

Guildhall Gainsborough
Lincolnshire DN21 2NA
Tel: 01427 676676 Fax: 01427 675170

AGENDA

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

Corporate Policy and Resources Committee

Wednesday, 7th June, 2023 at 6.30 pm

Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA

Members:

- Councillor Trevor Young (Chairman)
- Councillor Mrs Lesley Rollings (Vice-Chairman)
- Councillor Owen Bierley
- Councillor Matthew Boles
- Councillor Frazer Brown
- Councillor Stephen Bunney
- Councillor Ian Fleetwood
- Councillor Roger Patterson
- Councillor Mrs Lesley Rollings (Vice-Chairman)
- Councillor Tom Smith
- Councillor Mrs Mandy Snee
- Councillor Paul Swift
- Councillor Trevor Young (Chairman)

1. **Apologies for Absence**

2. **Public Participation Period**

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

3. **Minutes of Previous Meeting/s**

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

i) For Approval

Minutes of the meeting of the Corporate Policy and Resources Committee meeting held on 8 March 2023 (PAGES 3 - 8)

ii) For Noting

Minutes of the meeting of the Joint Staff Consultative Committee held on 30 March 2023. (PAGES 9 - 11)

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

Large Clear Print: Braille: Audio: Native Language

4. **Declarations of Interest**

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

5. **Matters Arising Schedule**

(PAGES 12 - 13)

Setting out current position of previously agreed actions as at 30 May 2023

6. **Public Reports for Approval:**

i) Household Support Fund 4

(PAGES 14 - 20)

ii) Home Energy Upgrade Grant (HUG2)

(PAGES 21 - 31)

iii) Progress and Delivery Quarter Four Report and Summary of Year End Performance 2022/23

(PAGES 32 - 77)

iv) Annual Treasury Management Report 2022/23

(PAGES 78 - 95)

v) Budget and Treasury Monitoring Final Outturn 2022/23

(PAGES 96 - 154)

vi) Committee Work Plan

(PAGES 155 - 156)

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Tuesday, 30 May 2023

Corporate Policy and Resources Committee – 8 March 2023
Subject to Call-in. Call-in will expire at 5pm on 23 March 2023

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Corporate Policy and Resources Committee held in the Council Chamber - The Guildhall on 8 March 2023 commencing at 6.30 pm.

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

Councillor Owen Bierley
Councillor Matthew Boles
Councillor Michael Devine
Councillor Ian Fleetwood
Councillor John McNeill
Councillor Mrs Mandy Snee
Councillor Trevor Young
Councillor Mrs Tracey Coulson

In Attendance:

Ian Knowles Chief Executive
Emma Foy Director of Corporate Services and Section 151
Nova Roberts Director of Change Management, ICT & Regulatory Services
Cliff Dean ICT Team Manager
Ellen King Policy & Strategy Officer – Corporate Strategy & Business Planning
Ele Snow Senior Democratic and Civic Officer

Apologies: Councillor Stephen Bunney
Councillor Liz Clews
Councillor Robert Waller

Membership: Councillor Mrs Tracey Coulson sat as substitute for Councillor R. Waller

79 CHAIRMAN'S ANNOUNCEMENT

Prior to the commencement of the formal business of the meeting, the Chairman explained she had an announcement to make regarding an urgent item of business to be heard by Committee. She stated that arrangements for handling urgent business at committee or sub-committee meetings were governed by statute, which required the chairman's approval before an urgent item could be considered, and for the reason for the urgency to be recorded in the minutes. She explained that the item was for Amendments to the approved Committee Timetable: Change of Meeting Date – Corporate Policy & Resources Committee, June 2023, and it would be heard with the public reports on the agenda.

The Chairman further announced that the Council was required under the Local Government Act 1972 to produce a schedule of its meetings. Whilst the Head of Paid Service had a

number of delegations in relation to the Committee timetable, as set out in Part 4 of the Constitution, this delegation did not extend to changing already approved dates, in order that the delegation did not compete with the legal requirement to produce a schedule of meetings.

Furthermore, the Chairman noted this was the last meeting of the Corporate Policy and Resources Committee, where the schedule of meetings would be approved, and so for that reason, she was in agreement with the request for this to be considered as an urgent item at the meeting.

80 PUBLIC PARTICIPATION PERIOD

There was no public participation.

81 MINUTES OF PREVIOUS MEETING/S

RESOLVED that the Minutes of the Meeting of the Corporate Policy and Resources Committee held on 9 February, 2023 be confirmed and signed as a correct record.

82 DECLARATIONS OF INTEREST

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

83 MATTERS ARISING SCHEDULE

With no comments or questions from Members, the Matters Arising Schedule was **DULY NOTED**.

84 IT POLICY UPDATE

Members gave consideration to a report from the ICT Manager, seeking approval of the suite of Information Technology Policies, which had been refreshed to ensure they were compliant with the new National Cyber Strategy 2022. It was explained that a total of twelve policies had been refreshed, with the report detailing the amendments to each policy. The Committee also heard that the ICT Manager was in contact with the associated team at Lincolnshire County Council, in order to seek a solution for ‘multi-hatted’ Councillors to be able to use a single device, rather than a device for each Council. He assured Members he would keep them updated but initial conversation had proved positive. After summarising the purpose behind each policy, as well as the security reasons as to why there were some policies that were exempt from being made public, questions and comments from the Committee were invited.

Note: Councillor T. Young arrived at 6.43pm

Members commented that it was perhaps a sign of the times that it was necessary to have

such policies but appreciated their importance in protecting the Council's data and that of residents. Members were particularly pleased to hear that discussions were continuing with Lincolnshire County Council regarding shared software on one device.

It was confirmed that training arrangements were in place for both Members and Officers in relation to the policies. These arrangements were reviewed on a frequent basis. It was also confirmed that policy reviews were undertaken at North Kesteven District Council, bearing in mind the existing shared service arrangements.

Members noted that the timing for the return of devices from Members who were no longer Councillors had been discussed with Democratic Services and was based on best practice.

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

RESOLVED that

- a) the ICT Policy report and associated updated policies (as given below) be approved:
 - Information Security Policy (Appendix 1)
 - ICT Disaster Recovery Policy (Appendix 2)
 - Incident Response Action Card Phishing (Appendix 3)
 - Incident Response Action Card Denial of Service (Appendix 4)
 - Incident Response Action Card Malware (Appendix 5)
 - Incident Response Action Card Ransomware (Appendix 6)
 - Network Connection Agreement (Appendix 7)
 - Patch Management Policy (Appendix 8)
 - Mutual Non-Disclosure Agreement (Appendix 9)
 - Change Management Procedure (Appendix 10)
 - Remote Working Policy (Appendix 11)
 - Members ICT Policy (Appendix 12)
- b) ICT communicate key changes to staff and Members through Minerva, the Members' Handbook and the learning management system (Learning Pool), providing the opportunity for staff and Councillors to read and understand the policies and have the process confirmed; and
- c) all newly elected Members receive a copy of the Members' ICT Policy contained within the Members' Handbook; and
- d) any future minor housekeeping amendments be delegated to the Director – Change Management, ICT & Regulatory Services, in consultation with the Chairs of the Joint Staff Consultative and Corporate Policy and Resources Committees.

85 WEST LINDSEY DISTRICT COUNCIL DRAFT CORPORATE PLAN, 2023-2027

The Committee heard from the Policy and Strategy Officer – Corporate Strategy and Business Planning regarding the Council's Corporate Plan 2023 – 2027. It was explained

that the Corporate Plan which ran to 2023 was due for review and the proposed strategic aims, objectives and outcomes for the upcoming four year period had been incorporated into the updated Plan. The report set out the rationale for the proposals within the Corporate Plan, including the updated policy context, stakeholder engagement and key design principles. The report also included an outline of the monitoring arrangements to assess progress against priorities.

It was explained that the Corporate Plan was the overarching policy document that informed all Council activity, driven by a number of factors including the national, regional and local policy context. In line with the Council's commitment to evidence based decision making, the identified priorities were based on robust statistical evidence as set out in the Council's Annual State of the District Report.

The concept of the Corporate Plan was well embedded across the organisation. A follow-up internal audit of the Corporate Plan and the "Golden Thread", conducted in November 2021, had returned an opinion of substantial assurance, particularly in relation to stakeholder engagement, communication and managing strategic risk.

Members were advised that the document now presented was the culmination of 12 months of development, centred around extensive engagement with Members to produce a Corporate Plan which reflected the priorities of the Council; and with staff, to ensure that those priorities were understood. Delivery was being planned for thorough business planning, financial planning and project management. It was reported that with many aspects of the Plan being well-embedded across the organisation, officers were tasked with refreshing and updating the current Plan ready for the next administrative period. Approaching the refresh in this way had allowed for continuity, both for officers, who had been able to continue their strategic business planning, and for Members, so that the post-election administration was not faced with a strategic policy gap for a significant length of time.

The Council's overarching vision, mission and values had been carried across to the refresh and the themes of "Our Council", "Our People" and "Our Place" remained in place. This framework had been used to shape key changes, most notably, updating the evidence base, updating the policy context and refreshing the strategic aims, objectives and outcomes.

The aims and objectives formed the core of the document and these were at the centre of the recommendation contained within the report. The outcomes were considered to be robust, and were designed to be challenging whilst also ensuring that clear evidence of progress could be provided against each of the identified outcomes.

In terms of monitoring progress, the monitoring framework was clearly set out within the Corporate Plan. This would be developed further as the Corporate Plan was embedded, for example, ensuring Progress and Delivery measures were clearly aligned to the aims and objectives so that Members had a strategic view of the performance of the organisation.

As the architects of the Corporate Plan; the aims, objectives and outcomes had been shaped around Members' priorities. Over the last 12 months, there had been extensive engagement opportunities with all Members to shape the development of the strategic aims and objectives through a series of workshops linked to the UK Shared Prosperity Fund, through Member engagement with the Chief Executive, the Senior Management Team and

other officers, and, latterly, through a further series of workshops held at the start of 2023.

Additionally, and importantly, the aims and objectives had been designed to align to key policies, strategies and programmes that had already been adopted by the Council, such as the Economic Recovery Plan, the Central Lincolnshire Local Plan, the Housing Strategy and the Environment, Sustainability and Climate Change Strategy, which ensured strategic alignment across the whole organisation, as well as continuity.

A robust evidence base, extensive stakeholder engagement and clear outcomes that were strategically aligned all created solid foundations for a strong and ambitious Corporate Plan that delivered for “Our People”, “Our Place” and “Our Council”. Officers believed that the aims and objectives represented a fair and accurate reflection of Members’ priorities for the next four years and beyond.

The Committee then heard from the Chief Executive, who thanked Members and officers for their contributions to the development of the Plan and in particular mentioned that having regard to possible administrative changes following the elections, the Plan had been formulated in such a way as to be able to be adjusted quickly to meet any new Council aspirations, thus maintaining continuity.

Several Members spoke in support of the Plan which they appreciated had been formulated in what might be termed an uncertain national, international and local environment. It was considered that the Plan offered the right balance between innovation in service delivery and continuity. Members were complimentary of the collaborative approach between officers and Members in the development of the Plan. They were also pleased to note the “green thread” approach in an endeavour to ensure that whatever decisions the Council was called upon to make took full account of the impact of climate change and the need to protect the environment of the District.

An opportunity was taken to mention the provision of swimming facilities at Market Rasen and its linkage to the priority of encouraging a healthy lifestyle. It was hoped that this provision would feed into the Council’s future prioritisation processes at the appropriate time.

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

RESOLVED that the Corporate Plan covering the administrative period 2023-2027 be **RECOMMENDED** to Full Council for approval and adoption.

86 URGENT ITEM OF BUSINESS - AMENDMENTS TO THE APPROVED COMMITTEE TIMETABLE: CHANGE OF MEETING DATE - CORPORATE POLICY & RESOURCES COMMITTEE, JUNE 2023

The Chairman reminded Members of her statement at the opening of the meeting regarding the urgent item of business to be considered. She invited the Senior Democratic and Civic Officer to present the report. Both the purpose of the report, to seek an amendment to the date of the June meeting of the Corporate Policy and Resources Committee, and the reason for it needing to be considered by the Committee at this point, it being the last meeting of the current Civic Year, were reiterated to Members. It was explained that West Lindsey District Council had been shortlisted for the LGC Council of the Year Award, the ceremony for which

was scheduled to take place on 9 June 2023. Unfortunately, this was the date scheduled for a meeting of the Committee. In order to ensure maximum flexibility when making arrangements for attendance at the Award Ceremony, it was proposed that the Committee meeting date be amended to 7 June 2023.

A Member of the Committee highlighted that, of the six councils shortlisted for the award, West Lindsey was the only District Council. It was recognised as a remarkable achievement and that to amend the meeting date by one day was a sensible option in order to consider representation at the ceremony. It was also felt that, to make the date change at this time allowed sufficient notice in order to have minimal impact.

The recommendation within the report was duly moved, seconded, and voted upon, and it was

RESOLVED that, for reasons of flexibility to attend the LGC Awards Ceremony, the following change to the 2023/24 Committee Timetable be approved:

a) the meeting of the Corporate Policy and Resources Committee scheduled for Thursday, 8 June 2023, be moved to Wednesday, 7 June 2023.

87 COMMITTEE WORK PLAN

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

In bringing the meeting to a close, the Chairman extended her thanks, on the record, to all who had been involved with the Committee over the four year period, both Officers for their preparation and presentation of reports, and Members of the Committee for their commitment and input.

The meeting concluded at 7.11 pm.

Chairman

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Meeting of the Joint Staff Consultative Committee held in the MS Teams on Thursday, 30 March 2023 commencing at 4.00 pm.

Members: Councillor Mrs Jackie Brockway
Councillor Mrs Jessie Milne

Representatives of Union members: James Deacon

Representatives of Non-union staff: Amy Potts

Also present as observers: Brad Bishell
Jenna Comins
Simon Hunt
Matthew Lill

In attendance: Jeanette McGarry, Interim Assistant Director & Monitoring Officer
Michelle Thompson, Human Resources Manager
Simon Wright, Interim Democratic Services Officer

Apologies: Councillor David Cotton (Chairman)

33 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Cotton

34 MEMBERS' DECLARATION OF INTEREST

There were no declarations of interest.

35 MINUTES

RESOLVED that the minutes of the meeting of the Joint Staff Consultative Committee held on Thursday, 19 January 2023 be approved as a correct record.

36 MATTERS ARISING SCHEDULE

The committee received the schedule and noted that both actions had now been undertaken and could be removed.

In respect of the recruitment of New Staff Committee Members for JSCC the Chairman welcomed Brad Bishell, Jenna Comins, Simon Hunt and Matthew Lill who were the nominated representatives and were observing the meeting. It was explained that the new members would attend on a rota basis and the Terms of Reference would be reviewed accordingly.

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

37 **UPDATE ON SICKNESS ABSENCE**

The Chair invited the Human Resources Manager to present the next item, which was an Update on Sickness Absence up to March 2023.

The Officer explained that the annual target figure for sickness absence was no higher than 7.0 FTE, which the Officer explained that the Council was likely to meet. Members heard that the absence level had jumped in both November and December 2022 and attributed this to an increase of colds and general winter viruses. However, this rate had reduced between January and March 2023.

A Member made a comment on new types of illness in communities and asked whether this was reflected in staff absence. In response it was explained that no new trends had been identified but absences were followed up to establish full details. The committee was advised that there was no longer mandatory testing for Covid so levels were difficult to confirm.

A Member welcomed the lower sickness absences and thanked staff. The Human Resources Manager highlighted that flexible working arrangements were a factor in supporting staff.

With no further comment, and no need to take a vote, the report was **NOTED**.

38 **UPDATE ON NATIONAL PAY AWARD**

The Chair invited the Interim Assistant Director & Monitoring Officer to present the item, which was an update to the decision for the National Pay Award for 2022/23.

The Officer explained there was little to update members on at this stage. Negotiations had been ongoing with regard to the pay award, but a resolution was not expected before Autumn. In response to a member, it was confirmed that the GMB Union had voted to accept the proposal, but Unison were yet to agree the offer.

With no need to take a vote, the report was **NOTED**.

39 **WORK PLAN**

With no further comments from Members of the Committee, the Work Plan as of 22 March 2023 was **NOTED**.

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

The date and time of the next meeting of the Joint Staff Consultative Committee to be held at 4pm on Thursday, 25 May 2023, was **NOTED**.

The meeting closed at 4.20 pm.

Chairman

Corporate Policy & Resources Committee Matters Arising Schedule

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

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

Status	Title	Action Required	Comments	Due Date	Allocated To
Black	PUBLIC SECTOR DECARBONISATION FUND (3B) - FUNDING BID FOR GUILDHALL IMPROVEMENTS - Development of Business Case	Extract from mins of meeting 29/9/22 Officers be supported in continuing to work with Midland Net Zero hub to develop a detailed business case, for consideration and final decision by this Committee, should the grant application be successful, noting notification was expected by the end of January 2023;	Please ensure this report is added to the forward plan /committee work plan for jan/feb - business case if grant successful & nbsp; will need cttee approval - as per resolution made 30/12/22: Timescales pushed back slightly, aiming for March Committee meeting if successful 09/03/23: No response received re grant application - assume unsuccessful (successful applicants were to have been notified late Jan / early Feb). Action closed.	28/02/23	Steve Leary
Black	Audit of Implementation of Safeguarding Policies	CP&R 9 Feb 2023: To be requested of the Monitoring Officer for the implementation of the Safeguarding Policies to included in the future audit plan	Request made to MO, to be included in future considerations	31/05/23	Jeanette McGarry
Black	Members' IT Devices - To Explore Cross-Council Working	CP&R 9 Feb 23: resolved that Officers be requested to explore options for sharing IT devices across Councils in Lincolnshire	Conversations underway between Cliff Dean and LCC	31/05/23	Katie Storr
Black	Should Councillor ID Cards Have an Expiry Date?	CP&R 9 Feb 2023: Officers to consider whether an expiry date for term of office should be included on Councillor ID cards.	No preference expressed therefore existing template used to print ID cards to expedite provision to Cllrs.	03/05/23	Ele Snow
Black	Members' ICT Policy	CP&R 08/03/23: Members' ICT Policy to be included in the Members' Welcome Pack	Previously included, will be updated version for 2023 Induction. Included in Welcome Pack.	04/05/23	Ele Snow
Green	Lobbying of LCC re further funding from the Better Care Fund	Extract from mins of mtg 10/11/22: further lobbying take place with Lincolnshire County Council to obtain both further funding from the Better Care Fund for the current year and a larger allocation in future years due to the demographic pressures West	This has been allocated a matters arising as Members wanted assurance lobbying was happening . - Any progress can be reported against this action	30/06/23	Sally Grindrod-Smith

Green	To be shared: Strategic Asset Plan	Lindsey faced CP&R 15 Dec 2022: Following discussions re works required at Trinity Arts Centre, it was requested that the Strategic Asset Plan be shared with Members of the Committee in order to understand the programme of works required.	Due date extended for info to be shared with new Cllrs as well.	30/06/23	Emma Foy
Green	UKSPF Reporting to Members	CP&R 9 Feb '23: resolved that approval be given to quarterly and annual reporting arrangements as identified in the report, these being quarterly updates on expenditure and an annual report on progress of the programme being given to the Prosperous Communities Committee: to be programmed into forward plan	Logged here to ensure future items are included in the work plan, responsible Officer may need updating depending on workstream.	31/05/23	Sally Grindrod-Smith

Agenda Item 6a



CP&R Committee

Wednesday, 7 June 2023

Subject: Household Support Fund 4

Report by:	Director of Change Management, ICT & Regulatory Services
Contact Officer:	Angela Matthews Benefits Manager angela.matthews@west-lindsey.gov.uk
Purpose / Summary:	To provide a summary of the Household Support Fund 4 (HSF4) and how this will be delivered through the District Councils.

RECOMMENDATIONS:

1. Approve the delivery process of the Lincolnshire District Councils' Household Support Fund 4, which runs to March 2024 to be distributed to residents most in need as follows:
 - 40% via food banks and voluntary organisations (to include 10% administration costs)
 - 50% via an open application process that will be administered until March 2024 via a 3rd part charitable organisation (to include 15% administration costs)
 - 10% to be retained by WLDC for internal administration of the fund and contingencies.
2. Approve that where there are minor amendments made to the scheme, unless these are considered 'significantly material' then the Benefits Manager in consultation with the Director of Change Management, ICT and Regulatory Services is delegated to implement these changes after consultation with the Committee Chair.

IMPLICATIONS

Legal:

Any awarding of funding to Voluntary & Community Sector (VCS) partner organisations will be treated as a grant award. All grant awards will be subject to a Grant Funding Agreement. Existing grant funding agreement templates used for Council funding activity will be used and have been approved for use by the Legal team.

Financial: Grant funding will be received from the County Council to cover the fund and Administration costs.

FIN Ref: FIN/16/24/SL

Staffing: The fund will be administered by the Benefits Manager covering attendance at meetings, financial returns and general administration and the Communities Manager covering grant agreements with third parties and fund distribution. Capacity will be kept under review during delivery.

Equality and Diversity including Human Rights: The decision should not have an adverse effect on any group of people, an application can be made for assistance by any person.

Data Protection Implications: Information Sharing Agreement established for the sharing of data from DWP via Lincolnshire County Council to District Councils. Data protection included within grant funding agreements and any terms and conditions for voucher issuing providers.

