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Our reference:
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Date: 12 February 2024

To all Members of the Corporate Overview Group

Dear Councillor

A Meeting of the Corporate Overview Group will be held on Tuesday, 20 February 2024 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>
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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 7 November 2023 (Pages 1 - 18)
4. Financial and Performance Management (Pages 19 - 58)
Report of the Director – Finance and Corporate Services
5. Feedback from Scrutiny Group Chairmen
6. Feedback from Lead Officers
7. Consideration of Scrutiny Group Work Programmes (Pages 59 - 78)
Report of the Director – Finance and Corporate Services



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8.30am - 4.30pm

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Membership

Chair: Councillor T Combellack

Councillors: A Edyvean, P Gowland, L Plant, R Walker, L Way and G Williams

Meeting Room Guidance

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**MINUTES
OF THE MEETING OF THE
CORPORATE OVERVIEW GROUP
TUESDAY, 7 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 T Combellack (Chair), A Edyvean, P Gowland, L Plant, R Walker
and L Way

OFFICERS IN ATTENDANCE:

C Caven-Atack	Service Manager - Corporate Services
E Palmer	Communications and Customer Services Manager
K Brennan	Senior Finance Business Partner
E Richardson	Democratic Services Officer

APOLOGIES:

Councillors G Williams

16 Declarations of Interest

There were no declarations of Interest.

17 Minutes of the meeting held on 5 September 2023

The minutes of the meeting held on 5 September 2023 were approved as a true record and were signed by the Chairman.

18 Financial and Performance Management

The Senior Business Partner presented the Q2 position for the Council's financial and performance monitoring for 2023/24.

The Senior Business Partner summarised the position and said that the projected outturn for revenue had worsened with the predicted budget efficiency of £0.55m now sitting at £0.287m for 2023/24. She said that this was mostly due to due to Rushcliffe Oaks Crematorium, with a half yearly review indicating that projected performance would be £310k less than budget. She said that there had also been a reduction in demand for planning services in relation to new developments which had led to a £259k under recovery of income.

The Senior Business Partner said that there was some offset against efficiency loss from utilities savings as the original budget had been set pessimistically at the height of uncertainty to allow tolerance in price volatility and the Council was now able to release £183k of that. She said that capital underspend had

increased from £6.457m to £9.292m with the Council looking to rephase £7.068m of that, leaving £2.224m.

The Vice Chair of Governance Scrutiny Group referred to the reported reduction in usage in crematoria across the region and the Senior Business Partner said that whilst it was difficult to predict death rates, there was some seasonality with fewer death during the warmer months and that covid-19 may have led to some people dying earlier than predicted.

Members of the Group referred to grounds maintenance costs. The Senior Business Partner said that when originally considered as part of the budget setting it had been thought that the works could be provided within existing Streetwise resource, however now that Streetwise had been brought inhouse and the Crematorium had opened, the Council had more information about ongoing maintenance and it had been determined that increased staffing and equipment was required. She explained that some of the costs related to vehicle hire from contracts established prior to the Council bringing Streetwise inhouse and it was predicted that costs would reduce once those obligations had expired. The Crematorium Manager was looking at how costs could be reduced whilst continuing to deliver a high standard of service.

The Chair of Governance Scrutiny Group noted that much work had been done in raising awareness of the facility with funeral directors and suggested that this be replicated in the community. The Communications and Customer Services Manager confirmed that the Council was currently preparing communications to raise awareness and engage with residents, including a video on the Council's Youtube channel highlighting that the facility had a comfort dog called Maizie.

The Vice Chair of Governance Scrutiny Group noted the underspend for registered housing providers and the Senior Business Partner referred the Group to paragraph 4.10 of the Social Housing Models report which was presented to the Communities Scrutiny Group on 5 October 2023 which provided information in relation to the budget, housing needs and strategies.

The Vice Chair of Communities Scrutiny Group asked about total payments to the Development Corporation and The Senior Business Partner said that she would provide an update for the Group.

The Vice Chair of Communities Scrutiny Group noted that there were a number of acronyms in the reports, including BLC (Bingham Leisure Centre), HUG (Home Upgrade Grant) and LAD3 (Local Authority Delivery Grant). The Senior Business Partner said that she would provide information about how the HUG and LAD3 grant monies were used.

The Group referred to plans for a traveller site and it was noted that there was need for a permanent site within the Borough as not having this provision left the Council open to challenge.

The Vice Chair of Governance Scrutiny Group referred to special expenses and asked how these were decided and what the annuity charges were for West Bridgford. The Senior Business Partner said that there was a Special Expenses Group which made decisions about some special expenditure and

that capital programmes, such as for the Abbey Road fencing, went through the budget setting process. She said that she would provide information in writing about the annuity charges.

The Chairman asked whether the savings from staff vacancies would disappear when agency staff were employed and the Senior Business Partner confirmed that they were real savings arising from circumstances such as posts not being backfilled or from gaps between staff leaving and new recruits coming into post.

The Chairman asked about S106 monies and commitments not yet identified and the Senior Business Partner said that some of these were linked to rephasing of affordable housing and Bingham Leisure Centre which was delayed.

The Chair of Growth and Development Scrutiny Group referred to the percentage of household planning applications processed within target times and asked how many people comprised the delayed 29.2%. He asked for information on how long any delays were for and whether the Council had sufficient planning staff to meet the targets. The Communications and Customer Services Manager said that he would report back to the Group.

It was **RESOLVED** that The Corporate Overview Group considered:

- a) the expected revenue budget efficiency for the year of £0.287m and proposals to earmark this for cost pressures (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);
- c) the expected outturn position of £12.3k overspend for Special Expenses (para 4.5);
- d) identified exceptions to judge whether further information is required.

19 **Annual Customer Feedback Report 2022/23**

The Service Manager Corporate Services presented the Annual Customer Feedback Report for 2022/23 and explained that this provided information about complaints and compliments received by the Council about the services that it delivered.

The Service Manager Corporate Services summarised that there were no matters which caused alarm and that the overall picture was one of steadiness and stability. She noted that due to previous turnover of staff in the Planning Team the Council had had an issue with a number of complaints related to planning but that following training those issues appeared to have been addressed. She said that a complaint which had been referred to the Local Government Ombudsman had related to planning and the Council had been found to be at fault and as such had issued a letter of apology and paid £200 compensation.

The Chair of Growth and Development Scrutiny Group said the data showed that performance was excellent and the Chairman echoed these sentiments and congratulated the Council.

It was **RESOLVED** that this report was scrutinised and, subject to any comment, was accepted as a true record of customer feedback in 2022/23.

20 **Corporate Strategy**

The Service Manager Corporate Services presented the Corporate Strategy Report and explained that a very draft form of the Strategy had been brought to the previous Corporate Overview Group meeting in September, including information from the public consultation, after which it had been opened up for consultation with Councillors. She said that the Corporate Strategy presented today was believed to be near final and following review this evening, was due to be presented to Cabinet next week before moving to Full Council in December.

The Vice Chair of Communities Scrutiny Group raised concern about the first recommendation of the report which asked the Group to consider the results of the Councillor's consultation as she did not think that that sufficient information had been included in the report for this to be approved. The Group asked that the Service Manager for Corporate Services feedback that it would have been helpful for the Group to have seen the responses from Councillors.

The Vice Chair of Communities Scrutiny Group referred to the fact that the papers for Cabinet, including this version of the Corporate Strategy, had already been published before the Group had had chance to comment on it, which did not create a positive perception. Members of the Group echoed these comments but suggested that it would still be possible for this Group to feedback and make recommendations for Cabinet to consider.

The Service Manager Corporate Services said that the publishing of the Cabinet papers had been a technicality and that the report to Cabinet was clear that the Strategy was being considered by Corporate Overview Group this evening and that any recommendations from the Group would be verbally presented to the Cabinet meeting. She confirmed that there was then a month between Cabinet and Council for any recommended changes to be made.

The Service Manager Corporate Services said that it would be possible to remove the first recommendation, 'A', from the report if the Group agreed for this to be done.

The Vice Chair of Growth and Development Scrutiny Group expressed surprise that only four responses to the consultation had been received from Councillors, one of which was from a political party. The Service Manager Corporate Services confirmed that Councillors had been notified about the consultation through emails, Councillors Connections and through discussion at this Group. She said that the matter of one response being from a political party had not skewed the results.

The Vice Chair of Governance Scrutiny Group asked about home and hybrid working practices at the Council and the Service Manager Corporate Services said that this came under the remit of the Head of Paid Service and was an internal, operational, matter rather than an outward, corporate, practice and as such it wasn't included in the Strategy. She confirmed that the Council had facilitated for its staff to be able to work from any location and that working remotely did not impact on staff being able to complete all aspects of their job. She said that the Council had support systems in place for staff to communicate wherever they were working and that staff could communicate via live chat groups, even when taking a phone call, so that they could seek support at all times.

The Vice Chair of Growth and Development Scrutiny Group asked about the five Council Leisure Centres and the Service Manager Corporate Services confirmed that the Council had Rushcliffe Arena, Bingham Arena, Cotgrave Leisure Centre, Keyworth Leisure Centre and East Leake Leisure Centres. She said that East Leake Leisure Centre would come back under the Council's control in 2027 with a stipulation that it be returned to the Council in the same condition as it was given and as such the handover should not result in a significant financial implication for the Council.

The Chair of Growth and Development Scrutiny Group referred to terminology in the document in relation to delivery of some targets, such as 'to support' and 'be an active partner' and thought that more direct language, such as 'implementation' could be used. The Service Manager Corporate Services said that the wording for various tasks had been designed to differentiate between tasks within the control of the Council and those where it was an influencing partner. As a result, those which were outside of its control were more to ensure that the Council kept them in focus as they had a wider importance for the Borough. The Chair of Growth and Development Scrutiny Group asked that Cabinet reflect on the wording for the delivery and measurement of the various targets.

The Vice Chair of Governance Scrutiny Group referred to mention of benefits for the Council and suggested that this be reworded to reflect that the actions of Council had led to an increased benefit for residents, that through its interactions the Council had ensured that Rushcliffe residents benefited in some way in which they wouldn't otherwise have done so.

The Chairman confirmed that the Group agreed to remove recommendation A and suggested updated wording for the two recommendations, as recorded below. The Chairman asked that comments from the Group's discussion be put forward to Cabinet to provide background to the updates.

It was **RESOLVED** that that the Corporate Overview Group:

- b) considered the draft Corporate Strategy for 2024-2027 and;
- c) endorsed the design of the Corporate Strategy 2024-2027 and forwarded it to Cabinet for consideration and reflection upon the wording.

21 **Feedback from Scrutiny Group Chairs**

The Chairman fed back on behalf of the Chair of Communities Scrutiny Group who had commented that Officers were often regurgitating information from their reports. The Deputy Chair of Communities Scrutiny Group added that there was also occasion when Officers had not fully addressed the questions asked on the matrix.

The Chair of Growth and Development Scrutiny Group said that the degree of Officer introduction could depend on the complexity of information being reported with some information requiring longer presentation and he welcomed the addition of the matrices to reports to allow Councillors opportunity to assess points raised. He said that the Chair's briefings also gave opportunity to evaluate the reports and level of introduction required.

The Chairman said that it was often preferential for Officers to focus on expansion of key points in the report via verbal update.

The Chair of Governance Scrutiny Group said that it was possible for Committees to invite Cabinet members and external and expert bodies to attend meetings to provide information where relevant.

The Service Manager said that training was being provided for Officers in relation to writing reports for scrutiny.

