

Guildhall Gainsborough
Lincolnshire DN21 2NA
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AGENDA

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

**Prosperous Communities Committee
Tuesday, 31st January, 2023 at 6.30 pm
Council Chamber - The Guildhall**

Members:

- Councillor Owen Bierley (Chairman)
- Councillor John McNeill (Vice-Chairman)
- Councillor Mrs Tracey Coulson (Vice-Chairman)
- Councillor Stephen Bunney
- Councillor Liz Clews
- Councillor Christopher Darcel
- Councillor Michael Devine
- Councillor Jane Ellis
- Councillor Mrs Cordelia McCartney
- Councillor Mrs Jessie Milne
- Councillor Jaime Oliver
- Councillor Roger Patterson
- Councillor Mrs Lesley Rollings
- Councillor Jim Snee
- Councillor Trevor Young

1. **Apologies for Absence**
2. **Public Participation**
Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.
3. **Minutes of Previous Meeting** (PAGES 3 - 8)
To confirm and sign as a correct record the Minutes of the Prosperous Communities Committee held on 6 December 2022.
4. **Matters Arising Schedule** (PAGE 9)
Setting out current position of previously agreed actions as at 23 January 2023.

Agendas, Reports and Minutes will be provided upon request in the following formats:

Large Clear Print: Braille: Audio: Native Language

5. **Members' Declarations of Interest**

Members may make any declarations at this point but may also make them at any time during the course of the meeting.

6. **Public Reports**

- i) West Lindsey Disabled Facilities Grant (DFG) Policy (PAGES 10 - 29)
2023
- ii) Prosperous Communities Revenue Base Budgets (PAGES 30 - 52)
2023/24 to 2027/28
- iii) Workplan (PAGE 53)

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Monday, 23 January 2023

Prosperous Communities Committee – 6 December 2022
Subject to Call-in. Call-in will expire at 5pm on 30 January 2023

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held in the Council Chamber - The Guildhall on 6 December 2022 commencing at 6.30 pm.

Present:

Councillor Owen Bierley (Chairman)
Councillor John McNeill (Vice-Chairman)
Councillor Stephen Bunney
Councillor Liz Clews
Councillor Christopher Darcel
Councillor Michael Devine
Councillor Jane Ellis
Councillor Mrs Jessie Milne
Councillor Jaime Oliver
Councillor Roger Patterson
Councillor Mrs Lesley Rollings
Councillor Jim Snee
Councillor Trevor Young

In Attendance:

Sally Grindrod-Smith	Director Planning, Regeneration & Communities
Ady Selby	Director - Operational & Commercial Services
Sarah Elvin	Homes, Health & Wellbeing Team Manager
Grant White	Communities Manager
Ele Snow	Senior Democratic and Civic Officer

Apologies:

Councillor Mrs Tracey Coulson
Councillor Mrs Cordelia McCartney

40 PUBLIC PARTICIPATION

There was no public participation.

41 MINUTES OF PREVIOUS MEETING

RESOLVED that the Minutes of the Meeting of the Prosperous Communities Committee held on 1 November 2022 be confirmed and signed as a correct record.

With reference to the Minutes of the Meeting held on 21 September 2022, which had been considered at the Committee's Meeting on 1 November, and where it had been resolved that:

“subject to amendments being made to the membership and attendance record, the minutes of the meeting of the Prosperous Communities Committee, held on 21 September 2022, be confirmed as a correct record, with the corrected version to be signed at the next meeting”.

The Chairman indicated the required amendment had now been made and with Committee’s consent the amended version was signed.

42 MATTERS ARISING SCHEDULE

Reference the matters arising entitled “Member Flood and Drainage Working Group - Confirmed Membership”, a Member of the Committee referenced the issues which existed in parts of the District and placed on record her thanks to the Group, and in particular its supporting Officers, for the “in-roads” they were making, and the positive relationships being built with key partners to try improve the situation for residents, for which they were very grateful.

The Chairman advised of a recent suggestion by the Local Government Association to create a special interest group to address flooding and water management. He further advised that this was something the Council would like to support and initially 10 expressions of interest were required. West Lindsey had expressed an interest, the process thereafter was unclear at this stage but Members would be kept informed as this matter progressed.

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

43 MEMBERS' DECLARATIONS OF INTEREST

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

44 RESPONSE TO MOTION - STREET LIGHTING IN WEST LINDSEY

Members gave consideration to a report that provided the response to a Motion passed by Full Council on 28 June 2021, namely that:

- a) The Leader of the Council to commence robust discussions with leading Members of the County Council with a view to seeking the re-introduction of street lighting in parts of West Lindsey, particularly into those communities we ourselves have deemed to be vulnerable;
- b) the Leader feed-back to this Council, by way of reporting to Prosperous Communities the outcome of these discussions, potential options which could be investigated and their associated costs.

The report under consideration summarised the response which had been received from the County Council’s responsible Portfolio Holder and included the County Council’s adopted

Protocol for Reversal of Part Night Lighting, noting that applications should be made by Local Parish Councils.

During the course of their discussions, Members of the Committee expressed their disappointment with the response by the County Council and asked for a true reflection of the crime situation be considered. It was also stated that there were black spots in more rural areas that needed to be considered. It was highlighted that the safety of residents and the community was key and having no lights also restricted help to the emergency services if needs were arising.

Members asked to see a full response regarding crime figures, explaining they were saddened by the lack of key information and asking those Members who were also County Councillors to ask to reconsider 'black spots' in the rural areas and crime figures.

The expense of the maintenance of lights was noted, however the Committee did not feel this outweighed the benefits of having the lights on. A Member of the Committee suggested that an invitation to the County Council Portfolio Holder could be extended by the Overview and Scrutiny Committee, in order to review the associated costings and reasoning behind the 'lights off' policy. With Members of the Committee supportive of this suggestion, the Senior Democratic and Civic Officer undertook to share this with the Chairman of the Overview and Scrutiny Committee.

Having been moved and seconded, and on taking the vote, it was

RESOLVED that:

- a) the response to the Motion to Council made on 28 June 2021, regarding street lighting in West Lindsey, be noted; and
- b) Members of Lincolnshire County Council be invited to a meeting of West Lindsey District Council's Overview and Scrutiny Committee to discuss street lighting.

45 LINCOLNSHIRE HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2022-2027

The Committee received a report regarding the Lincolnshire Homelessness and Rough Sleeping Strategy 2022 – 2027. It was explained by the Homes, Health and Wellbeing Team Manager that the Homelessness Act 2002 required all Local Authorities to carry out a review of homelessness in their areas, formulate and publish a strategy based on the findings of this review, keep the strategy under review and consult with other local or public authorities and voluntary organisations before modifying or adopting a strategy.

Members heard that a consultation was completed throughout the development of the strategy which involved a wide range of stakeholders including, Lincolnshire County Council, third sector organisations and Department for Levelling Up, Housing and Communities. A review of the previous strategy provided a basis on which the new strategy could be formulated along with stakeholder comments from the consultation.

Members thanked Officers for the report and the hard work that had been undertaken. In response to a question raised regarding the age of young people covered within the strategy, it was confirmed that young people up to the age of 25 years, and specifically care leavers, would be supported. It was noted that there was, currently, temporary accommodation and support for five units which would hopefully increase to 13 being available in the near future. It was anticipated that there would be a higher demand on the service with the cost of living increase.

Members again expressed their thanks for the work involved in supporting those vulnerable through homelessness and rough sleeping, and, having been moved and seconded, it was

RESOLVED that:

- a) the achievements detailed within the review of the Lincolnshire Homelessness and Rough Sleeping Strategy 2017-2021 be recognised and noted; and,
- b) the Lincolnshire Homelessness and Rough Sleeping Strategy 2022-2027 be adopted, and the mechanism for monitoring of the Strategy be noted.

46 VOLUNTARY & COMMUNITY SECTOR GRANTS

The Committee heard from the Communities Manager, with a report seeking approval for the Core Voluntary and Community Sector Grants for 2023/24. It was explained that the Council provided a range of core Voluntary and Community Sector (VCS) Grants to support the delivery of projects and services for the benefit of local communities and residents. The delivery of these services contributed towards the Council's Corporate Plan priorities. Members were advised that the current Core VCS grant agreements would end on 31 March 2023, having been approved by the Prosperous Communities Committee on 7 December 2021 for a 1-year period beginning 1 April 2022. An additional recommendation from that meeting had been to undertake a review of VCS Grants, which had now completed.

Chairman and Members of the Committee thanked the Officer for the detailed report. A discrepancy was noted within the Officer recommendation, that being that the amount for Citizens Advice (Lindsey and Lincoln) should read £60,200, as was detailed within the body of the report, not the published £60,000. This was confirmed to have been a typographical error, with the correct amount being £60,200.

It was also noted how much the churches festival helped not only the local economy but had also expanded into the wider area, and should be supported for the significant impact it had on the visitor economy. Members highlighted that volunteers played a vital role in many projects across the district and were priceless for the support they offered. Members also wished to extend their thanks to the Officers and teams working with the volunteer groups.

Note: Councillor O. Bierley declared a non-pecuniary interest as he was involved with voluntary organisations.

A Member of the Committee expressed hesitancy in allocating such funding at a time when there was such financial uncertainty, however it was explained that the commitment to the

funds had been made and was according to existing budget setting, and that should the funding cease, some organisations would cease immediately. Members did recognise the current financial landscape, however, expressed robust support for the continuation of funding as agreed.

Having been proposed and seconded, the Chairman took the vote, confirming that the Committee was to vote on the recommendation within the Officer's report, with the amendment of the typographical error. It was therefore

RESOLVED that the Core Voluntary and Community Sector Grants for 2023/24 be approved as follows:

- Citizens Advice (Lindsey & Lincoln) - £60,200
- Gainsborough Adventure Playground Association
- £15,000
- Lincoln Area Dial-a-Ride - £13,000
- The Conservation Volunteers - £30,000
- Voluntary Centre Services - £25,000
- West Lindsey Churches Festival - £8,000

47 COMMUNITY GRANTS PROGRAMME

Members gave consideration to the final report of the evening, again presented by the Communities Manager, regarding the Community Grants Programme and seeking approval for the continuation of a Community Grants Programme from 2023/24 to 2026/27, linked to the delivery of the UK Shared Prosperity Fund.

Members enquired as to the governance of the scheme, seeking assurance that the money distributed through such schemes was spent according to the requirements, it was also suggested that Council branding on projects funded by the schemes could be more prominent in order to emphasise the funding origin. It was confirmed that the governance processes in place sought to protect the investments made through the grant funding schemes. A Member of the Committee suggested that the governance could be included in the Monitoring Officer's review of the internal audit plan for the upcoming year and it was agreed that this suggestion be put forward.

Members heard that, alongside the UK Shared Prosperity Fund work, there would be increased branding and promotion of the projects supported through the scheme.

There was discussion regarding the use of the funds, and enquiries as to whether the money could be spent in other ways to benefit the district. It was explained that smaller amounts being granted to local communities achieved the most meaningful outcomes for those recipients, in a way that larger sums of money on one off spends could not always achieve. It was highlighted that without such funding, many community projects and organisations would cease to exist.

