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Date: 29th February 2024

Dear Sir/Madam,

Cabinet – 6th March 2024

I refer to following items as listed below and attach the reports marked to follow on the agenda.

- Agenda item 8: Building A Better Borough Delivery Plan 24/25 (**Page 2**)
- Agenda item 9: General Fund Budget Monitoring Q3 (**Page 44**)
- Agenda item 10: Housing Revenue Account Budget Monitoring Q3 (**Page 53**)
- Agenda item 12: Local Council Tax Support Scheme (**Page 63**)

Yours faithfully,

BRENT DAVIS

Chief Executive

To: Members of the Cabinet

Councillor K. Wilson (Leader of the Council and Business and Regeneration)
Councillor C. Golby (Deputy Leader and Housing and Communities)
Councillor S. Croft (Finance and Corporate)
Councillor S. Markham (Public Services)
Councillor R. Smith (Planning and Regulation)
Councillor J. Gutteridge (Health and Environment)

Observer

Councillor C. Watkins (Leader of the Main Opposition Party)

Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

Date: 6 th March 2024
Subject: Building a Better Borough (BaBB) 2022 / 2025 – Review of Assessment Document for 2024/25
Portfolio: Finance and Corporate (Councillor Sam Croft)
From: Director for Economy and Transformation

Summary: The BaBB 2022-25 details the Council’s corporate plan objectives. It is monitored on a quarterly basis using an annual assessment document to determine the progress of designated actions for each year. This report relates to proposed updates to the assessment document for 2024-25 to assess the progress of corporate objectives originally approved in the BaBB 2022-25.
Recommendations: <ul style="list-style-type: none">• That Cabinet approve the refreshed BaBB Assessment Document for 2024-25
Options: <ul style="list-style-type: none">• Approve the proposed recommendations.• Approve the proposed recommendations subject to identified amendments.

<ul style="list-style-type: none"> Reject the proposed recommendations.
<p>Reasons: To establish the assessment document in relation to monitoring the Council's corporate objectives for the final year of the Building and Better Borough 2022-25 Document.</p>
<p>Consultation undertaken with Members/Officers/Stakeholders: Cabinet.</p>
<p>Subject to call-in: Yes</p>
<p>Ward relevance: All</p>
<p>Forward plan: Yes</p>

<p>Building a Better Borough: All</p>
<p>Relevant statutes or policy: BaBB 2022-25</p>
<p>Equalities Implications: No direct implications.</p>
<p>Human resources implications: No direct implications.</p>

Financial implications: No direct implications.

Health Inequalities Implications: No direct implications.

Section 17 Crime & Disorder Implications: No direct implications.

Risk management implications: No direct implications.

Environmental implications: No direct implications.

Legal implications: No direct implications.

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AGENDA ITEM NO.8

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet, 6th March 2024

From: Strategic Director for Economy and Transformation

Subject: Building a Better Borough (BaBB) 2022-2025 – Review of Assessment Document for 2024/25

Portfolio: Finance and Corporate (Councillor Sam Croft)

1. Purpose of Report

1.1 The purpose of this report is to establish a more effective means of assessing the progress of corporate objectives identified in the BaBB 2022-25.

2. Recommendations

2.1 That Cabinet approve the refreshed BaBB Assessment Document for 2024-25

3. Background

3.1 The BaBB 2022-25 was approved by Cabinet, 9/3/22 and Full Council, 20/4/22. It is monitored on a quarterly basis using an annual assessment document to determine the progress of designated actions for each year.

4. Review Summary

4.1 The assessment document has been reviewed and updated to provide the 2024/25 actions, which will be the final year of the 2022-25 plan.

5. Appendices

Appendix A – Proposed BaBB Assessment Document 2024/25 (to follow)

Appendix B – BaBB Assessment Document 2023/24 – Actions Updated

6. Background Papers

None.

Building a Better Borough Delivery Plan 2023-2025

Assessment 2023/24

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 1 - LIVE

We want to make our Borough a place where residents enjoy living and where others chose to make their home.

Working alongside our partners, we want to transform the Borough into a place that recognises the challenges and opportunities for our residents, by reducing the number and types of barriers they face, and which maximises all opportunities to improve their lives.

Priority 1: Promote residents' health & wellbeing

Supporting an improvement to the health and wellbeing of residents is a fundamental priority. The Council will work to ensure facilities and services take advantage of opportunities to realise that improvement. Reducing the levels of poorer health experienced by our residents, including both mental and physical health.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Have implemented action plan and achieved Bronze Level Thrive at Work accreditation	Have established an Action plan and achieved Foundation level accreditation for Thrive at Work; engaged with relevant partners and stakeholders to support our actions in relation to the wellbeing of our workforce	Economy and Transformation (RB)	G	G	G		Thrive at work survey circulated; HNA to be drafted once results in 02/01/2024 – Foundation Level achieved and good progress towards Bronze Level
2.	Adopted NBBC's Local Levelling Up Plan for health, with 5	Support Warwickshire County Council (WCC) to develop NBBC's	Public Services (KMB)	G	G	G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
	focused actions that NBBC deliver and report against. Focused areas linked to an adopted Health In All Policies (HIAP) policy for NBBC.	Local levelling Up Plan around Health and identify 5 key focus areas to work with Public Health for delivery against in the Borough.						
3.	Delivered Royal Institute of British Architects (RIBA) Stage 6 for the new Bedworth Physical Activity Hub	Obtain additional funding to enable work to begin on the delivery of Bedworth Physical Activity Hub	Public Services (KMB)	A	G	G		Approval for project to resume approved by Cabinet. Revised Descoped project moving forward.
4.	Have an updated Leisure Management Contract specification, procurement of leisure operator completed, and mobilisation of new contractor agreed.	Have all Procurement documentation completed and ready for approval dependent on outcome of BPAH delivery.	Public Services (KH/KMB)	G	G	G		
5.	Annual refresh of the Playing Pitch strategy plan completed and signed off by Sport England. Amended to suit any Ward boundary	Adopted Playing Pitch Strategy for NBBC.	Public Services (KMB)	G	G	G		Approved and adopted by cabinet in July 2023.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
	changes.							
6.	Working with Public Health reviewed our planning policies relating to health, specifically our Health Supplementary Planning Document	Submitted a revised Borough Plan that includes planning policies related to health	Public Services (MBa)	G	G	G		Reg 19 consultation on Borough Plan Review undertaken September /October 2023 as planned. Submission of document to PINS expected by Jan 2024
7.	Have improved the take-up of Disabled Facility Grants (DFG) in the Borough to better enable people to live independently in their own homes for longer	Implemented a new Financial Assistance Policy to widen participation in the grant delivery system.	Housing and Community Safety (PC)	G	G	G		
8.	Have eradicated Rough Sleeping in the Borough	Deliver our RSI Housing First model- in addition to the RSI Hostel.	Housing and Community Safety (JG)	G	G	G		Funding secured for both- RSI Hostel already in place- Housing First commences 1 st July 2023. Housing First tenancies now in place.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
9.	Maintained the Decent Homes Standard within the Public Sector Housing stock	<p>Have undertaken capital improvement programmes, particularly regarding Heating, Bathroom and Kitchen Upgrades</p> <p>Have undertaken an up to date Stock Condition Survey to inform future investment requirements</p>	Housing and Community Safety (LJ)	G	G	G		<p>Programmes underway and on track to be delivered.</p> <p>100% of stock surveyed by an external consultant. Results to be received by end of March 2024.</p>

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

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Priority 2: Enable appropriate housing development

