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When telephoning, please ask for:
Direct dial
Email

Laura Webb
0115 914 8481
democraticservices@rushcliffe.gov.uk



Our reference:
Your reference:
Date: Monday 15 March 2021

To all Members of the Corporate Overview Group

Dear Councillor

A Meeting of the Corporate Overview Group will be held on Tuesday, 23 March 2021 at 7.00 pm via Zoom to consider the following items of business.

The meeting will be live streamed via YouTube for the public to listen and view via the link: <https://www.youtube.com/user/RushcliffeBC>

Note: Please be aware that until the meeting starts the live stream video will not be showing on the home page. For this reason, please keep refreshing the home page until you see the video appear.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Sull'.

Sanjit Sull
Monitoring Officer

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the meeting 15 December 2020 (Pages 1 - 8)
4. Feedback from Scrutiny Group Chairmen
A verbal update from the Scrutiny Chairmen will be provided.
5. Consideration of Scrutiny Group Work Programmes - March 2021 (Pages 9 - 36)

The report of the Executive Manager – Finance and Services is attached.

Rushcliffe Borough
Council Customer
Service Centre

Fountain Court
Gordon Road
West Bridgford
Nottingham
NG2 5LN

Email:
customerservices
@rushcliffe.gov.uk

Telephone:
0115 981 9911

www.rushcliffe.gov.uk

Opening hours:
Monday, Tuesday and Thursday
8.30am - 5pm
Wednesday
9.30am - 5pm
Friday
8.30am - 4.30pm

Postal address
Rushcliffe Borough
Council
Rushcliffe Arena
Rugby Road
West Bridgford
Nottingham
NG2 7YG



6. Finance and Performance Management - March 2021 (Pages 37 - 90)

The report of the Executive Manager – Finance and Corporate Services is attached.

Membership

Chairman: Councillor T Combellack

Councillors: B Bansal, N Clarke, F Purdue-Horan, D Viridi, J Walker and J Wheeler

Meeting Room Guidance

Fire Alarm Evacuation: in the event of an alarm sounding please evacuate the building using the nearest fire exit, normally through the Council Chamber. You should assemble at the far side of the plaza outside the main entrance to the building.

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

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

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

Recording at Meetings

The Openness of Local Government Bodies Regulations 2014 allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Rushcliffe Borough Council is committed to being open and transparent in its decision making. As such, the Council will undertake audio recording of meetings which are open to the public, except where it is resolved that the public be excluded, as the information being discussed is confidential or otherwise exempt.



MINUTES
OF THE MEETING OF THE
CORPORATE OVERVIEW GROUP
TUESDAY, 15 DECEMBER 2020
Held at 7.00 pm via Zoom

PRESENT:

Councillors T Combellack (Chairman), B Bansal, N Clarke, D Viridi, J Walker and J Wheeler

OFFICERS IN ATTENDANCE:

C Caven-Atack	Service Manager - Finance and Corporate Services
S Maher	Strategic Human Resources Manager
L Webb	Democratic Services Officer
S Whittaker	Financial Services Manager

APOLOGIES:

Councillors F Purdue-Horan

18 Declarations of Interest

There were no declarations of interest.

17 Declarations of Interest

There were no declarations of interest.

18 Minutes of the Meeting 22 September 2020

The minutes of the meeting held on 22 September 2020 were approved as a true record of the meeting.

19 Diversity Annual Report

The Strategic Human Resources Manager presented the report of the Executive Manager – Transformation which provided the Group with an update about the Council's performance against the objectives set out in the Council's equality scheme which were to:

- Monitor the demographic make-up of our residents and our workforce
- Consult customers and staff where appropriate
- Carry out equality impact assessments as part of our four-year plan.

It was noted that the information in the report compared the demographic information for the Borough, using the latest census information, with that of our workforce with this information being taken from the HR /Payroll system. Additionally, although there was no legal duty for local authorities to collect and

use equality data, authorities must understand the impact of their policies and practices on people with protected characteristics. Therefore, collecting, analysing and monitoring information is an important way to develop this understanding.

The Strategic Human Resources Manager was pleased to note that the Council broadly reflected the demographic of the Borough with 93% of Rushcliffe Borough Council employees in the white British or white other ethnic group which is the same as for the residents of the Borough (white 93%). It was also explained that the figure for the Borough was higher than that for the East Midlands (89%) and nationally (85%). The Strategic Human Resources Manager informed the Group that the Council was currently reviewing its recruitment policies and would ensure that these continue to operate fairly and encourage applications from under-represented groups. It was also noted that the Council's age profile and members of staff who had declared that they had a disability were similar to the population of Rushcliffe.

The Group were informed that gender pay reporting legislation required employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap is between their male and female employees. The Strategic Human Resources Manager was pleased to note that since diversity was last reported to the Group in ? 2019 the gender pay gap had reduced from 8.9% to 1%, reflecting an increase in the proportion of women at higher levels of the organisation.

The Council's employees had regular opportunities for training and development in support of equality and diversity. Training courses which had been attended by the Council's employees included: unconscious bias training, coercive control training and mental health first aiders training.

The Chairman thanked the Strategic Human Resources Manager for providing an update to the Group.

It was RESOLVED that the report of the Executive Manager – Transformation be noted.

20 **Feedback from Scrutiny Chairmen**

The Group welcomed Cllr Viridi to the Corporate Overview Group who had replaced Councillor Abby Brennan as Vice-Chairman of the Growth and Development Scrutiny Group.

The Chairman of the Growth and Development Scrutiny Group noted that they had not yet received a presentation from the developers of the site at Abbey Road, West Bridgford as contracts had not been signed yet. It was hoped that the developers would be able to attend the next Growth and Development Scrutiny Group in January. The Group also received a progress update on the Crematorium in Stragglethorpe and was pleased to note that the operation of the crematorium would be in-house. Additionally, the Group scrutinised the Council's planning enforcement policy and made recommendations for the revised policy which were approved by Cabinet on 8 December 2020.

The Chairman of the Communities Scrutiny Group informed the Group that in

September they had received three presentations regarding flooding and drainage from Nottinghamshire County Council, the Trent Valley Internal Drainage Board and the Emergency Planning Officer at Rushcliffe Borough Council. The Chairman noted that it provided the Group with an insight to the roles and responsibilities of each organisation and that the Group had encouraged them to work more closely together. The Group had also scrutinised the draft Rushcliffe Nature Conservation Strategy and recommended to Cabinet that the free tree scheme be extended.

In the absence of the Chairman of the Governance Scrutiny Group, the Chairman of the Corporate Overview Group provided an update. The Corporate Overview Group were informed that the Governance Scrutiny Group had noted an internal audit progress report and a treasury and asset investment six month update. The Governance Scrutiny Group also approved the recommendations in the report regarding the statement of accounts 2019/20.

21 Consideration of Scrutiny Group Work Programmes and Requests from Councillors

The Service Manager – Finance and Corporate Services presented the report of the Executive Manager – Finance and Corporate Services which asked the Group to create and receive feedback on the scrutiny group work programmes based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan. The Group were also asked to consider potential topics for scrutiny which were submitted by Councillors and Officers.

The Group discussed the current scrutiny work programmes. Councillor Walker suggested that the pedals community group attend the Growth and Development Scrutiny Group in order to increase public engagement. The Chairman agreed to discuss this suggestion with the Executive Manager – Communities.

It was noted that the next meeting of the Corporate Overview Group would require the Group to discuss a list of potential items for scrutiny from May 2021. Councillors raised concerns that most of the items were for the Communities Scrutiny Group to be scrutinised and that meetings had been very long and items towards the end of the agendas felt rushed. The Group suggested that more meetings for the Communities Scrutiny Group be added to the timetable of meetings for 2021/22 to ensure that all items were scrutinised thoroughly. The Service Manager – Finance and Corporate Services suggested that the scrutiny groups should consider items which were time critical such as policies and also proposed that the Corporate Overview Group could scrutinise additional items on behalf of the Communities Scrutiny Group. The Chairman noted that on-going issues such as dog fouling and littering were time critical for residents and should therefore also be prioritised for the scrutiny work programmes.

Items for the scrutiny work programmes which had been suggested by councillors included; 'Update on current performance and resources for Rushcliffe' which would enable the Communities Scrutiny Group to be provided with updates regarding resource deployment and project work for example,

operation Reacher and the Group would also be able to scrutinise crime and community safety performance over the last 12 months. It was agreed that this would be added to the Communities Scrutiny Group work programme for 2021/22.

Following a discussion, it was concluded that inclusive language was covered by the revised Rushcliffe Equalities Scheme for January 2021. Additionally, the topic of 'an energy self-sufficient Borough' would initially be discussed as part of the Carbon Management Plan Update in April 2021 and could be discussed further in 2021/22 based on future recommendations.

It was RESOLVED that

- a) the report of the Executive Manager – Finance and Corporate Services be noted.
- b) The work programmes outlined below be agreed.

Corporate Overview Group

23 March 2021

- Feedback from Scrutiny Chairmen
- Consideration of Scrutiny Group Work Programmes
- Finance and Performance Management

Governance Scrutiny Group

4 February 2021

- Internal Audit Progress Report
- Internal Audit Strategy
- Annual Audit Letter
- External Audit Annual Plan
- Treasury and Asset Investment Strategy Update
- Risk Management
- Work Programme

18 May 2020

- Internal Audit Progress Report
- Internal Audit Annual Report
- Annual Governance Statement
- Work Programme

Growth and Development Scrutiny Group

20 January 2021

- Management of Open Spaces in New Developments – Part Two
- Abbey Road and Crematorium Update
- Work Programme

21 April 2021

- Cycling Networks in the Borough
- Work Programme

Communities Scrutiny Group

28 January 2021

- Dog Fouling, Littering and Fly Tipping – Part Two
- Edwalton Golf Course
- Rushcliffe Equality Strategy – part two
- Work Programme

29 April 2020

- Carbon Management Plan
- Work Programme

22 **Finance and Performance Management**

The Financial Services Manager presented the report of the Executive Manager – Finance and Corporate Services which outlined the quarter two position in terms of financial and performance monitoring for 2020/21. This report presented the budget position for revenue and capital as at 30 September 2020. This report provided an update to the report to Cabinet on 8 September 2020 and included the in-year variances along with variances which had resulted from Covid-19. It was noted that this report did not take into account the effects of the implementation of further restrictions from 26 November and 2 December and did not include potential income from the reimbursement of lost fees and charges.

It was noted that for this financial year the budget gap including Covid related pressures and in-year efficiencies is expected to be at least £0.244m. The financial position to date also reflected a number of positive variances totalling £0.890m however, there were also several adverse variances totalling £2.667m. The majority of the adverse variances were from lost income from reduced demand relating to Covid such as facility hire (£0.139m), planning applications (£0.200m), reduced car parking income (£0.310m) and additional payments to Parkwood (£1.008m).

Additionally, the original Capital Programme of £18.936m has been supplemented by a net brought forward and in-year adjustments of £19.435m giving a revised total of £38.371m. The net expenditure efficiency position of £23.8m is primarily due to the projects of Bingham Leisure Centre and the crematorium. The Group were also informed that the Council was due to receive capital receipts of £20m in the year, primarily from the disposal of surplus operational and investment property: Abbey Road Depot, Land at Hollygate Lane and also from an overage agreement in place for Sharphill Wood site. However, Covid-19 had impacted on the progress of these schemes with receipts projected to be £4.4m in 2020/21.

The Service Manager – Finance and Corporate Services asked the Group to comment on the monitored tasks which were outlined in the Corporate Strategy and the performance measures within the Corporate Scorecard. The Group were reminded that some targets had been omitted as a way of measuring performance for those indicators that are being impacted by the coronavirus pandemic. There were two exceptions within the operational score card:

- LICO41 Percentage of householder planning applications processed within target times
- LINS19a Number of household waste collections missed twice or more in the last 3-month period

The Service Manager – Finance and Corporate Services explained that despite the percentage of householder planning applications processed within target times being an exception for this quarter, this was a direct result of the planning officers hitting targets for major applications and developments. The Group were also informed that additional resources were going to be assisting the planning team over the next couple of months in order to focus on householder planning applications. It was explained that the number of household waste collections missed had increased due to an increased number of agency staff who have had to be recruited in the absence of the Council's refuse staff who had been off sick or isolating and that additional training had been provided so that the new staff were more familiar with properties which required assisted collections.

The Service Manager also asked the Group to note the Council's external recovery plan which was an internal document which would be regularly updated regarding how the Council will assist local businesses in recovery from the economic effects of the coronavirus pandemic.

Members of the Group urged the Council to refurbish the toilets of the Gamston Community Hall as soon as possible as it was a performing asset of the Council. The officer also agreed to amend the report to note that the 'eat out to help out' scheme took place in August, not in June. The Financial Services Manager also clarified that the support for registered housing providers had remained the same but was split over two years as there was a delay in delivering the programme.

The Group were informed that the adjustments to capital projects would increase spending potential in other areas or would be used to relieve financial pressure in other areas. It was also noted that due to a lack of casual swimmers at Parkwood Leisure Centre, they could not pay capital receipts as part of the management agreement with the Council. The Councillors also raised concerns about the projected £3.017m net surplus on Business Rates as a result of additional S31 reliefs and that this surplus would be transferred to the Organisation Stabilisation Reserve to offset the expected Collection Fund deficit in later years. The Financial Services Manager stated that the Council would replenish the reserve over the next five years. Councillors agreed to monitor the replenishment of the organisation stabilisation reserve. The Financial Services Manager also informed the Group that £500k would be match funded by all parties involved in the development corporation and that the government were prompt in reimbursing grants.