The Chairman said that this discussion highlighted how scrutiny was an ever evolving process and encouraged Members to attend scrutiny training offered by East Midlands Councils. Information about the free, virtual, Scrutiny Skills sessions provided by East Midlands Councils would be circulated to Members after the meeting.

The Chair of Governance Scrutiny Group reported that the last meeting reviewed the Internal Audit and Risk Management reports and said that a Member Working Group looking at the Constitution had been set up. He noted that the Asset Management Plan would now report to Governance Scrutiny in February due to changes in EPC ratings linked to the type of energy used which required additional work in reviewing the Plan.

The Chair of Growth and Development Scrutiny Group reported that the last meeting had reviewed how the Council planned for infrastructure growth, noting that the process involved long period forward planning which meant that it was less adaptable to short term change, and had included discussion about elements of infrastructure not in place. He reported that the Group had also reviewed the Council's Growth Boards and had approved changing focus towards holding task and finish delivery boards as determined by the Strategic Growth Board rather than holding set geographical boards.

The Chairman said that Members submitting questions in advance of Group meetings where possible helped Officers to provide answers and information.

The Chairman noted that scrutiny matrices no longer provided Officer recommendation as to whether they proceed so as not to influence outcomes

and enable better discussion.

22 **Feedback from Lead Officers**

There was no feedback to report.

23 **Consideration of Scrutiny Group Work Programmes**

The Chairman explained that due to the fulsome nature of the agenda and number of matrices submitted two minutes' presentation and five minutes' discussion was allowed to ensure that there was time for the Group to review them all.

The Vice Chair of Growth and Development Scrutiny Group presented the matrix for Retrospective Planning Applications. She explained that she had been involved in a number of retrospective planning applications recently where she had wondered whether they would have been allowed to go ahead if submitted before being built. She said that she had submitted the matrix to know more about how retrospective applications were accepted by the planning department and the process that they went through in reviewing and determining an application.

Members of the Group agreed with the sentiment behind the matrix but thought that this may be a question that could be answered through a briefing note in the first instance.

The Service Manager Corporate Services explained that Officers recommendation would be that as the scrutiny matrix was seeking information that wasn't currently known, it would be appropriate to put those questions to Officers. She said that if a matter related to something which a wider group of Councillors would benefit from knowing then training may be appropriate. She said that if something did not relate to a problem, perhaps in service delivery, or a matter where a tangible outcome could be achieved then it was not a matter for scrutiny.

The Vice Chair of Growth and Development Scrutiny Group said that it was a series of questions and thought that training would be required to enable a two-way dialogue.

Members of the Group said that there was some perception by residents that there were people who abused the system and said that there would be value in holding a training session to inform and better equip Councillors to challenge those perceptions.

The Vice Chair of Growth and Development Scrutiny Group expressed concern that a training session may not be well attended and said that it was also possible that training would identify aspects that may appear to not be working well, hence her final bullet point about improving the system.

The Service Manager Corporate Services informed the Group that if a matrix had been approved through the Corporate Overview Group and had been through the scrutiny process, then unless the recommendation of the Scrutiny

Group was for it to return for further information the matter was considered to have been addressed and could not return within the two year period. She said, however, that if the matter was referred for example to be answered through a briefing note or training session in the first instance and had not been through the scrutiny process then a matrix could be re-submitted within the two years.

The Group agreed for this item to be addressed through training.

Councillor Billin joined the meeting to present the matrix for Local Power Generation. He said that his question related to clean energy generation and how the Council could become the nucleus of an urban solar farm, such as on rooftops and carparks and unproductive spaces from an energy perspective. He said that he saw this as starting with assets that the Council controlled or had an influence and then widening to other stakeholders across the whole Borough. He said that to achieve net zero a significant increase in non-fossil fuel energy would be required and he wanted Rushcliffe to be an exemplar and join the many other Council's involved in this work.

The Chair of Growth and Development Scrutiny Group referred to the second bullet point of the matrix and Councillor Billin said that achieving a Rushcliffe wide solar farm would require many entities to participate and he wanted to look at how the Council could provide information and become the nucleus to generate wider involvement, to identify barriers to the Council facilitating a not-for profit enterprise. He clarified that he was not proposing that the Council become an energy seller.

Members of the Group noted that the Council did not as yet have policy in place relating to this matter and as such there was nothing to be scrutinised. The Chairman thought that the Council was reviewing its estate in relation to energy generation and noted that the Council's Carbon Management Plan was timetabled to come through scrutiny in March next year.

The Vice Chair of Governance Scrutiny Group asked whether the proposal could be brought forward as a motion and the Service Manager for Corporate Service said that careful wording be required along with consideration of what was within the role and remit of the Council to do.

The Group noted that the Council had agreed a supplementary planning document which although not mandatory provided advice and guidance and said that the Council could use its influence to encourage central government to put legislation in place and to persuade the public where possible.

The Service Manager Corporate Services said that the Council's Carbon Management Plan included reference to installing solar panels on car park canopies and the tops of buildings and said that the scrutiny review in March could look at how far the Plan addressed these proposals.

The Group agreed that this item would not move forward to scrutiny as there were other avenues to be pursued.

The Vice Chair of Communities Scrutiny Group presented the matrix for To

clarify and review Rushcliffe's local offer for care leavers. She did not think that many Councillors knew that the Council had a local offer for care leavers and said that while elements of the matrix could be addressed through training, it was crucial that Councillors had information about the services offered by the Council in dealing with this vulnerable group of people. She referred to the Council passing a motion that it supported treating care experience as a protected characteristic and said that scrutiny was required to assess whether Council policy established four years ago was working and what impact it was having.

The Service Manager Corporate Service said that feedback from Officers involved in this service area advised that scrutiny at the current time would detract from work involved in the delivery of the additional items put forward as part of the motion to Council. She said that the County Council were also in the process of scrutinising the delivery of the care leavers policy across the whole of Nottinghamshire and that Rushcliffe Borough Council was participating in that review. She said that Officer recommendation would be to provide information to Councillors at this point in time.

The Chair of Growth and Development Scrutiny Group asked whether it would be possible to agree it as a suitable item for scrutiny without agreeing when would be appropriate for it to come forward. The Service Manager Corporate Services said that Officers could make a note internally that Councillors would like to scrutinise this policy at the appropriate time, for example when it came up for renewal and pending the outcome of the County Council review.

The Group agreed that more information or training was required for Councillors in the first instance and agreed that while the policy was suitable for scrutiny, this was not the right time for it to take place.

Councillor Thomas joined the meeting to present the matrix for Housing density in new housing sites. She said that housing density determined how much land was required for a certain amount of housing, which was critical to the Council's calculations for planning allocations. She said that she had reviewed these calculations and had found that them to not be accurate in determining how many houses would actually be delivered on a site, which caused upset for residents when more were delivered than proposed at initial stages. She said that the Council did not have a policy for managing housing density.

The Service Manager Corporate Services explained that this item had been considered by Corporate Overview Group previously which had determined that it was appropriate for it to be addressed through a briefing note initially and that as the matrix had been expanded on, it was acceptable for it to be considered for scrutiny now.

The Service Manager Corporate Services said that Officer recommendation was that this was a planning matter rather than a matter for scrutiny and was something that would go through the Local Delivery Framework (LDF) Group.

The Chair of Governance Scrutiny Group said that the Council did have related policies for example on garden size and whilst this may not be a matter for scrutiny, answers to the questions raised were required.

Councillor Thomas said that when sites came up for housing they went into a SHLAA which calculated how much housing was required for the Council to meet its housing provision targets. She said that it was highly inaccurate and inefficient and noted that some other Councils had policies in place which set out gross density allowed in various areas.

The Chairman informed the Group that there had been some discussion about this matter at a recent LDF Group as part of a Council design code or guide. Members of the Group agreed that it would be more appropriate for this item to be taken forward through the LDF Group.

Councillor Thomas questioned whether the LDF Group would cover this aspect of policy in this depth and expressed concern about it being subsumed and buried within the design code. She hoped for it to be included as a stand-alone part of the Core Strategy, specifying density across different sites in different parts of the Borough and how that related to land usage. She said that it underpinned housing delivery within the Borough.

The Vice Chair of Growth and Development Scrutiny Group said that this also related to the matter of open spaces management.

The Chairman said that she would write to the Chairman of the LDF Group setting out the points raised by Councillor Thomas and ask that he invite her to attend a meeting.

Councillor Thomas presented the matrix for Parking provision funded by Rushcliffe. She said that this arose from discussion about parking in Bingham which highlighted questions about the Council's process for parking across the Borough. Councillor Thomas said that it would be beneficial to look at parking holistically, including the Council's role in provision, external partners, gaps in provision and to assess equitability, charging and payments.

Members of the Group supported taking this proposal forward for scrutiny. The Vice Chair of Governance Scrutiny Group asked said that it would be good to include information about ticketing, pricing, enforcement and the decision making process of the Council.

The Service Manager for Corporate Services said that Officers would recommend that this was not a suitable item for scrutiny at this point in time. She said that the Council had an Offstreet Parking Strategy in place which covered most of the points raised by Councillor Thomas and which had been approved by Cabinet in March 2023. She highlighted that Strategy set out the Council's approach to parking across the Borough which was tailored to meet the different requirements of the different areas.

The Service Manager for Corporate Services referred the Group to paragraph 4.1 of the matrix and said that the Corporate Overview Group was tasked with setting the scrutiny work programmes based on the Cabinet Forward Plan. She said that the offstreet Car Parking Strategy would return to the Cabinet Forward Plan for review in the future and that it would be appropriate to consider it for scrutiny at that point. She said that scrutiny now would divert Council resources

directed at resolving parking in Bingham.

The Group agreed that this item be placed on the scrutiny work programme for two years' time.

Councillor Thomas presented the matrix for Sustainable Drainage Systems on New Estates. She said that there was general dissatisfaction that public infrastructure was paid for by estate charges and also concerns about the adequacy of some of the systems and whether they were designed and operated properly and how they would be maintained. She said that it was important to look at whether the Council was making sure they were performing as required and that their contribution the environment, safety and amenity was assessed.

The Vice Chair of Growth and Development Scrutiny Group said that this an issue raised frequently by newer estates as it became an issue when residents had to cover the financial burdens. She said that it was becoming increasingly pertinent as the estates in the Borough were often older than other newer estates. She said that information for residents about how they were designed to work would be helpful for people to understand when they were or were not working appropriately.

Members of the Group referred to some estates having neglected open spaces with a lack of consistency in ownership of these spaces across the various estates, being controlled either by the management company or the developer.

Councillor Thomas referred to Schedule 3 of the Flood and Water Management Act 2010 which would have provided for infrastructures to be adopted publicly and that the Government was currently looking at implementing Schedule 3 to bring them into public control.

Councillor Thomas said that it was important to look forward and scrutinise the powers of the Council, including what it did and did not own or manage and what it could and could not do.

The Service Manager for Corporate Services said that Officers thought that these questions could be answered directly and that the answers were very much influenced by how much control the Council had. She asked the Group what outcomes it would hope to achieve from the scrutiny process.

The Chair of Growth and Development Scrutiny Group said it may not be possible to identify outcomes without going through the scrutiny process. He suggested that Officer resource may not be best utilised in reviewing how Rushcliffe residents felt that the systems were performing given the difficulty in getting people to engage.

The Chairman suggested that the questions could be put to the relevant Director in the first instance.

In response to question about differences in resource required, the Service Manager for Corporate Services explained that preparation for scrutiny review required significantly more Officer time and input than responding to questions

outside of a Group meeting.

Councillor Thomas said that she likely knew the answers to many of the points she had raised in the matrix and said that it was more a matter of raising knowledge and awareness for other Councillors to create a collective understanding as to what the Council could do to influence others or to undertake the responsibilities.