Climate Related Risks and Opportunities: None

Section 17 Crime and Disorder Considerations: None

Health Implications: The delivery of Household Support Fund 4 will have a direct impact on the health and wellbeing of identified households in West Lindsey facing financial hardship. The fund will provide support aimed at helping households with the increasing cost of food, energy and other household essentials. The scheme should not be seen as a complete solution, but it is part of a broader range of financial support being made available from the Government.

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

<https://www.gov.uk/government/publications/household-support-fund-guidance-for-local-councils>

<file:///\\sl-netwldata\Revben\Benefits\HSF3\urgent%20delegated%20decision%20notice%20and%20report%20considered%20-%209%20March%202023%20-%20Household%20Support%20Fund%20Round%203%20-%20Phase%202.pdf>

Risk Assessment :

Call in and Urgency:

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

Yes No

Key Decision:

Yes No

Executive Summary

The Household Support Fund (HSF) was first introduced in October 2021 and has been renewed every 6 months since then. West Lindsey has been successful in distributing £908k by way of over 6,500 awards of either a food parcel, a voucher for food or utilities or a BACS payment into a resident's bank account.

The Household Support Fund 4 (HSF4) was announced in November 2022 and the details of the fund were clarified in February 2023. The fund will run for the full financial year 2023-24 and Lincolnshire County Council (LCC) have been awarded £10.9m.

The funding will be received from the Department for Work and Pensions (DWP) who issue guidance on how the money may be spent. LCC have agreed that each District will receive a percentage of the fund to distribute to its residents and it is estimated that West Lindsey will receive funding of approximately £160,000.

Using the learning from the previous 3 HSF distribution methods, it has been established that to reach as many residents as possible we need to involve partner organisations such as food banks and charitable organisations. Previous administration of HSF has proved both costly and time consuming, relying on a high-volume of administrative hours from existing officers if each Local Authority chooses to accept direct applications from residents wishing to apply for funding.

This report recommends that to reach as many residents as possible whilst keeping the administration costs of the Local Authority as small as possible, we distribute funding via food banks and voluntary organisations with at least one of the voluntary organisations administering an application-based process.

Introduction

- 1.1 On 6th October 2021 the Government announced a new fund being made available to all County and Unitary authorities to support those residents most in need over the Winter of 2021-22. £421 million was made available in England to support those households for the 6 months up to 31 March 2022. This has become known as Household Support Fund 1 and was followed by HSF2 and HSF 3 that ran from 1 April 2022 to 31 March 2023.
- 1.2 Under the three funds Lincolnshire County Council were awarded £5.46m each time and each fund came with a separate guidance from the Department for Work and Pensions on who the funding should be distributed to.
- 1.3 The County collaborated with the seven Lincolnshire District Councils on each of the three funds to reach as many people as possible with the funding.
- 1.4 On each round of funding the County has distributed vouchers to all families entitled to income-related free school meals.
- 1.5 On each round the seven Lincolnshire Districts have been awarded a percentage of the total fund to distribute in their areas and the districts have attempted to align their distribution to avoid a 'postcode lottery' of who gets funding and how much.
- 1.6 In the Autumn Statement in November 2022, it was announced that there would be a 4th round of Household Support Fund and in February 2023 some details of the funding were released. HSF4 will run for a full year up to 31 March 2024 and the funds distributed to County Councils and Unitary Councils reflect that the term is for a full year rather than 6 months.
- 1.7 The County and all seven District Councils have been meeting to discuss all the HSF processes since October 2021 and discussions on HSF4 started in February 2023.
- 1.8 It has been agreed that the County will distribute to families entitled to income-related free school meals and a portion of the funding will be set aside for a group of benefit recipients who the Department for Works & Pensions have omitted from their 'Cost of Living' 2023-24 payments and a group of Lincolnshire care-leavers. The remainder of the 2023-24 fund will be distributed to the seven Lincolnshire District.
- 1.9 It is estimated that WLDC will receive approximately £160,000.

2 Options for Distribution

- 2.1 Under the previous 3 HSF schemes different distribution methods have been tested by the District Councils in line with the guidance given by the DWP on each fund.
- 2.2 WLDC have tested a 'referral process' for funding whereby referrals were received from internal WL departments and external partners (e.g., Citizens Advice, Acis etc) who then accepted applications, assessed the applicants need and then referred the case for a payment via a food voucher and/or a utilities payment. WLDC have also tested distribution via 3rd parties including food banks and voluntary organisations and have tested an open application process where a fund was advertised, and residents applied for payments to be paid into their banks.
- 2.3 Each method of distribution has administration costs and the most expensive proved to be the referral process and the direct application process. The most cost effective and successful distribution to date has been to distribute the funds via third party organisations who have reached far more residents in need.
- 2.4 The guidance for HSF4 suggests that some funding be made available up to 31 March 2024 for residents to access via an 'open application' process and the guidance also suggests that the funding is distributed to residents who may not have benefited from previous schemes, or 2023-24 'Cost of Living' payments being paid out by the DWP.
- 2.5 Any household receiving a DWP means-tested benefit will automatically be given a 'Cost of Living' grant of £900 in 2023-24 and anybody claiming a disability benefit will get a £150 payment in Summer 2023 – payments will be made by the DWP.
- 2.6 Neighbouring Districts have tested using a 3rd party charitable organisation to administer an application-based process for HSF3 and this has been successful both in terms of reaching those in need and providing additional support in other areas of 'cost of living' challenges.
- 2.7 Given that HSF4 will run through to March 2024, it is suggested that West Lindsey distributes funding using a layered approach to ensure wider reach to customers and a reduced costly impact on the authority to administer the scheme for a year.

3. The Preferred Distribution Model.

- 3.1 Having administered HSF funds for the last 18 months using different distribution methods which produced different results, it is recommended that the HSF4 fund is paid out to residents via several different channels and processes but with them all being administered by 3rd party organisations.
- 3.2 The food bank and voluntary organisations distribution route has been tried and tested over the last 12 months and has proved very successful and attracts a small administration fee (10%)
- 3.3 An application- based process via a 3rd party charitable organisation has been tested by neighbouring Districts and has proved very successful and attracts an administration fee of 15%. This application-based process when administered by WLDC was very labour-intensive.
- 3.4 The District Council should retain a small percentage (10%) of the funding for contingencies and the cost of monitoring the spend and submitting returns to the County each month.

4. Recommendation

- 4.1 The Committee agree that the District funding received from Lincolnshire County Council should be distributed to residents most in need as follows:
 - 40% via food banks and voluntary organisations (to include 10% administration costs)
 - 50% via an open application process that will be administered until March 2024 via a 3rd party charitable organisation (to include 15% administration costs)
 - 10% to be retained by WLDC for internal administration of the fund and contingencies.
- 4.2 Where there are relatively minor amendments made to the scheme, unless these are considered 'significantly material' then the Benefits Manager in consultation with the Director of Change Management, ICT and Regulatory Services and the Committee Chair is delegated to implement these changes. This aids the scheme to adapt to any change in requirements that may need prompt action if required.



Corporate Policy Resources

7th June 2023

Subject: Home Energy Upgrade Grant 2 (HUG2)

Report by:

Sally Grindrod-Smith Director of Planning
Regeneration and Communities

Contact Officer:

Veronica Edwards
Senior Homes, Health and Wellbeing Officer.
01427 675 187
veronica.edwards@west-lindsey.gov.uk

Purpose / Summary:

To provide information on West Lindsey's HUG2
(Home Energy Upgrade Grant 2) allocation and
seek approval to sign the grant funding
agreement

RECOMMENDATION(S):

1 Corporate Policy and Resources Committee agree to accept the award of funding for HUG2 from Midlands Net Zero Hub (MNZH), and authorise the signature, and return of the grant funding agreement.

IMPLICATIONS

Legal:

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

MNZH will issue a grant funding agree to the Council. As accountable body, to the Central and South Lincolnshire Consortium, WLDC will seek a review of the grant funding agreement by Legal Services Lincolnshire.

The Council will need to ensure that HUG2 Delivery proposal is compliant with UK subsidy control rules. This will be reviewed by legal service Lincolnshire as part of the contracting procedure.

All procurement activity will be undertaken in line with the Council's Contract Procedure Rules (CPRs) and ultimately Public Contract Regulations 2015 (PCRs), which is embedded into UK Law. All frameworks which the Council are using and may consider using are PCR compliant.

Financial : FIN/20/24/SSC

Committee are asked to approve the signatory of the Grant Funding agreement, due to the value of the contract.

This project relies on securing of capital grant funding via Department of Energy Security and Net Zero (ESNZ) of £10mil to deliver the HUG2 scheme.

The Admin & Ancillary funding for 2023/24 will be received within ten (10) working days of signing the agreement and Information Sharing Agreement. A 5% deposit capital payment will be issued on approval of the Development Plan by MNZH. A 10% upfront capital payment will be issued on approval of the approval of MNZH Delivery Assurance Check with the Lead Funder (WLDC).

£92,286 (band 8) of the revenue allocation is ear-marked for the Fuel Poverty Project Officer (subject to job evaluation) hosted by West Lindsey District Council (WLDC). This will be a 24month contract.

Table below is an estimate costs based on Band 8 with estimate pay award of £1925 in 2023/24 and 2% each following year. However, this post is subject to Job evaluation and therefore the costs could change.

Fuel poverty Project Officer SCP	Salary with oncosts £
2023/24 for 9months	8a 32,400
2024/25 for 12months	8b 43,200
2025/26 for 3 months	8c 11,900
Total costs for 24 months	87,500

The grant funding has a number of conditions with the most significant financial conditions being;

- No additional grant funding will be forthcoming if the scheme overspends and therefore would require the Council to meet these costs.
- The grant may be reduced if the profiled delivery, as set out in the proposals, is not met. This would be commensurate with the percentage of profiled delivery achieved and applied to both the capital and revenue element of the grants.
- Any amounts unspent after the grant period will need to be repaid.

Staffing :

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

The scheme will be delivered by the following:

- Current staff within Homes, Health and Wellbeing Team
- a new post funded by the HUG2 administration allocation, hosted by WLDC,
- customer journey support provided by Yorkshire Energy Services (YES) appointed by Midlands Net Zero Hub
- installations, and all other services via delivery partner, procured via Fusion 21 Framework.

HR Ref: HR195-5-23. The post will be subject to JE.

Equality and Diversity including Human Rights :

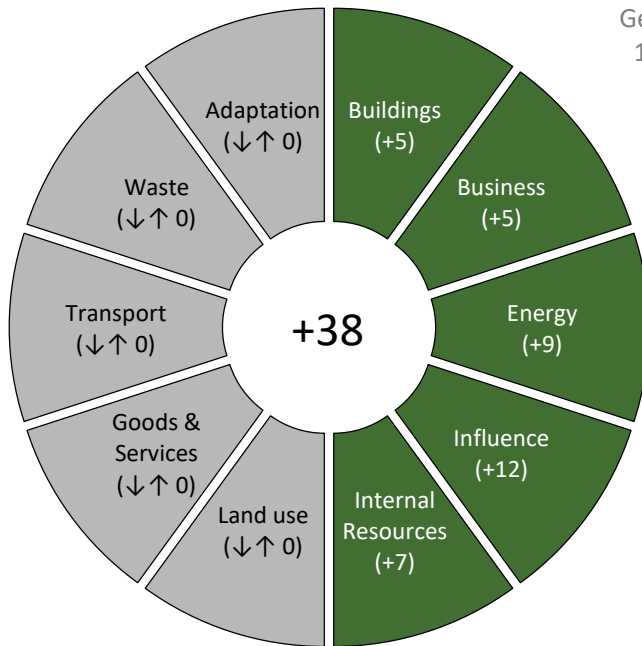
N/A

Data Protection Implications :

Data Sharing agreement in place with Midlands Net Zero Hub and Yorkshire Energy Services (YES)

Climate Related Risks and Opportunities:

Generated
11/05/23
v1.36



West Lindsey District Council will be net zero by 2050 (26 years and 7 months away).

West Lindsey District Council has set an ambition to become a Green Council. The Council has set a net-zero carbon target across its operations by 2050.

Installing energy efficiency saving measures within the home can help reduce emissions, and support the council's Sustainability, Climate Change and Environment Strategy.

Initiatives such as HUG2 tackles households in fuel poverty and assists in reducing energy demand. To promote incentives, we'll develop a communication plan, raising awareness, and help influence others in tackling climate change.

Becoming a net-zero carbon Council is very important for the Council; it will help protect the natural environment that so many of us enjoy.

Section 17 Crime and Disorder Considerations:

N/A

Health Implications:

Living in a cold, damp home is harmful to physical and mental health. Installing household energy efficiency measures, will not only reduce carbon emissions, but will make it easier and more affordable for residents to maintain a warm, comfortable environment, thereby reducing cold-related illnesses and associated stress.

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

Midlands Net Zero Hub Award letter

Mandatory skills (JD) for Energy Efficiency and Fuel Poverty Project Officer

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

Executive summary

Midlands Net Zero Hub (MNZH) have secured more than £82m of Government funding through HUG2 and of that £10m has been allocated to the Central and South Lincolnshire Consortium comprising of West Lindsey, North Kesteven, City Of Lincoln and South Kesteven Councils.

It is intended that funding secured from the Department for Energy, Security and Net Zero (ESNZ) will be used to carry out a range of improvements on homes owned by low-income families in the district – making them warmer, reducing energy bills, and improving the quality of citizens' lives.

A delivery plan must be submitted to Midland Net Zero Hub for approval before 1st September 2023. Work is already underway on the delivery plan, but a decision is required to accept the grant award and sanction return of the grant funding agreement from the S151 Officer/ Chief Exec.

This approval will enable delivery of the scheme to start immediately, with installations commencing as soon as contracts are in place, and release spend from the administration allocation which will fund the new, joint, Energy Efficiency and Fuel Poverty Project Officer post hosted by WLDC.

1: HUG

The Home Upgrade Grant (HUG) is a government-funded grant scheme that provides energy efficiency upgrades and low carbon heating to low-income households living in the worst quality, off-gas grid homes in England. HUG has two key objectives:

- To deliver progress towards the statutory fuel poverty target for England, by improving as many fuel-poor homes as reasonably practicable to a minimum energy efficiency rating of Band C by 2030, with the interim milestone of Band D by 2025; and
- To enable the delivery of the wider Net Zero programme to phase out high-carbon heating for homes off the mains gas grid, by growing supply chains and ensuring such policies do not act to the detriment of fuel-poor households.

HUG 2 is the second phase of the HUG scheme and builds on the policy specification of HUG 1, which has been delivering as part of the Sustainable Warmth Competition from early 2022. EPC band F-G homes should be upgraded to at least band D. EPC band D-E homes should be upgraded to band C. In cases where this is not possible within the cost caps, the Recipient should evidence that they have taken a fabric first and value for money approach to upgrades.

Delivery will run from April 2023 to March 2025.

2: Background

Central and South Lincolnshire Consortium formed to deliver the Sustainable Warmth Competition grants (LAD3/ HUG1) with delivery partner Yorkshire Energy Services (YES) in 2022. Due to the success of the scheme and good working relationships formed, the consortium has expressed to MNZH their intention to continue with the consortium to deliver HUG 2

Under LAD2 and Sustainable Warmth Competition (SWC), YES, were appointed by MNZH to deliver on the Customer Journey Support (CJS), YES have also been successful in this bid for HUG2 procured by MNZH.

As YES are an Energy Company Obligation provider, to offer customers further financial assistance, a joint statement of intent has recently been published by all members of the consortium to participate in the ECO4 Local Authority Flexible Eligibility scheme (LA Flex) (approved via MT)

Having one point of contact for all energy related initiatives in West Lindsey provides a clear, and smoother service for the customer.

YES, submitted an application for the joint delivery of LAD/HUG scheme, at the East Midlands Energy Efficiency Awards, under the Large-Scale Project of the Year category, we were honoured and delighted to achieve first place. The consortium have developed a great working relationship with delivery partner, YES, whom are equally passionate about tackling fuel poverty to improve people's lives.

On 22nd March 2023, a grant offer letter was received from MNZH for £20k to enable mobilisation of HUG2. A brief was agreed by Director of Corporate and Financial Services, outlining initial proposals for WLDC to hold funds on behalf of all consortium members, and the new Energy Efficiency and Fuel Poverty Project Officer post to be hosted by WLDC (agreed via management team 15th May 2023). Final approval to sign and return the grant funding agreement, to be sought via appropriate governance to hold funds and host post. There is also a requirement for consortium members Chief Exec or Section 151 officer agree to pre sign off at project completion stage.

On 12th April the signed grant offer letter for was returned, confirmation has been provided to MNZH that funds have been used for WLDC staff costs, and services from YES as detailed below.

- HUG2 market research and measure mix identification
- Production of project development plan
- Scheme specific marketing plan and engagement
- HUG2 consultancy on eligibility requirements, risks, and processes

3: HUG2 allocation, delivery, and timeframes

The table below outlines individual districts indicative allocation for each consortium member.

	Capital	Administrative Allocation
WLDC	£2,370,000	£237,000
COL	£575,000	£57,500
SKDC	£3,575,000	£357,500
NKDC	£2,815,000	£281,500
Total	£9,335,000	£933,000
Total Capital and A&A	£10,268,000	

The Grant in the First Contract Year is £4,107,400.00. The Grant in subsequent Contract Years will be confirmed by the MNZH in writing dependant on delivery assurance check of the first year.

Table below shows the total allocation for HUG 2 for the First Contract Year.

Table 1 - HUG 2 (2023/24) Allocation and Deliverables						
Total Year Allocation	First	Total Capital Allocation	Admin & Ancillary Max (10%)	Capital upfront payment (15%) On completion of DAC	Total First Year Upfront payment	Expected No. Homes
£4,107,400.00		£3,734,000.00	£373,400.00	£560,100.00	£933,500.00	208

A 10% Admin & Ancillary payment will be provided at the start of each financial year.

HUG can be provided to all tenures, but social housing for 'in-fill' purposes is capped at 10% of total number of homes and park homes are capped at 10% of total number of homes treated.

Eligible measures for installation include, but are not limited to, wall, loft and underfloor insulation, and lowcarbon heating technologies (excluding those that contain a fossil fuel component).

A delivery partner will be procured via Fusion 21 Decarbonisation Framework, it is anticipated this will be YES via a direct award to continue the positive working relationship and outcomes achieved in previous initiatives.

The MNZH require the Council to submit a local authority delivery plan, outlining how it intends to allocate the HUG2 grant to fuel poor households in the Consortium Districts. The Delivery plan must set out the number of properties, type of measures and cost of the retrofit works the council expects to be able to deliver by March 2025.

Deadline for returning the grant funding agreement and submitting the Council's Delivery Plan – 1st September 2023. As the lead authority, this will be led and submitted by WLDC but the plan will be drafted by the consortium as a whole.

The Council will be expected to submit monthly reports to MNZH on progress delivery.

Delivery of HUG2 will also be monitored via KPI'S and Housing and Wellbeing Programme Board as with SWC.

4 Decision and Next Steps

WLDC are required to sign and return the grant funding agreement and delivery plan no later than the 1st September 2023, however we wish to return as soon as possible for continuity of HUG1 to HUG2. On signing the grant funding agreement, the council will receive 10% admin and ancillary costs, followed by a 15% deposit payment (after Delivery Assurance Check approval by MNZH).

A new Energy Efficiency and Fuel Poverty Project Officer will be appointed on a 24-month contract, funded by the administration allocation. This will be hosted by WLDC.

A decision is being requested to seek approval for signing and returning the grant funding agreement.

Recommendations

1 Corporate Policy and Resources Committee agree to accept the award of funding for HUG2 from Midlands Net Zero Hub (MNZH), and authorise the signature, and return of the grant funding agreement.

Agenda Item 6c



**Corporate Policy and
Resources Committee**

Wednesday, 7 June 2023

**Subject: Progress and Delivery Quarter Four Report and Summary of
Year End Performance 2022/23**

Report by:

Director of Change Management, ICT &
Regulatory Services

Contact Officer:

Claire Bailey, Darren Mellors
Change, Projects and Performance Officer,
Performance & Programme Manager

claire.bailey@west-lindsey.gov.uk,
darren.mellors@west-lindsey.gov.uk

Purpose / Summary:

To consider the Progress and Delivery report for
quarter four (January – March) including
performance improvement plans and year-end
2022/23.

