

AGENDA

This meeting will be webcast live and the video archive published on our website

**Corporate Policy and Resources Committee
Thursday, 10th November, 2022 at 6.30 pm
Council Chamber - The Guildhall**

Members: Councillor Mrs Anne Welburn (Chairman)
Councillor Jeff Summers (Vice-Chairman)
Councillor Owen Bierley
Councillor Matthew Boles
Councillor Stephen Bunney
Councillor Liz Clews
Councillor Michael Devine
Councillor Ian Fleetwood
Councillor Paul Howitt-Cowan
Councillor John McNeill
Councillor Mrs Mandy Snee
Councillor Robert Waller
Councillor Trevor Young

1. Apologies for Absence

2. Public Participation Period

Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.

3. Minutes of Previous Meeting/s

To confirm as a correct record the Minutes of the previous meeting.

i) For Approval

Corporate Policy and Resources Committee meeting held on 29 September 2022 (PAGES 4 - 10)

ii) For Noting

Joint Staff Consultative Committee meeting held on 8 September 2022 (PAGES 11 - 14)

4. Declarations of Interest

Members may make declarations of Interest at this point or may make them at any point in the meeting.

5. Matters Arising Schedule

(PAGE 15)

Setting out current position of previously agreed actions as at 2 November 2022

6. Public Reports for Approval:

i) Council Tax Energy Rebate Discretionary Scheme (PAGES 16 - 25)

ii) Progress and Delivery Quarter Two (22/23) - including Performance Improvement Plans (PAGES 26 - 59)

iii) Mid-Year Treasury Management Report 2022-23 (PAGES 60 - 77)

iv) Disabled Facilities Grants - Top up from Capital Receipts Reserve (PAGES 78 - 84)

v) Budget and Treasury Monitoring Quarter 2 2022/2023 (PAGES 85 - 123)

vi) Recommendation from Prosperous Communities Committee: Proposed Fees and Charges 2022/2023 - including Christmas Parking and District Parking Charges (TO FOLLOW)

vii) Outcome of the September 2022 Cost of Living Summit (PAGES 124 - 139)

viii) Committee Work Plan (PAGES 140 - 143)

7. Exclusion of Public and Press

To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

8. Exempt Appendices

i) Proposed Fees and Charges 2023/2024 - exempt appendices relating to: Committee Schedules, CCTV, Building Control, Trade Waste (TO FOLLOW)

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Wednesday, 2 November 2022

Agenda Item 3a

Corporate Policy and Resources Committee- 29 September 2022
Subject to Call-in. Call-in will expire at 5pm on Monday 10 October

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Corporate Policy and Resources Committee held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA on 29 September 2022 commencing at 6.30 pm.

Present: Councillor Mrs Anne Welburn (Chairman)
Councillor Jeff Summers (Vice-Chairman)

Councillor Owen Bierley
Councillor Matthew Boles
Councillor Stephen Bunney
Councillor Michael Devine
Councillor Ian Fleetwood
Councillor John McNeill
Councillor Roger Patterson
Councillor Mrs Mandy Snee
Councillor Trevor Young

In Attendance:
Emma Foy Director of Corporate Services and Section 151
Rachael Hughes Development Contributions Officer
Grant White Enterprising Communities Manager
Katie Storr Democratic Services & Elections Team Manager

Apologies: Councillor Liz Clews
Councillor Robert Waller

Membership: Councillor Roger Patterson substituting for Councillor Robert Waller.
Councillor Lesley Rollings had been appointed substitute for Councillor Liz Clews, but did not subsequently attend the meeting.

27 PUBLIC PARTICIPATION PERIOD

There was no public participation.

28 MINUTES OF PREVIOUS MEETING/S

Members noted there were two sets of minutes for approval with each set taken in turn, it was

RESOLVED that: -

- (a) the Minutes of the Meeting of the Corporate Policy and Resources Committee held on 28 July, 2022 be confirmed and signed as a correct record; and
- (b) the Minutes of the Concurrent Meeting of the Prosperous Communities and Corporate Policy & Resources Committees held on 7 July, 2022 be confirmed and signed as a correct record.

29 DECLARATIONS OF INTEREST

There were no declarations of interest made at this point in the meeting.

30 MATTERS ARISING SCHEDULE

In respect of the black action entitled “Uniform Approach to Review of Policies”, the Chairman of the Governance and Audit Committee provided Committee with a further update of work recently agreed through his briefings and which related to the action. It was intended to undertake work with Members regarding their needs in relation to the style of written reports presented to Committees.

With no further comments or questions and with no requirement for a vote, the Matters Arising were **DULY NOTED**.

31 PUBLIC SECTOR DECARBONISATION FUND (3B) - FUNDING BID FOR GUILDHALL IMPROVEMENTS

Members gave consideration to a report which sought to inform Members of a high-level bid that was to be submitted, seeking funding from Round 3b of the Public Sector Decarbonisation Scheme (PSDS). The report condensed the facts of the current PSDS bid application process, outlined the rationale and reasoning for pursuing the Bid and detailed the next steps.

The Authority had previously benefitted from the Public Sector Decarbonisation Scheme (PSDS), which funded low carbon heating projects in public sector buildings, with WLDC having received £68k in 2021 to fund solar PV and battery storage at the new depot.

In presenting the report, Members were advised Phase 3b of the Scheme had recently been announced and applications were invited from 1 October.

Having worked with Midlands Net Zero Hub to examine various options, a project had been

identified which would meet the criteria of the Scheme, namely to upgrade the current gas-powered boilers at the Guildhall with new air source heat pumps and the installation of additional Solar PV to generate electrical power and help reduce running costs. Allowing for suitable contingencies, the work had been estimated to cost within the region of £330k.

Officers highlighted to Members how the current round of PSDS differed from previous rounds, in that it required an element of match-funding from the Council. The criteria as to how the match-funding element was calculated was further explained within the report, but for this bid, Members noted the match-funding amount required was equal to the cost of replacing the current boiler with a 'like for like' system.

This work was currently estimated at £60k within the approved Medium Term Financial Plan for 2024/25 and Members were being requested to approve that this money be re-profiled and brought forward to 2022/23 support the Bid.

Current boilers at the Guildhall were coming towards the end of their recommended life and a 'like for like' fossil fuel replacement, as was currently scheduled for 2024/25, would not be in line with WLDC's Net Zero carbonisation ambitions. The climate risks and opportunities section of the report further highlighted the environmental benefits.

Officers stressed to the Committee the imperativeness of being ready with a Bid as soon as the application portal opened, as the monies would be awarded, subject to bids meeting the criteria, on a first come first served basis and was expected to be well over-subscribed.

Whilst the initial bid contained comprehensive technical detail, only a high-level bid was required at this stage, with a detailed investment grade proposal having to be worked up and formally assessed prior to the award of any grant funding (estimated to be in or around January 2023).

Members were offered reassurance that the whilst the Scheme required evidence of a commitment to match-fund from the Council, it did not require the Council to enter into an agreement to accept grant funding, even if the Bid was successful.

A final decision to accept the grant funding would be brought back to the Committee in due course, and would include a more detailed assessment of the technical capabilities of the system.

Discussion ensued and Members indicated their support for the proposals, particularly given their alignment to the Council's commitment to Net Zero carbonisation ambitions. Members considered it important to have such proposals "shelf-ready", given the often limited notification and over-subscription to such Schemes.

It was suggested the Council had a responsibility to look at all of its buildings across the whole of the District. Whilst acknowledging the two sites identified were likely the most important buildings to be considered first, it was suggested that the Council did own others which may fit criteria for future Bids. As such, an amendment to recommendation four was proposed, namely : -

"That Members acknowledge that Officers will continue to explore other funding sources to invest in **schemes** to improve the energy efficiency measures **for all**

properties owned by West Lindsey District Council particularly those which would benefit most from decarbonisation like for example the Gainsborough Leisure Centre and the Trinity Arts Centre.”

The amendment was duly seconded and on being put to the vote the amendment was **CARRIED.**

During further discussion, given the importance of climate change to both organisations and individuals and the new technologies available, it was suggested, if feasible and the system was installed, the Guildhall could be used as an exemplar of what others could potentially achieve.

Having been moved and seconded, with amended recommendation four included, it was

RESOLVED that: -

- (a) the content of the report be noted and the submission of a high-level bid for PSDS3b funding for decarbonisation of the Guildhall heating system be supported;
- (b) the reprofiling of the Capital Programme to bring forward the replacement boiler funding from 2024/25 to 2022/23 to provide the match-funding required should the Bid be successful, be approved;
- (c) Officers be supported in continuing to work with Midland Net Zero hub to develop a detailed business case, for consideration and final decision by this Committee, should the grant application be successful, noting notification was expected by the end of January 2023; and
- (d) Members acknowledged that Officers would continue to explore other funding sources to invest in schemes to improve the energy efficiency measures for all properties owned by West Lindsey District Council, particularly those which would benefit most from decarbonisation, like, for example the Gainsborough Leisure Centre and the Trinity Arts Centre.

32 LEVELLING UP PARKS FUND

Members gave consideration to a report which sought approval to make a submission to the Levelling-Up Parks Fund to deliver new and improved green space in Gainsborough.

Members were aware, the District Council had been successfully awarded Levelling-Up Funding for project activity which was now taking place in Gainsborough. An additional top-up fund had been awarded to selected local authorities that met certain criteria, which included West Lindsey, the Fund was known as the Levelling-Up Parks Fund.

Members were advised the primary purpose of the Fund was to provide a one-off grant to local authorities to support them in creating a new or to significantly refurbish an existing urban park space.

Section two of the report detailed the “eligible places” criteria and outlined the measures, data, and indicators the Government had used to identify priority categories, these were detailed in Section 2.3 of the report and all were within Gainsborough.

As a result, the report proposed that the primary location to target the funding allocation should be the site known commonly as the Scouts Hill site.

In presenting the report, it was stressed that the funding was not intended to replicate the facilities previously on the Site, which were outlined to Members. It was fully acknowledged that the location had a number of challenges, in terms of the levels of anti-social behaviour, crime and one’s sense of safety and security. The Funding provided an opportunity to try and address some of the local issues and concerns and improve the feel and security of the site.

A total of £85k was available to spend prior to 5 April 2023, resulting in an extremely tight turnaround, with the bidding deadline being 3 October 2022. The Authority, by this date, was required to submit at least a high-level outline plan of how and where it intended to spend the grant allocation. As such, seeking Committee approval to submit a bid and increase the capital budget for delivery was time sensitive.

Officers advised how they were then committed to undertaking retrospective work around engagement, both with the community and with Elected Members, Colleagues and Partners to ensure that whatever actions the Council sought to undertake with the grant allocation, they would meet local needs and have longevity.

It was again stressed spend needed to be completed by the end of the financial year and as such Officers considered the proposal to be realistic.

Discussion ensued and a number of Members welcomed the opportunity to improve the site and create a much-needed local facility that people felt safe to use, indicating their support for the Bid to be submitted.

In responding to Members’ comments, Officers advised that the high-level business case had not yet been developed so could not be shared with Members, as a number of workshops which supported the bid submission had yet to be undertaken/ completed.

Assurance was offered that an element of the Bid would focus on improved security, examples being the inclusion of CCTV and designing out crime measures, engagement would be undertaken with Lincolnshire Police and their design officers to ensure all activities were subject to appropriate advice and guidance. Full environmental and equality impact assessments would form part of any final Bid.

In responding to a Member’s challenge regarding the lack of a “climate impact wheel” having been included in the report, the Director of Corporate Services indicated Officers had only recently received their training and guidance regarding this new requirement. The report had likely been prepared prior to such, but reassurance was offered, that the impact wheel would be included, as standard, as agreed, on reports going forward.

The Local Ward Member addressed the Committee and whilst welcoming the investment to the Town, did initially express reservations in respect of the proposal. The site access was

limited, personal safety was a massive concern, local families would not wish to use play facilities in the area, and any investment in play equipment would be lost to vandalism. He expressed extreme frustration at the timescales and the lack of opportunity to invite community feedback. The site needed to be brought back into use, and there was a strong belief that there would be local support for re-instating the site's footballing facilities. Such facilities were much needed in the Town and he considered, given the Sites' restrictions, this would be a much better use of the site.

He considered there to be a number of more appropriate pocket of lands within the Ward, naming several, where play facilities were needed, could be sited and would more likely be used.

The Chairman offered total reassurance that the funding Bid was not intended to establish play equipment. Officers outlined the definition of Parks under the Scheme, which had not been available when the report had been published. This was broad-ranging and could be community growing space, or just planted space, for example. Officers shared the Member's views on current site safety, both for users and for any investment, and as such the installation of play equipment would not be considered. It was hoped, however, some measures could be put in place which would at least start to make improvements to the site.

Having heard further explanation, the Ward Member fully supported the Bid, but did strongly encourage further consideration be given to re-establishing the land for football use. This suggestion was supported by a number of other Members who considered there was a real opportunity to work with partners such as the Football Foundation, to establish much needed football and changing facilities, many of which had been lost in recent years. Whilst welcoming improvements, local Members did not want to see future potential uses restricted and urged the Council to think bigger for the Site. The consultation and engagement going forward was much welcomed and considered vital.

There were still concerns regarding access, and appropriate vehicle use of the access route. Considerations would be given where they could and Members and Officers were encouraged to raise these concerns with Highways.

Some suggested given the issues raised in respect of the site, wilding areas, bulbing and possible labyrinths may be suitable and feasible options.

Having been proposed and seconded it was unanimously

RESOLVED that: -

- (a) the submission of a project proposal to the Department for Levelling Up Housing and Communities (DLUHC), in line with the details set out in section 3 of the report, be approved; and
- (b) the expenditure of the Levelling-Up Parks Fund and associated project resources, as set out in section 4 of the report, be approved.

33 COMMITTEE WORK PLAN

The Chairman took the opportunity to remind Members that suggestions for inclusion could be made and would be considered.

With no comments, questions, or requirement for a vote, the Work Plan was **DULY NOTED**.

The meeting concluded at 7.12 pm.

Chairman

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Meeting of the Joint Staff Consultative Committee held in the MS Teams on Thursday, 8 September 2022 commencing at 4.00 pm.

Members: Councillor Matthew Boles
Councillor Mrs Jackie Brockway
Councillor Mrs Jessie Milne

Representatives of Union members: James Deacon (Vice Chairman, in the Chair)

Representatives of Non-union staff:

In attendance: Emma Redwood, Assistant Director People and Democratic Services
Andrew Warnes, Democratic and Civic Officer

Apologies: Councillor David Cotton (Chairman)
Amy Potts, Senior Project Support Officer

16 MEMBERS' DECLARATION OF INTEREST

There were no declarations of interest.

17 MINUTES

RESOLVED that the minutes of the meeting of the Joint Staff Consultative Committee held on Thursday, 7 July 2022 be approved as a correct record.

18 MATTERS ARISING SCHEDULE

The Assistant Director of Democratic and People stated that this Matter Arising would be discussed as part of agenda item 5b, the Employee Assistance Programme Update.

With no further comment, the Matters Arising schedule was **NOTED**.

19 JSCC - SICKNESS ABSENCE UPDATE

The Vice Chairman, in the Chair, invited the Assistant Director of People and Democratic Services to present the first report of the meeting, which was

an update to the Sickness Absences as a mid-year update.

The Officer explained that the sickness absences stood at 1.97 days per full time employee (FTE), which the Officer stated was a bit higher than in the previous year at the same time. There was further clarification that the 1.97 per FTE was in line with previous years. The largest proportion of the absences were long-term in nature.

Discussion ensued on the level of Covid related illnesses and the absences generally. Members also referenced cases in care homes, and in the local community as well. In response to a query about Covid cases, the Officer clarified that in the 2020/21 and 2021/22 years, it was noted that officers were working through the illness, but that in the previous six months, there had been an increase in the number of staff taking sickness absence due to Covid.

Responding a query about the rise in sickness absence in June, the Officer explained that a rise in colds and coughs rose earlier in the year, which suggested that illness was more prevalent in the community. It was also explained by the Officer that there was to be monitoring of Covid-related absences would transpire in the next six months.

With no further questions or comments, and with no need for a vote, the contents of the report were duly **NOTED**.

20 **EMPLOYEE ASSISTANCE PROGRAMME UPDATE**

The Vice Chairman, in the Chair, invited the Assistant Director of People and Democratic Services to present the second report, which was an information update and publicising the Employee Assistance Programme.

This was an item discussed at the last meeting, with this update including the latest usage figures of the programme. With the programme in place since 2007, with Health Assured being the hired organisation, this was a confidential service that assists with different enquiries for staff. Members heard that though the Council do not get the information about the people, it does get the trends bar when harm might come to the user and/or others. The Officer explained that the programme signposted to a whole array of issues, which included webinars and budget sessions, and had personal experience of the software.

The Officer explained that there was no wide usage across the organisation, but considered that even a small number using the system was beneficial. The Officer then explained that she expected the usage to rise in the coming few months, and referenced the standing Matters Arising, there was a Cost of Living Working Group now in place at the Council, with a webpage featuring signposts of support and links for all to use.

The Officer explained recent case studies of stresses caused by an increase

in public demand of non-Council responsibilities, and the unpleasant, rude experiences made towards staff. It was stated that the use of the programme would potentially assist in alleviating those worries and angst caused to officers.

Discussion ensued, and Members drew on different points, including on current situations locally and nationally with the cost of living crisis, past working conditions, and other employers' practices. Conversation was also had on the changed practices coming from working in the office to working from home, and the effect that a nasty experience could have on an officer. Members also drew up recent personal experiences due to the cost of living and budgeting issues. It was also suggested the financial advice aspect is advertised more regularly to officers.

In response to a line of questioning about the Council's responsibility, Members learned that this was a separate confidential advice service, which was to signpost officers to the organisations or places that could assist, and that the Council had no liability, in a way that this was a leading provider. Members also heard that it was paid in a flat fee of £2000 per year.

In an answer about tangible support, Members also heard about the Westfield Health support that was accessible to officers at a discounted rate. This was an external provider, providing different support including insurance policies.

In response to a query about assisting employees working from home, and where the Council could host a lot of officers during the winter, the Officer explained that this was related to the National Pay Award. In explaining the lead up to the current pay award process, the Officer explained that the previous increase of the pay award should have come into effect before April 2021, and was not agreed until 28 February 2022. This was fortunate, as the increase came into effect in March 2022, before the National Insurance rise.

The Officer explained that a similar situation was occurring this year, with the Unions having placed their request on 6 June 2022, with the employers putting their final offer at the end of July 2022. Members heard that the unions had not accepted that offer, and were in consultation until 21 October 2022. Any increase would be backdated, but the Officer emphasised the importance of an expedient decision.

It was also mentioned by the Officer that the Council could not organise its own pay bargaining, as it was signed up to the national process, and stated that the situation was unlikely to be resolved soon.

The Officer then moved to explained that the Council were looking at placing more desks into the Guildhall space, and were preparing to encourage staff into the office, but not mandating a return back to pre-Covid working practices.

With no further questions or comments, the report was **NOTED**.

21 **NATIONAL PAY AWARD UPDATE**

The Chairman invited the Assistant Director of People and Democratic Services to present the final item, which was a verbal update to the discussions for the National Pay Award for 2022/23.

The Assistant Director of People and Democratic Services explained that all of the relevant material was discussed in the previous item in response to a query from a Member.

With no further questions or statements, the report was **NOTED**.

22 **WORK PLAN**

The Assistant Director of People and Democratic Services informed the Committee that the workplan for the 2022/23 Council year would be populated as and when.

The Officer also stated that with no pressing reports, and that no decisions were to be made before the next Committee meeting on 6 October 2022, there was a suggestion that the next Committee meeting was likely to be cancelled. The Officer explained that she would liaise with the Democratic and Civic Officer to arrange a possible cancellation, in consultation with the Chairman and Vice Chairman of the Committee.

With no further comments from Members of the Committee, the Work Plan as at 31 August 2022 was **NOTED**.

23 **TO NOTE THE DATE OF THE NEXT MEETING**

The date and time of the next meeting of the Joint Staff Consultative Committee to be held at 4pm on Thursday, 6 October 2022, subject to a possible cancellation, was **NOTED**.

The meeting closed at 4.35 pm.

Chairman

Corporate Policy & Resources Committee Matters Arising Schedule

Purpose: To consider progress on the matters arising from previous Corporate Policy & Resources Committee meetings.

Recommendation: That Members note progress on the matters arising and request corrective action if necessary.

Status	Title	Action Required	Comments	Due Date	Allocated To
Green	Use of Earmarked Reserves	To consider the use of general reserves to earmarked reserves for social support		30/11/22	Emma Foy
Green	Use of CCTV for Fly-tipping	To consider whether there are options for increased use of CCTV to prevent fly-tipping/identify offenders	To also discuss with Enforcement Manager	30/11/22	Grant White
Green	WEST LINDSEY UK SHARED PROSPERITY FUND INVESTMENT PLAN - Business Cases	<p>Extract from mins of Mtg 7/7/21 - CONCURRENT CTTEE a final Business Case for each of the three Investment Objectives, namely;</p> <ul style="list-style-type: none"> > Communities and Place > Supporting Local Businesses; and > People and Skills <p>be submitted to appropriate meetings of the Corporate Policy and Resources Committee for consideration.</p>	Please ensure these are added to the CPR work plan in due course - logged here for work planning purposes - please amend due date as appropriate	31/12/22	Sally Grindrod-Smith
Green	PUBLIC SECTOR DECARBONISATION FUND (3B) - FUNDING BID FOR GUILDHALL IMPROVEMENTS - Development of Business Case	<p>Extract from mins of meeting 29/9/22</p> <p>Officers be supported in continuing to work with Midland Net Zero hub to develop a detailed business case, for consideration and final decision by this Committee, should the grant application be successful, noting notification was expected by the end of January 2023; and</p>	Please ensure this report is added to the forward plan /committee work plan for jan/feb - business case if grant successful will need cttee approval - as per resolution made	30/11/22	Steve Leary

Agenda Item 6a



**Corporate Policy and
Resources**

**Thursday 10 November
2022**

Subject: Council Tax Energy Rebate Discretionary Scheme

Report by:	Director of Change Management, ICT & Regulatory Services
Contact Officer:	Alison McCulloch Revenues Manager alison.mcculloch@west-lindsey.gov.uk
Purpose / Summary:	To consider and agree the proposals to amend the discretionary council tax energy rebate scheme previously agreed by delegated decision on 9 May 2022.

RECOMMENDATION(S):

- **To amend the existing council tax energy rebate discretionary scheme and approve option 1 which would enable a payment to all eligible households in band E, who have not already received a council tax energy payment to receive a small payment estimated at approximately £33. This may result in a small surplus being refunded back to central Government. The payment will be paid on to council tax accounts thus reducing the instalments due.**
- **That any minor amendments to the estimated £33 payment, in respect of this scheme, be delegated to the S151 Officer**

IMPLICATIONS

Legal:

Payments made in respect of the council tax energy rebate scheme must be paid in line with the guidance received from central Government.

Financial : **FIN/95/23/MT/SSC**

As the discretionary scheme is available to assist those in difficulty paying their energy bills, rather than return any underspend back to central Government, 4 options are suggested in this report which could enable the remaining fund of £117,300 to be distributed between certain categories. The recommended option is option one as the majority of applications for the discretionary relief were from residents in Band E who were not entitled to claim the mandatory award this would suggest that it is residents in this band of property that are most in need of some financial support.

Category	Award per property	Number of eligible properties	Total Award	Surplus
Band E properties	£33	3,554	£117,282	£18

This option would enable all eligible households in band E to receive a small payment of council tax energy rebate of approximately £33 to be paid to their council tax account.

As this option uses the remaining funds and would be made to the Council Tax account of the residents there should be no additional financial implications from this report.

Staffing :

None

Equality and Diversity including Human Rights :

All payments are being made in accordance with Government guidance and consideration has been given to various categories of individuals who may be suffering financial hardship due to the energy crisis.

The original scheme has already paid all groups identified as vulnerable at that time with the remaining balance to be paid on an application basis enabling all those who wished to apply for the full £150 to do so. The application process has now closed leaving an outstanding balance.

The remaining balance is to be distributed amongst those who have not received an automatic payment.

An Equality Impact Assessment is attached at Appendix A.

Data Protection Implications:

All data is being collected in accordance with GDPR.

Climate Related Risks and Opportunities:

None

Section 17 Crime and Disorder Considerations:

None

Health Implications:

None

Title and Location of any Background Papers used in the preparation of this report:

<https://www.gov.uk/government/publications/the-council-tax-rebate-2022-23-billing-authority-guidance/support-for-energy-bills-the-council-tax-rebate-2022-23-billing-authority-guidance>

Risk Assessment :

Central Government have allocated each local authority with a grant for the Council Tax Energy Rebate Discretionary Scheme and West Lindsey District Council has been awarded £169,950.

Any underpayment of this scheme will be reclaimed by the Government and any overpayment of the scheme will also be reclaimed and West Lindsey will be required to make up any shortfall.

To this end the scheme has been carefully monitored to ensure there is no overspend of the scheme.

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

Introduction

On the 3rd February 2022 the Government announced measures to help protect millions of households from rising energy costs. This included a £150 council tax energy rebate. West Lindsey District Council was awarded £5,632,050 for the mandatory scheme and £169,950 for the discretionary scheme (enabling us to pay up to 1,133 households the discretionary payment at £150) and making a total grant of £5,802,000. The condition of the mandatory scheme was that only one payment of £150 was to be made per household regardless of the number of occupants or liable council taxpayers. The mandatory scheme closed on 30 September 2022 but on 31 October notification was received that this scheme would be extended to 30 November 2022 in line with the discretionary scheme.

The calculations for the funding have been based on figures submitted to the Department for Levelling Up, Communities and Housing in October 2021 and they have agreed that should the mandatory funding be insufficient they will issue more funding to compensate us for any overspend.

The discretionary funding is the maximum amount they will pay so if our spending exceeds the award any overspend will be at the expense of the billing authority but any underspend will be required to be reported and returned to central Government at 30 November 2022.

When the mandatory scheme originally ended on 30 September payments had been paid to 37,021 eligible households totalling a sum of £5,553,150. These payments were either paid direct to council taxpayers bank accounts or to their council tax liability.

2 Discretionary Relief Scheme

A delegated decision was obtained on 9 May 2022 to enable us to launch the council tax energy rebate discretionary scheme for council tax payers resident at 1 April 2022 in bands E to H properties. Unfortunately, due to the huge amount of work involved in the mandatory scheme this launch had to be postponed to 2 September 2022.

The original discretionary scheme was for automatic awards of £150 to be paid to anyone in band E to H in a vulnerable category defined as being in receipt of:

- disabled relief
- severe mental impairment
- council tax support
- or an exemption because all the occupiers were students, under 18 or resident in an annex because they were a dependant relative.

Awards totalling 142 or £21,300 were paid on 26 August leaving an outstanding allocation of £148,650.

Following the automatic awards contact was made with every individual who had contacted us about the discretionary relief scheme to assist them with either making an online application for them or to advise them that it was available for

them to apply. We also checked the discretionary hardship fund applications but there was only one in Band E who had already applied. The scheme has been promoted via social media and on our website but to date we still have an outstanding amount of £117,300.

3 Current awards already paid

We have already made 351 payments to vulnerable council tax payers from the discretionary fund totalling £52,650. This leaves an outstanding balance of £117,300.

4 Current Eligible Properties

Band	E	F	G	H	Total
Total No of eligible properties not in receipt of a payment	3,554	1,494	498	47	5,593

5 Options

As the discretionary scheme is available to assist those in difficulty paying their energy bills, rather than return any underspend back to central Government, 4 options are suggested below which could enable the remaining fund of £117,300 to be distributed between certain categories:

Option 1

To pay all band E properties who have not already received a council tax energy rebate payment.

