	7,132.20				7,132.20
Garcia Maures	Belinda	Revel & Binley Woods	7,132.20				7,132.20
Gillias	Anthony	Revel & Binley Woods	7,132.20				7,132.20
Hassell	Evelyn	Cliffon, Newton & Churchover	6,365.30				6,365.30
Hunt	Leigh	Cliffon, Newton & Churchover	772.56				772.56
Keeling	Dale	Admirals & Cawston	7,132.20				7,132.20
Lawrence	Kathryn	Hillmorton	7,132.20	5,704.15			12,836.35
Lewis	Bill	Rokeby & Overslade	7,132.20	662.14			7,794.34
Lowe	Sebastian	Coton & Boughton	7,132.20	13,507.68	362.50	78.78	21,081.16
Mahoney	Thomas	Benn	7,132.20	479.32			7,611.52
Maoudis	Becky	Wolvey & Shilton	5,468.02				5,468.02
McQueen	Craig	Eastlands	7,132.20				7,132.20
Mistry	Ish	New Bilton	7,132.20				7,132.20
New	Noreen	Paddock	7,132.20				7,132.20
O'Rourke	Margaret	Benn	7,132.20	1,194.50			8,326.70
Pacey-Day	Christopher	Wolvey & Shilton	750.42				750.42
Parker	Lisa	Bilton	7,132.20				7,132.20
Picker	Ian	Hillmorton	6,941.40	3,602.66			10,544.06
Poole	Derek	Wolston & The Lawfords	7,132.20	5,943.60	362.50	80.01	13,518.31
Rabin	Wayne	Newbold & Brownsover	6,365.30				6,365.30
Robbins	Carolyn	Coton & Boughton	7,132.20	5,943.60			13,075.80
Roberts	Deepah	Dunsmore	7,132.20	3,310.70			10,442.90
Roberts	Howard	Dunsmore	7,132.20	5,943.60		78.78	13,154.58
Roadhouse	Susan	Eastlands	7,132.20				7,132.20
Roadhouse	Jerry	Paddock	7,132.20	2,845.01			9,977.21
Sandison	Neil	Eastlands	7,132.20				7,132.20
Shera	James	Benn	7,132.20				7,132.20
Simpson-Vince	Jill	Coton & Boughton	7,132.20	5,943.60	362.50		13,438.30
Srivastava	Ramesh	Newbold & Brownsover	7,132.20				7,132.20
Timms	Heather	Revel & Binley Woods	7,132.20				7,132.20
Watson-Merret	Carolyn	Admirals & Cawston	6,365.30				6,365.30
Williams	Mark	Admirals & Cawston	6,365.30				6,365.30
Willis	Timothy	Wolston & The Lawfords	6,365.30				6,365.30
<b>Total</b>			<b>297,399.04</b>	<b>68,337.52</b>	<b>1,087.50</b>	<b>237.57</b>	<b>367,061.63</b>

**Independents**

Councillor Surname	Councillor Forename	Ward	Special Resp Allowance	Car Parking Fees	Mileage NI / Rugby Casual	Total £
Dudfield	Paul	n/a	3,435.36			3,435.36
Eves	John	n/a	1,464.72	1.67	76.43	1,542.82
Shackley	Paul	n/a	572.56			572.56
<b>Total</b>			<b>5,472.64</b>	<b>1.67</b>	<b>76.43</b>	<b>5,550.74</b>

**APPENDIX 2**

**SPECIAL RESPONSIBILITY ALLOWANCES**

**2021/22 – with effect from 20 May 2021**

<b>Special responsibility</b>	<b>Name of Councillor</b>
<b>Mayor</b>	Cllr Mrs Deepah Brojohomun-Roberts
<b>Leader of the Council and Chair of Cabinet (plus Change and Transformation portfolio)</b>	Cllr Sebastian Lowe
<b>Deputy Leader of the Council (plus Regulation and Safety portfolio)</b>	Cllr Derek Poole
<b>Cabinet Members/portfolio holders:</b>	
<b>Growth and Investment</b>	Cllr Mrs Jill Simpson-Vince
<b>Leisure and Wellbeing</b>	Cllr Howard Roberts
<b>Communities, Homes, Digital and Communications</b>	Cllr Mrs Emma Crane
<b>Finance, Performance, Legal and Governance</b>	Cllr Ms Carolyn Robbins
<b>Operations and Traded Services</b>	Cllr Miss Kathryn Lawrence
<b>Licensing and Safety Committee Chair</b>	Cllr Mrs Julie A'Barrow
<b>Planning Committee Chair</b>	Cllr Ian Picker
<b>Scrutiny Committee</b>	Cllr Peter Eccleson
<b>Appeals Committee</b>	No appointments – no SRA applies
<b>Main opposition Group Leader (Lib Dem)</b>	Cllr Jerry Roodhouse
<b>Group Leader (Labour)</b>	Cllr Mrs Maggie O'Rourke
<b>Audit and Ethics Committee Chair</b>	Mr Paul Dudfield
<b>Audit and Ethics Committee Vice-Chair</b>	Mr John Eves