RECOMMENDATION(S):

1. To assess the performance of the Council's services through agreed performance measures and indicate areas where improvements should be made, having regard to the remedial measures set out in the report.
2. To approve the Progress and Delivery Performance Improvement Plan for Quarter Two (January-March) 2022/23

IMPLICATIONS

Legal: None as a result of this report

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

Financial : None as a result of this report

FIN/15/24/SL

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

Staffing : None as a result of this report

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

Equality and Diversity including Human Rights :

None as a result of this report

Data Protection Implications : None as a result of this report

Climate Related Risks and Opportunities: None as a result of this report

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

Health Implications: None as a result of this report

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

None as a result of this report

Risk Assessment :

None as a result of this report

Call in and Urgency:

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

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

Yes

No

x

Key Decision:

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

Yes

No

x



Progress and Delivery Report

Quarter Four 2022/23
January - March

Executive Summary

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

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

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




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

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

Key to KPI Ratings Used

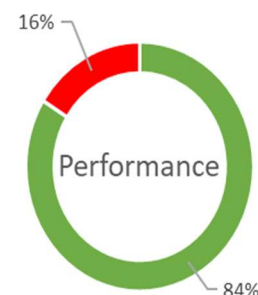
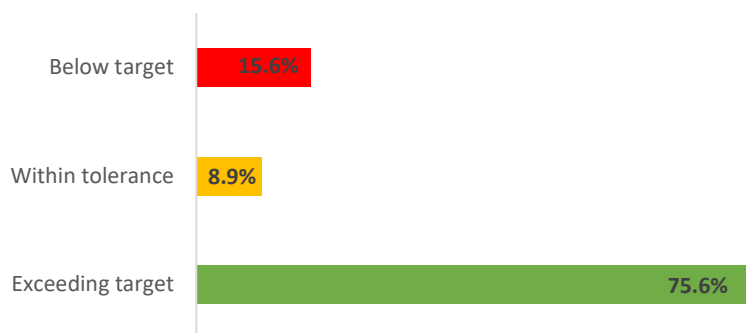
This report includes Key Performance Indicators (KPIs) set for 2022/23 where progress is assessed against agreed targets. Progress against targets is assessed by RAG (Red/Amber/Green) ratings. Progress is also assessed in terms of direction of travel (DoT) using arrows.

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

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

Overall Summary of Council Performance

Overall Performance Summary Quarter Four 2022/23



- Measures exceeding target for 2 quarters or more
- Measures below target for 2 quarters or more

Portfolio	No of KPIs ¹	KPIs exceeding Target	KPIs within tolerance	KPIs below target
Corporate Health	10	8	0	2
Change Management, ICT and Regulatory Services	18	16	1	1
Finance Business and Property Services	1	1	0	0
Homes and Communities	3	0	2	1
Operational and Commercial Services	9	5	1	3
Planning and Regeneration	4	4	0	0
TOTAL	45	34	4	7

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

Corporate Health

- **COF02** – Whilst number of days taken to pay invoices continues to remain below target for quarter four, it remains in line with the Council’s contractual standard payment terms of 30 days.

- **COF03** - The end of quarter four reports a surplus of £564k underspend on the forecast budget, which equates to a -3.72% variance against the revised budget. The variance within this position includes pressures resulting from: £117k against salary budgets, £118k for fleet repairs and maintenance, £356k reduced car park income, and £54k increased cost of fuel. This is offset by savings: £398k interest receivable, £151k government grants received in final quarter, £118k reduction of the credit loss provision, £85k planning fee income above budget, £79k grounds maintenance contract, £51k review of earmarked reserves held within service budgets.

- **CUS01** –Customer satisfaction has increased during quarter four to 81%, a 10% increase compared to quarter four 2021/22 where customer satisfaction was 71%. A total of 2336 customer satisfaction surveys were distributed throughout quarter four, with a total of 423 responses received, equating to a response rate of 18.11%.

Customer satisfaction featured within the Performance Improvement Plan for the previous two quarters, quarter four sees the measure exceeding the 75% target for the first time during 2022/23. Work is ongoing to maintain this by involving a wider selection of teams in the satisfaction surveys and work is planned with teams to publish set service standards so customers have a level of expected standard the teams have committed to.

- **CUS04** – Quarter four has seen the number of complaints where fault has been identified decrease. Overall, 17 complaints were either fully or partially upheld during quarter four, this equates to an upheld rate of 33%.

HUM01 – The increase in absenteeism relates to a number of staff on long term sickness.

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
COF02 - Average number of days taken to pay invoices **Included in PIP**	18 days	14 days	21 days		↓
COF03 - Overall Council budget forecast outturn	-1.42%	0.00%	-3.72% ¹		↓
CUS01 - Overall Customer Satisfaction	71%	75%	81%		↑
CUS04 - % of complaints where the Council is at fault	44%	45%	33%		↑
CUS05 - Average number of calendar days taken to resolve a complaint	7 days	21 days	7 days		→
GLC01 - Number of data breaches resulting in action from the Information Commissioners Office	0	0	0		→
GLC02 – Number of FOI requests received	179	N/A	154	-	-
GLC03 - % of FOIs completed within 20 working days	99%	97%	100%		↑
GLC04 - Number of FOI challenges upheld	0	0	0		→
HUM01 - Staff absenteeism	0.49 days	0.60 days	0.70 days		↓
HUM03 – Health & Safety incidents	6	N/A	23	-	↓
ICT05 - Server and system availability	100%	98%	100%		→

¹ Subject to final review of the statement of accounts

Performance Improvement Plan

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

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

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

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

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

Performance Improvement Plan

Page 42

Portfolio / Service	Measure	Reason	Impact	Actions – what can we do to improve?	When will we start to see an improvement?
Change Management and Regulatory Services	LLC02 – Local Land Charges Market share	<p>A focus has been applied on improving the service delivery and turnaround time to our customers and businesses. It was viewed that this would have a positive impact on our market share, however this has not been realised.</p> <p>Reasons for this are currently being looked into. Work will be undertaken to clarify this and develop a plan with recommended options for moving forward.</p>	The long-term impact will be on the income received by the service.	A review of the potential market share of the service.	<p>The completed review has highlighted the competitive nature of the market and future options are being assessed.</p> <p>The transfer of Local Land Charges data to the HM Land Registry's digital service went live on the 18th April. Following the transfer further consideration needs to be given to this measure going forward.</p>
Finance Business and Property Services / Finance	<p>COF02 - Average time taken to pay creditor invoices</p> <p>*Corporate Health Measure*</p>	<p>The Council's contractual standard payment terms are 30 days which all suppliers sign up to. Our payments system is configured to deliver all payments to payment terms. The only deviation from this is small local suppliers who are able to set shorter payment terms which we adhere to.</p> <p>As part of the planned review of performance measures and targets for 2023-24, the target for this measure will be amended to align with the Council's standard contractual terms and conditions.</p>	It is essential that during these times of increased interest rates that the authority obtains best value for the tax payer.	To pay to terms and to ensure that where we use smaller suppliers that have shorter payment terms than 30 days that these terms are adhered to. There is no evidence that these shorter payment terms are not being adhered to.	Following approval at committee in February this measure will be amended for the 2023/24 measure set and will be removed from the Performance Improvement Plan following quarter four.
Homes and Communities / Homes,	HHW01 - Average number of	Remedial actions implemented following the T24 review of the service are already taking effect as we see the number of adaptations	Enabling vulnerable and disabled	T24 review of service delivery model (completed - Dec 21)	Mar-23

Portfolio / Service	Measure	Reason	Impact	Actions – what can we do to improve?	When will we start to see an improvement?
Health and Wellbeing	calendar days from receipt of completed DFG application to completion of works	completed within 120 increase alongside the average number of days adaptations take to complete decrease.	residents remain living independent within their own homes	Evaluating the impact of the T24 review (Jan 23).	
Operational and Commercial Services / Markets	MKT01 - Average number of market stalls on a Tuesday	Reduced number of stalls - lack of town centre offering in terms of shops and change in habits.	Potential loss of historic market in the town.	Market function review approved at both Prosperous Communities and Corporate Policy & Resources which includes a three-year action plan. This predicts gradual improvement, unlikely to see a difference in the first year.	2023-2025
Operational and Commercial Services / Markets	MKT02 - Average number of market stalls on a Saturday				
Operational and Commercial Services / Waste Management	WAS03 - Recycling Rate	Two extremely dry months - reduction in green waste (heaviest material). Introductions of the twin stream recycling which caused initial short-term bin rejections.	Failure to meet Government targets and the Council's commitment as part of the objectives in the Lincolnshire Joint Municipal Waste Management Strategy.	Continued communication plan - posting online messages to avoid rejections and to aid customer support and buy in.	Dependent on climatic conditions possibly 2022/23. Depending of legislation food waste collections could be rolled out from 2025.

Change Management, ICT and Regulatory Services Performance Summary

Services Included:







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




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

Supporting narrative and service breakdown on the pages to follow.

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
BEN02 – Claims older than 30 days	10	12	8	●
ENV02 – % of environmental protection cases closed within six months	100%	75%	100%	●
FDS02 – % of registered food premises rated three stars or above	97%	96%	98%	●
ENF02 – % of planning enforcement cases given an initial response within 20 days	95%	90%	95%	●
ENF03 - % of planning enforcement cases closed within six months	91%	75%	87%	●
ENF05 - % of housing enforcement cases closed within six months	77%	75%	83%	●
LLC03 – Average number of working days to process a search	1 day	10 days	2 days	●
LLC04 – % of searches processed within 10 working days	100%	86%	100%	●
LIC01 – % of licensing applications processed within target time	100%	96%	99.5%	●

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
LOT01 – Number of properties on the Council Tax base per FTE	7,260	5,000	6,289	
LOT03 – Council Tax in year collection rate	83.12%	98.02%	98.28%	
LOT05 - NNDR in year collection rate	86.31%	96.75%	99.32%	
SYS01 – Website availability	100%	98%	100%	
SYS02 – % of Systems Development request completed within 10 working days	99%	85%	99%	
SYS03 – LLPG standard	Gold	National Standard	Gold	


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

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
LLC02 – Local Land Charges Market share	26%	40%	27%	

Environmental Protection

ENV01/02 - The Environmental Protection team continue to see a high level of demand across its functions. All roles within the work area are now occupied, with two of the team working towards becoming fully qualified Environmental Health Officers as they continue to learn and develop across all the disciplines. The statutory requirements within the work areas continue to be met within the resources that are available.

Performance Exceptions


KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
ENV01 – Number of Environmental Protection requests received	219	N/A	184	-	
ENV02 – % of Environmental Protection cases closed within six months	99%	75%	100%		↑

Food Safety

FDS01 - The Council have completed over 90% of its required food inspections during the year and have ensured that all higher risk premises have been inspected within their required timescales. This has helped to ensure the additional backlog created by Covid-19 has been addressed and the service continues to move towards an inspection regime that was in place prior to Covid-19.

FDS02 - The level of compliance overall remains high for premises; however, additional intervention work has been required across a greater number of premises due to the time lapsed between inspections due to the delays from the pandemic. The work area has also been able to restart the sampling regime, which is one of the tools which helps to keep our residents and visitors safe. Alongside this work, a proactive health and safety project has been delivered, focussing on those businesses where the district has a remit to enforce health and safety. This work included visits to 32 premises and a significant number of contraventions of the law that have been resolved due to the intervention of the Council.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
FDS02 – % of registered food premises rated three stars or above	98%	96%	98%		→

Housing and Planning Enforcement




The measures across all three work areas have improved throughout the year and have maintained consistent performance, which in turn helps to ensure that the service experience is consistent.

ENF02 - Particular improvement has been made within the planning enforcement work area in relation to initial response times and speed of overall closures.

The overall caseload in this work area has also reduced due to the enhanced speed in which cases are being dealt with.

ENF04 - There has been an increase in the number of reports made in regards to Private Sector Housing, this is attributed to the increased communications in relation to damp and mould that have occurred. This work area is embarking on a proactive project in 2023/24, which should result in a further increase of positive outcomes.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
ENF01 - Number of planning enforcement requests received	67	N/A	70	-	-
ENF02 - % of planning enforcement cases given an initial response within 20 days	77%	90%	95%		↑
ENF03 - % of planning enforcement cases closed within six months	78%	75%	87%		↑
ENF04 - Number of housing enforcement requests received	48	N/A	65	-	-
ENF05 - % of housing enforcement cases closed within six months	76%	75%	83%		↑
ENF06 - % of community cases closed following compliance	N/A	N/A	41%	-	-

ICT

ICT01 –2022/23 reported a total of 77 ICT customer satisfaction survey distributed to internal customers who had logged ICT Service Desk tickets with a total of 52 responses received, equating to a response rate of over 67%.

The ICT Team have completed a review of how issues should be defined for actions and how ICT Service Desk tickets are recorded and managed within the team to provide a better customer experience. The improved service delivery is reflected in the customer satisfaction score of 98.85%.

Performance Exceptions




KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
ICT01 – Customer Satisfaction	N/A	N/A	98.85%	-	-
ICT02 - % of high priority ICT helpdesk calls closed within 24 working hours	N/A	N/A	100%	-	-
ICT03 - % of medium priority ICT helpdesk calls closed within 74 working hours	N/A	N/A	100%	-	-
ICT04 - % of low priority ICT helpdesk calls closed within 48 working days	N/A	N/A	100%	-	-

Local Land Charges

Throughout 2022/23 the focus of Local Land Charges has been to assist with the migration of the LLC1 search element to HM Land Registry whilst continuing to deliver a high performing, and consistent, service to its customer base. This was recognised nationally in March 2023 when the service was awarded ‘Local Authority Searches Team of the Year’ at the Land Data Local Land Charges Awards.

LLC02 - It was assumed that the consistent high performance would result in an increase in market share however this was not realised due to the competitive nature of the market. The focus of 2023/24 will be to understand the potential of increasing the market share whilst continuing the deliver a high performing service.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LLC01 – Number of Local Land Charge searches received	922	N/A	628	-	-
LLC02 – Market share **Included in PIP**	35%	40%	27%		↓
LLC03 – Average number of working days to process a search	8.1 days	10 days	2 days		↑
LLC04 – % of searches processed within 10 working days	100%	86%	100%		→
LLC05 – Income Received	£38,668	N/A	£23,546	-	-

Licensing

LIC01 - The licensing service continues to operate effectively and efficiently, dealing with 99.5% of applications within the required timeframes. The work area has dealt with a number of appeals throughout the year and has enhanced its compliance work across the district as part of an improved proactive approach to monitoring premises. This has included joint working with Trading Standards to address problem premises across the district.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LIC01 – % of licensing applications processed within target time	100%	96%	99.5%		↓

Benefits

BEN01 – Quarter four sees a reduction in end to end processing times, influenced by new year rent increases being input ahead of 1 April.

BEN02 - Claims older than 30 days reported at 8 days for quarter four - new claims are prioritised and performance in March has been maintained despite numerous rent increases being received and increased phone calls prompted by the new year entitlement letters being issued. New Claims continue to be a priority and the 'Over 30 days' claims are monitored weekly.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
BEN01 – End to end processing times	4.2 days	5 days	3 days		↑
BEN02 – Claims older than 30 days	16.3	12	8		↑

Council Tax and NNDR


LOT03 - A collection rate of 98.28% is reported for 2022/23 with the team collecting a total of £63.4 million of £64.5 million due. This is a £4.2 million (0.26%) increase on the previous year.

This is a remarkable achievement as the team have faced a number of challenges this year with staff changes, the successful roll out of the council tax energy rebate scheme and the ongoing impacts of the cost of living crisis on our council taxpayers.

LOT05 – A collection rate of 99.32% is reported for National Non-Domestic Rate (NNDR) with the team collecting £1.7 million (2.58%) more during 2023/24. The increase due mainly to the award of the Covid Additional Relief Fund (CARF) payments being applied for during 2021 but allocated in September 2022. This delay in allocating payments was caused by a delay in the issue of Government guidance for this scheme.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LOT01 – Number of properties on the Council Tax base per FTE	5,707	5,000	6,289		↑
LOT02 – Amount of Council Tax collected	£9,071,766	N/A	£9,661,921	-	-
LOT03 – Council Tax in year collection rate	98.02%	98.02%	98.28%		↑

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LOT04 – Amount of NNDR collected	£2,927,960	N/A	£2,154,691	-	-
LOT05 - NNDR in year collection rate	96.75%	96.75%	99.32%		↑




Systems Development

SYS01- Continued monitoring to ensure availability and no broken links to guarantee the standard is maintained.

SYS02 - Automated allocation of requests to the correct officer ensures no delays in work being reviewed and work completed in a timely manner.

SYS03 - LLPG Standard is measured nationally against nine set criteria on a daily basis. Constant management of address data and creating new postal addresses ensures we maintain the highest possible standard.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
SYS01 – Website availability	100%	98%	100%		→
SYS02 – % of Systems Development request completed within 10 working days	99%	85%	99%		→
SYS03 – LLPG standard	Gold	National Standard	Gold		→

Finance, Business and Property Services Performance Summary

Services Included:

- Property and Assets



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

Supporting narrative and service breakdown on the pages to follow.

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
PRO03 – Rental portfolio voids	1.3%	12%	4%	●


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

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

Property & Assets

PRO03 – The Councils rental portfolio voids have increased, with 4% reported at the end of quarter four. This relates to two voids, both units within The Plough, the units are generating interest but no commitment to date.

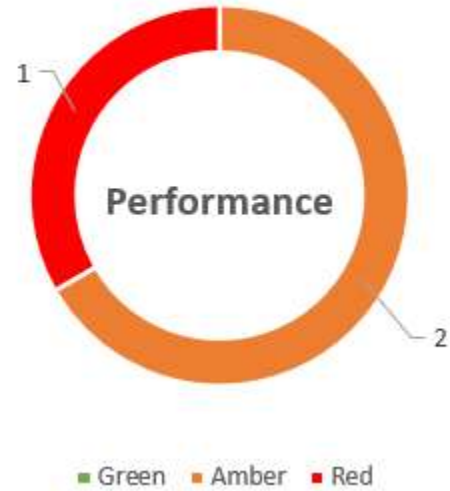
Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
PRO03 – Rental portfolio voids	3%	12%	4%		↓

Homes and Communities Performance Summary

Services Included:

- Communities
- Homelessness
- Homes, Health and Wellbeing
- Housing



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

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

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

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
HHW01 – Average number of calendar days from receipt of completed DFG application to completion of work	162 days	120 days	155 days	●

Communities

COM01 – The Councillor Initiative Fund made 171 awards, equaling a total of £67,717 during 2022/23.

COM02/03 – At the close of the year Match Funding Grant has made a total of 23 awards equaling £136,043.87, which has helped secure £805,723 of match funding over the course of the year.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
COM01 – Total number of grants awarded	N/A	N/A	195	-	-
COM02 – Total value of grants awarded	£133,738	N/A	£202,761	-	-
COM03 – External community funds levered by WLDC	£534,193	N/A	£805,723	-	-

Home Choices

Quarter four has received the highest number of homelessness approaches, receiving 182 compared with an average of 141 taken from the three previous quarters.

HME01 – The number of homelessness approaches with positive outcomes reported at 105 for quarter four, which is the same as reported in quarter three.

HME02 – The percentage of homelessness approaches being prevented or relieved decreased in quarter four to 70.3%, when compared to 78% in quarter three. The team currently record those who have withdrawn their application as an unsuccessful prevention or relief, however it may just be that they no longer require our services. A total of 23 applications were closed in quarter four due to ‘contact lost’. In line with the ongoing proactive work and as part of the homelessness assessment, the team will start gathering information from applicants about engagement with other services and if concerns are raised around how someone will engage with our services we will refer to wellbeing, social prescribing or housing related support to help with this.

HME03/04 - Cross Street utilisation remains high but demand from priority need applicants means that B&B use is still unavoidable. A project is currently in the early stages to look at options and potential solutions to increase availability of non-B&B temporary accommodation. A total of five households were accommodated in B&B’s under SWEP (Severe Weather Emergency Protocol) during quarter four.

