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**Our reference:**  
**Your reference:**  
**Date:** Monday, 4 December 2023

To all Members of the Cabinet

Dear Councillor

A Meeting of the Cabinet will be held on Tuesday, 12 December 2023 at 7.00 pm in the Council Chamber, Rushcliffe Arena, Rugby Road, West Bridgford to consider the following items of business.

This meeting will be accessible and open to the public via the live stream on YouTube and viewed via the link: <https://www.youtube.com/user/RushcliffeBC>  
Please be aware that until the meeting starts the live stream video will not be showing on the home page. For this reason, please keep refreshing the home page until you see the video appear.

Yours sincerely



Gemma Dennis  
Monitoring Officer

## AGENDA

1. Apologies for Absence
2. Declarations of Interest

[Link to further information in the Council's Constitution](#)

3. Minutes of the Meeting held on 14 November 2023 (Pages 1 - 6)
4. Citizens' Questions

To answer questions submitted by citizens on the Council or its services.

5. Opposition Group Leaders' Questions

To answer questions submitted by Opposition Group Leaders on items on the agenda.

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**Monday, Tuesday and Thursday**  
8.30am - 5pm  
**Wednesday**  
9.30am - 5pm  
**Friday**  
8.30am - 4.30pm

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## NON-KEY DECISIONS

### 6. Revenue and Capital Budget Monitoring 2023/24 - Financial Update Quarter 2 (Pages 7 - 26)

The report of the Director – Finance and Corporate Service is attached.

#### Membership

Chair: Councillor N Clarke

Vice-Chair: Councillor A Brennan

Councillors: R Inglis, R Upton, D Viridi and J Wheeler

<b>Meeting Room Guidance</b>
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**Fire Alarm Evacuation:** In the event of an alarm sounding please evacuate the building using the nearest fire exit, normally through the Council Chamber. You should assemble at the far side of the plaza outside the main entrance to the building.

**Toilets:** Are located to the rear of the building near the lift and stairs to the first floor.

**Mobile Phones:** For the benefit of others please ensure that your mobile phone is switched off whilst you are in the meeting.

**Microphones:** When you are invited to speak please press the button on your microphone, a red light will appear on the stem. Please ensure that you switch this off after you have spoken.

<b>Recording at Meetings</b>
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The Openness of Local Government Bodies Regulations 2014 allows filming and recording by anyone attending a meeting. This is not within the Council's control.

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## **MINUTES OF THE MEETING OF THE CABINET**

**TUESDAY, 14 NOVEMBER 2023**

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena,  
Rugby Road, West Bridgford  
and live streamed on Rushcliffe Borough Council's YouTube channel

### **PRESENT:**

Councillors N Clarke (Chair), A Brennan (Vice-Chair), R Inglis, R Upton, D Virdi  
and J Wheeler

### **ALSO IN ATTENDANCE:**

Councillor J Walker

### **OFFICERS IN ATTENDANCE:**

L Ashmore	Director of Development and Economic Growth
G Dennis	Monitoring Officer
P Linfield	Director of Finance and Corporate Services
K Marriott	Chief Executive
H Tambini	Democratic Services Manager

### **35 Declarations of Interest**

There were no declarations of interest made.

### **36 Minutes of the Meeting held on 10 October 2023**

The minutes of the meeting held on Tuesday, 10 October 2023 were agreed as  
a true record and signed by the Chairman.

### **37 Citizens' Questions**

There were no citizens' questions.

### **38 Opposition Group Leaders' Questions**

Question from Councillor Birch to Councillor Clarke. Councillor Birch did not  
attend the meeting, so his question was read out by the Chair, Councillor  
Clarke.

"Given that the Corporate Strategy public consultation received just 352  
responses, do you think that the Council did enough to promote the survey to  
the public?"

Councillor Clarke responded by advising that the consultation had featured in  
Rushcliffe Reports, which had landed on doorsteps week commencing 19

June, reaching over 52,000 households, making it accessible to everyone in those households. This had been supported by an extensive social media campaign, with two press releases, which were picked up both by the West Bridgford Wire and Newark Advertiser, adding to the publicity. The Councillors' consultation featured each week in Councillors' Connections and the Communications team also followed up with a number of direct emails to all Councillors encouraging them to participate. In respect of social media, the Communications team had been monitoring it, with over 50,000 views made of the Corporate Strategy content, and Councillor Clarke stated that he was both satisfied and confident that the consultation had reached a large and wide part of the population.

Question from Councillor J Walker to Councillor Clarke.

"How were the Cllr responses to the consultation considered in the writing of the Corporate Strategy?"

Councillor Clarke thanked Councillor Walker for her question and stated that the Labour Group had submitted a response, along with three other Councillors, with the survey being anonymous, and assumed that other Groups had considered it, as the Conservative group had. Councillors' feedback had been considered and disseminated to Service Managers who would be responsible for the day-to-day delivery of the tasks. They had been asked to consider feedback as they embarked upon delivering tasks, or in some areas continued delivering tasks that were continued from the 2019-2023 Strategy. The Corporate Strategy captured at a relatively high level the 12 strategic tasks the Council was committed to delivering and behind each of those 12 tasks sat a much more detailed 'task appraisal' document. Those appraisals were still being developed and Councillors' feedback would be considered where possible and appropriate.

Councillor Walker asked a supplementary question to Councillor Clarke.

"How will the Council engage in a meaningful way showing that great care mentioned in the Corporate Strategy to ensure that the Greater Nottingham Strategic Plan has input from all stakeholders, especially from vulnerable groups, who are often our biggest service users and also bear the brunt of poor strategic planning."

Councillor Clarke responded by advising that there would be further involvement through the scrutiny process, and assuming that the proposal tonight was approved, to submit the Strategy to Council, comments from the Corporate Overview Group and any further information would be incorporated for Council to consider.

## **39 Corporate Strategy**

The Cabinet Portfolio Holder for Strategic and Borough-wide Leadership, Councillor Clarke, presented the report of the Chief Executive, which detailed the Council's Corporate Strategy for 2024-2027.