**AGENDA MANAGEMENT SHEET**

<b>Report Title:</b>	Treasury Management 2021/22 - Annual Report
<b>Name of Committee:</b>	Cabinet
<b>Date of Meeting:</b>	27 June 2022
<b>Report Director:</b>	Chief Officer - Finance and Performance
<b>Portfolio:</b>	Finance, Performance, Legal and Governance
<b>Ward Relevance:</b>	All
<b>Prior Consultation:</b>	None
<b>Contact Officer:</b>	Jon Illingworth, Section 151, and Chief Finance Officer. jon.illingworth@rugby.gov.uk 01788 533410
<b>Public or Private:</b>	Public
<b>Report Subject to Call-In:</b>	Yes
<b>Report En-Bloc:</b>	Yes
<b>Forward Plan:</b>	Yes
<b>Corporate Priorities:</b>	This report relates to the following priority(ies): <input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) <a href="#">Corporate Strategy 2021-2024</a> <input type="checkbox"/> This report does not specifically relate to any Council priorities but
<b>Summary:</b>	The report sets out the Treasury Management activities for 2021/22
<b>Financial Implications:</b>	None as a direct result of this report. The report ensures that Cabinet is aware of the final Treasury Management position for 2021/22.

<b>Risk Management/Health and Safety Implications:</b>	Risk management considerations are set out within the report and there are no health and safety implications
<b>Environmental Implications:</b>	There are no environmental implications for this report, therefore a Climate Change and Environmental Impact Assessment is not required
<b>Legal Implications:</b>	There are no legal implications for this report
<b>Equality and Diversity:</b>	There are no equality and diversity implications for this report, therefore an Equality Impact Assessment is not required
<b>Options:</b>	As this report complies with the Treasury Management Code of Practice, which was approved by Council, no other options have been considered
<b>Recommendation:</b>	<p>(1) The Treasury Management report for 2021/22 be considered; and</p> <p>(2) the actual treasury management indicators (Appendix A) be noted.</p>
<b>Reasons for Recommendation:</b>	To provide Members with relevant information to make informed decisions around Treasury Management Activity and, in line with best practice, comply with the Code of Practice

Cabinet - 27 June 2022

Treasury Management 2021/22 - Annual Report

Public Report of the Chief Officer - Finance and Performance

**Recommendation**

- (1) The Treasury Management report for 2021/22 be considered; and
- (2) the actual treasury management indicators (Appendix A) be noted.

**1. INTRODUCTION**

- 1.1. On 1 February 2021, in accordance with the CIPFA Code of Practice for Treasury Management in the Public Sector, Council approved the Treasury Management Strategy for 2021/22. The Code requires the Council to approve a treasury management strategy before the start of each financial year, a mid-year report, and an annual report after the end of each financial year. The code requires local authorities to comply with three key principles:

**KEY PRINCIPLE 1** Public service organisations should put in place formal and comprehensive objectives, policies and practices, strategies and reporting arrangements for the effective management and control of their treasury management activities.

**KEY PRINCIPLE 2** Their policies and practices should make clear that the effective management and control of risk are prime objectives of their treasury management activities and that responsibility for these lies clearly within their organisations. Their appetite for risk should form part of their annual strategy, including any use of financial instruments for the prudent management of those risks, and should ensure that priority is given to security and portfolio liquidity when investing treasury management funds.

**KEY PRINCIPLE 3** They should acknowledge that the pursuit of value for money in treasury management, and the use of suitable performance measures, are valid and important tools for responsible organisations to employ in support of their business and service objectives; and that within the context of effective risk management, their treasury management policies and practices should reflect this.