In response to concerns raised that there was unbalanced awareness of the funds, with some groups perhaps deserving and in need of financial support but unaware of how to access that, Members were assured that the Induction for all Councillors following the all-out

elections in May 2023 would cover those aspects.

Members of the Committee were, on the whole, supportive of the schemes, albeit recognising that further work could be undertaken ensuring the wider awareness and accessibility of such funding.

Having been moved and seconded, the Chairman took the vote and it was

RESOLVED that:

- a) the delivery of the Councillor Initiative Fund be continued from 1 April 2023 to 31 March 2027; and
- b) the delivery of the Flagship Community Grants Programme (previously agreed) be continued from 1 April 2025 to 31 March 2027; and
- c) the continuation of the Councillor Initiative Fund from 1 April 2023 to 31 March 2027, and the Flagship Community Grants Programme from 1 April 2025 to 31 March 2027, be **recommended** to the Corporate Policy & Resources Committee for financial approval.

48 WORKPLAN

With no comments or questions, the work plan was **DULY NOTED**.

The Chairman wished all present a happy and healthy Christmas and New Year and brought the meeting to a close.

The meeting concluded at 8.41 pm.

Chairman

Prosperous Communities Matters Arising Schedule

Purpose:

To consider progress on the matters arising from previous Prosperous Communities Committee meetings.

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

Matters Arising Schedule

Status	Title	Action Required	Comments	Due Date	Allocated To
Black	Invite to County Councillor to O&S Committee	It was suggested at the December meeting of the PC Cttee that Cllr Davies be invited to attend a meeting of the O&S Cttee in relation to the motion re street lighting response,	Item added to O&S work plan, Democratic Services to facilitate	31/01/23	Ele Snow
Green	Further Education Task Force - future reporting	Extract from mins of mtg 19/7/22 (b) a quarterly update report from the Further Education Taskforce be received by the Prosperous Communities Committee on a quarterly basis; and	Please ensure these reports are added to the Work Plan for PC Cttee	01/02/23	Grant White
Green	Further Education Taskforce- Membership	Extract from mins of mtg 19/7/22 the Director of Planning, Regeneration and Communities, in consultation with the Chairman of this Committee seek nominations for representatives to serve on the Further Education Taskforce, in line with the agreed terms of reference, including the appointment of Councillor Mrs L Rollings made during the meeting.	Please let democratic services know in due course the confirmed membership of this Taskforce in order that records and cllrs pages can be kept up to-date. Please note the amendments that were agreed to the terms of ref (detailed in mins and shared via e-mail)	01/02/23	Sally Grindrod-Smith
Green	Parking Strategy - Future considerations	Extract from mins of meeting 19/7/22 "the Parking Strategy be refreshed within 3 years and to include detailed proposals on opportunities to "green" the Strategy". and "the Council considers opportunities to "green" its Car Parks during the next three years, and proposals be brought forward to the appropriate committee where necessary."	These are much longer-term proposals - logged here so not lost -	01/07/25	David Kirkup
Green	Parking Strategy - Future Considerations	Extract from mins of meeting 19/7/22 Motor Home and Coach Parking did not appear within the Action Plan and it was suggested that this should possibly be reconsidered, at some point in the future. Having formal coach parking, it was considered, would strengthen and encourage the Visitor Economy aspirations and again better align the offer with the future aspirations for the District. Many Members spoke in support of including Motorhome and Coach Parking provision as part of the District offer, being of the strong belief this was a fundamental part of any Visitor Economy, particularly given the rural nature of the District.	Much longer-term action but logged here so not lost - can be removed if more appropriate	01/07/25	Sally Grindrod-Smith
Green	Preparation for Internal Audit Plan	It was requested that the MO consider whether Grant Funding should be included in the Internal Audit Plan		31/03/23	Emma Redwood

Agenda Item 6a



**Prosperous Communities
Committee**

Tuesday 31st January 2023

Subject: West Lindsey Disabled Facilities Grant (DFG) Policy 2023

Report by:

Assistant Director Homes and Communities

Contact Officer:

Sarah Elvin
Homes, Health and Wellbeing Team Manager

sarah.elvin@west-lindsey.gov.uk

Purpose / Summary:

To set out the Disabled Facilities Grant current position and adopt the Disabled Facilities Grant Policy

RECOMMENDATION(S):

1. Members agree to adopt the West Lindsey Disabled Facilities Grant Policy 2023

IMPLICATIONS

Legal:

West Lindsey have a statutory duty under the Housing Grants, Construction and Regeneration Act 1996 to undertake mandatory Disabled Facilities Grants.

In December 2021, the Government published their Adult Social Care reform white paper which sets out a 10-year vision for adult social care and details a number of potential changes to DFG legislation. A full copy of the white paper can be found at the below link with details of the proposed DFG amendments detailed at section 4.2

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1061870/people-at-the-heart-of-care-asc-reform-accessible-with-correction-slip.pdf

(N.B.) Where there are legal implications the report MUST be seen by the MO

Financial : FIN/134/23/SJB

The Council received a grant of £794k for 2022/23, to fund the costs of Disabled Facilities grant works in the district. 15% of the grant is allocated for revenue costs the Council incurs in managing the grant and 85% on the authorised works. During 2022/23 the demand, complexity of requirements and increase in costs has seen the Council contribute an additional £300k from capital receipts and £234k for S106's.

The table below shows the position as at the 31st December, and current projections indicate that the revised budget will be fully spent by the 31st March 23 with an additional £295k of work committed by the 31st of March 23 and completed during 2023/24 which will be funded from 2023/24 grant.

Total Spend	£785,904
Total committed (approved not spent)	£281,234
Total	£1,067,138
Revised Budget available	£1,266,080
Remaining Allocation to the 31 st March	£198,942
Further projected spend	£493,548
Projected to be completed by the 31 st March	£198,942
Projected to be completed after the 1 st April	£294,606

The Council's housing stock had previously been transferred to a Housing Association, this has resulted in the grant being required to cover the work undertaken in these properties as well as the private sector, which otherwise would have been funded from the Housing Revenue Account.

(N.B.) All committee reports MUST have a Fin Ref

Staffing : N/A

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

Equality and Diversity including Human Rights :

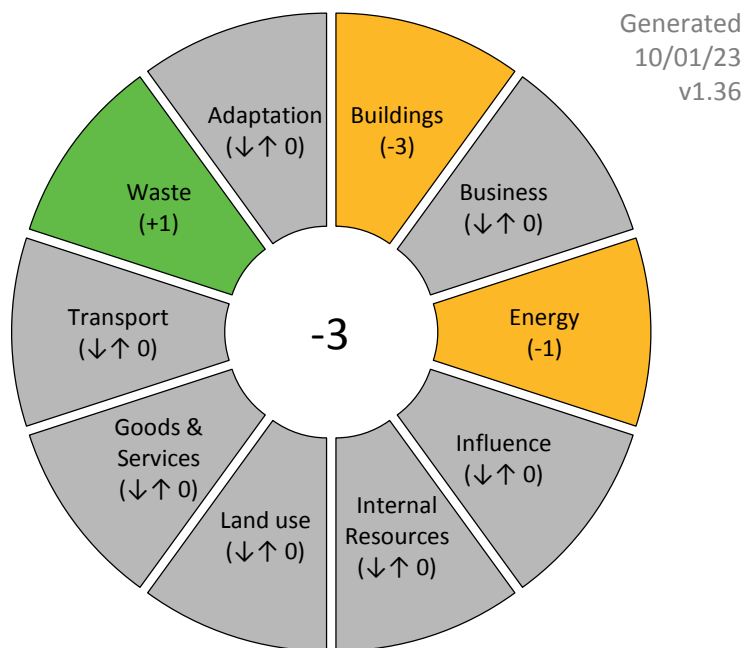
Equality Impact Assessment part 1 undertaken and attached at appendix 2

NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).

Data Protection Implications :

N/A

Climate Related Risks and Opportunities :



West Lindsey District Council will be net zero by 2050 (26 years and 11 months away).

The way in which adaptations are undertaken is through standard methods of construction which do not take into account the most energy efficient way of working but simply the most cost effective method to ensure the property meets the needs of the disabled client. The budget is set for DFG's from central government and already does not go far enough to meet the needs of all customers, so ensuring value for money and the adaptations are undertaken in the most cost effective way is priority over the method of construction.

Stairlifts can be refurbished and reused when no longer required but they do also require the use of additional energy to utilise.

Section 17 Crime and Disorder Considerations :

N/A

Health Implications:

Adapting a persons home to meet their needs ensures they are able to live safely and independently within their own home. Not only does this have physical health benefits but being in a safe and secure home that meets your needs can also improve your mental health and wellbeing.

DFG's are a preventative tool which ensures people are as safe as they can be in their home environment and reducing the risks of accidents and injury while in the home.

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

Wherever possible please provide a hyperlink to the background paper/s
If a document is confidential and not for public viewing it should not be listed.

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

- 1.1 A Disabled Facilities Grant (DFG) is a means tested grant designed to help meet the costs of adaptations to a property for a disabled occupant. In summary, in order to qualify for a DFG:
- The required adaptations need to be necessary and appropriate (as determined by LCC Adult Social Care) to meet the needs of the disabled person; and
 - It must be reasonable and practicable (as determined by West Lindsey) for the relevant works to be carried out.
- 1.2 The maximum mandatory award for a DFG is £30,000. As this grant is means tested, some people may have to pay a contribution towards the required work themselves. Applications on behalf of disabled children are not subject to a means test.
- 1.3 Funding for DFG's is received from Lincolnshire County Council through the Better Care Fund. The Better Care Fund (BCF) programme supports local systems to successfully deliver the integration of health and social care in a way that supports person-centred care, sustainability and better outcomes for people and carers.

2 Background

- 2.1 In 2018, West Lindsey adopted a Housing Assistance Policy 2018-2022 which detailed not only delivery of mandatory Disabled Facilities Grants (DFGs) but also offered a number of discretionary grants that increased the offer of assistance to disabled people to adapt their homes to meet their needs along with a range of other grants including:
- Hospital discharge grants
 - Resettlement grants
 - Healthy homes grants
- 2.3 In 2018, the DFG budget received from The Better Care fund had been increasing over time and in turn the allocated funding allowed West Lindsey to offer additional financial assistance over and above mandatory grants.

3. Legislative framework

- 3.1 The Housing, Construction and Renewal Act 1996 sets out West Lindsey's statutory duty to deliver DFG's. The act requires West Lindsey to deliver Mandatory DFG's in line with published guidance for local authorities which was updated in March 2022 and can be found at this link <https://www.gov.uk/government/publications/disabled-facilities-grant-dfg-delivery-guidance-for-local-authorities-in-england>
- 3.2 The Adult Social Care Reform White Paper published in December 2021 proposes some major changes to DFG's including:
- Increasing the upper limit of funding available under a mandatory DFG

- Looking at the way in which DFG funding is allocated to local authorities
- Funding a new service to make minor repairs and changes in people's homes
- Considering how best to align the means test with changing reform.