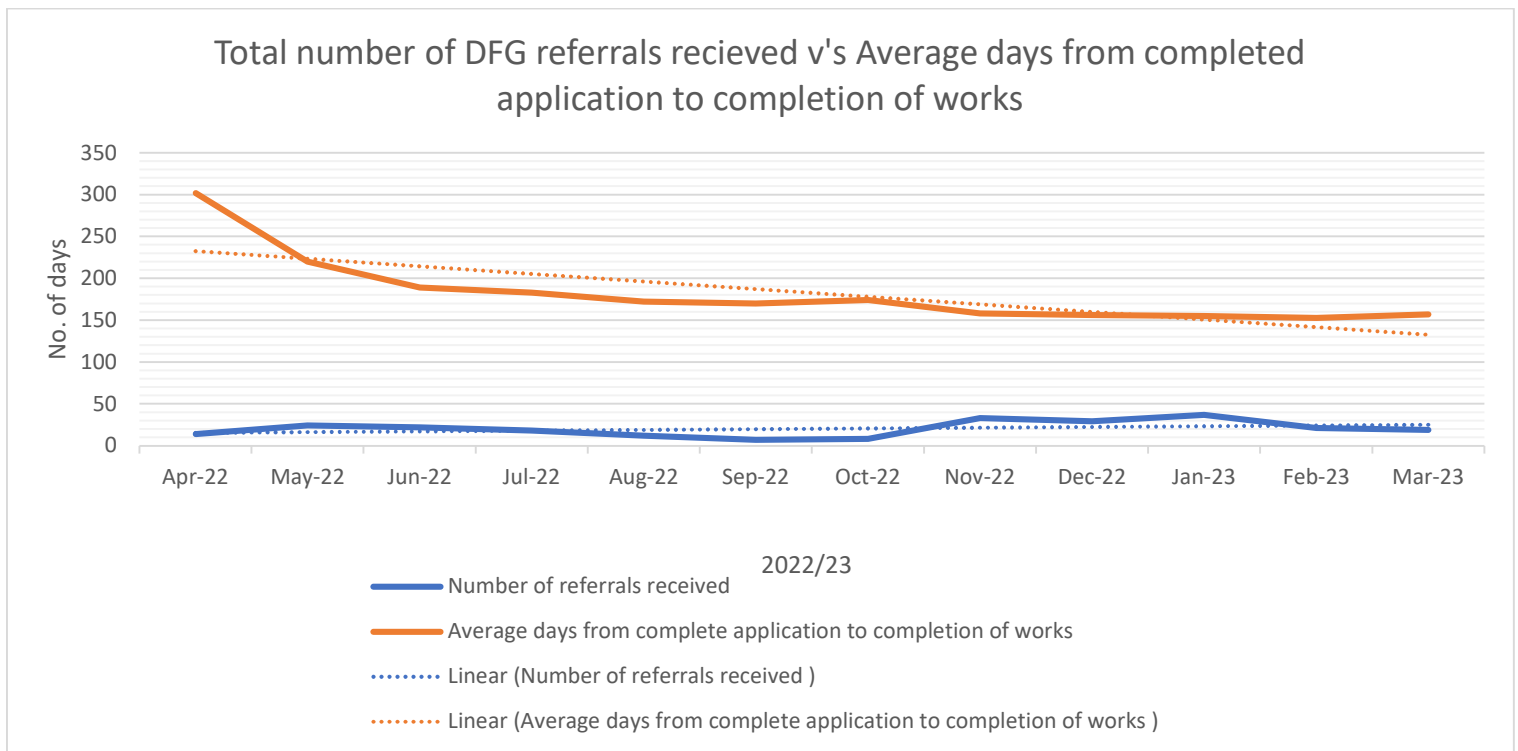
Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
HME01 – Number of homelessness approaches with positive outcomes	N/A	N/A	105	-	-
HME02 - % of homelessness approaches that are prevented or relived	N/A	N/A	70.3%	-	-
HME03 – Total number of households in leased/B&B accommodation	N/A	N/A	50	-	-
HME05 - % of households spending 56 nights or more in leased accommodation	N/A	N/A	30%	-	-
HME06 – Number of households in B&B accommodation	11	N/A	39	-	-
HME07 % of households spending more than 35 nights in B&B accommodation	N/A	N/A	10.3%	-	-

Homes, Health and Wellbeing

HHW01 – The average number of calendar days from receipt of completed DFG application to completion of work (HHW01) has been a measure under review over the course of 2022/23. HHW01 featured within the performance improvement plan with remedial actions in place, progress has been monitored and reported over the course of the year. Whilst the measure continued to exceed the agreed target of 120 days, the team have made great progress in reducing the number of days to complete DFG applications.


The chart below highlights the performance of KPI 'HHW01' when comparing the number of referrals received (between the period of April 2022 and March 2023) with the average number of days taken to complete. The chart highlights the downward trend over the course of the year which the team have maintained with increased number of referrals. To further highlight the achievement the table below shows a 58% increase in referrals received from 2021/22 when compared with 2022/23, a total of 102 additional referrals.



	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Number of DFG referrals received	106	131	158	176	142	244

Looking ahead to 2023/24 and the significant budget pressures that DFG's continue to face, a new priority system is to be rolled out which will see DFGs categorised into priority order, a move from referrals being dealt with by date order. The categorisation of priority order to be undertaken by Occupational Therapists will see the more urgent adaptations delivered as quickly as possible. The budget constraints will mean that the referrals categorised as non-urgent will be delayed. Due to the budget pressures, the target of 120 days is not going to be met and it is likely this indicator will show a move towards longer timeframes, but the reporting of this measure will continue into 2023/24 in the same way and will be supported with the new categorisation breakdown so that performance in this area maintains visible and effectively communicated.

Performance Exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
HHW01 – Average number of calendar days from receipt of completed DFG application to completion of work **Included in PIP**	197 days	120 days	155 days		↓
HHW02 - % of DFG referrals completed within 120 calendar days	N/A	N/A	44%	-	-
HHW03 – Number of long-term empty properties in the district	491	N/A	615	-	-

Operational and Commercial Services Performance Summary

Services Included:

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



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

Supporting narrative and service breakdown on the pages to follow.

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
LEI09 - % of customers reporting satisfaction with West Lindsey leisure facilities	95%	75%	92%	●
STR01 – % of fly-tipping collected within 10 days	100%	90%	99.3%	●
TAC01 – Total number of performances and screenings held	56	8	52	●
TAC03 – Total number of engagement activities held	80	12	65	●
TAC05 – Average spend per head on secondary sales	£2.75	£2.30	£2.92	●
WAS02 – Amount of residual waste collected per household	40 kg	45 kg	42 kg	●

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

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
MKT01 – Average number of Tuesday market stalls	26	37	23	●
MKT02 - Average number of Saturday market stalls	10	14	7	●
WAS03 – Recycling rate	41%	50%	17.5%	●

Building Control

BDG03 –Market share remains within the approved tolerances set with an average of 75% for quarter four.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
BDG01 – Income received	£61,856	N/A	£49,114	-	-
BDG02 – Applications received	178	N/A	181	-	-

Crematorium

LFC01/LFC03 - Quarter four reported an increase in services, with 177 services in total when compared to the previous year's quarter four where 127 services were held, which in turn has increased income for the quarter.

LFC03 – 21.7% of services held during quarter four were direct funerals, an increase when compare with quarter three where 14% of services were direct funerals. The increase this quarter has been due to a competitor for direct funerals being closed for maintenance during March and the Lincolnshire Co-Op Funeral Services diverting their direct funerals to Lea Fields.

Following the opening of Lea Fields in January 2020, West Lindsey signed up to The Institute of Cemetery and Crematorium Management (ICCM) Metal Recycling Scheme, which was set up so that with the consent from families, orthopaedic implants recovered after cremation are recycled and any money raised is used to give back to bereavement related charities. As part of this scheme quarter four provided the opportunity to funeral directors who used our crematorium September 1st 2022 onwards the chance to enter a draw to nominate a single charity. Following the draw the successful funeral director nominated LIVES, who will benefit from a donation of £12,000 to be paid during May.

The National Association of Funeral Directors quarterly meeting was hosted by Lea Fields on 21st January, the event attracted a large attendance and was so well received, our facility has been requested to use again.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LFC01 – Services held	127	N/A	177	-	-
LFC02 – Direct funerals held	N/A	N/A	76	-	-
LFC03 – Income received	£109,618	N/A	£149,626	-	-
LFC04 – Secondary sales	N/A	N/A	£1,345	-	-

Contracts Management

GLC06 – No contracts have expired within quarter four.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
GLC06 - Number of expired contracts	N/A	N/A	0	-	-

Leisure Contract

LEI01 - Gym Memberships have increased during quarter four, ending the quarter with 1946 full fee-paying members at Gainsborough and 667 at Market Rasen, a total of 2613 across both sites an increase of 170 when compared with 2443 in quarter three.

LEI04 – The senior active programme sessions continue to operate at over 75% capacity with the sessions including Easy Line, SIT Fitness and Stretch and Sculpt. A total of 1137 users participated in the programme which has increased from 1066 in quarter three.


The bi-weekly dementia group held at Gainsborough Methodist Church continues. The low intensity sports sessions delivered by Everyone Active continue, they include walking netball and walking football at both facilities along with cricket sessions and wheelchair basketball at Market Rasen.

LEI06/07 - In addition to the active senior programme the ongoing outreach work includes:

- **Care Homes:** There are five care homes currently taking up this weekly provision, the sessions offer a variety of activities from balloon volleyball, chair-based exercise, boccia and new age curling. Everyone Active remain committed to rolling this out to as many care homes as possible however there are issues with funding from the care homes with some seeking to reduce to a fortnightly provision rather than the weekly offering, which creates challenges with recruitment.
- **Fit Villages:** The scheme launched in January 2023 with a disappointing response; only two Fit Villages signing up to the initiative – concerns with villages finding sufficient funding / heating facilities and finding the right activity to suit all.
- **Working with Gainsborough Voluntary services:** 15 clients continue to regularly use the West Lindsey facility these include clients accessing the gym, swimming pool, walking groups and network to Badminton groups.
- **One You Lincolnshire:** The free 12-week scheme has 52 active clients currently. Following the success, the scheme was rolled out to Market Rasen, this has proved positive to date with 17 active clients.
- **FA Girls Wild Cats at Market Rasen:** Continues to be hugely popular with 35 girls attending weekly.
- **Lincolnshire Co-op Health Walks:** A revamp of this activity will be launched as we had low members through the winter months and need to look at other initiatives to encourage more usage.

Moving into 2023/24 there are plans to run a radio campaign and increase advertising locally. There will be new membership joining offers in quarter one with work ongoing to promote the parkinson, Ukraine refugees and care leavers memberships.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
LEI01 - Number of individual full fee-paying leisure centre members	N/A	N/A	2,613	-	-
LEI02a - % of full fee-paying members visiting the Gainsborough leisure centre at least once a week	N/A	N/A	72%	-	-
LEI02b - % of full fee-paying members visiting the Market Rasen leisure centre at least once a week	N/A	N/A	61%	-	-
LEI03 - % of full fee-paying members using the wet side at least once per week	N/A	N/A	79%	-	-
LEI04 - Number of users of the senior's active programme	N/A	N/A	1,137	-	-
LEI05 - Number of non-members using the leisure centres	N/A	N/A	7,936	-	-
LEI06 - Number of outreach sessions held	N/A	N/A	17	-	-
LEI07 - Number of outreach users	50	N/A	188	-	-
LEI08 - Number of leisure centre users referred through the Healthy Lifestyle scheme	369	N/A	91	-	-
LEI09 - % of customers reporting satisfaction with West Lindsey leisure events and facilities	96%	75%	92%		↓

Markets



MKT01- Quarter four has seen a small decrease in the number of market stalls taken up by our market traders on a Tuesday, with an average take up of 23 per week when compared with 25 in quarter four 2021/22.

MKT02 - Quarter four also reports a decrease in the number of market stalls taken up by our market traders on a Saturday, with an average take up of 7 per week when compared with 10 in quarter four 2021/22.

MKT03- The number of market traders has maintained levels over the course of the year, with an average of 16 traders for 2022/23. Quarter four reports a decrease in the number of traders attending our market on a Tuesday & Saturday, with an average take up of 15 traders, compared with 17 in quarter three.

The support package agreed with Marshalls Yard until April 2023 has come to an end. The Towns Manager is now in post; responsibilities include managing the general market as well as the farmers market and in addition, the delivery of two main events to run alongside the general market and smaller events alongside the farmers market.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
MKT01 – Average number of Tuesday market stalls **Included in PIP**	25	37	23		↓
MKT02 - Average number of Saturday market stalls **Included in PIP**	10	14	7		↓
MKT03 - Number of market traders	N/A	N/A	16	-	-

Street Cleansing


STR01 – A total of 429 instances of fly tipping were reported during quarter four, an increase of 38.83% when compared with 309 instances in quarter three. However fly tipping incidents for the same time period as last year have decreased by 18.59% decreasing from 527.

A total of 427 of the 429 fly tipping instances reported were collected within ten days, this represents a collection/removal rate of 99.53%

As part of the ongoing work between the Environmental Protection and Street Cleansing Team to reduce fly tipping within the district, three cameras have been installed in rural hotspot areas. The new cameras form part of a wider proactive approach that has been taken in regards to fly-tipping over the last year. This includes the introduction of out of hours patrols, some of which are undertaken jointly with the Police, the use of high visibility tape to inform residents we are aware of fly-tips and attendance at 180 incidents of fly-tipping where an investigation is needed. This resulted in 21 fly-tipping fixed penalties being issued, a significant increase from the 9 issued in 2021/22.

Counts of fly-tipping by waste / incident size	
Single item	46
Car boot load or less	114
Small van / transit van load	222
Tipper lorry load / significant or multiple loads	47

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
STR01 – Percentage of fly-tipping collected within 10 days	99%	90%	99%		→




Trinity Arts Centre

TAC01 – Quarter four marks a strong start to 2023 for the Trinity Arts Centre, with a total of 52 performance/screenings held, although this is a decrease from quarter three 28 of the 56 performance/screenings held were pantomime performances.

Quarter four saw the introduction of a new programme of work; folk music. TAC hosted two national bands in the world of folk FARA and McGoldrick, McCusker and Doyle who all played their latest album release. These artists attracted a new audience to the theatre, with more folk performances planned later in the programme.

TAC03 - Strong relationships continue with our regular hirers which was further enhanced by partnership working during February half term where TAC collaborated with a customer to deliver some bespoke children's workshops. The success of these meant the workshops were quick to sell-out and the hirer has since seen an increase in student admissions to their weekly classes.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
TAC01 – Total number of performances and screenings held	13	8	52		↑
TAC02 - Audience figures as a % of capacity	N/A	N/A	33%	-	-
TAC03 – Total number of engagement activities held	151	12	65		↓
TAC04 - Income received	£39,108	N/A	£57,324	-	-
TAC05 – Average spend per head on secondary sales	£2.75	£2.30	£2.92		↑



Waste Management

WAS02 –The amount of residual waste collected per household continues to exceed target, however weights have increased over the course of the year, with quarter four averaging 42kg. Communications regarding the purple lidded bin and the “right thing, right bin” campaign continues, with the aim to increase resident’s awareness of what is recyclable and what needs to go in the residual bin.

WAS03 – The end of quarter four marks a full year following the introduction of paper and card collections, a marked reduction in contamination rates is reported with a 50% reduction overall. The Lincolnshire Waste Partnership is continuing direct communications to reduce this even further. Although the quantity of recycling materials collected has reduced the quality of materials collected has improved dramatically (paper and card 1% contamination rate and MDR less than 15%).

WAS04 – The percentage of missed bins collected within the service level agreement is reported at 93% for quarter four, a reduction compared with quarter three 2022/23. Large number of new developments increases occurrences missed bins and also adds pressure on the existing collection rounds, a review of rounds will be undertaken during 2023/24.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
WAS02 – Amount of residual waste collected per household	40.13 kg	45 kg	42 kg		↑
WAS03 – Recycling rate **Included in PIP**	29%	50%	17.53%		↓
WAS04 - % of missed black, blue and purple lidded bins collected within the SLA	97%	N/A	93%	-	-
WAS06 – Green Garden Bin subscription take-up	51%	N/A	50.34%	-	-

Planning and Regeneration Performance Summary

Services Included:

- Development Management



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

Supporting narrative and service breakdown on the pages to follow.

KPI	Q3 (2022/23)	Target	Q4 (2022/23)	Perf
DEV03 – % of major planning applications determined on-time	100%	90%	100%	●
DEV04 – % of non-major planning applications determined on-time	96%	94%	100%	●
DEV05 – % of major appeals allowed	7%	8%	0%	●
DEV06 – % of non-major appeals allowed	1%	8%	1%	●

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

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

Development Management

DEV01 – Development Management received £147,835 (£133,177 in application fees; £14,658 in pre-application fees) in total fees during quarter four. Whilst this is reduced compared with the quarter four 2021/22 overall for 2022/23 a total fee income of £1,110,374.35 (£1,060,512 in application fees, and a further £49,862 in pre-application fees) is reported, this is an increase on the previous year’s total income of £1,057,498.

DEV02 – a total of 483 applications were received in quarter four; 11 major development applications, 77 minor applications, 141 other applications (including householder), 254 additional applications.





DEV03 – 17 applications for major planning applications were determined during quarter four, 100% which were determined within the 13-week target (29%) or within an agreed extension of time (71%). 100% of the 52 major application determined during 2022/23 were determined within the 13-week target or within an agreed extension of time.

DEV04 – In addition quarter four saw 189 non-major applications determined, of which 100% were determined within the 8-week target or within an agreed extension of time. A total of 815 non-major applications were determined throughout 2022/23, 788 (97%) of which were in time or within an agreed extension of time.

DEV05 – One major development appeal was allowed throughout 2022/23, which accounts for 2% of all major decisions made.

DEV06 – Quarter four saw two non-major appeals allowed and two dismissed equating to 1% of decisions made. 2022/23 a total of 27 appeals were determined, of those 6 were allowed and 19 dismissed, accounting for less than 1% of all non-major decisions made.

Performance exceptions

KPI	Q4 (2021/22)	Target	Q4 (2022/23)	Perf	DoT
DEV01 - Planning and pre-application income	£293,025	N/A	£147,835	-	-
DEV02 - Received planning applications	466	N/A	483	-	-
DEV03 – % of major planning applications determined on-time	100%	90%	100%		→
DEV04 – % of non-major planning applications determined on-time	95%	94%	100%		↑
DEV05 – % of major appeals allowed	13%	8%	0%		↑
DEV06 – % of non-major appeals allowed	1%	8%	1%		→



Progress and Delivery

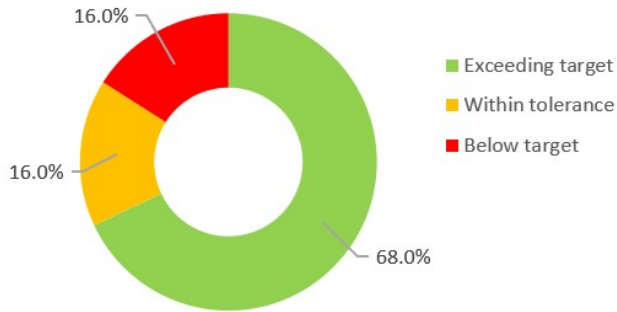
Appendix A

Summary of Year-End Performance

April 1st – 31st March 2022/23

Introduction and Overview

Overall Performance Summary 2022/23



The overview of our 2022/23 Progress and Delivery is an opportunity to reflect on the excellent performance throughout the year, a year not without challenges but one which has seen the performance improve throughout the course of the year.

The graph highlights the position at the end of the year: 84% of the Councils key performance indicators finish either within the agreed tolerance or exceeding their targets for 2022/23. This is an increase on the previous year which reported 69%.

A total 16% of measures report below target at the end of the year, this equates to of nine measures, eight of which have been monitored with performance improvement plans. The performance improvement plans are one of several positive outcomes of 2022/23, introduced to provide further context and an extra level of assurance to the monitoring of our measures and something we are keen to further embed going into 2023/24.

Disabled Facilities Grants has been a huge positive following the T24 review and subsequent performance improvement plans working together to support the team. The team have fully embraced the processes delivering a fantastic service to some of our most vulnerable residents, the service improvements implemented by the team has meant they have been able to maintain the end-to-end times for DFG's whilst receiving a 58% increase in referrals. The reporting against our **statutory and regulatory services** has also seen significant improvements in performance, including the continued success of our **Local Land Charges** team, again following the successful T24 review, and subsequent improvements identified from this. Our **Council tax** and **Benefits** teams have exceeded performance targets whilst managing the additional challenges of administering government grants to support the ongoing cost of living crisis. The list could go on as the services have all worked to contribute to what has been a positive end to the year.

Looking ahead to 2023/24 there are a number of expected changes, firstly, we will be welcoming new Members to our Council; Councillors have a key role to play in the monitoring and management of the Councils performance and following on from the work undertaken so far to embed a performance management culture in WLDC, we will continue to work together with our Councillors to help build on this and ensure the ongoing maturity of this culture within the organisation.

The planned work will be underpinned by our Corporate Plan, the new plan will be the key document which sets out the Councils vision and strategy for the next four years, to ensure that the progress and delivery performance measures align with this a full review of measures and targets is planned to be undertaken during 2023/23 for 2024/25 Progress and Delivery, again with our Councillors being a key stakeholder in this process.

Corporate Health Year-End Performance

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
COF01 – Budget variance	-£186,542	0	-£564,000 ¹		
COF02- Average number of days taken to pay invoices **Included in PIP**	11 days	14 days	21.5 days		
COF03- Overall Council budget forecast outturn	-0.35497%	0.00%	-3.72% ¹		
COF04 - Annual Statement of Account	Unqualified	Unqualified	No data		
CUS01- Overall Customer Satisfaction	88%	75%	73%		
CUS04- % of complaints where the Council is at fault	33%	45%	24%		
CUS05- Average number of calendar days taken to resolve a complaint	9 days	21 days	7 days		
GLC01- Number of data breaches resulting in action from the Information Commissioners Office	0	0	0		
GLC02– Number of FOI requests received	585	N/A	572	-	
GLC03- % of FOIs completed within 20 working days	99.8%	97%	100%		
GLC04- Number of FOI challenges upheld	3	0	0		
HUM01- Staff absenteeism	0.54 days	0.6 days	0.5 days		
HUM03– Health & Safety incidents	39	N/A	58	-	
ICT05- Server and system availability	100%	98%	100%		

¹ Subject to final review of the statement of accounts

Change Management, ICT and Regulatory Service Performance Summary


Measures where performance is exceeding target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
ENV02- % of Environmental Protection cases closed within six months	99%	75%	100%		↑
FDS01- % of Food Standards Agency inspections completed	87%	96%	97.8%		↑
ENF03- % of planning enforcement cases closed within six months	73%	75%	82.5%		↑
LLC03- Average number of working days to process a Local Land Charge search	8.1 days	10 days	2 days		↑
LLC04- % of Local Land Charge searches processed within 10 working days	86%	86%	100%		↑
LIC01- % of licensing applications processed within target time	100%	96%	99.5%		↓
LOT01- Number of properties on the Council Tax base per FTE	5,538	5,000	6,289		↑
LOT03- Council Tax in year collection rate	98.02%	98.02%	98.28%		↑
LOT05- NNDR in year collection rate	96.75%	96.75%	99.32%		↑
SYS01- Website availability	100%	98%	100%		→
SYS02- % of Systems Development request completed within 10 working days	99%	85%	99%		→
SYS03- LLPG standard	Gold	National Standard	Gold		→

Measures where performance is within agreed tolerance levels.




KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
FDS02- % of registered food premises rated three stars or above	98%	96%	91%		↓
ENF02- % of planning enforcement cases given an initial response within 20 days	74%	90%	86.9%		↑
ENF05- % of housing enforcement cases closed within six months	91%	75%	75.8%		↓
BEN01- End to end processing times for Benefit Claims	5.4 days	5 days	5.4 days		→
BEN02- Benefit claims older than 30 days	17	12	13		↑

Measure where performance is below target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
LLC02- Local Land Charges Market share **Included in PIP**	34%	40%	28%		↓

Finance, Business and Property Services Performance Summary

Measures where performance is exceeding target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
PRO01– % of all maintenance that is planned	77%	70%	83%		↑
PRO02– % of all maintenance that is responsive	23%	30%	17%		↑
PRO03– Rental portfolio voids	7%	12%	2.3%		↑

Measures where performance is within agreed tolerance levels.

There are no KPIs that fall within this category.

Measure where performance is below target.



There are no KPIs that fall within this category.

Homes and Communities Performance Summary


Measures where performance is exceeding target.

There are no KPIs that fall within this category.

Measures where performance is within agreed tolerance levels.







KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
HME04– Number of households placed in leased temporary accommodations	6	5	5		↑
HHW04– Number of long-term empty properties as a % of all housing stock in the district	1%	2%	1.45%		↓

Measure where performance is below target.


KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
HHW01– Average number of calendar days from receipt of completed DFG application to completion of work **Included in PIP**	182 days	120 days	182 days		→

Operational and Commercial Services Performance Summary






Measures where performance is exceeding target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
LEI09- % of customers reporting satisfaction with West Lindsey Leisure Centre facilities	96%	75%	94%		↓
STR01- Percentage of fly-tipping collected within 10 days	99%	90%	99%		→
TAC01- Total number of performances and screenings held at the Trinity Arts Centre	65	96	886		↑
TAC03- Total number of engagement activities held at the Trinity Arts Centre	467	144	328		↓
TAC05- Average spend per head on secondary sales at the Trinity Arts Centre	£1.59	£2.30	£2.98		↑
WAS02- Amount of residual waste collected per household	40.64 kg	45 kg	41 kg		↑

Measures where performance is within agreed tolerance levels.





KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
BDG03- Building Control Market Share	75%	78%	74%		↓

Measure where performance is below target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
GLC05- % of contracts awarded to local suppliers	13%	20%	7%		↓
MKT01- Average number of Tuesday market stalls **Included in PIP**	30	37	24		↓
MKT02- Average number of Saturday market stalls **Included in PIP**	13	14	8		↓
WAS03- Recycling rate **Included in PIP**	44%	50%	35.2%		↓
WAS05- Number of Green Garden bins sold	28,289	28,289	28,002		↓

Planning and Regeneration Performance Summary

Measures where performance is exceeding target.

KPI	Actual (2021/22)	Target	Actual (2022/23)	Perf	DoT
DEV03– % of major planning applications determined on-time	100%	90%	100%		→
DEV04– % of non-major planning applications determined on-time	97%	94%	97%		→
DEV05– % of major appeals allowed	3%	8%	1.72%		↑
DEV06– % of non-major appeals allowed	2%	8%	0.6%		↑

Measures where performance is within agreed tolerance levels.

There are no KPIs that fall within this category.




Measure where performance is below target.

There are no KPIs that fall within this category.

Progress and Delivery Guide

West Lindsey District Council reports on performance across a range of service areas on a quarterly basis through the Progress and Delivery framework which is designed to provide Management Team and Members with assurance about how each service is performing with supporting remedial action to improve performance where necessary.

The framework includes Key Performance Indicators (KPIs) that are derived from a mixture of statutory requirements, customer needs and wants, service specific requirements and the priorities identified in the Corporate Plan. Some of the KPIs have an agreed target and tolerance level assigned that determines its performance (see below) however there are a group of KPIs whose performance sits outside the control of the council and for these the council do not assign a target.

- Measure performance has exceeded target 
- Measure performance is within tolerance levels 
- Measure performance is below target 

A quarterly performance report is created that includes the following information.

- **Overall Summary of Council Performance.** This section of the report provides an overview of KPI performance, with a breakdown of those exceeding, below or within the tolerance of their targets. Information is presented by Portfolio allowing for a clear overview of Council performance.
- **Corporate Health.** The Corporate Health Section of the report includes council KPI performance (**Red**, **Amber** and **Green**).
- **Performance Improvement Plan.** The Performance Improvement Plan includes measures where performance has remained below target for two consecutive quarters or more. Additional information is provided by the Team Manager as to the reasons relating to the measure reporting below target, the impact this has had, the actions in place to improve performance and when we expect to see the improvement following the action.
- **Service Performance Summaries.** Each of the Portfolios has a summary of its performance, Team Managers provide commentary and analysis to explain quarter performance, particularly where performance is below target and remedial action is required.

Agenda Item 6d



**Corporate Policy and
Resources Committee**

Wednesday, 7th June 2023

Subject: Annual Treasury Management Report 2022/23

Report by:

Director of Corporate Services (S151 Officer)

Contact Officer:

Peter Davy
Financial Services Manager

peter.davy@west-lindsey.gov.uk

Purpose / Summary:

To report on Annual Treasury Management activities and prudential indicators for 2022/23 in accordance with the Local Government Act 2003

RECOMMENDATION(S):

1. Members recommend the Annual Treasury Management Report and actual Prudential Indicators 2022/23 to Full Council for approval.

IMPLICATIONS

Legal: None from this report

Financial : FIN/19/23/PD

Treasury Investment activities have generated £0.544m of investment interest at an average rate of 2.6%.

Non-Treasury investments (Investment Property Portfolio) have generated a gross yield of 6.57%

Financing activities has resulted in a total of £21.5m of external borrowing at a cost in year of £0.444m.

Staffing : None from this report

Equality and Diversity including Human Rights : None from this report

Data Protection Implications : None from this report

Climate Related Risks and Opportunities: None from this report

Section 17 Crime and Disorder Considerations: None from this report

Health Implications: None from this report

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

The Treasury Management Strategy 2022/23

Risk Assessment :
The Treasury Management Strategy sets out an assessment of treasury risks.

Call in and Urgency:

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

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

Yes

No

Key Decision:

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

Yes

No

1. Introduction to the report and Explanatory Foreword

- 1.1 The funding that the Council receives is often received in advance of when it is required to be spent; the Council will therefore invest these funds temporarily so that a return can be made to spend on delivering services. Interest income is an essential part of funding our budgets.
- 1.2 The Council has also borrowed in recent years to fund key infrastructure projects such as the crematorium and to build the waste depot at Caenby Corner.
- 1.3 Councils are investing public money and so it is essential that councils consider the security of such investments ahead of the return that might potentially be made. The Treasury Management Strategy, agreed annually by full council, considers the overall approach taken by the council when managing its cash, investment and borrowing activities.
- 1.4 The Council's finance function includes specialist officers and advisors who look after the council's treasury management activities.

There are three elements of such activity:

- monitoring the council's cash flow and bank accounts – like every organisation, making sure that the bank statement is regularly reconciled to the council's accounts system is a basis requirement of financial control
 - making detailed investment decisions on behalf of the council, in accordance with the principles agreed by the council in its annual Treasury Management Strategy
 - making detailed borrowing decisions, again in accordance with the Treasury Management Strategy.
- 1.5 As well as the annual strategy, treasury management activities will be reported to council at least in a mid-year update and an annual report after the year end. This report is the annual report after the year end.

- 1.6 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is important as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved.
- 1.7 This report is a summary of fact during the year 2022/23 and Members of this Committee are asked to recommend the report to Council for approval. Previous reports have only provided forecast figures and this report provides the actual figures to be put forward to Council.
- 1.8 This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all required treasury management reports by either the Governance and Audit Committee who provide scrutiny of the Treasury Management Strategy and the Corporate Policy and Resources Committee who monitor in year performance and mid-year updates. Member training on Treasury Management issues was undertaken during the year in order to support members' scrutiny role.

1.9 Key Definitions

Capital Expenditure

If the council spends money on improving the council's assets, then this is capital expenditure. This would include purchasing new assets, such as land and buildings, but also refurbishing and improving existing ones. Capital expenditure is funded through capital income sources such as capital receipts and borrowing.

Revenue Expenditure

This is the council's day-to-day expenditure and includes salaries and wages, running costs such as fuel, utility bills and service contract payments. As a rule of thumb, if the expenditure is consumed in less than a year, then it is revenue. The council funds revenue expenditure through revenue income sources such as the council tax and charging users for the services they use.

Capital Financing Requirement (CFR)

The CFR measures a vital component of an authority's capital strategy, it is the amount of capital spending that is not financed by capital grants or contributions from revenue income. It measures the underlying need to borrow for a capital purpose. It shows the maximum amount of external borrowing required to finance the approved capital programme. In practice because the Council holds cash for other means and timing means all existing cash is not needed at once and the net borrowing position is likely to be much lower.

Prudential Borrowing

The prudential borrowing framework enables councils to source capital funding based on what is affordable and prudent, but otherwise free from external restrictions. A major part of that prudential assessment is having sufficient ongoing revenue funds to service the cost of borrowing undertaken. The main source of borrowing for councils is the Public Works Loans Board (PWLB).

Minimum Revenue Provision

This is the money that the Council sets aside every year to repay the principle of any prudential borrowing. MRP, which is largely defined by regulation, is aimed at ensuring that the council does not have time expired/fully depreciated assets, but still has associated outstanding debt. Voluntary Revenue Provision (VRP) is additional repayment funding that the Council sets aside to ensure that it is not left with an asset where the value is lower than the level of debt to repaid.

1.10 During 2022/23, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Prudential and treasury indicators	2021/22 Actual £000	2022/23 Original £000	2022/23 Actual £000
Capital expenditure	7,813	12,972	4,851
Capital Financing Requirement:	40,293	38,241	39,438
Of which – Investment Properties	20,585	20,211	20,211
Gross borrowing (External)	21,500	26,500	21,500
Finance Lease	0	0	0
Investments			
• Longer than 1 year	3,000	3,000	3,000
• Under 1 year	17,020	10,000	15,515
• Total	20,020	13,000	18,515
Net borrowing	1,480	13,500	2,985

1.11 This report summarises the following:-

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on investment balances

- Summary of interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

2. Capital Expenditure and Financing

The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was

Capital and Financing	2021/22 Actual £000's	2022/23 Original Budget £000's	2022/23 Actual £000's
Capital expenditure	7,813	12,972	4,851
Financed in year by:			
Capital Receipts	441	527	523
Capital grants/contributions	1,087	7,830	2,989
Revenue	3,478	3,236	955
Leases	0	0	0
S106	33	1,236	328
Prudential Borrowing	2,774	143	56

3. The Council's overall borrowing need

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2022/23 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLB], or the money markets), or utilising temporary cash resources within the Council.

Reducing the CFR – the Council’s underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources, (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Council’s 2022/23 MRP Policy, (as required by DLUHC Guidance), was approved as part of the Treasury Management Strategy Report for 2022/23 on 7 March 2022. Due to a change in statutory guidance MRP has now also been charged on Commercial Investment Property for 2022/23 and will be in future financial years.

The Council has retained a Valuation Volatility Reserve with a minimum balance of 5% of purchase price of the portfolio. This Reserve will be utilised to mitigate any loss on the investment upon sale of the assets if the capital receipt does not meet the debt outstanding. With the introduction of the MRP for 2022/23, this reserve and minimum balance will be reviewed on an annual basis. This is considered a prudent approach for these specific assets.

The Council’s CFR for the year is shown below, and represents a key prudential indicator.

Capital Financing Requirement (CFR)	31 March 2022 Actual £000’s	31 March 2023 Actual £000’s
Opening balance	38,523	40,293
Add adjustment for Prudential Borrowing	2,774	56
Less MRP/Finance Lease Repayments	(630)	(911)
Less VRP	(374)	0
Closing balance	40,293	39,438
<i>Movement on CFR</i>	<i>1,770</i>	<i>(855)</i>

Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

Gross borrowing and the CFR – in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council

ensures that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2022/23) plus the estimates of any additional capital financing requirement for the current (2023/24) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs in 2022/23. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

	31 March 2022 Actual £000's	2022/23 Budget £000's	31 March 2023 Budget £000's
Gross Borrowing Position	21,500	26,500	21,500
CFR	40,293	38,241	39,438
(Under)/Over Funding of CFR	(18,793)	(11,741)	(17,938)

The Authorised Limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2022/23 the Council has maintained gross borrowing within its authorised limit.

The Operational Boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

	2022/23 £000's
Authorised limit	43,000
Operational boundary	39,438
Financing costs as a proportion of net revenue stream	5.37%

4. Treasury Position as at 31 March 2023

The Council's debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives

are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices. At the end of 2022/23 the Council's treasury, (excluding borrowing and finance leases), position was as follows:

TABLE 1	31 March 2022 Principal £000's	Rate/ Return	Average Life yrs.	31 March 2023 Principal £000's	Average Rate/ Return	Average Life yrs.
Fixed rate funding:						
-PWLB	16,500	2.14%	27	16,500	2.14%	26
-Other LA	5,000	0.15%	1	5,000	3.50	1
Total debt	21,500		21	21,500		
CFR	40,293		-	39,438		
Over / (under) borrowing	(18,793)	-	-	(17,938)		
Investments:						
	20,020	0.762%	-	18,515		
Total investments	20,020	0.762%	-	18,515		
Net debt	1,227	-	-	577		

Under borrowing reflects Internal Borrowing from the Council's cash balances.

The maturity structure of the debt portfolio was as follows:

	31 March 2022 Actual £000's	31 March 2023 Actual £000's	%
Less than 5 years	7,500	10,500	48.9
5 years and within 10 years	3,000	0	0.0
10 years and within 20 years	0	0	0.0
20 years and within 30 years	2,500	2,500	11.6
30 years and within 40 years	0	0	0.0

40 years and within 50 years	8,500	8,500	39.5
------------------------------	-------	-------	------

£16.5m of loans have been undertaken with the Public Works Loans Board at fixed rates on a maturity basis as detailed above.

One loan for £5m has been undertaken with a combined authority at a fixed rate on a maturity basis for a period of 339 days.

Borrowing in advance of need

The Council has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed.

The Council's capital investments and their subsequent financing costs as a % of the Net Revenue Stream is detailed below along with the impact on Council Tax (all other things being equal). The indicators reflect the Borrowing Strategy, that the Council will only borrow where schemes are able to provide sustained support for the costs of borrowing and reflect new income generated is in excess of the cost of borrowing.

	31 March 2022 Actual	31 March 2023 Actual
Ratio of Financing Costs to Net Revenue Stream	9.60%	5.37%
Increase/(Reduction) in Council Tax	£1.88	£0.05

Investments

Investment Policy – the Council's investment policy is governed by DLUHC investment guidance, which has been implemented in the annual investment strategy approved by the Council on 07 March 2022. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Resources – the Council's cash balances comprise revenue and capital resources and cash flow monies. The Council's core cash resources comprised as follows:

Balance Sheet Resources*	31 March 2022 £000's	31 March 2023 £000's
--------------------------	-------------------------	-------------------------

General Fund Balance	5,406	4,884
Earmarked reserves	19,214	19,140
Provisions	802	691
Usable capital receipts	1,472	1,116
Capital Grants Unapplied	2,516	3,018
Total	29,410	28,849

*Subject to external audit of the 2022/23 accounts

Investments held by the Council

- The Council maintained an average balance of £20.944m of internally managed funds.
- The internally managed funds earned an average rate of return of 2.6%.
- The comparable performance indicator is the Sterling Overnight Index Average (SONIA) which was a rate of 2.24% as at 31 March 2023.
- Total investment income was £0.544m compared to a budget of £0.149m.

Types of investments	31 March 2022 Actual £000	31 March 2023 Actual £000
Deposits with banks and building societies	2,070	1,995
Money Market Funds	14,950	13,520
Other Local Authorities	0	
Property funds	3,000	3,000
TOTAL TREASURY INVESTMENTS	20,020	18,515

Non-Treasury Investments

YEAR OF ACQUISITION	Commercial Property Portfolio	Sector	Total Acquisition Cost £'m
2017/18	Bradford Road, Keighley	Hotel	2.490
2018/19	43 Penistone Road, Sheffield	Leisure	2.700
2018/19	Unit 7 Drake House, Sheffield	Manufacturing	3.175
2018/19	5 Sandars Road, Gainsborough	Manufacturing	6.470
2018/19	Heaton Street, Gainsborough	Retail	1.150
2019/20	Wheatley Road, Doncaster	Commercial Unit	5.681
	TOTAL PORTFOLIO		21.666

The investments are held on the balance sheet at their Fair Value (*the price expected to be received in current market conditions*). The Fair Value as at 31 March 2023 for the Commercial Property Portfolio is £22.405m, effectively reflecting an increase on the costs of purchase.

This investment portfolio is generating a gross yield of 6.57% and £1.47m in income relevant to the financial year.

The Council mitigates any loss on investment by holding a Valuation Volatility Reserve at a minimum of 5% of the purchase price of properties. The balance on this reserve as at 31 March 2023 is £1.084m.

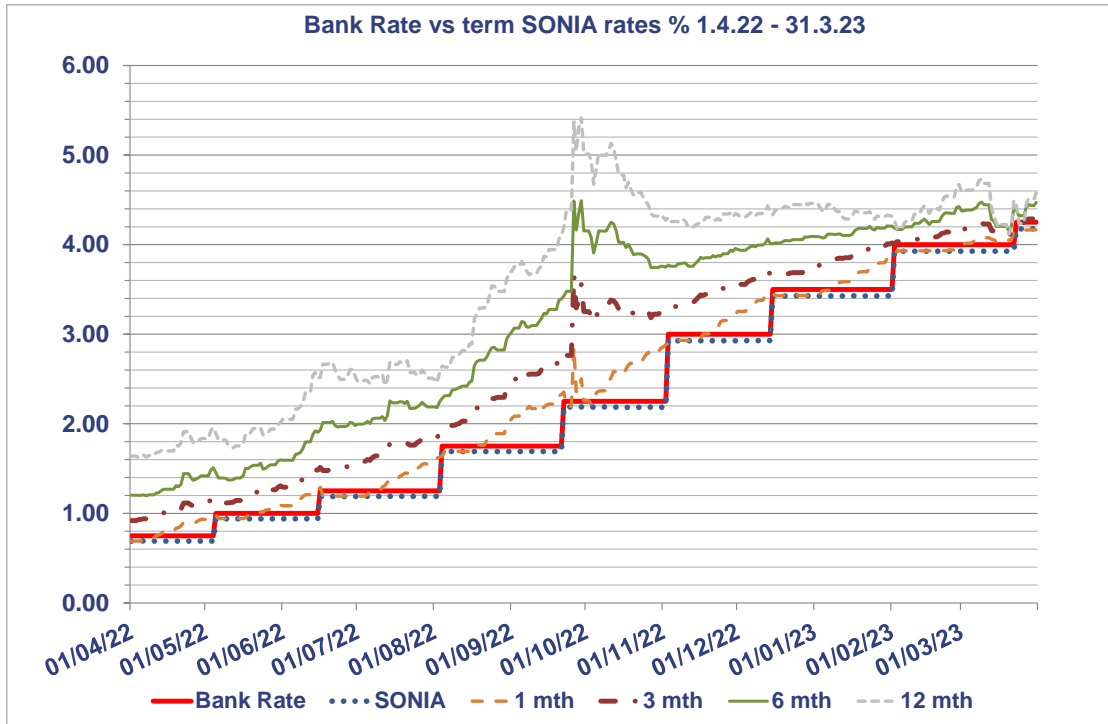
Other Issues

There have been no breaches of Prudential Indicators or Counterparty Limits during the year ended 31 March 2023.