Our residents deserve an excellent quality of life, fundamental to which is the homes that are available. We will seek to provide the right homes, with the right services, in the right places, to meet the needs of our residents. This means homes that are affordable to both buy and rent, and which are of good quality.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Ensure collection of section106 from all housing development sites	Ensure collection of section106 in an effective way from all housing development sites	Public Services (MBa)	G	G	G		Backlog on Sec 106 now dealt with as priority with officer back working full time and audit recommendations implemented. Additional assistance recruited and being trained up to alleviate single point of failure in the future.
2.	Be enabling the delivery of affordable housing via a range of options e.g.: (a) S106 opportunities (b) NBBC New Build/other partnerships	(a) Continue ongoing dialogue with developers to ensure compliance with NBBC Planning policy relating to affordable housing (b) Deliver further new NBBC stock utilising Homes England Funding and One for One	Housing and Community Safety (JG) Housing and Community Safety (LJ)	G G	G G	G G		Two sites under development. Byford Court to be delivered by April 2024 and Vale View to be delivered by August 2024. Armson Road is in planning.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
		Receipts						Cheveral Road to start on site April 2024.
3.	Have submitted the Borough Plan Review to the Council for Adoption	Have submitted the Borough Plan Review to the secretary of State for Examination	Public Services (MBa)	G	G	G		Reg 19 consultation on Borough Plan Review being undertaken September/October 2023 as Planned. Submission expected by end Jan 2024
4.	Have worked with Partners to enable delivery of specialised housing for certain residents requiring specific housing: Learning Disability and Autism, Elderly, Physical and Mental health disabilities	Support Partner - WCC Social Care, Health, specialist providers and service users - to establish a pipeline of specialised housing to meet specific housing needs	Housing and Community Safety (JG)	G	G	G		Reliance on WCC/RP and developer partners, and funding. WCC leading on delivery of a Strategy to inform stakeholders on the types of accommodation required- supported or otherwise across the County- can be used by developers/RPs/Planning etc
5.	Have a resilient private rented sector provision in the Borough	Increase the number of Private Sector Landlords engaging with our Landlords Solutions Service	Housing and Community Safety (JG)	A	G	G		The private rented sector is under immense demand/pressure- Outcome of the Renters Reform Bill (expected in 2024) may impact further. Good News that LHA levels to increase w.e.f. April 2024, this may assist in access to this sector for those on low incomes/benefits
		Be hosting		G	G	G		Record numbers of L/Ls attending

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
		quarterly Landlords Forums						the forums- having to be split into 2 sessions per event
6.	Deliver new / remodelled Public Sector Housing units of accommodation that reflect the needs of Borough residents	<p>Have submitted planning applications for at least one additional new build site</p> <p>Have undertaken further analysis of remodelling options for 'Difficult to Let' stock</p>	Housing and Community Safety (LJ)	G	G	G		Identified x 4 ILUs to move forward. Procurement process commenced to appoint architect.
7.	Improve the safety of private housing (owner occupied and private rented) in the borough by reducing statutory housing hazards	<p>To develop a policy response for resolving Damp and Mould hazards in response to the outcome of an ongoing national review</p> <p>Continue with reducing hazards through enforcement in the private rented sector and grant assistance</p>	Housing and Community Safety (PC)	G	A	A		National developments / legislation regarding private rented sector are due later in this year.
				G	G	G		

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Priority 3: Sponsor a sustainable green approach

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Continue to work with partners to reduce NBBC's environmental impact, taking advantage of funding opportunities that arise	Have delivered carbon reduction measures via the targeted Fund, to public sector homes	Housing and Community Safety (LJ)	A	A	A		Wave 1 – final snagging In-progress (IP)and F/O being agreed. Wave 2.1 assessments (IP) Collaboration Agreement with Legal once signed Funding will be sent. Procurement of main contractor completed.
2.	Work with Warwickshire partners to establish a trajectory and plan for decarbonisation of the Borough, in line with the national 2050 commitment	For the Council's Cabinet to adopt a sustainability strategy for NBBC. Produce a plan for sustainability for NBBC, across the dimensions of Economic Social and Environmental sustainability	Public Services (MBa)	A	G	G		Draft Strategy being produced with the help of resource from Planning Policy Team. Looking to take the draft to members early in 2024.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
3.	Have procured the most efficient vehicle fleet to meet service needs for the Housing Revenue Account (HRA) and General Fund (GF).	Vehicle fleet purchased will be in line with current fleet availability.	Public Services (GM)	G	G	G		HRA vehicles procured via framework for 2023. GF replacement schedule to reviewed and implemented in accordance with availability and service requirements
4.	Have introduced a co-mingled material recycling collection service, in line with the Material Recycling Facility (MRF) code of conduct and subject to Resource and Waste Strategy direction for consistency of collections.	Have reviewed and reported on the operational and cost benefits and drawbacks of a co-mingled recycling service	Public Services (GM)	G	G	G		Completed Co-Mingled service commenced October 2023
5.	Delivered a new crossing point in Bedworth, as part of the Levelling Up Fund (LUF) into the Miners' Welfare Park	Approved scope of work with WCC and set dates for delivery in 2024.	Public Services (KMB)	G	G	G		Working with WCC to deliver project.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
6.	Commenced implementation of the action plan developed as part of the Local Nature Recovery Strategy (LNRS), where applicable on NBBC land	Ensure Green Space Strategy (GSS) refers to WCC Local Nature Recovery Strategy (LNRS) as indicated by DEFRA	Public Services (DT/MC)	A	G	G		<p>Work on the strategy has been paused, whilst new strategic direction is assimilated into existing/emerging document.</p> <p>Work recommenced on existing basis from Oct '23</p> <p>Draft GSS produced for Dec '23</p>
7.	<p>Improve the energy efficiency of private sector housing through a mixture of direct delivery, facilitated schemes and promotional activities</p>	<p>Secure funding for the delivery of improvements in thermal efficiency of private sector housing stock and aim to deliver improvements to 30 properties.</p> <p>Create a domestic energy efficiency strategy to improve the efficiency of private sector properties which will establish a baseline for the Borough.</p> <p>Improve the energy efficiency of private rented housing by promoting and enforcing the Minimum Energy Efficiency Standards (MEES).</p>	Housing and Community Safety (PC)	G	G	G		<p>LAD/HUG funding received and additional allocations.</p> <p>Resourcing this work proving difficult due to competing demands within this small Team. Energy team expansion due by March 2024- via external funding, this will assist in progressing on with this aim.</p> <p>Recruitment and retention issues within private sector housing.</p>
				G	A	A		
				G	G	A		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
8.	Improve Amenity Lighting and enclosed space lighting in Authority controlled spaces	Explore funding opportunities to support carbon neutral initiatives Have a strategy programme for the replacement/upgrade to LED lighting	Economy and Transformation (GH)	G	G	G		

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

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Priority 4: Prioritise Community Safety & Empowerment

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Modernise our customer experience to reflect our customer demand and modern expectations	Achieve the cabinet offices' Customer Service Excellence accreditation for Customer Service Team	Economy and Transformation (GO)	G	G	G	G	Achieved November 2023
		Establish a renewed modernisation strategy for our customer facing services	Economy and Transformation (TS)	G	G	G	G	Strategy approved by Cabinet in Autumn 2023.
2.	Have an established enforcement team working with other local authorities and partners to undertake a cross collaborative approach to environmental crime across Warwickshire	Have a functioning NBBC enforcement team and partner, working towards common goals to reduce the amount of environmental crime committed.	Public Services (GM)	G	G	G		On going meetings with Warwickshire Waste Partners to establish feasibility.
3.	Established a medium to long-term	Present options to Cabinet following the	Public Services	G	G	G		Lease marketing exercise taken place.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
	plan for the Civic Hall - Bedworth	initial EOI's submission.	(KMB)					Land & Property finalising Lease terms with CIC.
4.	Continue to work with community centre groups to deliver sustainable community focused benefits.	Self-sustaining community partner in place	Economy and Transformation (TS)	A	A	A		Stockingford Community Centre has transferred. Keresley Community Centre is in the final stages of lease negotiation.
5.	Fundamentally review our approach to Community Safety to ensure outcomes from partnerships and funding are maximised to improve crime levels and the fear of crime'	Introduce surveys to identify trends to continually improve service delivery	Housing and Community Safety (NB / AM)	G	G	G		Surveys are already sent to customers who have reported ASB in HRA properties and are analysed accordingly. This needs to be replicated across communities.
6.	Adopt a Tenant Engagement	Have consulted with partners and	Housing and Community	G	G	G		Tenant Engagement Strategy is being written and will be consulted

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
	Strategy	<p>stakeholders to inform the contents of the strategy</p> <p>Explore different methods of encouraging resident involvement</p> <p>Work with tenants to influence and shape the services that we deliver in Regeneration & Housing</p>	Safety (NB)	G	G	G		<p>on by March 2024</p> <p>Tenant focus groups/panels are in the process of being set up. Damp & Mould focus group is now established. Customers are being asked for their opinions.</p> <p>As above</p>

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 2 - WORK

Using our prime location within the national road and rail networks and responding to the needs of private companies, we want to make our Borough a place where businesses choose to locate and where our residents enjoy a range of employment options.