3.3 To date, there is no timeframe for when any of these proposed amendments will come into place. There was a pledge as part of the release of this white paper that an amended means testing regime would be consulted on in 2022 which is yet to take place.

3.4 In March 2022, The Government released new DFG guidance which brought together a number of documents in one place to set out how mandatory DFG's should be delivered. No amendments have been made to any of the statutory requirements with the new guidance.

4. West Lindsey DFG Position

4.1 The discretionary element of the Housing Assistance Policy 2018-2022 had to be put on hold at the beginning of the 2022 financial year due to funding constraints. The funding has not increased year on year to keep up with high demand for adaptations and ever-increasing costs. The removal of the offer for discretionary grants however has still not provided relief from the budget pressures.

4.2 In November 2022, Corporate Policy and Resources Committee approved £300,000 of West Lindsey reserves to be allocated to delivering mandatory DFG's to mitigate the pressure on the budget. The pressures on the budget at 31st December are as follows:

Total Spend	£785,904
Total committed (approved not spent)	£281,234
Total	£1,067,138
Revised Budget available	£1,266,080
Remaining Allocation to the 31 st March	£198,942
Further projected spend*	£493,548
Projected to be completed by the 31 st March	£198,942
Projected to be completed after the 1 st April	£294,606

*This is a total of the average spend on the type of grant included within the referral.

4.3 There are a number of contributing factors to this additional pressure 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 Therapist (OT) referrals meaning peoples health conditions are deteriorating while waiting for assessments and therefore preventing further issues
- Increase in number of referrals from OTs
- Lack of availability for suitable alternative accommodation and leading to the necessity for people to stay in their properties and requiring adaptations

4.4 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 in particular are still rising rapidly.

4.5 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%

4.6 The national DFG budget was set in 2021/2022 at £573m and is planned to remain at that level until 2025. There is no indication this budget is going to increase based on the current financial climate and so it is a sensible assumption that West Lindsey DFG budget will remain at the same level until 2025.

4. West Lindsey DFG Policy 2023

4.1 Lack of funding can not be a reason to refuse or not undertake a mandatory adaptation. With the above detailed budget pressure in mind alongside the pending review of DFG legislation, it would not be a sensible approach to implement a new Housing Assistance Policy which detailed how discretionary grant funding would be awarded.

- 4.2 However, the legislative framework and the guidance documents are both lengthy and open to interpretation, so it is important that West Lindsey has an adopted approach to undertaking mandatory DFG applications. In light of this, officers have developed a Disabled Facilities Grant Policy.
- 4.4 The West Lindsey DFG policy can be found at appendix 1. This policy will give our customers and partners a clear understanding of DFG's in West Lindsey.
- 4.5 The policy will be scheduled for review in three years, however, should there be any major amendments to policy or budget allocations, the policy will be updated accordingly.
- 4.6 Alongside that, should our budget position change and all DFG budget is not being allocated, a discretionary policy will be developed in conjunction with our partners to ensure that residents of West Lindsey can benefit from an extended offer of discretionary grants.

5. Countywide DFG Position

- 5.1 At the meeting of the Prosperous Communities Committee on 26th January 2021, members agreed that West Lindsey would work towards the objectives set out in the Homes for Independence Blueprint.
- 5.2 The delivery of the blueprint is overseen by the Housing Health and Care Delivery Group, a subgroup of the Health and Wellbeing Board, tasked with the responsibility of delivering the blueprint delivery plan. Actions are further allocated to working groups, in this instance The Lincolnshire Healthy and Accessible Homes Group.
- 5.2 One of the delivery objectives within the Homes for Independence Blueprint delivery plan states, *"We will maximise the financial resources available to tackle poor housing standards and ensure they are effectively targeted"* and one of the actions under that delivery objective is *"Revisit and complete a countywide discretionary housing assistance policy."*
- 5.3 Whilst West Lindsey has agreed to work towards the objectives within the adopted Blueprint, it is clear at this time due to above detailed budget pressures that West Lindsey DFG funding cannot be extended to deliver on this action and therefore West Lindsey will not be in a position to move forward with collaboration on the Countywide Housing Assistance policy at this time.
- 5.4 Lincolnshire County Council who hold the Better Care Fund have been approached for additional funding to cover the deficit in funding for mandatory grants and potentially allow WLDC to deliver discretionary grants, but no additional funding has been allocated at this time with none committed in the future.

5. Recommendation

- 5.1. Members agree to adopt the West Lindsey Disabled Facilities Grant Policy 2023.**

Disabled Facilities Grant Policy

2023

1. Introduction

- 1.1 Under the Housing Grants, Construction and Regeneration Act 1996 (the Act), The Council District Council (The Council,) in its capacity as a housing authority, has a statutory duty to provide Disabled Facilities Grants (DFGs) to applicants who qualify.
- 1.2 The primary aim of DFG's is to provide aids and adaptations to enable people with disabilities to live independently and safely in their own homes. This policy sets out the mandatory legal framework and how The Council will be administering DFG's for its residents.

2. Legislation & Guidance

2.1 Housing Grants, Construction and Regeneration Act 1996

Part 1 The parts relating to mandatory DFGs remains in force. Reference should be made to the relevant sections as it affects and regulates the various stages of the grants process.

2.2 The Housing Renewal Grants Regulations 1996 (as amended)

Implements the test of resources (means test) for all grant applicants and thereby reduces the grant awarded by the amount of the means tested contribution to the eligible adaptation/improvement costs.

2.3 The Disabled Facilities Grants (Maximum Amounts and Additional Purposes) (England) Order 2008

This prescribes the maximum amount of mandatory grant which a local can give (currently £30,000).

2.4 Housing Grants Construction and Regeneration Act: Disabled Facilities Grant (Conditions relating to approval or payment of Grant) General Consent 2008.

This defines the powers of a Local Authority to impose repayment conditions on a grant recipient subject to specified criteria and circumstances

2.5 Regulatory Reform (Housing Assistance) (England and Wales) Order 2002,

Allows local authorities the option to provide financial and other assistance for repair, improvement and adaptation. This is help available in addition to Disabled Facilities Grants.

2.6 Disabled Facilities Grant Delivery: Guidance for local authorities in England – March 2022

This guidance details how DFG's should be delivered by local authorities

3. Policy objectives

- 3.1 This policy aims to assist disabled people to live safely and independently in their own home. This Policy sets out how this will be done in line with the legislation, good practice guidance, the Better Care fund plan and through offering good value for money.
- 3.2 The policy sets out The Council's interpretation of the legislation and guidance documents and details what applicants can expect from the DFG service.
- 3.3 The Council will work with the following key partners in order to deliver this policy:
- Housing Associations
 - Occupational Therapist and Customer Care officers
 - Private Landlords

- Home Owners
- Local contractors and specialist equipment providers
- Better Care fund leads
- Other districts within Lincolnshire

Delivering DFG's in West Lindsey

4. Eligibility Criteria

4.1 Applications

- 4.1.1 All applications for DFG's are determined by The Council. DFG's can only be provided to cover the cost of adaptations that are deemed to be *necessary and appropriate* for meeting the disabled person's needs. These are typically any adaptations that the disabled person is wholly dependent upon in order to remain living independently within the property.
- 4.1.2 The Council will determine how best to carry out any adaptations, considering both Occupational Therapist recommendations and an assessment of the applicant's home.
- 4.1.3 All alternative means of providing assistance within the home must be explored before a DFG application will be considered. As a minimum this will include asking for evidence that equipment has been trialled (and is no longer a suitable long term solution) and that the suitability of the property for the disabled person has been assessed.
- 4.1.4 The Council will always seek the most cost effective solution to meeting the disabled person's essential needs. Adaptations will be designed, and grants offered, on this basis.
- 4.1.5 If an applicant makes a specific request for additional work that is not considered to be essential by The Council, or makes a request for adaptations to be carried out in a different way to that proposed, The Council will limit the amount of grant offered to cover only the essential elements of the request.
- 4.1.6 Grant applications will only be considered to be 'valid applications' when all of the requested information has been supplied to The Council. Failure to provide the necessary financial information, or any other supporting evidence as requested by The Council, will result in the closure of a DFG application and applicants will be referred back to their Occupational Therapist to discuss alternative means of support.

4.2 Financial

- 4.2.1 DFG is a means tested grant which is determined by a national formula, the amount of grant that can be offered is determined by:
- Household income through earnings and benefits
 - Household savings over £6,000
 - Disabilities
 - Household composition
 - Tenure
- 4.2.2 Means tests are undertaken on the "relevant person" and their partner. The relevant person is the disabled person.
- 4.2.3 The maximum grant amount that can be awarded will be calculated using a means test, but is subject to a maximum of £30,000. Depending on the outcome of the means test, an applicant may be required to pay a specified contribution towards the adaptation.

4.2.4 Under the current legislation, applications for disabled children are not subject to a means test. All other aspects of the DFG application process remain the same for both child and adult applications.

4.3 Applicants

4.3.1 An applicant is only eligible for a mandatory DFG if a recommendation is received from an Occupational Therapist which will state what is required for the disabled person to remain living independently in the property.

4.3.2 Homeowners – an application can be made by the homeowner if the disabled person is living in their house, for example, partner, child, sibling etc.

4.3.3 Private and socially rented – an application can only be made by the person who holds the tenancy, this can be on behalf of the disabled person. The landlord or owner of the property must give consent for the adaptation.

4.3.4 Landlords can make applications for a Disabled Facilities Grant on behalf of the disabled tenant.

4.4 Properties

4.4.1 Dwellings, houseboats and park homes on authorised permanent sites are eligible for assistance. Mandatory grants will only be awarded to adapt the only or main residence of the disabled person.

4.4.2 It must be deemed *reasonable and practicable* for the adaptation to be completed and ensure it can be carried out given the age and condition of the property.

4.4.3 The Council must be satisfied that the disabled person is living suitably within the home (i.e. has permanent use of a suitable bedroom, washing facilities and access to the property) before allowing any grant work to commence. Grants will not be provided if The Council considers that the disabled person would remain at risk, even with adaptations being provided. In such cases the reasons will be provided in writing as to why the property has been deemed unsuitable.

4.4.4 Where the cost of the adaptations requested is extensive and beyond what can reasonably be provided within the scope of a Mandatory DFG, this will be discussed as early in the process as possible with the client and the OT's to ensure a suitable solution can be reached.

4.4.5 Grants for tenants in rented properties (including socially rented properties) cannot be awarded if the relevant landlord does not consent to the property being adapted. However, a landlord cannot unreasonably withhold consent

4.4.6 Annexes are regarded together with the main property to which they are attached. Annexes are not considered as a separate property or means tested as separate units. Only the property owner(s) is eligible to apply for a grant, and not the person residing in the annex

4.4.7 No grant funding will be awarded if work has started at a property before The Council has approved an application.

5. Approval of grant

5.1. For the application to be approved by The Council, the following must be complete:

- Application
- Determination of financial eligibility
- Quote and plan (if appropriate)
- OT confirmation the adaptation will meet the need of the disabled person
- Consent from landlord or joint home owner
- Any planning permission required

5.2 Only at the point all of the above is complete will the application be deemed valid. From the date the application becomes valid, The Council have 6 months to approve the grant. A flow chart for the DFG process can be found at appendix 1.