It was RESOLVED that

- a) the projected net effect of in-year efficiencies (£0.497m) and Covid-19 pressures (£2.355m) and Covid Government funding (£1.614m) resulting in an expected net revenue deficit for the year of £0.244m be noted;
- b) a projected £3.017m net surplus on Business Rates as a result of additional S31 reliefs and that this surplus be transferred to the Organisation Stabilisation Reserve to offset the expected Collection Fund deficit in later years;
- c) the capital underspend of £23.8m of which £18.465m be carried forward: £17.965m to 2021/22 Capital Programme and £500k to 2022/23 Capital Programme;
- d) the projected Special Expenses position with a projected deficit of £0.082m for the year to be financed by a loan from the Council as agreed by the West Bridgford CIL and Special Expenses Group be noted;
- e) the 6-month trial to engage Waste Investigations Support and Enforcement to deliver enforcement of environmental crimes (following on from Communities Scrutiny Group discussions) be noted and
- f) the identified performance exceptions be noted.

The meeting closed at 8.00 pm.

CHAIRMAN

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**Corporate Overview Group****Tuesday, 23 March 2021****Consideration of Scrutiny Group Work Programmes****Report of the Executive Manager – 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, Investment Strategy and Transformation Plan.
- 1.2. Work programmes for each of the groups during 2020/21 were reviewed in December 2020 to ensure they reflected the current priorities of the Council especially in light of the Covid19 pandemic.
- 1.3. To ensure that scrutiny is responsive, effective and an essential part of the Council's decision-making process, it is important that Corporate Overview Group considers the work programmes each time it meets taking into account changes to the Council's Forward Plan, and any topics for potential scrutiny submitted by Councillors.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) review the current work programme for each of the scrutiny groups (Appendix Two)
- b) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan
- c) consider the scrutiny matrices submitted by Councillors and officers included at Appendix Three
- d) determine the topics to be included in a scrutiny group work programme for 2021-22 for each of the scrutiny groups.

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, Investment Strategy and Transformation Plan. Links to these documents can be found at Appendix One.
- 4.2. Appendix Two shows the work programmes for all scrutiny groups as agreed in December 2020 by the Corporate Overview Group. The Group is asked to consider if the work programmes remain appropriate and achievable for the current year. Work programmes have also been rolled forward into the next municipal year to aid forward planning of activities.
- 4.3. Any additional items identified from the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, 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.
- 4.4. Councillors and officers have identified a number of topics they believe to be suitable for scrutiny by the Council's Scrutiny Groups over the next twelve months. Each scrutiny matrix has been included for discussion by members of Corporate Overview Group. These are included at Appendix Three. 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.
- 4.5. 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.
- 4.6. 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.
- 4.7. The next scheduled meeting of the Governance Scrutiny Group will be altered from 18 May to 24 June 2021. The Council has recently received Government confirmation that the year-end audit dates for providing draft and final year end

accounts have been deferred, for the next 2 years, as a result of the impact of Covid. The current 1 June date for the draft statements to be published is now the 1 August. For the year end publication of the accounts this is now 30 September (not 31 July). Moving the meeting allows for more timely scrutiny of the Annual Governance Statement, which is an integral part of the financial statements.

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.

7. Link to Corporate Priorities

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.
The Environment	Scrutiny of issues of concern to residents can lead to improvements in the Environment.

8. Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) review the current work programme for each of the scrutiny groups (Appendix Two)

- b) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Investment Strategy and Transformation Plan
- c) consider the scrutiny matrices submitted by Councillors and officers included at Appendix Three
- d) determine the topics to be included in a scrutiny group work programme for 2021-22 for each of the scrutiny groups.

For more information contact:	Peter Linfield Executive Manager - Finance and Corporate Services Tel: 0115 9148439 plinfield@rushcliffe.gov.uk
Background papers available for Inspection:	None
List of appendices:	Appendix One – Document Links Appendix Two – Work Programmes 2020-21 and 2021-22 Appendix Three – Potential Scrutiny Items for Consideration

Links

Cabinet Forward Plan

[Council and Democracy - Rushcliffe Borough Council](#)

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

<https://democracy.rushcliffe.gov.uk/documents/s3748/Budget%20and%20Financial%20Strategy%20201920.pdf>

Appendix

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Work Programme 2021-22 – Corporate Overview Group

	Items / Reports
March 2021	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ xx
June 2021	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report
September 2021	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report
December 2021	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Diversity Annual Report
March 2022	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ <i>Feedback on Residents' Survey 2021</i> ^

Draft Work Programme 2020-21 and 2021-22 – Governance Scrutiny Group

	Items / Reports
24 June 2021	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Governance Statement • Redmond Review Update • Constitution Update • Streetwise Annual Report
September 2021	<ul style="list-style-type: none"> • Internal Audit Progress Report • Statement of Accounts • Treasury Management Outturn • Asset and Investment Outturn 2020/21 • Risk Management • Fraud Annual Report
November 2021	<ul style="list-style-type: none"> • Internal Audit Progress Report • Statement of Accounts • Treasury and Asset Investments – 6 monthly update
February 2022	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • External Audit Annual Plan • Annual Audit Letter • Risk Management • Treasury and Asset Investments Strategy - Update
May 2022	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Governance Statement • Constitution Update

Work Programme 2020-21 and 2021-22 – Growth and Development Scrutiny Group

	Items / Reports
April 2021	<ul style="list-style-type: none"> • <i>Conservation Areas</i> *
July 2021	<ul style="list-style-type: none"> • Cycling Networks in the Borough • <i>Trent Footbridge</i>^
October 2021	<ul style="list-style-type: none"> • <i>Covid-19 Business Recovery Update</i>^
January 2022	<ul style="list-style-type: none"> • <i>Tree Conservation</i> *
April 2022	<ul style="list-style-type: none"> •

Work Programme 2020-21 and 2021-22 – Communities Scrutiny Group

	Items / Reports
April 2021	<ul style="list-style-type: none"> • Carbon Management Plan
July 2021	<ul style="list-style-type: none"> • <i>Safeguarding Adults and Children Strategy</i> ^
October 2021	<ul style="list-style-type: none"> • <i>Police performance and resources for Rushcliffe</i>
January 2022	<ul style="list-style-type: none"> • <i>Housing Delivery Plan</i> ^
April 2022	<ul style="list-style-type: none"> • <i>Waste Strategy</i> ^ • Carbon Management Plan

Text in blue – suggested timescales / appropriate meetings

Text in italics – not yet agreed as a suitable item for scrutiny by COG

* denotes a suggested topic submitted by a councillor

^ denotes a suggestion put forward by officers (primarily based at the moment on external policies and strategies due for renewal in 2021/22)

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Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Proposed topic of scrutiny ...	Conservation Areas
I would like to understand ... (key lines of enquiry)	<p>Residents are expressing concerns about how conservation areas are operated within the borough and what effect being in a conservation area can have on other planning matters. This scrutiny would look to understand the following:</p> <ul style="list-style-type: none"> • What is a conservation area? • Why is it designated? • Where they are? • What features they contain? • What makes them special? • How they are determined? • What effect they have on planning matters? • What other restrictions apply? • What does a conservation area not prevent? • What is the statutory requirement? • Is there a policy? • What's it like living in one? • What are the positives and negatives? • What resources does the borough have for this area of work? • Are residents in conservation areas notified of tree felling requests? • Are planning notifications and consultation notices sent to residents in conservation areas?

	<ul style="list-style-type: none"> • Does RBC specifically train planning committee members in conservation? • Should the council have an independent conservation area panel as in some other Boroughs i.e. Elmbridge BC? • Is RBC conservation policy in accord with Historic England? (https://hisotricengland.org.uk/advice.hpg.has.conservation-areas/) <p>Once Councillors understand Conservation Areas in more detail they will be able to put residents' concerns in context, respond to such concerns and make suggestions to officers if any changes or improvements can be made.</p>
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I think this topic should be scrutinised because ... (please tick)		Poor Performance Identified
		Change in Legislation or Local Policy
	✓	Resident Concern or Interest
		Cabinet Recommendation
		Links to the Corporate Strategy
		Other (please state reason)

Officer Consideration of Councillor Request for Scrutiny

Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue		There are always alternative ways but scrutiny of the issue will address councillors concerns
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	

Recommendation	Schedule for scrutiny
Lead Officer	Andrew Pegram
Proposed Timescale for Scrutiny and Scrutiny Group	Growth and Development Scrutiny Group in April 2021

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Proposed topic of scrutiny ...	Tree Conservation, Protection, Planting and Husbandry
I would like to understand ... (key lines of enquiry)	<p>Our policy on protection of trees on our own sites and in conservation areas and efforts to conserve and or replace felled trees. I would also like to see more consideration given to planting of trees on and within new developments when considering planning applications.</p> <p>We should be asking</p> <ul style="list-style-type: none"> • What is our policy on TPOs and what protection do they provide • How do you get a TPO put on a tree • Can a TPO be removed and if so by whom and in what circumstances • If a tree with a TPO dies or has to be felled what is the policy on replacement • Shouldn't there be automatic replacement of TPOd trees • Can TPOs be placed on trees on private land • What is planning regulation re tree protection and preservation • What regulation are in place to protect trees during planning development on site

	<ul style="list-style-type: none"> • What are our Policies on tree planting when considering planning applications • Who allows the felling of trees in Conservation areas • What are the consequences or remedies for unlawful felling • What protection is provided to trees in Conservation areas • Why are trees not replaced when felled in public areas • Why are trees not replaced on streets in urban area • Who is responsible for trees in public areas, parks, spaces and road sides • How can the public request the panting of trees on public land • Who is the final arbiter when there is a dispute regarding whether a TPO is in force on a tree or not when documentation differs. • Do we offer guidance to land owners on protection and pruning of trees • Does protection include hedges which are wildlife habitats 	
<p>I think this topic should be scrutinised because ... (please tick)</p>		<p>Poor Performance Identified</p>
	*	<p>Change in Legislation or Local Policy</p>
	*	<p>Resident Concern or Interest</p>
		<p>Cabinet Recommendation</p>
	*	<p>Links to the Corporate Strategy</p>
		<p>Other (please state reason) Whilst not a change in Government policy, more emphasise is being placed on tree planting and implications on flooding alleviation, climate change and carbon capture.</p>

Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	✓	Officer Comment
- Issue already being addressed	x	Not in its own right
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation		Possibly Newton and Colston Bassett
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	Can be left with officers to look into and feedback to interested parties
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation		Schedule for scrutiny
Lead Officer		Andrew Pegram
Proposed Timescale for Scrutiny and Scrutiny Group		Growth and Development Scrutiny Group January 2022

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny		
Proposed topic of scrutiny ...	Residents' Survey	
I would like to understand ... (key lines of enquiry)	<p>The Council conducts a survey of its residents every three years. The next survey is due in the late summer of 2021 with results being analysed over the winter period.</p> <p>This scrutiny will enable councillors to review the Residents' Survey results, compare these against previous results and (if possible) similar surveys undertaken in other authority areas.</p> <p>Any areas for improvement can be identified and potential actions suggested. This exercise may generate suitable items for future scrutiny.</p>	
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
<input type="checkbox"/>	Other (please state reason)	
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	The survey will be analysed internally but this scrutiny would give councillors the opportunity to reflect on the results and play a part in drawing up an action plan to address community concerns

- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	The matter can be dealt with internally by officers
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Schedule for scrutiny	
Lead Officer	Charlotte Caven-Atack	
Proposed Timescale for Scrutiny and Scrutiny Group	Corporate Overview Group March 2022	

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny		
Proposed topic of scrutiny ...	Housing Delivery Plan	
I would like to understand ... (key lines of enquiry)	<p>The Housing Delivery Plan is due for a refresh in 2021:</p> <ul style="list-style-type: none"> • What is the vision and priorities for the Delivery Plan? • What are the housing needs? • What are the targets to be delivered? • Do the priorities target resources to meet current and future needs? • What are the challenges and opportunities? • Will the theme of partnership working continue in the new Delivery Plan? • How will the Delivery Plan be monitored? 	
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 type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input checked="" type="checkbox"/>	Other (please state reason) Key Council Strategy under review this year
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	

- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	Could chose not to get involved – finalised Strategy will go to full Council
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Schedule for scrutiny	
Lead Officer	TBC	
Proposed Timescale for Scrutiny and Scrutiny Group	Communities Scrutiny Group January 2022	

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny	
Proposed topic of scrutiny ...	Safeguarding of Vulnerable Adults and Children
I would like to understand ... (key lines of enquiry)	<p>Nottinghamshire County Council are responsible for the Safeguarding Strategy which we support the delivery of. It is important that we understand what is included in the strategy, what we are responsible for and that it fits the needs of our communities. The county-wide strategy is due for review and renewal this year:</p> <ul style="list-style-type: none"> • What are the key themes/priorities in the County Strategy? • Are there any gaps in provision/support? • Where are the areas of need in Rushcliffe? • What action has been taken in the last year in Rushcliffe? • What impact has Covid 19 had on numbers of people in Rushcliffe that are at risk? • How can Councillors support this work? • Do Councillors need any additional training?
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 type="checkbox"/> Resident Concern or Interest
	<input type="checkbox"/> Cabinet Recommendation
	<input type="checkbox"/> Links to the Corporate Strategy

	✓	Other (please state reason) Key Council Strategy under review this year
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)	✓	Officer Comment
- Issue already being addressed	✗	
- Issue has already been considered in the last 2 years?	✗	
- Issue is a legal matter	✗	
- Issue of a complaint investigation	✗	
- Issue is a staffing matter	✗	
- There is an alternative way of dealing with the issue	✗	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation		Schedule for scrutiny with the aim of raising awareness and putting Rushcliffe's views forward to the County Council
Lead Officer		TBC
Proposed Timescale for Scrutiny and Scrutiny Group		Communities Scrutiny Group July 2021

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny	
Proposed topic of scrutiny ...	Waste Strategy
I would like to understand ... (key lines of enquiry)	<p>The waste strategy is due for an update. This has been due for the last 18 months but officers are awaiting a new Environmental Bill which is expected to have far reaching ramifications. This opportunity for scrutiny will inform the new strategy going forward:</p> <ul style="list-style-type: none"> • What have we achieved in the last 5 years? • What changes have been introduced – Government legislation or otherwise • What are the new priorities/themes for the strategy? • What are the areas of concern/focus? • What actions are we going to take? • What impact has Covid 19 had on waste and recycling rates and tonnages? • What more can we do to educate residents about the need for recycling and what they can/cannot recycle? • Will the strategy include reference to low carbon targets e.g. reduction in plastics and how we will achieve and influence that? • What role can Councillors play?