Councillor Clarke advised that this Strategy was set to be adopted by Full Council in December, with the current Strategy expiring this year. Cabinet was reminded that the Strategy had been subject to consultation by both Councillors and residents, with the four key priorities remaining the same, as they were still appropriate and relevant. Councillor Clarke stated that whilst each key priority was important in its own right, the Environment would continue to be a significant focus for the Council, and as new Government legislation came forward, the Council needed to ensure that it was reacting appropriately to that. The Council was also working towards being operationally net zero, whilst working to strike the correct balance between development without sacrificing the Borough's rural identity, which the Council and so many residents valued. Councillor Clarke referred to the 12 strategic tasks for the four key priorities, which were highlighted in the Strategy. Councillor Clarke referred to his earlier response to Councillor Walker's question and stated that since the Cabinet agenda had been published, the Corporate Overview Group had met and considered the Strategy and he suggested that it would be appropriate to include those comments in the report submitted to Council, together with any other comments relevant to the potential adoption of the Strategy.

In seconding the recommendation, Councillor Brennan endorsed the comments made by Councillor Clarke and stated that the Strategy clearly set out the Council's strategic objectives and the actions to be taken to deliver them. The Strategy made it clear that the Council continuing to deliver its core services to residents remained a key priority, whilst at the same time focusing on some of the significant strategic challenges that it would face, particularly with the advent of the new Devolution Deal and the creation of a new Combined Mayoral Authority. Councillor Brennan reiterated that the Council would continue to work to create investment opportunities in the region, particularly with the closure of the Ratcliffe on Soar Power Station, the development of the Freeport and the Development Corporation, and by taking advantage of the Government's Levelling Up agenda. Councillor Brennan stated that she was particularly pleased that the Council would be working towards an Economic Growth Strategy, which was detailed in the Action Plan. Alongside those new strategic challenges, the Council had set out its intention to implement new Government legislation on planning and the environment, and to review its asset base to ensure it maintained sound finances, which would enable the continued delivery of high quality services, whilst ensuring value for money and Councillor Brennan was happy to endorse the Strategy.

Councillor J Wheeler welcomed the inclusion of the fourth strategic task to deliver Rushcliffe's Leisure Strategy, the progress already made and looked forward to reporting back to scrutiny on future progress. Whilst it was noted that the consultation had been very extensive, the few comments received could indicate that in general people were happy with the Strategy, as people were often less likely to comment if they agreed with something. Councillor Wheeler thanked the Communication team for its hard work in publicising the Strategy and welcomed going forward that the tasks and priorities would continue to be monitored and kept on track.

Councillor Upton stated that it was timely for a new strategic plan to be brought forward and agreed that it was important to have a plan and a future vision,

which this Strategy did.

Councillor Clarke referred to the comments raised by Councillor Wheeler about the Strategy going forward and suggested that if issues were identified that would contribute to the Council's priorities then they could be considered as part of the Action Plan.

**It was RESOLVED that** the Corporate Strategy 2024-2027 be endorsed and forwarded to Council for adoption.

#### 40 **Growth Board Review Update**

The Cabinet Portfolio Holder for Growth and Development, Councillor Brennan, presented the report of the Director – Development and Economic Growth, which outlined the new structure and terms of reference for the Growth Boards.

Councillor Brennan stated that this report followed on from reports submitted to Cabinet and the Growth and Development Scrutiny Group in June and October respectively this year and reflected the outcome of those discussions and the extensive review work undertaken by officers, with the new structure for the Boards detailed in Paragraph 4 of the report. Cabinet was advised that the current Strategic Growth Board would continue, but with new objectives, with the proposed terms of reference for the Board set out in Appendix A to the report. Councillor Brennan advised that the local Growth Boards as were would be replaced by Development and Community Boards, alongside those would be Task and Finish Groups, established to look at specific topics, together with meetings with the six largest town/parish councils and the West Bridgford Local Area Forum, as detailed in Paragraph 4.3, with a summary of the changes in Paragraph 4.4. Councillor Brennan advised that an important new role for the Strategic Growth Board would be the development of an Economic Growth Strategy for the Borough, which would oversee the development and delivery of the work programmes for the Task and Finish Groups. Cabinet was advised that the process for establishing the terms of reference for those groups, together with the list of key questions to be asked when new groups were proposed was detailed in Paragraph 4.8, with the new structures continuing to be supported by officers. Councillor Brennan concluded by advising that considerable work had taken place to undertake this review, the current Boards had served their purpose and it was the correct time to consider their relevance, if they were tackling the right issues and involving the right people. The new structure would be fit for purpose and help to deliver the Council's corporate objectives.

In seconding the recommendation, Councillor Upton stated that he was speaking with some experience, having chaired the West Bridgford Growth Board for several years and currently being a member of the Radcliffe on Trent Growth Board. Given that it was eight years since the Boards were established Councillor Upton considered that it had been timely to review them and that a new structure was required and applauded the flexibility in this new structure, and he noted that the report had been endorsed by the Growth and Development Scrutiny Group.

Councillor Clarke agreed that when the Boards were set up they were appropriate for the time and served a useful purpose; however, things evolved, and it was right to review and ensure that the operation was fit for purpose.

Having chaired the Bingham Growth Board, Councillor Inglis concurred with Councillor Upton's comments and noted the many projects that had been delivered and was pleased to see that they would be more inclusive.

**It was RESOLVED that:**

- a) the new structure for the Boards be approved; and
- b) the proposed terms of reference template included as Appendix A and Appendix B in the report be agreed, and the Director – Development and Economic Growth be granted delegated authority to adapt as necessary.

The meeting closed at 7.24 pm.