Appendix One :

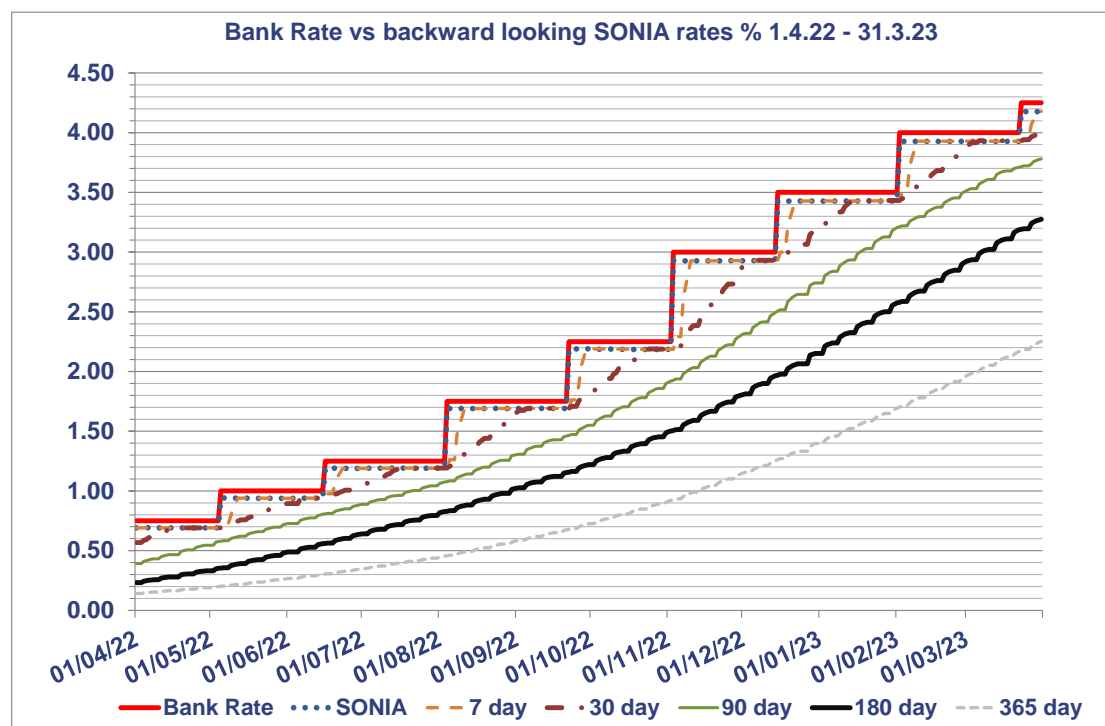
The Strategy for 2022/23

Investment strategy and control of interest rate risk



FINANCIAL YEAR TO QUARTER ENDED 31/3/2023						
	Bank Rate	SONIA	1 mth	3 mth	6 mth	12 mth
High	4.25	4.18	4.17	4.30	4.49	5.41
High Date	23/03/2023	31/03/2023	31/03/2023	31/03/2023	29/09/2022	29/09/2022
Low	0.75	0.69	0.69	0.92	1.20	1.62
Low Date	01/04/2022	28/04/2022	01/04/2022	01/04/2022	07/04/2022	04/04/2022
Average	2.30	2.24	2.41	2.72	3.11	3.53
Spread	3.50	3.49	3.48	3.38	3.29	3.79

Investment Benchmarking Data – Sterling Overnight Index Averages (Backward-looking) 2022/23



FINANCIAL YEAR TO QUARTER ENDED 31/03/2023							
	Bank Rate	SONIA	7 day	30 day	90 day	180 day	365 day
High	4.25	4.18	4.18	4.00	3.78	3.27	2.25
High Date	23/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023
Low	0.75	0.69	0.69	0.57	0.39	0.23	0.14
Low Date	01/04/2022	28/04/2022	29/04/2022	01/04/2022	01/04/2022	01/04/2022	01/04/2022
Average	2.30	2.24	2.20	2.09	1.81	1.42	0.90
Spread	3.50	3.49	3.49	3.43	3.39	3.04	2.11

Investment returns picked up throughout the course of 2022/23 as central banks, including the Bank of England, realised that inflationary pressures were not transitory, and that tighter monetary policy was called for.

Starting April at 0.75%, Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 4.25% by the end of the financial year, with the potential for a further one or two increases in 2023/24.

The sea-change in investment rates meant local authorities were faced with the challenge of pro-active investment of surplus cash for the first time in over a decade, and this emphasised the need for a detailed working knowledge of cashflow projections so that the appropriate balance between maintaining cash for liquidity purposes, and “laddering” deposits on a rolling basis to lock in the increase in investment rates as duration was extended, became an on-going feature of the investment landscape.

With bond markets selling off, equity valuations struggling to make progress and, latterly, property funds enduring a weak Q4 2022, the more traditional investment options, such as specified investments (simple to understand, and less than a year in duration) became more actively used.

Meantime, through the autumn, and then in March 2023, the Bank of England maintained various monetary policy easing measures as required to ensure specific markets, the banking system and the economy had appropriate levels of liquidity at times of stress.

Nonetheless, while the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the financial crisis of 2008/09. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

Borrowing strategy and control of interest rate risk

During 2022/23, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were initially low and minimising counterparty risk on placing investments also needed to be considered.

A cost of carry generally remained in place during the year on any new long-term borrowing that was not immediately used to finance capital expenditure, as it would have caused a temporary increase in cash balances; this would have incurred a revenue cost – the difference between (higher) borrowing costs and (lower) investment returns. As the cost of carry dissipated, the Council sought to avoid taking on long-term borrowing at elevated levels (>4%) and has focused on a policy of internal and temporary borrowing, supplemented by short-dated borrowing (<3 years) as appropriate.

The policy of avoiding new borrowing by running down spare cash balances has served well over the last few years. However, this has been kept under review to avoid incurring higher borrowing costs in the future when this Authority may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.

Against this background and the risks within the economic forecast, caution was adopted with the treasury operations. The Director of Corporate Services therefore monitored interest rates in financial markets and adopted a pragmatic strategy based upon the following principles to manage interest rate risks:-

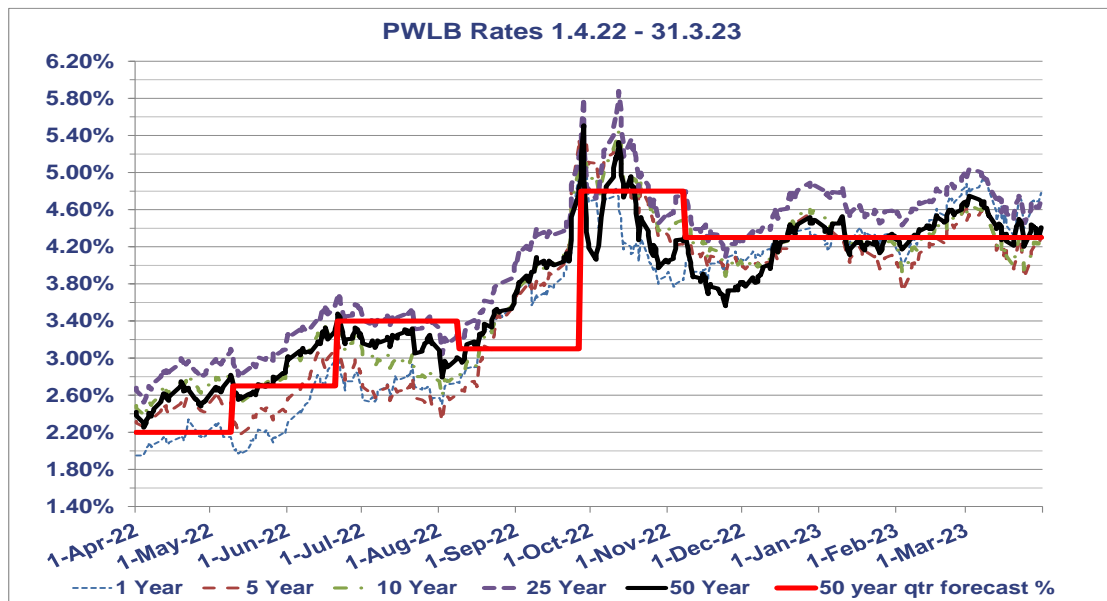
- if it had been felt that there was a significant risk of a sharp FALL in long and short-term rates, (e.g., due to a marked increase of risks around relapse into recession or of risks of deflation), then long term borrowings would have been postponed, and potential rescheduling from fixed rate funding into short term borrowing would have been considered.
- if it had been felt that there was a significant risk of a much sharper RISE in long and short-term rates than initially expected, perhaps arising from an acceleration in the start date and in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position would have been re-appraised. Most

likely, fixed rate funding would have been drawn whilst interest rates were lower than they were projected to be in the next few years.

Interest rate forecasts were initially suggesting only gradual rises in short, medium and longer-term fixed borrowing rates during 2022/23 but by August it had become clear that inflation was moving up towards 40-year highs, and the Bank of England engaged in monetary policy tightening at every Monetary Policy Committee meeting during 2022, and into 2023, either by increasing Bank Rate by 0.25% or 0.5% each time. Currently the CPI measure of inflation is still above 10% in the UK but is expected to fall back towards 4% by year end. Nonetheless, there remain significant risks to that central forecast.

Link Group Interest Rate View 27.03.23												
	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
BANK RATE	4.50	4.50	4.25	4.00	3.50	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.50	4.50	4.30	4.00	3.50	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.50	4.40	4.20	3.90	3.40	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.40	4.20	3.80	3.30	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.10	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.20	3.10
10 yr PWLB	4.20	4.20	4.00	3.90	3.80	3.70	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.50	4.40	4.20	4.10	4.00	3.80	3.70	3.60	3.50	3.50	3.40
50 yr PWLB	4.30	4.20	4.10	3.90	3.80	3.70	3.50	3.50	3.30	3.20	3.20	3.10

PWLB Rates 2022/23



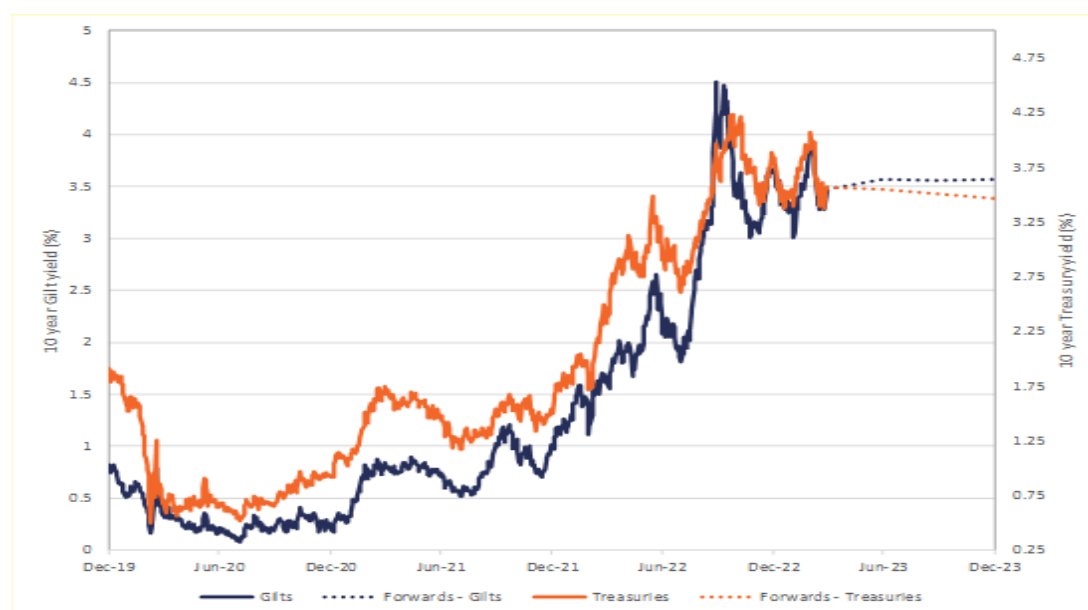
High/Low/Average PWLB Rates for 2022/23

	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.95%	2.18%	2.36%	2.52%	2.25%
Date	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
High	5.11%	5.44%	5.45%	5.88%	5.51%
Date	28/09/2022	28/09/2022	12/10/2022	12/10/2022	28/09/2022
Average	3.57%	3.62%	3.76%	4.07%	3.74%
Spread	3.16%	3.26%	3.09%	3.36%	3.26%

PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. Indeed, in recent years many bond yields up to 10 years in the Eurozone turned negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter-term yields. In the past, this has been a precursor of a recession.

However, since early 2022, yields have risen dramatically in all the major developed economies, first as economies opened post-Covid; then because of the inflationary impact of the war in Ukraine in respect of the supply side of many goods. In particular, rising cost pressures emanating from shortages of energy and some food categories have been central to inflation rising rapidly. Furthermore, at present central banks are all being challenged by persistent inflation that is exacerbated by very tight labour markets and high wage increases relative to what central banks believe to be sustainable.

Graph of UK gilt yields v. US treasury yields



Gilt yields have been on a continual rise since the start of 2021, peaking in the autumn of 2022. Currently, yields are broadly range bound between 3% and 4.25%.

At the close of the day on 31 March 2023, all gilt yields from 1 to 50 years were between 3.64% and 4.18%, with the 1 year being the highest and 6-7.5 years being the lowest yield.

Regarding PWLB borrowing rates, the various margins attributed to their pricing are as follows: -

- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate first rises to dampen inflationary pressures and a tight labour market, and is then cut as the economy slows, unemployment rises, and inflation (on the Consumer Price Index measure) moves closer to the Bank of England's 2% target.

As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

The Bank of England is also embarking on a process of Quantitative Tightening, but the scale and pace of this has already been affected by the Truss administration in the autumn of 2022 and more recently by the financial market unease with some US (e.g., Silicon Valley Bank) and European banks (e.g., Credit Suisse). The gradual reduction of the Bank's original £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.

Agenda Item 6e



**Corporate Policy and
Resources Committee**

Wednesday, 7 June 2023

Subject: Budget and Treasury Monitoring - Final Outturn 2022/2023

Report by:	Director of Corporate Services
Contact Officer:	Sue Leversedge Business Support Team Leader sue.leversedge@west-lindsey.gov.uk
Purpose / Summary:	This report sets out the final budget outturn position for revenue and capital spend 2022/2023, and requests approval for transfer of the underspend to General Fund working balances and Earmarked Reserves.

RECOMMENDATION(S):

REVENUE

- a) Members accept the out-turn position of a £1.094m gross contribution to reserves against the revised budget for 2022/2023, which includes £0.53m of approved revenue carry forwards into 2023/2024. **The remaining balance being a net underspend and contribution to reserves of £0.564m.**
- b) Members approve the balance of £0.564m be transferred as follows:
 - £0.364m to the General Fund Working Balance
 - £0.1m to the Communities at Risk Reserve
 - £0.1m to the Cultural Strategy Reserve
- c) Members approve the use of Earmarked Reserves - £0.364m (2.4.1).
- d) Members accept the use of Earmarked Reserves approved by the Chief Finance Officer using Delegated powers (Section 2.4.2).

e) Members accept the contributions to Earmarked Reserves (Section 2.4.3).

f) Members approve the amendments to the fees and charges schedules for 2023/2024 (2.3.2) and **recommend to Council** any new Fees and Charges be implemented.

CAPITAL 2022/2023

g) Members accept the final Capital Outturn position of £4.851m (Section 3).

h) Members approve the amendments to the Capital Schemes as detailed in 3.1.

CAPITAL 2023/2024

i) Members approve the additions to the Capital Budget as detailed in 3.3.

TREASURY

j) Members accept the report, the treasury activity and the prudential indicators (Section 4).

IMPLICATIONS

Legal: None arising as a result in this report.

Financial : FIN/5/24/CPR/SL

REVENUE

The revenue out-turn position for 2022/2023 is a gross contribution to reserves of £1.094m against the revised budget for 2022/2023, which includes £0.53m of approved revenue carry forwards into 2023/2024. **The remaining balance being an underspend and contribution to reserves of £0.564m.**

This is an increase of £0.445m from the outturn position reported to Members at Qtr. 3 2022/2023 (£0.119m). The significant movements being:

- Government Grants received in the final quarter **£0.239m**
- Reduction in the credit loss provision **£0.118m**
- Increase in interest receivable on investments **£0.089m**

A summary of the out-turn position is shown below:

Summary of Out-turn Position 2022/2023		
	£ 000	
OUTTURN AS AT 31.03.23	(1,094)	BEFORE CARRY FORWARDS
CARRY FORWARDS : BASE BUDGET-PREVIOUSLY APPROVED	69	ALREADY APPROVED
CARRY FORWARDS : USE OF EARMARKED RESERVES	200	ALREADY APPROVED
SUB-TOTAL:	(825)	
SERVICE CARRY FORWARD REQUESTS	261	Approved by Management Team April 2023
NET CONTRIBUTION (TO) / FROM GENERAL FUND BALANCES:	(564)	
TOTAL CARRY FORWARDS:	530	

Including the net contribution to reserves of £0.364m, the General Fund Balance as of 31 March 2023 is £4.153m (excluding carry forwards). This is £1.653m above the minimum working balance of £2.5m agreed by this Committee.

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

CAPITAL

The Capital Out-Turn for 2022/2023 is £4.851m against a revised budget of £7.905m, a variance of £3.054m.

The amendments to the 2022/2023 capital scheme are requested at 3.2.

Amendments to the 2023/2024 Capital Programme are requested at 3.3.

TREASURY

The Treasury Management activities during the reporting period are disclosed in the body of this report. Total external borrowing is currently £21.5m.

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

Average investments for the quarter 4 (January - March) were £21.303m, which achieved an average rate of interest of 3.882% (October - December was 21.506m, 3.002%).

Staffing:

Salary budgets for 2022/2023 were set based on an estimated 2% pay award. £0.25m was carried forward from the 2021/2022 surplus into 2022/2023 which allowed for up to a 4% increase. However, the final pay award is based on a monetary value against each scale point for NJC Local Government staff, which equates to an average increase of 6%. The outturn for salary expenditure contained within this report includes the agreed pay award, backdated to April 2022. This placed pressure on overall salary budgets.

As of 31st March 2023, there is an overspend pressure of £0.117m of employee costs. c£0.25m of this pressure is attributable to the pay award, which is offset by £0.148m arising from vacancies during the year. Due to increased income across all budgets, we have been able to contain the impact of the pay award within existing budget provision.

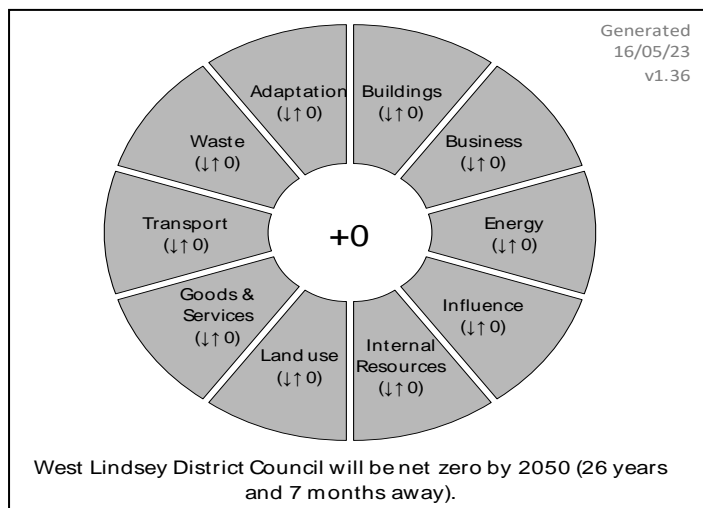
A 2% (£0.235m) Vacancy Factor is included within the 2022/2023 Budget, this is applied to salary budgets for posts which are on establishment at February 2022 (basic pay, superannuation and national insurance).

The Central Government mini budget presented by Government in September 2022 included the removal of the additional 1.25% applied to National Insurance contributions for Health and Social Care from the 6th of November 2022.

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

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

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



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

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

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

Risk Assessment: This is a monitoring report only.

Call in and Urgency:

Is the decision one which Rule 14.7 of the 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. Executive Summary

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

REVENUE

- Revenue Forecast Out-Turn (after carry-forwards) – Contribution to Reserves £0.564m. (3.72% of Net Revenue Budget – see 2.1 for details of significant variances).
- Carry forwards (see **Appendix 2** for details) – total £0.53m
 - approved during the year of £0.069m
 - previously approved use of reserves £0.2m
 - requests approved at year-end £0.261m

Members are asked to approve:

- The outturn balance of £0.564m be transferred as follows:
 - £0.364m to the General Fund Working Balance
 - £0.1m to the Communities at Risk Reserve
 - £0.1m to the Cultural Strategy Reserve
- The use of Earmarked Reserves - £0.364m from Investment for Growth Reserve. RAF Scampton revenue costs incurred in procurement to date (2.4.1).
- Amendments to the fees and charges schedules for 2023/2024 (2.3.2) and **recommend to Council** any new Fees and Charges be implemented from the dates quoted.
 - a) Homes, Health, and Wellbeing – First Home Check – effective 1st April 2023
 - b) Land Charges – effective 1st April 2023
 - c) Licensing – effective 26th June 2023

CAPITAL 2022/2023

- Capital Actual Out-Turn: Final outturn £4.851m against a revised budget of £7.905m, resulting in a variance of £3.054m. £2.543m is requested for carry forward/drawback into 2023/2024, and £0.511m being net underspends on scheme budgets.

Members are asked to note:

- Carry forward £2.564m from 2022/2023 to 2023/2024 (see section 3.1.2 for detail of schemes)
- Drawback of £0.022m from 2023/2024 (see section 3.1.2 for details)
- Over/underspends on schemes detailed at 3.1.3
- It is requested that a total of £0.293m be transferred from Capital Schemes to revenue to fund expenditure relating to **Page 401** projects that cannot be classified as capital (See section 3.1.3 for details).

- It is requested to utilise an additional £0.010m of LUF Grant from the THI Scheme to finance eligible expenditure on 5-7 Market Place.

CAPITAL 2023/2024

Members are asked to approve:

- Extra Care Provision scheme S106 – increase in budget of £0.911m for S106 spend (increase from £1.5m to £2.411m).
- High Street, Scampton S106 – implementation of budget for contribution towards affordable housing at High Street, Scampton. £0.035m to be paid from S106 funding.
- Scouts Hill Project – implementation of budget for capital spend of £0.048m funded from DLUHC Parks Fund Grant, which was received in 2022/2023.

See Section 3.3 for further information.