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 type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input checked="" type="checkbox"/>	Other (please state reason) Key Council Strategy under review
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>	Councillors could allow officers to interpret any emerging legislative changes
Is there sufficient capacity ...		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	
- Officer Resources?	<input checked="" type="checkbox"/>	
Recommendation	Schedule for scrutiny	
Lead Officer	Darryl Burch	
Proposed Timescale for Scrutiny and Scrutiny Group	Communities Scrutiny Group April 2022	

Rushcliffe Borough Council – Scrutiny Matrix


Officer Request for Scrutiny	
Proposed topic of scrutiny ...	Proposed new footbridge over the River Trent
I would like to understand ... (key lines of enquiry)	<p>Nottingham City Council are promoting the delivery of a new footbridge over the River Trent, landing in the general vicinity of Lady Bay. The bridge will provide an additional link across the River Trent for use by pedestrians and cyclists. This will no doubt be of interest to our residents and may raise a number of questions:</p> <ul style="list-style-type: none"> • What are the timescales for the delivery of the bridge? • What is the consent process for the bridge? • What involvement does Rushcliffe Borough Council have in this project? • What is the proposed location for the bridge? • What are the benefits to residents/the area? • Are there likely to be any impacts on residents/the area? • How is the bridge being funded? • What would be the arrangements/ responsibilities for future maintenance of the bridge? • What is the impact on river users?

	<ul style="list-style-type: none"> • What public engagement has there been over the project? • What will the bridge look like? <p>It is anticipated that public consultation will take place around July 2021 and this scrutiny could feed into that process.</p>	
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
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input checked="" type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	
- Issue is a legal matter	<input checked="" type="checkbox"/>	
- Issue of a complaint investigation	<input checked="" type="checkbox"/>	
- Issue is a staffing matter	<input checked="" type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	
- Officer Resources?	<input checked="" type="checkbox"/>	
Recommendation	Schedule for scrutiny	
Lead Officer	Andrew Pegram	
Proposed Timescale for Scrutiny and Scrutiny Group	Growth and Development Scrutiny Group July 2021	

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny		
Proposed topic of scrutiny ...	Covid-19 Business Recovery Update	
I would like to understand ... (key lines of enquiry)	<ul style="list-style-type: none"> • What support the Council has provided to businesses since the start of the pandemic • What support has been provided by others to local businesses e.g. D2N2 Growth Hub • What the impact of the pandemic has been: <ul style="list-style-type: none"> ○ Unemployment ○ Vacant units (high street and others) ○ Business closures • What further work is planned to support the economy to recover <ul style="list-style-type: none"> • Key risks/challenges 	
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 type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input checked="" type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	
- Issue is a legal matter	<input checked="" type="checkbox"/>	
- Issue of a complaint investigation	<input checked="" type="checkbox"/>	
- Issue is a staffing matter	<input checked="" type="checkbox"/>	

- There is an alternative way of dealing with the issue	x	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Schedule for scrutiny	
Lead Officer	Catherine Evans	
Proposed Timescale for Scrutiny and Scrutiny Group	Growth and Development Scrutiny Group October 2021	

 <p data-bbox="193 398 405 468">Rushcliffe Borough Council</p>	<p data-bbox="456 230 868 264">Corporate Overview Group</p> <p data-bbox="456 304 823 338">Tuesday, 23 March 2021</p> <p data-bbox="456 378 1209 412">Finance and Performance Management Quarter 3</p>
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Report of the Executive Manager – 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 2020/21.
- 1.2. This report presents the budget position for revenue and capital as at 31 December 2020 as reported to Cabinet on 9 March 2021 and includes the in-year variances along with variances resulting from Covid.
- 1.3. Given the current financial climate, particularly relating to the impact of Covid-19, 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.
- 1.4. Previous estimates have been reported to Cabinet; however, further lockdowns announced on 14 October 2020, have exacerbated the negative impact on the Council's finances, albeit offset by additional government funding and these are reflected in the projections. The overall anticipated budget position is a positive budget efficiency of £0.721m. This takes into account financial challenges caused by the pandemic, additional Government funding and importantly in-year net efficiency savings.
- 1.5. The positive budget position will help replenish the Organisation Stabilisation Reserve, so the Council has the resources to meet a potential future Medium Term Financial Strategy (MTFS) budget deficit; and significant financial risks going forward. Such risks include the Covid legacy or Government policy changes, such as Business Rates reform. In terms of upside risk, it enables reserves to be appropriated for opportunities to support the Council's Corporate Objectives such as improving the local economy and sustainable growth.
- 1.6. At Quarter 3, the planned underspend on capital is £7.3m (net of carry forwards agreed in the Quarter 2 finance report). This is as a result of uncommitted funds in the Asset Investment Strategy; reprofiling of Bingham Hub expenditure based on a revised cash flow position; and an underspend on Disabled Facilities Grants. Cabinet and Council, as part of the MTFS, approved removing the remaining Asset Investment Strategy provision.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) notes the expected net revenue efficiency for the year of £0.721m;
- b) notes the capital budget efficiencies of £7.3m,
- c) notes the expected outturn position for Special Expenses of £0.087m deficit and
- d) considers whether scrutiny is required for identified performance exceptions.

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 The revenue monitoring statement by service area is attached at **Appendix A** with detailed variance analysis as at 31 December 2020 attached at **Appendix B**. For this financial year the budget gap including Covid related pressures and in-year efficiencies is expected to be a positive budget efficiency of £0.721m. This has moved from a deficit position of £0.244m projected at Quarter 2. The main reason being an increase in Government funding (income loss reimbursement, Council Tax loss reimbursement and National Leisure Recovery funding) from £1.7m (Q2) to £2.9m.
- 4.2 The projections assume that the national lockdown will continue for the remainder of this financial year and, therefore, represents a worst-case scenario. The Council applied for an allocation from the National Leisure Recovery Fund to alleviate some of the financial pressure of supporting the Leisure Provider (£0.21m) and we have received notification that this has been successful. The Council has received one payment to date for reimbursement of lost income and it is estimated that a further £0.376m will be claimed for the remainder of the year. Both the above are included in the projections below. Table 1 below summarises the main variations from revenue efficiencies and Covid related pressures.

Table 1: Main Items Impacting on Current Revenue Budget

	Pressure/(Saving) (£m) 2020/21
Reductions in income	1.140
Hire of Facilities	0.209
Car Parking	0.370

	Pressure/(Saving) (£m) 2020/21
Development Control	0.069
Council Tax Summons	0.100
Impact on Commercial Properties	0.190
Other Lost Income	0.202
Additional Costs	1.986
Anti-social behaviour/PPE	0.089
Leisure	1.225
Waste Collection/Street Cleansing	0.171
Increase in Bad Debt Provision	0.100
Environmental Health Enforcement	0.133
Other Costs	0.102
Costs associated with specific grants	0.166
Total Covid Related Budget Pressure	3.126
Covid related savings	(0.270)
Furlough	(0.049)
Specific Grants	(0.166)
Government funding	(2.895)
Total additional funding/savings	(3.380)
Net Budget Pressure (A)	(0.254)
Projected In year costs/(savings)	
Staff efficiencies	(0.214)
Rent from new acquisition and lower than expected void periods	(0.182)
Garden Waste Income	(0.078)
Housing Benefit Subsidy	(0.096)
Diesel (price reduction)	(0.043)
Investment Income, saving on interest payments and identified correction of bank charges	(0.244)
Planning Appeals	0.043
Increase tanker waste disposal costs	0.055
Responsive Works	0.076
Other net savings (for example, Recycling Credits Business Rates, Postage)	(0.177)
Total projected in-year efficiency savings (B)	(0.860)
Net Revenue Efficiencies (A) + (B)	(1.114)

	Pressure/(Saving) (£m) 2020/21
Business Rates surplus	(3.769)
Nottinghamshire Business Rates Pool surplus	(0.038)
Reserve Commitments	4.200
Total Net Projected Budget Variance	(0.721)

- 4.3 The above table summarises key variances in relation to **Appendices A and B**. The overall position shows a £0.721m budget efficiency. This is a positive outcome at a difficult time and enables resources that can be utilised so the Council can continue to achieve its Corporate Objectives and support any future budget deficit position. One nuance that requires further explanation concerns Business Rates. A net surplus of £3.769m is anticipated for Business Rates relating to additional S31 grants to offset the Business Rates deficit as a result of the reliefs provided by Government. Furthermore, Nottinghamshire Pool Business Rates receipts of £0.438m are anticipated (giving a net budget efficiency of £0.038m, £0.4m was the original estimate in the MTFs). Consequently, £4m is being transferred to reserves. Councillors will recall, as approved by Cabinet on 10 November 2020, £0.2m will be transferred into the Development Corporation Reserve. As reported to Cabinet on 9 March, £0.3m will also be allocated from the in-year budget efficiency position of £0.7m to support the proposed master planning work with regards to Edwalton Golf Course, as approved by Cabinet on 9 March 2021.
- 4.4 **Appendix A** includes a Minimum Revenue Provision (MRP) of £1m. This is a provision that the Council is required to make each year to cover the internal borrowing costs for the Arena which will be funded by the New Homes Bonus. The MRP includes an element of Voluntary Repayment Provision (VRP) and the Council has the option to withhold the VRP element to potentially use to support the budget gap created by Covid; however, for budget setting purposes this is not currently deemed necessary.
- 4.5 As documented at **Appendix B** some of which are highlighted in the table above, the financial position to date reflects a number of positive variances totalling £1.333m. These include staff efficiencies (£0.214m), additional rent from new property acquisitions (£0.182m), additional garden waste income (£0.078m), and cost savings as a result of not delivering activities across the Borough (£0.076m). There are several adverse variances totalling £3.087m. The majority of the adverse variances arise from additional payments to Parkwood – leisure services (£1.225m), lost income from community facility hire (£0.284m), agency costs on planning (£0.142m), and reduced car parking income (£0.370m).
- 4.6 The Council has, since the further lockdowns were announced on 14 October 2020 and 4 January 2021, administered a number of grants to support the local economy and these were referenced in the Covid update report to Cabinet in February 2021 and we will continue to report progress on the subsequent grant schemes once notified by Government.

- 4.7 **Appendix E** shows the Quarter 3 position on the Special Expenses budget. Budgets within the Special Expenses area have been impacted by Covid, particularly on the loss of income from hire of venues and bar sales. These projections are included in the total Covid related budget pressure of £3.155m. The expected budget deficit for the year is £0.087m. This deficit is net of a proportion of Covid Government funding intended as reimbursement for lost income. The net deficit will be repaid by way of a loan which was agreed by the West Bridgford CIL and Special Expenses Group on 25 September 2020 due to commence in 2022/23 as part of budget setting in the next financial year. The Special Expenses Budget was approved by Cabinet at its meeting on 9 February 2021, and approved by Full Council on 4 March 2021, with the Council's Medium Term Financial Strategy.

Financial Monitoring – Capital

- 4.8 The updated summary of the Capital Programme monitoring statement and funding position is shown at **Appendix C** as at 31 December 2020. **Appendix D** provides further details about the progress of the schemes, any necessary re-phasing and highlights efficiencies. The projected variance at this stage is £7.3m.
- 4.9 The revised Capital Programme of £38.371m, less agreed carry forwards of £18.465m, plus an in-year adjustment of £52k gives a revised total of £19.958m. The net expenditure efficiency variance of £7.3m is primarily due to the following:
- a) Bingham Leisure Hub £1.908m as expenditure has been reprofiled;
 - b) Crematorium £0.417m;
 - c) Car Park resurfacing £0.215m;
 - d) Asset Investment Strategy £3.828m – this is uncommitted and will be recommended to Council, as part of the MTFS 2021/22, to be removed from the Capital Programme; and
 - e) Capital Contingency £0.15m not yet committed.
- 4.10 The Council was due to receive capital receipts of £20m in the year, primarily from the disposal of surplus operational and investment property: Abbey Road Depot; land at Hollygate Lane; and also, from an overage agreement in place for Sharphill Wood site. Covid has impacted on the progress of these schemes with receipts projected to be £4.4m in 2020/21. The Abbey Road Depot has now exchanged with receipts expected in 2021/22 and 2022/23. The receipt from Hollygate Lane is now expected in 2021/22. Significant delays or reductions to capital receipts will affect the funding of the Capital Programme and may lead to either internal or external borrowing earlier than planned dependant on the progress of the Capital Programme and any slippage. Alternatively, projects could be delayed or not proceed if deemed economically unviable. 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.