CHAIR

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**Cabinet**

**Tuesday, 12 December 2023**

**Revenue and Capital Budget Monitoring 2023/24 – Financial Update Quarter 2**

## **Report of the Director – Finance and Corporate Services**

**Cabinet Portfolio Holder for Finance, Transformation and Governance,  
Councillor D Virdi**

### **1. Purpose of report**

- 1.1. This report presents the budget position for revenue and capital as at 30 September 2023.
- 1.2. Given the current financial climate, particularly the inflationary increases and impact on residents' cost of living, it is imperative that the Council maintains due diligence with regards to its finances and ensures necessary action is taken to ensure a balanced budget is maintained.
- 1.3. There is a predicted net revenue budget efficiency of £0.287m for 2023/24 mostly as a result of Business Rates Pool and a lower Business Rates Levy payment than anticipated. This represents a variance of 1.95% of Net Service Expenditure. This is proposed to be earmarked for additional cost pressures discussed below. The position is likely to change as further variances are identified during the year.
- 1.4. There is a capital budget underspend projected of £9.292m, this includes rephasing of £6.068m to 2024/25 and £1m to 2025/26 across a number of schemes as detailed in paragraph 4.7 with the resulting variance primarily due to Rushcliffe Oaks Crematorium £1.123m, Support for Registered Housing Providers £0.747m, Bingham Leisure Centre post opening enhancements £0.583m offset by an increase of £1.131m on Vehicle Replacement requested to be accelerated from 2024/25.
- 1.5. The report has been scrutinised by Corporate Overview Group on 7 November 2023, and no significant issues were raised.

### **2. Recommendation**

It is RECOMMENDED that Cabinet approves the attached report noting:

- a) the expected revenue budget efficiency for the year of £0.287m and proposals to earmark this for cost pressures (£0.187m) and £0.1m for the DevCo to be carried forward over the next two years (para 4.1);
- b) the projected capital budget efficiencies of £9.292m including the re-profiling of provisions totalling £6.068m to 2024/25 and £1m to 2025/26 (para 4.7); and

- c) the expected outturn position of £12.3k overspend for Special Expenses (para 4.5).

### 3. Reasons for Recommendations

To demonstrate good governance in terms of scrutinising the Council's on-going financial position and compliance with Council Financial Regulations.

### 4. Supporting Information

#### *Revenue Monitoring*

- 4.1 For this financial year, the overall budget variance is expected to be an efficiency of £0.287m with proposals to utilise this both for in-year pressures given in **Appendix A** and £100k to be carried forward, which unspent monies in relation to DevCo (para 4.3 below). It is proposed to earmark the in-year efficiencies towards 2024/25 cost pressures.
- 4.2 **Table 1** below summarises the main variations from revenue efficiencies and pressures (full summary at **Appendix B**).

**Table 1: Main Items Impacting on the Current Revenue Budget**

Projected in year costs/efficiencies	Pressure/(efficiency) 2023-24 £'000	Reason
<b>Property Services</b>	390	Property related legal claim plus associated legal expenses
<b>Streetwise</b>	351	Hire of vehicles
<b>Rushcliffe Oaks Crematorium</b>	347	Income target originally set too high as growth will happen more gradually than originally modelled. Cost of grounds maintenance offset by NDR savings
<b>Planning</b>	259	Reduction in demand from new developments loss of income from planning fees, performance agreements and land searches
<b>Utilities</b>	(183)	Pessimistic budget set at height of volatility, projection based on current position identifies savings
<b>Employee Expenses</b>	(107)	Savings due to vacant posts (Customer Services, Finance, Revenues, BSU)
<b>Economic Development</b>	(100)	Development corporation re-phased to 2024/25 (£50k) and 2025/26 (£50k)
<b>Economic Development</b>	(20)	£20k contribution to UKSPF project officer
<b>Other Variances</b>	(39)	

<b>Net Revenue cost/(efficiencies)</b>	<b>898</b>	
<b>Grant Income</b>	(247)	New burdens and other funding
<b>Business Rates</b>	(319)	Reduced Business Rates Pool Levy payment
<b>Business Rates Pool</b>	(650)	Share of pool surplus
<b>Business Rates Surplus/deficit</b>	31	
<b>Total Net Projected Budget Variance</b>	<b>(287)</b>	<b>£100k of which to be appropriated to DevCo Reserve</b>

#### 4.3 The main adverse variances arise from:

- Rushcliffe Oaks Crematorium: The income budget was set assuming a target 60 cremations per month from the outset rather than an initial lower target in the first few months, allowing for growth in the new service. Since opening at Easter, income has been lower than expected because of this. Numbers are rising with an average of 38 cremations per month this quarter, however, the industry is currently experiencing low demand across the sector in Nottinghamshire. The income projection has been reduced since Quarter 1 to reflect the current position.
- Streetwise are currently forecasting a budget pressure of £0.35m on vehicle hire whilst the recommendations from an independent report on carbon reduction are implemented along with action to purchase the light vehicle hire fleet which has now taken place.
- Demand for planning services in relation to new developments has declined due to interest rates impacting housing demand, resulting in a loss of income.
- £0.35m is also required in relation to a property related legal claim.

#### The main favourable variances arise from:

- Utilities savings: a pessimistic budget was set at a time of high price volatility; this has been revised based on 2022/23 actuals and expected usage in-year
- Savings due to vacant posts for whole or part year, notably in Finance and Corporate Services and Business Support unit.
- Development Corporation: £167k was allocated in the budget for the third and final payment to the East Midlands Development Company (EM DevCo) which was set up as a proposed forerunner to a statutory development corporation for the Ratcliffe on Soar power station site, Toton & Chetwynd Barracks and East Midlands Airport. Due to the delay in the passing of the Levelling Up and Regeneration Act, which received Royal Assent in October this year, a statutory development company has not yet been set up. It has been anticipated that either a locally-led urban development company or a Mayoral development company linked to the proposed East Midlands Combined County Mayoral Authority may be set up. It is recommended that the allocated funding is reprofiled so that £67k is paid over this year and the balance of £100k remains in reserves with a view to being appropriated in 2024/25 (£50k) and 2025/26 (£50k) in order that the Council can continue to support the work of the EM DevCo over the next two years.

- A rise in interest income and costs recovered help to offset some of the overspends, however there is a £0.898m net overspend on cost of services. Increased income attributable to the Nottinghamshire Business Rates pool surplus, a lower Business Rates Levy (a charge to Government based on Business Rates Growth) and additional grant income deliver an overall expected efficiency of £0.287m for 2023/24, this is proposed to be used towards 2024/25 revenue pressures.
- 4.4 The Revenue Monitoring statement by service area is attached at **Appendix A** and includes grant income, Minimum Revenue Provision (MRP) (funded by the New Homes Bonus) and income from Business Rates and Council Tax. Detailed variance analysis as at 30 September 2023, is attached at **Appendix B**.
- 4.5 **Appendix E** shows the Quarter 2 position on the Special Expenses budget. The expenditure is currently expected to be £12.3k above budget mostly in relation to Community Halls reduced income linked to cost of living. This position may change later in the year as variances are identified.