Category	Award per property	Number of eligible properties	Total Award	Surplus
Band E properties	£33	3,554	£117,282	£18

Option 2

To pay all Band E and F properties who have not already received a council tax energy rebate payment.

Category	Award per property	Number of eligible properties	Total Award	Surplus
Band E & F properties	£23	5,048	£116,104	£1,196

Option 3

To pay all Band E to H properties who have not already received a council tax energy rebate payment.

Category	Award per property	Number of eligible properties	Total Award	Surplus
Band E to H properties	£20	5,593	£111,860	£5,440

Option 4

To pay a top-up to all bands A to D properties in receipt of council tax support.

Category	Award per property	Number of eligible properties	Total Award	Surplus
Top up all bands A-D in receipt of council tax support	£19	6,028	£114,532	£2.768

6 Proposal

Consideration has been given to the financial vulnerability of our residents and we have already demonstrated our commitment to this by making payments to:

- Eligible residents at 1 April 2022 in council tax Bands E to H in receipt of either disabled relief, severe mental impairment discount or exemption, council tax support or an exemption because all the occupiers were students, under 18 or resident in an annex because they were a dependant relative.

As the majority of applications for the discretionary relief were from residents in Band E who were not entitled to claim the mandatory award this would suggest that it is residents in this band of property that are most in need of some financial support.

Option 1 would enable us to make payments to all council taxpayers in band E who have not received an energy rebate payment already. This would ensure we assisted the residents of West Lindsey and any surplus paid back to central Government would be minimal.

Appendix A – Council Tax Energy Rebate Discretionary Scheme - EQUALITY IMPACT ASSESSMENT

<p>Name, brief description and objectives of policy, procedure, function?</p>	<p>For Corporate Policy and Resources Committee to agree the Council Tax Energy Rebate Discretionary Scheme for West Lindsey District Council.</p> <p>To ensure that all council tax payers are treated fairly under the local scheme.</p> <p>To ensure that council tax support is payable to the most vulnerable residents of the district.</p>
<p>Have you consulted on the policy, procedure, function and if so, what were the outcomes?</p>	<p>There is no legal requirement to consult on this policy. It is a scheme introduced by central Government to assist council taxpayers in paying their energy bills. The discretionary scheme is to assist those who did not qualify under the mandatory scheme.</p>
<p>What barriers may these individuals or groups face, and how can you promote equality (where possible)</p>	
<p>Gender</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic.</p> <p>The scheme has been designed to treat council tax payers fairly irrespective of gender. This is not a criteria used to determine entitlement to the scheme.</p>
<p>Age</p>	<p>There is no evidence that this scheme would impact on people in any way because of this characteristic.</p> <p>The scheme has been designed to treat council tax payers fairly irrespective of age. This is not a criteria used to determine entitlement to the scheme.</p>
<p>Disability</p>	<p>The scheme has been designed to ensure those in receipt of either disabled relief on their council tax band or in receipt of a disability council tax discount or exemption are awarded the full £150 payment.</p>
<p>Race</p>	<p>There is no evidence that this scheme would impact on people in any way because of this characteristic.</p> <p>The scheme has been designed to treat council tax payers fairly irrespective of race. This is not a criteria used to determine entitlement to the scheme.</p>

Religion or Belief	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of religion. This is not a criteria used to determine entitlement to the scheme.
Sexual Orientation	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of sexual orientation. This is not a criteria used to determine entitlement to the scheme.
Gender Reassignment	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of gender reassignment. This is not a criteria used to determine entitlement to the scheme.
Pregnancy, maternity or paternity	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of pregnancy, maternity or paternity. This is not a criteria used to determine entitlement to the scheme.
Marriage and Civil Partnership	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of marriage and civil partnership. This is not a criteria used to determine entitlement to the scheme.
Rural Isolation	There is no evidence that this scheme would impact on people in any way because of this characteristic. The scheme has been designed to treat council tax payers fairly irrespective of rural isolation. This is not a criteria used to determine entitlement to the scheme.
Socio-economic factors	There is no evidence that this scheme would impact on people in any way because of this characteristic. However, any person unable to complete an application form has been offered assistance from the Revenues Team in completing the application form either by telephone communication or a face to face interview in the Guildhall.

<p>Other (eg: those with dependants/caring responsibilities, asylum seeker and refugee communities, children in the care system etc)</p>	<p>There is no evidence that this scheme would impact on people in any way because of this characteristic. However, any person unable to complete an application form has been offered assistance from the Revenues Team in completing the application form either by telephone communication or a face to face interview in the Guildhall. Those council tax payers caring for someone with a mental health discount or exemption have automatically been paid an award to avoid them having to make an application.</p>
<p>Is there any evidence or research that demonstrates why some individuals or groups are, or are not, affected?</p>	<p>There is no evidence or research available. This policy is based on nationally applicable legislation and it covers all applicants who must all meet a set of standards and criteria intended to ensure that evidence of hardship justifies a payment of council tax energy rebate.</p>
<p>If there is a potential adverse impact, please state why and whether this is justifiable.</p>	<p>There is no potential adverse impact from this policy.</p>
<p>Outcome of EIA age 25</p>	<p>No major change needed <input checked="" type="checkbox"/> Adverse impact but continue <input type="checkbox"/> Adjust the policy /proposal <input type="checkbox"/> Stop and remove the policy/proposal <input type="checkbox"/></p>
<p>How will you monitor your policy, procedure, function to ensure there is no adverse effect on the protected characteristics (eg: gender, age, etc) in the future?</p>	<p>This is a time limited scheme funded and determined by central Government which ends on 30 November 2022. No further payments will be made under this scheme after this date.</p>

Agenda Item 6b



**Corporate Policy &
Resources Committee**

**Thursday, 10 November
2022**

**Subject: Progress and Delivery Quarter Two (22/23) - Including
Performance Improvement Plan**

Report by:

Director of Change Management, ICT &
Regulatory Services

Contact Officer:

Claire Bailey
Change, Project and Performance Officer

claire.bailey@west-lindsey.gov.uk

Purpose / Summary:

To consider the Progress and Delivery report for
quarter two 2022/2023

RECOMMENDATION(S):

1. To approve the Progress and Deliver Quarter Two (July – September) 2022/23 report
2. To approve the Progress and Deliver Performance Improvement Plan for Quarter Two (July-September) 2022/23

IMPLICATIONS

Legal: N/A

Financial:
There are no financial implications arising from this report

Staffing: N/A

Equality and Diversity including Human Rights: N/A

Data Protection Implications: N/A

Climate Related Risks and Opportunities: N/A

Section 17 Crime and Disorder Considerations: N/A

Health Implications: N/A

Title and Location of any Background Papers used in the preparation of this report :

Risk Assessment:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1 Introduction

This report presents a summary of Council measures where performance has remained below target for two consecutive quarters or more. The information presented is based on the performance measures and targets approved by Corporate Policy and Resources Committee in February 2022. The report has been created to supplement the quarterly Progress and Delivery report, the introduction of Performance Improvement Plans will add further context and an extra level of assurance as to why performance measures with services are reported as below target for two consecutive quarters.

The report is broken down by portfolio to remain consistent with the Progress and Deliver report. Where a measure has reported below target and identified as requiring a Performance Improvement Plan, additional information will be provided: the reasons relating to the measure reporting below target, the impact this has, the actions in place to improve performance and the expected timeframe to realise the improvement(s) following the action.



Progress and Delivery Report

Quarter Two 2022/23
July - September

Executive Summary

This report presents a detailed summary of Council performance for Quarter Two, (July to September) of 2022-2023. In line with the Council's senior structure, performance information in this report is grouped by portfolio and is based on the performance measures and targets approved by Corporate Policy and Resources Committee in February 2022.

Each section of the report begins with an overall summary of portfolio performance, including measures which have been above or below target for at least two consecutive quarters. This is followed by a performance summary for each service within that portfolio. Key information includes performance by exception (above or below target) and narrative relating to service activity for the quarter.

Where new performance measures have been introduced, in line with standard practice, targets are not assigned for the first 12 months. Instead, performance data will be included in all P&D reports for 2022/23 in order that members have appropriate data to agree targets for 2023/24.




Quarter two see's the addition of the Performance Improvement Plan (PIP) which will include measures where performance has remained below target for two consecutive quarters or more. Additional information will be provided as to the reasons relating to the measure reporting below target, the impact this has, the actions in place to improve performance and when we expect to see the improvement following the action. The Plan is intended to add further context and provide the extra level of assurance Members are seeking and have requested as to why P&D measures within services are reporting as underperforming.

In addition to the table set out on page seven of this report, all featured measures have been highlighted through their portfolio summaries.

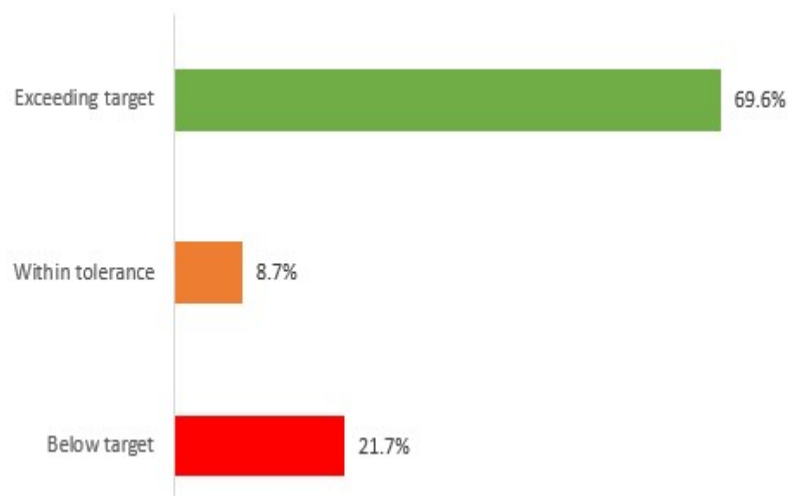
Key to KPI Ratings Used

This report includes Key Performance Indicators (KPIs) set for 2022/23 where progress is assessed against agreed targets. Progress against targets is assessed by RAG (Red/Amber/Green) ratings. Progress is also assessed in terms of direction of travel (DoT) using arrows.

Direction of travel arrows are used to indicate the direction of change for KPI's over time. This provides a visual display to show whether performance has improved/declined/remained the same when compared to the corresponding quarter.

DoT	
↑	Performance improving
↓	Fall in Performance
→	No change
RAG	
	Measure exceeding approved target
	Measures within approved tolerances
	Measure below target

Overall Summary of Council Performance



Portfolio	No of KPIs ¹	KPIs exceeding Target	KPIs within tolerance	KPIs below target
Corporate Health	10	7	0	3
Change Management, ICT and Regulatory Services	18	14	2	2
Finance Business and Property Services	1	1	0	0
Homes and Communities	3	1	1	1
Operational and Commercial Services	10	5	1	4
Planning and Regeneration	4	4	0	0
TOTAL	46	32	4	10

¹ Includes only those performance measures for which a target has been assigned

Corporate Health

- **COF02** – Whilst number of days taken to pay invoices remains below target going into quarter two it remains in line with the Council’s contractual standard payment terms of 30 days.
- **COF03** – The end of quarter two sees a £216k understand on the forecasted budget, this in main due the increased planning fee income, contract savings and interest receivable and payable.
- **CUS01** – Overall customer satisfaction remains below target at the end of quarter two, a total of 1699 surveys were distributed to customers throughout the quarter with an average response rate of 15%.
- The number of complaints received has remained consistent with 48 received this quarter compared with 47 in quarter two 2021/22, there has been a decrease from quarter one where a total of 84 complaints was received.
- Compliments have increased from 265 in quarter two 2021/22 to 298 in this year’s quarter two. Team work and professionalism was complimented on, with several teams receiving well deserved messages of thanks for their work during Her Majesty the Queens Mourning period, these teams included Member and Support Services, Customer Services, the Communications Team and the Property Services Team.
- **CUS04** – The number of complaints upheld has increased when compared to quarter two 2021/22. The Council was found to be at fault with 12 out of a total of 48 complaints, 10 being fully upheld and two partially upheld.
- **HUM01** – Staff absenteeism reports a reduction this quarter when compared with quarter two 2021/22 with most of the absence reporting as short term absence.

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
COF02 - Average number of days taken to pay invoices **Included in PIP**	9.6	14.00	22.30		↓
COF03 - Overall Council budget forecast outturn	-0.12%	0.00%	-1.42%		↑
CUS01 - Overall Customer Satisfaction **Included in PIP**	73%	75%	70%		↓
CUS04 - % of complaints where the Council is at fault	15%	45%	25%		↓
CUS05 - Average number of calendar days taken to resolve a complaint	9.00	21.00	6.8		↑
GLC01 - Number of data breaches resulting in action from the Information Commissioners Office	0	0	0		→
GLC02 – Number of FOI requests received	139	N/A	144	-	-
GLC03 - % of FOIs completed within 20 working days	100%	97%	100%		→
GLC04 - Number of FOI challenges upheld	0.00	0.00	0.00		→
HUM01 - Staff absenteeism	0.62	0.60	0.33		↑
HUM03 – Health & Safety incidents	12	N/A	11	-	-
ICT05 - Server and system availability	100%	98%	100%		→

Performance Improvement Plan

The introduction of the Performance Improvement Plan into the Progress and Delivery framework will assist with the ongoing maturity of performance management at West Lindsey District Council. This plan will include measures where performance has remained below target for two consecutive quarters or more.

Additional information will be provided as to the reasons relating to the measure reporting below target, the impact this has, the actions in place to improve performance and when we expect to see the improvement following the action.

The Plan is intended to add further context and provide the extra level of assurance Members are seeking and have requested as to why P&D measures within services are reporting as underperforming.

The table overleaf shows a summary of improvement actions identified with associated Team Managers and Assistant Director/Directors. A more detailed plan is managed at service level with oversight by the senior management team including clear linkages to the objectives of both teams and individuals.

The plan will be monitored by the Council's Senior Change and Performance Officer and the relevant Team Manager with the quarterly P&D report used to update members on progress.

Performance Improvement Plan

Portfolio / Service	Measure	Reason	Impact	Actions – what can we do to improve?	When will we start to see an improvement?
Finance Business and Property Services / Finance	COF02 - Average time taken to pay creditor invoices *Corporate Health Measure*	The Council's contractual standard payment terms are 30 days which all suppliers sign up to. Our payments system is configured to deliver all payments to payment terms. The only deviation from this is small local suppliers who are able to set shorter payment terms which we adhere to. As part of the planned review of performance measures and targets for 2023-24, the target for this measure will be amended to align with the Council's standard contractual terms and conditions.	It is essential that during these times of increased interest rates that the authority obtains best value for the tax payer.	To pay to terms and to ensure that where we use smaller suppliers that have shorter payment terms than 30 days that these terms are adhered to. There is no evidence that these shorter payment terms are not being adhered to.	To be reviewed as part of 2023-24 performance measures
Operational and Commercial Services / Customer Services	CUS01 - Overall Customer Satisfaction *Corporate Health Measure*	Due to the introduction of a major service change in Waste Services (purple lidded bins), a temporary increase in complaints is to be expected as a new service is embedded.	Demands on staff time and customers unhappy with the change in service provision.	Corporate health measure - satisfaction is council wide and major service change has increased complaints. Complaints are now reducing. Ongoing delivery of the T24 programme resulting in better outcomes for customers.	Dec-24
Homes and Communities / Homes, Health and Wellbeing	HHW01 - Average number of calendar days from receipt of completed DFG	Remedial actions implemented following the T24 review of the service are already taking effect as we see the number of adaptations completed within 120 increase alongside the average number of days adaptations take to complete decrease.	Enabling vulnerable and disabled residents remain living independent	T24 review of service delivery model (completed - Dec 21) Evaluating the impact of the T24 review (Dec 22).	Mar-23

Portfolio / Service	Measure	Reason	Impact	Actions – what can we do to improve?	When will we start to see an improvement?
	application to completion of works		within their own homes		
Operational and Commercial Services / Markets	MKT01 - Average number of market stalls on a Tuesday	Reduced number of stalls - lack of town centre offering in terms of shops and change in habits.	Potential loss of historic market in the town.	Market function review approved at both PC and CP&R which includes a three-year action plan. This predicts gradual improvement, unlikely to see a difference in the first year.	2023-2025
Operational and Commercial Services / Markets	MKT02 - Average number of market stalls on a Saturday				
Operational and Commercial Services / Waste Management	WAS03 - Recycling Rate	Two extremely dry months - reduction in green waste (heaviest material). Introductions of the twin stream recycling which caused initial short-term bin rejections.	Failure to meet Government targets and the Council's own commitments set out in the Environment, Sustainability and Climate Change Strategy	Continued communication plan - posting online messages to avoid rejections and to aid customer support and buy in.	Dependent on climatic conditions possibly 2022/23. Depending of legislation food waste collections could be rolled out from 2025.

Change Management, ICT and Regulatory Services Performance Summary

Services Included:

- Benefits
- Community Safety
- Environmental Protection
- Food Safety
- Housing and Planning Enforcement
- ICT
- Land Charges
- Licensing
- Council Tax & NNDR
- Systems Development



■ Green ■ Amber ■ Red

Measures where performance is above target for at least two consecutive quarters

Supporting narrative and service breakdown on the pages to follow.

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
ENV02 - % of environmental protection cases closed within 6 months	100%	75%	100%	●
FDS02 - % of registered food premises rated 3 stars or above	98%	96.00%	98.08%	●
LLC03 - Average number of working days taken to process a search	2	10.00	2.17	●
LLC04 - % of searches processed within 10 working days	100%	86%	100%	●
LIC01 - % of licensing applications processed within target time	98%	96.00%	99.00%	●
LOT01 - Number of properties on the Council Tax Base per FTE	5,722	5,000	6,243	●
LOT05 - NNDR in-year collection rate	32.2%	53.73%	56.16%	●
SYS01 - Website availability	100%	98%	100%	●
SYS02 - LLPG standard	Gold	National Standard	Gold	●
SYS03 - % of systems development requests completed within 10 working days	98%	85%	99%	●

Measures where performance is below target for at least two consecutive quarters


There are no measures within this portfolio that have performed below target for two consecutive quarters.

Environmental Protection

There continues to be a high demand in terms of customer contact in this work area, however this is expected to reduce slightly over the Autumn and Winter period given the nature of agricultural complaints over quarter two.

The vacant Environmental Health Technical Officer post has been recruited to during this period, with a new officer commencing in the role in early September. As a result, the temporary resource within the work area will cease at the end of September.

Performance Exceptions



KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
ENV01 – Number of environmental protection requests received	186.00	N/A	201.00	-	-
ENV02 - % of environment protection cases closed within six months	98%	75%	100%		↑

Food Safety

- **FDS01** - The Food Safety service continues to demonstrates it recovery from the pandemic. There is confidence that the annual inspection target of 90% will be met by the end of March 2023, with 56% of inspections having been completed at the end of quarter two. The service has already completed more inspections year to date than for the whole of 2021/22 due to the COVID-19 restrictions.
- **FDS02** – The lack of full inspections over the past two years has led to an increase in hygiene inspections identifying poor practice. This has resulted in a slight increase in the number of premises not meeting the required 3* standard and in turn the income from paid for revisits (where a poor inspection score has been given) is already greater than for the entire period of 2021/22.

It is believed that this is due to the fact that some premises have not had full inspections for circa 2 to 3 years, however the response to this from premises has been positive in terms of putting in place required improvement. No appeals relating to poor food hygiene ratings have been lodged in the year to date.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
FDS01 - % of Food Standard Agency inspections completed	13%	45%	56%		↑
FDS02 - % of registered food premises rated 3 stars or above	98%	96%	98%		→




Housing and Planning Enforcement

- There continues to be high levels of demand within the enforcement work areas as we move into the Autumn and Winter seasons. For Housing Enforcement, the colder weather and the impact of the cost of living crisis in terms of fit for purpose facilities and use of provisions such as central heating are likely to mean a large increase in cases.
- **ENF05** - This measure relates to Housing Enforcement cases closed within six months and currently reports below target for quarter two, due to the closure of a large number of long-standing cases in July this year. These cases have all now been closed and the figures across the other five months to date show that the service is performing well in terms of speed of closing cases.

Additional focus this quarter has been on finalising the delivery of the Minimum Energy Efficiency Standards (MEES) project, which identified 120 substandard properties within the district, mostly in rural areas. Over 100 compliance notices were served during the project and subsequently around 50 were brought up to the required standard. There are still a number of outstanding cases that are being progressed and on further investigation, a number of properties were exempt from the measures.

- **ENF02** – Quarter two has seen significant improvements with the percentage of planning enforcement cases given an initial response within 20 days. The team worked hard to improve the customer service support in this area, with quarter two reporting 95% when compared to 62.7% in quarter one. The year to date average is now 79% and this upward trajectory is expected to continue.
- **ENF03** - The same improved upward trajectory can be seen with the measure relating to planning enforcement cases closed within six months, with quarter two reporting 86.7% when compared with 65.3% during quarter one.
- As we continue to see the sustained service improvement the temporary resource allocated to planning enforcement to deal with the COVID-19 backlog will be reduced. with the impact of this continually reviewed.
- **ENF06** - a new measure for 2022/23. The community safety work area continues to have a positive impact in relation to environmental crime and anti-social behaviour. Cases are being closed due to compliance at the expected rate and work to focus on particular hotspots using a multi-agency approach is ongoing. So far year to date, the team have actively investigated 87 fly-tipping cases and 113 early presentation of waste cases

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
ENF01 – Number of planning enforcement requests received	85	N/A	98	-	-
ENF02 - % of planning enforcement cases given an initial response within 20 days	79%	90%	95%		↑
ENF03 - % of planning enforcement cases closed within 6 months	71%	75%	87%		↑
ENF04 – Number of housing enforcement requests received	107	N/A	37	-	-
ENF05 - % of housing enforcement cases closed within 6 months	100%	75%	63%		↓
ENF06 – % of community cases closed following compliance	N/A	N/A	32%	-	-

ICT

- **ICT02, ICT03** and **ICT04** are new measures for 2022/23. As is standard practice new measures are not allocated targets with performance included in all P&D reports for 2022/23 in order for targets to be agreed for 2023/24 based on baseline data.
- A part of this measure set the team are working to ensure priority definitions are accurately reflected for monitoring purposes and correct allocation of resource to resolve each of the areas of escalation.




Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
ICT02 – % of high priority ICT helpdesk calls closed within 24 working hours	N/A	N/A	58.90%	-	-
ICT03 – % of medium priority ICT helpdesk calls closed within 74 working hours	N/A	N/A	82.10%	-	-
ICT04 – % of low priority ICT helpdesk calls closed within 48 working days	N/A	N/A	83.67%	-	-

Land Charges

- **LLC02/03**-The team have continued to maintain an average turnaround of two working days over quarter two. A decrease in market share is reported this quarter which correlates to the decrease in the number of searches received. The team will continue to monitor the impact on our market share and responsive plans in-line with the migration of the LLC1 portion of a Local Land Charge search to Land Registry.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LLC01 – Number of Local Land Charge searches received	942	N/A	753	-	↓
LLC02 - Market Share	34%	40%	29.46%		↓
LLC03 - Average number of working days taken to process a search	4.7	10	2.17		↑
LLC04 - % of searches processed within 10 working days	100%	86%	100%		→
LLC05 – Income Received	£33,030	N/A	£29,770	-	↓


Licensing

- **LIC01** - The overall number of licensing applications dealt with has increased during quarter two, mainly due to this being the summer period and is a continuing positive sign that licensing activities continue to recover from the pandemic. The speed for processing licenses continues to be done within the statutory timeframe, with quarter two reporting 100%.

The service is working to become more proactive in its compliance checks and in doing so is building stronger relationships with license holders to ensure that they understand their obligations with advice and guidance provided by the team.

The service has also completed a licensing review for a taxi driver during quarter two, as well as a review of taxi licensing fares, which was considered by Regulatory Committee.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LIC01 - % of licensing applications processed within target time	100%	96%	100%		→

Benefits



All KPIs within this service area are performing within expected tolerance levels.

Performance has improved in quarter two following a challenging start to 2022/23 for the Benefit service. The number of notifications received from the Department for Work and Pensions has decreased and those that are received are now semi-automated which has allowed performance to return to expected levels and within agreed tolerances. Performance will continue to be monitored and it is expected that some claims will take longer than 30 calendar days due to the ongoing change of circumstances and the complexity of the situation of our customers.

Council Tax and NNDR

- **LOT03** – Council Tax in year collection rates reports a 0.44% increase compared with quarter two 2021/22, this was aided by the Council Tax Energy Rebate Scheme with a proportion of the £150 payments allocated to almost 3,000 accounts eligible for the payment, but had not applied.
- **LOT05** – NNDR in year collection rates has increased 12.33% compared with quarter two 2021/22, COVID-19 Additional Relief Fund (CARF) was awarded in September for 2021/22 liabilities. Those paid in full have automatically transferred to 2022/23 which has significantly increased the collection rate. CARF ended at the end of quarter two so all payments were allocated by the end of September.




Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LOT01 - Number of properties on the Council Tax Base per FTE	5,456	5,000	6,243		↑
LOT02 – Amount of Council Tax collected	£16,285,899	N/A	£17,867,877	-	↑
LOT03 - Council Tax in-year collection rate	55.72%	55.72%	56.16%		↑
LOT04 – Amount of NNDR collected	£3,825,208	N/A	£5,932,787	-	↑
LOT05 - NNDR in-year collection rate	53.7%	53.73%	66.06%		↑

Systems Development

Continuous and automatic monitoring and pro-active engagement ensures standards are maintained.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
SYS01 - Website availability	100.00%	98.00%	100.00%		→
SYS02 - LLPG standard	Gold	National Standard	Gold		→
SYS03 - % of systems development requests completed within 10 working days	98.33%	85.00%	99.00%		↑

Finance Business and Property Services Performance Summary

Services Included:

- Property and Assets



■ Green ■ Amber ■ Red

Measures where performance is above target for at least two consecutive quarters

Supporting narrative and service breakdown on the pages to follow.

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
PRO03 – Rental portfolio voids	0.67%	12%	3.3%	●


Measures where performance is below target for at least two consecutive quarters

There are no measures within this portfolio that have performed below target for two consecutive quarters.

Property & Assets

PRO03 – The Councils rental portfolio continues to perform well with good market interest in rental stock. At the end of quarter two there are two remaining properties - one in The Plough and one in Gainsborough town centre, however both are under offer and expected to be occupied from next quarter.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
PRO03 – Rental portfolio voids	7%	12%	3.3%		↑

Homes and Communities Performance Summary

Services Included:

- Communities
- Homelessness
- Homes, Health and Well Being
- Housing



Measures where performance is above target for at least two consecutive quarters

Supporting narrative and service breakdown on the pages to follow.