Covid-19 Update

- 4.11 The position in relation to Covid-19 was included in the quarter 2 report to Cabinet on 10 November 2020 and more recently to Cabinet on 9 February 2021, in a specific Covid update report. The paragraphs below provide an update to that position.
- 4.12 Further lockdown measures were announced on 14 October 2020, with the country moving from various tiers into national lockdown since then. All non-essential shops and hospitality and leisure have been forced to close. The Council remains in close dialogue with its leisure providers throughout the pandemic and the support package and financial implications remain fluid. The Council, in conjunction with Parkwood, has recently submitted and been successful in an application to the National Leisure Recovery Fund to seek support of £0.21m toward the financial losses incurred. The projected losses to the Council currently stand at £1.225m (net of the support £1.024m).
- 4.13 It was reported to Cabinet on 10 November 2020, that the value of the Council's Multi Asset investments, which had dropped in value by £1.238m at the year end, had improved by £0.578m. As at the end of December 2020, the position has improved by a further £0.487m with the total value of the investment now recovered by £1.065m. Whilst it is encouraging to see a significant improvement, as expected for assets held over a long period, there is still a risk that these values can fluctuate in response to market conditions, particularly with the uncertainty brought about by Covid.
- 4.14 Data to 31 January 2021, shows collection rates for Council Tax have reduced by 0.9% equating to approximately £0.79m of cash not received. Business Rates are currently ahead by £0.37m (2.7%), mainly due to a large ratepayer paying in full. The aforementioned reduction in cash received will create a deficit and a burden on future income streams albeit the County Council will take a significant proportion of the Council Tax deficit. Recent government announcements mean this deficit can now be spread over three years and this should reduce the burden in each year, nonetheless the burden will still be there.
- 4.15 The Council has received one payment to date of £0.294m from the income reimbursement scheme announced by government in July. The scheme reimburses local authorities for 75% lost income from sales fees and charges after the Council has absorbed 5% of the losses (subject to some exclusions). An estimate of £0.376m for two further submissions has been included in the projections although the final amount is dependent on total actual losses incurred to the end of March 2021. Part of the total estimated reimbursement has been allocated to the Special Expense fund to support the lost income from closure of facilities in the West Bridgford area (see paragraph 4.7).

Conclusion

- 4.16 The financial position in the revenue budget has improved and is now projecting a budget efficiency of £0.721m (budget deficit of £0.244m projected at Q2). Overall, Covid pressures are balanced by Government funding with in-year efficiencies, additional income from the Nottinghamshire Business Rates Pool accounting for the overall projected budget efficiency. The projections take into account that lockdown is likely to continue for the remainder of this financial year; however, Covid risks could prevail into next year and beyond with the financial impact unknown. There is an anticipated budget deficit in the Council's MTFS over the next two financial years and this positive variance enables the Council to continue to deliver first class services. It is likely that income levels will not return to pre-Covid levels for some time and the impact on the leisure contract is likely to extend beyond next year and therefore the Council must ensure it can support adverse budgetary impact.
- 4.17 The position on capital is currently positive and the delays in the Capital Programme means that it is not anticipated to externally borrow this financial year. Further opportunities and challenges can arise during the year, as demonstrated by the national lockdown currently in place which may still impact on the projected year-end position.
- 4.18 There remain external financial pressures from existing issues such as the uncertainty surrounding Business Rates retention, the Fair Funding review and Comprehensive Spending review that have now been delayed for a second year and the impact of BREXIT remains to be seen. Furthermore, there are the Council's own challenges such as meeting its own environmental objectives. Against such a background, it is imperative that the Council continues to keep a tight control over its expenditure, identifies any impact from changing income streams, maintains progress against its Transformation Strategy and retains a healthy reserves position.

Performance Monitoring – Strategic Scorecard

- 4.19 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. Five strategic tasks were completed last year and have now been removed.
- 4.20 Services impacted by the national lockdown during the quarter 1 period restarted in quarter 2. Throughout the year to date some of the COVID-19 impacted services have not been able to operate at full capacity due to the requirements to operate a COVID secure service. Going forward, measures to combat the spread of Coronavirus will continue to have an effect on performance and will result in levels being well below the outturn in 2019-20. These measures will also impact quarter 1 in 2021-22 as the full transition from lockdown does not take effect until 21 June 2021.

4.21 Appendix H details performance measures that have been impacted by Covid-19 and is presented as a supplement to the usual performance information. This shows measures grouped under headings of delivery, community and finance and is being used as additional tool to help monitor performance more closely, providing an early warning where a significant downturn in performance is emerging.






EFFICIENT SERVICES				ENVIRONMENT			
Strategic Tasks				Strategic Tasks			
2	2	0	0	2	1	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	1	1	1
There are no performance exceptions this quarter.				There are no performance exceptions this quarter.			

QUALITY OF LIFE				SUSTAINABLE GROWTH			
Strategic Tasks				Strategic Tasks			
0	5	0	0	1	5	0	0
There are no task exceptions this quarter.				There are no task exceptions this quarter.			
Performance Indicators				Performance Indicators			
1	0	3	1	6	0	2	2
There are no performance exceptions this quarter.				There are no performance exceptions this quarter.			

Further details and a key of symbols are shown in **Appendices F and G**.

Performance Monitoring – Operational Scorecard

4.22 The Council’s operational business is also monitored, and 38 measures make up the Operational Scorecard.

Operational Scorecard – Performance Indicators				
 24	 1	 4	 6	 3
<p>LICO41 Percentage of householder planning applications processed within target times</p> <p>This indicator has been identified as an exception. An explanation is provided in Appendix G.</p>				

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. This has been clearly evidenced by the impact of Covid and highlighted in Table 1.
- 5.3 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, notably in Rushcliffe, Ratcliffe-on-Soar power station. Furthermore, changes in central government policy influences business rates received and their timing, for example policy changes on small business rates relief. Again, Covid-19 is likely to have a large impact on the Business Rates position as reported in the quarterly reports to Cabinet hence the need to appropriate the in-year business rates surplus to smooth deficits in later years.
- 5.4 The Council is committed to improving the environment and reducing its carbon footprint. Addressing such risks will require funding with the Climate Change Reserve now created to facilitate such opportunities.
- 5.5 The Council needs to be properly insulated against such 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. For example, paragraph 4.3 mentions £0.3m maybe needed for master planning work in relation to Edwalton Golf Courses. The Council continues to ensure it is financially resilient at this most difficult of times.

6 Implications

6.1 Financial Implications

Financial implications are covered in the body of this report.

6.2 Legal Implications

The Council is required to have adequate procedures in place for financial and performance management and this report fulfils that requirement.

6.3 Equalities Implications

There are no equalities implications connected to this report.

6.4 Section 17 of the Crime and Disorder Act 1998 Implications

There are no Section 17 implications connected to this report.

Link to Corporate Priorities

Quality of Life	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	
The Environment	

7 Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) notes the expected net revenue efficiency for the year of £0.721m;
- b) notes the capital budget efficiencies of £7.3m,
- c) notes the expected outturn position for Special Expenses of £0.087m deficit and
- d) considers whether scrutiny is required for identified performance exceptions.

For more information contact:	Peter Linfield Executive Manager - Finance and Corporate Services Tel: 0115 9148439 Email: plinfield@rushcliffe.gov.uk
Background papers available for Inspection:	Council 5 March 2020 – 2020-21 Budget and Financial Strategy Cabinet 8 September 2020 – Revenue and Capital Budget Monitoring Q1 Cabinet 10 December 2020 – Revenue and Capital Budget Monitoring Q2 Council 24 September 2020 – Covid-19 Budget 2020/21 and Medium-Term Financial Implications
List of appendices:	Appendix A – Revenue Outturn Position 2020/21 – December 2020 Appendix B – Revenue Variance Explanations Appendix C – Capital Programme 2020/21 – December 2020 Position Appendix D – Capital Variance Explanations Appendix E – Special Expenses Monitoring Appendix F – Corporate Scorecard Tasks Appendix G – Performance Indicators Appendix H – Covid-19 Performance Dashboard

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Revenue Outturn Position 2020/21 – December 2020

	Original Budget £'000	Revised Budget £'000	Projected Outturn £'000	Projected Outturn Variance £'000
Communities	2,907	2,971	3,350	379
Finance & Corporate Services	3,443	3,493	3,185	(308)
Neighbourhoods	6,521	6,537	8,334	1,557
Transformation	2	141	63	(78)
Sub Total	12,873	13,142	14,932	1,790
Capital Accounting Reversals	-2,131	-2,131	-2,131	0
Minimum Revenue Provision	1,000	1,000	1,000	0
Total Net Service Expenditure	11,742	12,011	13,801	1,790
Grant Income	-2,329	-2,329	-5,233	-2,904
Business Rates (including SBRR)	-3,984	-3,984	-7,753	-3,769
Council Tax	-6,991	-6,991	-6,991	0
Collection Fund Surplus	-444	-444	-482	-38
Total Funding	-13,748	-13,748	-20,459	-6,711
Surplus (-)/Deficit on Revenue Budget	-2,006	-1,737	-6,658	-4,921
Capital Expenditure financed from reserves	147	147	147	0
Net Transfer to (-)/from Reserves	1,859	1,590	6,511	4,921
Amount Committed from Reserves				
Development Corporation Reserve				(200)
Business Rates Deficit				(4,000)
Net overall surplus transfer to Reserves				721

Revenue Variance Explanations (over £15k)

Adverse Variances in excess of £15,000	Reason	Projected Outturn Variance £'000
Communities		
Community Development	Loss of income from facility hire	139
	Responsive works	21
Planning & Growth	Loss of planning income	65
	Planning Appeals	43
	Agency costs	142
Planning Policy	Loss of land charges income and additional staff costs	52
Finance & Corporate Services		
Democratic Services	Additional equipment for remote/virtual meetings	50
Financial Services	Increase in bad debt provision and contingency	128
Revenues & Benefits	Loss of Council Tax costs recovered and cost of professional services	119
ICT	Maintenance contracts	0
Neighbourhoods		
Environmental Health	Loss of licensing income and additional staffing costs	24
Leisure Contracts & Car Parks	Increased payments to Parkwood	1,225
	Loss of car parking income	370
Strategic Housing	Emergency Accommodation (everybody in scheme) and social distancing measures meaning reduced Housing Benefit income at Hound Lodge	74
Waste & Fleet Management	Additional agency costs and increase to cleansing of recycling bays	170
	Increase tanker waste disposal costs partly due to Severn Trent Water disposal costs increasing	55

Adverse Variances in excess of £15,000	Reason	Projected Outturn Variance £'000
	Increased fleet maintenance	21
Transformation		
Property Services	Rent holidays and loss of rental income on planned acquisition	244
Total Adverse Variances		3,087

Favourable Variances in excess of £15,000	Reason	Projected Outturn Variance £'000
Communities		
Community Development	Employee efficiencies	-61
	Reduction in grants paid out	-17
	Reduction in Partnership SLA costs and Arts & Events Activities	-76
	Discretionary grants and Furlough reimbursement	-49
Planning Policy	Contribution to Strategic Site Delivery Officer post	-30
Planning & Growth	Staff Efficiencies	-24
Finance & Corporate Services		
Revenues & Benefits	Staff efficiencies	-70
	Net Increase in Housing Benefit Subsidy	-96
	Additional Grants	-27
Financial Services	Investment Income, saving on interest payments and identified bank charge correction	-244
Performance, Reputation & Constitutional Services	External Printing	-44
ICT	Partnership Arrangement efficiency	-33
Neighbourhoods		
Strategic Housing		
Waste & Fleet Management	Additional garden waste income, staff efficiencies plus additional glass recycling	-260
Transformation		
BSU	Staff efficiencies	-51
Economic Regeneration	Staff efficiencies	-25
Legal	Staff efficiencies	-44
Property Services	Rent from new acquisition and lower than expected void periods (not withstanding rent holidays)	-182

Favourable Variances in excess of £15,000	Reason	Projected Outturn Variance £'000
Total Favourable Variances		-1,333
Sum of Minor Variances	No data	36
Total Variance		1,790

Capital Programme Summary

Capital Programme Monitoring - December 2020				
Expenditure Summary	Current	Projected	Projected	Explanation
	Budget	Actual	Variance	
	£000	£000	£000	
Transformation	6,471	4,228	(2,243)	Significant budget adjustments have been made to reflect the timing of payments for Bingham Hub and the Crematorium. Projected actual for Bingham Hub revised down based on new cash flow. Professional fees and contingency sums held in 20/21 to meet any emerging commitments.
Neighbourhoods	2,333	1,502	(831)	£100k potential saving on vehicle acquisitions. Underspends on Disabled Facilities grants: mandatory and discretionary due to COVID impact. Slippage on Car Park resurfacing works and savings on Car Park Lighting tender.
Communities	2,087	1,941	(146)	£80k balance Skatepark Fund and £24k Other Capital Grants unallocated and likely to be give up as a saving. VE 75th Commemoration deferred due to COVID impact.
Finance & Corporate Services	8,917	4,979	(3,938)	Primarily balance in Asset Investment Strategy to be removed from the programme as part of the MTFS.
Contingency	150	0	(150)	Capital Contingency balance not yet allocated.
	19,958	12,650	(7,308)	
Financing Analysis				
Capital Receipts	(11,657)	(6,510)	5,147	Intention to use capital receipts to fund expenditure before recourse to internally/externally borrow.