TREASURY MANAGEMENT

Treasury Management Report and monitoring:

- Investments held as of 31st March 2023 were:
 - Average investment interest rate for January to March was 3.882%.
 - Total Investments at the end of Quarter 4 were £18.515m.

The tables below reflect the movement on our investments and borrowing in Quarter 4:

Investment Movements	Qtr. 4 £'m
Investments B/fwd. (at 31.12.2022 including cash held at bank)	18.451
(Less) Net Capital expenditure/ Funding received	2.657
Add PWLB/Other LA Borrowing in year	0
Add/(Less) Net Revenue Expenditure	(1.799)
Add/(Less) Net Collection Fund Movement (Ctax/NNDR)	(1.713)
Add Working Capital Movement	0.919
Investments carried forward (at Period end)	18.515

The prudential borrowing position reflects actual borrowing undertaken from the Public Works Loans Board/Other Local Authorities and the amount of internal borrowing required to meet the actual costs of borrowing up to the 31st of March 2023. Internal Borrowing is an approved practice whereby external borrowing is delayed by using cash held for other purposes. It allows us to avoid paying interest until the original expenditure planned for the internally borrowed cash is required.

	Qtr.4
Prudential Borrowing	£'000
Total External Borrowing (PWLB)	16,500
Other Local Authorities	5,000
Internal Borrowing	17,938
Total Prudential Borrowing at 31.03.2023	39,438

FINAL REVENUE BUDGET OUTTURN 2022/2023

2. The final Revenue out-turn for 2022/2023 is a net contribution to reserves of £0.564m as detailed in the table below.

This is after taking account of £0.53m of revenue budget carry forwards. The details of which are provided at **Appendix 2**.

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

SERVICE CLUSTER	2022/2023					
	Original Budget	Revised Budget	Actual Outturn	Outturn Variance before Cfws	Carry Forwards	Outturn Variance after Cfws
	£	£	£	£	£	£
Our Council	6,068,100	6,899,600	6,580,428	(319,172)	233,500	(85,672)
Our People	1,731,700	1,806,600	1,657,152	(149,448)	111,500	(37,948)
Our Place	4,223,700	4,747,600	4,753,683	6,083	185,400	191,483
Covid 19 Business Support Grants	0	50,000	50,500	500	0	500
Grand Total	12,023,500	13,503,800	13,041,763	(462,037)	530,400	68,363
Interest Receivable	(149,200)	(160,200)	(585,597)	(425,397)	0	(425,397)
Investment Income - Property Portfolio	(1,470,800)	(1,470,900)	(1,485,597)	(14,697)	0	(14,697)
Drainage Board Levies	413,100	413,100	402,301	(10,799)	0	(10,799)
Parish Precepts	2,333,800	2,333,800	2,333,818	18	0	18
Interest Payable	451,800	551,000	459,896	(91,104)	0	(91,104)
MRP/VRP (repayment of borrowing)	898,000	898,000	906,146	8,146	0	8,146
Net Revenue Expenditure	14,500,200	16,068,600	15,072,729	(995,871)	530,400	(465,471)
Transfer to / (from) General Fund	(465,700)	(1,616,500)	(1,616,500)	0	0	0
Transfer to / (from) Earmarked Reserves	944,900	378,600	1,708,396	1,329,796	0	1,329,796
Amount to be met from Government Grant	14,979,400	14,830,700	15,164,625	333,925	530,400	864,325
Business Rate Retention Scheme	(3,433,900)	(3,433,900)	(4,747,385)	(1,313,485)	0	(1,313,485)
Collection Fund Surplus - Council Tax	(225,500)	(225,500)	(252,844)	(27,344)	0	(27,344)
Parish Councils Tax Requirement	(2,333,800)	(2,333,800)	(2,333,818)	(18)	0	(18)
New Homes Bonus	(924,400)	(924,400)	(924,397)	3	0	3
Other Government Grants	(993,100)	(844,400)	(931,477)	(87,077)	0	(87,077)
Council Tax Requirement	(7,068,700)	(7,068,700)	(7,068,680)	20	0	20
TOTAL FUNDING	(14,979,400)	(14,830,700)	(16,258,601)	(1,427,901)	0	(1,427,901)
NET SUBSIDY FROM / (CONTRIBUTION) TO RESERVES FOR THE YEAR	0	0	(1,093,976)	(1,093,976)	530,400	(563,576)

Carry Forwards - previously approved	68,600
Carry Forwards - approved at year end	261,400
Carry Forwards - use of Earmarked Reserves	200,400
Total Carry Forwards	530,400

2.1 The significant variances against budgets being:

KEY:	
↑	improved position (i.e. increased surplus, or reduction in pressure)
↔	no change
↓	worsened position (i.e. decrease in surplus, or increase in pressure)

Cluster	EXPENDITURE	Total £000	Direction of Travel
BUDGET UNDERSPENDS			
Interest Payable & Receivable	Reduction in the credit loss provision for Housing Benefit Debt (£130k), and increase in provision for Standard Sundry debt £12k.	(£118)	New
Our Council	Procurement Shared Services 2022/2023 funded from Lincolnshire Procurement share of surplus.	(£47)	New
Our People	Review of Earmarked Reserves.	(£51)	↑
Our People/Our Place/Our Council	Grounds Maintenance Contract.	(£79)	↑
PRESSURES			
	Salary (savings) / pressure. Budget includes 2% vacancy factor (£235k) and pay award contingency £250k. c£250k pressure relates to the final 2022/2023 pay award impact. (£148k) is further savings on vacant posts above the budgeted vacancy factor.	£117	↑
Our Council	3 year extension to Human Resources system - increased cost of software and maintenance.	£20	↔
Our People/Our Place/Our Council	Electricity across all properties.	£33	↑
Our Council / Our Place	Fleet repairs and maintenance (PAYG contract).	£118	↓
Our Council / Our Place	Property - Repairs and Maintenance.	£33	↓
Our Council / Our Place	Fuel - increased costs.	£54	↑
	Various forecast outturn variances <£15k	(£38)	↑
		£42	

Cluster	INCOME	Total £000	Direction of Travel
BUDGETED INCOME EXCEEDED			
Corporate Accounting- Interest Received and	Interest Receivable (£425k), Interest Payable £27k.	(£398)	↑
Funding	Government Grants - BEIS New Burdens Grant, LCC Homes for Ukraine contribution, DLUHC - Business Rates New Burdens, Levy Surplus Grant, Council Tax Family Annexe and Transparency Code.	(£151)	↑
Our Council	Increase in bulky waste collections (£22k) and increase in sale of new & replacement waste bins (£29k).	(£51)	↑
Our Council	External Audit - Redmond Review Local Audit Costs grant (£18k) plus (£5k) audit costs for 2022/2023 below budget.	(£23)	New
Our Council	Land Charges income - higher than anticipated as transfer of LLC1 searches to HM Land Registry has been delayed.	(£16)	↓
Our Place	Planning Fee Income has exceeded budgeted levels (£115k), offset by a reduction in pre-application fees £30k.	(£85)	↓
BUDGETED INCOME NOT ACHIEVED			
Our Council	Crematorium - Net shortfall in income on memorials.	£22	↔
Our Council	Commercial Waste - shortfall in income of £39k offset by a reduction in tipping charges due to the introduction of free paper & card disposal (£16k).	£23	New
Our Place	Reduction in demand for private sweeper works.	£17	↔
Our Place	Car Parking Income - Parking Permit sales £46k below budget. Car Parking income £10k below budget.	£56	↓
		(£606)	
TOTAL VARIANCE		(£564)	

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

2.2.1 Our Council

- There is £0.233m of requested budget carried forward into 2023/2024 (see **Appendix 2** for details).
- Crematorium – there has been a shortfall in income on memorials of **£0.022m**.
- There has been a 3-year extension of the subscription to the Human Resources system, with increased cost of software and maintenance of **£0.02m** in 2022/2023 (reducing to **£0.01m** pa for the next two years).
- Procurement Shared Services costs have been funded from a share of the surplus held by Lincolnshire Procurement during 2022/2023 resulting in a saving of **£0.047m**.
- Following the 2020 Redmond Review of the effectiveness of external audit and transparency of financial reporting in local authorities, the Government announced additional funding intended to support local bodies to meet the anticipated rise in audit fees. **£0.018m** was received in 2022/2023, with a further saving of **£0.005m** against budget for costs incurred.
- The income for bulky waste collections has exceeded the budget for the year by **£0.022m**, and the sale of new and replacement wheeled bins has increased by **£0.029m** because of new developments in the district.
- Land charges income is higher than anticipated as the transfer of LLC1 searches to HM Land Registry was delayed. The transfer took place on the 18th of April 2023. The delay has resulted in increased income of **£0.016m**.
- A shortfall in Commercial Waste income of **£0.039m** was offset by a reduction in tipping charges due to the introduction of free paper and card disposal, a saving of **£0.016m**. Net pressure of **£0.023m**.

Although Commercial Waste has seen an increase in customer numbers, the service has seen a loss of several large customers which has impacted on income generated.

- A commercial contingency budget of £0.2m is held to mitigate several commercial risks, including investment properties, and demand led service generated income. During 2022/2023, income loss of **£0.197m** was incurred, leaving a balance on the contingency budget of £0.003m.

	£
Commercial Contingency Base Budget 2022/2023	200,000
CCTV income due to reduction in customer base	(33,600)
Crematorium income - cremations	(123,800)
Trinity Arts Centre box office income	(29,300)
Market Stallage income	(10,000)
Remaining Balance at Qtr. 4 2022/2023	3,300

2.2.2 Our People

- There are £0.112m carry forwards into 2023/2024 (see **Appendix 2** for details).
- There is (£0.079m) saving on the ground's maintenance contract.

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

The current contract is in place for four years, from January 2022 to January 2026, with an option to extend for a further year, and is an ongoing saving in the Medium Term Financial Plan (MTFP).

- A review of earmarked reserves budgets held within service has identified a balance of £0.051m to be returned to General Fund Balances.

2.2.3 Our Place

- There is £0.185m carry forwards into 2023/2024 (see **Appendix 2** for details).
- Planning fee income - there is an additional £0.115m of income received above the current income budget. Whilst the fee income for non-major development applications has been at a consistent level, we have seen some extra-ordinary applications for major developments that have brought in significant fees alongside.

This has been offset by a reduction in pre-application fees of £0.03m – resulting in a net increase in income of £0.085m.

- There is a £0.054m increase in fuel costs. The average price of fuel per litre during 2022/2023 was £1.38. See 2.9.1 for further analysis.
- There is a £0.046m pressure on car park permit income. This is due to the reduction in the number of permits being sold due to continued remote working in some sectors. This is an ongoing pressure within the MTFP.

There is a further pressure of £0.01m for car parking charges against the current budget. However, the income generated during the year 2022/2023 is comparable to the year 2019/2020 (pre-pandemic).

- Property Services – there is a £0.033m pressure across all properties for repairs and maintenance.

There is a pressure of £0.033m across all sites for electricity. This is primarily due to the standing charge which has increased between 120% and 180% across the property portfolio

- The vehicle repairs and maintenance contract is on a Pay as you Go basis (PAYG) and has incurred additional costs of £0.118m in the current financial year. This is due to various factors including a considerable rise in parts and labour costs, and the age profile of the fleet. The costs are difficult to predict and are responsive to fleet issues.
- We have seen a reduction in demand for private sweeper work, which has reduced our income by £0.017m. Demand has reduced for private road sweeping work in recent years, mainly due to the biggest customer purchasing their own machine. The street cleansing service has undertaken a Together 24 service review recently, one of the outcomes will be a restructured operational team. Consequently, the efficiencies gained in salary budgets will offset any reduced income.

2.2.4 Corporate Accounting

- **Interest Receivable** - Income for interest receivable is £0.425m above the revised budget. This is due to the budget being set when interest rates were historically low, and this combined with larger balances than expected in the early part of the year has meant that the Council has exceeded its interest receivable budget.
- **Interest Payable** - Expenditure for interest payable is £0.027m above the current budget, this is due to rising interest rates.
- **Reduction in the Credit Loss Provision**

The Benefits team have worked to reduce the outstanding total of overpaid Housing Benefit by £0.228m during 2022/2023.

This has been achieved by the team increasing their proactive work on finding the debtors' current employers and making attachments to their earnings, by referring debts promptly to the Department for Works and Pensions (DWP) for recovery from DWP benefits, and by contacting debtors to remind them that they have debt and re-negotiating monthly payment terms. All repayment plans are also closely monitored to ensure they are up to date.

As a result of this work by the Benefits team, the level of outstanding debt has significantly reduced, resulting in a reduction in the credit loss provision required for the non-recovery of outstanding debt by £0.13m, contributing to the overall surplus position.

This has been offset by an increase in the credit loss provision for Sundry Debts of £0.012m – a net movement of £0.118m.

2.2.5 Funding

- Windfall grants received during the last quarter from Government which have not been budgeted for total £0.151m.
 - DLUHC Council Tax Family Payment Grant £0.017m
 - DLUHC Transparency Code Grant £0.008m

- DLUHC Levy Surplus Grant £0.025m
- DLUHC Business Rates New Burdens Grant £0.017m
- BIES new burdens £0.036m
- LCC Homes for Ukraine contribution £0.048m

2.2.6 Establishment

- A 2% vacancy factor against salary budgets was approved for 2022/2023 through the MTFP, which equates to a reduction in budget of £0.235m.
- Salary budgets for 2022/2023 were set based on an estimated 2% pay award. £0.25m was carried forward from the 2021/2022 surplus into 2022/2023 which allows for up to a 4% increase. However, the final pay award is based on a monetary value against each scale point, which equates to an average increase of 6%. The outturn for salary expenditure contained within this report includes the agreed pay award, backdated to April 2022.
- A pressure of **£0.117m** is reported against employee costs. £0.25m of this pressure is attributable to the pay award, with a saving of £0.148m due to vacancies during the year. Due to increased income within services, we have been able to contain the impact of the pay award within existing budget provision.
- The mini budget presented by Government in September 2022 included the removal of the additional 1.25% applied to National Insurance contributions for Health and Social Care from the 6th of November 2022.

2.3 Fees and Charges

2.3.1 £5.058m has been received in Fees and Charges income during 2022/2023 against a budget of £5.047m, a surplus of £0.011m.

The significant variances forecast for the year are:

- Planning fee income - increased by **£0.085m**
- Increase in bulky waste collections and increase in sale of new and replacement wheeled bins **£0.051m**
- Land charges income - increased by **£0.016m**
- Reduction in demand for private sweeper works **£0.017m**
- Crematorium - net shortfall in income on memorials **£0.022m**
- Commercial Waste - shortfall in income of **£0.039m**
- Car Parking Income - Parking permit sales **£0.046m** and car parking income **£0.01m** below budget.

2.3.2 Amendment to Fees and Charges Schedule 2023/2024

a) Homes, Health, and Wellbeing – First Home Check

The government First Homes scheme was introduced on 28 June 2021 via Ministerial statement. This made substantial changes to planning policy to provide discounted homes to first buyers in England who otherwise wouldn't be able to afford to purchase their first home.

Central Government have created the process to include a check from Local Authorities in all First Homes applications.

Local Authorities who have schemes within the Early Delivery Programme will receive £150 per application from the developer as payment for undertaking the required application checks.

There are 27 units secured through the early delivery programme receiving funding from Homes England which will be developed as first homes, these are being delivered on three different development sites with two different developers, resulting in forecast income of £0.004m.

This fee is set by Government is effective from the 1st of April 2023.

Prosperous Communities Committee				Homes, Health and Wellbeing			
2022/23	Proposed Increase / (Decrease)		2023/24	VAT Amount	2023/24 Charge Inc. VAT	VAT Rate	
	£	% Type or £					£
First Home Check	£0.00	0.0%	£0.00	£150.00	£0.00	£150.00	OS

b) Land Charges

The CON29 form is used to request information held by a local authority about a property.

This fee is set by Lincolnshire County Council (LCC) highways department and is recharged as part of the search fee issued by West Lindsey District Council.

An amendment to the fee was received on the 23rd of March 2023, increasing the search fee from £62 to £63 (incl. VAT).

The charge for a printed copy is to increase from £24 to £28 (incl. VAT).

This fee is set by LCC and is effective from the 1st of April 2023.

FEES APPROVED BY COUNCIL 6TH MARCH 2023

Prosperous Communities Committee				Land Charges				
2022/23	Proposed Increase / (Decrease)		2023/24	VAT Amount	2023/24 Charge Inc. VAT	VAT Rate		
	£	% Type or £					£	£
CON 29R	Lincolnshire County Council Fee**	£40.00	29.2%	£11.67	£51.67	£10.33	£62.00	S
CON 29O	submitted on its own	£19.22	4.1%	£0.78	£20.00	£4.00	£24.00	S
	Each printed enquiry							

Prosperous Communities Committee		Land Charges								
		2022/23		Proposed Increase / (Decrease)		2023/24		VAT Amount	2023/24 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£			
CON 29R	Lincolnshire County Council Fee**	£40.00	31.3%	£12.50	£52.50	£10.50	£63.00			S
CON 29O										
submitted on its own	Each printed enquiry	£19.22	21.4%	£4.11	£23.33	£4.67	£28.00			S

c) Licensing

The copy of licence fees were increased to £11.00 in a rounding up oversight from 1 April 2023 but should have been maintained at £10.50 as this is the cost of carrying out those services.

An inflationary increase should have been applied to the ‘skin piercing’ and ‘street trading consents’ licences. It is proposed to apply the increase from this Committee date forward.

This fee is set locally and will be effective from the 26th of June 2023, subject to Council approval.

FEES APPROVED BY COUNCIL 6TH MARCH 2023

Prosperous Communities Committee		Licensing								
		2022/23		Proposed Increase / (Decrease)		2023/24		VAT Amount	2023/24 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£			
Copy of Licence		£10.50	4.8%	£0.50	£11.00	£0.00	£11.00			OS
Personal Licence - Change of name /address		£10.50	4.8%	£0.50	£11.00	£0.00	£11.00			OS
Personal Licence - Copy of Licence (card part, paper part or both)		£10.50	4.8%	£0.50	£11.00	£0.00	£11.00			OS
Skin Piercing	Premises registration	£198.00	0.0%	£0.00	£198.00	£0.00	£198.00			OS
	Personal registration	£55.00	0.0%	£0.00	£55.00	£0.00	£55.00			OS
Street Trading Consents		£206.00	0.0%	£0.00	£206.00	£0.00	£206.00			OS

FEES AMENDED CPR 7TH JUNE 2023

Prosperous Communities Committee		Licensing								
		2022/23		Proposed Increase / (Decrease)		2023/24		VAT Amount	2023/24 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£			
Copy of Licence		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50			OS
Personal Licence - Change of name /address		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50			OS
Personal Licence - Copy of Licence (card part, paper part or both)		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50			OS
Skin Piercing	Premises registration	£198.00	6.1%	£12.00	£210.00	£0.00	£210.00			OS
	Personal registration	£55.00	7.3%	£4.00	£59.00	£0.00	£59.00			OS
Street Trading Consents		£206.00	6.3%	£13.00	£219.00	£0.00	£219.00			OS

2.4 2022/2023 Use of and Contribution to Reserves – Net Movement to Reserves £0.364m.

2.4.1 Use of Reserves – Member Approval Required - £0.364m

The following use of Earmarked Reserves is greater than £0.05m and requires the approval of Corporate Policy and Resources committee:

- £0.364m from Investment for Growth Reserve. RAF Scampton revenue costs incurred in procurement to date. Costs to be recovered up to a maximum value of £0.3m.

2.4.2 Use of Reserves – Delegated Decision - £0.119m

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

- £0.002m from the Project Investment Reserve. Income Management – chip and pin machines. Use of reserve has been previously approved for the capital scheme but the actual cost in 2022/2023 is below the de-minimus level for capital and costs have been transferred to revenue.
- £0.011m from the Unapplied Grants Reserve. £0.028m of the Electoral Registration-District Elections grant received 2021/2022 is held in the reserve, this use of reserve will leave a balance of £0.017m.
- £0.006m from General Fund Balances. Up to £0.08m approved by CP&R 16.06.23 to fund a CCTV pilot to increase the hours of active CCTV monitoring within the district. Balance of £0.074m remaining within General Fund Balances.
- £0.008m from General Fund Balances. A maximum of £0.016m was approved by Management Team 09.01.23 to increase the agency budget within the Revenues Team to provide full time agency cover for maternity leave.
- £0.027m from IT Upgrade/Refresh Reserve. A total of £0.07m was approved by Corporate Policy & Resources Committee on the 09.02.23 across 2022/2023 and 2023/2024 to move into a new 'Members ICT' reserve. £0.028m from IT Reserve and £0.042m from General Fund Balances. £0.043m remaining for 2023/2024.
- £0.007m from the Maintenance of Facilities reserve. Backlog maintenance work at Trinity Arts Centre.
- £0.011m from the Maintenance of Facilities reserve. Maintenance works carried out on Commercial Properties including: £0.002m backlog works, £0.006m painting and £0.003m energy improvement works.
- £0.028m from the Neighborhood Planning Grant (NPG) Reserve. Costs incurred during year more than NPG grant received.
- £0.019m from Investment for Growth Reserve. Revenue costs for the Gainsborough Heritage Regeneration – THI project.