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
HHW04 – Long term empty properties as a percentage of all housing stock in the district	1%	2%	1.2%	●

Measures where performance is below target for at least two consecutive quarters

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
HHW01 – Average number of days from receipt of completed DFG referral to completion of works **Included in PIP**	237	120	171	●

Communities

- **COM01** - is a new measure for 2022/23. As is standard practice new measures are not allocated targets with performance included in all P&D reports for 2022/23 in order for targets to be agreed for 2023/24 based on baseline data. All community grant activity during quarter two has been at expected levels. A number of match funding grant awards have been made helping to secure external match funding. Some match funding is subject to final confirmations from other funders and figures will be updated as P&D reporting continues during 2022/23.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
COM01 – Total number of grants awarded	N/A	N/A	34	-	-
COM02 – Total value of grants awarded	£48,714	N/A	£53,753	-	↑
COM03 – External community funds levered by WLDC	£188,488	N/A	£163,095	-	↓

Home Choices

- **HME01, HME02, HME05 and HME07** are new measures for 2022/23. The new measures approved by members were set to provide a more accurate journey relating to homelessness approaches through the homelessness service. As-is standard practice, new measures are not allocated targets with performance included in all P&D reports for 2022/23 in order for targets to be agreed for 2023/24 based on baseline data. 2022/23 saw a new measure set approved by members to provide a more accurate journey relating to homelessness approaches through the homelessness service.
- **HME01** - Demand on the service remains high in quarter two receiving 156 approaches, an increase of 34 when compared with quarter one. A positive outcome is defined as the team being able to prevent homelessness by proactive action providing people with the ways and means to address their housing and other needs to avoid homelessness or relieve defined as re-active action taken to help resolve homelessness, the options to prevent the homelessness remain largely the same. Quarter two saw an increase of 21 positive prevention and relief outcomes, showing the impact of a fully staffed team.
- **HME04** - Contracted temporary accommodation at Cross Street has again been fully utilised during quarter two. Demand from priority need applicants means B&B use continues to be unavoidable.
- **HME06** – The severe weather emergency protocol (SWEP) was triggered twice during quarter two due to extreme high temperatures, requiring two additional B&B placements. SWEP is initiated in periods of extreme high or low temperatures, this year was the first time SWEP has been activated due to high temperatures. In addition, a

household was made homeless due to the flooding in Market Rasen and two further households unable to be housed in Gainsborough due to safety reasons have contributed to a spike in B&B usage in September.

- **HME07** - The impact of materials shortages is affecting housing providers, due to being unable to undertake the required repairs needed to bring properties to a lettable condition, adding to delays with some households in temporary B&B accommodation. The use of B&B beyond 35 nights only occurs in exceptional circumstances where it isn't safe to house within our temporary accommodation (Cross Street) due to being considered a risk to themselves or others or where housing within Gainsborough isn't an option.
- A review of temporary accommodation is underway and an Initial finding from the review suggests a need for additional temporary accommodation across the district, alongside a requirement for a procurement strategy and allocation policy for temporary accommodation. Work is ongoing with consultants to implement and work towards these recommendations with the aim of reducing our B&B usage.

Performance Exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
HME01 – Number of homelessness approaches with positive outcomes	N/A	N/A	116	-	-
HME02 - % of homelessness approaches that are prevented or relived	N/A	N/A	71%	-	-
HME03 – Total number of households in leased/B&B accommodation	N/A	N/A	49	-	-
HME05 - % of households spending 56 nights or more in leased accommodation	N/A	N/A	14%	-	-
HME06 – Number of households in B&B accommodation	33	N/A	35	-	↓
HME07 % of households spending more than 35 nights in B&B accommodation	N/A	N/A	8.3%	-	-

Homes, Health and Wellbeing

- **HHW01** - During quarter two Homes, Health and Wellbeing Team have worked with the Change Team to implement a comprehensive Progress and Delivery Improvement Plan which aims to address the challenges for service delivery and sets out remedial actions to do so. This has provided the opportunity to review and detail the work underway to improve the performance and delivery which will continue to be monitored by Management Team.

Remedial actions implemented are already taking effect as we see the number of adaptations completed within 120 increase alongside the average number of days adaptations take to complete decrease (see below analysis). Delays with delivery of materials continues to be an issue, with approved works being unable to commence until materials are available.

The cost in adaptations has increased by almost 20% since 2018 due to the increased cost of materials and labour putting increased pressure on the budget. In addition to the mandatory Disabled Facilities Grant Policy the Council has a Discretionary DFG Policy, this element was withdrawn during quarter one, with no discretionary DFG grants approved due to prioritising the need for the mandatory DFG grants and budget pressure.

Performance Exceptions

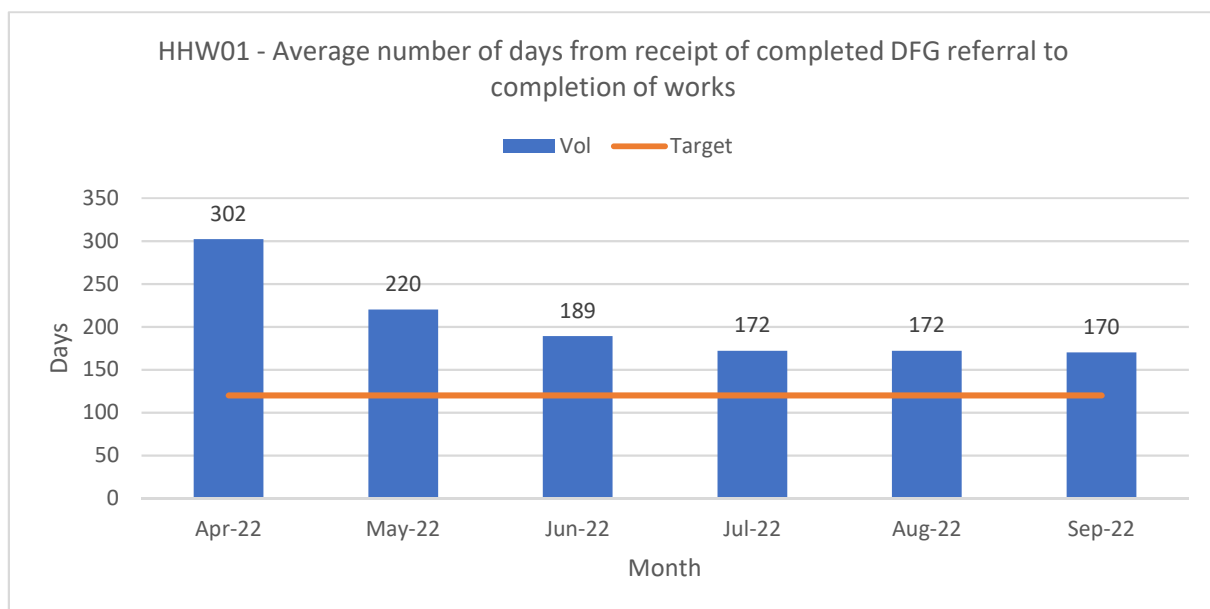
KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
HHW01 – Average number of days from receipt of completed DFG referral to completion of works	173	120	171	●	↑
HHW02 - % of DFG referrals completed within 120 calendar days	N/A	N/A	40%	-	-
HHW03 – Number of long-term empty properties in the district	499	N/A	519	-	-
HHW04 – Long term empty properties as a percentage of all housing stock in the district	1%	2%	1.2%	●	↓

Number of days from receipt of completed DFG referral to completion of works

The below chart shows performance on KPI ‘HHW01’ between the period of April and September 2022.

What stands out is the steady decline in the average number of days of DFG completion from when the Council receives the application to when the works are finalised. At the beginning of the period the average number of days is returned as 302 however this decreased to 170 days in September; a reduction of 132 days (44%).

Measure performance continues to exceed the agreed target of 120 days (red) and improvements will continue to be delivered in accordance with the services Performance Improvement Plan. Progress is to be monitored through the Progress and Delivery framework.



Operational and Commercial Services Performance Summary

Services Included:

- Building Control
- Crematorium
- Customer Services
- Contracts Management
- Leisure
- Markets
- Street Cleansing
- Trinity Arts Centre
- Waste Management (including Garden Waste)



Measures where performance is above target for at least two consecutive quarters

Supporting narrative and service breakdown on the pages to follow.

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
STR01 - % of fly tipping collected within the SLA	98%	90%	99.41%	●
TAC01 - The total number of performance and screenings	8	8	40	●
TAC03 - Number of engagement activities held	109	12	51	●
TAC05 - Average spend per head on secondary sales	£1.49	£2.30	£2.81	●
WAS02 - Amount of residual waste collected per household	40.83kg	45.00kg	41.00kg	●

Measures where performance is below target for at least two consecutive quarters

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
MKT01 - Average number of stalls on a Tuesday **Included in PIP**	26	37	23	●
MKT02 - Average number of stalls on a Saturday **Included in PIP**	10	14	7	●
WAS03 - Recycling rate **Included in PIP**	43.66%	50%	41%	●

Building Control

- **BDG03** – Market share has recovered from quarter one as expected with changes to private competitors followed by changes to the regulations causing some sporadic application numbers, with workflow settling down into quarter three.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
BDG01 – Income received	£68,347	N/A	£67,466	-	↓
BDG02 – Applications received	221	N/A	216	-	-

Crematorium

- **LFC01** – 1476 funerals have been carried out since opening with 104 of those held in quarter two, which is a decrease from 112 held in the same quarter last year. Lea Fields do offer Saturday services which are sold at a premium when compared to a standard service, this being something local competitors do not offer, two Saturday services were held in quarter two.
- **LFC02** - Over the last quarter direct funerals are becoming increasingly popular due to extensive television advertising. This has increased awareness resulting in more customers opting for a direct funeral resulting in a total of 14.4% of all funerals being direct funerals within quarter two. Whilst Lea Fields Crematorium offer a direct service, in addition there is the provision of the extra layer of customer service, webcasts are available if requested, and the option of a direct farewell service allows six members of the family to attend, without a service or officiant present.
- Quarter two saw Lea Fields host its first Funeral Directors/Officiant meeting, giving the opportunity to our users to feedback on what has worked well and more importantly, what could be done to improve. The Funeral Directors Loyalty scheme was discussed, which is aimed to incentivise Funeral Directors to use Lea Fields for their direct funerals, which is likely to have impacted the rise to 25.6% during September.
- **LFC04** - There has been a total of five scatterings from other cremation authorities during quarter two, this has resulted in the sale of five additional memorials.TH
- Lea Fields business plan was approved by Members at Corporate Policy and Resources Committee on 28th July 2022.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LFC01 – Services held	154	N/A	104	-	↓

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LFC02 – Direct funerals held	N/A	N/A	15	-	-
LFC03 – Income received	£122,672	N/A	£89,755	-	↓
LFC04 – Secondary sales	N/A	N/A	£2,791	-	-

Contracts Management

- **GLC06** – There were no expired contracts over the reporting period in quarter two.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
GLC06 - Number of expired contracts	1	N/A	0	-	↑

Leisure Contract

- **LEI01, LEI02A, LEI02B, LEI03, LEI04, LEI05 and LEI06** are new measures for 2022/23. As is standard practice new measures are not allocated targets with performance included in all P&D reports for 2022/23 in order for targets to be agreed for 2023/24 based on baseline data.
- **LEI02A/LEI02B** –Gym Memberships at both sites has decreased from April this year from 1,838 to 1,817 at Gainsborough and 724 to 642 at Market Rasen. The reduction in memberships due to the April price increase along with the rising cost of living crisis over the first quarter. Planned focus in quarter three on new initiatives and better outreach marketing to address this. The £1 joining fee has been marketed which has helped increased membership in September, the scheme will continue into October.
- **LEI04** – The senior active programme sessions being delivered include Easy Line, SIT Fitness and Stretch and Sculpt with all these sessions continuing to operate at over 75% capacity. The bi-weekly dementia group held at Gainsborough Methodist Church continues. The low intensity sports sessions delivered by Everyone Active continue to include Walking Netball with an average of 16 participants at West Lindsey and four at Market Rasen, Walking Football is delivered in partnership with Gainsborough Trinity Foundation, in addition to this walking cricket has now been launched at both centres and this continues to be advertised.
- **LEI06/07** – The outreach work for quarter two has reduced due to sessions not being held over the summer months. In addition to the active senior programme the ongoing outreach work includes:
 - Care Homes: The ongoing work to engage with care homes continues with two taking up this weekly provision to date. A further care home expressed an interest and we are working with them to secure this. Sessions are charged at £25 per hour and offer a variety of activities from Balloon Volleyball, Chair based exercise, Boccia and new age curling.

- Fit Villages: Questionnaires and brochures have been created to promote and assistance is being sought from Parish/Town councils to help distribute.
 - Working with Gainsborough Voluntary services: 16 clients regularly use the West Lindsey facility these include clients accessing the gym, swimming pool, walking groups and network to Badminton groups.
 - One You Lincolnshire: Quarter two reports 32 active clients on this free 12-week scheme, we have a further two colleagues now fully trained up to deliver this scheme and expand.
 - Lincolnshire Co-op Health Walks: Currently poorly attended but new walks being explored and more walk leaders being trained.
 - FA Girls Wild Cats at Market Rasen: Continues to be hugely popular with over 30 girls attending weekly, due to its popularity the scheme has been opened up to KS1 and all teams registered with the FA.
 - Launch of Everyone is Family: Everyone Active launched this initiative during the summer holidays with discounted racquet sports and extra junior gym sessions, this was further supported with the launch of national fitness day. Everyone Active are committed to continue this through the October Half term and into the New Year.
- **LEI09** - customer satisfaction questionnaires issued in quarter two included gym facilities, building cleanliness and health suite. In response to the questionnaire this quarter plans are being set out to change the shower cubicle, re-tile and decorate the wet change area.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
LEI01 - Number of individual full fee-paying leisure centre members	N/A	N/A	2,459	-	-
LEI02a - % of full fee-paying members visiting the Gainsborough leisure centre at least once per week	N/A	N/A	78%	-	-
LEI02b - % of full fee-paying members visiting the Market Rasen leisure centre at least once per week	N/A	N/A	86%	-	-
LEI03 - % of full fee-paying members using the wet side at least once per week	N/A	N/A	44.8%	-	-
LEI04 - Number of users of the senior's active programme	N/A	N/A	1,175	-	-
LEI05 - Number of non-members using the leisure centres	N/A	N/A	7,881	-	-
LEI06 - Number of outreach sessions held	N/A	N/A	23	-	-
LEI07 - Number of outreach users	0	N/A	318	-	↑
LEI08 - Number of leisure centre users referred through the Healthy Lifestyle scheme	294	N/A	172	-	↓
LEI09 - % of customers reporting satisfaction with West Lindsey leisure events and facilities	97%	N/A	93.3%	-	↓

Markets

- **MKT01** - Quarter two has seen a small decrease in the number of market stalls taken up by our market traders on a Tuesday, with an average take up of 23 per week when compared with 26 in quarter two 2021/22.
- **MKT02** Quarter two also reports a decrease in the number of market stalls taken up by our market traders on a Saturday, with an average take up of 6.7 per week when compared with 10 in quarter two 2021/22. A 16.66% decrease in attendance of traders at the Saturday Farmers Market has further reduced the figures within quarter two when compared with quarter one this year.
- **MKT03** – There has been a decrease in the number of traders attending our Tuesday and Saturday markets when compared with quarter one this year, an average take-up of 14.94 traders was reported per week in quarter two against 17 in quarter one. As highlighted previously a three-year action plan was approved to improve the market function and work is underway now to work towards improving the market offering within West Lindsey.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
MKT01 - Average number of stalls on a Tuesday	33	37	23		↓
MKT02 - Average number of stalls on a Saturday	12	14	7		↓
MKT03 - Number of market traders	N/A	N/A	15	-	-

Street Cleansing

- **STR01** – Quarter two has seen a decrease in the number of fly tipping incidents recorded, with 343 instances of fly tipping against 441 for quarter one, a 22.22% decrease. Of the instances reported 341 were collected and disposed of within their target frame, this represents a collection/removal rate of 99.41%.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
STR01 - % of fly tipping collected within the SLA	98%	90%	99.41%		↑

Trinity Arts Centre




- **TAC01** – The majority of events held in quarter two were cinema screenings with the exception of one live public lecture.
- **TAC02** – Following competitor analysis, it has shown that we maintain the most competitive ticket prices when compared with comparable venues. To highlight this work is planned to promote with a positive marketing campaign help towards growing our film audience.

As a response to the cost of living crisis the team are working towards building up a local film hub network with local schools to help maintain engagement and awareness of the centre and its creative offering whilst extending an educational outreach offer to the local community.

- **TAC03** – A reduction in the number of engagement activities held within quarter two is due to many of the clubs and groups not operating over the summer holidays. September saw the return of the dance and drama groups, as well as the adult education sessions and community choir.

As with other income generating areas an annual business plan will be presented to members in the coming weeks.




Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
TAC01 - The total number of performance and screenings	8	8	40		↑
TAC02 - Audience figures as a % of capacity	N/A	N/A	29.3%	-	-
TAC03 - Number of engagement activities held	109	12	51		↓
TAC04 - Income received	£12,885	N/A	£34,681	-	↑
TAC05 - Average spend per head on secondary sales	£1.49	£2.30	£2.81		↑

Waste Management

- **WAS02** – Residual waste weights remain largely the same and continue to remain stable.
- **WAS03** – In line with national trends the recycling rates continue to report under the 50% national target for quarter two. The introduction of purple lidded bins and the clean-up of the mixed dry recycling has affected figures as we now collect less weight but better-quality materials. In addition, the extreme weather experienced over the summer which impacted the volume of green waste collected and therefore the recycling rates this quarter.
- **WAS04** – Quarter two reported 374 missed bins with 358 collected within 5 working days, which equates to 96% of missed bins collected within the target time. This is an improvement from the previous quarter.
- **WAS05/06** – The 2022/23 target for green garden waste bins has not been met, with 287 less bin sales and 399 fewer subscribers to date. The reasons for the slight reduction in sales is due to the introduction of the additional purple lidded bin, with residents reporting the lack of space to store the bins and also the extreme weather conditions reducing the amount presented over the summer. As with a number of income generating areas an annual business plan for the service will be presented to members in the coming weeks.

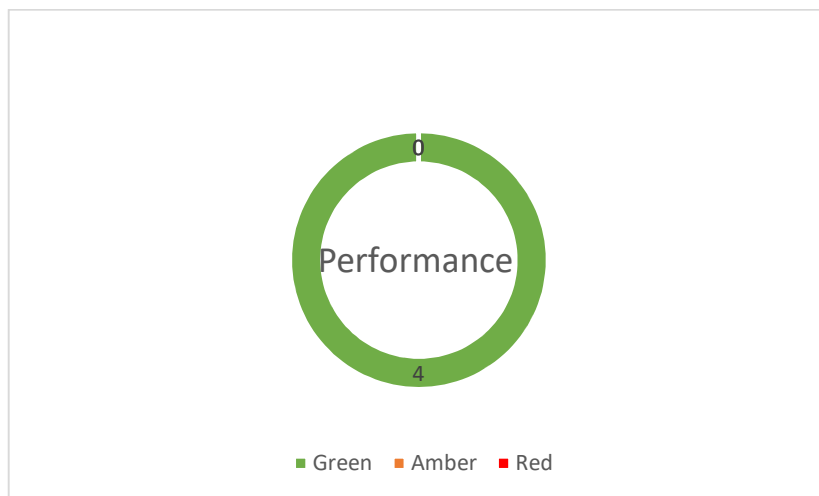
Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
WAS02 - Amount of residual waste collected per household	41.16%	45.00kg	41.00kg		↓
WAS03 - Recycling rate	54%	50%	41%		↓
WAS04 - % of missed black, blue and purple lidded bins collected within the SLA	93%	N/A	96%	-	↑
WAS05 - Number of bins sold	28,289	28,289	28,002		↓
WAS06 - Subscription take-up	60.3%	N/A	58.9%	-	↓

Planning and Regeneration Performance Summary

Services Included:

- Development Management



Measures where performance is above target for at least two consecutive quarters

Supporting narrative and service breakdown on the pages to follow.

KPI	Q1 (2022/23)	Target	Q2 (2022/23)	Perf
DEV03 - Major applications determined in-time	100%	90%	100%	●
DEV05 - Major appeals allowed	0%	8%	0%	●
DEV06 - Non-major appeals allowed	0%	8%	0.3%	●

Measures where performance is below target for at least two consecutive quarters


There are no measures within this portfolio that have performed below target for two consecutive quarters.

Development Management

- **DEV01** – Quarter two reports £430,771 in planning application fees – a 71% increase on quarter two 2021/22. A significant proportion of this (£150,000) due to the resubmission of the Gainsborough Southern Urban Extension (app ref 145239) to extend the lifetime of the existing permission. With this and the submission of other major applications it means that planning fees in 2022/23 are comfortably ahead of forecast – but await to see what effect the cost of living crisis may have on planning fees for the rest of the year.
- **DEV02** - 445 applications of all types were received this quarter, an increase of 2% compared with quarter two 2021/22. Of this, 18 applications for major development were received (averaging 6 a month). 2022/23 so far reports a total of 906 applications received by the planning department, with 2021/22 reporting 907 a similar figure at the same period last year.
- **DEV03** - 13 applications for major development were determined in quarter two, 100% of these were made with 13 weeks or the agreed time.
- **DEV04** - 228 applications for non-major development were determined in quarter two, 97% (221) of these were determined within 8 weeks, or the agreed time.
- Overall, 100% of applications determined in September were determined in time, this includes two major applications and 81 non-major applications.
- **DEV05/06** – A total of two appeal decisions were received in quarter two, both relating to non-major developments. One appeal was dismissed, the other allowed, resulting in <1% of all decisions made on non-major decisions in quarter two being allowed upon appeal. Overall 2022/23 to date has received a total of 8 appeal decisions, 7 of which have been dismissed. Allowed appeals make up significantly less than 1% of decisions made in the year so far.

Performance exceptions

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
DEV01 - Planning and pre-app income	£276,814	N/A	£440,108	-	-
DEV02 - Received planning applications	435	N/A	445	-	-
DEV03 - Major applications determined in-time	100%	90%	100%		→
DEV04 - Non-major applications determined in-time	98%	94%	96.67%		↓
DEV05 - Major appeals allowed	0%	8%	0%		→

KPI	Q2 (2021/22)	Target	Q2 (2022/23)	Perf	DoT
DEV06 - Non-major appeals allowed	4%	8%	0.3%		↑

Agenda Item 6c



**Corporate Policy and
Resources**

**Thursday, 10th November
2022**

Subject: Mid-Year Treasury Management Report 2022-23

Report by:

Director of Corporate Services

Contact Officer:

Peter Davy
Financial Services Manager

peter.davy@west-lindsey.gov.uk

Purpose / Summary:

This report provides the Mid-Year update for Treasury Management Indicators in accordance with the Local Government Act 2003

RECOMMENDATION(S):

The Corporate Policy and Resources Committee is asked to recommend the following to Full Council:

- **Note the report, the treasury activity and recommend approval of any changes to the prudential indicators.**

IMPLICATIONS

Legal:

This report complies with the requirement of the Local Government Act 2003

Financial : FIN/104/23/PD

There are no financial implications as a direct result of this report

Staffing : None arising as a result of this report

(N.B.) Where there are staffing implications the report **MUST** have a HR Ref

Equality and Diversity including Human Rights :

None arising as a result of this report

Data Protection Implications : None arising as a result of this report

Climate Related Risks and Opportunities: This is a monitoring report only

Section 17 Crime and Disorder Considerations: This is a monitoring report only

Health Implications: This is a monitoring report only

Title and Location of any Background Papers used in the preparation of this report :

CIPFA Code of Treasury Management Practice 2017

CIPFA The Prudential Code

Local Government Act 2003

Located in the Finance Department

Risk Assessment :

The Mid Year Treasury Management Report reviews our assessment of Treasury Risks

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

Executive Summary

1. Executive Summary

This mid-year report has been prepared in compliance with the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice on Treasury Management, and covers the following:

- An economic update for the first part of the 2022/23 financial year;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The Council's capital expenditure, as set out in the Capital Strategy, and prudential indicators;
- A review of the Council's investment portfolio for 2022/23;
- A review of the Council's borrowing strategy for 2022/23;
- A review of compliance with Treasury and Prudential Limits for 2022/23.

- 1.1 The Bank of England Base rate has increased during 2022/23, with further rises expected. The current rate is 2.25%.
- 1.2 There have been no changes to the Treasury Management Strategy Statement and Annual Investment Strategy.
- 1.3 The forecast out-turn for Capital Expenditure is £10.493m against the approved budget of £16.772m. The budget will be revised to £10.5m at Corporate Policy and Resources committee with a request of £6.815m to be re-phased over future financial years. The remaining £0.543m is the net increase in budgets where funding has been identified.
- 1.4 The Council is projected to have circa £12m invested at the year end and have generated £0.384m in investment Interest. The return on investments is increasing with the increase in interest rates compared to when rates were historically low on which the original budget was predicated.
- 1.5 It is anticipated that total external borrowing may need to increase in the short term to cover cashflow fluctuations, this currently stands at £21.5m.

2. Background

2.1 Capital Strategy

In December 2017, CIPFA issued revised Prudential and Treasury Management Codes. These require all local authorities to prepare a Capital Strategy which is to provide the following:

- a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services;
- an overview of how the associated risk is managed;
- the implications for future financial sustainability.

2.2 Treasury Management

The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering optimising investment returns.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.

Accordingly, treasury management is defined as:

“The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

2.3 Key Changes to the Treasury and Capital Strategies

There are no changes to report to this committee

3. Economics and Interest Rates

3.1 Monetary Policy Committee meetings 04.8.22 and 22.09.22

The committee raised interest rates to 1.75% in August and then to 2.25% in September with further rises expected. The Councils Treasury advisors have summarised the outcomes of these meetings as follows: -

- In August, the Bank of England's Monetary Policy Committee (MPC) increased Bank Rate to 1.75%, and on 22nd September moved rates up a further 50 basis points to 2.25%. The increase reflected a split vote – five members voting for a 50 basis points increase, three for 75 basis points and one for 25 basis points. The MPC continues to work to get inflation back on track over a three-year horizon.
- Moreover, the UK now has a new Prime Minister, a new Chancellor and new economic policies that seek to grow the UK economy faster than at any time since the 1980s. The central parts to the government's new policies are tax cuts and regulatory simplification. It is too early to say whether such policies will boost growth in the ways intended, but what is clear at this juncture is that the lack of scrutiny of the various projections, ideally by the Office of Budget Responsibility (OBR), and an emphasis upon borrowing to fund the significant cost of the proposals has caused market instability.

- Subsequently, the Government has announced that the OBR will scrutinise their spending plans on 23rd November, after the MPC next meets on 3rd November. Naturally, the Bank Rate forecast set out below will be dependent on a more joined-up set of communications from the Bank of England and the government than that which we have seen or heard so far. In addition, the fiscal governance aspects referred to in the OBR’s upcoming review in November will need to be suitable to persuade the markets that sound fiscal policy is in place.
- Of course, what happens outside of the UK is also critical to movement in gilt yields. The US FOMC has led with increases of 300 basis points in the year to date and is expected to increase rates further before the end of the year. Similarly, the ECB has also started to tighten monetary policy, albeit from an ultra-low starting point, as have all the major central banks apart from Japan. Arguably, though, it is US monetary policies that are having the greatest impact on global bond markets.
- What happens in Ukraine will also impact the global economy, but particularly in Europe. The search for alternative providers of energy, other than Russia, will take both time and effort. The weather will also play a large part in how high energy prices stay and for how long.

3.2 Interest Rate Forecasts

The Council’s treasury advisor, Link Group, have provided the following forecasts on 27th September 2022. The latest forecast sets out a view that both short and long-dated interest rates will be elevated for some little while, as the Bank of England seeks to reduce inflation in the economy, whilst the government is providing a package of fiscal loosening to try and protect households and businesses from the impact of ultra-high wholesale gas and electricity prices. The increase in PWLB rates reflects a broad sell-off in sovereign bonds internationally but more so the confidence investors have with the position of the UK public finances after September’s “fiscal event”. To that end, the MPC has increased short-term interest rates with a view to trying to slow the economy sufficiently to keep the secondary effects of inflation – as measured by wage rises – under control.

The current and previous PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20 bps) which has been accessible to most authorities since 1st November 2012.