6. Local Land charge

6.1 Where the value of a mandatory grant awarded to a home owner exceeds £5,000 a local land charge will be applied to the property. The land charge will be up to a maximum charge of £10,000 and will remain in place for a 10 year period.

6.2 If the house is sold during this 10 year period, the land charge will be required be repaid in full at the point of sale. Anyone wishing to purchase the property in this time would be made aware of the charge when they, or their solicitor, undertake a Local Land Charge property search.

6.3 Under certain circumstances, The Council may decide not to recover the debt and this decision will be made on a case by case basis, depending on particular circumstances of the applicant.

- The recipient of the grant would suffer financial hardship
- If disposal of the premises would enable the recipient to take up or relocate for employment purposes
- If disposal is due to reasons connected with physical or mental health
- If disposal is made to enable the recipient to live with or near any person to provide care for the disabled person

7. Contractors

7.1 All applicants have the choice of which contractor to use to undertake their adaptation. This option will be given to the applicant once the application process is complete.

7.2 If the applicant would prefer The Council to select the contractor on their behalf, adaptations arranged by The Council will be carried out by the Contractor Framework. The Framework began in July 2018 and undertakes a contract with The Council and the contractors to undertake the works on behalf of the applicant.

7.3 The Council reserves the right to withdraw any contractor from the framework at any point throughout the framework period if there is just reason to do so.

7.4 Under the terms of the grant there are limitations on the amount of grant that can be awarded if the applicant wishes to use a family member to complete the work for them. Applicants must discuss this with The Council before any work commences and obtain consent in writing if they wish to appoint a family member, to complete the work for them. Failure to do this may result in a grant offer being refused or withdrawn.

7.6 Where an applicant asks a contractor to carry out any additional work on-site, the applicant will become fully responsible for both the cost and quality of that work. Contractors are aware that any additional work or agreements to alter an approved scheme must be cleared by The Council.

7.7 Professional technical fees, up to a maximum of 10% of the total value of the adaptation/building work requested, can be included in the grant application. This amount can cover items such as the production of technical drawings, completing applications for any additional permissions that are needed (such as Planning or Building Control applications) and other professional fees for surveys etc. that are agreed in advance with The Council.

8. Completion and Payment

8.1 Adaptations will be considered to have been completed when the necessary work has been completed to an acceptable standard, appropriate for the user. The customer must sign to confirm they are happy with the works that have been undertaken.

8.2 The Council will pay the grant once all work has been completed to the satisfaction of both The Council and the grant applicant and the following documentation has been received, grants cannot be paid until all documents are returned:

- Invoice (addressed to the customer)
- Signed customer completion form
- Any relevant certificates including electrical
- Building regulation certificate (if required)
- Any warranty documents

9. Maintenance, repairs and warranties

9.1 Applicants should consider purchasing or negotiating extended warranties for any work carried out in their properties or for any specialist equipment installed. This is a matter for the applicant to discuss directly with the contractor and will not affect The Council's decision on whether or not to offer grant assistance.

9.2 All stairlifts and through floor lifts come with an extended 5 year warranty

9.3 All works are guaranteed for 12 months, should any problems arise within 12 months of the works being completed, the cost of repair can be covered by The Council. Outside of 12 months, no repairs can be undertaken by The Council and the responsibility will lay with the home owner.

9.4 In addition, The Council is not responsible for returning a property to its original condition in the event that any adaptations are removed or no longer required. Applicants and landlords are advised to consider how they will meet any future maintenance and repair costs when applying for and accepting a DFG.

10. Adaptations different to what is recommended

10.1 If an applicant would like a different adaptation to what is recommended by an OT, there is a procedure for undertaking this.

10.2 The Council will have the adaptation recommended by the OT drawn. The OT will then have to agree that this plan will meet the needs of the disabled person. At this point, The Council will produce a cost from the Framework Schedule of Rates (SOR) or request 3 quotes for this work from 3 different contractors. The Council will make a financial grant offer based on the SOR or quotations received within the limitations of DFG. This grant offer will last for 1 year. Within that year, it is up to the applicant to provide The Council with the following information in order for the grant to be approved:

- Drawings for the adaptation they wish to undertake along with OT approval of these drawings
- All relevant building regulation and planning approval
- Quotation for the work
- Details of the contractor undertaking the works to include company name, address, and registration number (it is down to the applicant to do all relevant checks on the contractor as The Council will accept no responsibility for their work)
- Consent from the landlord if applicable
- CDM action plan

10.3 Once all the above has been received, The Council will formally approve the grant. This grant will be directly paid to the contractor once the works are complete and the above information is provided as detailed in completion and payment.

11. Further DFG information

11.1 On accepting a DFG, the applicant will not be eligible for inclusion on the Housing Register in The Council for at least the full grant period (5 years). Any applicant already on the register will have their application for housing suspended once their DFG application is complete. If the grant application is refused, an applicant's housing register status is not affected.

11.2 The Council will always seek to recover in full any grants that are obtained with false or incorrect information. Applicants are responsible for ensuring that The Council is made aware as early as possible if they believe that any information they have submitted contains errors or omissions. If The Council becomes aware that any false or incorrect information has been supplied before work commences the grant offer may be withdrawn, or put on hold pending additional investigation.

11.3 Applicants that experience a change in their financial circumstances during the application process or after a grant amount has been approved must notify The Council immediately. This is to ensure that a reassessment of resources (a revised means test) can be carried out to ensure that the applicant remains eligible for the grant.

12. Regulatory Reform Order 2002

12.1 Due to the high demand for Mandatory DFG's and no increased allocation via the Better Care Fund, there are no current plans to adopt a Housing Assistance policy. Therefore, The Council are only able to offer Mandatory DFG adaption works delivered in line with Housing Grants, Construction and Regeneration Act 1996.

12.2 The Council will continue to monitor its position, should circumstances change, a new Housing Assistance policy will be adopted to offer additional and more flexible discretionary financial assistance.

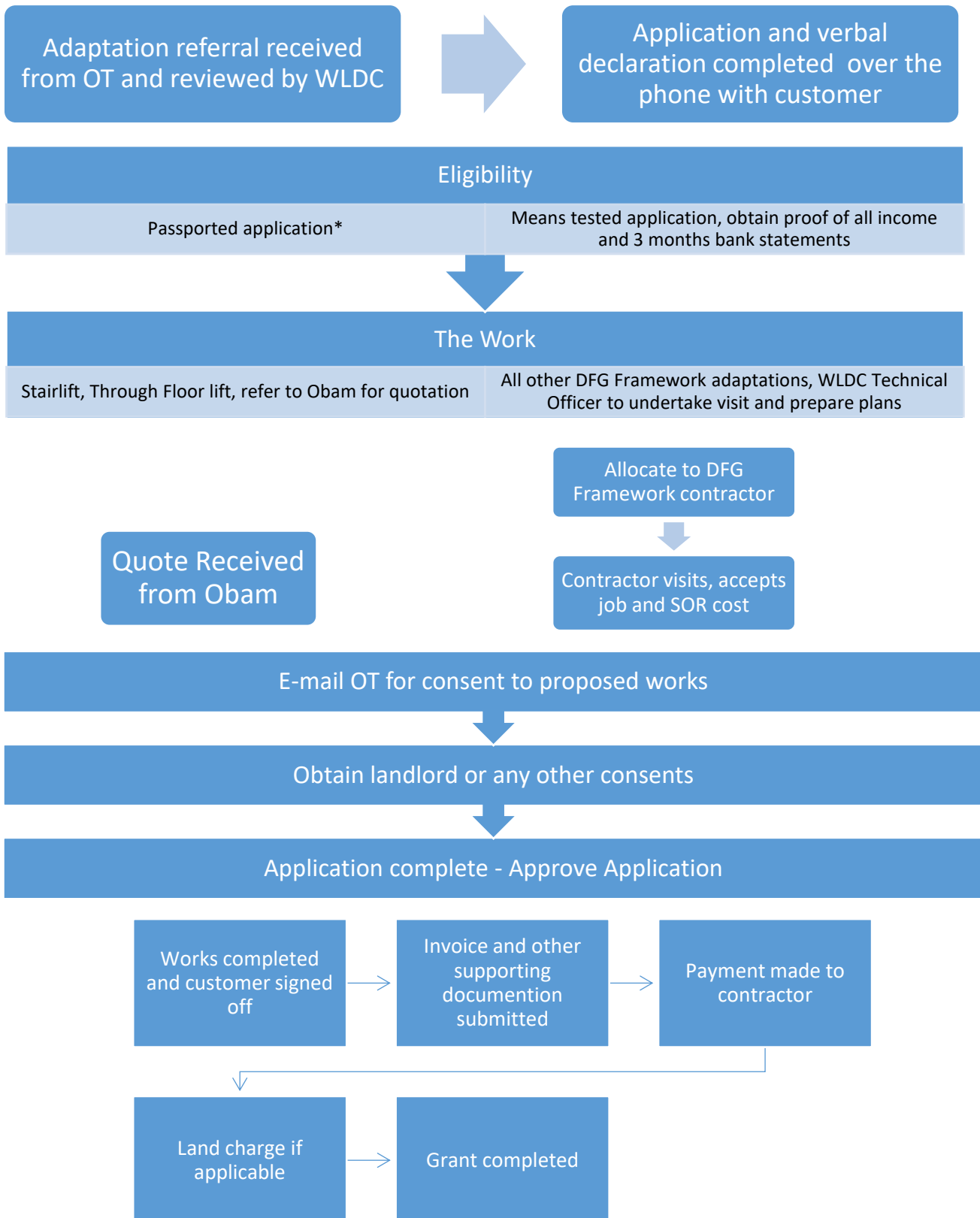
13. Complaints

13.1 Applicants wishing to submit a complaint about the service, challenge a decision issued or to raise a dispute about any work completed, will be referred to the adopted corporate complaints procedure.

14. Policy Review

14.1 This policy will be reviewed annually or as required based on the availability of finance to provide the necessary assistance.

Appendix 1 - DFG Flow chart



*Passported Applications - Housing Benefit, (Housing Benefit, Universal Credit, Guarantee Pension Credit, Income Support, IR Employment and Support Allowance, Income based Job Seekers Allowance

Part 1: Equality Impact Screening/Pre-Assessment*

Name of Policy/Function/Strategy to be assessed: West Lindsey DFG policy	Section/Directorate: Homes and Communities		
Name of person responsible for assessment: Sarah Elvin	Date of Screening: 10 th Jan 2022		
Policy Aims			
What is the purpose of the policy/function/strategy? What are its intended outcomes? The policy sets out West Lindsey position when delivery mandatory DFG's			
Who are the main stakeholders in relation to the policy/function/strategy? District Councils, LCC, OT's and contractors			
Do the identified stakeholders stand to be positively or negatively affected by the policy/function/strategy? Neither positive or negatively affected, we will be working with customers to adapt their homes to meet their needs			
Does this policy/function/strategy support the Council's stated equality objectives? (see overleaf.) Does it serve to impede them? Please explain. This policy does support the equality objectives and it does not stand to impede them. The policy is a West Lindsey interpretation of the law and guidance which dictates how mandatory DFG's are administered by Council's. There are not any aversions or discretionary elements to the policy that could adversely affect any one group			
Preliminary Impact Assessment			
	Yes	No	Unsure
1. Will this policy or function have an impact on:			
a. How services are delivered to the public?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Human Resources Policies?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Have any aspects of your policy/strategy already been covered by other EIAs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. If yes, please indicate which ones and the dates. Also indicate which new/additional aspects would be covered under this EIA.			
If you answered Yes or Unsure for question1 please proceed to Part 2 of the EIA, which is to be completed with a small team of people. Otherwise, if you are satisfied that there would be no additional benefit to completing a full impact assessment (noting that many issues with no apparent relevance may have hidden impacts) then please have your Service Manager sign and date this sheet to			

* Part 1 should be completed by the Lead Officer and signed by the Service Manager. Refer to the [Internal EIA Guidance](#) for more information on what EIAs are, why they are important, when they should be completed, who should be involved, and how they should be done.

indicate that the EIA has been fully completed at this stage.