- 1.2. This report covers the treasury activities for the financial year 2021/22.
- 1.3. Part of the Council's treasury activity is to address any borrowing need, either through borrowing from external bodies, or utilising temporary cash resources available within the Council. The wider treasury activities also include

managing the Council's cash flows, its existing borrowing activities, and investment of surplus funds. These activities are structured to manage risk foremost, and then to optimise performance.

## **2. ECONOMIC REVIEW 2021/22 – National picture – provided by Link Asset Services (Corporate Treasury Advisors) April 2022**

2.1 Over the last two years, the coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings until raising it to:

- 0.25% at its meeting on 16 December 2021
- 0.50% at its meeting of 4 February 2022
- 0.75% in March 2022.

There are further rises expected during 2022/23.

2.2 The UK economy has endured several false dawns through 2021/22, but with most of the economy now opened up and nearly back to business-as-usual, the GDP numbers have been robust (9% year over year Q1 2022) and sufficient for the Monetary Policy Committee (MPC) to focus on tackling the effects of inflation, now that the CPI measure has already risen to 6.2% and is likely to exceed 8% in April.

Gilt yields fell towards the back end of 2021, but despite the war in Ukraine gilt yields have risen quickly in early 2022. These rises have been part of a global trend as inflation concerns have risen and yields are likely to continue to rise through coming months as many central banks have suggested they will look to raise interest rates to contain inflation.

2.3 Historically, a further rise in US Treasury yields will probably drag UK gilt yields higher. There is a strong correlation between the two factors. However, the squeeze on real household disposable incomes arising from the 54% leap in April utilities prices as well as rises in council tax, water prices and many phone contract prices, are strong headwinds for any economy to deal with. In addition, from 1st April 2022, employees also pay 1.25% more in National Insurance tax. Consequently, inflation will be a bigger drag on real incomes in 2022 than in any year since records began in 1955.

2.4 Average inflation targeting. This was the major change in 2020/21 adopted by the Bank of England in terms of implementing its inflation target of 2%. The key addition to the Bank's forward guidance in August 2020 was a new phrase in the policy statement, namely that "it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and achieving the 2% target sustainably". That mantra now seems very dated. Inflation is the "genie" that has escaped the bottle, and a perfect storm of supply side shortages, labour shortages, commodity price inflation, the impact of Russia's invasion of Ukraine and subsequent Western sanctions all point to inflation being at elevated levels until well into 2023.

### **3. ECONOMIC REVIEW 2021/22 – Local picture**

#### **Impact of Covid-19 on Past and Future Treasury Management Activities**

- 3.1. Underpinning the Council's activities for a large part of 2021/22 has been its response to the Covid-19 pandemic, which, whilst impacting significantly on service delivery, it has also had consequential impacts on the Council's Treasury Management activities as Government has made significant resources available for Councils to deliver services and funding to the local area and economy.

#### **Prospect for Interest Rates**

- 3.2. Following May's bank rate increase, the Council's treasury management advisor (Link Asset Services) updated their interest rate forecasts up to March 2023 where the rate is expected to be 2.00%. This updated view on interest rates is currently being used by the Council to assess the impact on both its investment and borrowing strategies in 2022/23.

### **4. Council's Investment Strategy**

- 4.1. The Council has continued to focus on protection of the Council's resources by ensuring that investments are made with organisations that are considered to have a sound financial standing based on their counterparty creditworthiness
- 4.2. During the period of the Covid-19 pandemic sovereign and organisation credit ratings have been subject to change by all of the three main rating agencies (Fitch, Moody's and S&P); indeed Fitch downgraded the UK's sovereign rating from AA to AA- at the end of March 2020, where it still remains.
- 4.3. Following rating actions to-date, all banks previously approved continue to meet the approved rating criteria as prescribed in the Council's 2021/22 Annual Investment Strategy and officers continue to monitor developments as they arise.
- 4.4. There were no cash flow issues that arose during 2021/22 as a result of Covid-19. Just as in 2020/21, as part of the response to the Covid-19 pandemic, the Council, along with all other local authorities received substantial levels of grant funding from Government, but this decreased significantly from the previous year. Local authorities were at the forefront in either acting as the Government's direct agent in paying out grants to local businesses or in providing the response to support the local economy and as a result paid out substantial Grants to local businesses. As Government grants were paid in advance, and sometimes significantly in advance of paying out, this did not have any adverse effect upon the Treasury Management Strategy.