Capital Programme Monitoring - December 2020

Expenditure Summary	Current Budget £000	Projected Actual £000	Projected Variance £000	Explanation
Government Grants	(778)	(639)	139	Underspend on Better Care Funding Schemes: DFGs, Discretionary DFGs
Use of Reserves	(452)	(342)	110	
Grants/Contributions	(586)	(586)	-	
Section 106 Monies	(1,258)	(1,258)	-	
Borrowing	(5,227)	(3,315)	1,912	Intention to use capital receipts to fund expenditure before recourse to internally/externally borrow.
	(19,958)	(12,650)	7,308	
Net Expenditure	-	-	-	No data

Capital Programme 2020/21 – December 2020 Position

Capital Programme Monitoring - December 2020								
	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
Transformation								
Manvers Business Park Surface/Drain		42				42		Works complete, awaiting invoice. An additional 50m length of collapsed slot drain is being replaced as part of this project, this will be completed before end of Jan.
Colliers Business Park Surface/Drain		46				28	(18)	Works completed and invoice to follow - works to make foul sewer connection packaged together and £17k provision merged from Colliers Scheme below. Final works spend £28k inclusive of specialist design/PM fees.
Cotgrave Phase 2		1,819	1,792	877	(915)	1,815	(4)	Main contractor appointed; site commencement delayed COVID19. Site construction starting end July with projected completion Mar 21. £570k provision slipped to 21/22 to meet any emerging

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								commitments. Works back on track and now broadly on programme and tender
Bingham Leisure Hub	10,000	3,408	500	384	(116)	1,500	(1,908)	Tenders assessed and Cabinet decision December to appoint contractor. All grants now approved: £750k LEP funding for offices; SUD funding £1.6m for offices; £174k LEP funding for Community Hall. Detailed cost plans keep projected overall expenditure within the £20m budget. £11m slipped to 21/22. Projected actual revised down based on new cash flow.
Manvers Business Park Roof Refurbishment								£200k provision slipped to 21/22.
Manvers Business Park Roller Shutters								£100k provision slipped to 21/22.
Bridgford Park Public Toilets		25	22	2	(20)	20	(5)	Site commencement delayed COVID19. Works largely complete, some snagging issues to address. Reviewing performance of original floor finish, may decide to upgrade

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								in New Year which will see the budget spent.
Water Course Improvements	60					150	(150)	£60k provision slipped to 21/22. However, urgent restoration works required to be funded by £150k acceleration from £210k provision in 21/22 Capital Programme. Appointment of specialist contractor imminent; works to Rugby Road are underway.
The Point CP Security Gate	20							£20k provision slipped to 21/22.
The Point		15	15	14	(1)	14	(1)	Waterproofing works to car park complete.
Colliers Way Industrial Units								Brought forward provision of £17k merged with Colliers Business Park surface drain above.
Abbey Road Redevelopment		340	255	220	(35)	300	(40)	Continuance of remedial works to site prior to disposal.
Bingham Market Place Improvements	75	89	61	9	(52)	89		Tree replacement and incidental paving work complete (£22k in 19/20 and £10k in 20/21). Consultant appointed to carry out survey of structure and prepare

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								schedule of works ready for tender. Likely that works will run into Spring 2021.
Bridgford Hall Enhancements		20				20		Contingency allocation for roof and external decoration enhancements. Works will hopefully be completed by end of March.
The Crematorium	4,800	667	220	109	(111)	250	(417)	Land acquired 19/20. Cabinet report 14.07.20 for approval to progress to design stage. Build likely 21/22. Project Management/design costs incurred. £4.5m slipped to 21/22. Costs likely to exceed the original £6.5m. Adjustments made in the budget setting report to Council in March 2021.
	14,955	6,471	2,865	1,615	(1,250)	4,228	(2,243)	No data
Neighbourhoods								
Vehicle Replacement	612	282	184	182	(2)	182	(100)	32 tonne refuse freighter bought; £330k acquisitions slipped to 2021/22; £100k balance is uncommitted.

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
Support for Registered Housing Providers	216	612				532	(80)	£480k contribution committed for second phase garage sites to deliver 30 units of affordable housing. Start on site date to be confirmed. £52k committed for 2 units of Next Steps accommodation for Rough Sleepers and remodelling of Elizabeth House. £40k - £50k committed to provide an adapted bungalow to meet a local housing need likely to be released 21/22. £1m slipped to future years.
Assistive Technology	12	17	12		(12)	17		Provision for home alarm units for the vulnerable.
Discretionary Top Ups	57	57	43	13	(30)	25	(32)	Grant activity slowed in first quarter due to COVID-19 impact. Likely underspend.
Disabled Facilities Grants	490	627	386	309	(77)	525	(102)	Grant activity slowed in first quarter due to COVID19 impact. Likely underspend. £90k additional MHCLG funding made available which can be carried forward.

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
Hound Lodge Access Control System		25				25		Scheme not yet commissioned but completion anticipated by year end.
Hound Lodge Annexe Patio Doors	35	35	33	5	(28)	8	(27)	Works complete, snagging items being attended to; final cost will be approx. £8k.
Bowls Hall Replacement Furniture	15							£15k provision slipped to 21/22.
Arena Enhancements		115	86	5	(81)	20	(95)	Residual provision to deal with emerging enhancement, health and safety works.
Car Park Resurfacing		215				215		Design to commence shortly; procurement will follow. Works will be carried out in 2021/21.
Car Park Improvements - Lighting WB		48				30	(18)	Contractor appointed; formal contract documentation being prepared; anticipate works commencing on site in Feb with completion end march/early April; Projected spend of £75k to include this WB scheme, other Car Parks (scheme below), and West Park Lighting scheme in Communities.
Car Park Improvements - Lighting Other		102				34	(68)	See comment above.

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
Cotgrave Leisure Centre Changing Village Enhancements		12	12	3	(9)	3	(9)	Provision for fire doors. Installation and payment complete.
Cotgrave Leisure Centre Pool Lining		25	25	24	(1)	24	(1)	Allocation from Capital Contingency to undertake work during COVID-19 closure. Works complete.
Bingham Leisure Centre Improvements		109				25	(84)	Residual provision to deal with emerging health and safety enhancement works prior to construction of new leisure centre. High level cladding to Sports Hall requires upgrade, spend estimated at £25k.
Keyworth Leisure Centre Refurbishment Pitched/Flat Roof Areas	220							£220k provision slipped to 21/22.
RBC Electric Vehicle network		52				52	No data	Installation of electric charge points for vehicles in Keyworth and ROT fully funded by a grant from the Department for Transport.
	1,657	2,333	781	541	(240)	1,502	(831)	
Communities								
Gresham Pitches	1,000	1,295	No data	No data	10	1,295	No data	Contractor appointed and advanced survey/design costs incurred. Scheme funded by

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								£474k grant from Football Foundation; £786k from Section 106 Developer Contribution; £35k Capital Receipts for lighting. Increased FF bid to be submitted in order to do grass pitches. If approved, the total provision will increase with no extra cost to RBC.
Gamston Community Centre Toilets	45						No data	£45k provision slipped to 21/22. Site currently being used as NHS vaccination centre.
Lutterell Hall Kitchens and Toilets	50	50				50		Scheme paused temporarily whilst operation and operator are reviewed. Additional works may need to be undertaken which will be met by acceleration provision made in 21/22 Capital Programme.
Gresham Upgrade 3G Pitch Lighting	35							To ensure uniformity of lighting and ease of maintenance, Property decided that lighting to existing pitch will be replaced in tandem with installation of

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								lighting to new pitch - scheme budget merged with that for new pitch above.
Rushcliffe Country Park (RCP) Front Footpath Improvements	15							£15k provision slipped to 21/22
RCP Visitor Centre	250	10					(10)	£35k transferred from Education Building. £285 provision to be slipped to 21/22.
VE 75th Commemoration	20	20					(20)	Celebrations on hold due to COVID-19.
RCP Toilets and Educational Building								Mini refurb on 'log cabin' public toilets was planned in this calendar year to maintain standard. The balance £35k transferred to RCP Visitor Centre for more substantial upgrade to facilities. The mini toilet refurb has been cancelled, £10k moved to main Visitor Centre scheme.
Capital Grant Funding		59				35	(24)	Two grants approved £20k, one application pending up to £15k, £24k unallocated can be given up as a saving.

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
RCP Vehicle Access Controls								£15k provision to be slipped to 2021/22.
Play Areas - Special Expense	50	59				59		£81k allocated to Boundary Road cycle track. Design options for the balance of this provision for a scheme to be delivered January 2021.
Boundary Rd Cycle Track Special Expense		81				81		£81k allocated to Boundary Road Cycle Track. £10k to be allocated to Bridgford Park Trim Trail replacement. Order to be placed imminently. Design options for the balance of this provision for a scheme to be delivered January 2021.
RCP Skatepark	220	218	No data	No data		218	No data	Works to commence Q4, potential for slippage.
West Park Fencing and Drainage		32		2	2	32		Contractor appointed; site commencement delayed COVID-19. Works now complete, invoice to follow. Budget adjusted to facilitate completion of the fencing element.
West Park Car Park Lighting		18				11	(7)	See comment for Car Park Improvements - Lighting WB in Neighbourhoods above.

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
West Park Public Toilet Upgrade		20				20		Tender paused whilst Streetwise occupation/ requirements reviewed..
West Park Sir Julien Cahn Pavilion								£40k Provision slipped to 21/22. Scheme scope being reviewed.
Skateboard Parks		190				110	(80)	£110k committed to RCP skatepark. Potential new allocation of £35k being assessed. Balance of £45k unallocated and likely to be offered up as a saving.
Warm Homes on Prescription	54	25	19	2	(17)	20	(5)	Grant activity slowed in first quarter due to COVID-19 impact. Likely underspend.
	1,739	2,087	19	2	(17)	1,941	(146)	
Finance & Corporate Services								
Information Systems Strategy	335	385	370	214	156	275	(110)	Acquisitions under the strategy continue to support business development. £50k provision to be slipped to 2021/22 for Edge switches.
Streetwise Loan 2020/21	150	150	150	150		150		Loan advance agreed for 30.10.20 for acquisition of

Capital Programme Monitoring - December 2020

	Original Budget £000	Current Budget £000	Budget YTD	Actual YTD	Variance £'000	Projected Actual £000	Variance £'000	
								vehicles/plant and upgrade works to Unit 10 Moorbridge.
Asset Investment Strategy		8,382	4,554	4,532	(22)	4,554	(3,828)	Business Units in West Bridgford completed. Balance of £3.828m to be taken out of the programme as part of the MTFS.
No data	485	8,917	5,074	4,896	(178)	4,979	(3,938)	
Contingency								
Contingency	100	150					(150)	Original estimate £100k plus brought forward £95k less £25k to undertake work to Cotgrave LC pool lining during COVID-19 closure; £20k Bridgford Hall Enhancements. Balance not yet committed.
	100	150					(150)	
Total	18,936	19,958	8,739	7,066	(1,673)	12,650	(7,308)	





Special Expense Areas – Budget Monitoring

Budget Monitoring for Special Expense Areas - Quarter 3					
	2020/21 Original	2020/21 Revised	Actual to Q3	2020/21 Projected	Reasons for variance
	£	£	£	£	
West Bridgford					
Parks & Playing Fields	404,400	420,300	384,569	507,500	Loss of income from sports hire and additional security on Bridgford Park
West Bridgford Town Centre	55,900	55,900	34,821	55,900	
Community Halls	68,700	77,400	115,518	166,500	Loss of income from facility hire as a result of Covid-19
Contingency	14,700	14,700	0	14,700	
Annuity Charges	76,800	76,800	0	76,800	
RCCO	50,000	50,000	0	50,000	
Sinking Fund (The Hook)	20,000	20,000	0	20,000	
Total	690,500	715,100	534,908	891,400	
Keyworth					
Cemetery	8,800	8,800	6,600	8,800	
Annuity Charge	1,300	1,300	0	1,300	






Budget Monitoring for Special Expense Areas - Quarter 3					
	2020/21 Original	2020/21 Revised	Actual to Q3	2020/21 Projected	Reasons for variance
	£	£	£	£	
Total	10,100	10,100	6,600	10,100	
Ruddington					
Cemetery & Annuity Charges	11,300	11,300	8,475	11,300	
Total	11,300	11,300	8,475	11,300	
Government Income Loss reimbursement	0	0	0	(89,800)	
TOTAL SPECIAL EXPENSES	711,900	736,500	549,983	823,000	Budget deficit of £86.5k to be met from loan





Guide to symbols

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
		Performance potentially impacted by COVID-19 pandemic










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

Status	Ref.	What are we doing	Due date	Completed
		Efficient Services		
	ST1923_08	Include digital principals in our communications and ways of undertaking business	2023	
	ST1923_10	Deliver our Medium Term Financial Strategy and Corporate Strategy	2023	
		Environment		
	ST1923_17	Along with other councils across Nottinghamshire, lobby central government to introduce tougher building standards for new houses	2022	
		Quality of Life		
	ST1923_01	Develop the Chapel Lane site in Bingham, including a new Leisure Centre, Community Hall and Office	2022	
	ST1923_02	Support the continued development of existing local growth boards for Cotgrave, Radcliffe on Trent,	2023	
	ST1923_04	Review and implement the Council's Leisure Strategy in relation to Leisure and Community	2021	
	ST1923_05	Facilitate the development of a Crematorium in the Borough by 2022	2022	
	ST1923_06	Working with Rushcliffe Roots and Rushcliffe CCG, deliver a targeted events and health development	2023	
		Sustainable Growth		
	ST1923_11	Support the delivery of 13,150 new homes and securing a 5-year land supply in Rushcliffe Local Plan Part 2 adopted Local Plan Part 1 - Core Strategy reviewed in partnership with Greater	2028	
	ST1923_12	Support the delivery of employment land on all 6 strategic sites in Rushcliffe and sites allocated	2028	
	ST1923_13	Support the delivery of improved transport infrastructure e.g. A46, A52, A453 Corridors	2023	
	ST1923_15	Support the delivery of affordable housing in the Borough, working with developers, providers and private landlords	2023	
	ST1923_18	Review Local Plan Part 1 – Core Strategy in partnership with Greater Nottingham Housing Market Area	2022	

Performance Indicators - Strategic Scorecard















Performance indicators that have no target set this year as they have been or will be affected by the COVID-19 pandemic are shown highlighted in the table below.