#### *Capital Monitoring*

- 4.6 The updated summary of the Capital Programme monitoring statement and funding position is shown at **Appendix C** as at 30 September 2023. **Appendix D** provides further details about the progress of the schemes, any necessary re-phasing, and highlights efficiencies.
- 4.7 The original Capital Programme for 2023/24 was £9.576m, with £5.426m carry forwards and other adjustments of £2.681m to give a current budget of £17.683m. The projected outturn is £8.391m, resulting in an underspend of £9.292m. It is requested that £6.068m is rephased to £2024/25 and a further £1m to 2025/26. This is summarised in **Table 2** below. It is requested that £1.31m is accelerated from the 2024/25 scheme for the Vehicle Replacement Programme in relation to the refuse collection vehicles following the fleet review.

**Table 2: Re-phasing of 2023/24 schemes**

Scheme	Amount to be rephased £'000
Support for Registered Housing Providers	2,000 (Split 24/25 & 25/26)
Traveller Site Acquisition	1,000
Cotgrave & Keyworth Leisure Centre Enhancements	1,500
Bingham Leisure Hub	730
West Park Julien Cahn Pavilion Special Expense	475
Edwalton Community Facility Special Expense	498
Hound Lodge Enhancements	250
Water Course Improvements	210
Manvers Business Park Enhancements	200
Potential highways verges at Cotgrave, Bingham and Cropwell Bishop	100
Gamston Community Centre Enhancements	50
Edwalton Golf Club Enhancements	30
Keyworth Cemetery	25
<b>Total to be rephased</b>	<b>7,068</b>

The remaining £2.224m underspend is due to the following main areas Offset by the £1.131m to be accelerated from 2024/25:

- Rushcliffe Oaks Crematorium £1.123m final account is yet to be agreed and may result in some savings.
- Support for Registered Housing Providers £0.747m meetings taking place with Registered Providers, Developers and New Homes England to explore opportunities to commit this provision.
- Bingham Arena Leisure Centre £0.583m for post opening enhancements which may arise.
- Disabled Facilities Grants £0.332m.
- Contingency £0.180m.
- Gresham Sports Park Redevelopment £0.089m savings realised.
- Arena Enhancements £0.078m.
- Lutterell Hall Enhancements Special Expense £0.077m.
- External Door/Window Upgrades Various Sites £0.046m no works yet identified.

- 4.8 The Council was due to receive capital receipts of £7.5m in the year, primarily from the disposals of land at Hollygate Lane, Candleby Lane Industrial Estate these now look more likely for 2024/25; and the final payment for overage agreement for Sharphill Woods site. The current projected overall variance is likely to mean that any borrowing requirement can be met from internal resources with no recourse to borrow externally this financial year. There is, however, a risk if the anticipated receipts are delayed further, which will mean a higher level of short-term, internal borrowing and this will also impact on interest earned on Council cash balances.

#### *Pressures Update*

- 4.9 Staff pay increases represents a significant annual cost pressure to the Council, which will need to be funded in 2024/25 onwards, this demand is supported by the in-year efficiency and subsequently form part of the MTFS, to be approved by Council in March 2024. In addition, the potential associated impact on service provision contracts such as leisure are being monitored.
- 4.10 Inflation peaked in October 2022 at 11.1%. In September 2023, this had dropped to 6.7%, it is expected to continue to be above the Government's target for 2023/24, with the potential to fall back to 2% in 2025. This will continue to impact on both contracts that are index linked and those due for renewal, and on fuel and utilities. The impact of inflation was reflected in the 2023/24 budget and is being closely monitored in-year.
- 4.11 There is also the potential knock-on effect that this may have on collection rates for Council Tax and Business Rates and on fees and charges as households struggle with the increase in the cost of living. The potential financial impact on Council Tax and Business Rates would be an increase in Collection Fund deficit, ultimately a pressure on the budget. Table 3 below shows the position at Quarter 2.

**Table 3 – Collection Rates**

Description	2023/24	2022/23	Increase/(Decrease)
Sundry Debtors	95.96%	95.20%	0.76%
Council Tax	57.50%	57.60%	(0.10%)
Business rates	67.20%	66.80%	0.40%

The position on collection rates will continue to be monitored. Given the challenges on residents and businesses this represents a relatively positive position.

- 4.12 The four most significant targets in the Council's Transformation Programme for 2023/24 are Rushcliffe Oaks Crematorium (£0.116m), the Parkwood Contract (£0.139m), Streetwise insourcing (£0.1m) and Planning Performance Agreements (£0.075m). At Quarter 2, a total of £0.278m of savings is projected against a full year target of £0.622 a shortfall of £0.344m mostly relating to income at the Crematorium, additional Streetwise costs as discussed in paragraph 4.3 and £47.5k relating to income from Primary Authority contracts.
- 4.13 The value of the Council's Multi Asset investments or pooled funds is currently at £13.55m, a £1.4m loss against original investment. The Council hold £0.973m in reserves to smooth the impact of the movements in value with a further £0.2m budgeted to be added in year a total of £1.173m. It should be noted that whilst the value of the assets does fluctuate, the returns from these investments are stable and represent a significant proportion (65%) of the Council's overall return on investments. They are long term investments and form part of the Council's Treasury Management Strategy approved by Full Council as part of the MTFs. It should also be noted that there is a statutory override currently in place which allows any movement in capital value to be reversed through unusable reserves removing the impact on the revenue account. This has been extended to April 2025; however, it is prudent to maintain a reserve whilst we retain such investments.