Link Group Interest Rate View	27.09.22											
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
BANK RATE	4.00	5.00	5.00	5.00	4.50	4.00	3.75	3.25	3.00	2.75	2.75	2.50
3 month ave earnings	4.50	5.00	5.00	5.00	4.50	4.00	3.80	3.30	3.00	2.80	2.80	2.50
6 month ave earnings	4.70	5.20	5.10	5.00	4.60	4.10	3.90	3.40	3.10	3.00	2.90	2.60
12 month ave earnings	5.30	5.30	5.20	5.00	4.70	4.20	4.00	3.50	3.20	3.10	3.00	2.70
5 yr PWLB	5.00	4.90	4.70	4.50	4.20	3.90	3.70	3.50	3.40	3.30	3.20	3.20
10 yr PWLB	4.90	4.70	4.60	4.30	4.10	3.80	3.60	3.50	3.40	3.30	3.20	3.20
25 yr PWLB	5.10	4.90	4.80	4.50	4.30	4.10	3.90	3.70	3.60	3.60	3.50	3.40
50 yr PWLB	4.80	4.60	4.50	4.20	4.00	3.80	3.60	3.40	3.30	3.30	3.20	3.10

Additional notes by Link on this forecast table: -

- LIBOR and LIBID rates ceased at the end of 2021. In a continuation of the previous forecasts, our money market yield forecasts are based on expected average earnings by local authorities for 3 to 12 months.
- The forecasts for average earnings are averages i.e., rates offered by individual banks may differ significantly from these averages, reflecting their different needs for borrowing short-term cash at any one point in time.

3.3 Forecasts for Bank Rate (Provided by Link Asset Services)

- The central forecast for interest rates was previously updated on 9th August and reflected a view that the MPC would be keen to further demonstrate its anti-inflation credentials by delivering a succession of rate increases. This has happened but the “fiscal event” has complicated the picture for the MPC, who will now need to further address inflationary pressures stemming from the government’s policies.
- Further down the road, it is anticipated the Bank of England will be keen to loosen monetary policy when the worst of the inflationary pressures are behind us – but that timing will be one of fine judgment: cut too soon, and inflationary pressures may well build up further; cut too late and any downturn or recession may be prolonged.
- The CPI measure of inflation will peak at close to 10.4% in November 2022. Despite the cost-of-living squeeze that is still taking shape, the Bank will want to see evidence that wages are not spiralling upwards in what is evidently a very tight labour market.
- Regarding the “provisional” plan to sell £10bn of gilts back into the market each quarter, this is still timetabled to take place but not until October at earliest.
- In the upcoming months, forecasts will be guided not only by economic data releases and clarifications from the MPC over its monetary policies and the government over its fiscal policies, but the on-going conflict between Russia and Ukraine. (More recently, the heightened tensions between China/Taiwan/US also have the potential to have a wider and negative economic impact.)
- On the positive side, consumers are still estimated to be sitting on over £160bn of excess savings left over from the pandemic so that will cushion some of the impact of the above challenges. However, most of those are held by more affluent households whereas lower income families already spend nearly all their income on essentials such as food, energy and rent/mortgage payments.

3.4 PWLB Rates

- The yield curve has shifted upwards since the August update and PWLB 5 to 50 years Certainty Rates are, generally, in the range of 4.25% to 5.75%. The yield curve is currently inverted.

- The view is the markets have built in, already, nearly all the effects on gilt yields of the likely increases in Bank Rate and the poor inflation outlook but markets are volatile and further changes of gilt yields across the whole spectrum of the curve is possible.

3.5 The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is to the downside.

Downside risks to current forecasts for UK gilt yields and PWLB rates include: -

- Labour and supply shortages prove more enduring and disruptive and depress economic activity (accepting that in the near-term this is also an upside risk to inflation and, thus, rising gilt yields).
- The Bank of England acts too quickly, or too far, over the next two years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- UK / EU trade arrangements – if there was a major impact on trade flows and financial services due to complications or lack of co-operation in sorting out significant remaining issues.
- Geopolitical risks, for example in Ukraine/Russia, China/Taiwan/US, Iran, North Korea and Middle Eastern countries, which could lead to increasing safe-haven flows.

Upside risks to current forecasts for UK gilt yields and PWLB rates: -

- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly and for a longer period within the UK economy, which then necessitates an even more rapid series of increases in Bank Rate faster than we currently expect.
- The Government acts too quickly to cut taxes and/or increases expenditure in the light of the cost-of-living squeeze.
- The pound weakens because of the UK's growing borrowing requirement resulting in investors pricing in a risk premium for holding UK sovereign debt.
- Longer term US treasury yields continue to rise strongly and pull gilt yields up even higher than currently forecast.

3.6 Treasury Management Strategy Statement and Annual Investment Strategy update

The Treasury Management Strategy Statement (TMSS) for 2022/23, which includes the Annual Investment Strategy, was approved by the Council on 7 March 2022.

The underlying TMSS approved previously requires revision in the light of economic and operational movements during the year. The proposed changes and supporting detail for the changes are set out below:

Prudential Indicator 2022/23	Original £'000	Revised Prudential Indicator £'000
Authorised Limit	43,000	43,000
Operational Boundary	38,241	39,068
External Debt	26,500	26,500
Investments	(13,000)	(12,000)
Net Borrowing	13,500	14,500
Capital Financing Requirement	38,241	39,068

4 The Council's Capital Position (Prudential Indicators)

This part of the report is structured to update:

- The Council's capital expenditure plans;
- How these plans are being financed;
- The impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow;
- Compliance with the limits in place for borrowing activity.

4.2 Prudential Indicator for Capital Expenditure

This Table shows the revised estimates for capital expenditure and the changes since the capital programme was agreed at the budget. It draws together the main strategy elements of the capital expenditure plans, highlighting the original supported and unsupported elements of the capital programme, and the expected financing arrangements of this capital expenditure. The borrowing element of the table increases the underlying indebtedness of the Council by way of the Capital Financing Requirement (CFR), although this will be reduced in part by revenue charges for the repayment of debt (the Minimum Revenue Provision). This direct borrowing may also be supplemented by maturing debt and other treasury requirements.

Capital Expenditure by Cluster £'000	2022/23 Original Estimate £'000	2022/23 Revised Estimate £'000
Our People	1,911	3,863
Our Places	10,424	6,237
Our Council	637	400
Total capital expenditure	12,972	10,500
Financed by:		
Capital receipts	527	1,130
Capital grants	7,830	4,802
Earmarked Reserves	3,236	3,006
S106	1,236	1,462
Total Financing	12,829	10,400
Borrowing need	143	100

4.3 Changes to the Prudential Indicators for the Capital Financing Requirement (CFR)

The table below shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. It also shows the expected debt position over the period, which is termed the Operational Boundary.

During the half year ended 30 September 2022, the Council has operated within the treasury and prudential indicators set out in the Council's Treasury Management Strategy. The Director of Corporate Services (S151) reports that no difficulties are envisaged for the current or future years in complying with prudential indicators.

	2022/23 Original Estimate £'000	2022/23 Revised Estimate £'000
Prudential Indicators		
Capital Expenditure	12,972	10,500
Capital Financing Requirement (CFR)	38,241	39,068
Of Which Commercial Property	20,211	20,211
Annual Change in CFR	(1,184)	(1,227)
In year Borrowing Requirement	26,500	26,500
Under/(Over) Borrowing	11,741	12,568
Ratio of financing costs to net revenue stream	10.34%	11.73%
Incremental impact of capital investment decisions		
Increase/ Reduction(-) in Council Tax (band change per annum)	£0.00	£3.17

Please note the above prudential indicators assume a revenue provision will be made for the repayment of debts in 2022/23 of £0.898m.

4.4 Limits to Borrowing Activity

The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose. Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2022/23 and next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.

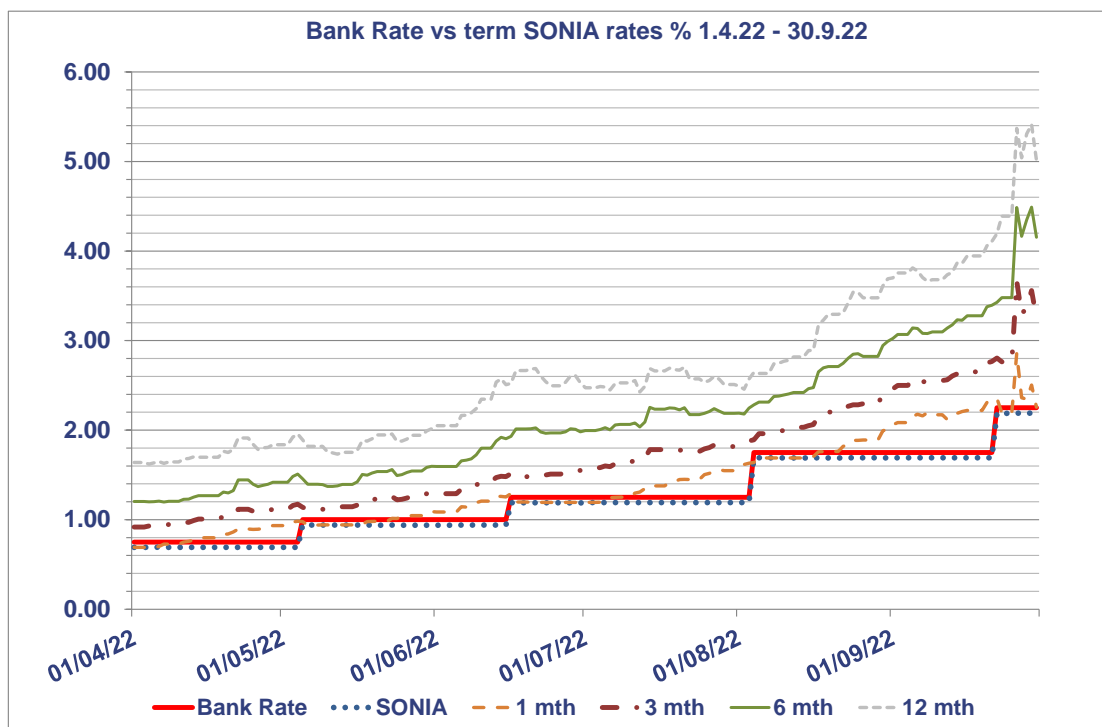
A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited, and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

5. Investment Portfolio 2022/23

In accordance with the CIPFA Treasury Management Code of Practice, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. In the current economic climate it is considered appropriate to keep investments short term to cover cash flow needs.

As shown by the interest rate forecasts in section 3.2, rates are starting to return to levels not seen since before the financial crash of 2008 and the austerity measures which followed. This means investment returns are on an upward trajectory and indeed this is shown in the quarter two forecasting which shows increased investment income in 2022/23. If rates continue to move as anticipated the Council's MTFS for 2023/24 onwards will benefit.

The Council held £20.666m of investments as at 30 September 2022 (£20.032m at 31 March 2022). The annualised investment rate for the first six months of the year is 1.694% against the Sterling Overnight Indexed Average (SONIA) average rate of 1.22%. The weighted average interest rate is 1.689%. The yield reflects the £3m investment in the Local Authority Property Fund. SONIA measures the rate paid by banks on overnight funds and replaces the London Interbank Offered Rate (LIBOR) which is being phased out.



The Council's budgeted investment return for 2022/23 is £0.149m, and performance for the year is forecast to be £0.235m above budget at £0.384m, this is mainly due to increasing interest rates.

The Director of Corporate Services (S151) confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2022/23.

5.1 Investment Counterparty criteria

The current investment counterparty criteria selection approved in the TMSS is meeting the requirement of the treasury management function.

Treasury Officers continue to mitigate investment risk in accordance with Treasury Management Practices.

6. Borrowing

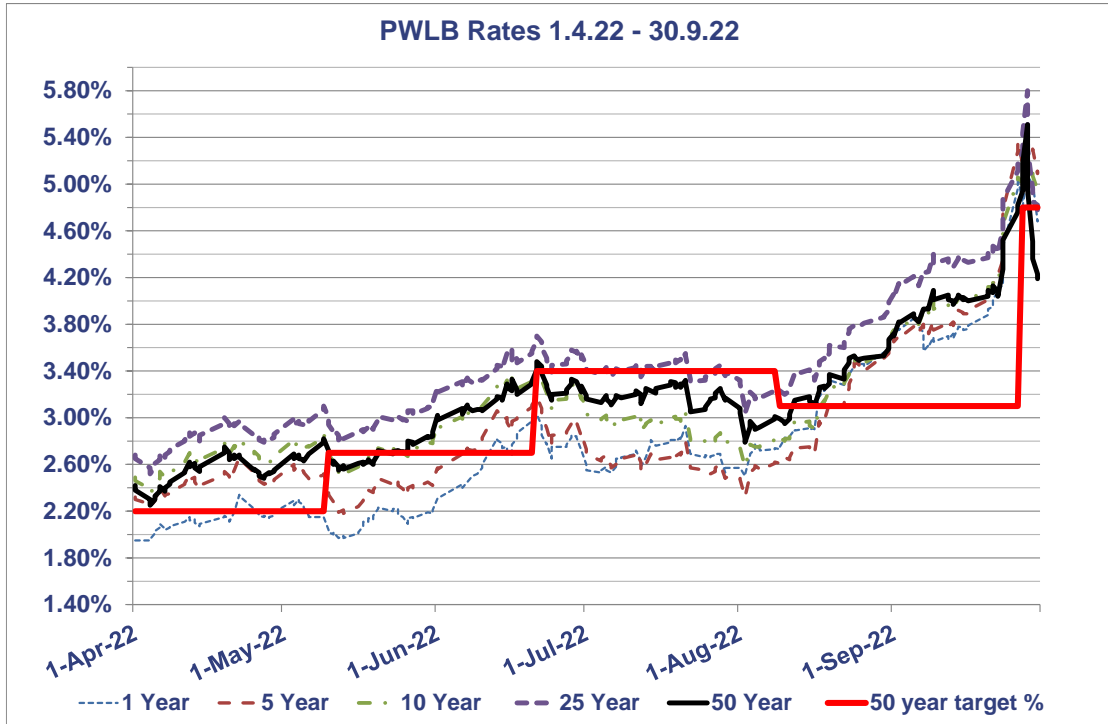
The Council's capital financing requirement (CFR) for 2022/23 was originally £38.241m which has now changed to £39.068m after the Council closed its accounts for 2021/22. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions.

Due to the overall financial position and the underlying need to borrow for capital purposes (the capital financing requirement - CFR), no new external borrowing was undertaken in the first six months of the financial year. External borrowing remains at £21.5m. This is a prudent and cost effective approach in the current economic climate but will require ongoing monitoring in the event that upside risk to gilt yields prevails.

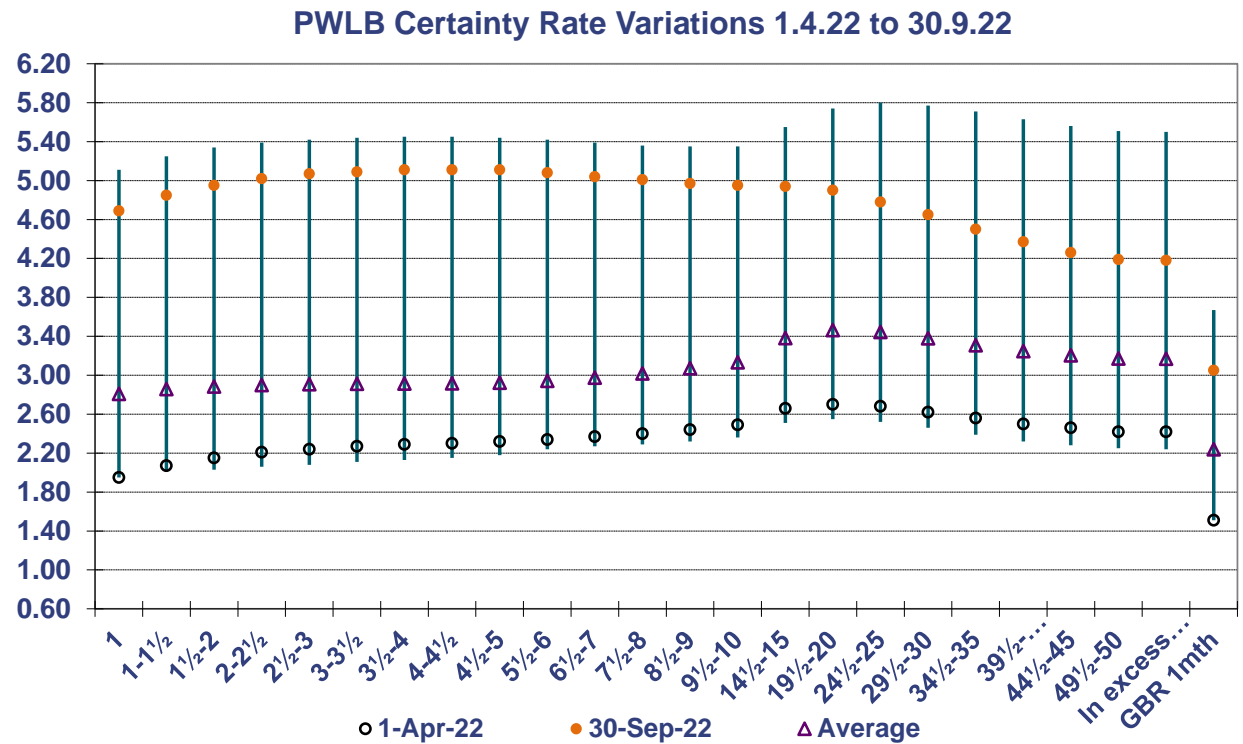
INTERNAL BORROWING: The Council forecasts that by the end of the financial year it will have cumulatively £12.568m of internal borrowing

It is anticipated that further short term external borrowing may be undertaken early next year to smooth peaks and troughs in cashflow.

The graph and table below show the movement in PWLB certainty rates for the first six months of the year:



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.95%	2.18%	2.36%	2.52%	2.25%
Date	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
High	5.11%	5.44%	5.35%	5.80%	5.51%
Date	28/09/2022	28/09/2022	28/09/2022	28/09/2022	28/09/2022
Average	2.81%	2.92%	3.13%	3.44%	3.17%
Spread	3.16%	3.26%	2.99%	3.28%	3.26%



Appendix A: Economics update (Supplied by Link Asset Services)

- The second quarter of 2022/23 saw:
 - GDP in Q1 2022/23 revised upwards to 0.2% q/q from -0.1%, which means the UK economy has avoided recession for the time being;
 - Signs of economic activity losing momentum as production fell due to rising energy prices;
 - CPI inflation ease to 9.9% y/y in August but domestic price pressures showing little sign of abating in the near-term;
 - The unemployment rate fell to a 48-year low of 3.6% due to a large shortfall in labour supply;
 - Bank Rate rise by 100bps over the quarter, taking Bank Rate to 2.25% with further rises to come;
 - Gilt yields surge and sterling fall following the “fiscal event” of the new Prime Minister and Chancellor on 23rd September.
- The UK economy grew by 0.2% in July following an upward revision to Q1’s GDP data (+0.2% q/q), though revisions to historic data left it below pre-pandemic levels.
- There are signs of higher energy prices creating more persistent downward effects in economic activity. Both industrial production (-0.3% m/m) and construction output (-0.8% m/m) fell in July 2022 for a second month in a row. Although some of this was probably due to the heat wave at the time, manufacturing output fell in some of the most energy intensive sectors (e.g., chemicals), pointing to signs of higher energy prices weighing on production. With the effect on real activity from high inflation having grown in recent months, GDP is at risk of contracting through the autumn and winter months.
- The fall in the composite PMI from 49.6 in August to a 20-month low of 48.4 in September points to a fall in GDP of around 0.2% q/q in Q3 and consumer confidence is at a record low. Retail sales volumes fell by 1.6% m/m in August, which was the ninth fall in 10 months. That left sales volumes in August just 0.5% above their pre-Covid level and 3.3% below their level at the start of the year. There are also signs that households are spending their excess savings in response to high prices. Indeed, cash in households’ bank accounts rose by £3.2bn in August, which was below the £3.9bn rise in July and much smaller than the 2019 average monthly rise of £4.6bn.
- The labour market remained exceptionally tight. Data for July and August provided further evidence that the weaker economy is leading to a cooling in labour demand. Labour Force Survey (LFS) employment rose by 40,000 in the three months to July (the smallest rise since February). But a renewed rise in inactivity of 154,000 over the same period meant that the unemployment rate fell from 3.8% in June to a new 48-year low of 3.6%. The single-month data showed that inactivity rose by 354,000 in July itself and there are now 904,000 more inactive people aged 16+ compared to before the pandemic in February 2020. The number of vacancies has started to level off from recent record highs but there have been few signs of a slowing in the upward momentum on wage growth. Indeed, in July, the 3my/y rate of average earnings growth rose from 5.2% in June to 5.5%.

- CPI inflation eased from 10.1% in July to 9.9% in August, though inflation has not peaked yet. The easing in August was mainly due to a decline in fuel prices reducing fuel inflation from 43.7% to 32.1%. And with the oil price now just below \$90pb, we would expect to see fuel prices fall further in the coming months.
- However, utility price inflation is expected to add 0.7ppts to CPI inflation in October when the Ofgem unit price cap increases, typically, to £2,500 per household (prior to any benefit payments). But, as the government has frozen utility prices at that level for two years, energy price inflation will fall sharply after October and have a big downward influence on CPI inflation.
- Nonetheless, the rise in services CPI inflation from 5.7% y/y in July to a 30-year high of 5.9% y/y in August suggests that domestic price pressures are showing little sign of abating. A lot of that is being driven by the tight labour market and strong wage growth. CPI inflation is expected to peak close to 10.4% in November and, with the supply of workers set to remain unusually low, the tight labour market will keep underlying inflationary pressures strong until early next year.
- The new Prime Minister and Chancellor have appeared to make a step change in government policy. The government's huge fiscal loosening from its significant tax cuts will add to these domestic inflationary pressures and will leave a legacy of higher interest rates and public debt. Whilst the government's utility price freeze, which could cost up to £150bn (5.7% of GDP) over 2 years, will reduce peak inflation from 14.5% in January next year to 10.4% in November this year, the long list of tax measures announced at the "fiscal event" adds up to a loosening in fiscal policy relative to the previous government's plans of £44.8bn (1.8% of GDP) by 2026/27. These included the reversal of April's national insurance tax on 6th November, the cut in the basic rate of income tax from 20p to 19p in April 2023, the cancellation of next April's corporation tax rise, the cut to stamp duty and the removal of the 45p tax rate, although the 45p tax rate cut announcement has already been reversed.
- Fears that the government has changed direction at pace on the back of these announcements has meant that the pound has weakened, adding further upward pressure to interest rates. Whilst the pound fell to a record low of \$1.035 on the Monday following the government's "fiscal event", it has since recovered to around \$1.12. That is due to hopes that the Bank of England will deliver a very big rise in interest rates at the policy meeting on 3rd November and the government will lay out a credible medium-term plan in the fiscal statement on 23rd November. Nevertheless, with concerns over a global recession growing, there are downside risks to the pound.
- Since the fiscal event, we now expect the Monetary Policy Committee (MPC) to increase interest rates further and faster, from 2.25% currently to a peak of 5.00% in February 2023 (up from our previous forecast peak of 2.75%). The combination of the government's fiscal loosening, the tight labour market and inflation expectations means we expect the MPC to raise interest rates by 100bps at the policy meetings in November (to 3.25%) and 75 basis points in December (to 4%) followed by further 50 basis point hikes in February and March (to 5.00%). Market expectations for what the MPC will do are volatile. If Bank Rate climbs to these levels the housing market looks very vulnerable, which is one reason why the peak in our forecast is lower than the peak of 5.50% priced into the financial markets at present.
- Gilt yields rose sharply at the end of September as investors demanded a higher risk premium and expected faster and higher interest rate rises to offset the government's

extraordinary fiscal stimulus plans. The 30-year gilt yield rose from 3.60% to 5.10% following the “fiscal event”, which caused short term financial instability by forcing pension funds to sell assets into a falling market to meet cash collateral requirements. In response, the Bank did two things. First, it postponed its plans to start selling some of its quantitative easing (QE) gilt holdings until 31st October. Second, it committed to buy up to £65bn of long-term gilts to “restore orderly market conditions” until 14th October. In other words, the Bank is restarting QE, although for financial stability reasons rather than monetary policy reasons.

- Since the Bank’s announcement on 28th September, the 30-year gilt yield has fallen back from 5.10% to 3.83%. The 2-year gilt yield dropped from 4.70% to 4.30% and the 10-year yield fell back from 4.55% to 4.09%.
- There is a possibility that the Bank continues with QE at the long-end beyond 14th October or it decides to delay quantitative tightening beyond 31st October, even as it raises interest rates. So far at least, investors seem to have taken the Bank at its word that this is not a change in the direction of monetary policy nor a step towards monetary financing of the government’s deficit. But instead, that it is a temporary intervention with financial stability in mind.
- The S&P 500 and FTSE 100 climbed in the first half of Q2 2022/23 before falling to their lowest levels since November 2020 and July 2021 respectively. The S&P 500 is 7.2% below its level at the start of the quarter, whilst the FTSE 100 is 5.2% below it as the fall in the pound has boosted the value of overseas earnings in the index. The decline has, in part, been driven by the rise in global real yields and the resulting downward pressure on equity valuations as well as concerns over economic growth leading to a deterioration in investor risk appetite

APPENDIX B: Approved countries for investments as at 30 September 2022

Based on lowest available rating

AAA

- Australia
- Denmark
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- Canada
- Finland
- U.S.A.

AA

- Abu Dhabi (UAE)
- France

AA-

- Belgium
- Hong Kong
- Qatar
- **U.K.**

Agenda Item 6d



**Corporate Policy and
Resources Committee**

**Thursday, 10th November
2022**

**Subject: Disabled Facilities Grants – Top up from Capital Receipts
Reserve**

Report by:

Director of Corporate Services

Contact Officer:

Emma Foy
Director of Corporate Services

Emma.foy@west-lindsey.gov.uk

Purpose / Summary:

To present the forecast overspend from the Disabled Facilities Grant and request additional top up funding from the Capital Receipts Reserve.

RECOMMENDATION(S):

1. To approve the allocation of £300,000 from the Capital Receipts Reserve to address the shortfall in Disabled Facilities Grant funding for 2022/23.
2. To request that further lobbying take place with Lincolnshire County Council to obtain further funding from the Better Care Fund this year and a larger allocation in future years due to the demographic pressures that West Lindsey faces.
3. To note that the Chief Executive will be preparing a letter for the MP Sir Edward Leigh to set out the challenges that the district faces in meeting demand for disabled adaptations

IMPLICATIONS

Legal:

None arising from this report.

Financial:

FINREF : FIN/108/23/SL

The table below shows the 2021/22 expenditure level in the year to 30th September 2022. This table shows, 6 months into the year, the budget is already forecast to be overspend by over £200,000. Further work has been undertaken to project the spend of additional referrals already received. This projection is based on average grant spend on the referrals received to date. This does not include referrals that will be received after the 30th of September 2022.

Total Spend on 30 th September	£613,457
Total committed on 30 th September	£325,202
Total	£938,659
Budget available	£674,934
Overspend on 30 th September	£263,725
Further projected spend	£265,686
Total full year forecast deficit	£529,411
Amount that can be transferred from S106	£234,000
Amount required from reserves	£295,411

It is therefore requested that £300K is drawn down from the Capital Receipts reserve.

The remaining estimated Capital Receipts Reserve at year end after this allocation is £932,714.