I am satisfied that our policy is an interpretation of the law and so can not adversely impact on any client group.

Manager's Signature:



This document may be published on the website

Director Signature:



10/01/2023

Equality Objectives

1. Review Corporate Plan and Equality objectives to ensure links are clear and objectives are evidence based
2. Ensure that all our staff, elected members and volunteers are aware of our responsibilities under the Equality Act 2010 and the Public Sector Equality Duty
3. Engage our communities to participate in the determination of our priorities and decision making
4. Ensure we are transparent in decision making

Agenda Item 6b



Prosperous Communities

Tuesday, 31 January 2023

**Subject: Prosperous Communities Committee Draft Budget 2023/2024
and estimates to 2027/2028.**

Report by:

Director of Corporate Services

Contact Officer:

Sue Leversedge
Business Support Team Leader

sue.leversedge@west-lindsey.gov.uk

Purpose / Summary:

The report sets out details of the Committee's draft revenue budget for the period of 2023/2024 and estimates to 2027/2028.

RECOMMENDATION(S):

1. That Members recommend the Prosperous Communities Budget 2023/2024 and revenue estimates to 2027/2028 to Corporate Policy and Resources Committee for the purpose of budget setting 2023/2024 and for inclusion in the Medium-Term Financial Plan 2023/2024 to 2027/2028 (as amended by any decisions taken on this agenda).

IMPLICATIONS

Legal:

The Council has a responsibility to set a balanced and legitimate budget and Council Tax requirement in compliance with statutory deadlines.

Local Authorities (Standing Orders) (England) (Amendment) Regs 2014 (SI 165) requires that once the budget is approved the minutes of the proceedings must record the names of the persons who cast a vote for the decision, against the decision or abstained.

Financial : FIN/136/23/SL

The 2023/2024 proposed budgets and variance to the 2022/2023 base budget are explained in the body of this report.

After taking a robust approach to the estimations within the budget for this Committee the total cost of services for 2023/2024 will be £5.131m (£5.023m 2022/2023).

This has resulted in base budget increases in expenditure of £0.451m, and additional income of £0.343m, resulting in a **net base budget increase of £0.108m**.

There are £0.364m of expenditure budgets which are funded from Earmarked Reserves to support one off project resources in 2023/2024 (£0.463m in 2022/2023). This is a decrease of £0.1m from 2022/2023 to 2023/2024.

Services within this Committee have also contributed to Earmarked Reserves £0.104m in 2023/2024 for asset replacement programmes (£0.169m in 2022/2023). This is a reduction of £0.065m from 2022/2023 to 2023/2024.

Excluding the use of earmarked reserves, there is an increase of £0.143m on the base budgets for this committee, further details of which are contained within the report at section 2.

The proposed budgets within this report contribute towards an overall balanced position for 2023/2024, with a small surplus being returned to the General Fund.

Staffing:

Salary budgets for 2022/2023 were set based on an estimated 2% pay award, however, the final pay award was based on a monetary value against each scale point for NJC Local Government staff, which equates to an average increase of 6%.

The salary costs included in this report are based on an estimated 2% increase each year from 2023/2024.

Ongoing pay award negotiations indicate there is a risk that the 2023/2024 pay award may be higher than the 2% applied. To mitigate this risk, a contingency budget has been set aside.

The proposed Council budget for 2023/2024 also includes a 2% Vacancy Factor of £0.226m, which has been applied to salary budgets for posts which are on our organisational establishment (basic pay, superannuation and national insurance).

Equality and Diversity including Human Rights :

The Equality Act 2010 places a responsibility on Councils to assess their budget options before taking decisions on areas that could result in discrimination. Where appropriate assessments have been undertaken by the relevant service area.

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

Climate Related Risks and Opportunities:

The Council created an Earmarked Reserve within its overall 2022/2023 budget to support investment in environmental and carbon reduction initiatives and the mitigation of climate change financial risk.

Section 17 Crime and Disorder Considerations :

CCTV service charges are set to encourage take up of the service to increase public safety in the district and reduce anti-social behaviour.

Fixed Penalty Notices are fees set by the Government to enable Local Authorities to take action against anti-social behaviour.

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

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

The Chartered Institute of Public Finance and Accountancy – The Prudential Code for Capital Finance in Local Authorities (2021 Edition)

The Corporate Plan

The Capital Investment Strategy

The Fees and Charges Policy

The Asset Management Plan

The Acquisitions and Disposal Policy

Investment Policy – Land and Buildings

All documents are held within Financial Services at the Guildhall, Marshalls Yard, Gainsborough.

Risk Assessment: The 2023/2024 Budget Risk Assessment will be presented to the Corporate Policy and Resources Committee.

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

X

No

Introduction

1.1 This report sets out the Prosperous Communities Committee base budget position for 2023/2024 and estimates for 2024/2025 to 2027/2028, incorporating the medium-term financial planning principals:

- To focus on achieving outcomes
- To drive a robust and sustainable financial position
- To support growth and service delivery, utilising the Council's resources
- To ensure financial decision making is based on robust, risk assessed business cases that clearly match our ambitions

The Committee are asked to consider the content of this report and recommend the 2023/2024 budget and revenue estimates to 2027/2028 to Corporate Policy and Resources Committee, for the purpose of budget setting 2023/2024 and for inclusion in the Medium-Term Financial Plan 2023/2024 to 2027/2028.

1.2 The process for the preparation of this budget has included the following:

- Meetings with Budget Managers to ensure resources align to the delivery of Corporate Priorities and to review budgets, identifying ongoing pressures, income loss, savings or income gains, and horizon scanning for future issues, including political, economic or legislative implications.
- A robust Fees and Charges review, which resulted in an increase in income budgets of £6.1k for services within this Committee against the previous estimate for 2023/2024. Full Details of proposed fees and charges were presented to Prosperous Communities Committee on the 1st of November 2022.
- Regular updates have been provided to the Management Team who have also reviewed, challenged and proposed inclusion of the pressures incorporated into this budget which have not already been approved by the Corporate Policy and Resources Committee. These are in addition to the assumptions included within the budget i.e., pay award levels, inflation on utilities, Business Rates (NNDR) growth etc.
- Regular meetings have been held with the Chairs and Vice Chairs of Committees to ensure they are fully engaged in the process.
- Inclusion of the revenue implications of the DRAFT Capital Programme 2023/2024 – 2027/2028.

- Consultation with Parish and Town Councils, residents and business ratepayers has been undertaken.
 - The review of Earmarked Reserves and approved additional resources being funded from these reserves and/or external grant income.
 - Consideration of other Strategies i.e., Car Parking Strategy, Housing Strategy etc.
- 1.3 This Budget Preparation process has achieved a High Assurance rating from our Internal Auditors in September 2018.
- 1.4 Where additional expenditure and unavoidable costs have been identified, Business Units try to accommodate these extra costs by working more efficiently, generating extra income or reducing base budgets in non-priority areas. These items of additional expenditure and unavoidable costs, together with budget reductions are described below and have been built in to the base budgets.
- 1.5 The Prosperous Communities base budgets have been developed from the forecast budgets presented to Council in March 2022.
- Service budgets have been aligned to the strategic focus for each of the Clusters outlined within the Corporate Plan 2019/2023, namely Our People, Our Place and Our Council.
- To aid comparison capital charges and central support recharges have been omitted to present only revenue related controllable costs.
- 1.6 The Income and Expenditure Budget of the Committee is shown at **Appendix 1**.
- 1.7 The overall net Budget per Cluster (Our People, Our Place and Our Council) is attached at **Appendix 2**.
- 1.8 The Business Units income and expenditure budgets are included at **Appendix 3**.
- 1.9 A summary of the movement from the 2022/2023 original budget to the proposed 2023/2024 original budget is included at **Appendix 4**.

1.10 Assumptions/Inflationary Increases

Increases have been applied to the following budget areas:

	2023/24
Pay Award	2.00%
Vacancy Factor	2.00%
Supplies & Services	10.00%
Electric	100.00%
Gas	200.00%
Water	6.00%
Sewerage	6.00%
Fees & Charges	6.00%
Fuel	15.00%

Inflation of 10% has been applied to supplies and services budgets to reflect contractual obligations or known increases in these areas. These budgets have been reviewed on a line-by-line basis, and inflation has not been applied where not deemed necessary.

Employer's superannuation has increased in line with that provided by the Actuary (23.5% 2023/2024). National Insurance rates have been applied in line with the rates published by HMRC for 2023/2024.

KEY:

↑ Positive impact on MTFP (i.e. increased income, or reduction in pressure)
 ↓ Negative impact on MTFP (i.e. decrease in income, or increase in pressure)

2. SIGNIFICANT VARIATIONS

↓ £0.143M

When compared to the 2022/2023 base budget, the 2023/2024 proposed budget shows an increase of £0.143m, excluding use of and contribution to Earmarked Reserves. The major variances to the 2022/2023 base budget are detailed below:

2.1 Inflation

↓ £0.279M

The inflationary increases applied (see paragraph 1.10) have resulted in an increase in base budgets for 2023/2024 of £0.279m.

Category	Inflation 2023/24 £
Buildings	127,800
Transport	100,500
Supplies and Services	43,900
Employees	7,200
	279,400

2.2 Fees and Charges

 £0.016M

The Corporate Policy and Resources Committee meeting held on 10th November 2022 considered the Fees and Charges recommended by this Committee and recommended them to Council for approval. The review resulted in an increase in income budgets of £0.006m for services within this Committee against the previous estimate for 2023/2024. This is an increase of £0.016m against the 2022/2023 base budget.

2.3 Grounds Maintenance

 £0.055M


The expenditure budgets within this committee for Grounds Maintenance have reduced by £0.055m. The reduced costs are due to the economies of scale, as Glendale Countryside Services secured all tendered lots in the Lincolnshire framework – North Kesteven, East Lindsey, West Lindsey, Rest of Lincolnshire. Glendale 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 Glendale is also undertaking grounds maintenance for Torksey and Northorpe Parish Councils and Gainsborough Town Council. The current contract is in place for 4 years (12.01.22 to 31.01.26), and the total reduction in budgets across all services is £0.078m.