### *Conclusion*

- 4.14 The financial position in the revenue budget is showing a projected overspend of £0.898m; however, due to a lower than anticipated Business Rates Levy charge and the Business Rates Pool surplus distribution, there is a projected overall budget efficiency of £0.287m. Inflation has reduced slightly but remains high and the consequential rising costs of living present significant risks to the Council's budget. Pay awards for the last two years have been higher than anticipated, linked to the cost of living, and this not only impacts on the current year but also in each year thereafter. Furthermore, planned savings are currently falling short of expected targets and this adds further pressure to the budget. The Council must ensure it can support any adverse budgetary impact and proposes to utilise the £0.287m projected underspend to mitigate these risks.
- 4.15 The position in 2023/24 on capital is currently positive and there will still be no need to externally borrow this financial year. Challenges can arise during the year, such as sourcing labour and materials and inflated costs, which may still

impact on the projected year-end position, and this will continue to be reported. In the long-term it will be more challenging to meet capital demands with diminishing resources. Headroom in the budget will be required to ensure future capital commitments can be met.

- 4.16 It is assumed that the Government's proposed funding reforms (Business Rates Reset, New Homes Bonus and Fairer Funding review) will not take place until at least 2026/27 and there remains little prospect of a longer-term settlement with a potential General Election in 2024, which could change the political agenda. It is hoped that the autumn spending review will bring some clarity on the funding position for 2024/25 but this uncertainty does make longer term forecasting challenging.
- 4.17 Challenges still exist such as meeting the Council's own environmental objectives and positively, upside risks to provide more employment opportunities, and economic and environmental development in the Borough by actively championing the Freeport and Development Corporation. As the economic background remains volatile it is imperative that the Council continues to monitor and maintain control over its expenditure, identifies any impact from changing income streams, maintains progress against its Transformation Strategy and retains a healthy reserves position to help manage risks.

## **5 Alternative options considered and reasons for rejection**

There are no other options proposed for consideration.

## **6 Risks and Uncertainties**

- 6.1 Failure to comply with Financial Regulations in terms of reporting on both revenue and capital budgets could result in criticism from stakeholders, including both Councillors and the Council's external auditors.
- 6.2 Areas such as income can be volatile and are particularly influenced by public confidence and the general economic climate and Government legislation. The impact of this has not been significant at this stage but is being closely monitored. The impact on income and expenditure likely to be affected by the inflationary increases will be taken into account during budget setting for 2024/25.
- 6.3 Any delay in anticipated capital receipts will mean that a higher level of temporary internal borrowing will be required. This can, however, be accommodated due to the level of cash reserves. There will be an opportunity cost by way of lost interest on sums invested. There remains a risk in the event of the need to borrow externally that the cost to the Council would be significant due to the level of interest rates.
- 6.4 There are significant budget risks going forward: most immediately relating to inflation increases and pay costs and the resulting impact on income receipts and in the medium term linked to potential changes to the Business Rates system and Fairer Funding by Central Government (although this is now unlikely to materialise until 2026/27); Government policy in relation to waste collection has now been delayed until 2025 and the Council's commitment to the Freeport and Development Corporation.

- 6.5 Business Rates is subject to specific risks given the volatile nature of the tax base with a small number of properties accounting for a disproportionate amount of tax revenue. Ratcliffe-on-Soar Power Station is due to close in 2024 although this now accounts for a much smaller proportion of the Business Rates and therefore reduced risk. Furthermore, changes in Central Government policy influences Business Rates received and their timing, for example policy changes on small Business Rates relief.
- 6.6 The Council needs to be properly insulated against potential risks hence the need to ensure it has a sufficient level of reserves, as well as having the ability to use reserves to support projects where there is 'upside risk' or there is a change in strategic direction. Sufficient reserve levels are critical in ensuring the Council can withstand the financial shocks and maintaining sufficient reserves to address significant risks remains a key objective of the Council's MTFS and is good financial practice.

## **7 Implications**

### **7.1 Financial Implications**

Financial implications are covered in the body of the report.

### **7.2 Legal Implications**

There are no direct legal implications arising from this report. It supports the delivery of a balanced budget.

### **7.3 Equalities Implications**

There are no equalities implications arising from this report.

### **7.4 Section 17 of the Crime and Disorder Act 1998 Implications**

There are no Section 17 implications arising from this report..

### **7.5 Biodiversity Net Gain Implications**

There are no Biodiversity Net Gain implications arising from this report..

## **8 Link to Corporate Priorities**

The Environment	The budget resources the Corporate Strategy and therefore resources all Corporate Priorities.
Quality of Life	
Efficient Services	
Sustainable Growth	



## 9. Recommendation

It is RECOMMENDED that Cabinet approves the attached report noting:

- a) the expected revenue budget efficiency for the year of £0.287m and proposals to earmark this for cost pressures (£0.187m) and £0.1m for the DevCo to be carried forward over the next two years (para 4.1);
- b) the projected capital budget efficiencies of £9.292m including the re-profiling of provisions totalling £6.068m to 2024/25 and £1m to 2025/26 (para 4.7); and
- c) the expected outturn position of £12.3k overspend for Special Expenses (para 4.5).

<b>For more information contact:</b>	Peter Linfield Director – Finance and Corporate Services 0115 914 8439 <a href="mailto:plinfield@rushcliffe.gov.uk">plinfield@rushcliffe.gov.uk</a>
<b>Background papers Available for Inspection:</b>	Council 2 March 2022 – 2023-24 Budget and Financial Strategy Cabinet 11 July 2023 – Financial Outturn Report Cabinet 12 September 2023 – Q1 Revenue and Capital Monitoring
<b>List of appendices (if any):</b>	<b>Appendix A</b> – Projected Revenue Outturn Position 2023/24 – September 2023 <b>Appendix B</b> – Revenue Variance Explanations <b>Appendix C</b> – Capital Programme 2023/24 – September 2023 <b>Appendix D</b> – Capital Variance Explanations 2023/24 September 2023 <b>Appendix E</b> – Special Expenses Monitoring September 2023