Staffing:

None arising from this report

Equality and Diversity including Human Rights:

None arising from this report

Data Protection Implications:

None arising from this report

Climate Related Risks and Opportunities:

The Council's Climate, Environment and Sustainability Impact Assessment has been undertaken and there are no climate related implications, risks or opportunities arising from this report.

Section 17 Crime and Disorder Considerations:

None arising from this report

Health Implications:

Detailed within the body of the report.

Title and Location of any Background Papers used in the preparation of this report:

N/A

Risk Assessment:

N/A

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules applying?

i.e., is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

X

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

X

- 1.1 The purpose of this report is to request an allocation from our Capital Receipts reserve to support the ongoing delivery of adaptations under the Disabled Facilities Grant scheme until additional funding is received at the 1st April 2023.
- 1.2 The award and assessment of Disabled Facilities Grants (DFG) is a statutory function that district Councils have under the Housing Grants, Construction and Regeneration Act 1996. The purpose of the funding is to enable disabled people of all ages to live in a suitable home where they can sustain their independence and maintain connections in their community.
- 1.3 Government's ambition is to give more people the choice to live independently and healthily in their on homes for longer, with fewer people staying in hospital unnecessarily or moving to residential care prematurely when that is not what they want. There is no doubt that Disabled Facilities Grants reduce pressure on both the NHS and County Councils who are required to fund residential care and provide hospital treatment.
- 1.4 The funding for DFG is received via the Better Care Fund, held and managed by Lincolnshire County Council, but the allocation for funding is determined by central government using a formula which alongside being outdated does not consider whether a Local Authority has its own housing stock or Housing Revenue Account (HRA). Where a Local Authority has an HRA, adaptations required to keep people living safely in their home can be funded from the Housing Revenue Account. This means that West Lindsey only has one funding source to provide Disabled Facilities Grants. In 2022/23 West Lindsey District Council received £794,000 from the Better Care Fund.
- 1.5 A large proportion of residents in West Lindsey reside in properties provided by Registered Provider such as Acis. These residents in most cases do not have the funds in place to pay for their own adaptations and because they do not own their property a charge cannot be placed on the property to recover the disabled facility grant when the property has been sold. To put this into context in 2021/22, 61% of all adaptations carried out by West Lindsey were in RP properties with almost all those being Acis properties
- 1.6 Whilst funding from the Better Care Fund has increased over the past few years no increase was received for this year. Previous year underspends are always carried forward and in in 2021/22 there was a carry forward of just £8,000 into this year's budget.
- 1.7 The practical administration and assessment requirements are detailed and 15% of the yearly allocation is assigned for administration of the grants as per the guidelines which leaves a budget for this financial year of £682,900.

- 1.8 The table below shows the 2021/22 expenditure level in the year to 30th September 2022. This table shows, 6 months into the year, the budget is already forecast to be overspend by over £200,000. Further work has been undertaken to project the spend of additional referrals already received. This projection is based on average grant spend on the referrals received to date. This does not include referrals that will be received after the 30th of September 2022.

Total Spend on 30 th September	£613,457
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Budget available	£674,934
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Total full year forecast deficit	£529,411
Amount that can be transferred from S106	£234,000
Amount required from reserves	£295,411

- 1.8 A deficit was predicted early in the year and highlighted through the risk management process which led to actions already being taken to mitigate the financial risk to West Lindsey. £234,000 from S106 funding has been allocated to off-set some of the larger grants in RP properties and has been agreed through Housing board, however this can only be off-set against certain spend which up to this point is around £60,000. As this risk was highlighted early in the year, no discretionary grants have been approved and it was published in April that no discretionary grant applications could be accepted at this time due to budget pressures.
- 1.9 There are several contributing factors to this additional pressure on the budget which include the following:
- Increase in labour costs for contractors
 - Increased demand and therefore shortage in supply of contractors which has impacted price
 - Shortage and significant increase in material costs
 - Improved ways of working after T24 review, speeding up adaptations and creating a bottleneck of approvals meaning more are approved quicker (this has been built into the above projection of spend for the rest of the year.)
 - Increase in the complexities of people's requirements, both adults and children
 - Backlog in Occupational Therapy (OT) referrals meaning people are deteriorating while waiting for assessments and so not preventing further issues
 - Increase in number of referrals from OTs
 - Lack of availability for suitable alternative accommodation and so people staying in their properties and requiring adaptations

- 1.9 Many of the above factors are legacy issues that have come from the Covid-19 pandemic which we expected to see reduce by this point but with no clear sign of change on the horizon, if anything, costs of the adaptations are still rising rapidly.
- 1.10 The main contributing factor to the increase in spend is the cost to deliver the adaptations themselves. The below table shows the increase in grant average per adaptation over the past 4 years.

	2018/19	2019/20	2020/21	2021/22	Increase	% Increase
Level Access Shower (LAS)	£5,050	£5,100	£5,250	£5,755	£705	14%
Ramp	£4,800	£4,600	£5,350	£5,850	£1,050	21%
Level Threshold door (LAT)		£1,335	£1,550	£1,735	£400	29%
Straight Stair lift	£1,995	£2,080	£2,000	£2,580	£585	29%
Curved Stair lift	£4,400	£4,950	£5,300	£5,280	£880	20%
Through Floor Lift	£11,985	No installs	£11,685	£13,513	£1,555	13%
Wash/ Dry toilet	£4,600	£4,180	£4,500	£6,380	£1,780	39%
Kitchen	No installs	£7,050	£8,000	£10,695	£3,645	52%

- 1.11 Under the legislation, as detailed above, lack of funding cannot be a reason for refusal of a mandatory grant, however, the legislation allows a 6-month hold to be placed on applications meaning from 1st October, any application that is “complete” can be held on to until 1st April for financial approval. This would mean that no additional work is undertaken within this financial year and the deficit for spend does not increase to the projected amount.
- 1.12 This method would increase wait times for adaptations that the team and partners have worked hard over the past year to improve and would also only delay the issue of lack of funding into the next financial year rather than solve the issue.
- 1.13 In the year to date over 40% of all adaptation completed have been done under the targeted timeframe of 120 days from application for a DFG being complete to adaptation being completed. The average number of days has also steadily been decreasing as we are seeing the new ways of working reflected in the services being delivered. The P&D action plan devised to improve the DFG measures would not be able to be implemented should adaptations be put on hold until funding is available in the next financial year
- 1.14 There has been additional funding allocated to DFGs around December in previous years, this has always been a minimal amount and in 2021/22 this funding was not made available which means at this point, it cannot be relied upon.

- 1.15 WLDC have begun discussions with LCC to understand if there is any additional funding available for DFGs this financial year. Initial conversations have suggested that other local authorities are utilising earmarked DFG reserves consisting of prior year underspends, however West Lindsey has not been able to bank prior year underspends in the same way as other authorities.
- 1.16 Officers at the Council wish to seek endorsement of this committee to further lobby Lincolnshire County Council, work with the Local Government Association and to discuss the matter further with Sir Edward Leigh MP with a view to achieving a fairer funding allocation in future years which takes accounts of the lack of stock holding and demographics of the district.
- 1.17 As lack of funding cannot be used to stop delivery of grants, Officers also seek for Member Approval of £300,000 allocation of the Capital Receipts Reserve into the Disabled Facilities Grants budget to enable ongoing delivery of adaptations. Any funding not utilised will be returned to the Capital Receipts reserve at the end of the year.
- 1.18 The current Housing Assistance policy that details discretionary grants that would be available should funding be available is due to expire at the end of December 2022. Officers will be bringing a simplified Housing Assistance Policy to Members in the new year which will detail West Lindsey approach to delivering Mandatory DFGs.



**Corporate Policy and
Resources Committee**

Thursday, 10 November 2022

**Subject: Budget and Treasury Monitoring - Quarter 2 2022/2023
(1st April 2022 to 30th September 2022)**

Report by:

Director of Corporate Services

Contact Officer:

Sue Leversedge
Business Support Team Leader

sue.leversedge@west-lindsey.gov.uk

Purpose / Summary:

This report sets out the revenue, capital and treasury management activity from 1st April 2022 to 30th September 2022.

RECOMMENDATION(S):

REVENUE

- a) Members accept the forecast out-turn position of a £0.216m net contribution to reserves as of 30th September 2022 (see Section 2) relating to revenue activity.
- b) Members accept the use of Earmarked Reserves during the quarter approved by the Chief Finance Officer using Delegated powers (2.4.1).

CAPITAL

- c) Members accept the current projected Capital Outturn as detailed in 3.1.1.
- d) Members approve the adjustments to the Capital Budget as detailed in 3.2.
- e) Members approve the revised Capital Budget of £10.5m.

TREASURY

- f) Members accept the report, the treasury activity and the prudential indicators.

IMPLICATIONS

Legal: None arising as a result in this report.

Financial : FIN/86/23/CPR/SL

REVENUE

The draft revenue forecast out-turn position for 2022/2023 is a net contribution to reserves of £0.216m relating to revenue activity as of 30th September 2022.

A summary of the forecast out-turn position:

Summary of Out-turn Position 2022/2023		
	£ 000	
FORECAST OUTTURN AS AT 30.09.22	(240)	BEFORE CARRY FORWARDS
CARRY FORWARDS : BASE BUDGET-PREVIOUSLY APPROVED	6	ALREADY APPROVED
CARRY FORWARDS : USE OF EARMARKED RESERVES	10	ALREADY APPROVED
SUB-TOTAL:	(224)	
SERVICE CARRY FORWARD REQUESTS	8	Pending Approval by Management Team April 2023
NET CONTRIBUTION (TO) / FROM GENERAL FUND BALANCES:	(216)	
TOTAL CARRY FORWARDS:	24	

The forecast General Fund Balance as of 31 March 2023 is £3.999m (excluding carry forwards). This is £1.499m above the minimum working balance of £2.5m agreed by this Committee and is before any contribution approved to support the Cost of Living.

The items with significant variances are contained within this report at 2.1 and 2.2.

CAPITAL

The Capital Forecast Out-Turn for 2022/2023 is £10.493m, a variance of £6.279m against the revised budget of £16.772m.

The amendments to the scheme are requested at 3.2.1 and 3.2.2.

TREASURY

The Treasury Management activities during the reporting period are disclosed in the body of this report. Total external borrowing is currently £21.5m; however, further additional borrowing may be required this financial year, our prudential indicators have been set to allow this.

There have been no breaches of Treasury or Prudential Indicators within the period of this report.

Average investments for the quarter 2 (July - September) were £20.960m, which achieved an average rate of interest of 1.94% (April - May was 20.003m, 1.40%).

Staffing:

Salary budgets for 2022/2023 were set based on an estimated 2% pay award. £0.25m was carried forward from the 2021/2022 surplus into 2022/2023 which will allow for up to a 4% increase. However, the latest proposed pay award is based on a monetary value against each scale point for NJC Local Government staff, which equates to an average increase of 6%. The forecast outturn for salary expenditure contained within this report is based on the latest proposal being accepted although we await confirmation.

There will be an ongoing budget pressure from 2023/2024 to be considered through the MTFP and budget setting process.

The mini budget presented by Government in September 2022 included the removal of the additional 1.25% applied to National Insurance contributions for Health and Social Care from the 6th of November 2022. This has reduced the forecast outturn by c£0.03m.

A 2% (£0.235m) Vacancy Factor is included within the 2022/2023 Budget, which was applied to salary budgets for posts which are on our organisational establishment (basic pay, superannuation and national insurance).

Equality and Diversity including Human Rights: None arising as a result of this report.

Data Protection Implications: None arising as a result of this report.

Climate Related Risks and Opportunities: None arising as a result if this report.

Section 17 Crime and Disorder Considerations: None arising as a result of this report.

Health Implications: None arising as a result of this report.

Title and Location of any Background Papers used in the preparation of this report : N/A

Risk Assessment: This is a monitoring report only.

Call in and Urgency:

Is the decision one which Rule 14.7 of the **Page 68** any Procedure Rules apply?

i.e., is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Executive Summary

This report provides the oversight of financial performance at the end of Quarter 2 2022/2023 for:

REVENUE

- Revenue Forecast Out-Turn (after carry-forwards) – Contribution to Reserves £0.216m. (1.44% of Net Revenue Budget – see 2.1 for details of significant variances).

- Carry forwards (see Appendix 2 for details) – total £0.024m
 - approved during the year of £0.006m
 - previously approved use of reserves £0.01m
 - requests pending approval at year-end £0.008m

- **Budget risks:**
 - Continued increase in fuel costs (2.2.3)
 - Pay award for 2022/2023, and cumulative impact on future years' (2.2.6)
 - Impact of inflation at unprecedented levels on day-to-day costs
 - Impact of movement in interest rates
 - Impact of the uncertain economic position (Ukraine/Russia, cost of living issues, government change of leadership, Covid)

CAPITAL

- Capital Forecast Out-Turn: £10.493m, a variance of £6.279m against current budget £16.772m and include the following requests:

Members are asked to approve:

- Anticipated rephasing of schemes to/from future years of £6.815m (see section 3.2.1 for detail of schemes).

- To increase the budget for Disabled Facilities Grant by £0.534m - £0.234m funded from S106, £0.3m, funded from Capital Receipts reserve (details provided in separate report to Committee).

- Financial Management System – reduce budget by £0.001m and return to reserves.

- Approve adjustments to Thriving Gainsborough Townhall/THI Scheme and Gainsborough Heritage Regeneration to reflect the use of grant funding for 5-7 Market Place redevelopment (see detail in 3.2.2).

- The revised Capital Budget of £10.5m.

TREASURY MANAGEMENT

Treasury Management Report and monitoring:

- Investments held as of 30th September 2022 were:
 - Average investment interest rate for July to Sept was 1.94%.
 - Total Investments at the end of Quarter 2 was £20.666m.

The tables below reflect investment movements and prudential borrowing analysis:

Investment Movements	Qtr. 2 £'000
Investments B/fwd. (at 30.6.2022 incl. bank)	21.115
(Less) Net Capital expenditure	(2.455)
Add PWLB/Other LA Borrowing in year	0
Add/(Less) Net Revenue Expenditure	(7.442)
Add/(Less) Net Collection Fund Movement (Ctax/NNDR)	8.783
Add Working Capital Movement	0.665
Investments carried forward (at Period end)	20.666

Our prudential borrowing position reflects actual borrowing undertaken from the Public Works Loans Board/Other Local Authorities and the amount of internal borrowing required to meet the actual costs of borrowing up to the 31st of March 2023.

	Qtr.2 £'000
Prudential Borrowing	£'000
Total External Borrowing (PWLB)	16,500
Other Local Authorities	5,000
Internal Borrowing	17,568
Total Prudential Borrowing at 30.09.2022	39,068

REVENUE BUDGET MONITORING QUARTER 2
(1st April 2022 to 30th September 2022)
Forecast Outturn for 2022/2023

2. The Revenue Budget forecast out-turn currently stands at a net contribution to reserves of £0.216m as detailed in the table below.

This is after taking account of £0.024m of revenue budget carry forwards. The details of which are provided at **Appendix 2**.

Details of headline variances by Cluster can be found below at 2.1 and 2.2.

SERVICE CLUSTER	2022/2023					
	Original Budget	Revised Budget	Forecast Outturn	Outturn Variance before Cfws	Carry Forwards	Outturn Variance after Cfws
	£	£	£	£	£	£
Our People	1,733,300	1,975,800	1,842,176	(133,624)	10,000	(123,624)
Our Place	4,210,000	4,377,300	4,418,045	40,745	3,500	44,245
Our Council	6,080,200	7,037,100	7,145,573	108,473	10,300	118,773
Covid 19 Business Support Grants	0	50,000	50,000	0	0	0
Controllable Total	12,023,500	13,440,200	13,455,793	15,593	23,800	39,393
Corporate Accounting:						
Interest Receivable	(149,200)	(149,200)	(384,200)	(235,000)	0	(235,000)
Interest Payable	451,800	428,800	473,400	44,600	0	44,600
Investment Income	(1,470,800)	(1,470,800)	(1,471,683)	(883)	0	(883)
Precepts and Levies	2,746,900	2,746,900	2,736,100	(10,800)	0	(10,800)
Movement in Reserves:						
Use of General Fund	(541,100)	(1,618,700)	(1,618,700)	0	0	0
Contribution to General Fund	75,400	75,400	75,400	0	0	0
Use of Specific Reserves	(1,691,800)	(2,023,900)	(2,054,400)	(30,500)	0	(30,500)
Contribution to Specific Reserves	2,636,700	2,652,700	2,652,700	0	0	0
Repayment of Borrowing	898,000	898,000	898,000	0	0	0
Net Revenue Expenditure	14,979,400	14,979,400	14,762,410	(216,990)	23,800	(193,190)
Funding Total	(14,979,400)	(14,979,400)	(15,001,800)	(22,400)	0	(22,400)
NET SUBSIDY FROM / (CONTRIBUTION) TO RESERVES FOR THE YEAR	0	0	(239,390)	(239,390)	23,800	(215,590)

Carry Forwards - previously approved	5,600
Carry Forwards - approved at year end	8,200
Carry Forwards - use of Earmarked Reserves	10,000
Total Carry Forwards	23,800

2.1 The significant movements being:

Cluster	EXPENDITURE	Total £000	Direction of Travel
BUDGET UNDERSPENDS			
Our People	Balance of Connectivity Reserve uncommitted, to be returned to General Fund Balances.	(£30)	New
Our People	Grounds Maintenance Contract.	(£74)	↔
PRESSURES			
	Salary (savings) / pressure. Includes 2% vacancy factor £235k.	£37	↑
Our Council	Insurance premium increase £26k, offset by saving on ill health insurance (£18k).	£8	↑
Our Council	Crematorium - gas	£11	↑
Our Place	Fuel - increased costs.	£65	↔
Our Council / Our Place	Property Services - Electricity £14k, reduction in rental income £7k, repairs and maintenance expenditure £30k	£51	↓
	Various forecast outturn variances <£10k	£25	↑
		£93	

Cluster	INCOME	Total £000	Direction of Travel
BUDGETED INCOME EXCEEDED			
Corporate Accounting-Interest Received and Paid	Interest Receivable (£235k), Interest Payable £45k.	(£190)	↑
Funding	Government Grants - Council Tax Family Annexe and Transparency Code.	(£22)	↔
Our Place	Planning Fee Income has exceeded budgeted levels (£200k), offset by a reduction in pre-application fees £12k and increased operational costs of £11k.	(£177)	New
BUDGETED INCOME NOT ACHIEVED			
Our Council	Crematorium income forecast reduced to reflect the revised business plan.	£36	New
Our Place	Car Park Income - Parking Permit sales reduced.	£44	↓
		(£309)	
TOTAL VARIANCE		(£216)	

2.2 Significant items (>£10k) of note by Cluster:

2.2.1 Our Council

- There are £0.01m approved carry forwards into 2023/2024 (see Appendix 2 for details).
- There is £0.025m increased cost of our insurance premium following a new contract tender exercise. The contract has been awarded to multiple suppliers to cover the different elements of insurance cover required, and is effective for three years from 31st May 2022, with an option to extend for a further two years.

This has been offset by a reduction in the ill health insurance premium of £0.018m. The actual amount payable is adjusted in year to reflect actual pension scheme membership as of the 31st of March 2022.

- Crematorium – there is a forecast £0.011m pressure on the cost of gas. The projected income forecast has also been reduced to reflect current trends as reported to Committee in July 2022, with a pressure of £0.036m.

2.2.2 Our People

- There are £0.01m approved carry forwards into 2023/2024 (see Appendix 2 for details).
- (There is £0.074m) saving on the ground's maintenance contract. (2022/2023 budget of £0.189m, contract value £0.115m).

The reduced costs are due to the economies of scale, as the contractor secured all tendered lots in the Lincolnshire framework – North Kesteven, East Lindsey, West Lindsey, Rest of Lincolnshire. They also have secure compounds in or very close to each of the districts reducing travelling time and fuel costs and many employees are from the local areas. In addition, as the framework is open to parish/town councils they are also carrying out grounds' maintenance for Torksey and Northorpe Parish Councils and Gainsborough Town Council.

The current contract is in place for four years, from January 2022 to January 2026, with an option to extend for a further year.

- The balance of the Connectivity Reserve was drawn down into revenue budgets in previous years to support transport initiatives. The remaining balance of £0.03m is uncommitted and will be returned to General Fund Balances. Future transport initiatives and funding will be the subject of future reports to Committee.

2.2.3 Our Place

- There is £0.004m approved carry forwards into 2023/2024 (see Appendix 2 for details).
- There is an additional £0.177m of Income from planning fees forecast above the current income budget. The first six months of 2022/2023 has seen a high income from planning application fees (some 68% higher than the equivalent period last year). Whilst the fee income for non-major development applications has been at a fairly consistent level, we have seen some extra-ordinary applications for major developments that have brought in significant fees alongside. This includes the Anglian Water Elsham to Lincoln 57km pipeline, and application to extend the permission for the Gainsborough Southern Sustainable Urban Extension. Forecasting on the assumption that fee income from non-major applications remain steady, and other anticipated major development applications are submitted in this financial year as expected, then fee income should exceed this year's budget.
- There is a £0.065m forecast increase in fuel costs. The forecast is based on the price paid per litre of fuel during September 2022 (£1.42) and fuel consumption for the year 2021/2022. Fuel prices are volatile, and the impact of a full year at the new depot on consumption is not yet known. For context, every 1p increase in fuel price results in a £200 pressure each month.
- There is a £0.044m pressure on car park permit income. This is due to the reduction in the number of permits sold due to continued remote working in some sectors. This is expected to be an ongoing pressure within the Medium

Term Financial Plan (MTFP).

- Property Services – there is a £0.014m pressure across all properties for electricity, in addition to a reduction in rent of £0.007m. Unplanned repairs and maintenance expenditure is forecast to be £0.03m above budget.
- Utilities Assumptions - The Government has set a Supported Wholesale Price which is expected to be £211 per MWh for electricity and £75 per MWh for gas, less than half the wholesale prices anticipated this winter, this support is for six months only, from 1st of October 2022 to 31st of March 2023.

For West Lindsey District Council this will mean an average 44% increase on electricity costs from the 1st of October 2022. 40% has been built into the forecasts based on last year's usage, therefore, no additional pressure is expected on the majority of sites apart from the Caenby Corner Depot which will incur an additional pressure of £0.014m.

For gas there would have been an average 200% increase on the gas costs, but the gas contract is fixed until the 31st of March 2023.

2.2.4 Corporate Accounting

- **Interest Receivable** - Income for interest receivable is forecast to be £0.235m above the current budget. This is due to the budget being set when interest rates were historically low, and this combined with larger balances than expected in the early part of the year has meant that the Council is forecast to exceed its interest receivable budget.
- **Interest Payable** - Expenditure for interest payable is forecast to be £0.045m above the current budget. This is due to interest rates rising and the forecast is based around the cashflow projections of the Council, and the proposed external borrowing required to maintain resource levels.

2.2.5 Funding

- Windfall grants received from Government which have not been budgeted for total £0.022m.

2.2.6 Establishment

- A 2% vacancy factor against salary budgets was approved for 2022/2023 through the MTFP, which equates to a reduction in budget of £0.235m.
- Salary budgets for 2022/2023 were set based on an estimated 2% pay award. £0.25m was carried forward from the 2021/2022 surplus into 2022/2023 which will allow for up to a 4% increase. However, the latest proposed pay award is based on a monetary value against each scale point, which equates to an average increase of 6%. The forecast outturn for salary expenditure contained within this report is based on the latest proposal being accepted although we await confirmation.

- There will be an ongoing budget pressure from 2023/2024 to be considered through the MTFP and budget setting process.
- The mini budget presented by Government in September 2022 included the removal of the additional 1.25% applied to National Insurance contributions for Health and Social Care from the 6th of November 2022. This has reduced the forecast outturn by c£0.03m.

2.3 Fees and Charges

2.3.1 £2.979m has been received in Fees and Charges up to the end of the period against a budget of £2.786m, a surplus of £0.193m.

The significant variances forecast for the year, reported at Qtr. 2 2022/2023 are:

- Planning fee income – increased by £0.2m
- Planning pre application income – reduced by £0.012m
- Crematorium income – reduced by £0.036m
- Car Park income – parking permits reduced by £0.044m

2.4 2022/2023 Use of and Contribution to Reserves

2.4.1 Use of Reserves – Delegated Decision

The Chief Finance Officer has used delegated powers to approve the use of earmarked reserves up to £0.05m – total approved £0.184m.

- £0.045m from the Finance Budget Risk reserve (Covid) – additional officers for covid recovery has increased Microsoft licence costs.
- £0.005m from the Finance Budget Risk reserve (Covid) – Operational services agency staff.
- £0.004m from the Finance Budget Risk reserve (Covid) – Replacement of lamppost banners re covid safety messages with usual visitor economy banners.
- £0.012m from the Finance Budget Risk reserve (Covid) – Planning enforcement resources beyond end of September.
- £0.009m from Communities at Risk reserve. Match funding BECG windows at Hemswell.
- £0.003m from the Cultural Strategy Reserve. Consultant fees – Project Development relating to stage 2 of the TAC improvements capital scheme.
- £0.011m from the Cultural Strategy Reserve. WLDC voices – extension of Mayflower Officer post to 31.03.23.
- £0.05m from Revenue Grants Unapplied. Balance of Covid 19 Test & Trace Discretionary grant received in 2021/22, payments made in 2022/23.

- £0.006m from Finance Budget Risks reserve (Covid Support). Guildhall refurbishment stage 1 (desks/chairs/IT equipment).
- £0.021m from Cultural Strategy reserve. WLDC Voices – flagship event. Arts Council bid was submitted but unsuccessful. Approved use of reserve if bid unsuccessful of up to £0.03m.
- £0.01m from IT Reserve. Guildhall power costs – essential UPS maintenance (one off cost).
- £0.009m from General Fund Balances. Cost of Living Summit (Cadence). Approved by Council July 22.

2.5 Grants

As of 1st April 2022, we had an amount of £0.638m relating to grants received which had yet to be expended. Budget provision will be created throughout the financial year as required to deliver projects in accordance with grant terms. The forecast balance as of 31st March 2023 is £0.285m.

2.5.1 Successful Grant Bids and New Grant determinations

The following grants have been received/awarded during this period:

Grant Issued By	Name of Grant	£
Department for Work & Pensions (DWP)	Rent Allowance	3,370,626
Department for Levelling Up, Homes and Communities (DLUHC)	Levelling Up Fund	1,044,915
Nottingham City Council	Local Authority Delivery Scheme Phase 2 & 3 (LAD2 & LAD3), Homes Upgrade Grant Phase 1 (HUG1)	275,520
Department for Levelling Up, Homes and Communities (DLUHC)	Rural Services Delivery Grant	248,835
Department for Levelling Up, Homes and Communities (DLUHC)	New Home Bonus	231,100
Department for Levelling Up, Homes and Communities (DLUHC)	Re-openenig High Streets Safely fund	104,119
Department for Levelling Up, Homes and Communities (DLUHC)	Lower Tier Service Grants	86,660
Department for Levelling Up, Homes and Communities (DLUHC)	Test & Trace	77,326
Lincolnshire County Council	Twin Stream Implementation	70,028
Department for Work & Pensions (DWP)	Housing Benefit Admin Grant	56,889
Heritage Lottery	Townscape Heritage (THI)	19,582
Lincolnshire County Council	DFG Grant Funding (Refcus)	10,877
Department for Environment, Food and Rural Affairs (DEFRA)	Pavement Licensing New Burdens	3,213
Department for Work & Pensions (DWP)	Rent Rebate	1,941
		5,601,631

Homes England Capacity Funding Bid

Homes England has offered an opportunity to the Council to bid for Capacity Funding to deliver Housing Infrastructure Fund project (Gainsborough Southern Sustainable Urban Extension) and other large scale housing opportunities for the remainder of 2022/2023 financial year and for 2023/2024 and 2024/2025. The Council is bidding for a total of £0.083m to cover internal costs, legal and commercial advice. We now await a decision from Homes England on whether the Council is successful in this bid.