Efficient Services							
Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			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	£0.083	£0.192		£0.159m	£0.326m
	LIFCS16	Percentage of residents believing the council provides value for money	Not due this year				
	LIFCS40	Combined number of Social Media followers	20,442	No target		No target	17,926
	LIFCS49	Percentage of residents satisfied with the service the Council provides	Not due this year				
	LITR03a	Percentage increase in self-serve transactions	-1.42%	-5.0%		-5.0%	-2.53%
	LITR04	Percentage of residents satisfied with the variety of ways they can contact the Council	Not due this year				













Environment							
Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LINS17	Percentage of residents satisfied with the refuse and recycling service	Not due this year				
	LINS18	Percentage of household waste sent for reuse, recycling and composting	51.50%	53.01%		50%	50.62%
	LINS23	Residual waste collected per household, in kilos	388kg	345kg		460kg	466.25


















Quality of Life							
Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LICO64	Number of pavilion, community hall and playing field users	40,338	118,896		152,830	152,830
	LICO66	Percentage usage of community facilities	25.45%	50%		50%	47.2%
	LINS32	Average waiting time of applicants rehoused by Choice Based Lettings	34 weeks	50 weeks		50 weeks	29 weeks
	LINS50	Percentage of users satisfied with sports and leisure centres	Awaiting data	90%	-	90%	94.3%
	LINS51	Number of leisure centre users - public	145,635	290,885		465,421	1,396,263





























Sustainable Growth							
Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LICO42	Processing of planning applications: Major applications dealt with in 13 weeks or agreed period	82.80%	70.00%		70.00%	87.50%
	LICO42a	Percentage of non-major applications dealt with in 8 weeks or agreed period	87.30%	80%		80%	84.4%
	LICO46a	Percentage of appeals allowed against total number of Major planning applications determined by the authority	2.8%	10%		10%	5.4%
	LICO60a	Contributions received as a percentage of current developer contributions	34.31%	No target		No target	34.52%
	LICO60b	Value of future developer contributions to infrastructure funding	£47.65m	No target		No target	£46.99m
	LICO71	Supply of ready to develop housing sites	Reported within the following year			No target	Awaiting data
	LICO72	Number of new homes built	Reported within the following year			No target	494
	LICO73	Area of new employment floorspace built (sq mtrs)	Reported within the following year			No target	Awaiting data









Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LICO74	Number of Neighbourhood Plans adopted	0	-		No target	2
	LICO75	Percentage of homes built on allocated sites at key rural settlements	Reported within the following year			No target	Awaiting data
	LICO76	Percentage of new homes built against the target within the Local Plan	Reported within the following year			No target	29.9%
	LINS24	Number of affordable homes delivered	54	60		100	154
	LITR12	Percentage of RBC owned industrial units occupied	99.46%	96%		96%	99.87%
	LITR13	Level of income generated through letting property owned by the Council but not occupied by the Council	£1039k	£1155k		£1.5m	£1387232
	LITR35	Percentage of Growth Deal money drawn down and allocated	83%	83%		100%	83%
	LITR36	Percentage of new homes at the Land North of Bingham completed	17.5%	17.5%		20%	10%

Performance Indicators - Operational Scorecard

Status	Ref.	Description	Q3 2020/21			2020/21	2019/20	
			Value	Target	Long Trend	Target	Value	
	LICO41	Percentage of householder planning applications processed within target times	73.30%	85.00%		85.00%	77.70%	
<p>There has been no decline in application numbers and pre-application enquiries despite the pandemic, with a sudden upturn in the number of major applications and submissions of a strategic nature in the third quarter of the current monitoring period. In particular, there has been an increase in interest in improvements to residential properties. As a result, there has been an impact on the timescales for the determination of householder applications.</p>								
	LICO45	Percentage of applicants satisfied with the Planning service received	Not due this year					
	LICO46b	Percentage of appeals allowed against total number of Non-Major planning applications determined by the authority	1.1%	10%		10%	0.7%	
	LICO60	Percentage of planning enforcement inspections carried out in target time	81.1%	80%		80%	75.86%	
	LICO68a	Income generated from community buildings	£9,886	-		No target	£158,490	
	LICO68b	Income generated from parks, pitches and open spaces	£58,871	-		No target	£158,964	
	LICO77	Number of new trees planted	Reported annually			2,500	4,577	

Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LIFCS10	Percentage of invoices for commercial goods and services which were paid by the authority in payment terms	99.32%	98.00%		98.00%	99.03%
	LIFCS20	Percentage of Council Tax collected in year	85.52%	86.54%		99.20%	99.20%
	LIFCS21	Percentage of Non-domestic Rates collected in year	86.71%	82.55%		99.20%	99.10%
	LIFCS22a	Average number of days to process a new housing benefit claim	12.49	15 days		15 days	12.14
	LIFCS22b	Average number of days to process a change in circumstances to a housing benefit claim	4.16	6		6	2.96
	LIFCS22c	Average number of days to process a new council tax reduction claim	17.08	20 days		20 days	17.55
	LIFCS22d	Average number of days to process a change in circumstances to council tax benefit claim	2.80	6		6	3.58
	LIFCS23	Percentage of Revenues Services customers surveyed that were satisfied with the level of service provided	Survey to be undertaken				-
	LIFCS24	Percentage of housing and council tax benefit claims processed right first time	95.00%	95.00%		95.00%	97.00%
	LIFCS50	Number of complaints received by the council at initial stage	32	No target set		No target set	45
	LIFCS52	Percentage of complaints responded to within target times	96.9%	95.0%		95.0%	93.3%
	LIFCS56	Percentage of visitors satisfied by their website visit	Reported annually			85.0%	70.7%

Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LINS01	Percentage of streets passing clean streets inspections	96.6%	97.5%		97.5%	98.0%
	LINS02	Percentage of residents satisfied with the cleanliness of streets within the Borough	Not due this year				
	LINS05	Percentage of residents satisfied with the cleanliness and appearance of parks and open spaces	Not due this year				
	LINS06	Cumulative number of fly tipping cases (against cumulative monthly comparison for last year)	1,044	809		1069	1070
	LINS14	Average NOx level for Air Quality Management Areas in the Borough	28µg/m ³	40µg/m ³		40µg/m ³	39µg/m ³
	LINS15	Percentage of food establishments achieving a hygiene rating of 4 or 5	89.0%	90%		90%	91.0%
	LINS19a	Number of household waste (residual, dry and garden) missed twice or more in a 3 month period	1	3		3	4
	LINS21a	Percentage of eligible households taking up the green waste collection service	72%	72%		72%	74.3%
	LINS25	Number of households living in temporary accommodation	6	10		10	8
	LINS26a	Number of homeless applications made	6	15		20	6
	LINS29a	Number of successful homelessness preventions undertaken	105	90		120	225
	LINS31a	Percentage of applicants within Bands 1 and 2 rehoused within 26 weeks	76%	60%		60%	76%
	LINS37	Domestic burglaries per 1,000 households	6.49	11.0		14.73	14.73
	LINS38	Robberies per 1,000 population	0.27	0.28		0.38	0.38
	LINS39	Vehicle crimes per 1,000 population	3.01	5.22		6.96	6.96

Status	Ref.	Description	Q3 2020/21			2020/21	2019/20
			Value	Target	Long Trend	Target	Value
	LITR01	Percentage of users satisfied with the service received from the Rushcliffe Customer Service Centre	100.0%	95.0%		95.0%	100.0%
	LITR02a	Percentage of calls answered in 40 seconds (cumulative)	64%	60%		65%	50%
	LITR09	Percentage of customer face to face enquiries to RCCC responded to within 10 minutes	100%	85%		85%	93%
	LITR11b	Percentage of telephone enquiries to RCCC resolved at first point of contact	93%	87%		87%	90.42%

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RBC Covid-19 Performance Dashboard

Introduction

Under normal circumstances, performance is managed by team leaders and Lead Specialists on a daily, weekly and monthly basis. This is brought together on a bi-monthly basis and challenged by Service Managers before being presented to the Executive Management Team. Each quarter, a total performance report is pulled together and presented to the Corporate Overview Group for scrutiny and challenge. Councillors consider both tasks and performance indicators which cover the delivery of the corporate strategy and the services delivered by the Council to its residents.

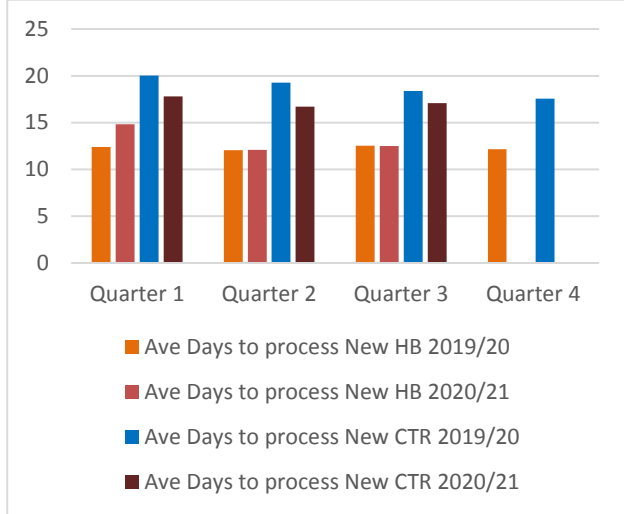
To more closely monitor the impact of the Covid-19 pandemic on the council's services and finances, this dashboard has been developed. The aim is to reproduce this information monthly in line with frontline management of performance. It is hoped that this will give early warning of significant changes which would indicate a worsening of impact Covid-19 is having on the Council.

The information on this dashboard is organised under three headings: **Delivery** – the council providing services to the borough; **Community** – the use or consumption of services by the Rushcliffe community (residents and businesses); and **Finance** – mainly income generated by the Council. These indicators have been selected from the corporate and operational scorecards presented to the Corporate Overview Group quarterly and are those believed to be impacted by Covid-19 (see COG report July 2020). Additional information, where it is felt to provide a fuller picture but not necessarily included in the scorecards, has been included below. We may at times change the content of the below to include different information where it helps to illustrate the council's position at that time more fully. Commentary is given to provide context and further information can be provided on request [democraticservices@rushcliffe.gov.uk].

Delivery

Eight performance indicators demonstrating the impact of Covid-19 on the delivery of council services. Performance meeting or exceeding previous levels of performance (or targets where these have been set) indicates no or limited impact of Covid-19 on performance (or that the impact is being managed or compensated for). Performance that is lower than in previous years (or not meeting targets where these have been set) indicates a negative Covid-19 impact and restorative action should be considered.

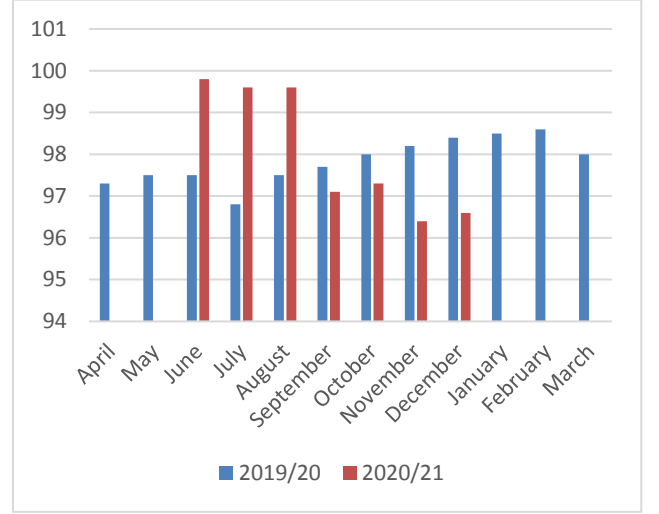
LIFCS 22 Average number of days to process a new housing benefit / council tax reduction claim



There are currently 2,667 live Housing Benefits claims in Rushcliffe (a drop of 250 since April 2020) and 2,422 Council Tax Reduction scheme claimants (a rise of 576 since April 2020).

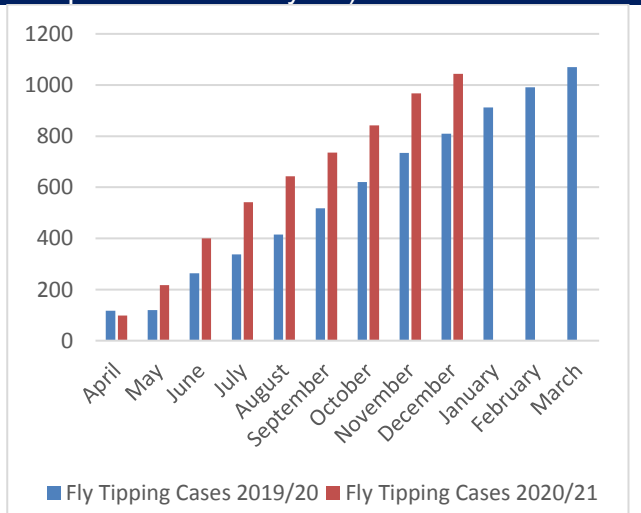
Despite the increase in numbers, processing times for new claims for both Housing Benefit and the Council Tax Reduction Scheme are well within targets despite additional pressures on the team as a result of Covid-19. In both cases, processing times are below those from 2019.