Priority 1: Grow a strong & inclusive economy

The Borough is open for business and we want to create the right environment for businesses to locate and expand within our Borough. Creating a strong, inclusive and diverse economy that encompasses a range of types and sizes of businesses, and which benefits everyone with a wealth of employment opportunities for residents.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Reviewed our land supply and economic planning policies which support business retention and growth	Used up to date evidence relating to economic planning policy such as the Housing and Economic Development Needs Assessment to inform policies in the submitted Borough Plan Review	Public Services (MBa)	G	G	G		Reg 19 consultation on Borough Plan Review undertaken September/October 2023 as planned. Submission likely by end Jan 2024.
2.	Deliver against our Economic Development Strategy for Nuneaton and Bedworth	Adopt an Economic Development Strategy for the Borough Finalise a delivery plan to achieve against stated outcomes Commence delivery of the action plan	Economy and Transformation (AM)	G G	G G	G G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
3.	Deliver Phase 2 of Transforming Nuneaton	Commenced all Towns Fund projects	Economy and Transformation (LS)	G	G	A		Deliverability of a number of projects being reviewed.
4.	Deliver the Bridge to Living Scheme via Future High Streets funding	Achieve vacant Possession of all Acquisition	Economy and Transformation (LS)	G	G	G		Funding and Viability issue being addressed per Corporate Project Report.
		Complete Flood alleviation at Anker Mills	(LJ)	A	R	R		
		Commence the construction Phase of BTL	(LJ)	A	R	R		
5.	Work with Warwickshire County Council to deliver the Nuneaton Transport Strategy	Support WCC to commence work on the Corporation Street and Queens Street junction	Economy and Transformation (LS)	G	G	G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
6.	Support the delivery of the Transforming Nuneaton and Bedworth projects to improve the appeal of both our town centres. Increase the leisure and events offer to attract more visitors. Focusing on town centre events, markets as a key attractor	Increase the number of town centre events to increase footfall and improve the visitor offer	Economy and Transformation (JW)	G	G	G		Knife Angel event successful supported strong increase in footfall v 2022 June figures. Additional events programme in place throughout July in August in Nuneaton town centre. This includes additional Niche markets in Nuneaton Town Centre, introduction of 'EatsnBeats' event in Bedworth Covered Market and use of new events space in Nuneaton town centre
7.	We will have completed the master planning for Bedworth Town Centre'	Finalise the vision for the transformation of Bedworth	Economy and Transformation (JW)	G	G	G		Markets Options Study complete for future options for Bedworth Market. Awaiting decision on preferred option. Report complete, option agreed by Cabinet January 2024. Moving to Business Case and Procurement
8.	We will finalise priorities and projects and adopt a UKSPF Investment Plan covering 2023/24 to 2024/25, to support communities, local businesses and skills improvement for residents'	Identify and adopt UKSPF priorities for 2023/24 Produce a finalised delivery plan for identified priorities for 2023/24	Economy and Transformation (AM)	G G	G G	G G		

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023-2025

Aim 2 - WORK

Using our prime location within the national road and rail networks and responding to the needs of private companies, we want to make our Borough a place where businesses choose to locate and where our residents enjoy a range of employment options.

Priority 2: Champion education & skills

Improving educational outcomes for our young people and improving skills for all is essential to improve residents' ability to overcome barriers to obtaining employment. We will work with partners across all sectors to support the development of a range of learning methods to deliver improved outcomes.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Will have met the government's target for new start apprenticeships and maximised use of levy funds by sharing with other local businesses	Meet the government's target for new start apprenticeships by working with manager, Human Resources (HR) will assist in reviewing all new/vacant posts and current training requirements	Economy and Transformation (RB)	G	G	G		
2.	Support annual careers events in partnership with partners	Continue to work with partners to support further events Explore options to support partners to deliver specific events linked to specific career pathways	Economy and Transformation (AM)	G G	G G	G G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
3.	Improve links between industry and schools locally to raise aspirations of young people	Continue to support Teentech programme Explore options with other partners to expand opportunities for young people	Economy and Transformation (AM)	G	G	G		
4.	Deliver the Digital Skills and Innovation Hub as part of the Abbey Street Development	Have commenced construction and be progressing in line with the delivery programme	Economy and Transformation (LS)	G	G	G		
5.	Deliver The Saints project, supporting skills improvement, as part of the Town Deal	Have completed the purchase of the building Have commenced refurbishment works to deliver skills and entrepreneurial spaces	Economy and Transformation (LS)	G	G	G		
6.	Have worked with partners to support the delivery of the Nuneaton Education Strategy	Expand the delivery of Student Lounge project	Housing and Community Safety (AM)	G	G	G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
7.	Continue to deliver the Young Business Links scheme, enabling young people to work, developing their skills and benefit local businesses	Increased the number of working partnerships with businesses in the community including George Elliot Hospital, DWP and Probation Service	Housing and Community Safety (AM)	A	A	A		A revised project is being developed to replace Young Business Links.

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 2 - WORK

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Priority 3: Embrace new & emerging technology

The way the world does business is changing. We will embrace new and emerging technology, to move forward and lead the way. Working with partners in the public and private sectors to create and improve the infrastructure, to open up more opportunities for both existing and new businesses, we will also address the issues regarding digital inclusion, to ensure our residents have the right skills to take advantage of these exciting new opportunities.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Maximise availability and take-up of online services using a suite of channels to provide customers with access to all services capable of being delivered digitally	Increase proportion of self-serve transactions by 5% on 22/23 volumes	Economy and Transformation (GO)	G	A	A		40054 – Apr to Sept 2022 41094 – Apr to Sept 2023 (2.6% increase on 22/23). Work to be undertaken on promotion to improve take-up.
		- Increase customer Direct Debit take up by 5%	Finance and Governance (KH)	G	A	A		Work ongoing on promotion to improve take-up.
		- Increase e-billing by 5%	(KH)	G	G	G		
		- Open Portal use by 5%	(KH)	G	G	G		
		Review and replace/refresh website to deliver better customer experience	Economy and Transformation (MBe)	G	G	G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
2.	Maintain relevant compliance and accreditations for Cyber Security standards	<p>Achieve and maintain Cyber Essentials accreditation</p> <p>Maintain annual Public Services Network (PSN) security accreditation</p>	Economy and Transformation (MBe)	A	R	R		Unable to achieve CE due to back-end components of Elections software.
				G	G	G		
3.	Have scrutinised all elements of telematic software development and market innovations and outlined all suitable adoptions to enhance customer experiences and streamline service provision to be more efficient and effective.	<p>Have developed and fully implemented a customer 'in cab' management data system for the use in all waste management services vehicles. To send and receive real time data updates.</p> <p>Fly tip mapping and a dashboard facility to highlight percentage drawdown of works remaining.</p>	Public Services (GM)	G	G	G		Full Install ongoing for 2023.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
4.	Have an established working relationship within the Sherbourne management group, having realised increased income generation and lower cost pressures on NBBC for the processing and on sale of 'feed stock' material into the facility.	Have commenced the use of the new 'state of the art' Material Recycling Facility (MRF) in Coventry, for the processing and management of NBBC recycling material along with other stake holder partners.	Public Services (KH/GM/JL)	G	G	G		Completed NBBC recycling material to Sherbourne MRF commenced in October 2023
5.	Successful operation of a No Purchase Order no Pay Policy	Successful implementation of a No Purchase Order no Pay Policy and on-going monitoring and associated training provided	Finance and Governance (LB)	G	G	A		Hard enforcement of policy 1 st July 2023. August Late Payment Directive – 88.65% of invoices paid in August via Ebuy which suggests a high proportion with PO's. August 2022 was 69.43%. Note: <ul style="list-style-type: none"> - June 2023 – 87.34% - July 2023 – 85.90% - August 2023 – 88.65% - September 2023 – 87.14% - October 2023 – 84.56% - November 2023 – 86.34% - December 2023 – TBC*

*Reports not yet circulated.