## Projected Revenue Outturn Position 2023/24 – September 2023

	Original Budget £'000	Revised Budget £'000	Projected Outturn £'000	Projected Outturn Variance £'000
Chief Execs	2,314	2,356	2,336	(20)
Development and Economic Growth	(155)	19	736	717
Finance & Corporate	4,100	4,078	3,864	(214)
Neighbourhoods	7,648	8,242	8,657	415
<b>Net Service Expenditure</b>	<b>13,907</b>	<b>14,695</b>	<b>15,593</b>	<b>898</b>
Capital Accounting Reversals	(1,895)	(1,895)	(1,895)	0
Minimum Revenue Position	1,311	1,311	1,311	0
<b>Total Net Service Expenditure</b>	<b>13,323</b>	<b>14,111</b>	<b>15,009</b>	<b>898</b>
Grant Income (including New Homes Bonus)	(2,054)	(2,054)	(2,301)	(247)
Business Rates (including SBRR)	(4,905)	(4,905)	(5,874)	(969)
Council Tax	(7,953)	(7,953)	(7,953)	0
Collection Fund Deficit	506	506	537	31
<b>Total Funding</b>	<b>(14,406)</b>	<b>(14,406)</b>	<b>(15,591)</b>	<b>(1,185)</b>
<b>Net Transfer to/(from) Reserves</b>	<b>(1,083)</b>	<b>(295)</b>	<b>(582)</b>	<b>287</b>
Amounts committed from underspend				0
To support 2024/25 pressures				287
<b>Total committed from underspend</b>				<b>287</b>
<b>Net Budget Deficit/(Surplus)</b>				<b>0</b>

Revenue Variance Explanations

## Adverse variances in excess of £25,000

Service	Income/Expenditure Type	Reason	Projected outturn variance £'000
Property Services	Supplies & Services	Property related legal claim and associated solicitors' fees	390
Streetwise	Transport Related	Hire of vehicles	351
Rushcliffe Oaks Crematorium	Income	Target assumed full capacity of 60 cremations per month from day one, revised projection is a more realistic estimation	310
Planning Management	Income	Planning fees income due to reduction in demand from new developments	200
Depot & Contracts	Premises Related	Utilities at Toothill	131
Rushcliffe Oaks Crematorium	Premises Related	Cost of grounds maintenance not included in the budget	60
Depot & Contracts	Supplies & Services	£33k car park SLA, other costs partially offset by £10k increase in projected income	38
ICT	Supplies & Services	New 5-year outsourcing contract initial cost, future year funded by post reductions	55
Depot & Contracts	Employee Expenses	Agency	50
Depot & Contracts	Transport Related	Price of rubber has increased, and replacement levels continue to be a budget pressure	40
Property Services	Income	Service charges income reduced due to vacancy at The Point	36
Planning Policy	Income	Drop in number of land searches due to market slowing down	25
Total Adverse Variances >£25k			<b>1,686</b>

## Favourable variances in excess of £25,000

Service	Income/Expenditure Type	Reason	Projected outturn variance £'000
Utilities	Supplies & Services	Pessimistic budget set at time of unknown rising costs has been reduced	(183)
Depot & Contracts	Income	Parkwood contract savings £91k, additional income for Green Waste £32k	(124)
<b>Economic Development</b>	Expenditure	Development corporation	(100)
Revenues & Benefits	Transfer Payments	Increase in costs required due to several large cases	(80)
Financial Services	Income	Larger investment balances than expected	(79)
Contingency	Contingency	Remaining contingency not committed at this stage	(65)
Depot & Contracts	Third party payments	Increase in utilities budget for 23/24 not wholly required	(58)
Planning Policy	Income	Income from secondment not backfilled	(55)
Communications & Customer Services	Employee Expenses	Staff savings due to vacancies	(38)
Revenues & Benefits	Employee Expenses	Vacant post will not be filled, establishment to reduce in future years	(26)
Environmental Health	Employee Expenses	Staff savings due to vacancies now filled	(25)
Depot & Contracts	Income	Edwalton Golf profit	(25)
Total Favourable Variances >£25k			<b>(858)</b>
Other minor variances			<b>70</b>
Total Variance			<b>898</b>

## Capital Programme 2023/24 September 2023

Expenditure Summary	Original Budget £'000	Current Budget £'000	Projected Actual £'000	Projected Variance £'000	Comments
Development and Economic Growth	1,470	5,140	1,103	(4,037)	Anticipated savings/reprofiling on Bingham Hub and Rushcliffe Oaks Crematorium; £1m provision for Traveller Site Acquisition not committed yet. £2.265m requested to be reprofiled to 24/25.
Neighbourhoods	7,796	12,010	6,935	(5,075)	Support for RHPs not wholly committed as options continue to be assessed (£3m). £2m Support for RHPs to be reprofiled: £1m to 24/25 and £1m to 25/26; CLC/KLC £1.5m, Edwalton Community Facility £500k, and West Park Enhancements £475k also to be rephased to 24/25. Need to accelerate £1.131m of the 24-25 vehicle replacement programme as Refuse Freighters front ordered to take advantage of cost savings and outright purchase of vehicles for SEL currently leased.
Finance & Corporate Services	160	353	353	0	
Contingency	150	180	0	(180)	Capital Contingency balance not yet allocated.
	<b>9,576</b>	<b>17,683</b>	<b>8,391</b>	<b>(9,292)</b>	
<b>FINANCING ANALYSIS</b>					
Capital Receipts	(3,387)	(5,134)	(4,027)	1,107	Deferral of Hollygate Lane receipt
Government Grants	(795)	(3,015)	(2,352)	663	Rephasing of Cotgrave Leisure Centre/Keyworth Leisure Centre Enhancements so not all Salix Grant will be applied this year
Use of Reserves	(1,450)	(2,115)	(1,008)	1,107	Acquisition of Traveller Site not committed yet to be funded from New Homes Bonus
Grants/Contributions	0	(73)	(73)	0	
Section 106 Monies	(2,944)	(4,321)	(931)	3,390	Release of S106s for Affordable Housing, commitments not yet identified
Internal Borrowing	(1,000)	(3,025)	0	3,025	Projected actual expenditure due to potential savings Bingham Hub and Rushcliffe Oaks Crematorium together with rephasing of schemes means there may be no need to borrow this year
	<b>(9,576)</b>	<b>(17,683)</b>	<b>(8,391)</b>	<b>9,292</b>	
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## Capital Variance explanations 2023/24 September 2023