LINS01 Percentage of streets passing clean streets inspection



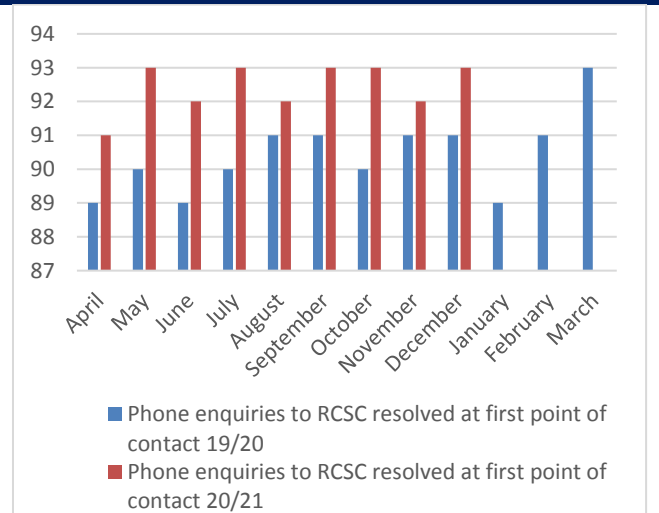
After a positive start to the year performance has dropped. This indicator highlights combined performance across 4 cleansing activities, litter, detritus, dog fouling and graffiti. In general graffiti and dog fouling are not seen as a major issue across RBC. Litter performance is generally good although we are experiencing some issues in the main town centres. The main concern is over mechanical sweeping which is in some areas poor and we are addressing this with Streetwise.

LINS06 Cumulative number of fly tipping cases (against cumulative monthly comparison for last year)



Fly tipping remains a national and not just local issue. More people spending more time at home and the effects on some tips (HWRC's) initially being closed or difficult to access could be one reason why fly tipping

LITR11b Percentage of telephone enquiries to RCSC resolved at first point of contact

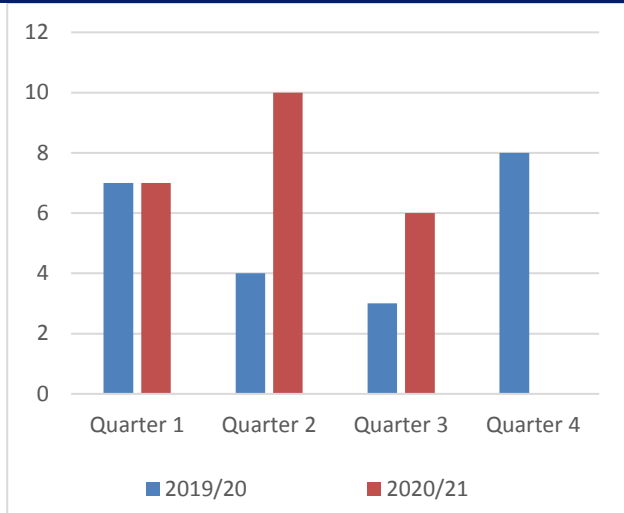


The CSC has received over 1,500 more calls this year compared to 2019/20. Whilst contact points remain closed advisors have been able to concentrate wholly on assisting callers with their enquiries and have

cases remain on the increase. Work is ongoing on 2 current campaigns to highlight the issues being faced and ensure residents are aware to only use registered waste carriers. We are also working with WISE to provide additional resources to investigate, gather evidence and issue fixed penalty notices where appropriate.

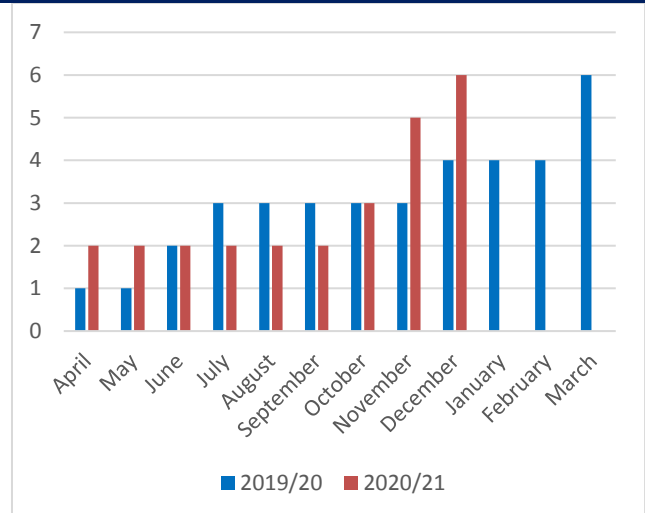
answered more at the first point of contact maintaining 100% satisfaction in monthly surveys.

LINS25 Number of households living in temporary accommodation (end of quarter)



With many businesses forced to close during the initial lockdown in March 2020 and with ongoing financial pressures, some residents no longer have work and cannot afford to keep their homes. Additionally, the pressure of lockdown has inevitably led to higher incidents of domestic violence and pressure at home causing some to require temporary accommodation. However, the situation is not as bad as it could be. At the present time, ten families or individuals are living in temporary accommodation. As can be seen on the graph above, this is higher than at the same point last year. Unfortunately, an additional problem impacting this situation at the present time. Properties into which those in temporary accommodation can move into are simple not available as the housing market remains static. It is hoped that as free movement returns the situation will return to normal. In the meantime, officers are monitoring the situation closely.

LINS26a Number of homeless applications made



From a performance point of view this PI remains below target and on par with this time last year's total of 3 so far. There is no evidence to say if this figure may have been higher taking into account government measures during the pandemic such as mortgage holidays and landlords' power to evict being tightened. The recent supply of new build properties is helping us with families. We have been putting in various bids for rough sleeper funding which hopefully will come online in the next few months. Our prevention work is very good and there are 3 stages before you get to homeless applications, Early Intervention, Prevention and Relief. The key indicator is preventions and then reliefs, the latter is where we put in temp accommodation. Very few get through to the homeless application stage.

Business Grants delivered

To the end of December 2020, £22.9m of grants were distributed to businesses in the Borough as a result of various lockdowns and tiering arrangements. More recently, Rushcliffe has gained national coverage in the press for being one of the few authorities to have delivered 100% of the available grant locally.

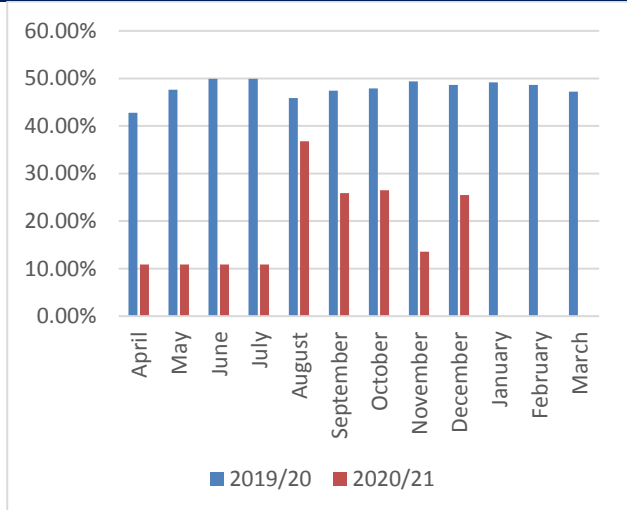
Test and Trace Grants

To date, 116 payments of £500 have been made to those on low incomes needing to self-isolate (total applications to date, of 308 with 7 applications pending). This scheme was due to end on 31 January 2021 and has been extended until 30 June 2021 with additional funding to be provided shortly. New eligibility criteria is in March 2021 to allow applications from parent / guardians of children aged 15 and under who are told to self-isolate and we await more detailed guidance.

Community

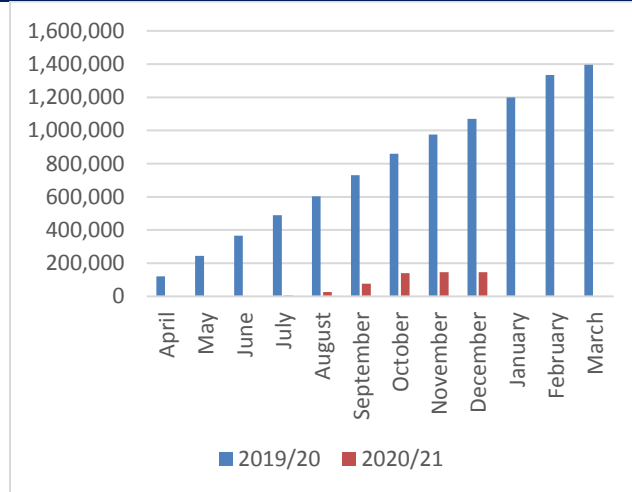
These indicators demonstrate the take-up of council services. Covid-19 has greatly impacted in some of these areas and many of those have a subsequent impact on the council's financial position. Here we are looking for performance returning to normal levels, indicating that Covid-19 is no longer an issue to this area of performance, or for further dips in performance which would indicate that additional mitigating actions were required.

LICO66 Percentage usage of community facilities



The pandemic has had a significant impact on the use of community facilities and community buildings. Facilities and buildings were closed completely during the first lockdown in March. Facilities and buildings were reopened at the end of the first lockdown, although use has been limited due to Coronavirus restrictions. Community facilities generally remained closed during the Tier 4 restrictions and the second lockdown, opening only for essential educational activities. With ongoing restrictions on activities, it is likely that

LINS51 Number of leisure centre users



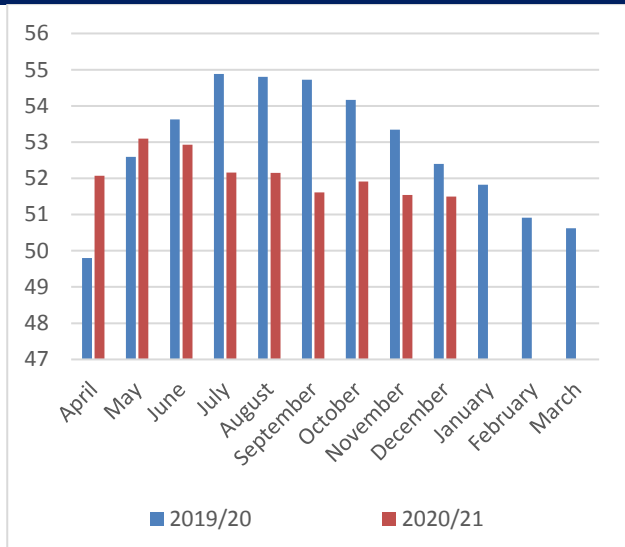
Usually, monthly usage figures would be monitored against agreed targets. However, usage has been significantly affected by the initial lockdown, and the second closure and lockdown. Prior to lockdown 2, usage was on the increase albeit certain age ranges of memberships remained frozen.

Information from Knight Kavanagh and Page suggests we were performing better in usage figures than in many other areas. Usage of leisure is clearly affected by the current Covid pandemic, residents' concerns on

income will remain significantly below the budget projection for the year.

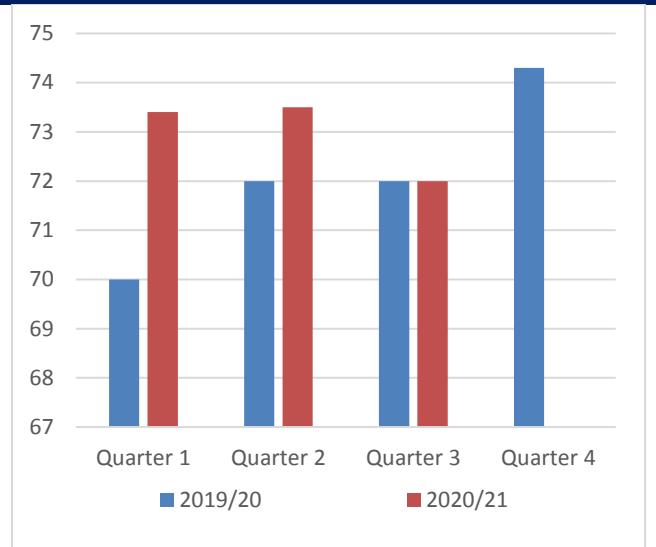
returning when open and also 2 (now 3) lockdown/closure periods.