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 2 - WORK

Using our prime location within the national road and rail networks and responding to the needs of private companies, we want to make our Borough a place where businesses choose to locate and where our residents enjoy a range of employment options.

Priority 4: Support local businesses

Our local businesses are important to us. We will improve upon and expand our communications and champion their cause. We will work with partners to respond to their requirements and better to identify new support systems that will encourage them to, stay, re-locate and grow in the Borough. As a Council, we will adopt a 'local by default' approach, using our procurement methods to support all local businesses.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Increase the level of Social Value requirements within our major works contracts	Have incorporated specific social value clauses related to spend with businesses within the Borough's administrative area, into all major works contract specifications	Finance and Governance (MW)	A	A	A		Bedworth PAH recommenced, awaiting finalised design and cost. Update from Abbey Street in due course. Abbey Street – Phase 2 in pre-construction phase. Bridge to Living – not yet on site.
2.	Establish engagement mechanisms with businesses and stakeholders in the Borough	Establish regular business networking events and workshops	Economy and Transformation (AM)	G	G	G		
3.	Increase the level of Think Local First spending to support Small and Medium Enterprises (SME) within the Borough	Continue to internally promote the initiative to increase the level of NBBC local SME spend	Finance and Governance (MW)	G	G	A		2022/2023 – Annual Performance Report headline figures: 90.59% of spend with SME's in NBBC area. (previously 88.49%) In West Midlands, 41% of spend within NBBC area and the 59%

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
		<p>Undertake a further campaign with local businesses and residents to increase spend with local businesses within the Borough</p> <p>Incorporate Think Local First onto Contract Procedure Rules (CPR) and Procurement Training</p> <p>Increase the level of SME spend in the local area and wider region by breaking large contracts and procurements into smaller Lots wherever possible, practicable and economically advantageous to NBBC</p>					<p>remaining 59% in Warwickshire & West Midlands. Previously 34% and 66% so an improvement.</p> <p>Q1 KPI report: 91% of spend in NBBC with SME's.</p> <p>Q2 KPI – 82% of spend in NBBC with SME's.</p> <p>Q3 – KPI – TBC* (Data available later Jan 2024)</p> <p>*Reports not yet circulated.</p>	

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
4.	Continue to support the supply chain by paying invoices promptly and consistently.	<p>70% of invoices payable to SME's within 10-day terms</p> <p>98.5% of invoices payable to all suppliers paid within 30-day terms (Target Range) unless disputed</p>	Finance and Governance (LB)	G	G	A		<p>2022/2023 – Payment performance = 95.92% (previous year 97.35%). Migration over to Ebuy should see a more consistent approach.</p> <p><u>30 day payment terms:</u> April = 98.18% May = 97.98% June = 98.56% July = 97.22% August = 97.60% September = 96.30% October = 96.07% November = 98.20% December = TBC*</p> <p><u>10 day SME payment terms:</u> April = 81.15% May = 65.73% June = 57.58% July = 57.03% August = 49.22% September = 51.44% October = 57.33% November = 71.07% December = TBC*</p> <p>*Reports not yet circulated.</p>

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 3 - VISIT

Taking advantage of our open green spaces, our heritage and our location within the West Midlands, we want our Borough to be a destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure activities.

Priority 1: Create vibrant and diverse Town Centres

We have great ambitions for our towns to become vibrant centres of community life. With a varied retail, business and leisure offering, we will respond to the needs of modern life, ensuring that our buildings and other physical assets sympathetically integrate to create a welcoming and attractive place to be.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Have delivered Phase 1 capital scheme at Nuneaton Museum & Art Gallery and Riversley Park which will enhance the offer for residents and visitors alike, as per business case approved by DLUHC	Subject to confirmation of additional re-directed Towns Funding, undertake tendering exercise, appoint contractor(s) & have date for commencement of works on site Have researched and created a brief and plans for the permanent exhibitions to be delivered as part of Phase 1	Public Services (CN/DT)	G	G	R		Project paused so no work has been undertaken. There is now no chance that this work will be completed by March.
				G	A	R		Reduced staffing has meant that no progress has been made on this to date. This will not be completed by March 2024 as staffing has been further reduced.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
2.	Review operational delivery at the museum during the extension and refurbishment works to support its long term sustainability	Have identified external storage both collection items and general and arranged fit out to facilitate works necessary for the delivery of the Phase 1 capital scheme	Public Services (CN)	G	A	R		Some progress has been made but awaiting a decision on how much space can be utilised at the Town Hall before procuring external space. Future operation of the museum decisions depend on whether capital scheme will go ahead (awaiting decision) This work will now not be completed for March 2024.
3.	Work with local food business to ensure that 92% of total rated establishments achieve the National Food standard at level 5	Work with local food business to ensure that 80% of total rated establishments achieve the National Food standard at level 5	Public Services (RF)	G	G	R		24/12/23 this is at 77.3%, this is about at the average. A five rating is down to the business itself rather than EH, businesses are suffering and the following is being found: <ul style="list-style-type: none"> • lack of investment in maintaining boilers, building structure etc due to cost • Cleaning much reduced due to lack of staff, cost of providing plentiful hot water etc • high turnover of staff and having to constantly train new ones. • advisory visits reduced due to lack of resources.
4.	Have delivered Phase 2 of the Abbey Street Development	Commenced construction of Phase 2, in line with the delivery plan Work with partners to identify leisure and food & beverage providers as anchors for the scheme	Economy and Transformation (LS)	G G	G G	A A		Cinema operator secured.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
5.	Address issues relating to ASB in our Town Centre	Complete upgrade of CCTV system and re-establish 24/7 monitoring until 2025	Economy and Transformation (JW)	G	G	G		24/7 CCTV monitoring continues. CCTV upgrade in progress and improvements made to security of Rope walk MSCP As of Jan 2024 project complete awaiting sign off and hand over
6.	Review the market provision in Bedworth Town Centre to improve the offer to both residents and businesses alike'	Undertake an options assessment to identify most advantageous offer for Bedworth Town Centre	Economy and Transformation (JW)	G	G	G		Options Study complete awaiting final agreement of preferred option Consultation conduct with Nuneaton Market traders on operating models Report complete, option agreed by Cabinet January 2024. Moving to Business Case and Procurement
7.	Increase promotion of development opportunities to increase inward investment in the regeneration and transformation of both Nuneaton and Bedworth'	Support WMCA to promote the borough at UKREIIF Support WCC to promote the borough at MIPPIM	Economy and Transformation (LS/SJ)	G G	G G	G G		

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 3 - VISIT

Taking advantage of our open green spaces, our heritage and our location within the West Midlands, we want our Borough to be a destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure activities.