2.4 Commercial Waste Service

 £0.020M

Commercial income has increased by £0.02m to reflect customer numbers and forecast service charges for 2023/2024.

2.5 Crematorium

 £0.048M

The net cost of the service has increased by £0.048m to reflect the anticipated level of demand and service operational costs.

The revised business plan for the Crematorium (covering the years 2022/2023 to 2026/2027) was approved by Corporate Policy and Resources Committee 28th July 2022.

2.6 Development Management

 £0.061M

Planning fee income has been re-profiled to reflect the Local Plan cycle, with an increase in budgeted income for 2023/2024 of £0.045m. Miscellaneous income has also increased by £0.016m.

2.7 Leisure

↑	£0.025M
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The leisure management contract income budget has increased by £0.025m in 2023/2024 to reflect the contractual agreement.

2.8 Markets

↑	£0.026M
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Expenditure budgets have reduced for a project delivery budget which was for 2022/2023 only.

2.9 Neighbourhood Planning

↑	£0.054M
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The Neighbourhood Planning Grant, which offsets the employee costs within the service, was previously held within the Government Grants area of Corporate Policy and Resources budgets. The grant has been allocated to the service from 2023/24 in compliance with grant accounting guidance.

2.10 Parking Services

↓	£0.039M
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2.10.1 Car Parking Permits - The switch to increased home based working during and following the pandemic saw a drastic reduction in the sale of car parking permits. The reduction in parking permit sales is not expected to increase to pre-pandemic levels. The continued reduction in demand is forecast to create a £0.049m pressure on the MTFP from 2023/2024.

2.10.2 The cancellation of the lease of a section of Tesco Car Park in Gainsborough has resulted in a saving of £0.01m pa.

2.11 Property – Industrial Estates.

↑	£0.013M
---	---------

All industrial units are fully occupied with lease agreement in place. The forecast income budget for 2023/2024 has increased by £0.013m.

2.12 Safer Communities – CCTV

↓	£0.016M
---	---------

2.12.1 CCTV commercial income - has been reduced by £0.008m to reflect the current service agreements which are in place. Two customers have cancelled the service during the year (leaving four agreements in place), as lower cost alternatives are available.

2.12.2 CCTV repairs and maintenance contract - has increased by £0.008m following a new contract tender exercise. The contract is in place for 5 years (from 2022/23 to 2026/27).

2.13 Establishment

 £0.053M

Approved changes to the establishment during the year have resulted in a net increase in budget of £0.053m.

The significant movements within the establishment budgets are:

- £0.042m approved Town Manager post
- £0.370m impact of average 6% pay award for 2022/2023
- £0.130m impact of estimated 2% pay award for 2023/2024
- (£0.489m) reallocation of Director/Assistant Director salary budgets into the Corporate Policy and Resources committee. These budgets were previously allocated across service budgets, however from 2022/2023 they are to be held in one place for budget monitoring purposes and allocated across the relevant services at year end. There is a corresponding pressure on the Corporate Policy and Resources' service budgets.

2.14 Other significant variances within individual Business Units are the result of budget movements within the Committee, and do not impact on the budget movement for the Committee overall.

3. Budget Consultation

To undertake the Budget Consultation, we used multiple routes to consult with our stakeholders.

The consultation was undertaken using an online survey, a paper survey, through stalls within the Markets at Market towns and face to face events within the district.

The objectives of the engagement were to:

- Raise awareness of the financial challenges.
- Raise awareness of the diversity of services the Council provides.
- Identify what areas of the Corporate Plan and the Business Plan should be prioritised.
- Provide some feedback following the recent Council motion to consider supporting residents in this time of increased inflation.

4. Recommendations

That Members recommend the draft Prosperous Communities budget 2023/2024 and revenue estimates to 2027/2028 to Corporate Policy and Resources Committee for the inclusion in the Medium-Term Financial Plan 2023/2024 – 2027/2028.

APPENDIX 1

Prosperous Communities Income and Expenditure Budgets (Excluding Capital Charges and Recharges)

Prosperous Communities	Base Budget 2022/23 £	Proposed Budget 2023/24 £	Forecast Budget 2024/25 £	Forecast Budget 2025/26 £	Forecast Budget 2026/27 £	Forecast Budget 2027/28 £
Income						
Income & Fees	(5,118,900)	(5,296,900)	(5,439,700)	(4,959,700)	(5,069,200)	(5,093,200)
Taxation and Government Grant	(462,000)	(626,800)	(548,600)	(493,400)	(502,300)	(507,200)
Total Income	(5,580,900)	(5,923,700)	(5,988,300)	(5,453,100)	(5,571,500)	(5,600,400)
Expenditure						
Benefit & Transfer Payments	93,800	14,500	14,500	14,500	14,500	14,500
Buildings	551,500	603,500	625,700	640,300	660,200	673,200
Employees	7,281,800	7,624,100	7,604,600	7,254,400	7,464,600	7,656,400
Supplies & Services	1,821,800	1,831,200	1,846,000	1,702,100	1,709,300	1,677,800
Transport	855,100	981,100	981,700	981,700	981,700	981,700
Total Expenditure	10,604,000	11,054,400	11,072,500	10,593,000	10,830,300	11,003,600
Net Total	5,023,100	5,130,700	5,084,200	5,139,900	5,258,800	5,403,200

APPENDIX 2

Prosperous Communities Base Budget – Cluster Analysis (Excluding Capital Charges and Recharges)

Cluster and Business Unit	Base Budget 2022/23 £	Proposed Budget 2023/24 £	Forecast Budget 2024/25 £	Forecast Budget 2025/26 £	Forecast Budget 2026/27 £	Forecast Budget 2027/28 £
Our People	1,459,800	1,235,400	1,190,300	1,280,600	1,305,400	1,324,900
Community Action	280,400	334,500	355,800	342,100	330,500	338,600
Community Environment	285,800	199,200	199,200	199,200	199,200	163,200
Culture and Theatres	140,400	210,100	219,500	229,800	240,400	250,300
Homelessness	458,800	396,400	363,200	371,000	381,300	390,700
Homes, Health and Wellbeing	44,000	38,000	38,300	39,000	39,900	40,700
Housing Standards	251,900	178,700	206,600	192,500	202,500	234,900
Leisure	(95,600)	(161,200)	(234,500)	(234,400)	(234,300)	(234,200)
Parks & Open Spaces	124,800	67,500	67,500	67,500	67,500	57,500
Safeguarding	500	0	0	0	0	0
Safer Communities - Parish Lighting	58,200	66,000	69,800	73,900	78,400	83,200
Wellbeing Lincs	(89,400)	(93,800)	(95,100)	0	0	0
Our Place	4,197,500	4,413,100	4,459,700	4,466,900	4,580,400	4,665,300
Building Control	91,900	118,300	125,900	132,300	142,700	150,900
Business Support	11,900	13,300	13,300	13,300	13,300	13,300
Cemeteries	66,800	65,100	69,400	65,800	66,200	66,700
Commercial Services	127,200	116,700	119,100	121,500	125,100	127,900
Community Environment	59,700	59,800	59,900	60,000	60,100	60,100
Community Safety	105,500	144,900	147,700	150,400	154,400	157,400
Development Management	205,500	91,800	50,200	32,500	13,900	(11,400)
Economic Development	221,200	274,700	282,900	290,400	303,600	312,600
Environmental Protection	183,500	166,100	185,300	185,200	191,900	196,600
Food Safety	229,200	243,000	249,500	254,300	261,800	267,800
Housing	68,900	64,200	65,400	66,600	68,500	69,900
Licencing	(500)	(2,300)	(1,100)	300	5,500	8,500
Lincolnshire Show	7,000	7,700	7,700	7,700	7,700	7,700
Markets	119,400	67,000	68,500	56,200	57,500	58,900
Neighbourhood Planning	49,700	4,300	4,400	4,400	4,600	4,900
Parking Services	(115,100)	(64,900)	(71,500)	(98,900)	(95,600)	(92,100)
Planning Enforcement	108,100	113,900	119,100	122,600	127,500	130,200
Planning Policy	122,200	211,000	214,600	217,000	220,500	223,300
Property - Houses	4,600	(1,200)	(1,100)	(900)	(900)	(800)
Property - Industrial Estates	(19,500)	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)
Safer Communities - CCTV	90,200	130,200	133,400	136,400	141,300	145,400
Street Cleansing	637,800	712,700	724,700	737,900	755,400	771,100
Visitor Economy	52,900	55,300	55,900	56,900	58,400	59,500
Waste Management	1,769,400	1,858,500	1,873,500	1,892,000	1,934,000	1,973,900
Our Council	(634,200)	(517,800)	(565,800)	(607,600)	(627,000)	(587,000)
Commercial Waste Service	(235,400)	(255,600)	(272,400)	(290,000)	(308,300)	(303,300)
Crematorium	(222,700)	(163,700)	(178,600)	(198,500)	(216,200)	(202,400)
Land Charges	58,700	46,700	34,700	35,200	37,000	40,300
Property - Town Centre Management	4,100	7,500	7,800	7,900	8,000	8,100
Waste Management - Chargeable Services	(238,900)	(152,700)	(157,300)	(162,200)	(147,500)	(129,700)
Grand Total	5,023,100	5,130,700	5,084,200	5,139,900	5,258,800	5,403,200

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Building Control	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(237,100)	(237,100)	(237,100)	(237,100)	(237,100)	(237,100)
Total Income	(237,100)	(237,100)	(237,100)	(237,100)	(237,100)	(237,100)
Expenditure						
Buildings	21,500	23,700	23,700	23,700	23,700	23,700
Employees	294,300	321,800	329,400	335,800	346,200	354,400
Supplies & Services	12,200	9,400	9,400	9,400	9,400	9,400
Transport	1,000	500	500	500	500	500
Total Expenditure	329,000	355,400	363,000	369,400	379,800	388,000
Net Total	91,900	118,300	125,900	132,300	142,700	150,900

Business Support	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Supplies & Services	11,900	13,300	13,300	13,300	13,300	13,300
Total Expenditure	11,900	13,300	13,300	13,300	13,300	13,300
Net Total	11,900	13,300	13,300	13,300	13,300	13,300

Cemeteries	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(6,900)	(7,200)	(7,300)	(7,400)	(7,400)	(7,400)
Total Income	(6,900)	(7,200)	(7,300)	(7,400)	(7,400)	(7,400)
Expenditure						
Buildings	63,700	60,800	65,000	61,200	61,400	61,600
Employees	9,500	11,100	11,300	11,600	11,800	12,100
Supplies & Services	500	400	400	400	400	400
Total Expenditure	73,700	72,300	76,700	73,200	73,600	74,100
Net Total	66,800	65,100	69,400	65,800	66,200	66,700

Commercial Services	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(2,700)	(1,600)	(1,700)	(1,800)	(1,900)	(1,900)
Total Income	(2,700)	(1,600)	(1,700)	(1,800)	(1,900)	(1,900)
Expenditure						
Employees	128,600	117,400	119,900	122,400	126,100	128,900
Supplies & Services	1,300	500	500	500	500	500
Transport	0	400	400	400	400	400
Total Expenditure	129,900	118,300	120,800	123,300	127,000	129,800
Net Total	127,200	116,700	119,100	121,500	125,100	127,900