	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
<b>DEVELOPMENT AND ECONOMIC GROWTH</b>							
Compton Acres Fencing Special Expense	30			0	22	(8)	Works on site. Saving anticipated.
Quantock Grove Bingham POS	0			0	0	0	Works accelerated and completed in 22/23.
REPF Capital Grants	149			0	147	(2)	Rural England Prosperity Fund nearly wholly committed.
UKSPF Capital Grants	147	29	3	(26)	147	0	UK Shared Prosperity Fund grants committed.
Manvers Business Park Enhancements	300			0	100	(200)	Roller Shutter Vehicle Doors to be prioritise; roof works to follow. £200k to be rephased to 24/25.
U10 Moorbridge Enhancements	30	30	6	(24)	30	0	Additional enhancement works required including provision of accessible toilet and shower. Flooring work complete. Capital Contingency allocation.
Bridgford Park Kiosk	25			0	25	0	Planning approval obtained to construct a dedicated staff toilet for the kiosk. Building regs application to be made and works to be tendered.
Colliers BP Enhancements	40	40	22	(18)	30	(10)	Contract let to install new water supply pipework to mitigate liability issues nearing completion. Additional Barriers and Bollards to be assessed (£10k). Capital Contingency allocation processed.
Abbey Circus Fencing Special Expense	35	8	6	(2)	22	(13)	Works on site. Saving anticipated.
Highways Verges: Cotgrave/Bingham/Cropwell Bishop	100			0	0	(100)	Officer investigation of sites continues to prioritise work plan. Highways Authority will need to be consulted. No commitments yet, £100k to be rephased to 24/25.
Traveller Site Acquisition	1,000			0	0	(1,000)	The draft capital programme for 23/24 contains £1m for site acquisition/development, this is not committed at

							this stage, rephase to 24/25. A call for sites in the Borough will soon be requested.
Cotgrave Phase 2	<b>50</b>	25	4	(21)	<b>30</b>	(20)	Main contract completed 21/22. Peripheral works still to be commissioned: car charging points, teen shelters, landscaping, frontage works, bird netting, and water supply.
Bingham Leisure Hub	<b>1,563</b>	313	32	(281)	<b>250</b>	(1,313)	Opened 20.02.23. Contract and RBC Contingency sums not fully committed, although final account still to be agreed. £730k of this year's provision originally earmarked for post opening enhancements but may need to be redirected to CLC/KLC rephase this sum to 24/25. Decommissioning of the old leisure centre pool has commenced.
Water Course Improvements	<b>210</b>			0	<b>0</b>	(210)	Works originally re-profiled to 2023-24 and packaged together with 2023-24 provision to achieve efficiencies. Potential to fund from UKSPF in 24/25 so rephase. No commitments yet.
The Point	<b>95</b>	17	4	(13)	<b>95</b>	0	Upgrade office lighting £150k completed 22/23; common area lighting to be done; balcony work completed; and ramp roller shutter to be done.
Bingham Market Place Improvements	<b>68</b>	62	50	(12)	<b>55</b>	(13)	Contract £48k, fees £5k, electrics £2k - works nearing completion, final invoices to be processed. Saving potentially £13k but paving enhancements may be required.
Rushcliffe Oaks Crematorium	<b>1,273</b>	254	59	(195)	<b>150</b>	(1,123)	Total provision including purchase of the land £8.5m. Building operational early Apr. Final account to be agreed. This year's programme included a provision of £783k for the potential repayment of VAT in the event that we breached the partial exemption threshold. The threshold will not now be breached but main contract still to be finalised. There may be a potential liability in 24/25 of approx. £150k and this will continue to be monitored.
Keyworth Cemetery	<b>25</b>			0		(25)	Surveys undertaken. Works to be agreed with the Diocese. Quotes to be sourced. No commitments yet. £25k to be rephased to 24/25.
	<b>5,140</b>	778	186	(592)	<b>1,103</b>	(4,037)	
<b>NEIGHBOURHOODS</b>							

Vehicle Replacement	<b>1,390</b>	278	277	(1)	<b>2,521</b>	1,131	9 Refuse Collection Vehicles on order, delivery expected Oct 23 to early 24 TOTAL £1.843m of which, 3 vehicles accelerated from 24/25 for cost savings; 2x EV Polaris on order for RCP anticipated delivery Sept cost £81k; Approval has been given to acquire 10 vehicles at £277k for SEL, these are currently leased. £320k newly identified SEL acquisitions: 2 Sweepers and 4 x 4. There is a projected overspend £1.131m to be met by acceleration from the 24-25 Capital Programme.
Support for Registered Housing Providers	<b>3,179</b>	636	16	(620)	<b>432</b>	(2,747)	Commitments of £432k: £56k for 50% due on Practical Completion for 7 units of affordable housing on Garage Sites Ph 2 (£24k due in 24-25 for remaining 3 units); £36k 1 affordable rent unit in Ruddington; £340k for 4 units Nicker Hill: Meetings taking place with RPs/Developers and Homes England to explore opportunities to commit the provision. Reprofile £2m: £1m to 24/25 and £1m to 25/26.
Discretionary Top Ups	<b>98</b>	47	46	(1)	<b>98</b>	0	Due to spending pressures on Mandatory DFGs, Cabinet 12.07.22 approved amendment of the policy to temporarily suspend use of the Discretionary pot until a review of the national formula allocation is undertaken. This provision is to meet existing commitments and includes £40k top-up from Notts County for two DFGs.
Disabled Facilities Grants	<b>1,202</b>	473	406	(67)	<b>870</b>	(332)	There is continued pressure on the Mandatory DFG provision. An additional allocation of £66k has been made by DLUCH for 23/24 but RBC has had to commit its own resources to support service delivery.
Hound Lodge Enhancements	<b>250</b>			0	<b>0</b>	(250)	The future of Hound Lodge is currently being assessed. Sum not committed. £250k to be rephased to 24/25.
Arena Enhancements	<b>128</b>	45	6	(39)	<b>50</b>	(78)	Some work required to upgrade reception and corridor floors. Need for pigeon proofing to roof areas. Work required on fire dampers.
Car Park Resurfacing	<b>96</b>	44	16	(28)	<b>96</b>	0	Bridgford Road resurface scheduled for Jan/Feb 24.