Priority 2: Stimulate regeneration

Reflecting modern lifestyles and the modern economy, we will exploit our location and opportunities, recognise our residents' needs, our homegrown talent and proactively engage with the private sector to promote our Borough.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Have developed and disseminated targeted strategic marketing material for the Borough	Have developed comprehensive marketing material for inward investment	Economy and Transformation (JW)	G	A	A		To be developed following agreement of Phase 2 of Grayson Place development. Awaiting agreement on Regeneration strategy
2.	Have adopted Town Centre Strategies for both Nuneaton and Bedworth	Have adopted the Nuneaton Town Centre Strategy	Economy and Transformation (JW)	G	A	A		To be developed following agreement of Phase 2 of Grason Place development and Bedworth Market options. Awaiting agreement on Regeneration strategy
3.	Developed robust links with the West Midlands Combined Authority (WMCA)	Maintain close links and regular meetings with WMCA	Economy and Transformation (LS/SJ)	G	G	G		

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
4.	Work with partners to identify and take advantage of all opportunities, including funding to promote and deliver regeneration within the Borough	Support the WMCA to promote NBBC at UKREIIF	Economy and Transformation (LS/SJ)	G	G	G		
5.	Have developed a cohesive vision and delivery plan for Transforming Bedworth	Have established a robust communications and engagement strategy Explore opportunities with external stakeholders / partners to attract investment.	Economy and Transformation (IA) (JW/SJ)	G	G	G		In-progress as the Bedworth Regeneration Plan evolves pending review of plan(s). Refurbishment of Bedworth market on schedule including consultation with stakeholders and traders.

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023 - 2025

Aim 3 - VISIT

Taking advantage of our open green spaces, our heritage and our location within the West Midlands, we want our Borough to be a destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure activities.

Priority 3: Celebrate and promote our heritage

We have a rich heritage and culture within our Borough. Exploiting our location, preserving our heritage buildings, supporting, and promoting local traditions and events, we will breathe new life into our history making it enjoyable and relatable in the modern day.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Create two new galleries, one celebrating local history and the other the history of the park and the Museum	Have carried out a consultation and produced a brief for external designers to work up schemes	Public Services (CN)	G	A	R		This work forms part of the Reimagining Nuneaton Museum & Art Gallery Project. The project is currently paused whilst a review of Towns Fund projects take place, therefore no work to procure designers can take place. Further reductions in staffing mean that this will not be completed by March even if a decision imminent.
2.	Procure and adopt the NBBC Culture Strategy Deliver Creative Explorers project and project signed off by Arts Council	Borough wide Cultural strategy adopted by Cabinet Agreed Arts Council England grant for Creative Explorer project and delivered first year's action plan	Public Services (CN)	G	G	G		Strategy has been adopted by council and launched Delivery has begun for this project

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
3.	Adopted a Local List for the Borough	Commenced the assessment for a Local List for the Borough	Public Services (MBa)	G	G	A		Tight timetable for Borough Plan Review means that this is delayed but will be relooked at post submission of BPR to Government Jan 2024.

BUILDING a BETTER BOROUGH DELIVERY PLAN 2023-25

Aim 3 - VISIT

Taking advantage of our open green spaces, our heritage and our location within the West Midlands, we want our Borough to be a destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure activities.

Priority 4: Improve the physical environment

Supporting the location of the Borough and its aim to become a destination place, we will build upon our treasured destination parks, green spaces and nature reserves and make them accessible to all. We will enhance and protect those spaces, working with partners to improve bio-diversity and cleanliness across the Borough and the view to the River Anker, to provide more recreational opportunities and events for the enjoyment of all.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
1.	Adopted and delivering actions within the Greenspaces strategy and key strategies that support this overarching strategy	2023 – 2033 Parks & Greenspace Strategy adopted by Cabinet, to include several areas of key delivery. (To include Tree, Play, Allotments and Bio-diversity strategies)	Public Services (DT)	A	A	G		Work on the strategy has been restarted following a strategic review.
2.	Identify measures already in place and new priority measures to tackle PM2.5 in conjunction with the Director of Public Health and other relevant partners)	Review retention of AQMA1 (Leicester Road gyratory) and AQMA2 (Midland Road) against ongoing compliance with Air Quality objectives set nationally	Public Services (RF)	G	G	G		Defra review of the 2023 Annual Status Report commented that nitrogen dioxide concentrations within AQMA 1 have been below the objective for 10 years and have not been within 10% of the objective in the past 5 years- they have asked us to revoke this area. Monitoring will continue. Report to . Housing, Environment and Health

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
								OSP 1st February 2024.
3.	Work with communities to enable self-management of community/pavilions and sporting facilities.	On-going Identify facilities and partners for discussion with community groups and develop plans for management options.	Public Services (KMB/DT)	G	G	G		
4.	In line with the GSS increase the number of Greenspaces that meet the Green Flag standard criteria from nine (current) to 12	Establish & report new baseline position with regards our Parks & Greenspaces, based upon the findings of the new Greenspace Strategy	Public Services (DT)	G	G	G		Work on draft baseline assessments re-commenced Dec '23 after MT review from May '23
5.	Seek approval for the final approved Capital Scheme for the Marston Lane Cemetery extension	Complete feasibility study and costing for development of Marston Lane Cemetery, as Borough Burial ground. Extension design, including any mitigations and seek approval for a capital business case for the extension to proceed.	Public Services (DT/JW)	G	G	A		Further work needs to be presented to MT / Cabinet on options for the Marston Lane site and this is being designated as a capital project initiative with funding identified.

	By March 2025 We Will:	By March 2024 We Will:	Lead Directorate & Officer	Quarterly Assessment				Comments
				Q1	Q2	Q3	Q4	
6.	Have undertaken development of management plans for 12 of our Destination & Community Parks	Undertake development of management plans for 6 key strategic Parks & Greenspace sites	Public Services (DT)	G	G	A		Work on the strategy underpinning this area had been paused, work to produce draft plans re-commenced Dec '23.



Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

Date : 6th March 2024

Subject: General Fund Budget Monitoring 2023/24

Portfolio: Finance and Corporate (Councillor S. Croft)

From: Strategic Director – Finance & Governance

Summary:

To give an update on the financial performance of the General Fund and anticipated outturn position.

Recommendations:

That the forecast outturn position for the General Fund for 2023/24 be noted, with consideration given to key variances.

Options:

To accept the report or request further information on the forecast outturn position.

Reasons:

The Council is required to achieve a balanced budget each year.

Consultation undertaken with Members/Officers/Stakeholders

Finance Officers, Portfolio Holder and Directors

Subject to call-in:

Yes

Ward relevance:

None directly.

Forward plan:

Yes

Building a Better Borough Aim:

Work

Building a Better Borough Priority:

Grow a strong and inclusive economy.

Relevant statutes or policy:

Local Government Finance Act 1992

Equalities Implications:

None

Human resources implications:

None

Financial implications:

Detailed in the report.

Health Inequalities Implications:

None

Section 17 Crime & Disorder Implications:

None

Risk management implications:

The Council analyses risks as part of the budget setting process and ensures an appropriate level of reserves are in place.

Environmental implications:

None

Legal implications:

To achieve a balanced budget each year.

Contact details:

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AGENDA ITEM NO.9

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet - 6th March 2024
From: Strategic Director - Finance & Governance
Subject: General Fund Budget Monitoring Q3
Portfolio: Finance & Corporate (Councillor S Croft)

Building a Better Borough Aim: Work

Building a Better Borough Priority: Grow a strong and inclusive economy

1. Purpose of Report

1.1 To present the forecast revenue outturn position for the General Fund as at 31st December 2023 unless otherwise stated in the report.

2. Recommendations

2.1 That the forecast outturn position for the General Fund for 2023/24 be noted, with consideration given to key variances.

3. Background

3.1 The General Fund and Housing Revenue Account (HRA) revenue and capital budgets for 2023/24 were approved by Cabinet and Council in February 2023. This report is a detailed update of performance against the General Fund revenue budget as at December 2023.