## 5. THE COUNCIL'S CAPITAL EXPENDITURE AND FINANCING 2021/22

- 5.1. The level of capital expenditure incurred by the Council, and its financing, forms one of the required prudential indicators. The table below shows total capital expenditure for the year and how this was financed.

	2021/22 Original Budget £000s	2021/22 Estimate as at Q2 £000s	2021/22 Outturn £000s
Total capital expenditure	11,801	43,399	11,397
Resourced by:			
Capital receipts	505	4,752	1,046
Capital grants and other contributions	696	4,651	3,612
Capital reserves	3,396	4,817	2,746
Revenue	1,343	10,974	2,506
<b>Unfinanced capital expenditure</b>	<b>5,861</b>	<b>18,205</b>	<b>1,487</b>

- 5.2. Full details of capital expenditure and explanations of variances from budget can be found within the Financial and Performance Monitoring Outturn Report also included on this agenda. The fall in capital expenditure between estimate and outturn relates to slippage in the programme principally around:

- a) (£0.355m) Play area refurbishments being delayed due to staff vacancies within the parks team.
  - b) (£2.571m) Availability of suitable properties on the open market for council house purchases.
  - c) (£1.549m) Slippage in the delivery of the HRA property programme due to material supply issues and demand.
  - d) (£0.807m) Timing of the payments for the Sherbourne Recycling Scheme
- 5.3. The Council undertakes capital expenditure on long term assets. These activities may either be:
- a) Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need (although this does result in a loss of interest on resources which would otherwise be invested) or;
  - b) If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need (unfinanced capital expenditure, therefore resulting in an increase in interest costs and eventual loan repayment)

## 6. THE COUNCIL'S OVERALL BORROWING NEED

- 6.1. The Council's underlying need to borrow is called the **Capital Financing Requirement** (CFR). This figure is a gauge for the Council's debt position and represents 2021/22 and historic net capital expenditure which has not yet been charged to revenue. The process for charging this capital expenditure to revenue is a statutory requirement and is called the **Minimum Revenue**

**Provision (MRP)\*.** The Council has the option to charge more than the statutory MRP each year through Voluntary Revenue Provision (VRP). The Council's CFR for the year is shown below and represents a key prudential indicator. The total CFR can also be reduced by the application of additional capital resources (such as unapplied capital receipts.)

\*In effect this is the amount required to be set aside for the eventual loan repayment.

Capital Financing Requirement	31 March 2022 Actual £000s	31 March 2022 Original Indicator £000s
Opening balance 1 April 2021	86,744	86,744
Plus: unfinanced capital expenditure	1,487	18,205
Less: MRP/Repayment of Loan	(1,459)	(1,459)
Closing balance 31 March 2022	<b>86,772</b>	<b>103,490</b>

6.2. This table demonstrates that the Council's long-term borrowing need has decreased from that predicted at the beginning of 2021/22. However, this is predominantly related to the items listed at 5.2 above and will increase in 2022/23 and beyond as substantial delivery works at the former multi-storey flats' sites come on stream after being substantially delayed by the Covid-19 Pandemic.

6.3. Current and future estimated MRP and interest costs (updated from the most recent General Fund and HRA Medium Term Financial Plans) are detailed in the table below:

	2021/22 £000s	2022/23 £000s	2023/24 £000s	2024/25 £000s
MRP/VRP (Debt repayments)	1,459	1,621	1,865	1,954
Net Cost of Borrowing (Interest repayments)	974	906	1,118	1,217
Direct Revenue Financing (DRF)	2,506	6,500	1,290	1,245
<b>Total Revenue Implications</b>	<b>4,939</b>	<b>9,027</b>	<b>4,273</b>	<b>4,416</b>

6.4. These values may change as a consequence of the Chief Finance Officer choosing an alternative method of financing for some of the capital programme as set out in the 2022/23 Capital Strategy.

6.5. The 2018-23 Medium Term Financial Strategy envisaged tapering the Council's reliance on New Homes Bonus (NHB) income within the core

income budget, to achieve financial self-sufficiency. Additional allocations over and above the reported figures had been transferred and ringfenced for Direct Revenue Financing (DRF) (previously known as revenue contributions to capital outlay (RCCO)) to reduce the reliance on borrowing to finance the General Fund capital programme.