The Chairman confirmed that it was agreed that this item would not progress to scrutiny at this time and for Councillor Thomas ask the Director for Development and Economic Growth to respond.

The Chairman referred to the matrix for Infrastructure Delivery and the Service Manager for Corporate Services said that the Growth and Development Scrutiny Group had requested a follow up item regarding when infrastructure delivery programmes were delayed and how the Council engaged and communicated with Town and Parish Councils.

The Group agreed for this item to be taken forward in the scrutiny work programme.

The Chairman referred to the matrix for Rushcliffe Oaks Crematorium and asked whether this was an appropriate time for scrutiny.

The Chair of Growth and Development Scrutiny Group explained that the Growth and Development Scrutiny Group had scrutinised this item in July 2023 and had asked for it to return to the Group in 2024.

Members of the Group discussed when would be an appropriate time for it to come forward for review. The Vice Chair of Growth and Development Scrutiny Group said that reviewing performance in a year's time would be an appropriate opportunity for Officers to provide an update. The Service Manager for Corporate Services confirmed that performance indicators for the Crematorium would start to be monitored from April 2024 and report around June/July 2024, which would fit with it coming forward in July 2024.

The Group agreed for this item to be taken forward to the Growth and Development Scrutiny Group meeting in July 2024.

The Chairman presented the matrix for Connectivity and communications. She said that it was vital for people to be able to communicate and whilst the Council did not deliver services, it did have a responsibility to its residents for communication. She recommended that someone from the County Council be invited to present, with the aim of influencing delivery. She said that it related to both 4G and broadband, particularly given that Rushcliffe was a rural borough.

The Chair of Governance Scrutiny Group highlighted that for telephone numbers with an 01509 and 01664 prefix provision came from Leicestershire County Council and the Chairman said that they should be invited to present to the Scrutiny Group also.

The Service Manager for Corporate Services said that Officer recommendation,

on the basis that the Chairman had approached and worked with Officers to create this matrix, would be for this item to be taken forward to scrutiny. She confirmed that an Officer from Nottinghamshire County Council had agreed to attend and that an invitation would also be extended to Leicestershire County Council. She suggested inviting the relevant Nottinghamshire County Council Ward Member to attend also.

The Group agreed for this item to be taken forward in the scrutiny work programme.

In relation to the Scrutiny Group Work Programmes, the Service Manager for Corporate Services proposed that an Annual Update on the Strategic Tasks be brought to Corporate Overview Group in June 2024.

The Service Manager for Corporate Services confirmed that the Asset Management Plan had moved to go Governance Scrutiny Group in February 2024.

In relation to Growth and Development Scrutiny Group, the Service Manager for Corporate Services said that Connectivity and Communications was programmed to go to the March 2024 meeting, the Rushcliffe Oaks Crematorium review to go to the July 2024 meeting and the Infrastructure Delivery to go to the meeting in October 2024.

It was **RESOLVED** that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One)
- b) determine any additional topics to be included in a scrutiny group work programme for 2023/24 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Two)
- c) review the current work programme for each of the scrutiny groups (Appendix Three).

Work Programme 2023-24 – Corporate Overview Group

7 November 2023	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report ○ Corporate Strategy
20 February 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○
xx June 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Diversity Annual Report and update on the Equality and Diversity Strategy ○ Annual update on Strategic Tasks
xx September 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report

Work Programme 2023-24 – Governance Scrutiny Group

23 November 2023	<ul style="list-style-type: none"> • Internal Audit Progress Report • Annual Audit Completion Report 2022/23 • Statement of Accounts • Capital and Investment Strategy Update • RIPA Review • Recommendations from the Planning Committee Working Group
22 February 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • Risk Management – Update • Capital and Investment Strategy Update

	<ul style="list-style-type: none"> • External Annual Audit Plan • Annual Audit Letter and Value for Money Conclusion • Capital and Investment Strategy 2024/25 • Asset Management Plan
xx June 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Fraud Report • Annual Governance Statement (AGS) • Capital and Investment Strategy Outturn • Constitution Update • Code of Conduct
xx September 2024	<ul style="list-style-type: none"> • Risk Management Update • Going Concern • Capital and Investment Strategy Update • Internal Audit Progress Report

Work Programme 2023-24 – Growth and Development Scrutiny Group

	Items / Reports
3 January 2024	<ul style="list-style-type: none"> • Sewerage Infrastructure and Discharge within Rushcliffe • Management of Open Spaces
6 March 2024	<ul style="list-style-type: none"> • Connectivity and Communications
xx July 2024	<ul style="list-style-type: none"> • Review of the Crematorium
xx October 2024	<ul style="list-style-type: none"> • Infrastructure Delivery

Work Programme 2023-24 – Communities Scrutiny Group

	Items / Reports
18 January 2024	<ul style="list-style-type: none"> • Flight Paths
21 March 2024	<ul style="list-style-type: none"> • Streetwise In-Sourcing • Carbon Management Plan Update
xx July 2024	<ul style="list-style-type: none"> • Use of Community Facilities
xx October 2024	<ul style="list-style-type: none"> • •

Actions – 7 November 2023


Min No	Action	Officer Responsible
18.	The Vice Chair of Communities Scrutiny Group asked for information about total payments to the Development Corporation	£400k to date and nothing further as yet
18.	The Vice Chair of Communities Scrutiny Group asked for information about how the HUG (Home Upgrade Grant) and LAD3 (Local Authority Delivery Grant) monies were used	<p>HUG: Home Upgrade Grants fully funded by the government. We were awarded funding for HUG1 and HUG 2 rounds. The grants provide for energy efficiency upgrades and low carbon heating to eligible households in England – households on low income and/or are off the gas grid. HUG1 closed 31.05.23 and HUG2 is currently being commissioned. The HUG schemes are aimed at people across the whole borough who are off mains gas, and it is a more generous grant than the LAD. Such works include full insulation for the house followed by the installation of low/zero carbon technologies such as air source heat pumps along with solar electric to lower the running costs. These larger interventions take vulnerable/fuel poor residents off expensive fossil fuel systems such as LPG/oil whilst also vastly improving the insulation and carbon emissions.</p> <p>LAD: Local Area Delivery again fully funded by Government Grant. We were awarded funding for LAD2 and LAD3. LAD2 closed in 22/23 and LAD3 closed 30.09.23. As with HUG, the grants provide for energy efficiency upgrades to eligible households in England. The LAD 3 works (now completed) have been fitting BISF (British Iron and Steel Federation) houses in East Leake with external wall insulation, loft insulation and where applicable solar electricity systems. This could save a vulnerable resident at risk of fuel poverty around 50%-60% in their overall carbon emissions as without such measures, they are wasting heat through the uninsulated walls/roofs. The cherry on</p>

		<p>top, is the solar electric systems that can save around 20%-30% on their electricity through generating onsite and not putting it through the meter.</p> <p>Both schemes cover installation of green energy measures into Eligible Households i.e., those with a low Energy Performance Certificate (EPC) rating E, F, or G including those living in the worst quality off-gas grid homes. The schemes are delivering progress towards reducing fuel poverty and phasing out the installation of high carbon fossil fuel heating. The households should be subject to a low-income verification which is indicative at £30,000 but can be higher in certain circumstances. Green energy measures include Solar Photovoltaic Panels, External Wall Insulation, Loft Insulation, and production of EPCs.</p>
18.	The Vice Chair of Governance Scrutiny Group asked what the annuity charges were for West Bridgford and for information to be provided in writing	Where annuity charges exist, this is due to historical works completed at a cost to the council and is then charged to special expenses budget annually.
18.	The Chair of Growth and Development Scrutiny Group referred to the percentage of household planning applications processed within target times and asked how many people comprised the delayed 29.2%. He asked for information on how long any delays were for and whether the Council had sufficient planning staff to meet the targets.	<p>44 out of the 137 householder applications between 1 July and 30 September took longer than 56 days to determine.</p> <p>The average timescale for a decision on those applications was 94 days.</p> <p>So the 10% who missed out on the quarter two target waited on average an extra 38 days for their planning decision.</p>

The meeting closed at 9.50 pm.

CHAIR

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 <p>Rushcliffe Borough Council</p>	<p>Corporate Overview Group</p> <p>Tuesday, 20 February 2024</p> <p>Financial and Performance Management</p>
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Report of the Director – Finance and Corporate Services

1. Purpose of report

- 1.1. This report outlines the quarter three position in terms of financial and performance monitoring for 2023/24. This is linked to the closure of accounts process and previous financial update reports.
- 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 £0.665m for 2023/24 mostly as a result of Business Rates Pool and additional grants received. This represents a variance of 4.53% of Net Service Expenditure. This is proposed to be transferred to reserves as discussed below. The position is likely to change as further variances are identified in the final quarter.
- 1.4. There is a capital budget efficiency underspend projected of £3.880m, this is primarily due to Rushcliffe Oaks Crematorium £1.188m, Support for Registered Housing Providers £0.747m, Bingham Leisure Centre post opening enhancements £0.733m, Disabled facilities grants £0.332m and unallocated contingency £0.180m.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group considers:

- a) the expected revenue budget efficiency for the year of £0.665m and proposals to transfer to reserves
- b) the projected capital budget efficiencies of £3.880m including carry forwards of £0.430m to 2024/25
- c) the expected outturn position of £2.3k underspend for Special Expenses
- d) identified exceptions to judge whether further information is required.

3. Reasons for Recommendation

- 3.1. To demonstrate good governance in terms of scrutinising the Council's on-going performance and financial position.

4. Supporting Information

Financial Monitoring – Revenue

- 4.1 For this financial year, the overall budget variance is expected to be an efficiency of £0.665m with proposals to transfer to reserves given in **Appendix A**.
- 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
Planning	304	Reduction in demand from new developments resulting in loss of income from planning fees, performance agreements and land searches. Q2 was £259k and shows a worsening position.
Legal Services	455	Property related legal claim plus associated legal expenses
Rushcliffe Oaks Crematorium	400	Income target originally set too high as growth will happen more gradually than originally modelled. Cost of grounds maintenance.
Streetwise	295	Hire of vehicles
Grant income	(323)	Homelessness top-up and Homes for Ukraine grants underspends (carry forward request)
Utilities	(257)	Pessimistic budget set at height of volatility, projection based on current position identifies savings
Depot & Contracts	(181)	Leisure contract efficiencies (£149k) and increase in garden waste income (£32k)
Revenues & Benefits	(160)	Increase in costs recovered, £140k relates to Housing Benefit overpayments
Diesel	(108)	Reduction in the price of diesel and postponement of more expensive HVO (Hydrotreated Vegetable Oil) transition
Economic Development	(100)	Development corporation rephased £50k 2024/25 and £50k 2025/26
Other Variances	18	

Net Revenue cost/(efficiencies)	343	
Grant Income	(161)	New burdens and other funding
Business Rates	(305)	Lower Business Rates Pool Levy payment than budgeted
Business Rates Pool	(573)	Share of pool surplus
Business Rates Surplus/deficit	31	
Total Net Projected Budget Variance	(665)	

4.3 The main adverse variances arise from:

- Rushcliffe Oaks Crematorium 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 April 2023, income has been lower than expected due to lower number of cremations. There continues to be an average of 38 cremations per month, the industry is currently experiencing low demand across the sector in Nottinghamshire and the business case and projections have been reworked based on this
- Streetwise are currently forecasting a budget pressure of £0.295m predominantly 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 of £0.304m
- £0.455m is also required in relation to a property related legal claim.