3.2 This report considers the spend pressures that may be coming to the forefront, whether income projections are on target and whether savings that were built into the budget are on track.

4. Body of Report

4.1 Apart from Council housing, day-to-day revenue income and expenditure for Council services is accounted for through the General Fund. The net expenditure is financed through the Council's Core Spending Power which includes Council Tax, Retained Business Rates and other general Government Grants.

4.2 The revenue budget for 2023/24 was set as a net expenditure of £16,906,464 with core income and reserve contributions expected of £16,909,808 resulting in a surplus of £3,344 which included

assumptions for inflation and increases in fee income. Due to the recommendation of a freeze on recruitment into vacant posts and other factors, the previously reported overspend position of £489,473 at Quarter 2 has changed. An underspend of £250,089 is currently forecast.

4.4 A summary of the Council's budget and forecasted expenditure is contained in the following table with more detail included in Appendix 1.

	2023/24 Approved Budget	2023/24 Current Forecast	2023/24 Forecast Variance
	£	£	£
Business & Regeneration	1,920,660	1,992,141	71,481
Finance & Corporate	4,527,564	4,866,156	338,592
Health & Environment	3,206,894	3,398,675	191,781
Housing & Communities	1,555,978	1,790,424	234,446
Planning & Regulation	(224,929)	(111,771)	113,158
Public Services	7,594,458	7,610,437	15,979
Central Services	0	185,473	185,473
Portfolio Total	18,580,625	19,731,536	1,150,911
Other Operating Costs/Income	(1,674,161)	(3,075,161)	(1,401,000)
Core Funding	(16,909,808)	(16,909,808)	0
(Surplus) / Deficit	(3,344)	(253,433)	(250,089)

4.5 The key variances are included below with commentary:

	£'000
Homelessness / HB Subsidy Losses	354
Recycling and Refuse	335
Planning Appeals Legal Costs	250
Agency Costs	250
Increased External Audit Fees	40
Website Costs	35
Investment Income	-500
Planning Application Fees	-440
Vacancy Underspends	-404
Elections Underspend	-140
Recovery of Legal Charges	-30
	-250

Spend Pressures

- 4.6 The budget for recycling income was reviewed as part of the budget setting process and an average income per tonne over the past few years was assumed. The marketplace for recyclable materials has fallen considerably since the start of the financial year which is resulting in an assumed loss of income (£310k), in addition, Coventry City Council have increased the contract cost of recycling (£195K), informing the Council after the budget setting round had been finalised. Agency costs are also causing additional pressure on the budget for both recycling and refuse (£150k).
- 4.7 Small changes to Benefit subsidy can have a significant impact on the Council due to the size of the budget. Losses are mainly due to the cost of housing homeless individuals that cannot be recovered and has been an ongoing problem for the Council for a number of years. Additional provision was included in the budget for 2023/24 and this is currently under review and updates will continue to be presented to Cabinet in the future.
- 4.8 Cabinet was informed of an additional cost pressure for the requirement to host the Council's own website in April 2023. At the time of approving the budget for 2023/24, the cost and requirement for this was unknown.
- 4.9 A number of planning appeals has caused a large increase in legal costs causing a potential pressure of £250k. These costs are being closely monitored due to the prospect of the charges increasing dependent on how long it takes to complete the process.
- 4.10 Increased agency costs have been incurred due to high levels of vacancies. Although the agreed vacancy freeze has been put in place since September, some of the agency costs are prior to this. Agency has had to continue to be used for planning in order to deal with the appeals and progress with the borough plan submissions and refuse (as mentioned above). Other smaller spends for agency within private sector housing and markets have also been incurred.
- 4.11 Audit fees have increased for 2023/24 and at the time budget setting was completed this was unknown. Therefore, a pressure of £40k has occurred.

Savings

- 4.12 The overspends in relation to refuse and recycling highlighted in point 4.6 are slightly offset by savings on the recycling processing contract, transport costs, vacancies and increased income for street cleansing.
- 4.13 Planning fee income is in excess of the budget and is expected to remain high during the year due to an increase in applications. The

levels of income expected has now been reviewed with an expected additional income of £440k.

- 4.14 A budget for a local election was included in error and will be a saving in year. The level of budget required for 2024/25 has been included and is therefore only a cost saving in year. This budget will increase for 2024/25 due to additional ward members being required.
- 4.15 The salary forecasts have included the pay award which was agreed in November 2023. The budget provision for the pay award was allocated to central provisions and shows an underspend of £901k as highlighted in appendix 1. The forecasts include the additional salary costs and since the implementation of the vacancy freeze in September 2023, this has resulted in a net underspend of £352k.
- 4.16 Analysis has been undertaken on our investment income and after reviewing the levels received to date against previous years, we are expecting to make a surplus of £500k.

5. Conclusion

- 5.1 A freeze on recruitment has been implemented by the S151 Officer to mitigate further cost pressures and reduce the burden on reserves. This will be kept under review and any removal of the freeze will be reported to Cabinet.
- 5.2 The transformation programme is starting to gather pace and will be key to increasing efficiency and effectiveness across the Council which will in turn generate savings and income and is essential to ensure the Council remains financially viable.
- 5.3 £1.3m was set-aside as part of the budget round to ensure financial resilience plus to invest in changes to services through transformation.
- 5.4 The underspend position forecasted will mitigate some of the need to utilise reserves at year-end. This will allow the funds to be used in the future and bolster the financial resilience of the Council.

6. Appendices

- 6.1 Appendix 1 General Fund Forecast 2023/24

7. Background Papers

- 7.1 General Fund Budget Setting Report – Cabinet and Council February 2023

**Summary General Fund Forecast Outturn
as at end of December 2023**

	2023/24 Approved Budget	2023/24 Current Forecast	2023/24 Forecast Variance	Comments
	£	£	£	
Business & Regeneration	1,920,660	1,992,141	71,481	Overspend forecast due to the pay award agreed November 2023 being forecasted net off by the central provisions forecasted variance.
Finance & Corporate	4,527,564	4,866,156	338,592	Reduced income for homelessness / losses in subsidy and election budget saving due to no election in 2023/24, offsetting increased external audit fees. The pay award agreed November 2023 is also being forecasted which is net off by the central provisions forecasted variance.
Health & Environment	3,206,894	3,398,675	191,781	Overspend forecast due to the pay award agreed November 2023 being forecasted net off by the central provisions forecasted variance.
Housing & Communities	1,555,978	1,790,424	234,446	Overspend forecast due to the pay award agreed November 2023 being forecasted net off by the central provisions forecasted variance.
Planning & Regulation	(224,929)	(111,771)	113,158	Increased planning applications income offset by increased planning appeals legal costs and increased agency costs. The pay award agreed November 2023 is also being forecasted which is net off by the central provisions forecasted variance.
Public Services	7,594,458	7,610,437	15,979	Reduced recycling income in relation to budgeted assumptions and increased contract costs for recycling. Slightly offset by underspends on the recycling processing contract, transport costs, vacancies and increased income for street cleansing. The pay award agreed November 2023 is also being forecasted which is net off by the central provisions forecasted variance.
Central Services	0	185,473	185,473	Website costs overspend and the pay award agreed November 2023 is also being forecasted which is net off by the central provisions forecasted variance.
Portfolio Total	18,580,625	19,731,536	1,150,911	
Central Provisions	1,235,500	334,500	(901,000)	Underspend variance due to the pay award provision not being vired over the budget but is netting off the overspends forecasted across the portfolios.
Depreciation & Impairment	(3,096,530)	(3,096,530)	0	
Contributions To/From Reserves	(936,251)	(936,251)	0	

Financing of Capital Expenditure	470,000	470,000	0	
PWLB Premiums	21,120	21,120	0	
Investment Income	(460,000)	(960,000)	(500,000)	Additional investment income.
Minimum Revenue Provision	654,000	654,000	0	
External Interest	438,000	438,000	0	
Total Council Net Expenditure	16,906,464	16,656,375	(250,089)	
Council Tax	(10,039,237)	(10,039,237)	0	
New Homes Bonus	(1,361,266)	(1,361,266)	0	
General Government Grants	(143,405)	(143,405)	0	
Business Rates Retention	(5,124,733)	(5,124,733)	0	
NDR Collection Fund (surplus)/ deficit	(159,299)	(159,299)	0	
Council Tax Collection Fund (surplus)/ deficit	(81,868)	(81,868)	0	
Total Funding	(16,909,808)	(16,909,808)	0	
(Surplus) / Deficit	(3,344)	(253,433)	(250,089)	

Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

Date : 6th March 2024

Subject: Housing Revenue Account Budget Monitoring 2023/24

Portfolio: Finance and Corporate (Councillor S. Croft)

From: Strategic Director – Finance & Governance

Summary:

To give an update on the financial performance of the Housing Revenue Account and anticipated outturn position.