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Commercial Waste Service	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(416,300)	(434,200)	(455,400)	(477,600)	(500,800)	(500,800)
Total Income	(416,300)	(434,200)	(455,400)	(477,600)	(500,800)	(500,800)
Expenditure						
Employees	47,600	50,600	52,000	53,500	55,300	57,100
Supplies & Services	123,900	116,800	119,800	122,900	126,000	129,200
Transport	9,400	11,200	11,200	11,200	11,200	11,200
Total Expenditure	180,900	178,600	183,000	187,600	192,500	197,500
Net Total	(235,400)	(255,600)	(272,400)	(290,000)	(308,300)	(303,300)

Community Action	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(25,200)	(25,400)	(25,400)	(25,400)	(25,400)	(25,400)
Total Income	(25,200)	(25,400)	(25,400)	(25,400)	(25,400)	(25,400)
Expenditure						
Employees	290,800	350,300	371,600	357,900	346,300	354,400
Supplies & Services	14,800	9,600	9,600	9,600	9,600	9,600
Total Expenditure	305,600	359,900	381,200	367,500	355,900	364,000
Net Total	280,400	334,500	355,800	342,100	330,500	338,600

Community Environment	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Supplies & Services	59,700	59,800	59,900	60,000	60,100	60,100
Total Expenditure	59,700	59,800	59,900	60,000	60,100	60,100
Net Total	59,700	59,800	59,900	60,000	60,100	60,100

Community Safety	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)
Total Income	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)
Expenditure						
Benefit & Transfer Payments	5,000	14,500	14,500	14,500	14,500	14,500
Employees	95,900	126,200	129,000	131,700	135,700	138,700
Supplies & Services	7,300	6,900	6,900	6,900	6,900	6,900
Total Expenditure	108,200	147,600	150,400	153,100	157,100	160,100
Net Total	105,500	144,900	147,700	150,400	154,400	157,400

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Community Support	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(3,400)	(8,900)	(9,400)	(9,900)	(10,400)	(10,900)
Total Income	(3,400)	(8,900)	(9,400)	(9,900)	(10,400)	(10,900)
Expenditure						
Benefit & Transfer Payments	88,800	0	0	0	0	0
Supplies & Services	200,400	208,100	208,600	209,100	209,600	174,100
Total Expenditure	289,200	208,100	208,600	209,100	209,600	174,100
Net Total	285,800	199,200	199,200	199,200	199,200	163,200

Crematorium	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(604,300)	(601,500)	(629,600)	(660,800)	(693,400)	(693,400)
Total Income	(604,300)	(601,500)	(629,600)	(660,800)	(693,400)	(693,400)
Expenditure						
Buildings	135,000	189,900	197,500	203,300	212,100	221,200
Employees	158,000	168,900	173,300	176,800	182,300	187,000
Supplies & Services	88,600	79,000	80,200	82,200	82,800	82,800
Total Expenditure	381,600	437,800	451,000	462,300	477,200	491,000
Net Total	(222,700)	(163,700)	(178,600)	(198,500)	(216,200)	(202,400)

Culture and Theatres	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(183,600)	(184,100)	(184,100)	(184,600)	(185,100)	(185,700)
Total Income	(183,600)	(184,100)	(184,100)	(184,600)	(185,100)	(185,700)
Expenditure						
Buildings	38,100	74,500	78,300	83,700	87,500	93,200
Employees	138,200	171,500	176,700	181,600	188,600	193,400
Supplies & Services	147,700	148,200	148,600	149,100	149,400	149,400
Total Expenditure	324,000	394,200	403,600	414,400	425,500	436,000
Net Total	140,400	210,100	219,500	229,800	240,400	250,300

Development Management	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(1,013,900)	(1,074,700)	(1,062,600)	(1,050,600)	(1,098,700)	(1,147,000)
Taxation and Government Grant	(50,000)	(42,400)	(44,500)	(46,700)	(49,400)	(50,300)
Total Income	(1,063,900)	(1,117,100)	(1,107,100)	(1,097,300)	(1,148,100)	(1,197,300)
Expenditure						
Buildings	1,000	1,000	1,000	1,000	1,000	1,000
Employees	1,118,500	1,025,400	1,003,800	976,300	1,008,500	1,032,400
Supplies & Services	148,600	181,700	151,700	151,700	151,700	151,700
Transport	1,300	800	800	800	800	800
Total Expenditure	1,269,400	1,208,900	1,157,300	1,129,800	1,162,000	1,185,900
Net Total	205,500	139,200	50,200	32,500	13,900	(11,400)

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Economic Development	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Taxation and Government Grant	(107,100)	(114,800)	(92,600)	(53,600)	(53,000)	(53,000)
Total Income	(107,100)	(114,800)	(92,600)	(53,600)	(53,000)	(53,000)
Expenditure						
Employees	303,500	367,300	351,000	333,000	345,600	354,600
Supplies & Services	23,800	21,700	24,000	10,500	10,500	10,500
Transport	1,000	500	500	500	500	500
Total Expenditure	328,300	389,500	375,500	344,000	356,600	365,600
Net Total	221,200	274,700	282,900	290,400	303,600	312,600

Environmental Protection	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Total Income	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Expenditure						
Buildings	500	500	500	500	500	500
Employees	154,000	141,800	156,000	160,900	167,600	172,300
Supplies & Services	38,800	33,600	38,600	33,600	33,600	33,600
Transport	200	200	200	200	200	200
Total Expenditure	193,500	176,100	195,300	195,200	201,900	206,600
Net Total	183,500	166,100	185,300	185,200	191,900	196,600

Food Safety	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(7,000)	(7,100)	(7,300)	(7,400)	(7,400)	(7,400)
Total Income	(7,000)	(7,100)	(7,300)	(7,400)	(7,400)	(7,400)
Expenditure						
Employees	231,500	247,900	254,600	259,500	267,000	273,000
Supplies & Services	4,500	2,000	2,000	2,000	2,000	2,000
Transport	200	200	200	200	200	200
Total Expenditure	236,200	250,100	256,800	261,700	269,200	275,200
Net Total	229,200	243,000	249,500	254,300	261,800	267,800

Homelessness	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(11,900)	(11,900)	(11,900)	(11,900)	(11,900)	(11,900)
Taxation and Government Grant	(179,600)	(193,500)	(203,600)	(203,600)	(203,600)	(203,600)
Total Income	(191,500)	(205,400)	(215,500)	(215,500)	(215,500)	(215,500)
Expenditure						
Employees	410,100	344,800	311,600	319,400	329,700	339,100
Supplies & Services	239,900	256,800	266,900	266,900	266,900	266,900
Transport	300	200	200	200	200	200
Total Expenditure	650,300	601,800	578,700	586,500	596,800	606,200
Net Total	458,800	396,400	363,200	371,000	381,300	390,700

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Homes, Health and Wellbeing	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Taxation and Government Grant	(119,100)	(125,300)	(129,300)	(133,200)	(138,400)	(141,200)
Total Income	(119,100)	(125,300)	(129,300)	(133,200)	(138,400)	(141,200)
Expenditure						
Employees	141,200	149,500	153,800	158,400	164,500	168,100
Supplies & Services	21,700	13,700	13,700	13,700	13,700	13,700
Transport	200	100	100	100	100	100
Total Expenditure	163,100	163,300	167,600	172,200	178,300	181,900
Net Total	44,000	38,000	38,300	39,000	39,900	40,700

Housing	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Taxation and Government Grant	0	(42,300)	(23,400)	0	0	0
Total Income	0	(42,300)	(23,400)	0	0	0
Expenditure						
Employees	66,300	96,400	78,700	56,500	58,400	59,800
Supplies & Services	2,600	10,100	10,100	10,100	10,100	10,100
Total Expenditure	68,900	106,500	88,800	66,600	68,500	69,900
Net Total	68,900	64,200	65,400	66,600	68,500	69,900

Housing Standards	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(72,000)	(74,900)	(75,900)	(76,900)	(76,900)	(51,500)
Total Income	(72,000)	(74,900)	(75,900)	(76,900)	(76,900)	(51,500)
Expenditure						
Employees	240,200	242,800	251,700	258,600	268,600	275,600
Supplies & Services	83,400	10,100	30,100	10,100	10,100	10,100
Transport	300	700	700	700	700	700
Total Expenditure	323,900	253,600	282,500	269,400	279,400	286,400
Net Total	251,900	178,700	206,600	192,500	202,500	234,900

Land Charges	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(80,400)	(92,800)	(107,400)	(109,600)	(111,700)	(111,700)
Total Income	(80,400)	(92,800)	(107,400)	(109,600)	(111,700)	(111,700)
Expenditure						
Buildings	1,600	0	0	0	0	0
Employees	117,900	119,900	122,500	125,200	129,100	132,400
Supplies & Services	19,500	19,500	19,500	19,500	19,500	19,500
Transport	100	100	100	100	100	100
Total Expenditure	139,100	139,500	142,100	144,800	148,700	152,000
Net Total	58,700	46,700	34,700	35,200	37,000	40,300

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Leisure	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(134,200)	(207,800)	(281,400)	(281,400)	(281,400)	(281,400)
Total Income	(134,200)	(207,800)	(281,400)	(281,400)	(281,400)	(281,400)
Expenditure						
Buildings	24,200	38,500	38,800	38,900	39,000	39,100
Employees	6,100	0	0	0	0	0
Supplies & Services	8,200	8,100	8,100	8,100	8,100	8,100
Transport	100	0	0	0	0	0
Total Expenditure	38,600	46,600	46,900	47,000	47,100	47,200
Net Total	(95,600)	(161,200)	(234,500)	(234,400)	(234,300)	(234,200)

Licensing	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(138,400)	(141,300)	(142,700)	(144,100)	(144,100)	(144,100)
Total Income	(138,400)	(141,300)	(142,700)	(144,100)	(144,100)	(144,100)
Expenditure						
Employees	105,100	111,900	114,300	116,900	120,100	122,900
Supplies & Services	32,700	26,900	27,100	27,300	29,300	29,500
Transport	100	200	200	200	200	200
Total Expenditure	137,900	139,000	141,600	144,400	149,600	152,600
Net Total	(500)	(2,300)	(1,100)	300	5,500	8,500

Lincolnshire Show	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Supplies & Services	7,000	7,700	7,700	7,700	7,700	7,700
Total Expenditure	7,000	7,700	7,700	7,700	7,700	7,700
Net Total	7,000	7,700	7,700	7,700	7,700	7,700

Markets	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(36,300)	(37,700)	(39,100)	(40,600)	(42,100)	(42,100)
Total Income	(36,300)	(37,700)	(39,100)	(40,600)	(42,100)	(42,100)
Expenditure						
Buildings	1,300	1,400	1,400	1,700	1,400	1,400
Employees	80,300	54,700	57,000	59,500	62,600	64,000
Supplies & Services	68,200	42,300	42,300	28,700	28,700	28,700
Transport	5,900	6,300	6,900	6,900	6,900	6,900
Total Expenditure	155,700	104,700	107,600	96,800	99,600	101,000
Net Total	119,400	67,000	68,500	56,200	57,500	58,900