The main favourable variances arise from:

- Grant income relating to homelessness and homes for Ukraine, underspend to be added to specific reserve
- Utilities savings: a pessimistic budget was set at a time of high price volatility; this has been revised based on expected usage in-year
- Leisure contract efficiencies £0.149m, and increased income from garden waste £32k
- Costs recovered on Housing Benefit overpayments £0.14m, Council Tax and NNDR
- The transition to the use of HVO (Hydrotreated Vegetable Oil) a joint project with Nottingham City Council, has been delayed due to their current financial constraints, however discussions remain ongoing. HVO is 30% more expensive than diesel and in addition the cost of diesel has reduced resulting in expected savings of £0.108m
- 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 last 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. Approval was granted at Cabinet 12 December 2023 to move the £0.1m underspend to reserves and release 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.

There is a £0.343m net overspend on cost of services, however a rise in interest income and costs recovered help to offset some of this. 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 £0.665m for 2023/24, Appendix A details the proposed use of this; transfer of £0.335m to specific grant reserves, £0.2m to the organisation stabilisation reserve for cost pressures, £0.1m to Development Corporation reserve, with the balance allocated to the climate change reserve.

- 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 31 December 2023, is attached at **Appendix B**.
- 4.5 **Appendix E** shows the Quarter 3 position on the Special Expenses budget. The expenditure is currently expected to be £2.3k below due to Community Halls reduced income linked to cost of living, however, this has been offset by utilities savings due to a pessimistic budget set at a time of volatile pricing. This position may change later in the final quarter.

Financial Monitoring – Capital

- 4.6 The updated summary of the Capital Programme monitoring statement and funding position is shown at **Appendix C** as at 30 December 2023. **Appendix D** provides further details about the progress of the schemes, any necessary re-phasing, and highlights efficiencies.
- 4.7 The current Capital Programme budget of £12.417m includes rephasing of £7.068m (£6.068m to 2024/25, £1m 2025/26) approved at quarter 2. The projected outturn is £8.537m, resulting in an underspend of £3.880m. Further carry forwards of £0.430m have been identified and are requested to be approved to 2024/25. These are summarised in **Table 2** below.

Table 2: Carry Forwards requested to 2024/25

Scheme	Amount to be rephased £'000
Rushcliffe Oaks	150
Manvers Business Park Enhancements	100
Greythorn Drive Play Area Special Expense	80
Rushcliffe Country Park Play Area	75
Bridgford Park Kiosk	25
Total carry forward requests	430

The remaining £3.450m underspend is due to the following main areas:

- Rushcliffe Oaks Crematorium £1.188m - the final retention is yet to be released, savings arise from a VAT provision which is not required in 2023/24, however a carry forward of £0.150m is requested for this risk in 2024/25
- 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 £0.733m - for post opening enhancements this is now a confirmed saving
- Disabled Facilities Grants was topped up by £0.5m of RBC resources of which £0.332m currently remains uncommitted, any unspent amount at year end will be requested to be carried forward and utilised in 2024/25
- Contingency £0.180m
- Arena Enhancements £0.103m earmarked for reception and corridor floors, if works are not completed in year this will be requested to be carried forward to 2024/25
- Gresham Sports Park Redevelopment £79k savings realised
- Lutterell Hall Enhancements Special Expense £77k works not yet identified, savings may be realised
- External Door/Window Upgrades Various Sites £46k 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 and Candleby Lane Industrial Estate. £3.7m (50%) for Hollygate Lane has been received, with balances due in 2024/25. 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 the Council's 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 forms 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 December 2023, this had dropped to 4%, 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. Inflation will be reflected in the 2024/25 budget but remains a risk.
- 4.11 There is also the potential knock-on effect that the increased cost-of living may have on collection rates for Council Tax and Business Rates and on fees and charges as household disposable incomes contract. The potential financial impact on Council Tax and Business Rates would be an increase in Collection Fund deficit and ultimately a pressure on the budget. Table 3 below shows the position at Quarter 3.

Table 3 – Collection Rates

Description	2023/24	2022/23	Increase/(Decrease)
Sundry Debtors	95.86%	95.69%	0.17%
Council Tax	84.99%	85.33%	(0.34%)
Business rates	88.46%	87.32%	1.14%

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 (£75k). At Quarter 3, a total of £0.298m of savings is projected against a full year target of £0.622 a shortfall of £0.324m mostly relating to income at the Crematorium, additional Streetwise costs as discussed in paragraph 4.3 and £47.5k relating to income from Environmental Health Primary Authority contracts not materialising (due to a lack of appropriately qualified resource being available).
- 4.13 The value of the Council's Multi Asset investments or pooled funds is currently at £14.02m, a £0.985 loss against original investment, this has improved from £1.4m loss reported in quarter 2. 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 the value of these assets only represents around 14% of total investments but deliver 32% of the Council's overall return on investments. They are long term investments and form part of the Council's Capital and Investment Strategy approved by Full Council as part of the (MTFS). 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 31 March 2025, however it is prudent to maintain a reserve whilst we retain such investments.

Financial Conclusion

- 4.14 The financial position in the revenue budget is showing a projected overspend of £0.343m; 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 £0.665m. Inflation and the consequential rising costs of living and pay award present significant risks to the Council's budget. These risks have been built into the budget setting for the MTFs (Medium Term Financial Strategy) and are mitigated by the prudent use of reserves. The Council will wherever possible utilise any underspend to increase reserves to mitigate future 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 rising capital demands (such as DFGs and Waste Collection) with diminishing resources and rising costs. 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. The autumn spending failed to give any long-term clarity beyond one year and there were no significant new funding streams. This continues to 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.

Performance Monitoring – Strategic Scorecard

- 4.18 A summary of the progress of tasks and measures falling within each theme of the Corporate Strategy is shown below. Commentary for any identified exceptions details why targets have been missed and what is being done to improve performance to meet these targets is shown in the appendices.



















4.19 Strategic tasks have progressed throughout the 2017-2023 period and have been refreshed in the Corporate Strategy 2024-2027. The new strategy will be monitored from Quarter 1 2024-25.

4.20 Performance in quarter 3 continues to show the positive trends. Good performance is particularly evident in the following performance indicators:



















- LIDEG40 Percentage of RBC owned industrial units occupied – occupation levels are currently at 100%
- LIDEG41 Level of income generated through letting property owned by the Council but not occupied by the Council – collection is currently £66k above target
- LIFCS21 Percentage of Non-domestic Rates collected in year – the current collection rate is 88% compared to the target of 82.5%
- LIFCS62 Percentage increase in self-serve transactions – currently 3.68 above target
- LINS14 Average NOx level for Air Quality Management Areas in the Borough – currently 24µg/m³ against target of 40µg/m³, an improvement on quarter 2
- LINS24 Number of affordable homes delivered – below target in quarter 2, now above target
- LINS25 Number of households living in temporary accommodation – currently 6 households compare to target of 20
- LINS29a Number of successful homelessness preventions undertaken – 58 to date compared to target of 54
- LINS73b Income generated from parks, pitches and open spaces – currently £30k above target.

4.21 There are two corporate and three operational indicators missing their targets. Explanations can be found in **Appendices F and G**.

4.22 The Corporate Strategy is a living strategy that is adapting to changing priorities. This means the Council will take advantage of emerging opportunities and removes tasks that have been completed to ensure it is reflective of the current position.

EFFICIENT SERVICES					ENVIRONMENT				
Strategic Tasks					Strategic Tasks				
 2	 2	 0	 0		 2	 2	 0	 0	
There are no task exceptions this quarter.					There are no task exceptions this quarter.				
Performance Indicators					Performance Indicators				
 1	 0	 1	 3	 0	 0	 0	 0	 3	 0

EFFICIENT SERVICES	ENVIRONMENT
LIFCS15 Value of savings achieved by the Transformation Strategy against the programme at the start of the financial year	Performance exceptions - none

QUALITY OF LIFE	SUSTAINABLE GROWTH
Strategic Tasks	Strategic Tasks
 3  4  0  0	 1  7  0  0
There are no task exceptions this quarter.	There are no task exceptions this quarter.
Performance Indicators	Performance Indicators
 1  0  1  1  0	 6  0  0  4  4
LINS72b Percentage usage of community facilities An explanation is provided in the appendix.	Performance exceptions - none

4.23 Further details and a key of symbols is shown in **Appendix F**.

Performance Monitoring – Operational Scorecard

4.24 The Council's operational business is also monitored, 34 measures make up the Operational Scorecard, presented for scrutiny at the quarterly Corporate Overview Scrutiny Group. The scorecard has two less indicators than in 2022-23, these were removed from monitoring in Service Plans.

- LIFCS23 Percentage of Revenues Services customers surveyed that were satisfied with the level of service provided
- LINS21a Percentage of eligible households taking up the green waste collection service.

Operational Scorecard – Performance Indicators



23



2



3



5



1

There are three performance exceptions to report.

LIDEG01 Percentage of householder planning applications processed within target times

LIFCS61a Percentage of calls answered in 60 seconds

LINS73a Income generated from community buildings

Explanations are provided in the appendix.

5. Risks and Uncertainties

- 5.1. 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.
- 5.2. 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 remains to be seen 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.
- 5.3. 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.
- 5.4. 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 beyond. The Council remains committed to the Freeport and Development Corporation opportunities.
- 5.5. 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 a reduced risk. Furthermore, changes in Central Government policy influences Business Rates received and their

timing, for example policy changes on small Business Rates relief such as the decoupling of the small and standard business rates multiplier announced in the autumn statement.

5.6. 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.

6. Implications

6.1. Financial Implications

Financial implications are covered in the body of the report.

6.2. Legal Implications

There are no direct legal implications arising from this report.

6.3. Equalities Implications

There are no direct equalities implications arising from this report.

6.4. Section 17 of the Crime and Disorder Act 1998 Implications

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

6.5. Biodiversity Net Gain Implications

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

7. Link to Corporate Priorities

The Environment	Successful management of the Council’s resources can help the Council deliver on its goals as stated in the Corporate Strategy and monitored through this quarterly report
Efficient Services	
Sustainable Growth	
Quality of Life	

8. Recommendations

It is RECOMMENDED that the Corporate Overview Group scrutinises:

- a) the expected revenue budget efficiency for the year of £0.665m and proposals to transfer to reserves

- b) the projected capital budget efficiencies of £3.880m including carry forwards of £0.430m to 2024/25
- c) the expected outturn position of £2.3k underspend for Special Expenses
- d) Identified exceptions to judge whether further information is required.