6.6. However, considering forecasts regarding the long-term future of the NHB scheme these contributions have now been removed from the General Fund programme from 2021/22 onwards. The implication of this change is that the Council will need to either:

- a) finance a greater proportion of its capital programme using existing revenue resources or from borrowing
- b) seek to reduce the overall programme; or
- c) prioritise schemes that include either revenue generation or cost efficiencies in delivery.

6.7. The borrowing strategy approved as part of the 2021/22 Treasury Management Strategy highlighted the approaching substantial works to be undertaken in the redevelopment of the Council's multi-storey flat sites and the rise in its HRA Capital Financing Requirement from 2020/21 onwards. As previously reported, the Council utilised the HRA Certainty rate from the PWLB to add to the HRA debt pool in advance of these works. This leaves the Council with a grand total of £66.479m being available for the scheme at an average interest rate of 1.4% for the 50 year term which is significantly lower than the 3.27% rate (as at 9 June 2022) which is now available from the PWLB.

6.8. The table below shows that because of this the authority is 'overborrowed' as at the 31 March 2022 by £3.878m (£90.600m forecast gross debt vs. £86.722m forecast Capital Financing Requirement) This will mean that the authority incurs a 'cost of carry' (paying interest costs which cannot be wholly mitigated from temporary investment income) whilst it holds borrowing awaiting capital expenditure to be undertaken. However based on the current rate of interest, the forecast long-term saving of approximately 200 basis points by borrowing in advance of need (c£66,000,000 over a 50 year term) will more than mitigate the short term differential in cost of carry.

	<b>31 March 2022 £000s</b>
Gross Debt	90,600
Capital Financing Requirement	86,722
<b>Under/(Over) Borrowing</b>	<b>(3,878)</b>

## 7. TREASURY POSITION AT 31 MARCH 2022

7.1. The table below shows a snapshot of the Council's position as at 31 March 2022 (not for the whole of 2021/22) compared with the previous year. This situation will of course change daily as investments are adjusted to meet cash flow requirements.

	31/03/2022		31/03/2021	
	£000s	Average Rate (%)	£000s	Average Rate (%)
Borrowings:				
PWLB	76,900	1.80	85,800	1.8
Market Deals	13,700	3.66	13,700	3.7
Local Authorities	0	1.48	53,500	0.93
<b>Total Debt Outstanding</b>	<b>90,600</b>	<b>1.95</b>	<b>153,000</b>	<b>2.1</b>
Investments:				
In house	92,789	1.69	130,581	1.31
<b>Total Investments Outstanding</b>	<b>92,789</b>		<b>130,581</b>	

(PWLB = Public Works Loan Board)

## 8. BORROWING IN THE YEAR:

- 8.1. The movement in outstanding debt was (£62.4m) (including temporary borrowing) as shown below:

	£000s
Debt outstanding at 1 <sup>st</sup> April 2021	153,000
Borrowing in year	12,000
Less: Repayments in year (Inc. temporary borrowing)	74,400
<b>Debt Outstanding at 31 March 2022</b>	<b>90,600</b>

- **Future Maturity Analysis of Loans** (illustrates future changes in debt portfolio)

	2022/23 £000s	2023/24 £000s	2024/25 £000s
PWLB/Banks	7,300	0	0
Local Authorities/Housing Associations	0	0	0
<b>Total</b>	<b>7,300</b>	<b>0</b>	<b>0</b>

## 9. Breaches of Treasury Management Strategy

- 9.1. Under the CIPFA Code of Practice, any breaches of the Council's Treasury Management Strategy need to be reported to Members with an explanation of the causes of the breach.