Recommendations:

That the forecast outturn position for the Housing Revenue Account for 2023/24 be noted, with considerations given to key variances.

Options:

To accept the report or request further information on the forecast outturn position.

Reasons:

The Council is required to achieve a balanced budget each year.

Consultation undertaken with Members/Officers/Stakeholders

Finance Officers, Portfolio Holder and Directors

Subject to call-in:

Yes

Ward relevance:

None directly.

Forward plan:

Yes

Building a Better Borough Aim:

Work

Building a Better Borough Priority:

Grow a strong and inclusive economy

Relevant statutes or policy:

Local Government Finance Act 1992

Equalities Implications:

None

Human resources implications:

None

Financial implications:

Detailed in the report.

Health Inequalities Implications:

None

Section 17 Crime & Disorder Implications:

None

Risk management implications:

The Council analyses risks as part of the budget setting process and ensures an appropriate level of reserves are in place.

Environmental implications:

None

Legal implications:

To achieve a balanced budget each year.

Contact details:

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AGENDA ITEM NO.10

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet - 6th March 2024

From: Strategic Director - Finance & Governance

Subject: Housing Revenue Account Budget Monitoring Q3

Portfolio: Finance & Corporate (Councillor S Croft)
Housing & Communities (Councillor C Golby)

Building a Better Borough Aim: Work

Building a Better Borough Priority: Grow a strong and inclusive economy

1. Purpose of Report
 - 1.1 To present the forecast revenue outturn position for the Housing Revenue Account (HRA) as at 31st December 2023 unless otherwise stated in the report.
2. Recommendations
 - 2.1 That the forecast outturn position for the HRA for 2023/24 be noted, with consideration given to key variances.
3. Background
 - 3.1 The General Fund and HRA revenue and capital budgets for 2023/24 were approved by Cabinet and Council in February 2023. This report is a detailed update of performance against the HRA revenue budget as at December 2023.
 - 3.2 This report considers any spend pressures and any potential risks to rental income levels.
4. Body of Report
 - 4.1 The Council is required to account separately for income and expenditure in providing council housing.
 - 4.2 The revenue budget for 2023/24 was set as a net expenditure of £254,232 which included assumptions for inflation. The Council is currently predicting net expenditure of (£143,867), an underspend of £398,099.

- 4.3 The S151 Officer put a recruitment freeze on the General Fund in September but has not rolled this out to the HRA. There is currently a Business Plan review underway which will consider all opportunities and risks, and this may well determine changes to the profile of spend and the types of spend required.
- 4.3 A summary of the HRA's budget and forecasted expenditure is contained in the following table with more detail included in Appendix 1.

Service	2023/24 Approved Budget	2023/24 Current Forecast	2023/24 Forecast Variance
	£	£	£
SUPERVISION & MANAGEMENT - GENERAL	6,343,869	5,996,689	(347,180)
SUPERVISION & MANAGEMENT - SPECIAL	4,199,682	3,776,125	(423,557)
REPAIRS & MAINTENANCE	5,994,405	6,032,657	38,252
CAPITAL FINANCING COSTS	10,515,050	10,515,050	0
INCOME	(29,520,920)	(29,115,739)	405,181
Appropriations	2,492,620	2,492,620	0
Other Operating Costs / (Income)	229,526	158,731	(70,795)
Total HRA	254,232	(143,867)	(398,099)

- 4.5 The key variances are included below with commentary:

	£'000
Dwelling Rents	384
Increased Salary costs from Supported Services	147
Increased Material / Contractor Works	125
Compensation Payments	18
Website Costs	12
Utilities Savings	-360
Pay Award Provision	-230
Vacancy Savings	-184
Underspend on Consultancy	-150
Underspend on Budget Provisions	-120
Transport Savings	-40
	-398

Spend Pressures

- 4.7 Although rental income was higher than budget in 2022/23, after a review of rental income levels for 2023/24, the assumptions when the budget was set are not being achieved. Based on the agreed rent increases and voids there will be a pressure.

- 4.8 Material costs and expenditure incurred by contractors is currently at a higher level than expected due to the increased cost of materials. This has resulted in a pressure on repairs and maintenance costs in 2023/24.
- 4.9 Recharges from support services have increased in-line with the pay award agreement back in November 2023.
- 4.10 As reported in the General Fund Q3 monitoring report, the Council has been required to host its own website in 2023/24 and a report to Cabinet in April 2023 detailed out the potential cost. This was not included within the original budget approved in February 2023 as it was unknown at that stage.
- 4.11 An increased budget for potential compensation payments was included for 2023/24 but this is likely to be overspent in year.

Savings

- 4.12 Savings are being seen with vacancies which are partially offset by agency costs to support services. Restructure proposals have now been completed and agreed. The recruitment process is still on-going to fill vacant roles within the new structures.
- 4.13 The pay award provision is no longer being forecasted due to the increased costs of the agreed pay award being included within the cost centres. This shows a large underspend in Appendix 1 but is offsetting point 4.9.
- 4.14 A large increase in the budget for utilities was put forward in February 2023 after conclusion of the gas and electricity tender. The marketplace was seeing significant increases in costs, but the impact does not appear to be as great as initially assumed and a large underspend is expected in relation to these charges.
- 4.15 Savings on transport costs are being seen due to the fuel price falling slightly below the budgeted assumptions.
- 4.16 Additional budget provision was included across the HRA to fund unexpected inflationary costs. Work has now been completed and reviewed to mitigate these costs and not utilise the additional budget provisions.
- 4.17 Underspend on consultancy costs have occurred due to a delay in works. This money will be earmarked for a future review on the HRA as the business plan is updated.

5. Conclusion

- 5.1 Spend pressures as a result of the cost of inflation have affected the day-to-day operation of the HRA but these increases are being managed.
- 5.2 The HRA is looking to underspend and is in an improved position from Q2.
- 5.3 A review of the HRA Business Plan is underway and will lay out the future plan for income generation and cost mitigation. With the changes to housing legislation and expectations on housing providers, the profile of expenditure is likely to alter. When finalised, the Business Plan will be presented to Cabinet.

6. Appendices

- 6.1 Appendix 1 - HRA Forecast 2022/23

7. Background Papers

- 7.1 Housing Revenue Account Budget 2023/24 – Cabinet February 2023.