For more information contact:	Peter Linfield Director of Finance and Corporate Services Tel: 0115 9148439 plinfield@rushcliffe.gov.uk
Background papers available for Inspection:	Council 2 March 2023 – 2023-24 Budget and Financial Strategy Cabinet 11 July 2023 – Financial Outturn Report 22/23 Cabinet 12 September 2023 – Q1 Revenue and Capital Monitoring Cabinet 4 December 2023 – Q2 Revenue and Capital Monitoring
List of appendices:	Appendix A – Projected Revenue Outturn Position 2023/24 – December 2023 Appendix B – Revenue Variance Explanations – December 2023 Appendix C – Capital Programme 2023/24 – December 2023 Appendix D – Capital Variance Explanations 2023/24 December 2023 Appendix E – Special Expenses Monitoring December 2023 Appendix F – Corporate Scorecard Appendix G – Operational Scorecard

Projected Revenue Outturn Position 2023/24 – December 2023

Description	Original Budget £'000	Revised Budget £'000	Projected Outturn £'000	Projected Outturn Variance £'000
Chief Execs	2,314	2,319	2,791	472
Development and Economic Growth	(155)	55	609	554
Finance & Corporate	4,100	4,078	3,751	(327)
Neighbourhoods	7,648	8,242	7,886	(356)
Net Service Expenditure	13,907	14,694	15,037	343
Capital Accounting Reversals	(1,895)	(1,895)	(1,895)	0
Minimum Revenue Position	1,311	1,311	1,311	0
Total Net Service Expenditure	13,323	14,110	14,453	343
Grant Income (including New Homes Bonus)	(2,054)	(2,054)	(2,215)	(161)
Business Rates (including SBRR)	(4,905)	(4,905)	(5,783)	(878)
Council Tax	(7,953)	(7,953)	(7,953)	0
Collection Fund Deficit	506	506	537	31
Total Funding	(14,406)	(14,406)	(15,414)	(1,008)
Net Transfer to/(from) Reserves	1,083	296	761	665
Amounts committed from underspend				
OS Reserve for cost pressures				200
Homes for Ukraine funding to reserves				173
Homelessness funding to reserves				150
Development Corporation (£50k 24/25, £50k 25/26)				100
Cremator sinking fund				30
Smoke control funding to reserves				12
Total committed from underspend				665
Net Budget Deficit/(Surplus)				0

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Revenue Variance Explanations

Adverse variances in excess of £25,000

Service	Income/Expenditure Type	Reason	Projected outturn variance £'000
Planning Management	Income	Planning fees income due to reduction in demand from new developments	304
Legal Services	Supplies & Services	Property related legal claim and associated solicitors' fees	455
Rushcliffe Oaks Crematorium	Income	Target assumed full capacity of 60 cremations per month from day one, revised projection is a more realistic estimation	340
Streetwise	Transport Related	Hire of vehicles	295
Depot & Contracts	Premises Related	Joint use agreement and utilities at Toothill	127
Capitalisation of salaries	Income	Internal charge to capital for staff time less than budgeted	118
ICT	Employees Expenses	Cost of transitioning to an outsourced service desk including agency (£81k), salary savings (£72k), first year contract cost (£53k)	62
Rushcliffe Oaks Crematorium	Premises Related	Cost of grounds maintenance not included in the budget	60
Depot & Contracts	Transport Related	Price of rubber has increased, and replacement levels continue to be a budget pressure	50
Property Services	Income	Reduced rent and service charge income due to vacancies at the point this is offset somewhat by utilities savings.	35
Depot & Contracts	Employee Expenses	Agency (£70k) offset by salary savings (£36k)	34
Depot & Contracts	Supplies & Services	Mainly due to £33k car park SLA 22/23 increased charges offset by increase in income	34
Strategic Housing	Income	Delay in implementation of digital alarms which have a higher service charge	33
Total Adverse Variances greater than £25k			1,927

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	(257)
Environmental Health	Income	Homes for Ukraine funding for hosted family's transition	(173)
Revenues & Benefits	Transfer Payments/Income	Increase in costs recovered, Housing benefit makes up the majority £140k due to several larger cases	(160)
Strategic Housing	Income	Homelessness top-up funding	(150)
Depot & Contracts	Income	Parkwood contract savings £91k, additional income for Green Waste £32k	(123)
Economic Development	Supplies & Services	Development corporation rephased to £50k 2024/25 £50k 2025/26	(100)
Streetwise	Employee Expenses	Salary savings (£137k) net of overtime (£45k)	(92)
Depot & Contracts	Income	Reduction in price of diesel and delay in implementation of HVO (Hydrotreated Vegetable Oil) as a fuel source	(80)
Financial Services	Income	Larger investment balances than expected	(83)
Community Development	Income	All weather pitches usage higher than budget	(67)
Contingency	Contingency	Remaining contingency not committed at this stage	(65)
Depot & Contracts	Third party payments	East Leake Leisure Centre Increase in utilities budget for 23/24 not wholly required	(58)
Planning Policy	Income	Income from secondment not backfilled	(55)
Depot & Contracts	Supplies & Services	Savings on replacement bin purchases	(37)
Environmental Health	Employee Expenses	Staff savings due to vacancies now filled	(33)
Streetwise	Transport Related	Reduction in price of diesel	(28)
Total Favourable Variances greater than £25k			(1,561)
Other minor variances			(43)
Total Variance			343

Capital Programme 2023_24 December 2023

Expenditure Summary	Original Budget £'000	Current Budget £'000	Projected Actual £'000	Projected Variance £'000	Comments
Development and Economic Growth	1,470	2,875	773	(2,102)	Anticipated savings on Bingham Hub and the Crematorium.
Neighbourhoods	7,796	9,009	7,411	(1,598)	Support for RHPs not wholly committed as options continue to be assessed (£0.750m). Projected underspend on DFG's (£0.332m) will need to be carried forward to support future demand.
Finance & Corporate Services	160	353	353	0	
Contingency	150	180	0	(180)	Capital Contingency balance not yet allocated.
	9,576	12,417	8,537	(3,880)	
FINANCING ANALYSIS					
Capital Receipts	(3,387)	(6,115)	(3,906)	2,209	Use of capital receipts reduced due general contingency and contingency on Bingham Hub not fully allocated and potential savings on the crematorium.
Government Grants	(795)	(3,066)	(3,039)	27	
Use of Reserves	(1,450)	(842)	(710)	132	
Grants/Contributions	0	(73)	(73)	0	
Section 106 Monies	(2,944)	(2,321)	(809)	1,512	Release of S106s for Affordable Housing, commitments not yet identified. Projected underspend on Bingham Leisure Centre. Greythorn Drive Play Area works now slipped to 2024/25.
Internal Borrowing	(1,000)	0	0	0	Projected actual expenditure due to potential savings Bingham Hub and Rushcliffe Oaks Crematorium together with rephasing of schemes means there is no need to borrow this year.
	(9,576)	(12,417)	(8,537)	3,880	
NET EXPENDITURE	0	0	0	0	

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Capital Variance explanations 2023/24 December 2023

	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
DEVELOPMENT AND ECONOMIC GROWTH							
Compton Acres Fencing Special Expense	30	29	19	(10)	21	(9)	Works complete. Fees yet to be charged, £9k saving.
REPF Capital Grants	149	74	34	(40)	147	(2)	Rural England Prosperity Fund nearly wholly committed.
UKSPF Capital Grants	147	58	18	(40)	147	0	UK Shared Prosperity Fund grants committed.
Manvers Business Park Enhancements	100	0	0	0	0	(100)	Roller Shutter vehicle doors out to tender early 2024, procurement will be done by year end. Works to follow in 2024/25, carry forward required.
Unit10 Moorbridge Enhancements	30	30	35	5	35	5	Additional enhancement works required including provision of accessible toilet and shower. Flooring work complete. Current overspend to be met from capital contingency.
Bridgford Park Kiosk	25	0	0	0	0	(25)	Planning approval obtained to construct a dedicated staff toilet for the kiosk. Building regulations application to be made and works to be tendered. Carry forward required.
Colliers Business Park 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	32	21	(11)	22	(13)	Works complete. Fees yet to be charged. £13k saving.

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
Highways Verges: Cotgrave/Bingham/Cropwell Bishop	0	0	0	0	0	0	Officer investigation of sites continues to prioritise work plan. Highways Authority will need to be consulted. No commitments yet and £100k provision reprofiled to 24/25.
Traveller Site Acquisition	0	0	0	0	0	0	The capital programme contained £1m for site acquisition and development. This has now been reprofiled to 2024/25. A second call for sites in the Borough has been requested.
Cotgrave Phase 2	50	38	11	(27)	30	(20)	Main contract completed 21/22. Peripheral works still to be commissioned for the Public Realm: new path, landscaping, seating, and trees. These works to be tendered. Carry forward will be required to meet commitments.
Bingham Leisure Hub	833	133	47	(86)	100	(733)	Opened 20 February 2023. Final account agreed. £730k of this year's provision originally earmarked for post opening enhancements has been reprofiled to 2024/25 and redirected to support works at Cotgrave Leisure Centre. The old leisure centre pool has been decommissioned.
Water Course Improvements	0	0		0	0	0	Works originally re-profiled to 2023/24 and packaged together with 2023/24 provision to achieve efficiencies. Potential to fund from UKSPF in 2024/25 so has been rephased. Rugby Road bank planned.
The Point	95	65	50	(15)	95	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	68	62	55	(7)	61	(7)	Works complete, £5k fees to be charged. Saving potentially £7k but paving enhancements may be required.

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
Rushcliffe Oaks Crematorium	1,273	0	(14)	(14)	85	(1,188)	Total provision including purchase of the land £8.5m. Building operational early April 2023. Retention still to be released. Credit arises from over accrual for Cremator 2022/23. This year's programme included a provision of £783k for the potential repayment of VAT in partial exemption threshold was breached. The threshold will not now be breached giving rise to a saving. There may be a potential VAT liability in 2024/25 of approx. £150k which will need to be carried forward. This will continue to be monitored.
Keyworth Cemetery	0	0	0	0	0	0	
NEIGHBOURHOODS	2,875	561	298	(263)	773	(2,102)	
Vehicle Replacement	2,521	973	277	(696)	2,521	0	9 Refuse Collection Vehicles on order (6 invoiced Jan 2024 with further 3 due for delivery by year end). 2 sweepers to be procured for Streetwise operations.
Support for Registered Housing Providers	1,179	0	16	16	432	(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.
Disabled Facilities Grants Discretionary Top Ups	98	98	73	(25)	98	0	Due to spending pressures on Mandatory Disabled Facilities Grants (DFG's), Cabinet 12 July 2022 approved amendment of the policy to temporarily suspend use of the

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
							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 (DFG)	1,202	709	659	(50)	870	(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	0	0	0	0	0	0	The future of Hound Lodge is currently being assessed. Sum not committed. £250k rephased to 24/25.
Arena Enhancements	128	67	6	(61)	25	(103)	Some work required to upgrade reception and corridor floors. Work also to be undertaken on fire dampers.
Car Park Resurfacing	96	66	16	(50)	96	0	Bridgford Road out to tender, works on site Feb/Mar.
Cotgrave & Keyworth Leisure Centre Enhancements	1,526	961	571	(390)	1,500	(26)	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. £1.5m of provision rephased to 24/25
Old Bingham Leisure Centre Improvements	42	42	44	2	44	2	Provision to support decommissioning of BLC, minor overspend
Gresham Sports Park Redevelopment	139	101	39	(62)	60	(79)	PO raised for £25k for swale works. More works to be commissioned. £10k needed for core cable replacement to lighting. Savings will be realised.