- 9.2. As part of the 2021/22 strategy the Council set a limit for the maximum exposure to the Councils operational bank account of £5.000m overnight. As previously reported in the mid year report, the Council has had, at times, difficulty in placing money for investment as there has been a surplus of cash available in the market. This has been partly due to all local authorities receiving grant funding in support of the COVID-19 pandemic at the same time. With the Council not being able to place money with other local authorities, as they had surplus cash, there were limited avenues for placing the Council's cash and there was significant competition from other local authorities who were also trying to invest.
- 9.3. There were three breaches that have previously been reported during the 2021/22 financial year
- a) On the 1 April 2021 the Council's operational bank account had an amount of £5.281m overnight, a breach of £0.281m
  - b) On the 17 May 2021 the Council's operational bank account had an amount of £5.576m overnight, a breach of £0.576m
  - c) On 1 October 2021 the Council's operational bank account had an amount of £8.364m, a breach of £3.64m until 4 October 2021
- 9.4. To address this issue, the council reactivated the DMO (Debt Management Office) account along with securing a MMF platform with Link Asset Management which allowed greater flexibility to invest sums of money for the short term.
- 9.5. As part of the 2022/23 strategy the Council increased the limit for the maximum exposure to the Councils operational bank account to £10.000m overnight. This brought the limit in line with the amount that could be invested with other banks on the counterparty list.
- 9.6. In completing the final reconciliations for the year it was identified that on a number of occasions between April and June 2021 there were other breaches whereby the overnight limit of £5.000m in the Council's bank account was breached. As mentioned in paragraph 9.4 the introduction of the DMO and the MMF platform reduced the likelihood of a breach and there has not been one since 18 October 2021.
- 9.7. On 13 September the Council went £0.264m overdrawn in its operational bank account and on 14 September it remained overdrawn by £0.074m. This is not usual practice and the council incurred fees of £115.66 for the period. Treasury Management processes were audited during 2021/22 and was given substantial assurance and so the Chief Financial Officer has confidence that there are no systemic issues in the process. However, a review has been carried out and officers involved in the process will ensure that the agreed process for maintaining a positive bank balance is adhered to and at this stage only due care and attention will need to be upheld.

## 10. INVESTMENTS IN THE YEAR

### Internally Managed Investments

10.1. The net movement in the year was a decrease of £37.792m as shown below:

	£000s
Opening Balance at 1 April 2021	130,581
Investments in year	46,648
Less: Repayments in year	(84,440)
<b>Closing balance at 31 March 2022</b>	<b>92,789</b>

### Investment Performance for 2021/22

10.2. The returns achieved through the investment strategy undertaken by the Council are shown below:

	Weighted Average Investment	Weighted Rate of Return (Net of Fees)	Benchmark Return (3 Month LIBID Rate)	Original Estimate
	£m	%	%	%
Internally managed	120.5	1.69	(0.01%)	0.10

### Future Maturity Analysis of Investments

	2022/23 £000s	2023/24 £000s	2024/25 £000s	2025/26 £000s
Banks and Building Societies	10,500	0	0	0
Local Authorities/Housing Associations	35,940	15,500	10,000	0
<b>Total</b>	<b>46,440</b>	<b>15,500</b>	<b>10,000</b>	<b>0</b>

### Shareholdings for 2021/22

10.3 The council has a shareholding in the following companies as at 31 March 2022

- Sherbourne Recycling Facility of 9.45% at a value of £0.094m.
- Caldecott Group Limited – A 100% Council owned to act as a holding company for the trading activity of the organisation

- Caldecott Development Limited – a housing development company incorporated in September 2021 with 50% share with the partner Norse Group

## 11. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY UPDATE

- 11.1. The Treasury Management Strategy Statement, (TMSS), for 2021/22 was approved by this Council on 23 February 2021.
- 11.2. The treasury management indicator setting the limit on principal sums invested for more than 365 days is recommended to remain as per the limit approved by Council on 21 July 2020:

	2021/22 £000s	2022/23 £000s	2023/24 £000s
Current Limit on principal invested beyond 365 days	70,000	70,000	70,000

- 11.3. The limit reflects the increasing cash flows impacting upon the Council's investment portfolio over time. It also facilitates matching cash inflows associated with major proposed schemes such as the redevelopment of the multi-storey flats sites and cash outflows to mitigate the initial cost of carry-on long-term borrowing

## 12. NEW ACCOUNTING STANDARDS

- 12.1. From 1 April 2023, having been delayed for a further year, the Council will be required to adopt International Financial Reporting Standard 16, Leases, (IFRS16). This standard will require the Council, as a lessee, to recognise the value of assets it is using under a lease arrangement on its balance sheet, with a corresponding liability recognising the corresponding lease liability. This effectively means that the Council will be changing its treatment of operating leases, except for low value or short-term leases, to finance leases.
- 12.2. After initial recognition, the value of assets leased will need to be revalued regularly on the same basis as Property, Plant and Equipment. Lease payments will be accounted for as payments of principal and interest.
- 12.3. The recognition of an asset on the Council Balance Sheet will effectively increase the Capital Financing Requirement meaning that the Council will also have to consider the requirement to account for Minimum Revenue Provision (MRP).
- 12.4. The recognition of a lease liability on the balance sheet will have a direct impact on the Council's prudential indicators. Prior to the adoption of the new accounting standard, the Council will undertake an impact assessment of the change in lease accounting and advise members of the changes.