Other Items for information

2.6 Planning Appeals

In Quarter 2 2022/2023, to the end of September 2022, there were 5 appeals determined – 4 of which were dismissed, 1 allowed.

There is 1 live application for costs.

Period	Number of Appeals	Allowed	Dismissed
June	1	0	1
July	4	1	3
August	0	0	0
September	0	0	0
Total for Quarter 2	5	1	4

2.7 Aged Debt Summary – Sundry Debtors Aged Debt Summary Quarter 2 2022/2023 Monitoring Report

At the end of September 2022, there was a total of £0.225m outstanding debt in the system over 90 days. Most of this debt was over 150 days old (94%) and mainly comprised of:

- Housing £0.052m - the debt recovery process is under way for all debt over 90 days, payment plans are being put in place where possible.
-
- Environmental Protection £0.046m – the debt recovery process is under way for all debt over 90 days, payment plans are being put in place where possible.
- Housing Benefits overpayments £0.037m the majority of which will look to be recovered through ongoing entitlement or where appropriate on agreed repayment schedules.

The level of outstanding debt for the same period 2021/2022 is provided below for information:

2021/2022 Total £	Month	90 – 119 days £	120 – 149 days £	150+ days £	2022/2023 Total £
180,437	Quarter 1 - ending May 2022	8,874	72,139	149,028	230,041
209,718	Quarter 2 - ending Sept 2022	2,972	10,295	211,865	225,131

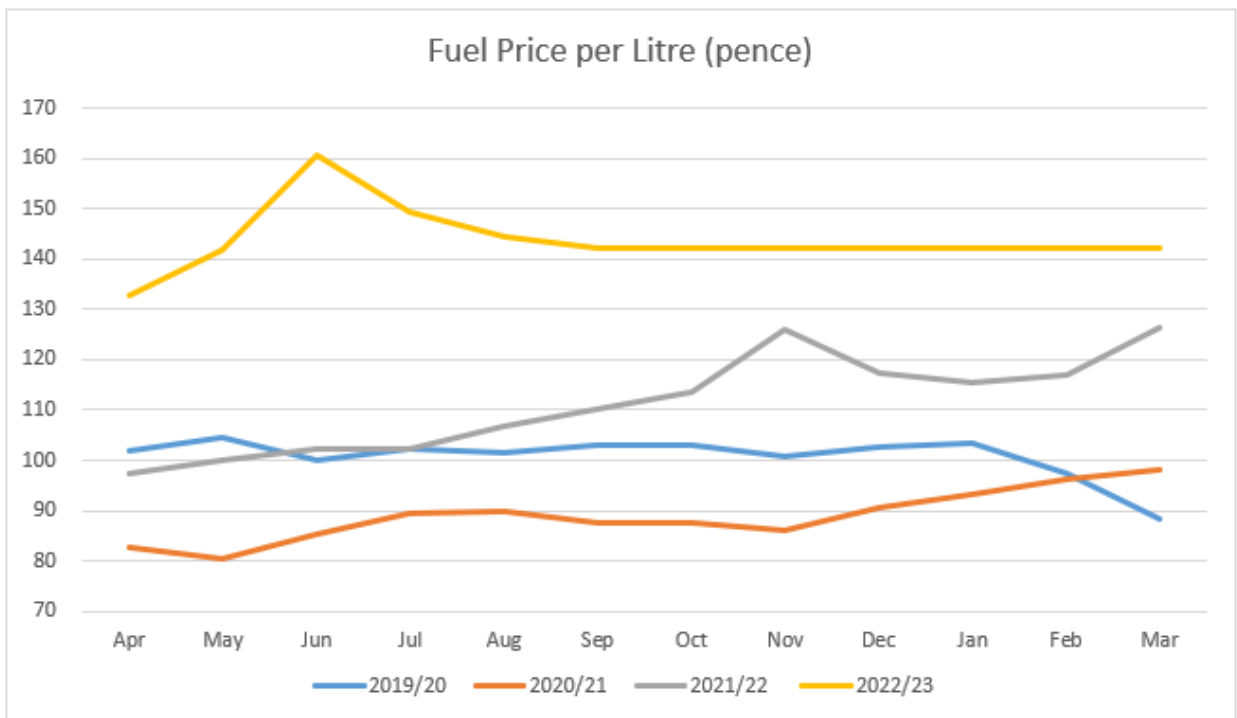
2.8 Changes to the Organisation Structure

- 2.8.1 Development Management - Development Officer. Increase hours from 22.5 to 30 per week. The increase has been funded from within existing budget provision.

2.8.2 Development Management - Developer Contributions Enabling Officer - band amended down from 12 to 11. Principal Technical Officer - band amended up from 8 to 9. Ongoing saving of £0.004m pa.

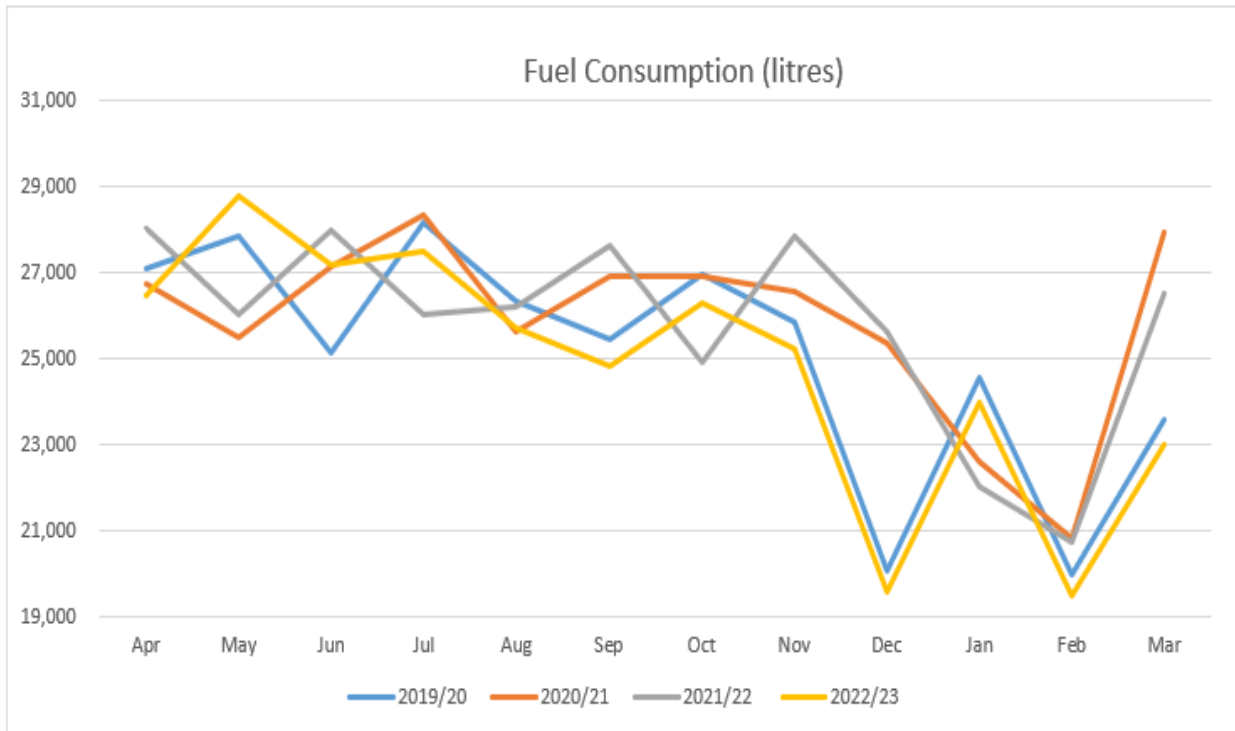
2.9 Fuel

2.9.1 The chart below shows the actual price paid per litre of fuel, in pence, during 2019/2020, 2020/2021 and 2021/2022. The prices shown for 2022/2023 are actuals to date, for the period April to September 2022, and forecast for the remainder of the year at the September 2022 rate of £1.42 per litre.



2.9.2 The chart below show the actual volume of fuel purchased, in litres, during 2019/2020, 2020/2021 and 2021/2022. The volumes shown for 2022/2023 are actuals to date, for the period April to September 2022, and forecast for the remainder profiled to reflect fuel consumption levels during 2021/2022.

There is a drop in fuel purchased December to February, which reflects the pause in Garden Waste collections.



3.1 CAPITAL BUDGET MONITORING – Quarter 2 2022/2023

3.1.1 The capital programme spend to date is £2.514m against a revised budget of £16.772m. Expenditure is forecast to be £10.493m resulting in a £6.279m variance. The variance consists of:

- £6.815m which is planned to be rephased. Of this £0.008m is to be brought forward from 2023/2024 with £6.823m to be slipped to future financial years.
- There are net projected overspends of £0.536m, the most significant item being £0.534m relating to the Disabled Facilities Grant where the increased level of demand along with the rising costs of labour and materials is contributing to this pressure. A separate report on Disabled Facilities Grant is to be presented to Committee.

3.1.2 Subject to Committee approval, the Capital Programme will be reduced in this financial year with £10.5m being the new Revised budget for future monitoring purposes. The £0.007m contingency budget not forecasting to spend will be retained until the project is complete (Income Management).

3.1.3 Individual Schemes are detailed in the table below with commentary provided on performance.

Capital Investment Programme 2022/23

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Forecast Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
Customer										
3D Payment Secure	Stage 3	8,000	0	9,500	9,500	0	0	Oct 22 is expected completion date. Payment won't be made until the system is tested and works.	0	0
Income Management	Stage 1	(20,250)	0	47,700	40,700	(7,000)	0	Oct 22 is expected completion date. Payment won't be made until the system is tested and works.	0	7,000
Website Replacement	Pre-Stage 1	0	0	42,100	42,100	0	0	Project complete.	0	0
Telephony (Equipment)	Pre-Stage 1	0	0	20,000	20,000	0	0	Started on market engagement and Management Team report.	0	0
CRM System	Stage 3	0	83,800	95,400	95,400	0	0	Project ongoing. £50k set aside for AI.	0	0
Replacement Planning System	Stage 2	0	123,000	123,000	0	0	(123,000)	Unlikely to spend this year. New system to be procured. Business case being written. £123k to be slipped into 2023/2024.	0	0
Economy										
Crematorium Phase 2	Stage 3	(16,839)	0	0	0	0	0		0	0
Trinity Arts Centre Improvements	Pre-Stage 1	0	2,500,000	2,500,000	0	0	(2,500,000)	NLFH has rejected the initial application, stating the project is more Arts than Heritage. NLFH will consider a revised application if we can get Arts Council to support the project too. As a result the project is to be slipped to 2023/2024, as nothing will happen before then.	0	0
Saxilby Industrial Estates	Stage 4	(15,000)	0	0	0	0	0	Awaiting invoice and confirmation of registry.	0	0
Hemswell Cliff Investment for Growth	Stage 2	0	0	100,000	0	0	(100,000)	Investment into a shared community space where currently there is none. Plan is Qtr. 3/4 2022/2023 approvals. Early 2023/2024 investment completed. £100k to be slipped into 2023/2024.	0	0
Market Rasen 3 year vision	Stage 2	0	150,000	200,000	0	0	(200,000)	Historic Building Grant Officer is working with building owners, work progressing and architects have been appointed to develop schemes. Local steering group continues to support this work and are happy with progress. Building works are anticipated to begin at start of 2023 with grants to be awarded early 2023/2024, therefore slip entire budget of £200k to 2023/2024.	0	0
Gainsborough Heritage Regeneration	Stage 2	0	449,600	500,000	62,200	(2,600)	(435,200)	One application TH20 approved by building grant panel expected to be paid out in Qtr3 for £60k. Second application due in Autumn/winter for TH19 which will be funded from LUF with £2.2k THI contribution. £2.6k to be moved to 5-7 Market Place scheme and further applications being developed for 2023/2024 so slip remaining budget of £435,2k.	0	0
Shop Front Improvement	Stage 3	0	52,413	52,413	0	0	(52,413)	Applications are being developed in Market Rasen with one expected to be submitted in Qtr3/4 expecting to be paid out early 2023/2024. Slip whole budget of £52.4k to 2023/2024.	0	0
5-7 Market Place Redevelopment	Stage 1	287,465	404,500	654,500	676,200	21,700	0	Building works have now commenced and refurbishment is due to be completed in December. Additional budget of £21.7k funded from LUF £19.1k and THI £2.6k following new grant intervention following LUF commencement.	65,500	65,500
Thriving Gainsborough - Cinema	Stage 2	25,112	2,219,212	2,514,749	2,514,749	0	0	Further work required on the outturn projection - some budget likely to slip to 2023/2024.	0	0
Hemswell Masterplan Public Realm	Stage 2	0	0	50,000	10,000	0	(40,000)	£10k spend for playparks wet pour resurfacing expected to be completed during Qtr. 3. Remaining £40k capital budget is part of discussions around utilising this budget with the UK Prosperity Fund Project. £40k to be slipped into 2023/2024.	0	0

Capital Investment Programme 2022/23

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Forecast Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
Sun Inn	Stage 3	22,199	0	32,900	32,900	0	0	Capital budget reinstated for 2022/2023. The last variation of the agreement has a deadline for claims of August 2022.	0	0
WLDC - Cinema Land Purchase	Stage 2	323,000	0	738,800	738,800	0	0	Contracts have been exchanged though a condition that needs completing is the settlement of the first part of the restricted covenant. Novation of demolition contract in progress.	0	0
Thriving Gainsborough - Pocket Park	Stage 2	14,131	65,600	65,600	32,000	0	(33,600)	Following regular contract meetings with Project Centre LTD, it is expected that RIBA Stage 3 will be completed by the end of the 2022/2023. This covers all three Public Realm interventions, Whitton's Garden's, Baltic Mill Pocket Park and Market Place. Following RIBA Stage 3, it is expected that progress on these interventions will run at different rates, and the spend and progress will fluctuate against the original profile. Based on current estimates, the construction should begin in Q4 2023/2024. £33.6k to be slipped into 2023/2024.	0	0
Thriving Gainsborough - Market Place/Streetscape	Stage 2	28,064	813,000	813,000	85,000	0	(728,000)	Following regular contract meetings with Project Centre LTD, it is expected that RIBA Stage 3 will be completed by the end of the 2022/2023. This covers all three Public Realm interventions, Whitton's Garden's, Baltic Mill Pocket Park and Market Place. Following RIBA Stage 3, it is expected that progress on these interventions will run at different rates, and the spend and progress will fluctuate against the original profile. Based on current estimates, the construction should begin in Q4 2023/2024. £728k to be slipped into 2023/2024.	0	0
Thriving Gainsborough - Townhall THI	Stage 2	1,050	1,087,050	1,095,850	77,500	(19,100)	(999,250)	Promotion of scheme planning is taking place and communication with property owners is in progress. £19.1k to be used as a contribution towards 5-7 Market Place. £999.3k to be slipped into 2023/2024.	0	0
Thriving Gainsborough - Whitton Gardens	Stage 2	50,020	597,880	597,880	150,000	0	(447,880)	Following regular contract meetings with Project Centre LTD, it is expected that RIBA Stage 3 will be completed by the end of the 2022/2023. This covers all three Public Realm interventions, Whitton's Garden's, Baltic Mill Pocket Park and Market Place. Following RIBA Stage 3, it is expected that progress on these interventions will run at different rates, and the spend and progress will fluctuate against the original profile. Based on current estimates, the construction should begin in Q4 2023/2024. £447.9k to be slipped into 2023/2024.	0	0
Thriving Gainsborough - Bus Station	Stage 2	8,555	125,100	151,300	151,300	0	0		0	0
Thriving Gainsborough - Living Over The Shops	Stage 2	0	575,580	583,480	0	0	(583,480)	Promotion of scheme planning is taking place and communication with property owners is in progress. Aim to simplify scheme for owners and provide interim stage grant payments. £583.5k to be slipped into 2023/2024.	0	0
Thriving Gainsborough - Wayfinding Strategy	Stage 2	0	0	66,300	74,326	0	8,026	Scheme underway. Pull forward from 2023/2024.	0	0
Thriving Gainsborough - Resources	Stage 2	67,147	556,300	650,400	650,400	0	0	Project Team now all in post - may be some slippage to 2023/2024.	0	0

Finances										
Financial Management System	Stage 3	17,675	0	18,800	17,675	(1,125)	0	Final invoice for ERP implementation has been paid. Small underspend remaining.	0	0
Capital Enhancements to Council Properties	BAU	21,040	70,000	81,000	21,000	10,000	(70,000)	£70k budget is allocated for the air handling system at the Trinity Art Centre - unlikely to progress this year, to be slipped to 2023/2024. The £10k overspend is for work on the pop up electric supply in Gainsborough. £11k was slipped from 2021/2022, at present the cost for this is looking to be in the region of £21k.	0	0
Carbon Efficiencies - Street Lights	Stage 3	0	160,000	210,000	52,500	0	(157,500)	LED Street Lights upgrade to be phased over multiple years. £157.5k to be slipped into 2023/2024. Alternative scheme delivery options are being considered in order to progress the works quicker.	0	0
Richmond House Conservatory	Stage 3	0	0	20,000	20,000	0	0	Reliant upon Gainsborough Town Council committing to revise double door and step scheme, costing for the revised scheme has yet to be determined.	0	0
Gainsborough Cemetery Extension	Pre-stage 1	0	0	0	0	0	0		0	0

Capital Investment Programme 2022/23

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Forecast Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
Health & Wellbeing										
Market Rasen Leisure Centre	Stage 4	0	0	0	0	0	0	Scheme is now complete.	0	0
Disabled Facilities Grants	BAU	548,971	674,900	731,700	1,266,082	534,382	0	£234k Major works to be funded through the S106, £300k to be funded from Capital Receipts Reserve. Overspend due to increased number of claims, and a rise in costs.	0	0
Housing Growth										
Unlocking Housing (LoS)	Stage 3	0	0	69,600	0	0	(69,600)	Application expected for 3 units expected to be submitted early 2023 for payment in 2023/2024. Slip remaining budget of £69.6k to 2023/2024.	0	0
Public Safety & Environment										
Vehicle Replacement Programme	BAU	785,000	828,000	918,800	835,600	0	(83,200)	4 new RCV have been received. One vehicle replacement has been delayed until next year and £83.2k to be slipped into 2023/2024. Remaining vehicles on order due this year.	0	0
Depot (P)	Stage 3	(38,926)	0	100,000	100,000	0	0	Main Depot scheme is finished. Sweepings bay structure still to complete. Planning permission stage. Estimated costs is £90k with contribution from LCC of £25k.	0	0
CCTV Expansion	Stage 3	1,400	0	46,000	46,000	0	0		0	0
Staff & Members										
Smart Device Refresh - Members	BAU	0	0	28,000	28,000	0	0	Member refresh to take place this year. Budget brought back to 2022/2023 from 2023/2024.	0	0
ERP Systems Phase 2	Stage 2	0	200,000	200,000	0	0	(200,000)	Spend unlikely this year. Scheme is for HR & Property. £200k to be slipped into 2023/2024.	0	0
Document Management System	Pre-Stage 1	19,863	0	46,400	46,400	0	0	Project to be complete by year end.	0	0
Vulnerable Groups and Communities										
Extra Care Provision	Stage 1	0	750,000	750,000	750,000	0	0		0	0
Supported Accommodation (LEAP)	Stage 3	28,570	80,000	71,400	71,400	0	0		0	0
Local Authority Delivery Grant Phase 2 - Green Home	Stage 3	257,643	0	529,500	529,500	0	0		0	0
Ongo - Stow Road Marton	Stage 2	0	226,250	226,250	226,250	0	0		0	0
Lace Housing - Romangate Court	Stage 2	90,000	180,000	180,000	180,000	0	0		0	0
Local Authority Delivery Grant Phase 3	Stage 3	0	0	310,000	310,000	0	0		0	0
Homes Upgrade Grant Phase 1	Stage 3	0	0	530,000	530,000	0	0		0	0
Total Capital Programme Gross Expenditure		2,513,888	12,972,185	16,772,322	10,493,482	536,257	(6,815,097)		65,500	72,500

3.2 Capital Programme Update 2022/2023

3.2.1 The following projects require re-phasing, affecting future financial years of the current capital programme in the 5-year MTFP:

Approval to carry forward £6.823m from 2022/2023 to future years are requested for the following schemes:

- Replacement planning system - £0.123m
- Trinity Arts Centre Improvements - £2.5m - Original NLFH application has been rejected - we need to submit a revised application.
- Hemswell Cliff Investment for Growth - £0.100m
- Market Rasen 3-year vision - £0.200m
- Gainsborough Heritage Regeneration - £0.435m
- Shop Front Improvement - £0.052m
- Hemswell Masterplan Public Realm - £0.040m
- Thriving Gainsborough - Pocket Park - £0.034m
- Thriving Gainsborough - Market Place Streetscape - £0.728m
- Thriving Gainsborough - Townhall THI - £0.999m
- Thriving Gainsborough - Whitton Gardens - £0.448m
- Thriving Gainsborough - Living Over the Shops - £0.583m
- Capital Enhancements to Council Properties - £0.070m
- Carbon Efficiencies Street Lights - £0.158m
- Unlock Housing (LOS) - £0.070m
- Vehicle Replacement Programme - £0.083m
- ERP Systems Phase 2 - £0.200m

Approval to bring forward funding £0.008m from 2023/2024 to 2022/2023 for the following scheme:

- Thriving Gainsborough – Wayfinding Strategy – approval to bring forward £0.008m

3.2.2 - The net over/(under)spend position of £0.536m request approval of the following scheme amendments:

- Financial Management System – the project is now complete, return underspend of £0.001m to the Project Investment Reserve.
- Disabled Facilities Grant - £0.534m overspend. Approval is sought to:
 - increase this budget by £0.234m funded from S106,
 - increase this budget by a further £0.300m to be funded from Capital Receipts Reserve (subject to separate report presented to Committee).
- The Committee is also asked to approve adjustments to the schemes to reflect the use of grant funding for 5-7 Market Place Refurbishment as below:

5-7 Market Place Refurbishment – Increase in budget of £0.0217m funded from the following schemes:

- Thriving Gainsborough Townhall/THI - £0.0191m – LUF Grant funding (budget on scheme to be reduced)
- Gainsborough Heritage Regeneration - £0.0026m HLF Grant funding (budget on scheme to be reduced)

3.3 Acquisitions, Disposals and Capital Receipts

3.3.1 The Council has made the following land acquisition during Quarter 2.

- The Lindsey Centre

3.3.2 The Council has not made any asset disposals during Quarter 2.

3.3.3 Capital Receipts - The total value of capital receipts at the end of Quarter 2 total £0.094m relate to:

- £0.064m from the Housing Stock Transfer Agreement share of Right to Buy receipts.
- £0.009m Loan repayments.
- £0.008m for the Council's share of the proceeds of a plot of land.
- £0.013m repayments of DFG Grants.

4. TREASURY MONITORING – Quarter 2 (June – September 2022)

The Treasury Management Strategy Statement (TMSS) for 2022/2023, which includes the Annual Investment Strategy, was approved by the Council on 7th March 2022. It sets out the Council’s investment priorities as being:

- Security of capital;
- Liquidity; and
- Yield.

The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity. In the current economic climate, it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months with highly credit rated financial institutions, using our suggested creditworthiness approach, including a minimum sovereign credit rating and Credit Default Swap (CDS) overlay information.

- 4.1 Officers can confirm that there have been no breaches of Prudential Indicators as detailed at 4.7 below.
- 4.2 Interest received (July - September) has been more than the average 7-day Sterling Overnight Index Average (SONIA) (1.22%) with an average yield of 1.944% (including CCLA) and 1.460% (excluding CCLA). The Council budgeted to receive £0.149m of investment income, the forecast outturn is now £0.384m.

4.3 Interest Rate Forecasts

The Council’s treasury advisor, Link Group, have provided the following forecasts on 27 September 2022:

Link Group Interest Rate View	27.09.22											
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
BANK RATE	4.00	5.00	5.00	5.00	4.50	4.00	3.75	3.25	3.00	2.75	2.75	2.50
3 month ave earnings	4.50	5.00	5.00	5.00	4.50	4.00	3.80	3.30	3.00	2.80	2.80	2.50
6 month ave earnings	4.70	5.20	5.10	5.00	4.60	4.10	3.90	3.40	3.10	3.00	2.90	2.60
12 month ave earnings	5.30	5.30	5.20	5.00	4.70	4.20	4.00	3.50	3.20	3.10	3.00	2.70
5 yr PWLB	5.00	4.90	4.70	4.50	4.20	3.90	3.70	3.50	3.40	3.30	3.20	3.20
10 yr PWLB	4.90	4.70	4.60	4.30	4.10	3.80	3.60	3.50	3.40	3.30	3.20	3.20
25 yr PWLB	5.10	4.90	4.80	4.50	4.30	4.10	3.90	3.70	3.60	3.60	3.50	3.40
50 yr PWLB	4.80	4.60	4.50	4.20	4.00	3.80	3.60	3.40	3.30	3.30	3.20	3.10

Appendix 1 details Link Asset Services detailed commentary on Interest Rate Forecasts (as at end of September).

Link Asset Services detailed economic commentary on developments during quarter ended 30 September 2022 is included in Appendix 3.

4.4 Investments

The Council held investments of £20.666m on 30th September 2022. The table below details these investments for Quarter 2:

	Qtr. 2
Investments at Qtr. 2	£'000
Santander (35 Day Notice Account)	2,000
Aberdeen Money Market Fund	1,885
Lloyds Bank Account	51
LGIM Money Market Fund	6,230
CCLA Property Fund	3,000
Insight Money Market Fund	7,500
Total	20,666

4.5 Investment in Local Authority Property Fund (CCLA)

The total the Council has invested now stands at £3m (of an approved £4m). Interest is receivable on a quarterly basis with Q2 due in the latter part of October or early in November.

4.6 New External Borrowing

No further temporary borrowing was undertaken in Quarter 2 of the financial year.

The Council's total external borrowing stands at £21.5m.

4.7 Total Prudential Borrowing at Quarter 2

	Qtr. 2
Prudential Borrowing	£'000
Total External Borrowing	21,500
Total Internal Borrowing	17,568
Total Prudential Borrowing	39,068

4.8 Borrowing in advance of need

The Council has not borrowed in advance of need during the period ending 30th September 2022.

4.9 Compliance with Treasury and Prudential Limits

It is statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators (affordability limits) are included in the approved Treasury Management Strategy (TMS).

During the financial year to date the Council has operated within these treasury and prudential indicators and in compliance with the Council's Treasury Management Practices.

The prudential and treasury Indicators are shown below and consider the revisions to the Capital Programme as detailed in section 3 of this report.