Cotgrave & Keyworth Leisure Centre Enhancements	<b>3,026</b>	575	63	(512)	<b>1,500</b>	(1,526)	“Design work in progress. Working to finalise contracts with Henry Riley and Leisure Energy. Salix Grant Funding of £1.215m awarded which needs 12% match funding £146k from the Climate Change Reserve - budget adjustments processed for these. Aiming to be in contract early August. Rephase £1.5m to 24/25. Work being undertaken to finalise the lease at KLC with NCC and Extend for further 15 years.”
Edwalton Golf Club Enhancements	<b>30</b>			0	<b>0</b>	(30)	Sum not yet committed. A report will be taken later in the year. Rephase to 24/25.
Old Bingham Leisure Centre Improvements	<b>42</b>	42	35	(7)	<b>42</b>	0	Provision to support decommissioning of BLC.
Gresham Sports Park Redevelopment	<b>139</b>	67	25	(42)	<b>50</b>	(89)	PO raised for £25k for swale works. More works to be commissioned. Savings will be realised.
RETROFIT Grants	<b>480</b>				<b>480</b>	0	New Government Initiative. Outline delivery plan to be drafted upon assessment of tenders.
Gamston Community Centre Enhancements Special Expense	<b>56</b>			0	<b>3</b>	(53)	To support any carbon reduction work, to be led by the environmental energy audit. £3k committed electric replacement of gas water heater. Potential government grant funding to be made available for Community Halls. Rephase £50k to 24/25.
Lutterell Hall Enhancements Special Expense	<b>77</b>			0	<b>0</b>	(77)	Sum not yet committed.
HUG (Home Upgrade Grant) and LAD3 (Local Authority Delivery) Green Energy Grants	<b>161</b>			0	<b>161</b>	0	New initiative, fully funded by Government Grants. New HUGs and an extension of LAD2. Funds were to be spent by 31 March 2023, but deadlines extended: HUG1 31 May 2023 and LAD3 30 Sept 2023. External Wall Insulation completed invoices awaited.
Gresham Sports Pavilion	<b>73</b>	68	61	(7)	<b>73</b>	0	Changing rooms options to be decided. Flooring works complete at £7k. Changing Places Toilet works complete £55k. Risk and cost pressure associated with Legionella investigation.
Rushcliffe Country Park Play Area	<b>100</b>			0	<b>100</b>	0	Tender prep Q2, works Q3/Q4.
Rushcliffe Country Park Visitor Centre	<b>150</b>	143	85	(58)	<b>150</b>	0	Development works complete, opening ceremony took place Oct 22. Footpath now complete; £28k for Sail Canopies to be funded from a Will Benefactor PO

							raised for this. Order placed to upgrade the existing zero discharge toilets.
External Door/Window Upgrades Various Sites	<b>46</b>			0	<b>0</b>	(46)	To be undertaken ad hoc, no commitments yet.
Capital Grant Funding	<b>15</b>			0	<b>15</b>	0	One final grant of £15k committed.
Edwalton Community Facility Spec Exp	<b>500</b>		2	2	<b>2</b>	(498)	Planning application fee processed, to Oct Planning Committee and then works have to align with the build out of the site. Rephase provision to 24/25. Detailed design and cost plan to follow.
Adbolton Play Area Spec Exp	<b>85</b>	81	80	(1)	<b>85</b>	0	Works complete, fees to be charged.
Greythorn Drive Play Area Spec Exp	<b>105</b>			0	<b>105</b>	0	Scheme funded from S106 contribution.
Bridgford Park Play Area Spec Exp	<b>17</b>	7	5	(2)	<b>12</b>	(5)	Replacement roundabout and upgraded benches.
Boundary Road Play Area	<b>65</b>				<b>65</b>	0	Work commissioned, contracts in place.
West Park Julien Cahn Pavilion Special Expense	<b>500</b>	91	23	(68)	<b>25</b>	(475)	£25k enhancement and essential works to be undertaken in August. Cabinet report in autumn to identify the strategic vision for the site and support investment priorities. £475k to be rephased to 24/25.
	<b>12,010</b>	<b>2,597</b>	<b>1,146</b>	<b>(1,451)</b>	<b>6,935</b>	<b>(5,075)</b>	
<b>FINANCE &amp; CORPORATE SERVICES</b>							
Information Systems Strategy	<b>353</b>	235	197	(38)	<b>353</b>	0	Rollout of the ICT Alignment Strategy to meet business needs and embrace changing technology. Cloud Based Solutions now being assessed.
	<b>353</b>	<b>235</b>	<b>197</b>	<b>(38)</b>	<b>353</b>	<b>0</b>	
<b>CONTINGENCY</b>							
Contingency	<b>180</b>			0	<b>0</b>	(180)	Budget movement: Original Budget £150k £100k brought forward from 22-23 £30k allocation U10 Moorbridge; £40k allocation Colliers BP
	<b>180</b>	0	0	0	<b>0</b>	(180)	
<b>TOTAL CAPITAL PROGRAMME</b>	<b>17,683</b>	<b>3,610</b>	<b>1,529</b>	<b>(2,081)</b>	<b>8,391</b>	<b>(9,292)</b>	

Special Expenses Monitoring September 2023

	Original 2023/24 £	Forecast P6 £	Forecast Variance £	Reasons for Variance
<b><u>West Bridgford</u></b>				
Parks & Playing Fields	438,100	439,600	1,500	
West Bridgford Town Centre	92,100	89,300	1,700	
Community Halls	96,900	106,000	9,100	Under recovery on Gamston income, partially offset by utilities savings
Annuity Charges	100,100	100,100	0	
Revenue Contribution to Capital spending	75,000	75,000	0	
Sinking Fund (The Hook)	20,000	20,000	0	
<b>Total</b>	<b>836,900</b>	<b>843,400</b>	<b>12,300</b>	
<b><u>Keyworth</u></b>				
Cemetery & Annuity Charges	12,700	12,700	0	
<b>Total</b>	<b>12,700</b>	<b>12,700</b>	<b>0</b>	
<b><u>Ruddington</u></b>				
Cemetery & Annuity Charges	11,100	11,100	0	
<b>Total</b>	<b>11,100</b>	<b>11,100</b>	<b>0</b>	
<b>TOTAL SPECIAL EXPENSES</b>	<b>860,700</b>	<b>873,000</b>	<b>12,300</b>	

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