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
RETROFIT Grants	480	0	0	0	480	0	New Government Initiative. Outline delivery plan to be drafted upon assessment of tenders.
Gamston Community Centre Enhancements Special Expense	6	6	3	(3)	6	0	To support any carbon reduction work from the environmental energy audit. £6k committed electric replacement of gas water heater. Potential government grant funding to be made available for Community Halls. £50k of the provision rephased to 24/25.
HUG2 (Home Upgrade Grant) Green Energy Grants	356	0	0	0	356	0	New initiative, fully funded by Government Grant.
Lutterell Hall Enhancements Special Expense	77	0	0	0	0	(77)	Sum not yet committed
HUG (Home Upgrade Grant) and LAD3 (Local Authority Delivery) Green Energy Grants	455	455	43	(412)	435	(20)	New initiative, fully funded by Government Grants. Funds were to be spent by 31 March 2023 but deadlines extended: HUG1 31 May 2023 and LAD3 30 Sept 2023. A further invoice for £392k to be processed. £20k underspend.
Gresham Sports Pavilion	73	68	71	3	75	2	Flooring works complete at £7k. Changing Places Toilet works complete £55k. Fees to be charged, minor overspend. Risk and cost pressure associated with Legionella investigation.
Rushcliffe Country Park Play Area	100	0	0	0	25	(75)	Out to tender, works to commence Q4 and Q1 2024/25. Carry forward required.
Rushcliffe Country Park Visitor Centre	161	143	141	(2)	161	0	Development works complete, opening ceremony took place Oct 2022. Footpath now complete; £28k for Sail Canopies to be funded from a Will Benefactor. Zero discharge toilets completed. Additional path work to be

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
							undertaken, order placed, to be funded from UKSPF.
External Door/Window Upgrades Various Sites	46	0	0	0	0	(46)	To be undertaken ad hoc, U10 Moorbridge is next.
Capital Grant Funding	15	0	0	0	15	0	Works complete, final grant to be released Jan 2024.
Edwalton Community Facility Spec Exp	2	2	2	0	2	0	Planning application fee processed, to Oct Planning Committee and then works have to align with the build out of the site. £498k of the provision rephased to 2024/25. Detailed design and cost plan to follow.
Adbolton Play Area Spec Exp	87	87	87	0	87	0	Works complete.
Greythorn Drive Play Area Spec Exp	105	0	0	0	25	(80)	Scheme to be funded from S106 Contribution. Out to tender, works to start Q4 and Q1 2024/25. Carry forward required.
Bridgford Park Play Area Spec Exp	10	7	5	(2)	5	(5)	Replacement roundabout and upgraded benches
Boundary Road Play Area	70	0	2	2	70	0	Work completed. Invoices to be processed.
West Park Julien Cahn Pavilion Special Expense	35	33	23	(10)	23	(12)	£13k enhancement and essential works to be undertaken in August. £10k additional budget from English Cricket Board for Cricket Wicket. £475k of the provision rephased to 24/25.
	9,009	3,818	2,078	(1,740)	7,411	(1,598)	
FINANCE & CORPORATE SERVICES							
Information Systems Strategy	353	297	218	(79)	353	0	Rollout of the ICT Alignment Strategy to meet business needs and embrace changing technology. Cloud Based Solutions now being assessed.
	353	297	218	(79)	353	0	
CONTINGENCY							
Contingency	180	0	0	0	0	(180)	Budget movement:

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	Current Budget £'000	Budget YTD £'000	Actual YTD £'000	Variance £'000	Projected Actual £'000	Variance £'000	Comments
							Original Budget £150k £100k brought forward from 22-23 £30k allocation Unit 10 Moorbridge; £40k allocation Colliers BP
	180	0	0	0	0	(180)	
TOTAL CAPITAL PROGRAMME	12,417	4,676	2,594	(2,082)	8,537	(3,880)	





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Special Expenses Monitoring December 2023






	Original 2023/24 £	Forecast P6 £	Forecast Variance £	Reasons for Variance
West Bridgford				
Parks & Playing Fields	438,100	432,600	(5,500)	Utilities savings
West Bridgford Town Centre	92,100	94,300	2,200	
Community Halls	96,900	104,800	7,900	Gamston room hire below budget offset by utilities savings
Contingency	14,700	11,000	(3700)	
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	
Total	836,900	837,800	900	
Keyworth				
Cemetery & Annuity Charges	12,700	11,200	(1,500)	Responsive works saving
Total	12,700	11,200	(1,500)	
Ruddington				
Cemetery & Annuity Charges	11,100	9,400	(1,700)	Responsive works saving
Total	11,100	9,400	(1,700)	
TOTAL SPECIAL EXPENSES	860,700	858,400	(2,300)	





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Tasks











Task Status		
	Overdue	The task has passed its due date
	Warning	The task is approaching its due date. One or more milestones are approaching or has passed its due date
	Progress OK	The task is expected to meet the due date
	Completed	The task has been completed




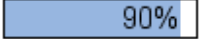

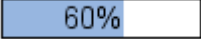




Performance Indicators

PI Status		
	Alert	Performance is more than 5% below the target
	Warning	Performance is between 5% and 1% below the target
	OK	Performance has exceeded the target or is within 1% of the target
	Unknown	No data reported or data not due for this period (reported annually)
	Data Only	A contextual indicator, no target is set

Long Term Trends		
	Improving	The calculation within Covalent for trend is made from a comparison of the data for the current quarter with the same quarter in the three previous years
	No Change	
	Getting Worse	
	New indicator, no historical data	

Strategic Tasks








Statu s	Ref.	What are we doing	Due date	Progress
Efficient Services				
	ST1923_08	Include digital principals in our communications and ways of undertaking business	2024	<div style="width: 40%;"><div style="width: 40%;"></div></div> 40%
	ST1923_10	Deliver our Medium-Term Financial Strategy and Corporate Strategy	2024	<div style="width: 80%;"><div style="width: 80%;"></div></div> 80%
Environment				
	ST1923_17	Support the delivery of more sustainable development across the Borough through the introduction of new design guides, implementation of actions from the Planning Reform (once published) and lobbying Government	2024	<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%
	ST1923_19	Implementation of proposals from the Resources and Waste Strategy for England	2025	<div style="width: 45%;"><div style="width: 45%;"></div></div> 45%
Quality of Life				
	ST1923_02	Support the continued development of existing local growth boards for Cotgrave, Radcliffe on Trent, Bingham, East Leake and West	2024	<div style="width: 88%;"><div style="width: 88%;"></div></div> 88%
	ST1923_23	Delivery of the Equality, Diversity and Inclusion scheme action plan	2024	<div style="width: 35%;"><div style="width: 35%;"></div></div> 35%
	ST1923_24	Deliver a targeted events, health, and sports development programme across the Borough	2024	<div style="width: 30%;"><div style="width: 30%;"></div></div> 30%
	ST1923_25	Deliver the Cotgrave and Keyworth Leisure centre redevelopment, including the public sector decarbonisation of Cotgrave Leisure	2025	<div style="width: 15%;"><div style="width: 15%;"></div></div> 15%
Sustainable Growth				
	ST1923_11	Support the delivery of 13,150 new homes and the 5-year land supply	2028	<div style="width: 51%;"><div style="width: 51%;"></div></div> 51%
	ST1923_12	Support the delivery of employment land on all 6 strategic sites in Rushcliffe and sites allocated through the Local Plan	2028	<div style="width: 25%;"><div style="width: 25%;"></div></div> 25%

Status	Ref.	What are we doing	Due date	Progress
	ST1923_13	Support the delivery of improved transport infrastructure – A46, A52, A453 Corridors	2024	 96%
	ST1923_15	Support the delivery of affordable housing in the Borough, working with developers, providers and private landlords	2024	 90%
	ST1923_18	Review Local Plan Part 1 – Core Strategy in partnership with Greater Nottingham Housing Market Area	2024	 60%
	ST1923_20	Coordinate Rushcliffe's involvement in the Development Corporation and Freeport to support the redevelopment of the Ratcliffe on Soar site	2024	 91%
	ST1923_22	Implementation of proposals from Levelling up and Regeneration Bill	2024	 0%






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Performance Indicators - Strategic Scorecard







Efficient Services

Status	Ref.	Description	Q3 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LIFCS15	Value of savings achieved by the Transformation Strategy against the programme at the start of the financial year	£0.214m	£0.466m		£0.622m	£0.013m
Savings are below target mostly relating to income at the Crematorium, additional Streetwise costs and income relating to Primary Authority contracts.							
	LIFCS16	Percentage of residents believing the council provides value for money	Not due	-	-	No survey	42%
	LIFCS49	Percentage of residents satisfied with the service the Council provides	Not due	-	-	No survey	59%
	LIFCS62	Percentage increase in digital transactions	1.68%	-2%		-1%	-1.23%
	LIFCS63	Percentage of residents satisfied with the variety of ways they can contact the Council	Not due	-	-	No survey	59%

Environment

















Status	Ref.	Description	Q3 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LINS17	Percentage of residents satisfied with the refuse and recycling service	Not due	-	-	No survey	81.0%
	LINS18	Percentage of household waste sent for reuse, recycling and composting	Awaiting data	53.01%		50.00%	44.71%
	LINS23	Residual waste collected per household, in kilos	Awaiting data	360.00		480.00	465.00













Quality of Life

Status	Ref.	Description	Q3 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LINS32	Average number of weeks for all Home Search applicants to be rehoused through Choice Based Lettings	33 weeks	50 weeks		50 weeks	32 weeks
	LINS51	Number of leisure centre users - public	Awaiting data	710,516		959,715	1,141,586
	LINS72 b	Percentage usage of community facilities	25.6%	50%		50%	29.2%

Sir Julien Cahn Pavilion & Rushcliffe Country Park are performing well with usage of 40% for the month of November. Gamston usage is lower at 27 to 28%, due to fewer weekday regular hirers. Children's weekend party bookings remain strong at Gamston and are a potential growth area with better diary management.








Sustainable Growth









Status	Ref.	Description	Q3 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LIDEG 02	Processing of planning applications: Major applications dealt with in 13 weeks or agreed period	94.30%	70.00%		70.00%	76.60%
	LIDEG 03	Percentage of non-major applications dealt with in 8 weeks or agreed period	88.5%	80%		80%	83.7%
	LIDEG 05	Percentage of appeals allowed against total number of Major planning applications determined by the authority	0%	10%		10%	0%
	LIDEG 18	Contributions received as a percentage of current developer contributions	50.4%	No target		No target	42.4%
	LIDEG 19	Value of future developer contributions to infrastructure funding	£25.51m	No target		No target	£34.39m
	LIDEG 32	Supply of ready to develop housing sites	Not due	-		No target	166.0%
	LIDEG 33	Number of new homes built	Not due	-		No target	1,150
	LIDEG 34	Area of new employment floorspace built (sq mtrs)	Not due	-		No target	1,580






















Status	Ref.	Description	Q3 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LIDEG 35	Number of Neighbourhood Plans adopted	0	-		No target	0
	LIDEG 36	Percentage of homes built on allocated sites at key rural settlements	Not due	-		No target	38.7%
	LIDEG 37	Percentage of new homes built against the target within the Local Plan	Not due	-		No target	51.3%
	LIDEG 40	Percentage of RBC owned industrial units occupied	100%	96%		96%	99.11%
	LIDEG 41	Level of income generated through letting property owned by the Council but not occupied by the Council	£1.416m	£1.35m		£1.8m	£1.723m
	LINS24	Number of affordable homes delivered	235	225		300	281

Note: LINS32 Average number of weeks for all Home Search applicants to be rehoused through Choice Based Lettings – outturn figure adjusted

Performance Indicators - Operational Scorecard

Development and Economic Growth							
Status	Ref.	Description	Q2 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LIDEG01	Percentage of householder planning applications processed within target times	73.40%	80.00%		80.00%	59.80%
<p>Performance processing householder applications is steadily improving month on month, with December 2023 being the highest level of performance since February 2021. New officers are settling in well and their impact is starting to be seen on workloads. Some operational issues to do with validation in October have been identified and addressed – they should not have an ongoing impact on performance.</p>							
	LIDEG04	Percentage of applicants satisfied with the Planning service received	-	-	-	No survey	44%
	LIDEG06	Percentage of appeals allowed against total number of Non-Major planning applications determined by the authority	0.2%	10%		10%	0.6%
	LIDEG17	Percentage of planning enforcement inspections carried out in target time	90.4%	80%		80%	78.05%



























Finance and Corporate Services							
Status	Ref.	Description	Q2 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LIFCS10	Percentage of invoices for commercial goods and services which were paid by the authority in payment terms	98.36%	98.00%		98.00%	98.88%
	LIFCS20	Percentage of Council Tax collected in year	84.99%	86.54%		99.10%	99.20%
	LIFCS21	Percentage of Non-domestic Rates collected in year	88.00%	82.55%		99.20%	99.30%
	LIFCS22a	Average number of days to process a new housing benefit claim	9.16	13		13	10.12