LINS18 Percentage of household waste reused, recycled or composted



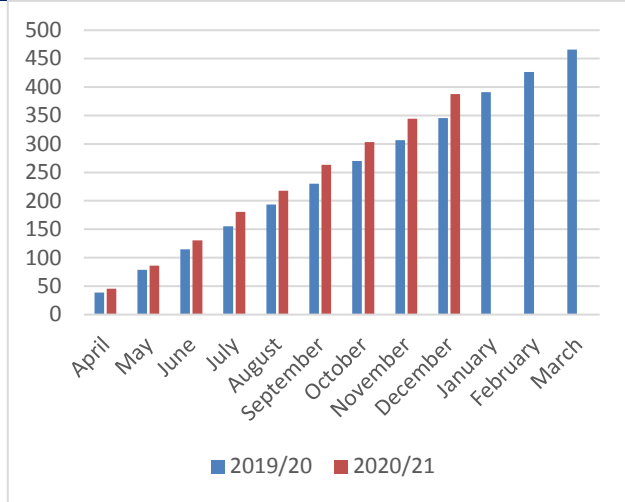
Current performance is below this time last year. This figure is calculated by comparing tonnage of grey bin waste against tonnage of blue and garden bin waste plus other recyclables such as glass. Whilst residents are at home tonnages are up but this indicator is based on weight and the grey residual bin weighs more than what is collected in the blue bin (recycling) waste. Therefore, whilst waste collected in general is increasing the tonnage of grey bin waste outweighs others meaning percentage figure ultimately drops. We have so far this year picked up an additional 2000 tonnes in the grey bins and 700 tonnes in the blue bins whilst garden waste tonnage has remained consistent year on year. This is as a direct result of Covid-19, lockdown and remote working amongst then population

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



This is currently above target and last years take up despite initial concerns that this year's price increase could affect take up overall. Again, likely to be affected by residents staying at home due to Covid-19, more gardening time and an initial good dry hot summer. Ironically a wetter summer would have seen garden waste tonnages increase which would reflect better in the above 2 indicators

LINS23 Kg of residual waste collected per household

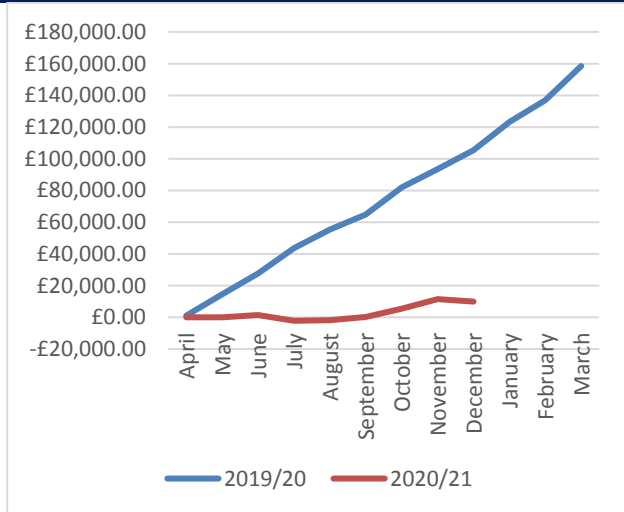


As detailed left, tonnage in the grey (residual waste bins) has increased as a direct impact of more residents staying at home and creating more general waste leading to a higher figure than this time last year

Finance

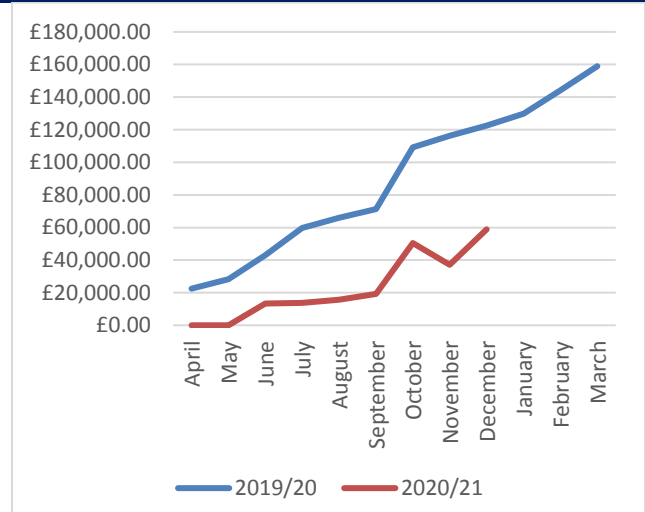
This section of the dashboard contains financial indicators mainly showing income generated by the council to support its main revenue stream, council tax and business rates income. Some information shown here is not normally available to councillors in performance monitoring reports but has been included here to provide a more rounded picture of the impact of Covid-19 on financial performance.

LICO68a Income from community buildings



The pandemic has had a significant impact on the use of community facilities and community buildings. Facilities and buildings were closed completely during the first lockdown in March and again during the Tier 4 restrictions and the second lockdown, opening only for essential educational activities. Whilst facilities and buildings were reopened at the end of the first lockdown, use was limited due to Coronavirus restrictions. This has had a significant impact on income, with income

LICO68b Income from parks/pitches



The pandemic has had a significant impact on the use of parks, pitches and open spaces – including Rushcliffe Country Park and bookable football pitches as Alford Road and Gresham. Facilities were closed completely during the first lockdown in March, reopening at the end of the first lockdown, only to close again during the second lockdown. When they were able to open use has been limited due to Coronavirus restrictions. This has had a significant impact on income. With ongoing

community buildings going into a negative position for two months as a result of a need to refund fees for bookings. With ongoing restrictions on activities, it is likely that the income will remain significantly below the budget projection for the year.

restrictions on activities, it is likely that the income will remain significantly below the budget projection for the year.

Planning income (not a PI)

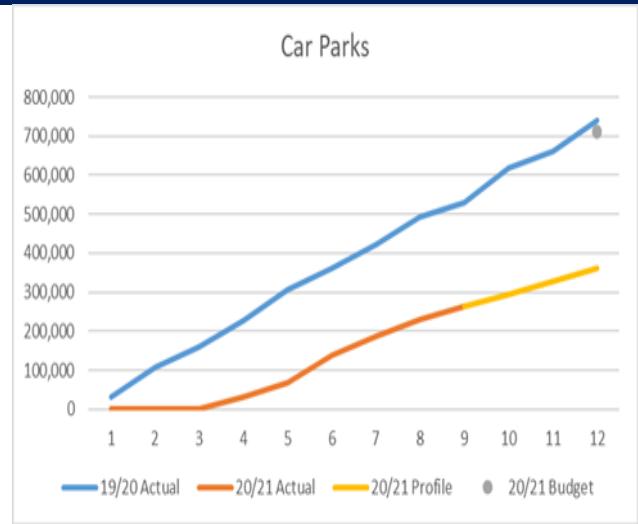


Income at P9 2019/20 - £1,012,370
 Income at P9 2020/21 - £629,994 (£-382,376)

2020/21 Budget - £1,050,000
 2020/21 Projection - £850,000 (£-200,000)

The graph for planning fees does not include £250k that was carried over from last year. Whilst application numbers are slightly above the numbers received in the same period last year, there were fewer applications for major housing developments earlier in the year as many of the planning staff at the major housebuilders were furloughed. During the third quarter there has been an increase in the number of major applications with a total of eighteen applications received in the period from 1 October 2020 to 31 December 2020, including 11 submissions for or related to major housing developments. Taking into account the carry-over of fees from last year, the fee income at the end of period 9 is above the YTD budget projection.

Car parking income (not a PI)

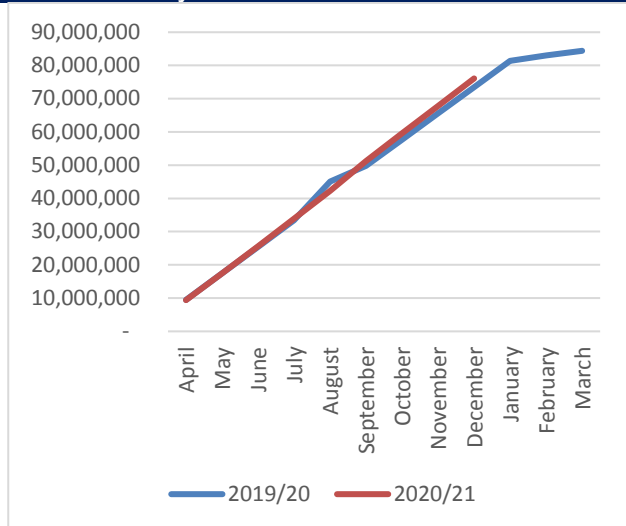


Income at P9 2019/20 - £530,085
 Income at P9 2020/21 - £262,805 (£-267,280)

2020/21 Budget - £710,000
 2020/21 Projection - £400,000 (£-310,000)

Income from Borough owned car parks is considerably short of the anticipated budget prediction. This is in part due to the suspension of parking fees during the first lockdown but also as a result of less consumer traffic since the initial lockdown as residents' shopping habits have changed.

LIFCS20 Percentage of Council Tax collected in year



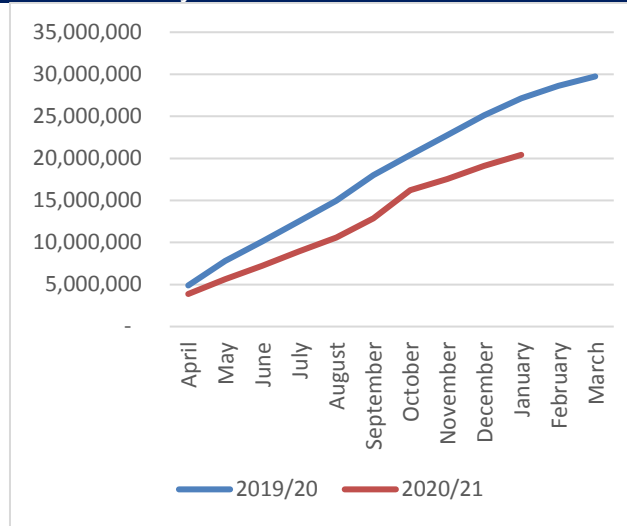
The Council collects Council Tax on 51,499 domestic properties in the Borough. For 2020/21 this is a total collectable fund of around £89m.

Performance in this area appears to have been relatively unaffected by Covid-19 to date with collection rates 0.9% lower than this point last year (85.52% compared to 86.41% January 2021 compared to January 2020).

In addition, there is no discernible difference in the payment of Council Tax Direct Debits between the two years (if anything a slightly higher percentage of payees are doing so by DD this year).

Recovery of unpaid Council Tax was suspended during the early part of lockdown. Enforcement Agents restarted operations in August and courts have begun taking cases again. We have had three courts so far this year and obtained 732 liability orders which are under active recovery. It is hoped that the some of the shortfall in CT payments can be recouped before year end.

LIFCS21 Percentage of Business Rates collected in year

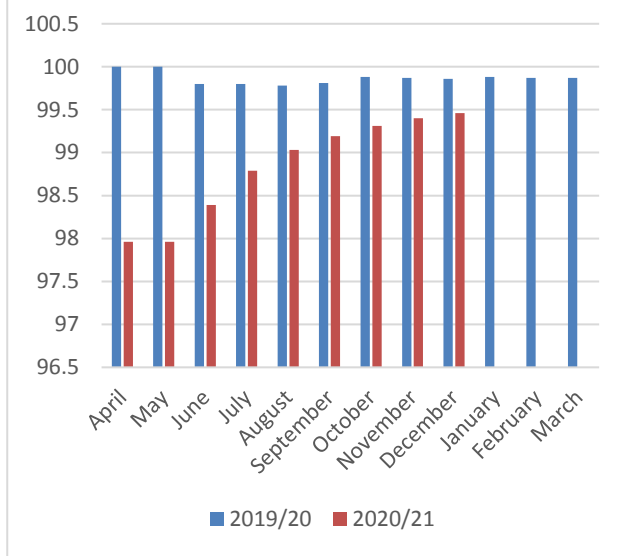


The Council collects National Non Domestic Rates (NNDR) from 2926 properties within the Borough. For 2020/21 this is a total collectable fund of around £22.2m.

At the end of January 2021, 92.34% had been collected; this equates to an income of around £20.4m. At the same point in 2019, 90.64% of the total payable had been collected. 2020 collection rates have improved since last year mainly due to a large ratepayer paying their whole year charge in advance. However, it is not yet clear whether that will continue as the Borough is still in national Covid-19 lockdown arrangements and some businesses have been required to close again and footfall in those still open is much reduced – this is expected to have a further negative impact on businesses ability to pay NNDR due.

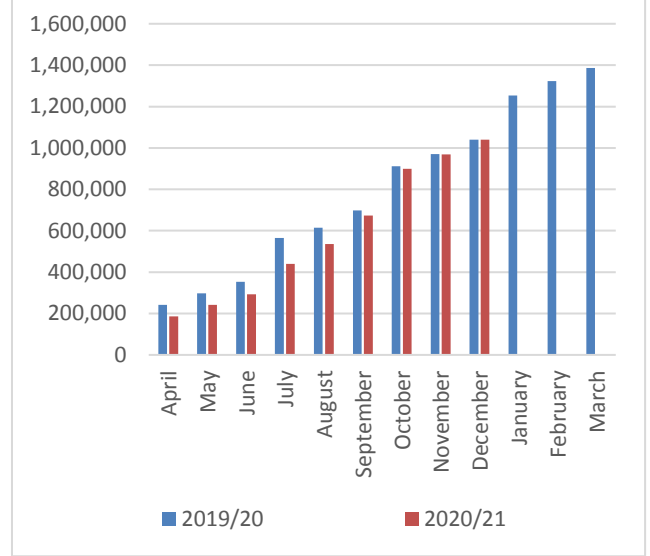
In addition, the collectable debit in 2020/21 has been lowered by £10.9m due to retail and childcare relief grants.

LITR12 Percentage of council owned industrial units occupied (based on 34 units)



Percentage occupation of industrial units remains high despite the current challenges. Rent holidays have been provided to support and retain tenants. The property team continue to receive enquiries for industrial units.

LITR13 Level of income generated through letting property owned by but not occupied by the Council (Industrial Sites, Land Holdings, Investment Properties, Office Accommodation)



Level of income is slightly below budget due to rent holidays being given to 23 tenants and a unit was unoccupied for the first few months of the financial year. The majority with rent holidays are paying this back however and it is anticipated most of this will be collected by the end of the year. However, the current national lockdown and future restrictions could have a further impact on this.

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