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Neighbourhood Planning	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Taxation and Government Grant	0	(54,100)	(55,200)	(56,300)	(57,900)	(59,100)
Total Income	0	(54,100)	(55,200)	(56,300)	(57,900)	(59,100)
Expenditure						
Employees	48,800	58,000	59,200	60,300	62,100	63,600
Supplies & Services	900	400	400	400	400	400
Total Expenditure	49,700	58,400	59,600	60,700	62,500	64,000
Net Total	49,700	4,300	4,400	4,400	4,600	4,900

Parking Services	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(302,100)	(262,600)	(262,600)	(262,600)	(262,600)	(262,600)
Total Income	(302,100)	(262,600)	(262,600)	(262,600)	(262,600)	(262,600)
Expenditure						
Buildings	59,100	56,900	58,900	61,200	63,800	66,600
Employees	58,500	62,500	53,900	24,200	24,900	25,600
Supplies & Services	69,100	78,300	78,300	78,300	78,300	78,300
Transport	300	0	0	0	0	0
Total Expenditure	187,000	197,700	191,100	163,700	167,000	170,500
Net Total	(115,100)	(64,900)	(71,500)	(98,900)	(95,600)	(92,100)

Parks & Open Spaces	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(4,400)	(7,400)	(7,400)	(7,400)	(7,400)	(7,400)
Total Income	(4,400)	(7,400)	(7,400)	(7,400)	(7,400)	(7,400)
Expenditure						
Buildings	117,300	63,000	63,000	63,000	63,000	53,000
Supplies & Services	11,900	11,900	11,900	11,900	11,900	11,900
Total Expenditure	129,200	74,900	74,900	74,900	74,900	64,900
Net Total	124,800	67,500	67,500	67,500	67,500	57,500

Planning Enforcement	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Employees	104,300	111,500	116,700	120,200	125,100	127,800
Supplies & Services	3,600	2,200	2,200	2,200	2,200	2,200
Transport	200	200	200	200	200	200
Total Expenditure	108,100	113,900	119,100	122,600	127,500	130,200
Net Total	108,100	113,900	119,100	122,600	127,500	130,200

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Planning Policy	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Employees	22,700	111,300	114,900	117,300	120,800	123,600
Supplies & Services	99,500	99,700	99,700	99,700	99,700	99,700
Total Expenditure	122,200	211,000	214,600	217,000	220,500	223,300
Net Total	122,200	211,000	214,600	217,000	220,500	223,300

Property - Houses	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)
Total Income	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)
Expenditure						
Buildings	12,800	7,200	7,300	7,500	7,500	7,600
Supplies & Services	3,500	3,300	3,300	3,300	3,300	3,300
Total Expenditure	16,300	10,500	10,600	10,800	10,800	10,900
Net Total	4,600	(1,200)	(1,100)	(900)	(900)	(800)

Property - Industrial Estates	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(31,800)	(44,300)	(44,300)	(44,300)	(44,300)	(44,300)
Total Income	(31,800)	(44,300)	(44,300)	(44,300)	(44,300)	(44,300)
Expenditure						
Buildings	8,700	500	500	500	500	500
Supplies & Services	3,600	6,800	6,800	6,800	6,800	6,800
Total Expenditure	12,300	7,300	7,300	7,300	7,300	7,300
Net Total	(19,500)	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)

Property - Miscellaneous Property	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(3,000)	(3,100)	(3,100)	(3,100)	(3,100)	(3,100)
Total Income	(3,000)	(3,100)	(3,100)	(3,100)	(3,100)	(3,100)
Expenditure						
Buildings	7,100	10,600	10,900	11,000	11,100	11,200
Total Expenditure	7,100	10,600	10,900	11,000	11,100	11,200
Net Total	4,100	7,500	7,800	7,900	8,000	8,100

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Safeguarding	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(3,500)	0	0	0	0	0
Taxation and Government Grant	(6,200)	0	0	0	0	0
Total Income	(9,700)	0	0	0	0	0
Expenditure						
Supplies & Services	10,200	0	0	0	0	0
Total Expenditure	10,200	0	0	0	0	0
Net Total	500	0	0	0	0	0

Safer Communities - CCTV	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(20,600)	(12,900)	(12,900)	(12,900)	(12,900)	(12,900)
Taxation and Government Grant	0	(54,400)	0	0	0	0
Total Income	(20,600)	(67,300)	(12,900)	(12,900)	(12,900)	(12,900)
Expenditure						
Buildings	1,100	1,400	1,500	1,600	1,700	1,800
Employees	90,400	165,000	113,000	115,200	119,400	122,800
Supplies & Services	19,300	31,100	31,800	32,500	33,100	33,700
Total Expenditure	110,800	197,500	146,300	149,300	154,200	158,300
Net Total	90,200	130,200	133,400	136,400	141,300	145,400

Safer Communities - Parish Lighting	Base Budget £	Proposed Budget £	Forecast Budget £	Forecast Budget £	Forecast Budget £	Forecast Budget £
Income						
Income & Fees	0	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Total Income	0	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Expenditure						
Buildings	58,200	68,000	71,800	75,900	80,400	85,200
Total Expenditure	58,200	68,000	71,800	75,900	80,400	85,200
Net Total	58,200	66,000	69,800	73,900	78,400	83,200

Street Cleansing	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(84,300)	(73,200)	(73,800)	(74,400)	(74,400)	(74,400)
Total Income	(84,300)	(73,200)	(73,800)	(74,400)	(74,400)	(74,400)
Expenditure						
Buildings	300	300	300	300	300	300
Employees	517,600	555,100	567,700	581,500	599,000	614,700
Supplies & Services	38,800	44,400	44,400	44,400	44,400	44,400
Transport	165,400	186,100	186,100	186,100	186,100	186,100
Total Expenditure	722,100	785,900	798,500	812,300	829,800	845,500
Net Total	637,800	712,700	724,700	737,900	755,400	771,100

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Visitor Economy	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Expenditure						
Employees	40,000	42,800	43,400	44,400	45,900	47,000
Supplies & Services	12,900	12,500	12,500	12,500	12,500	12,500
Total Expenditure	52,900	55,300	55,900	56,900	58,400	59,500
Net Total	52,900	55,300	55,900	56,900	58,400	59,500

Waste Management	Base Budget	Proposed Budget	Forecast Budget	Forecast Budget	Forecast Budget	Forecast Budget
	£	£	£	£	£	£
Income						
Income & Fees	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)
Total Income	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)
Expenditure						
Buildings	0	5,300	5,300	5,300	5,300	5,300
Employees	1,307,400	1,340,400	1,355,400	1,373,900	1,415,900	1,455,800
Supplies & Services	55,100	42,000	42,000	42,000	42,000	42,000
Transport	409,700	473,600	473,600	473,600	473,600	473,600
Total Expenditure	1,772,200	1,861,300	1,876,300	1,894,800	1,936,800	1,976,700
Net Total	1,769,400	1,858,500	1,873,500	1,892,000	1,934,000	1,973,900

Waste Management - Chargeable Services	Base Budget	Proposed Budget	Forecast Budget	Forecast Budget	Forecast Budget	Forecast Budget
	£	£	£	£	£	£
Income						
Income & Fees	(1,191,000)	(1,196,700)	(1,198,500)	(1,198,700)	(1,199,600)	(1,199,600)
Total Income	(1,191,000)	(1,196,700)	(1,198,500)	(1,198,700)	(1,199,600)	(1,199,600)
Expenditure						
Employees	572,500	629,400	626,600	621,900	637,500	655,300
Supplies & Services	120,200	114,800	114,800	114,800	114,800	114,800
Transport	259,400	299,800	299,800	299,800	299,800	299,800
Total Expenditure	952,100	1,044,000	1,041,200	1,036,500	1,052,100	1,069,900
Net Total	(238,900)	(152,700)	(157,300)	(162,200)	(147,500)	(129,700)

Wellbeing Lincs	Base Budget 2022/23	Proposed Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2026/27	Forecast Budget 2027/28
	£	£	£	£	£	£
Income						
Income & Fees	(477,400)	(519,300)	(529,600)	0	0	0
Total Income	(477,400)	(519,300)	(529,600)	0	0	0
Expenditure						
Employees	382,000	327,900	335,600	0	0	0
Supplies & Services	6,000	97,600	98,900	0	0	0
Total Expenditure	388,000	425,500	434,500	0	0	0
Net Total	(89,400)	(93,800)	(95,100)	0	0	0

APPENDIX 4

SUMMARY OF BUDGET MOVEMENT FROM 2022/2023 TO 2023/2024 (Excluding Capital Charges and Recharges)

		£
Base Budget 2022/2023		5,023,100
Decrease in use of Reserves		(99,700)
Decrease in Contribution to Reserves		64,900
Pressures		
Inflation	↓	279,400
Establishment (including pension deficit)	↓	52,800
Crematorium (business case approved CP&R 28.07.22)	↓	47,900
CCTV repairs and maintenance contract	↓	8,100
Income Loss		
Car parking permits	↓	49,500
CCTV commercial income	↓	8,000
Income Gain		
Planning fee income	↑	(60,800)
Neighbourhood Planning Grant	↑	(54,100)
Leisure Centre Management Contract	↑	(25,000)
Commercial Waste income	↑	(20,200)
Fees and Charges Review	↑	(15,700)
Industrial Units	↑	(12,500)
Savings		
Grounds Maintenance contract	↑	(55,100)
Market - project budget in 2022/23 only	↑	(25,900)
Car park lease	↑	(10,000)
Movements to Corporate Policy and Resources Committee	↑	(24,000)
Proposed Budget 2023/2024		5,130,700
Total Increase / (Decrease) in Base Budget		107,600

Prosperous Communities Work Plan (as at 23 January 2023)

Purpose:

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

Recommendation:

1. That Members note the contents of the report

Date	Title	Lead Officer	Purpose of the report	Date First Published
31 JANUARY 2023				
31 Jan 2023	Prosperous Communities Revenue Base Budgets 2023/24 to 2027/28	Sue Leversedge, Business Support Team Leader	The report sets out details of the Committee's draft revenue budget for the period of 2023/2024, and estimates to 2027/2028.	11 July 2022
31 Jan 2023	West Lindsey DFG policy	Sarah Elvin, Homes, Health & Wellbeing Team Manager	Implement guidance document for delivery of mandatory DFG's in West Lindsey	28 November 2022
MARCH 2023				
7 Mar 2023	Private Sector Housing - Options for Future Direction	Andy Gray, Housing & Environmental Enforcement Manager	To provide committee with options for future direction relating to the PRS following on from the work undertaken by the Selective Licensing Working Group.	24 October 2022
7 Mar 2023	District Health and Wellbeing Strategy	Diane Krochmal, Assistant Director - Homes & Communities	To present a District Health and Wellbeing Strategy for approval	
7 Mar 2023	Approach to Environmental Crime	Andy Gray, Housing & Environmental Enforcement Manager	To seek approval for an Environmental Crime policy and associated actions for delivery.	