	LIFCS22b	Average number of days to process a change in circumstances to a housing benefit claim	3.42	4		4	2.49
	LIFCS22c	Average number of days to process a new council tax reduction claim	14.37	18		18	13.3
	LIFCS22d	Average number of days to process a change in circumstances to council tax benefit claim	2.02	4		4	2.01
	LIFCS24	Percentage of housing and council tax benefit claims processed right first time	96.00%	96.00%		96.00%	97.00%
	LIFCS50	Number of complaints received by the council at initial stage	31	No target		No target	50
	LIFCS52	Percentage of complaints responded to within target times	97.0%	95.0%		95.0%	98.2%
	LIFCS56	Percentage of visitors satisfied by their website visit	Not due	60.0%	-	60.0%	No survey
	LIFCS60	Percentage of users satisfied with the service received from the Rushcliffe Customer Service Centre	100%	95.0%		95.0%	100.0%
	LIFCS61a	Percentage of calls answered in 60 seconds (cumulative)	34%	55%		70%	55%
<p>Service demands and contact channels from customers continues to evolve with increasing demand in some areas including email enquiries that has seen some priorities switch to responding to these increases. Waiting times are kept to a minimum however on calls. Rotas, working times and recent staff recruitment will assist the flexible approach to meet the target wherever possible.</p>							
	LIFCS64	Percentage of customer face to face enquiries to Rushcliffe Customer Service Centre responded to within 10 minutes	93%	85%		85%	94%
	LIFCS65	Percentage of telephone enquiries to Rushcliffe Customer Service Centre resolved at first point of contact	93%	87%		87%	94%

Removed from Service Plan monitoring:


LIFCS23 Percentage of Revenues Services customers surveyed that were satisfied with the level of service provided

LINS21a Percentage of eligible households taking up the green waste collection service

Neighbourhoods							
Status	Ref.	Description	Q2 2023/24			2023/24	2022/23
			Value	Target	Long Trend	Target	Value
	LINS01	Percentage of streets passing clean streets inspections	98.2%	97.5%		97.5%	98.8%
	LINS02	Percentage of residents satisfied with the cleanliness of streets within the Borough	Not due	-	-	No survey	67%
	LINS05	Percentage of residents satisfied with the cleanliness and appearance of parks and open spaces	Not due	-	-	No survey	71%
	LINS06	Cumulative number of fly tipping cases (against cumulative monthly comparison for last year)	595	585		775	949
	LINS14	Average NOx level for Air Quality Management Areas in the Borough	24µg/m ³	40µg/m ³		40µg/m ³	29µg/m ³
	LINS25	Number of households living in temporary accommodation	6	20		20	11
	LINS26a	Cumulative number of main housing duty decisions issued*	37	40		80	41
	LINS29a	Number of successful homelessness preventions undertaken	58	54		72	95
	LINS31a	Percentage of applicants within Bands 1 and 2 rehoused within 26 weeks	85%	60%		60%	81.5%
	LINS37	Domestic burglaries per 1,000 households	4.00	10.50		14.0	6.61
	LINS38	Robberies per 1,000 population	0.20	0.28		0.38	0.29
	LINS39	Vehicle crimes per 1,000 population	2.56	5.25		7.0	4.84
	LINS73a	Income generated from community buildings	£77,158	£96,147		£128.2k	£98,067
<p>Sir Julien Cahn Pavilion & Rushcliffe Country Park are performing well with usage of 40% for the month of November. Gamston usage is lower at 27 to 28%, due to fewer weekday regular hirers. Children's weekend party bookings remain strong at Gamston and are a potential growth area with better diary management.</p>							
	LINS73b	Income generated from parks, pitches and open spaces	£193.4k	£163k		£217k	£221.5k

	LINS75	Number of new trees planted and wildflower campaigns	Not due	-	-	2,000	3,142
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*Note – PI description change

 <p data-bbox="191 392 399 468">Rushcliffe Borough Council</p>	<p data-bbox="446 224 877 268">Corporate Overview Group</p> <p data-bbox="446 291 877 336">Tuesday, 20 February 2024</p> <p data-bbox="446 358 1244 414">Consideration of Scrutiny Group Work Programmes</p>
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Report of the Director – Finance and Corporate Services

1. Purpose of report

1.1. The terms of reference for the Corporate Overview Group accepted at Council in May 2019 clearly state that a key responsibility of this Group is to:

- Create and receive feedback on work programmes for the Growth and Development, Communities, and Governance Scrutiny Groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan.

1.2. Each meeting of the Corporate Overview Group considers the work programmes for the Growth and Development, Communities, and Governance Scrutiny Groups as well as any new Scrutiny Matrices put forward by Councillors and Officers. Those items that are agreed for scrutiny are included on a future work programme for one of the four Scrutiny Groups.

1.3. Work programmes for each of the groups for 2023/24 were reviewed in November 2023 to ensure they reflected the current priorities of the Council.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One)
- b) determine any additional topics to be included in a scrutiny group work programme for 2023/24 or 2024/25 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Two)
- c) review the current work programme for each of the scrutiny groups (Appendix Three).

3. Reasons for Recommendation

3.1. To fulfil the requirements of the terms of reference for the Corporate Overview Group and ensure effective scrutiny of decisions.

4. Supporting Information

- 4.1. In March 2019, Council adopted a new structure for scrutiny comprised of one Corporate Overview Group and three additional Scrutiny Groups focused on Growth and Development, Communities, and Governance. The Corporate Overview Group is responsible for setting the work programmes for all scrutiny groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan. Links to these documents can be found at Appendix One.
- 4.2. The Corporate Overview Group considers potential items for scrutiny (submitted by officers and Councillors on a Scrutiny Matrix) at each meeting of the Corporate Overview Group. The Lead Officer has also received a number of potential new topics for scrutiny. These submissions are included at Appendix Two.
- 4.3. The Group is invited to discuss these and make a judgement about whether they should be included in the work programme for a particular scrutiny group during the coming year.
- 4.4. Appendix Three shows the work programmes for all scrutiny groups as agreed in November 2023 by the Corporate Overview Group. The Group is asked to consider if the work programmes remain appropriate and achievable for the current year.
- 4.5. Any additional items identified from the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan, highlighted by members of the Group, or raised by officers, should be assessed against the scrutiny matrix to inform the decision to include them on a scrutiny group work programme.
- 4.6. It is important to note that the purpose of scrutiny is to:
 - scrutinise a topic in more depth than the Cabinet can in advance of a Cabinet decision with the purpose of informing the decision to be made by Cabinet
 - investigate topics of concern to residents resulting in recommendations to Cabinet with the purpose of improving Council services
 - monitor the progress of the Corporate Strategy to ensure the Council is meeting its stated priorities accepting that this may require more in-depth scrutiny of specific strategic projects at appropriate times
 - hold the Executive to account on behalf of the residents of the Borough to ensure sound decisions are made.
- 4.7. The Group is reminded that there will be cases in which scrutiny is not necessary or appropriate at this time. Officers will be clear in providing reasons where they feel this is the case. Councillors are also asked to be mindful of the resources available for scrutiny and listen to the advice of Officers present in the meeting.

5. Risks and Uncertainties

5.1. There are no direct risks associated with this report.

6. Implications

6.1. Financial Implications

There are no direct financial implications arising from the recommendations of this report.

6.2. Legal Implications

This report supports effective scrutiny. There are no direct legal implications arising from the recommendations of this report.

6.3. Equalities Implications

There are no direct equalities implications arising from the recommendations of this report.

6.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no direct Section 17 implications arising from the recommendations of this report.

6.5. Biodiversity Net Gain Implications

There are no direct biodiversity net gain implications arising from the recommendations of this report.

7. Link to Corporate Priorities

The Environment	Scrutiny of issues of concern to residents can lead to improvements in the Environment.
Quality of Life	Scrutiny of issues of concern to residents can lead to improvements in their perceived Quality of Life.
Efficient Services	Scrutiny of issues of concern to residents can lead to more efficient services.
Sustainable Growth	Scrutiny of issues of concern to residents can lead to Sustainable Growth.

8. Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy,

Capital and Investment Strategy and Transformation Plan (Appendix One)

- b) determine any additional topics to be included in a scrutiny group work programme for 2023/24 or 2024/25 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Two)
- c) review the current work programme for each of the scrutiny groups (Appendix Three).

For more information contact:	Charlotte Caven-Atack 0115 9148 278 ccaven-atack@rushcliffe.gov.uk
Background papers available for Inspection:	None
List of appendices:	Appendix One – Document Links Appendix Two – Potential Scrutiny Items for Consideration Appendix Three – Work Programmes 2023/24 and 2024/25

Links

Cabinet Forward Plan

[Cabinet Forward Plan – February 2024](#)

Corporate Strategy

<https://www.rushcliffe.gov.uk/media/1rushcliffe/media/documents/pdf/publicationscheme/3whatourprioritiesareandhowwearedoing/Corporate%20Strategy%202019-23.pdf>

Medium Term Financial Strategy, Investment Strategy, Transformation Plan

[Council – March 2023](#)

Appendix

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Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Councillor Carys Thomas	
Proposed topic of scrutiny ...	Accessible housing
I would like to understand ... (key lines of enquiry)	<p>Consider demand v supply of adapted and adaptable housing in all tenures, in both existing and new housing stock.</p> <p>Rushcliffe’s 24-25 budget proposes to remove the subsidy that augments the Disabled Facilities Grant (DFG), which helps residents whose homes need to be adapted. The result will be an increase in waiting list time. The cumulative impact of the proposed budget cut year on year needs to be understood before budget setting for 25-26.</p> <p>Aid councillor understanding of the DFG system and any pressures on it, and look at some case studies. Explore other grants available and other measures available to help people with health and/or mobility challenges live independently and safely in their homes. Understand any government funding changes being proposed; how grants are distributed; and how we work with other councils and bodies to deliver support.</p> <p>How are adapted homes allocated in the choice based lettings system, and is there sufficient supply from housing associations? Are there pressures? How are adaptations to housing association stock funded?</p> <p>How are landowners other than housing associations supported to adapt properties for their tenants?</p> <p>A closely related issue is what is being built. I would prefer the two issues to be considered together as they relate strongly to each other. But linked “part 1” and “part 2” scrutiny items</p>

	<p>could be considered, ideally going to the same scrutiny group and with the same officers present.</p> <p>What national planning standards, guidelines and voluntary codes are there about building adaptable and adapted homes.</p> <p>What are the current targets in Rushcliffe's local plan in terms of percentages of new homes (market and affordable) that are adapted and adaptable? Are the targets being achieved? If not, what are the barriers? Should this be increased in the next version of the local plan to meet projected demand?</p> <p>Is there any potential for topping up the DFG via strategic CIL contributions, new homes bonus or any other development related funds?</p> <p>How many purpose-built facilities for the elderly with reduced mobility and other groups with special needs are included in the local plan? Where within Rushcliffe are these facilities needed? How many have been delivered in recent years compared to the demand in Rushcliffe and national averages? What percentage of these units are affordable and how do they feed into choice based lettings? What provision should be included in the next version of the local plan?</p>												
<p>I think this topic should be scrutinised because ... (please tick)</p>	<table border="1"> <tr> <td data-bbox="762 1335 842 1373"></td> <td data-bbox="842 1335 1463 1373">Poor Performance Identified</td> </tr> <tr> <td data-bbox="762 1373 842 1411">x</td> <td data-bbox="842 1373 1463 1411">Change in Legislation or Local Policy</td> </tr> <tr> <td data-bbox="762 1411 842 1449">x</td> <td data-bbox="842 1411 1463 1449">Resident Concern or Interest</td> </tr> <tr> <td data-bbox="762 1449 842 1487"></td> <td data-bbox="842 1449 1463 1487">Cabinet Recommendation</td> </tr> <tr> <td data-bbox="762 1487 842 1525">x</td> <td data-bbox="842 1487 1463 1525">Links to the Corporate Strategy</td> </tr> <tr> <td data-bbox="762 1525 842 1583"></td> <td data-bbox="842 1525 1463 1583">Other (please state reason)</td> </tr> </table>		Poor Performance Identified	x	Change in Legislation or Local Policy	x	Resident Concern or Interest		Cabinet Recommendation	x	Links to the Corporate Strategy		Other (please state reason)
	Poor Performance Identified												
x	Change in Legislation or Local Policy												
x	Resident Concern or Interest												
	Cabinet Recommendation												
x	Links to the Corporate Strategy												
	Other (please state reason)												