	Original £'000	Qtr. 2 £'000
Treasury Indicators		
Authorised limit for external debt	43,000	43,000
Operational boundary for external debt	38,241	39,068
External Debt	26,500	26,500
Investments	(13,000)	(12,000)
Net Borrowing	13,500	14,500
Prudential Indicators		
Capital Expenditure	12,972	10,500
Capital Financing Requirement (CFR)	38,241	39,068
<i>Of Which is Commercial Property</i>	<i>20,211</i>	<i>20,211</i>
Annual change in CFR*	(1,184)	(1,227)
External Debt Forecast	26,500	26,500
Under/(over)borrowing	11,741	12,568
Ratio of financing costs to net revenue stream*	10.34%	11.73%
Incremental impact of capital investment decisions:		
Increase/Reduction (-) in Council Tax (band change per annum)	£0.00	£3.17

Appendix 1 (provided by our Independent Treasury Advisors)

Interest Rate Forecast

- The central forecast for interest rates was previously updated on 9th August and reflected a view that the MPC would be keen to further demonstrate its anti-inflation credentials by delivering a succession of rate increases. This has happened but the “fiscal event” has complicated the picture for the MPC, who will now need to double-down on counteracting inflationary pressures stemming from the government’s widespread fiscal loosening.
- Further down the road, it is anticipated the Bank of England will be keen to loosen monetary policy when the worst of the inflationary pressures are behind us – but that timing will be one of fine judgment: cut too soon, and inflationary pressures may well build up further; cut too late and any downturn or recession may be prolonged.
- The CPI measure of inflation will peak at close to 10.4% in November 2022. Despite the cost-of-living squeeze that is still taking shape, the Bank will want to see evidence that wages are not spiralling upwards in what is evidently a very tight labour market.
- Regarding the “provisional” plan to sell £10bn of gilts back into the market each quarter, this is still timetabled to take place but not until October at earliest.
- In the upcoming months, forecasts will be guided not only by economic data releases and clarifications from the MPC over its monetary policies and the government over its fiscal policies, but the on-going conflict between Russia and Ukraine. (More recently, the heightened tensions between China/Taiwan/US also have the potential to have a wider and negative economic impact.)
- On the positive side, consumers are still estimated to be sitting on over £160bn of excess savings left over from the pandemic so that will cushion some of the impact of the above challenges. However, most of those are held by more affluent households whereas lower income families already spend nearly all their income on essentials such as food, energy and rent/mortgage payments.

PWLB Rates

- The yield curve has shifted upwards since the August update and PWLB 5 to 50 years Certainty Rates are, generally, in the range of 4.25% to 5.75%. The yield curve is currently inverted.
- The view is the markets have built in, already, nearly all the effects on gilt yields of the likely increases in Bank Rate and the poor inflation outlook but markets are volatile and further changes of gilt yields across the whole spectrum of the curve is possible.

The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is to the downside.

Downside risks to current forecasts for UK gilt yields and PWLB rates include: -

- Labour and supply shortages prove more enduring and disruptive and depress economic activity (accepting that in the near-term this is also an upside risk to inflation and, thus, rising gilt yields).
- The Bank of England acts too quickly, or too far, over the next two years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- UK / EU trade arrangements – if there was a major impact on trade flows and financial services due to complications or lack of co-operation in sorting out significant remaining issues.
- Geopolitical risks, for example in Ukraine/Russia, China/Taiwan/US, Iran, North Korea and Middle Eastern countries, which could lead to increasing safe-haven flows.

Upside risks to current forecasts for UK gilt yields and PWLB rates: -

- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly and for a longer period within the UK economy, which then necessitates an even more rapid series of increases in Bank Rate faster than we currently expect.
- The Government acts too quickly to cut taxes and/or increases expenditure in the light of the cost-of-living squeeze.
- The pound weakens because of the UK's growing borrowing requirement resulting in investors pricing in a risk premium for holding UK sovereign debt.
- Longer term US treasury yields continue to rise strongly and pull gilt yields up even higher than currently forecast.

APPENDIX 2

REVENUE CARRY FORWARDS – BASE BUDGETS ALREADY APPROVED

Budget underspends to be carried forward into 2023/2024, which have been approved during the year are provided below for information only.

The following carry forwards are base budgets which have been approved previously by Management Team or Committee.

• *Please note the figures quoted are as forecast at September 2022 out-turn monitoring. The final carry forward figures will reflect the actual outturn position at year-end.*

BASE BUDGET C/FWDS APPROVED PREVIOUSLY			Sept 22	
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Prosperous Communities	Our Council	Land Charges	6	Land charges project - 3 year software to be cfwd to 2023/24 (year 3). Horizon is a land charges specific system which is being used until the CRM system can be developed. The contract commenced 1st November 21.
		TOTAL	6	

REVENUE CARRY FORWARDS – USE OF EARMARKED RESERVES

Budget underspends to be carried forward into 2023/2024, which have been approved during the year are provided below for information only.

The following carry forwards are approved use of Earmarked Reserves where the project has slipped into future years.

• *Please note the figures quoted are as forecast at September 2022 out-turn monitoring. The final carry forward figures will reflect the actual outturn position at year-end.*

USE OF EARMARKED RESERVES			Sept 22	
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Prosperous Communities	Our People	Community Action	10	Hemswell Cliff Regeneration - revenue spend to support capital scheme. Capital scheme to be c/fwd into 2023/24 pending a further report on proposals.
TOTAL			10	

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REVENUE CARRY FORWARDS – PENDING APPROVAL BY MANAGEMENT TEAM

Bids for budget underspends to be carried forward into 2023/2024, which require Management Team approval are as follows.

• *Please note the figures quoted are as forecast at September 2022 out-turn monitoring. The final carry forward figures will reflect the actual outturn position at year-end.*

BASE BUDGET C/FWDS PENDING APPROVAL BY MT			Sept 22	
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Prosperous Communities	Our Place	Environmental Protection	3	Noise monitoring equipment improvement.
Corporate Policy and Resources	Our Council	Change Management	5	There is a need to enhance the licenses to a configurable system in 2023/24.
TOTAL			8	



West Lindsey District Council

Monthly Investment Analysis Review

September 2022

Monthly Economic Summary

General Economy

The UK Manufacturing PMI rose to 48.5 in September from 47.3 in the previous month and above market expectations of 47.5. Still, the latest reading pointed to a second consecutive month of contraction in the sector as production continued to fall amid weaker intakes of new business. The UK Services PMI fell to 49.2 in September from 50.9 in August, missing market expectations of 50, flash estimates showed. This marked the first drop in services' activity since February 2021, though the rate of decline was only marginal. This was largely due to the slowdown in sales amid the cost of living crisis and rising economic uncertainty weighing in on activity levels. The UK Composite PMI slipped to 48.4 in September 2022 from 49.6 in August, below expectations of 49. The biggest concern with businesses often included the negative impact of high costs and a weaker economic outlook on client spending and output. The UK Construction PMI edged higher to 49.2 in August of 2022 from 48.9 in July, compared to market forecasts of 48. Although stronger than expected, the reading was a second consecutive month of falling construction output, as customer demand moved closer to stagnation amid cost pressures and economic uncertainty.

The British economy unexpectedly expanded 0.2% on quarter in the Q2 2022, better than initial estimates of a 0.1% contraction. Services rose 0.2%, revised from initial estimates of a 0.4% drop with the largest contributors coming from human health and social work. Meanwhile, production contracted 0.2%, with manufacturing falling 1.1% and mining 1% while electricity and gas, went up 3.9%. The UK trade deficit narrowed to £7.8 billion in July from £11.4 billion in the previous month. It was the smallest trade shortfall since last December, as exports rose by 4.2% (goods sales advanced by 7.2% and exports of services were up 0.6%). Meanwhile, imports fell by 1.6%, as goods purchases declined by 2.3%, mostly from non-EU countries (-4.1%). Conversely, imports of services rose by 0.7%. The Chancellor Kwasi Kwarteng has announced his "Growth Plan" in a Mini-Budget. The Growth Plan sets an ambitious target for annual economic growth of 2.5% and is supported by a range of cuts to both direct and indirect taxes, support for individuals and businesses to tackle increasing energy costs, and measures to encourage and reward investment. The proposed fiscal package and its unfunded nature, which seemed somewhat at odds to the Bank of England's focus on dampening inflation, caused a sharp market reaction in the immediate aftermath of the announcement. This saw Bank Rate expectations through the final two meetings of the year and 2023 ratchet higher, while gilt yields rose significantly.

UK employment went up by 40,000 in the three months to July, the smallest increase in five months, and less than a third of market forecasts of 128,000. Full-time employees and self-employed workers increased while part-time employees decreased. The unemployment rate in the UK fell to 3.6% in the three months to July, the lowest since 1974, from 3.8% in the previous period as the number of people who are no longer looking for work increased. Average weekly earnings including bonuses in the UK increased by 5.5% y/y in the three months to July, above an upwardly revised 5.2% in the three months to June. In addition, regular pay which excludes bonus payment went up 5.2%, after 4.7% rise in the previous period. However, adjusted for inflation, total pay fell 2.6% while regular pay dropped 2.8%, amid a squeeze in UK living standards. UK inflation, as measured by the Consumer Price Index edged lower to 9.9% in August from 10.1% in July, below market forecasts of 10.2%. It is the first time in 11 months inflation eased, with motor fuels prices making the largest downward contribution. The Bank of England's Monetary Policy Committee raised its key interest rate by 50bps to 2.25% during its September 2022 meeting, the 7th consecutive rate hike, and pushing borrowing costs to the highest since 2008. The GfK Consumer Confidence indicator fell to -49 in September from -44 in August, hitting a new record low as British households continued to grapple with the cost of living crisis and wider economic uncertainties. This is evidently shown a fall in retail sales by 1.6% m/m in August, the biggest decline so far this year and following a 0.4% rise in July. In August 2022, initial estimates show that the public sector

spent more than it received in taxes and other income. This required it to borrow £11.8 billion, which was £5.8 billion more than the £6.0 billion forecast by the Office for Budget Responsibility (OBR).

The US unemployment rate rose to 3.7% in August, the highest since February and above market expectations of 3.5%. The number of unemployed people increased by 344,000 to 6.01 million, while employment levels went up by 442,000 to 158.73 million. The US economy contracted by an annualised 0.6% on quarter in Q2 2022, matching the second estimate, and confirming the economy technically entered a recession, following a 1.6% drop in Q1. The Federal Reserve raised the Federal Funds Rate by 75 bps to the 3%-3.25% range at its September meeting, the third straight three-quarter point increase and pushing borrowing costs to the highest since 2008. Policymakers also anticipate that ongoing increases in the target range will be appropriate, which was reinforced by Chair Powell at the post-meeting press conference. The Fed's "dot plot", which outlines individual member forecasts, showed interest rates will likely reach 4.4% by December, above 3.4% projected in June, and rise to 4.6% next year.

The Euro Area economy expanded 0.8% on quarter in Q2 2022, higher than a 0.6% rise indicated in the second estimate, and the strongest growth rate in three quarters. Household spending was the main driver of the expansion, prompted by the easing of covid restrictions and the summer tourism season. The annual inflation rate in the Euro Area jumped to 10% in September of 2022 from 9.1% in August. It marks the fifth consecutive month of rising inflation, with prices showing no signs of peaking. In a similar vein, core inflation, which excludes prices of energy, food, alcohol and tobacco, increased to a record high of 4.8% in September from 4.3% in August.

Housing

The Nationwide House Price Index in the UK increased 9.5% y/y in September, slightly less than 10% in August and below market forecasts of 10%. The growth rate came back to single digits for the first time since October last year. The South West region was the strongest performer region once again, while London remained the weakest. Moreover, The Halifax house price index in the United Kingdom rose 11.5% y/y in August of 2022, the lowest level in three months.

Currency

Sterling depreciated against both the US dollar and Euro across August amid the ongoing conflict in Ukraine and surging commodity prices, which raised the prospect of stagflation.

September	Start	End	High	Low
GBP/USD	\$1.1601	\$1.1395	\$1.1640	\$1.1159
GBP/EUR	€1.1527	€1.1163	€1.1706	€1.0747

Forecast

The Bank Rate was raised to 2.25% at the Monetary Policy Committee's meeting in September, with both Link Group and Capital Economics now expecting rates to peak at 5.00% by Q1 2023.

Bank Rate	Now	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
Link Group	2.25%	4.00%	5.00%	5.00%	5.00%	4.50%	4.00%	3.75%	3.25%	3.00%	2.75%	2.75%	2.50%
Capital Economics	2.25%	4.25%	5.00%	5.00%	5.00%	5.00%	4.75%	4.25%	3.75%	3.25%			

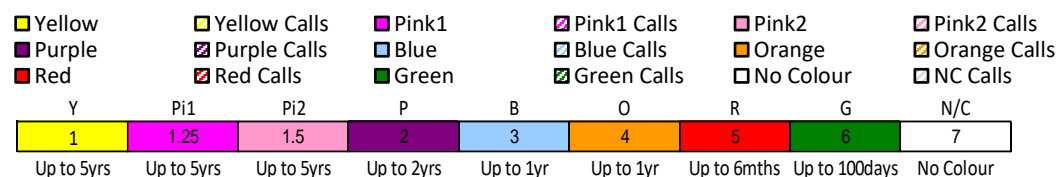
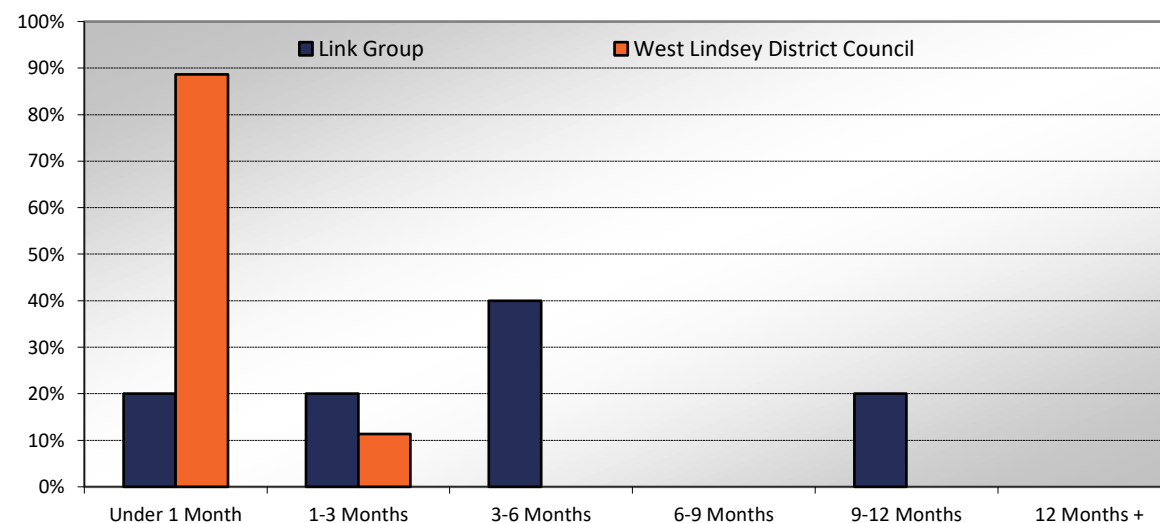
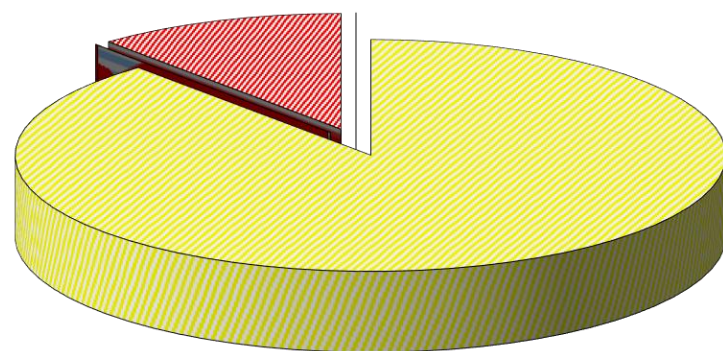
West Lindsey District Council

Current Investment List

Borrower	Principal (£)	Interest Rate	Start Date	Maturity Date	Lowest LT / Fund Rating	Historic Risk of Default
MMF Aberdeen Standard Investments	1,885,000	1.54%		MMF	AAAm	
MMF Insight	7,500,000	1.69%		MMF	AAAm	
MMF LGIM	6,230,000	1.75%		MMF	AAAm	
Santander UK PLC	2,000,000	0.98%		Call35	A	0.004%
Borrower - Funds	Principal (£)	Interest Rate	Start Date	Maturity Date		
CCLA Property Fund	3,000,000	23.70%				
Total Investments	£20,615,000	4.83%				
Total Investments - excluding Funds	£17,615,000	1.61%				0.004%
Total Investments - Funds Only	£3,000,000	23.70%				

Note: An historic risk of default is only provided if a counterparty has a counterparty credit rating and is not provided for an MMF or USDBF, for which the rating agencies provide a fund rating. The portfolio's historic risk of default therefore measures the historic risk of default attached only to those investments for which a counterparty has a counterparty credit rating and also does not include investments which are not rated.

Portfolio Composition by Link Group's Suggested Lending Criteria



Portfolios weighted average risk number = **1.45**

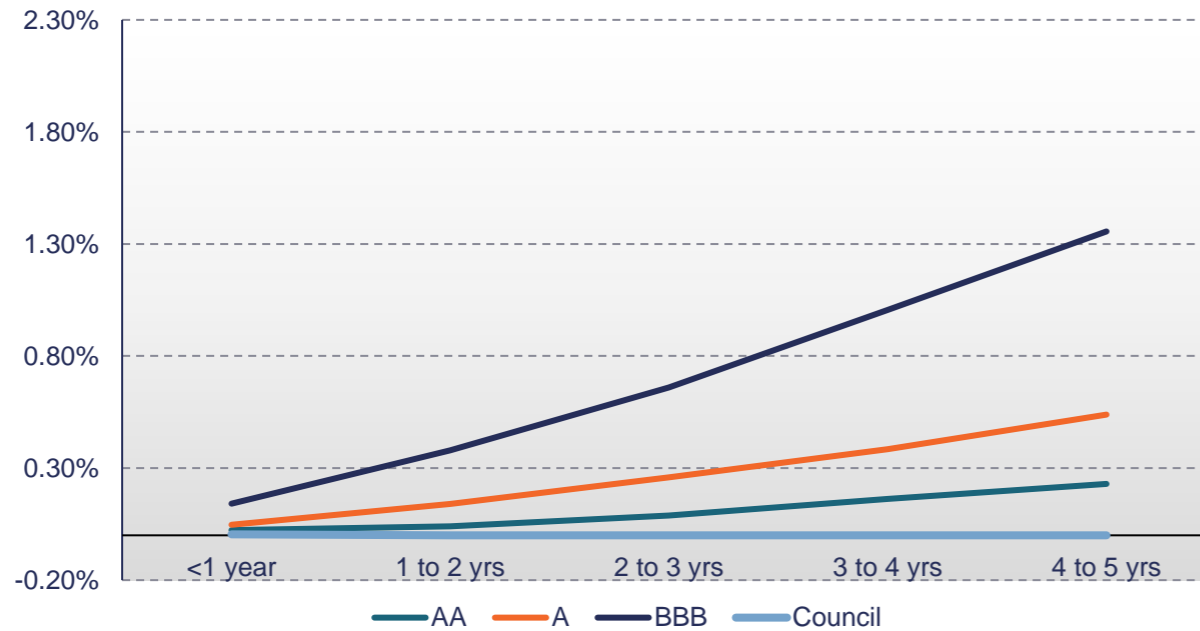
WARoR = Weighted Average Rate of Return
WAM = Weighted Average Time to Maturity

	% of Portfolio	Amount	% of Colour in Calls	Amount of Colour in Calls	% of Call in Portfolio	WARoR	WAM	WAM at Execution	Excluding Calls/MMFs/USDBFs	
									WAM	WAM at Execution
Yellow	88.65%	£15,615,000	100.00%	£15,615,000	88.65%	1.70%	0	0	0	0
Pink1	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Pink2	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Purple	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Blue	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Orange	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Red	11.35%	£2,000,000	100.00%	£2,000,000	11.35%	0.98%	35	35	0	0
Green	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
No Colour	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Total	100.00%	£17,615,000	100.00%	£17,615,000	100.00%	1.61%	4	4	0	0

West Lindsey District Council

Investment Risk and Rating Exposure

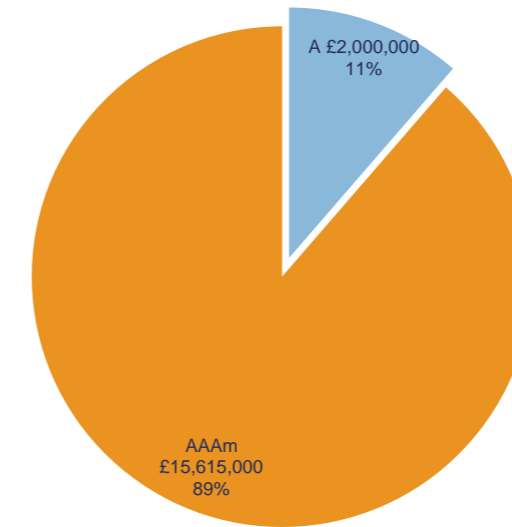
Investment Risk Vs. Rating Categories



Historic Risk of Default

Rating/Years	<1 year	1 to 2 yrs	2 to 3 yrs	3 to 4 yrs	4 to 5 yrs
AA	0.02%	0.04%	0.09%	0.16%	0.23%
A	0.05%	0.14%	0.26%	0.38%	0.54%
BBB	0.14%	0.38%	0.66%	1.01%	1.36%
Council	0.00%	0.00%	0.00%	0.00%	0.00%

Rating Exposure



Historic Risk of Default

This is a proxy for the average % risk for each investment based on over 30 years of data provided by Fitch, Moody's and S&P. It simply provides a calculation of the possibility of average default against the historical default rates, adjusted for the time period within each year according to the maturity of the investment.

Chart Relative Risk

This is the authority's risk weightings compared to the average % risk of default for "AA", "A" and "BBB" rated investments.

Rating Exposures

This pie chart provides a clear view of your investment exposures to particular ratings.

Note: An historic risk of default is only provided if a counterparty has a counterparty credit rating and is not provided for an MMF or USDBF, for which the rating agencies provide a fund rating. The portfolio's historic risk of default therefore measures the historic risk of default attached only to those investments for which a counterparty has a counterparty credit rating and also does not include investments which are not rated.

West Lindsey District Council

Monthly Credit Rating Changes MOODY'S

Date	Update Number	Institution	Country	Rating Action
23/09/2022	1927	NatWest Markets Plc (NRFB)	United Kingdom	The Long Term Rating was upgraded to 'A1' from 'A2'. At the same time the Outlook on the Long Term rating was changed to Stable from Positive.

West Lindsey District Council

Monthly Credit Rating Changes FITCH

Date	Update Number	Institution	Country	Rating Action
13/09/2022	1918	UBS AG	Switzerland	The Support Rating was withdrawn
13/09/2022	1921	Societe Generale	Fance	The Support Rating was withdrawn
13/09/2022	1919	Deutsche Bank AG	Germany	The Support Rating was withdrawn
13/09/2022	1922	Barclays Bank UK PLC (RFB)	United Kingdom	The Support Rating was withdrawn
13/09/2022	1920	BNP Paribas	France	The Support Rating was withdrawn
20/09/2022	1925	Citibank N.A.	United States	The Support Rating was withdrawn
20/09/2022	1923	Bank of America N.A.	United States	The Support Rating was withdrawn
20/09/2022	1924	JPMorgan Chase Bank, N.A.	United States	The Support Rating was withdrawn
20/09/2022	1926	Goldman Sachs International Bank	United Kingdom	The Support Rating was withdrawn
23/09/2022	1929	HSBC UK Bank Plc (RFB)	United Kingdom	The Outlook on the Long Term Rating was changed to Stable from Negative. At the same time the Support Rating was withdrawn
23/09/2022	1928	HSBC Bank PLC (NRFB)	United Kingdom	The Outlook on the Long Term Rating was changed to Stable from Negative. At the same time the Support Rating was withdrawn

West Lindsey District Council

Monthly Credit Rating Changes
S&P

Date	Update Number	Institution	Country	Rating Action

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Agenda Item 6g



**Corporate Policy and
Resources Committee**

**Thursday, 10th November
2022**

Subject: Outcome of the September 2022 Cost of Living Crisis Summit

Report by:

Chief Executive

Contact Officer:

Ellen King
Policy and Strategy Officer – Corporate Strategy
and Business Planning

ellen.king@west-lindsey.gov.uk

Purpose / Summary:

To present the findings from the multi-agency Cost of Living Summit which was hosted by West Lindsey District Council on 26th September 2022.

RECOMMENDATION(S):

1. To note the findings and emerging themes arising from the Cost of Living Crisis Summit.
2. In response to the motion resolved by Council on 4th July 2022; to agree for officers to scope additional financial support for “socially vulnerable households” and for costed proposals to be brought before a future meeting of this committee for approval.
3. To approve the promotion and use of the ‘Connect to Support Lincolnshire’ website (<https://lincolnshire.connecttosupport.org/>) on the council’s own website as a central source of online help and advice; and as a community directory relating to the cost of living for all Lincolnshire residents.

IMPLICATIONS

Legal:

None arising from this report.

Financial : FIN / 101 / 23 / MT

A motion to the meeting of Council held on 4th July 2022, “Additional Financial Support for Socially Vulnerable Households” moved by Cllr S Bunney <https://democracy.sharedlincs.net/documents/g3129/Printed%20minutes%2004th-Jul-2022%2019.00%20Council.pdf?T=1> resolved that an allocation of funding from prior year underspend be reallocated to support socially vulnerable households.

In response to the motion, it is proposed that fully costed, evidence-based proposals are developed by officers and brought to a future meeting of this committee for approval.

Staffing : HR183-10-22

The rising cost of living is already resulting in additional demand for Council services, which is impacting capacity of Council staff. Co-ordinating work with multiple external partners will have a further impact on capacity. This will result in the need for either additional resource, or for other work to be paused in order to prioritise cost of living support. Any additional programmes of work relating to cost of living support must therefore be supported by a resource plan to understand the implications for service delivery and on staff capacity.

Equality and Diversity including Human Rights :

The Council recognises the impact of the rising cost of living on all West Lindsey residents, and West Lindsey District Council staff. The Council accepts that the cost of living crisis will adversely impact certain groups more than others including, but not limited to, those on low incomes; people in receipt of benefits; people with disabilities; the elderly; the district’s most deprived communities and those living in rural areas whose homes are off-grid. As such, the Council is working to ensure that any support packages are targeted towards those in greatest need.

Data Protection Implications:

None arising from this report.

Climate Related Risks and Opportunities:

The Council’s Climate, Environment and Sustainability Impact Assessment has been undertaken and there are no climate related implications, risks or opportunities arising from this report.

Section 17 Crime and Disorder Considerations:

None arising from this report

Health Implications:

The rising cost of living, including a rise in food and energy bills, will adversely impact the health and wellbeing of our residents. Those with low or squeezed household incomes may be unable to afford to adequately heat their homes, creating poor living conditions and potentially exacerbating existing health conditions. The worst affected households may have an inadequate or irregular supply of food, which brings health implications and will place additional demand on the district's foodbanks. Financial anxiety will impact people's mental wellbeing which may place additional demand on services offering support for mental health and wellbeing.

Title and Location of any Background Papers used in the preparation of this report :

Motion to the meeting of Council held on 4th July 2022, "Additional Financial Support for Socially Vulnerable Households" moved by Cllr S Bunney
<https://democracy.sharedincs.net/documents/g3129/Printed%20minutes%2004th-Jul-2022%2019.00%20Council.pdf?T=1> (p.31 of the draft minutes)

Risk Assessment :

The Council's reserves are currently in a healthy position, however, the following risks need to be considered against the background of expected reductions to public spending in the forthcoming Autumn Statement:

1. The government has indicated that significant reductions to public spending will need to be made in the Autumn Statement which is due to be made on 17th November 2022. Whilst no figures have been announced, the government has stated that reductions will apply across all departments which is likely to impact the Council's financial position. There is a risk that committing to additional financial support for the cost of living without understanding the scale of public spending cuts will adversely impact the Council's reserves.
2. Since the motion to Council on 4th July 2022, the government has announced a range of financial support packages to support people with the cost of living. These are outlined in the introduction to this report. There is a risk that, by committing to additional financial support now, the Council may be unable to provide targeted support to vulnerable people in the longer-term, for example during the winter months when financial hardship is likely to be at its highest.
3. As per the staffing implications identified in this report, there is a risk that the Council does not currently have the capacity to deliver any new programmes of work. Any new programmes of work related to cost of living support will require additional capacity which can only be identified through pausing other work, which will impact on delivery timescales or recruiting

additional staff, which will take time to deliver. Both of these options will have a financial implication for the Council.