## 13. ESG INVESTMENTS

- 13.1. There is a significantly greater awareness of the approach to 'ethical' investments and the Council's consideration of Environment, Social and Governance (ESG) issues when making an investment

### ESG Factors

- 13.2. Following are examples of ESG issues.

- a) Environmental risks created by business activities have actual or potential negative impact on air, land, water, ecosystems, and human health. Company environmental activities considered ESG factors include managing resources and preventing pollution, reducing emissions and climate impact, and executing environmental reporting or disclosure. Environmental positive outcomes include avoiding or minimizing environmental liabilities, lowering costs and increasing profitability through energy and other efficiencies, and reducing regulatory, litigation and reputational risk.
- b) Social risks refer to the impact that companies can have on society. They are addressed by company social activities such as promoting health and safety, encouraging labour-management relations, protecting human rights, and focusing on product integrity. Social positive outcomes include increasing productivity and morale, reducing turnover and absenteeism, and improving brand loyalty.
- c) Governance risks concern the way companies are run. It addresses areas such as corporate brand independence and diversity, corporate risk management and excessive executive compensation, through company governance activities such as increasing diversity and accountability of the board, protecting shareholders and their rights, and reporting and disclosing information. Governance positive outcomes include aligning interests of shareowners and management and avoiding unpleasant financial surprises.

- 13.3. There is an overriding requirement for the Council to consider investments in the context of, security, liquidity, and yield as the core principles of the Treasury Management Strategy. Although not specifically highlighted in the Treasury Management Strategy which maintains complete flexibility subject to the investment meeting the counter party ratings, the Council will be mindful of ESG when placing future strategic investments in the in line with ESG principles.

- 13.4. The Council is currently undertaking reviews of various ESG Investments. For example, both Barclays and Lloyds, along with most other main high street banks, now offer "Green" accounts which specifically use only ESG sourced funds to investment in such as Solar Energy Companies and Wind Turbine Companies. A study will be undertaken to look at the viability and yield of these investments before any such investments take place.

## TREASURY MANAGEMENT INDICATORS 2021/22

**1. Security: average credit rating**

To measure the security of its portfolio, the council compares the historic risk of default of its investments against a maximum target rate.

As an example, *based on historic data*, a AAA (least risk) rated investment has 0% chance of default within 1 year and a 0.05% chance of default within 3 years. A BBB+ (most risk) rated investment has a 0.24% chance of default within 1 year and a 1.21% chance of default within 3 years.

	Limit	Actual	Achieved
Historic risk of default	0.25%	0.026%	Yes

**2. Maturity structure of borrowing**

This indicator is set to control the Council's exposure to refinancing risk – that all borrowing falls due for repayment at the same time. The maturity structure of fixed rate borrowing was:

	Upper Limit	Lower Limit	Actual	Achieved
Under 12 months <sup>1</sup>	75%	0%	45.5%	Yes
12 months and within 24 months	75%	0%	4.5%	Yes
24 months and within five years	75%	0%	0%	Yes
Five years and within 10 years	75%	0%	0.5%	Yes
10 years to 50 years	75%	0%	49.5%	Yes

<sup>1</sup>Includes temporary borrowing for cash flow purposes.

### 3. Principal sums invested for periods longer than 364 days

The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. It is used in conjunction with the liquidity indicator to ensure sufficient cash resources are available without penalty during the short to medium term. The total principal sums invested to final maturities beyond the year end were:

	31 March 22 £000s	31 March 23 £000s	31 March 24 £000s
Limit on principal invested beyond year end	70,000	70,000	70,000
Actual principal invested beyond year end	46,940	12,500	5,000
<b>Achieved</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

**Name of Meeting:** Cabinet  
**Date of Meeting:** 27 June 2022  
**Subject Matter:** Treasury Management 2021/22 - Annual Report  
**Originating Department:** Finance and Performance

**DO ANY BACKGROUND PAPERS APPLY**  YES  NO

**LIST OF BACKGROUND PAPERS**

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A