<h2>Collaboration</h2>	
<p>Matrix developed in conjunction with officers?</p>	<p>Yes</p>

Officer Consideration of Councillor Request for Scrutiny

Officer Feedback (please tick)

- Issue already being addressed	<input type="checkbox"/>	Issue of a complaint investigation	<input type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	Issue is a staffing matter	<input type="checkbox"/>
- Issue is a legal matter	<input type="checkbox"/>	There is an alternative way of dealing with the issue	<input type="checkbox"/>
Is there sufficient capacity ...			
- Scrutiny Work Programme?	<input type="checkbox"/>		
- Officer Resources?	<input type="checkbox"/>		
Recommendation			

Consideration of Request for Scrutiny at COG

Public Involvement / engagement?	<input type="checkbox"/>
Expert witnesses?	<input type="checkbox"/>
Portfolio holder?	<input type="checkbox"/>
Lead Officer?	<input type="checkbox"/>
Proposed Timescale for Scrutiny and Scrutiny Group	<input type="checkbox"/>

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Councillor Lesley Way	
Proposed topic of scrutiny ...	Management Charges Actions Review
I would like to understand ... (key lines of enquiry)	Progress made on the action listed in Appendix B at Growth and Development Scrutiny meeting on 3 rd January 2024
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/> Poor Performance Identified
	<input type="checkbox"/> Change in Legislation or Local Policy
	<input checked="" type="checkbox"/> Resident Concern or Interest
	<input type="checkbox"/> Cabinet Recommendation
	<input checked="" type="checkbox"/> Links to the Corporate Strategy. <ul style="list-style-type: none"> • Quality of Life • Sustainable growth
	<input checked="" type="checkbox"/> Other (please state reason) Continued review of actions

Collaboration	
Matrix developed in conjunction with officers?	No

Officer Consideration of Councillor Request for Scrutiny			
Officer Feedback (please tick)			
- Issue already being addressed	<input type="checkbox"/>	Issue of a complaint investigation	<input type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	Issue is a staffing matter	<input type="checkbox"/>
- Issue is a legal matter	<input type="checkbox"/>	There is an alternative way of dealing with the issue	<input type="checkbox"/>
Is there sufficient capacity ...			
- Scrutiny Work Programme?	<input type="checkbox"/>		
- Officer Resources?	<input type="checkbox"/>		
Recommendation			

Consideration of Request for Scrutiny at COG

Public Involvement / engagement?	
Expert witnesses?	
Portfolio holder?	
Lead Officer?	
Proposed Timescale for Scrutiny and Scrutiny Group	

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Councillor Keir Chewings	
Proposed topic of scrutiny ...	Management of open spaces within new developments
I would like to understand ... (key lines of enquiry)	<p>Rushcliffe Borough Council's Growth and Development Scrutiny Group convened on Wednesday 3rd January 2024 to discuss the management of open spaces within new housing developments. This meeting arose from concerns expressed by councillors, particularly regarding the inconsistency in resident fees for maintaining these spaces, the lack of control over fee inflation, and the fairness of residents paying for the maintenance of public spaces.</p> <p>The key discussions and outcomes were:</p> <ol style="list-style-type: none"> 1. Stratford Upon Avon's Approach: The group noted Stratford Upon Avon District Council's use of parish councils and non-profit groups for managing open spaces, contrasting with the prevalent use of private companies. The lack of comprehensive details led to a consensus that further exploration was needed. 2. Past Practices and Legal Feasibility: It was highlighted that until 2011, RBC managed open spaces directly, charging developers with a 15-year maintenance cost. The meeting discussed the reluctance of developers towards this system and raised questions about the legal possibility of enforcing such a condition. Officers were uncertain about the legal viability, prompting a need for definitive legal advice on this matter and whether any other Council's were taking this approach. 3. Financial Analysis of Fairham Pastures: Fairham Pastures was examined as a cost model, including SUDS maintenance, without considering the extra revenue from increased council tax. The group expressed the need for a detailed breakdown of costs and revenues for a comprehensive financial comparison over

a 15-year period.

4. SUDS Maintenance Costs A significant point was the upcoming legislative change - Schedule 3 to the Flood and Water Management Act 2010, which would transfer SUDS maintenance to local authority responsibility, potentially reducing costs and risks for managing open spaces.

Subsequently the following amended recommendations were accepted by the Growth and Development Scrutiny Group:

- Acknowledges the complexities of the management of open spaces and the multiple factors at play leading to no simple solution;
- Supports the proposal for the Council to take a more active role working with developers at the Planning stage to establish the Council's expectations regarding the service expected for its residents;
- Supports officers continuing to work through the emerging issues with developers, management companies and residents, with the aim of providing greater transparency and governance for future homeowners of new estates, whilst recognising the Council has no authority over the operation of management companies;
- Seeks to raise the general issues and concerns raised by residents on new housing estates with developers and management companies to raise the profile of the issues being experienced.
- Investigate the legal position on whether a commuted sum to cover maintenance for 15 years could be legally enforced for RBC.
- Investigate the work carried out by Stratford council and invite a guest speaker to a Growth and Development Scrutiny Group to scrutinise alternative actions.
- Detail forecasted revenue from an example development for RBC for a 15 year period, for example Fairham Pastures so RBC can compare revenue raised and cost implications.

Councillors would therefore like to understand:

1. Stratford Upon Avon District Council's

	<p>Approach Analysis: An in-depth examination of their strategy for managing open spaces, including inviting an officer from the council to speak at a governance meeting.</p> <p>2. In-Depth Financial Analysis of Fairham Pastures: The councillors request a comprehensive financial analysis of the 15-year maintenance plan for Fairham Pastures. This analysis should itemise each aspect of the maintenance costs, providing a detailed breakdown that led to the estimated £8 million figure. It should specifically detail the expenses related to Sustainable Urban Drainage Systems (SUDS). Additionally, this analysis needs to include a comparison with the additional tax revenue generated from the development. The goal is to clearly outline the net financial impact on the council's budget, identifying the potential surplus or deficit after accounting for the additional council tax revenues against the maintenance expenses.</p> <p>3. Legal Feasibility of Enforcing Commuted Sums: A professional legal opinion on whether RBC can legally enforce a 15-year commuted sum on developers for the upkeep of open spaces, as previously practiced and whether other council's do so.</p> <p>4. Tax Band Exploration for Additional Funds: Investigating the potential use of a "special expense" arrangement to generate additional funds from residents of new estates for estate management, akin to how certain areas pay extra for specific services like graveyard maintenance (for example in Keyworth and Ruddington).</p>												
<p>I think this topic should be scrutinised because ... (please tick)</p>	<table border="1"> <tr> <td data-bbox="762 1525 842 1568"></td> <td data-bbox="842 1525 1465 1568">Poor Performance Identified</td> </tr> <tr> <td data-bbox="762 1568 842 1610"></td> <td data-bbox="842 1568 1465 1610">Change in Legislation or Local Policy</td> </tr> <tr> <td data-bbox="762 1610 842 1653">X</td> <td data-bbox="842 1610 1465 1653">Resident Concern or Interest</td> </tr> <tr> <td data-bbox="762 1653 842 1695"></td> <td data-bbox="842 1653 1465 1695">Cabinet Recommendation</td> </tr> <tr> <td data-bbox="762 1695 842 1738"></td> <td data-bbox="842 1695 1465 1738">Links to the Corporate Strategy</td> </tr> <tr> <td data-bbox="762 1738 842 1776"></td> <td data-bbox="842 1738 1465 1776">Other (please state reason)</td> </tr> </table>		Poor Performance Identified		Change in Legislation or Local Policy	X	Resident Concern or Interest		Cabinet Recommendation		Links to the Corporate Strategy		Other (please state reason)
	Poor Performance Identified												
	Change in Legislation or Local Policy												
X	Resident Concern or Interest												
	Cabinet Recommendation												
	Links to the Corporate Strategy												
	Other (please state reason)												

Collaboration	
Matrix developed in conjunction with officers?	No

Officer Consideration of Councillor Request for Scrutiny

Officer Feedback (please tick)

- Issue already being addressed		Issue of a complaint investigation	
- Issue has already been considered in the last 2 years?		Issue is a staffing matter	
- Issue is a legal matter		There is an alternative way of dealing with the issue	

Is there sufficient capacity ...

- Scrutiny Work Programme?			
- Officer Resources?			

Recommendation

Consideration of Request for Scrutiny at COG

Public Involvement / engagement?	
Expert witnesses?	
Portfolio holder?	
Lead Officer?	
Proposed Timescale for Scrutiny and Scrutiny Group	

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Work Programme 2023-24 and 2024/25 – Corporate Overview Group

20 February 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○
xx June 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management ○ Business Continuity Strategy • Rolling Items <ul style="list-style-type: none"> ○ Diversity Annual Report and update on the Equality and Diversity Strategy ○ Annual Update on Strategic Tasks
xx September 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report ○ Annual Report on Scrutiny
xx November 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report

Work Programme 2023-24 and 2024/25 – Governance Scrutiny Group

22 February 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • Risk Management – Update • Capital and Investment Strategy Update • External Annual Audit Plan • Asset Management Plan • Annual Audit Letter and Value for Money Conclusion • Capital and Investment Strategy 2024/25
xx June 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Fraud Report • Annual Governance Statement (AGS) • Capital and Investment Strategy Outturn • External Annual Audit Plan • Constitution Update • Code of Conduct
xx September 2024	<ul style="list-style-type: none"> • Risk Management Update • Going Concern • Capital and Investment Strategy Update • Internal Audit Progress Report • Annual Report on Scrutiny
xx November 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Annual Audit Completion Report 2023/24 • Statement of Accounts • Capital and Investment Strategy Update • RIPA Review

Work Programme 2023-24 and 2024/25 – Growth and Development Scrutiny Group

	Items / Reports
6 March 2024	<ul style="list-style-type: none"> • Sewerage and Drainage [extension of January meeting due to non-attendance of guest (due to flooding)] • Connectivity and Communications
xx July 2024	<ul style="list-style-type: none"> • Review of the Crematorium • Infrastructure Delivery [brought forward] • Annual Report on Scrutiny
xx October 2024	<ul style="list-style-type: none"> •
xx January 2025	<ul style="list-style-type: none"> •

Work Programme 2023-24 and 2024/25 – Communities Scrutiny Group

	Items / Reports
21 March 2024	<ul style="list-style-type: none"> • Streetwise In-Sourcing • Carbon Management Plan Update
xx July 2024	<ul style="list-style-type: none"> • Use of Community Facilities • Annual Report on Scrutiny
xx October 2024	<ul style="list-style-type: none"> •
xx January 2025	<ul style="list-style-type: none"> •

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