- Existing organisations that provide support to vulnerable residents will also be struggling with increased costs due to higher energy bills and increased inflation. There is a risk that any additional financial support scheme could place undue burden on partner organisations, for example through increased demand. In identifying any actions that impact external organisations, The Council will need to engage with external organisations to ensure any agreed actions are viable and feasible.

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

X

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

X

Executive Summary

On 26th September 2022, the Council hosted a Cost of Living Summit bringing together representatives from over 30 local organisations to identify the support needs of those most affected by the rising cost of living across the district. A number of key findings emerged from the Summit, which are presented in this report for consideration.

The purpose of the report is to present the emerging findings from the Summit, and propose three main recommendations for approval. It is anticipated that the Council will act as facilitators and enablers, working to encourage networking between existing organisations, providing funds to these organisations so that they can support West Lindsey residents, and applying appropriate governance and audit of any agreed funding and spend.

Introduction

The rising cost of living, caused by global political instability and rising economic uncertainty, is one of the most urgent issues currently facing people, particularly over the coming winter months. The government has responded with a package of targeted support, including a £400 energy bill discount for every household, a £150 energy rebate for CT bands A-D, capping energy bills at an average of £2,500 until April 2023 and additional financial support for people in receipt of the Winter Fuel Allowance, Universal Credit, Jobseekers Allowance, Disability Living Allowance (DLA) or Personal Independence Payments (PIP). Whilst this support has ensured that households are protected from average annual energy bills that were projected to rise to over £3,500, the increasing cost of household bills, fuel and food, rising inflation and higher interest rates will still result in financial pressure and hardship for large numbers of people.

The Indices of Multiple Deprivation (2019) records nine of West Lindsey's 52 neighbourhoods as within the top 20% most income deprived neighbourhoods in England. A total of 11,854 people, or 12.3% of the district's population are classed by the Office for National Statistics as income-deprived (classed as out of work or on low-earnings). In the most deprived neighbourhood (within Gainsborough South-West ward), this figure rises to 45.3%. Overall, the district is ranked 123rd most income deprived of 316 local authority areas in England.

Acknowledging the impact of the rising cost of living on West Lindsey residents, a meeting of Council on 4th July 2022 resolved that *“a scheme to offer additional financial support for socially vulnerable households... [be] developed and brought to the next appropriate meeting of the Council or the relevant Committee for consideration.”* In order to understand the challenges and level of need the Council hosted a Cost of Living Crisis Summit on 26th September 2022, bringing together partners from over 30 local organisations to explore appropriate packages designed to support those most affected by the cost of living crisis. This report presents the findings from the Summit and makes a number of initial recommendations.

The Cost of Living Crisis Summit

The Summit was hosted by the Council with representatives from over 30 local organisations including schools, foodbanks such as the Salvation Army and Feeding Gainsborough, NHS primary care, town and parish councils, the Department for Work and Pensions (DWP), West Lindsey Voluntary Community Services (VCS), community organisations such as Nettleham Hub and the Disability Network, Housing Providers and charities such as Age UK Lincoln. The Council's Senior Management Team and elected members from each group were also in attendance. This is by no means an exhaustive list of all the organisations providing key support to residents across the district, but acts as a starting point in bringing organisations together to work collaboratively on the cost of living crisis and work more widely with additional organisations through the Cost of Living Crisis Officer Working Group.

The Summit centred around three focal points: 1) an understanding of what the main challenges are in supporting people with the rising cost of living; 2) what barriers currently exist that prevent support from being accessed; 3)

suggested solutions that could be implemented to help remove those barriers, improve joint working and target support at where it is most needed. Two workshop sessions designed to address these points were held with attendees split into small groups to look at each question in detail.

Workshop one focused on understanding which groups are most in need of support, and what their needs are based on pre-prepared ‘personas’, copies of which are attached as Appendix A for information. A persona is an evidence based fictional character, used to create reliable and realistic representation of the goals and characteristics of wider user groups, in this case, West Lindsey residents. The personas used at the summit were created based on official sources such as the Office for National Statistics (ONS), Public Health England and labour market data from Nomis Web. The list of personas is not exhaustive and additional personas were identified during the Summit for consideration. Workshop two sought to understand the main barriers in providing support where it is most needed and how these barriers might be overcome.

The Summit was a call to action, designed at strengthening partnership working across West Lindsey and providing a focus so as not to over-commit and create paralysis by overwhelming services. A key consideration when devising an action plan must be the capacity and resources available to each organisation, including the Council, to deliver additional support. Services across the Council are experiencing a significant increase in demand and workload, for example, as a result of administering support schemes such as the Household Support Fund which is due to enter its third round. This impacts capacity to deliver additional work with existing resources. A resource plan is therefore required to understand the impact of additional work related to cost of living support on the organisation.

The emerging findings from the workshop sessions can be categorised into five key areas of need: Wellbeing and Inclusion, Mobility and Access, Health, Housing, Warmth and Safety, and Food. The key findings for each of these themes are set out below.

Theme One: Wellbeing and Inclusion

Wellbeing and inclusion is achieved when people feel respected and recognised, feel connected to family, friends and their local community, feel safe and relatively secure, and when they feel included and supported on an equal basis (for example, people’s needs relating to a disability are met). The types of existing support already available for wellbeing and inclusion, as well as the barriers to access identified during the workshops are listed below. It should be noted that this is not an exhaustive list, being based on the findings of the summit only, and this report recognises that there may be other support packages in place that are not listed below.

THEME ONE: WELLBEING AND INCLUSION	
Identified Existing Support	
•	Befriending networks
•	Local Hubs
•	Call Connect
•	Free activity sessions

THEME ONE: WELLBEING AND INCLUSION
• Social Prescribing
• Community walkabouts
• Bereavement support
• Volunteer neighbours
• Drop in food kitchens
• Veterans groups
• Wellbeing Lincs
• Befriending networks
• Support groups for park home residents
• Delivery services such as milk or food delivery
• Additional community officers
• Lunch clubs and coffee mornings
• Free events in open spaces
Identified Barriers to Providing or Accessing Support
• Physical isolation – e.g. rural isolation
• Social isolation – e.g. people not being connected to their local community
• Digital isolation – e.g. no access to the internet
• Lack of knowledge about what support is available
• Financial barriers
• Lack of transport
• Reluctance to ask for help
• Breakdown of traditional communities
• Increased demand and insufficient resources and / or capacity to meet demand

Theme Two: Mobility and Access

Mobility and access needs centre on physical connection to places and being able to access support either physically or virtually. Existing support packages and barriers to accessing or providing this support, as identified at the Summit, are listed below.

THEME TWO: MOBILITY AND ACCESS
Identified Existing Support
• Refugee support groups that offer English language support and signposting
• Pop-up hubs
• Wi-Fi hubs
• Dial-a-Ride
• Call Connect
• Drop-in sessions (applies to numerous organisations)
• English language support services
• Directory of support services
• Social support and signposting
• Prescription delivery service
Identified Barriers to Providing or Accessing Support
• Lack of joined up services and insufficient signposting
• Physical isolation
• Lack of knowledge about what support is available
• Financial barriers
• Lack of transport
• Difficulty in being able to contact services for help – e.g. utility companies
• Increased demand and insufficient resources and / or capacity to meet demand
• Communication barriers, including language barriers
• Digital isolation

Theme Three: Food

The theme of food relates to meeting basic requirements to sustain life, in this case, fulfilling people's basic nutritional requirements as a minimum. The types of existing support and barriers identified during the summit relating to food are listed below.

THEME THREE: FOOD
Identified Existing Support
<ul style="list-style-type: none">• Foodbanks, including foodbank delivery services• Provision of food during school holidays for children receiving free school meals (Holiday Activities and Food Programme)• Free school meals
Identified Barriers to Providing or Accessing Support
<ul style="list-style-type: none">• Increased demand and not enough resources / capacity to meet demand

Theme Four: Housing, Warmth and Safety

As with food, this penultimate theme is focused on meeting basic requirements in relation to access to warm and safe shelter. The workshops identified a comprehensive list of support already in place, and associated barriers, as listed below.

THEME FOUR: HOUSING, WARMTH AND SAFETY
Identified Existing Support
<ul style="list-style-type: none">• Financial support payments, such as the Household Support Fund• Housing Repairs• Housing Advice• Debt support services• Benefits advices and support• Fuel Banks and / or vouchers for off-grid homes• School wraparound clubs and holiday clubs• Discretionary housing payments• Household energy rebates• Warm Banks
Identified Barriers to Providing or Accessing Support
<ul style="list-style-type: none">• Increased demand and / or insufficient capacity and resources to meet demand• Appropriate skills and expertise to provide support• Lack of early intervention to prevent escalation• Lack of confidence for tenants to challenge landlords in the private rented sector• People with no fixed address making access to support more difficult• Living in off-grid or mobile homes• Homes with pre-payment meters not being subject to the same price cap as other households• Access to warm spaces• Barriers to funding, commissioning and contracting

Theme Five: Health

The final theme of health centres on people's physical health, as well as needs relating to mental health and wellbeing. The existing support types and the identified barriers relating to this theme are listed below.

THEME FIVE: HEALTH
Identified Existing Support
<ul style="list-style-type: none">• Mental health and wellbeing support services, including fast-track referrals• Third sector mental health services• Access to services through outreach and the Healthy Lives Scheme

THEME FIVE: HEALTH
<ul style="list-style-type: none"> • Referrals to children’s activity programmes
Identified Barriers to Providing or Accessing Support
<ul style="list-style-type: none"> • Increased demand and / or insufficient resources and capacity to meet demand
<ul style="list-style-type: none"> • Substance abuse and the effects on people’s health
<ul style="list-style-type: none"> • Overstretched services and depleted resilience
<ul style="list-style-type: none"> • Silo working and services that are not joined up

Emerging Recommendations

Workshop two of the summit focused on identification of solutions to ensure additional support is targeted at those most affected by the cost of living crisis. Emerging needs can be broadly categorised as:

1. The need for identifying appropriate resources and capacity to meet demand. This applies across all organisations, including the Council, for example, in being able to meet projected demand for round three of the Household Support Fund and increased demand across the organisation from the impacts of the cost of living changes.
2. The need to identify funding to support specific actions, and to ensure due diligence and appropriate governance arrangements are in place through existing Council frameworks.
3. A requirement for a centralised source of information that is accessible to all, consistent across the county and is published as widely as possible across partner organisations.
4. The need for better information sharing and signposting between and across organisations.
5. The need to establish satellite provision of key services for isolated residents and rural communities.
6. Findings from the Summit should be fed into the County wide Cost of Living Challenge Stakeholder Group meeting to ensure district representation.
7. Identification of an exit strategy that ensure individuals and communities have the right support in place to ensure resilience and self-sufficiency in the long-term.

It is recommended that these findings form the basis for officers to scope and cost proposals for additional support, to be brought before a future meeting of this committee for approval.

Action Plan Identification, Delivery and Governance

A Cost of Living Officer Working Group has already been established, comprised of managers and senior officers directly involved in delivering front-line services to residents most likely to be affected by the cost of living. The working group meets fortnightly and is already working to an action plan centred on delivering financial support, such as the Council Tax Energy rebate and the Household Support Fund, supporting community groups, ensuring we understand and can meet increased customer demand, implementing a clear communication plan across all channels, and looking after the wellbeing of our staff. Attendees of this group will be reviewed to ensure it includes the right breadth of coverage across the organisation.

Per recommendation two of this report, it is proposed that the working group identifies fully costed and evidence-based proposals based on the emerging findings from the Cost of Living Summit and brings these forward to this committee for approval in response the motion to Council. This will allow time for officers to work with partner organisations, including those present at the Summit to understand the impact on capacity, demand and resources before jointly agreeing on actions for delivery.

To ensure due diligence and good governance, it is recommended that any agreed actions be delivered in line with the Council's existing project management framework; and that any proposals requiring a formal decision are brought back before this committee for approval.

The Summit committed to keeping an open line of communication with all those who attended, as well as other organisations and groups across the district. Officers have provided initial feedback to Summit attendees, and will ensure joint-working, steered by the officer working group moving forward.

Appendix A – Personas used to inform the Cost of Living Summit and Workshops

Identifying common support needs through the use of personas

Introduction

To channel support where it is most needed, we must first understand and agree which groups of people are in greatest need across West Lindsey. To bring this to life, eight evidence-based personas have been developed that aim to identify and describe the characteristics of those who are likely to be most impacted by the cost-of-living crisis.

How to use personas

A persona is a fictional character, used to create a reliable and realistic representation of the goals and characteristics of wider user groups, in this case, West Lindsey residents.

The personas depicted below have been created based on official statistics from sources such as the Office for National Statistics, Public Health England and Nomis web.

The eight personas identified below will be used to support the cost of living summit workshops and this will be explained in more detail on the evening. The personas are made up of a range of themes that cover:

- a. Income level and age range
- b. Background, goals, interests, and education level
- c. Family situation and health of themselves or dependents (including physical or learning disabilities)
- d. Possible communication/contact channels, including digital connectivity and access to infrastructure, including transport
- e. Location – home, work, school, doctors/hospitals etc
- f. Common needs, motivations, and pains

These themes are broken down further and summarised into categories, as outlined in the table on page 5.

The personas are described below. The aim of this exercise is to reach consensus that these personas cover the main groups that we see as most impacted by the cost of living crisis in West Lindsey.

West Lindsey Personas

1. Graham

Graham is retired and lives on his own in the hamlet of Ingleby, near Saxilby. He is 73 and has rheumatoid arthritis and COPD. His wife passed away five years ago and he has no family nearby but he does use his car to travel to Lincoln once a week to see friends at a veterans' support group, and to visit the library. Graham has a pre-payment meter to cover electricity which he tops up once a week. His home isn't connected to mains gas. He relies on a state pension and also uses a Foodbank when money is tight. Graham's fuel bills have become unaffordable and he has stopped using the heating, this has caused his health conditions to worsen. He is house proud but he is

finding it increasingly difficult to manage household tasks. Graham can no longer afford to run his car, meaning that he has stopped his weekly trip to Lincoln and can no longer travel to the foodbank. There isn't a regular bus service and, without a car, he doesn't know how he will attend his GP or hospital appointments. Graham doesn't have access to the internet and doesn't own a mobile phone. He often goes for long periods of time without social contact and only eats one small meal a day. Sometimes he doesn't eat at all and is having to choose between heating and eating.

2. Samantha

Samantha is 26 and lives in Gainsborough in a private rented property with her three children aged one, three and six. Samantha works part-time in a local café on a minimum wage; she also receives Universal Credit. She doesn't receive any child maintenance payments from her children's father who has cut off all contact with Samantha and the children. Samantha is part-way through an Open University course and hopes to become a primary school teacher. Despite repeatedly contacting her landlord, Samantha's home is in a poor state of repair and is badly affected by damp. She and her children are frequently ill with chest infections. Samantha's washing machine recently broke and she cannot afford to replace it. With rising costs, Samantha's boss is worried about the future of the café and is already thinking about job cuts. Constant worry about how she is going to pay her bills and rent is affecting Samantha's mental health and she feels overwhelmed most days.

3. Oksana and Mykola

Oksana is 27 and came to England with her 63 year-old father, Mykola in March to escape the war in Ukraine. Oksana and Mykola had been staying with a host family in Lea through the Homes for Ukraine scheme, but Oksana secured a job at a factory in Gainsborough and she and her father moved to a rented property in Gainsborough in August. Oksana earns the minimum wage and she has also applied for Housing Benefit and Universal Credit. Mykola is fit and well but speaks no English and hasn't looked for work though he is keen to help his daughter. Oksana's landlord has recently increased the rent and she doesn't know how she will afford to pay this along with rising bills. She was previously a high earning management consultant in Ukraine and has a postgraduate degree but doesn't speak English well which is making it hard to find better paid work in England. She also feels lonely and is missing her family and friends in Ukraine. Oksana doesn't know how she is going to pay her rent next month and is worried she and her father will become homeless.

4. Julia and Michael

Julia is 38 and lives in Nettleham with her husband, Michael, 39 and their two children aged 6 and 13. The couple are expecting their third child. Michael is a senior manager at a food manufacturing firm and Julia is an accountant. They live in a four-bedroom house that is off-grid and runs on heating oil. They earn above the average household income but this will drop once Julia starts maternity leave. Their energy bills have quadrupled and, because heating oil isn't covered by the price cap, they will fall into fuel poverty (where a household is spending more than 10% of the household income heating the home) by Christmas. Their fixed-term mortgage has recently ended, meaning

their monthly payments have increased significantly. They will no longer be able to afford childcare and so it is likely that Julia won't be able to return to work after her maternity leave meaning their household income will fall even further. They have never been eligible for financial help before and aren't sure where to turn.

5. Izzy and Kyle

Izzy and Kyle are twins, aged 7. They live in Market Rasen with their mum and dad and attend the local primary school where their mum works as a Teaching Assistant. Their dad was a restaurant manager but he was made redundant in June and hasn't been able to find work since. The couple drive but don't own a car and have no savings. They have fallen into arrears on their fuel bills and have been placed on a pre-payment meter. They are worried about the increase in their mortgage payments and are considering selling their home. They have started to sell their belongings to pay for Izzy and Kyle's school uniform, shoes and after school activities. Izzy and Kyle receive free school meals which is their main meal of the day. Their teacher has noticed that Izzy and Kyle have lost weight and she often gives them an extra snack at break-time. Sometimes the school will give them a food parcel to take home. There is very little food at home and they sometimes go without an evening meal. Their parents go without food so that Izzy and Kyle can eat. The house is becoming damp and cold and the children often sleep in their coats, which are becoming too small. They are growing out of their clothes and there is never any money for treats. Izzy and Kyle have noticed their mum is always sad and they often hear their parents arguing about money.

6. Stephen

Stephen is a war veteran, having served in Afghanistan. He is 47 and doesn't have a fixed address. He lived with his mum in Bardney but became homeless when she died two years ago. Stephen struggles with his mental health and has been sectioned in the past. He has received support from social services, Wellbeing Lincs, and Home Choices who have recently placed him in temporary accommodation. He has also been supported by community groups who have provided food and practical support. Stephen currently feels well and is keen to find work and move into long-term accommodation. He wants to become a mechanic so that he can support himself but he is worried his mental health will relapse, which has happened before. When this happens, Stephen refuses to engage with agencies. Stephen also has dyslexia and he finds job application forms challenging. He doesn't have regular access to a computer or the internet. He doesn't have any family or friends to support him.

7. Martha and David

Martha and David, both 78, are retired and live in a residential park home in Torksey Lock. David previously ran a successful painting and decorating business and the couple live on Graham's pension. Their park home is off-grid and they rely on bottled gas and electricity provided by the residential park operators which is not subjected to the price-cap. Park homes are difficult to heat adequately and Martha and David's energy costs have more than doubled in recent months. Living in an off-grid home means that they are excluded from the £400 government household support towards fuel bills. Martha and David have lived a comfortable retirement so far and have never

needed financial support but they don't know how they are going to afford their fuel bills, especially as the park home management have written to residents advising that costs are going to rise again from October.

8. Jake

Jake is 17 and lives in residential care. He has no contact with his birth family and has been a looked after child since he was four. He is due to turn 18 in January. Jake is being supported in his transition to independent living by the Care Leavers team and a social worker. He is half way through a two-year apprenticeship with a local manufacturing firm. Jake would like to become an engineer and wants to live in Gainsborough where his friends are based. He can't drive but wants to learn and is able to get to work on public transport for now. He is anxious about leaving the residential home and is worried about how he will cope financially on his own. He has seen lots of news stories about the cost of living crisis and he is worried how he will afford to support himself. He has seen other young people leave care and fall into chaotic lives and he is determined not to follow the same path, but he is scared he will fall into homelessness if he can't afford to pay rent and bills, even though he knows he can access financial support.

Characteristics

The following table breaks down each of the above personas into themes and characteristics. This is designed to build consensus around where support is needed most, and whether there are any gaps.

	Category	1. Graham	2. Samantha	3. Oksana	4. Julia & Michael	5. Izzy & Kyle	6. Stephen	7. Martha & David	8. Jake
Age	0 to 2								
	3 to 12					✓			
	13 to 19								✓
	20 to 39		✓	✓	✓				
	40 to 64			✓			✓		
	65 to 75	✓							
	75+							✓	
Location	Town		✓	✓		✓		✓	✓
	Excluded from transport	✓							
	Requires transport for basic life needs	✓			✓	✓			✓
	Isolated	✓							
	Rural village				✓			✓	
	Homeless						✓		
	Off grid	✓			✓			✓	
Family	Socially isolated	✓					✓		
	Nuclear				✓				
	Single/separated	✓	✓				✓		
	Dependents			✓					
	With children		✓		✓				

	Category	1. Graham	2. Samantha	3. Oksana	4. Julia & Michael	5. Izzy & Kyle	6. Stephen	7. Martha & David	8. Jake
	0 to 2		✓						
	3 to 12		✓		✓				
	13 to 19				✓				
Health	Physical disability	✓							
	Temporary health issues		✓						
	Chronic health issues	✓							
	Temporary mental health issues		✓			✓			
	Chronic mental health issues						✓		
	Learning disability						✓		
	Digitally excluded	✓					✓		
Income	Benefits/pension	✓	✓			✓		✓	✓
	In-work poverty		✓						
	Low			✓		✓			✓
	Middle				✓				
	Goals								
	Interests								
Motivation	Secondary education		✓	✓	✓				✓
	Tertiary education			✓	✓				
	Looked after child / yp								✓
Common needs	Support for fuel bills	✓	✓			✓	✓	✓	
	Foodbank	✓				✓	✓		
	Can't afford heating	✓		✓	✓	✓			
	Socially isolated	✓					✓		
	Poor housing standards		✓			✓			
	Needs help purchasing domestic items		✓				✓		✓
	Culturally isolated			✓					
	Linguistically isolated			✓					
	Help paying rent			✓			✓		✓
	Lack of awareness of support				✓	✓		✓	
	Home help	✓							
	Childcare				✓				
	Mortgage payments				✓	✓			
	Social services						✓		✓

CP&R Work Plan (as at 2 November 2022)

Purpose:

This report provides a summary of reports due at upcoming meetings.

Recommendation:

1. That Members note the contents of this report.

Date	Title	Lead Officer	Purpose of the report	Date First Published
10 NOVEMBER 2022				
10 Nov 2022	Budget and Treasury Monitoring Quarter 2 2022/2023	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1 April 2021 to 30 September 2022.	20 July 2022
10 Nov 2022	Proposed Fees and Charges 2022/2023	Sue Leversedge, Business Support Team Leader	Propose Fees and Charges to take effect from 1 April 2023.	20 July 2022
10 Nov 2022	Progress and Delivery Quarter Two (22/23) Performance Improvement Plan	Claire Bailey, Assistant Planning Services Team Manager	Quarter Two Performance Improvement Plan	21 September 2022
10 Nov 2022	Council Tax Energy Rebate Discretionary Scheme	Alison McCulloch, Revenues Manager	Amendment to CTER Discretionary Scheme originally agreed by Delegated Decision on 9.5.22	
10 Nov 2022	Outcome of the September 2022 Cost of Living Summit	Emma Foy, Director of Corporate Services and Section 151, Nova Roberts, Director of Change Management, ICT & Regulatory Services	On 26th September 2022, the Council hosted a Cost of Living Summit, bringing together external partners from over 30 local organisations to discuss ways in which additional support could be provided to West Lindsey residents most affected by the cost of living crisis. This report presents the initial findings of the Summit, including an initial action plan for consideration by this committee.	

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15 DECEMBER 2022

23 Jan 2023	Future delivery of Building Control services	Ady Selby, Director of Commercial & Operational Services	To consider a three authority Business Case for the future delivery of Building Control services	21 September 2022
15 Dec 2022	Commercial Waste Solutions Business Plan	Elaine Bilton, Senior Waste Administration Officer	Annual service business plan	21 September 2022
15 Dec 2022	ICT Policy Update	Cliff Dean, ICT Manager	Refresh for ICT Policy's	
15 Dec 2022	Provision of Members' ICT from May 2023	Katie Storr, Democratic Services & Elections Team Manager	To agree the device provision and approve any additional budget if required and dependent on option approved	
15 Dec 2022	Council Debt Write Offs 2022/232	Alison McCulloch, Revenues Manager	Write offs for council debts including council tax, business rates, sundry debtor accounts and housing benefit overpayments.	
15 Dec 2022	Potential RAF Scampton Purchase	Sally Grindrod-Smith, Director Planning, Regeneration & Communities	For Committee to decide whether to purchase RAF Scampton and determine the outcome of the competitive dialogue process to procure a development partner	

12 JANUARY 2023

12 Jan 2023	Voluntary & Community Sector Grant Budget	Grant White, Enterprising Communities Manager	To present recommendations from Prosperous Communities Committee on future Voluntary & Community Sector grant budgets.	20 July 2022
23 Jan 2023	Local Council Tax Support Scheme 2023/24	Alison McCulloch, Revenues Manager	Local Council Tax Support Scheme 2023/24	

9 FEBRUARY 2023

9 Feb 2023	Budget and Treasury Monitoring Quarter 3	Sue Leversedge,	This report sets out the revenue, capital	20 July 2022
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	2022/2023	Business Support Team Leader	and treasury management activity from 1 April 2021 to 31 December 2022.	
9 Feb 2023	Corporate Policy and Resources Committee Draft Budget 2023/24 & estimates to 2027/28	Sue Leversedge, Business Support Team Leader	The report sets out details of the overall Draft Revenue Budget 2023/2024 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2023/2024, and estimates to 2027/2028 to be included in the Medium Term Financial Plan.	20 July 2022
9 Feb 2023	Safeguarding Policy	Grant White, Enterprising Communities Manager	To approve updated council safeguarding policy.	21 September 2022
Feb 2023	2023/24 Measure and Target Setting for Progress and Delivery	Claire Bailey, Assistant Planning Services Team Manager	2023/24 Measure and Target Setting for Progress and Delivery.	
Feb 2023	Committee Timetable 2023/24 for approval (Draft timetables for 24/25, 25/26, 26/27)	Katie Storr, Democratic Services & Elections Team Manager	To approve the Committee timetable for 2023/24 and to note the indicative committee dates for the following 3 civic years	
23 MARCH 2023				
23 Mar 2023	Land and Investment Policy	Gary Reeve, Property & Assets Manager	Policy document that considers the strategic approach to acquisition, management, retention and disposal of investment property assets held for income generation (yield), local area regeneration and regional business support	20 July 2022
23 Mar 2023	Levelling Up Fund Public Realm Options	Sally Grindrod-Smith, Director Planning, Regeneration & Communities, Amy Potts, Senior Project Support	A report detailing the business case and options for Public Realm interventions (Market, Park and Pocket Park) for member approval following on from recommendation in report from 1st	21 September 2022

Officer, Matthew Snee,
Community Engagement
Officer

June 2022.

23 Mar 2023

West Lindsey District Council Draft Corporate
Plan, 2023-2027

Ellen King, Senior
Performance Officer

The Council's Corporate Plan, 2019-
2023 is due to be refreshed for the
period 2023-2027. This report presents
the proposed new Corporate Plan for
approval in draft form by the Corporate
Policy and Resources Committee.