HRA Revenue Forecast Outturn
as at end of December 2023

Service	2023/24 Approved Budget	2023/24 Current Forecast	2023/24 Forecast Variance	Comments
	£	£	£	
HRA General Expenses	2,743,132	2,594,817	(148,315)	Underspends on consultancy alongside vacancy savings.
HRA Repairs Management	2,049,325	2,067,436	18,111	Increased compensation costs.
Resident Involvement	59,820	53,020	(6,800)	
Debt Management Costs	135,940	135,940	0	
Increase in Bad Debt Provision	485,360	485,360	0	
HRA share of Corporate and Democratic Core	178,000	178,000	0	
HRA share of Non-Distributed Costs	57,680	57,680	0	
Housing System	113,330	113,330	0	
Development Strategy	521,282	311,106	(210,176)	Underspends on consultancy and budget provisions alongside vacancy savings.
SUPERVISION & MANAGEMENT - GENERAL	6,343,869	5,996,689	(347,180)	
HRA Special Expenses	117,214	127,528	10,314	
Independent Living (Previously Warden Schemes)	2,539,624	2,213,338	(326,286)	Savings in relation to utilities.
Homeless Hostels	104,604	94,268	(10,336)	
Bedworth Hostel	137,211	138,578	1,367	
St Benedicts	0	0	0	
Other Housing Schemes (Flats)	882,539	863,923	(18,616)	
Grounds Maintenance	418,490	338,490	(80,000)	Underspends on general budget provisions.
SUPERVISION & MANAGEMENT - SPECIAL	4,199,682	3,776,125	(423,557)	

Reactive Repairs	2,349,729	2,399,920	50,191	
Call Out	84,173	85,583	1,410	
R.+ M. - Dwellings	250,550	264,050	13,500	
R. + M. - Estate Management	77,954	37,000	(40,954)	Transport savings.
Asbestos	145,000	122,050	(22,950)	
R. + M. - Homeless Hostels	62,914	4,960	(57,954)	Underspends on increased budgetary provisions slightly offset by increased material and contractor costs.
R. + M. - Shops & Other Co.	58,954	1,000	(57,954)	Underspends on increased budgetary provisions slightly offset by increased material and contractor costs.
Planned Works - Outside Contractors	1,970,724	2,071,094	100,370	Increased costs for material costs in relation to electrical works.
Outside Contractors - Not Depot Monitored	308,710	308,710	0	
R + M - Voids	685,697	738,290	52,593	Increased costs for repairs and maintenance on void properties.
REPAIRS & MAINTENANCE	5,994,405	6,032,657	38,252	
Cost of Capital Charge	0	0	0	
Depreciation	8,724,000	8,724,000	0	
Interest Payable	1,791,050	1,791,050	0	
CAPITAL FINANCING COSTS	10,515,050	10,515,050	0	
Council House & Hostels-Income HRA	(26,822,090)	(26,428,669)	393,421	Assumptions for rent are not being achieved.
Interest Receivable	(36,800)	(36,800)	0	
Non-Dwelling Rents	(572,510)	(572,510)	0	
Other Income - Independent Living Schemes	(1,416,610)	(1,416,610)	0	
Other Income - Services and Facilities	(650,910)	(639,150)	11,760	Reduced income for the Gables following the capital works.
Other Income - Rechargeable Repairs	(22,000)	(22,000)	0	
INCOME	(29,520,920)	(29,115,739)	405,181	
Appropriations to / (from) MRR	0	0	0	
Capital Expenditure funded by HRA (CERA)	2,492,620	2,492,620	0	
Appropriations to/ (from) Revenue Reserves	0	0	0	
Appropriations	2,492,620	2,492,620	0	

Central Services	0	158,731	158,731	Increased costs for the website and salaries. The latter being offset by the pay award provision.
Support Services (Pay Award Provision)	229,526	0	(229,526)	The pay award provision has not been split across individual budget lines, but increased costs have been forecasted.
Other Operating Costs / (Income)	229,526	158,731	(70,795)	
Total HRA	254,232	(143,867)	(398,099)	

Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

Date : 6th March 2024

Subject: Local Council Tax Support Scheme 2024/25

Portfolio: Finance and Corporate (Councillor S. Croft)

From: Assistant Director - Finance

Summary:

To update the Council's Local Council Tax Support Scheme in-line with the regulations required by Department for Levelling Up, Housing and Communities (DLUHC).

Recommendations:

- the changes to the Local Council Tax Support Scheme be noted;
- the Local Council Tax Support Scheme for financial year 2024/25 be approved
- the report be marked not for call in as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

Options:

To accept the report.

Reasons:

Legislative requirements.

Consultation undertaken with Members/Officers/Stakeholders

Finance Officers, Portfolio Holder and Directors

Subject to call-in:

No this is not subject to call-in due to the amendments being legislative and the Council requiring this to be approved by 11th March.

Ward relevance:

None directly.

Forward plan:

No

Building a Better Borough Aim:

Work

Building a Better Borough Priority:

Grow a strong and inclusive economy.

Relevant statutes or policy:

Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012

Equalities Implications:

None

Human resources implications:

None

Financial implications:

More claims may be seen due to the legislative changes but is unknown at this stage

Health Inequalities Implications:

None

Section 17 Crime & Disorder Implications:

None

Risk management implications:

None

Environmental implications:

None

Legal implications:

If the report was not to be approved, the Council would be in a non-compliant position with regards to the legislation and the Council's Local Council Tax Support Scheme.

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AGENDA ITEM NO.12

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet 6th March 2024
From: Assistant Director - Finance
Subject: Local Council Tax Support Scheme 2024/25
Portfolio: Finance & Corporate (Councillor S Croft)

Building a Better Borough Aim: Work

Building a Better Borough Priority: Grow a Strong & Inclusive Economy

1. Purpose of Report

- 1.1 To update the Council's Local Council Tax Support Scheme in-line with the regulations required by Department for Levelling Up, Housing and Communities (DLUHC).

2. Recommendations

- 2.1 The changes to the Local Council Tax Support Scheme be noted;
- 2.2 The Local Council Tax Support scheme for financial year 2024/25 be approved
- 2.3 The report be marked not for call in as provided for in paragraph 15(f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

3. Background

- 3.1 The Local Council Tax Support Scheme (LCTS) is applicable to both pension credit age and working age members of the public. The scheme specifies the classes of person who are to be entitled to a reduction under the scheme and is effective from 1st April 2024 for a period of one financial year.
- 3.2 As in previous years, the government has amended the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 to ensure that pension age Local Council Tax Support (LCTS) schemes are updated in line with changes in the wider benefits system.

- 3.3 Billing authorities must ensure that the requirements of the updated regulations are reflected in their LCTS schemes for 2024-25 by 11 March 2024.

4. Body of Report

- 4.1 The Regulations which were laid out on 12th January 2024 for inclusion in the 2024/25 policy outline the need for billing authorities to reflect the changes in their LCTS Scheme by 11th March 2024.

- 4.2 The Regulations now require that the following new or revised payments must be disregarded when assessing a person's income or capital for the Prescribed Pensioners regs:

- Payments from a deceased person's estate to their son, daughter, step-son or step-daughter, deriving from an Infected Blood compensation scheme
- A 52-week disregard for Bereavement Support Payment and Widowed Parent's Allowance payments which are made to cohabiting parents with dependent children following the death of their partner
- Grenfell Tower compensation payments
- Post Office compensation payments
- The Vaccine Damage Payments Scheme
- The Victims of Overseas Terrorism Compensation Scheme

- 4.3 From the above bullet points it is the later four which are not included within the Council's 2023/24 LCTS Scheme and have been added to the 2024/25 in-line with the Regulations.

- 4.4 ACS Benefits Guidance & Legislation have updated our LCTS Scheme to ensure the Council is compliant and reflects the Regulations set out.

- 4.5 It is not known at the moment how many cases of Local Council Tax Support will need to be assessed under the new criteria, but this will be monitored in the 2024/25 financial year.

5. Conclusion

- 5.1 The Regulations were updated and laid out on 12th January 2024 for Local Council Tax Support (LCTS) schemes to be updated in relation to pension age changes in-line with the wider benefits system.

- 5.2 The changes have been applied to the Council's LCTS Scheme and the number of cases will be reviewed during the financial year as this is unknown.

6. Appendices

- 6.1 Nuneaton & Bedworth S13A 202425 Final.pdf

7. **Background Papers**

7.1 None