2.4.3 Contribution to Reserves - £0.846m

Revenue Grants Unapplied (RGU): £0.325m

- £0.005m balance of Elections New Burden grant received during 2022/2023.
- £0.013m balance of the Domestic Abuse Grant (DLUHC).

- £0.031m balance of the Outbreak Prevention Fund (Dept Health & Social Care). Of the balance held in RGU reserve, £0.018m has been approved for use in 2023/2024 for the extension of an agency Environmental Health Officer.
- £0.039m balance of Homelessness and Rough Sleeping Funding (DLUHC).
- £0.027m balance of Bio Diversity Net Gain grant (Defra).
- £0.125m balance of LUF Capacity and Capability grant (DLUHC).
- £0.085m balance of Levelling Up Park Fund (DLUHC).

Other: £0.521m

- £0.006m to Community Grant Scheme. Community Lottery income received during 2022/2023, increasing the balance held from Community Lottery funds to £0.014m.
- £0.004m contribution to the Trinity Arts Centre Reserve, being the balance of the levy applied to ticket sales achieved in year above the budgeted amount of £0.01m.
- £0.01m to Enforcement Costs – Housing & Planning Reserve. The income obtained via Civil Penalties under the Housing Act is required to be retained for work related to Private Sector Housing Enforcement
- £0.002m to Maintenance of Facilities reserve. Fits income received during 2022/2023 above the budgeted value of £0.017m.
- £0.002m to CIL Reserve. CIL contributions received more than admin costs incurred during the year.
- £0.497m to the Business Rates Volatility Reserve. Covid Additional Relief Fund (CARF) grant to reserves.

2.5 Grants

As of 1st April 2022, the Council had an amount of £0.638m relating to grants received which had yet to be expended. Budget provision has been created throughout the financial year as required to deliver projects in accordance with grant terms. The balance as of 31st March 2023 is £0.682m, which includes those movements to Revenue Grants Unapplied detailed at 2.4.3.

2.5.1 Successful Grant Bids and New Grant determinations

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

Grant Issued By	Name of Grant	£
Department for Levelling Up, Homes and Communities (DLUHC)	Levelling Up Fund	3,639,979
Department for Work & Pensions (DWP)	Rent Allowance	3,296,124
Department for Levelling Up, Homes and Communities (DLUHC)	UK Shared Prosperity Fund	347,723
Department for Levelling Up, Homes and Communities (DLUHC)	Rural Services Delivery Grant	248,834
Department for Levelling Up, Homes and Communities (DLUHC)	New Home Bonus	231,099
Nottingham City Council	Homes Upgrade Grant (HUG)	116,600
Department for Levelling Up, Homes and Communities (DLUHC)	Lower Tier Service Grants	86,675
Nottingham City Council	Green Homes Grant (LAD3)	68,200
Department for Work & Pensions (DWP)	Housing Benefit Admin Grant	56,884
Department for Business, Energy & Industrial Strategy	New Burdens	31,260
Department for Levelling Up, Homes and Communities (DLUHC)	Homelessness	28,958
Improvement and Development Agency for Local Government	LGA Housing Advisers Programme	25,000
Department for Levelling Up, Homes and Communities (DLUHC)	Neighbourhood Planning Grant	20,000
Department for Levelling Up, Homes and Communities (DLUHC)	Family Annexe Grant	17,097
Arts Council England	Townscape Heritage (THI)	9,218
Department for Work & Pensions (DWP)	Rent Rebate	2,376
Department for Environment, Food and Rural Affairs (DEFRA)	Taxi and PHV Database	597
Department for Levelling Up, Homes and Communities (DLUHC)	Revenue Support Grant	481
		8,227,105

Other Items for information

2.6 Planning Appeals

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

There are 2 live applications for costs.

Period	Number of Appeals	Allowed	Dismissed
January	0	0	0
February	4	2	2
March	0	0	0
Total for Quarter 4	4	2	2

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

At the end of March 2023, there was a total of £0.455m outstanding debt in the system over 90 days. Much of this debt was over 150 days old (74%) and mainly comprised of:

- Leisure £0.245m
- Housing £0.05m
- Environmental Services £0.035m
- Property Services £0.03m
- Building Control £0.02m

For each of these areas the debt recovery process is under way for all debt over 90 days, payment plans are being put in place where possible.

- Housing Benefits overpayments £0.03m the majority of which will look to be recovered through ongoing entitlement or where appropriate on agreed repayment

schedules.

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

2021/2022 Total £	Month	90 – 119 days £	120 – 149 days £	150+ days £	2022/2023 Total £
180,437	Quarter 1 - ending May 2022	8,874	72,139	149,028	230,041
209,718	Quarter 2 - ending Sept 2022	2,972	10,295	211,865	225,131
219,401	Quarter 3 - ending Dec 2022	4,582	13,108	198,909	216,600
218,793	Quarter 4 - ending Mar 2023	95,999	24,403	334,948	455,350

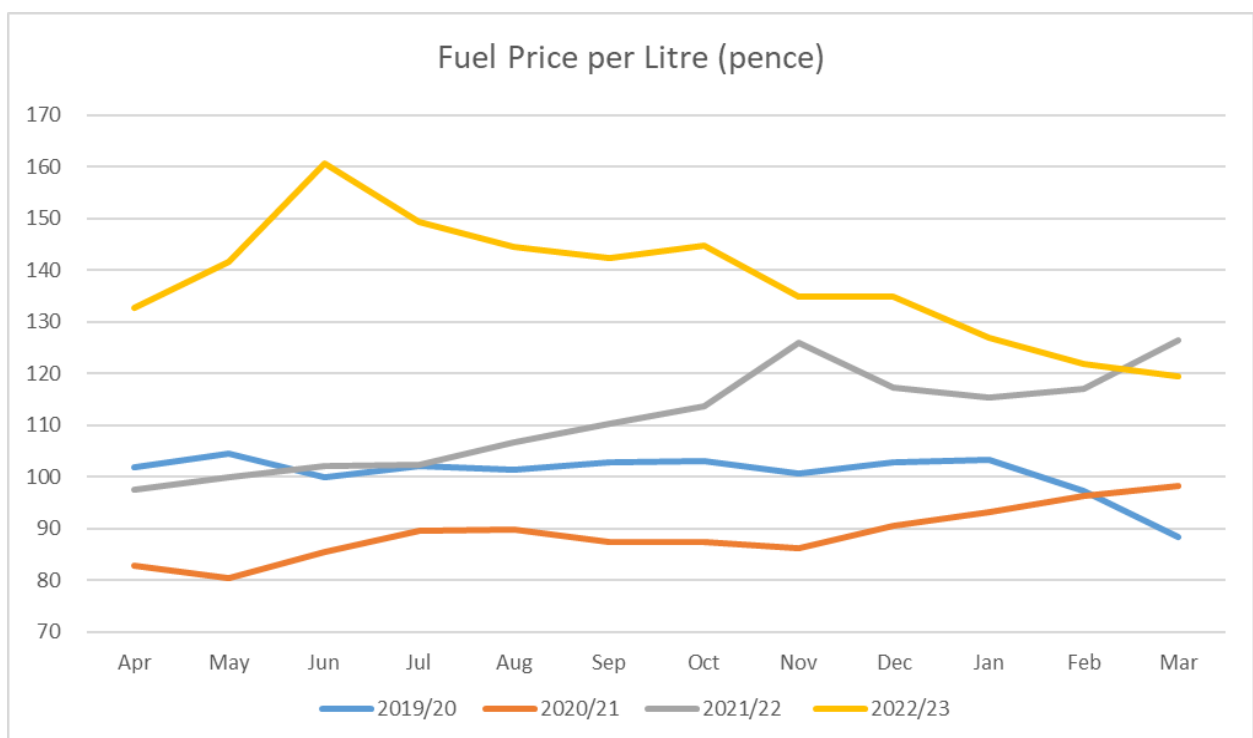
2.8 Changes to the Organisation Structure

2.8.1 Communities Team - The job evaluation of a Project Support Officer was completed during the period, increasing the band from 5 to 6, backdated to 1st of May 2022. The impact on the 2022/2023 forecast outturn is a cost of £0.002m.

2.9 Fuel

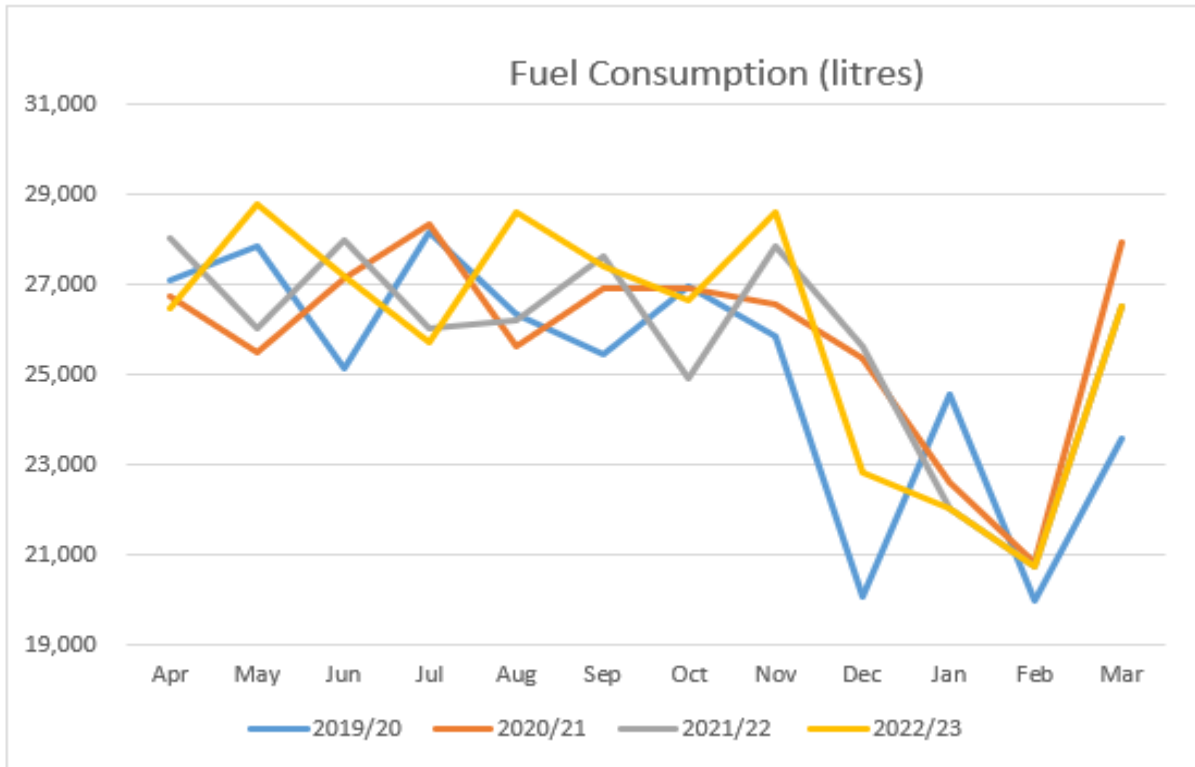
2.9.1 The chart below shows the actual price paid per litre of fuel, in pence, during 2019/2020, 2020/2021, 2021/2022 and 2022/2023.

The average price paid per litre during 2022/2023 was £1.38.



2.9.2 The chart below show the actual quantity of fuel purchased, in litres, during 2019/2020, 2020/2021, 2021/2022 and 2022/2023.

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



3.1 CAPITAL UPDATE – Final Outturn 2022/2023

3.1.1 The capital programme spend is £4.851m against a revised budget of £7.905m, this has resulted in a variance of £3.054m, of which a net £2.543m is requested for carry forward/drawback into/from 2023/2024, and £0.511m being the net underspend on scheme budgets.

3.1.2 Approvals to Carry Forward £2.565m, are requested as detailed in the table below, with the most significant being:

- £0.045m – CRM system
- £0.045m – 5-7 Market Place Redevelopment
- £0.134m – Thriving Gainsborough Cinema
- £0.061m – WLDC Cinema Land carry forward for completion of demolition
- £0.045m – Thriving Gainsborough Whitton Gardens
- £0.190m – Thriving Gainsborough Resources required for completing the delivery of the LUF bid.
- £0.066m – Capital Enhancements to Council Owned Properties – for upgrading the fire doors at Trinity Art Centre
- £0.053m – Carbon Efficiencies Street Lights
- £0.226m – Disabled Facilities Grants
- £0.029m – Depot for completion of the wash bay and fencing
- £0.040m – CCTV Expansion
- £0.043m – Member ICT provision
- £0.025m Document Management System
- £0.750m – Extra Care Provision
- £0.043m – Supported Accommodation LEAP
- £0.023m – Ongo – Stow Road Marton
- £0.090m – Lace Housing Romangate Court
- £0.159m – Local Authority Delivery Grant Phase 3
- £0.415m – Homes Upgrade Grant Phase 1

The above carry forwards total £2.482m – the remaining £0.083m is made up of various small carry forward requests (individually less than £0.020m).

Included in the net carry forward amount in the monitoring table below are drawbacks totaling £0.022m. This funding will be brought forward from 2023/2024 for the following schemes:

- £0.017m - Gainsborough Heritage Regeneration
- £0.005m - Thriving Gainsborough Bus Station

3.1.3 The net overspend position of £0.511m relates to schemes that have either underspent or overspent against the revised budget, or schemes that are requesting amendments.

Scheme which has overspent:

- £0.005m Safer Streets West Lindsey - this has been financed from an underspend in revenue relating to Safer Streets.

Schemes which have underspent are:

- Crematorium Phase 2 - £0.014m
- 3D Payment Secure - £0.010m
- Income Management - £0.048m
- Sun Inn - £0.011m
- Local Authority Delivery Grant Phase 2 - £0.130m – this grant has now closed.

Approval is sought for amendments to the following schemes relating to the LUF Bid where spend has been classified as revenue in the Council's Accounts.

- Thriving Gainsborough Market Place/Streetscene/Bus Station and Wayfinding - £0.001m
- Thriving Gainsborough Resources - £0.183m
- WLDC Cinema Land - £0.109m

Approval is also sought for amendments to the following scheme where additional LUF grant funding has been utilised against eligible expenditure on 5-7 Market Place reducing the requirement of Capital Receipts.

- Thriving Gainsborough THI - £0.010m

The outturn position and narrative for capital schemes is provided in the table below.

Capital Investment Programme 2022/2023

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
Customer										
3D Payment Secure	Stage 3	0	0	9,500	0	(9,500)	0	Scheme complete. £8k costs moved to revenue.	0	0
Income Management	Stage 3	0	0	47,700	0	(47,700)	0	Complete.	0	7,000
Telephony (Equipment)	Stage 3	18,165	0	20,000	18,165	0	(1,835)	Further costs for number of porting. Officer to confirm the costs and timing of costs. Still to complete. Carry forward balance into 2023/2024 for the remaining ports.	0	0
CRM System	Stage 3	0	83,800	45,400	0	0	(45,400)	Project ongoing. £50k set aside for AI.	0	0
Replacement Planning System	Stage 2	0	123,000	0	0	0	0		0	0
Economy										
Crematorium Phase 2	Stage 4	(13,894)	0	0	(13,894)	(13,894)	0	The contract is complete. The total cost of the scheme is £103.8k. The underspend is due to the tender being lower than the budget, plus the omitted one year additional maintenance.	0	0
Unity Arts Centre Improvements	Pre Stage 1	0	2,500,000	0	0	0	0	NLFH has rejected the initial application, stating that the project is more Arts than Heritage. NLFH will consider a revised application if we can get the Arts Council to support the project too. As a result the project is to be slipped to 2023/2024, as nothing will happen before then.	0	0
Market Rasen 3 year vision	Stage 2	0	150,000	0	0	0	0	Historic Building Grant Officer is working with building owners, work progressing and architects have been appointed to develop schemes. Local steering group continues to support this work and are happy with progress. Building works are anticipated to commence at start of 2023 with grants to be awarded early 2023/2024, therefore slip entire budget of £200k to 2023/2024.	0	0
Gainsborough Heritage Regeneration	Stage 3	79,209	449,600	62,200	79,209	0	17,009	TH18/ TH20 spend, £8k to be funded from LUF. TH18 Claim materialised earlier than predicted - drawback £16.5k from 2023/2024.	0	0
Shop Front Improvement	Stage 3	0	52,413	0	0	0	0	Applications are being developed in Market Rasen with one expected to be paid out early 2023/2024. Slip whole budget of £53.4k to 2023/2024.	0	0
5-7 Market Place Redevelopment	Stage 3	631,261	404,500	676,200	631,261	0	(44,939)	Project close to completion, final account to be finalised, expected to be within total budget (including contingency).	20,561	65,500
Thriving Gainsborough - Cinema	Stage 3	94,313	2,219,212	228,000	94,313	0	(133,687)	GFA still underworks with Savoy.	0	0
Hemswell Masterplan Public Realm	Stage 3	0	0	10,000	0	0	(10,000)	£12k play parks wet pour resurfacing. Previous estimate of £10k has been increased to £12k following procurement exercise. £2k to be brought back into 2022/2023.	0	0
Sun Inn	Stage 4	22,199	0	32,900	22,199	(10,701)	0	Capital budget reinstated for 2022/23. The last variation of the agreement has a deadline for claims of August 2022. Project now finished.	0	0

Capital Investment Programme 2022/2023

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
WLDC - Cinema Land Purchase	Stage 3	568,941	0	738,800	568,941	(109,068)	(60,791)	Relates to restrictive covenant and site acquisition.	0	0
Thriving Gainsborough - Pocket Park	Stage 3	26,761	65,600	32,000	26,761	0	(5,239)	We are currently in the final elements of RIBA Stage 3, with a paper going to CPR on 7th June 2023 to approve the public realm strategy. This decision will influence the start of RIBA Stage 4, and whether all three interventions are in a position to proceed. Based on current estimates, procurement should begin Q3 23/24 and construction Q1 24/25.	0	0
Thriving Gainsborough - Market Place/Streetscape	Stage 3	58,120	813,000	65,000	58,120	(780)	(6,100)	We are currently in the final elements of RIBA Stage 3, with a paper going to CPR on 7th June 2023 to approve the public realm strategy. This decision will influence the start of RIBA Stage 4, and whether all three interventions are in a position to proceed. Based on current estimates, procurement should begin Q3 23/24 and construction Q1 24/25.	0	0
Thriving Gainsborough - Townhall THI	Stage 3	40,341	1,087,050	65,500	40,341	(10,600)	(14,559)	Promotion of scheme planning is taking place and communication with property owners is in progress. Grants are currently being paid to some property owners. £10.6k used for 5-7 Market Place.	0	0
Thriving Gainsborough - Whitton Gardens	Stage 3	105,257	597,880	150,000	105,257	0	(44,743)	We are currently in the final elements of RIBA Stage 3, with a paper going to CPR on 7th June 2023 to approve the public realm strategy. This decision will influence the start of RIBA Stage 4, and whether all three interventions are in a position to proceed. Based on current estimates, procurement should begin Q3 23/24 and construction Q1 24/25.	0	0
Thriving Gainsborough - Bus Station	Stage 3	25,565	125,100	21,000	25,565	(137)	4,702	The progress on the Bus Station has been slow compared to the original forecast in the Business Case. There are a series of circumstances behind this including difficulties in procuring an architect, initial scope creep within the design, 3 revisions of the design (to date) due to key stakeholder safety concerns and limitations around the budget. The project design is now with the planning department and the appointed Quantity Surveyor is working with the Architect and the project team to develop the tender documents.	0	0
Thriving Gainsborough - Living Over The Shops	Stage 2	0	575,580	0	0	0	0	Promotion of scheme planning is taking place and communication with property owners is in progress. Aim to simplify scheme for owners and provide interim stage grant payments.	0	0
Thriving Gainsborough - Wayfinding Strategy	Stage 3	82,118	0	87,300	82,118	(466)	(4,716)	Overspend due to additional expert opinion required to deliver project.	0	0
Thriving Gainsborough - Resources	Stage 3	264,525	556,300	637,400	264,525	(182,970)	(189,905)		0	0
1.4 Multi Year Signature Events Programme	Stage 2	11,163	0	31,500	11,163	0	(20,337)	Due to lead times for equipment, unable to purchase before the year end. Remaining grant to be spent in 2023/2024.	0	0

Finances										
Financial Management System	Stage 4	17,675	0	17,700	17,675	(25)	0	Final invoice for ERP implementation has been paid. Small underspend remaining.	0	0
Capital Enhancements to Council Properties	BAU	20,816	70,000	87,040	20,816	0	(66,224)	TAC replacement fire doors -£50k funding has been approved though CP&A. In December the contract procurement procedure result was that the successful tender for this work will cost £66k, therefore the additional £16k will be funded from the Maintenance of Facilities reserve. Supply issues with the goods and TAC activities scheduled has resulted in the work being delayed to August 2023.	0	0
Carbon Efficiencies - Street Lights	Stage 3	0	160,000	52,500	0	0	(52,500)	LED Street Light upgrade to be phased over multiple years. Alternative scheme delivery options are being considered in order to progress the works quicker. Have been unable to progress the works during 2022/2023.	0	0

Capital Investment Programme 2022/2023

Corporate Priority/Scheme	Stage	Actuals	Base Budget	Revised Budget incl. Contingency	Outturn	Over/ (Under) Spend	Carry Forwards/ Drawbacks	Narrative	Contingency Forecast Outturn	Contingency Budget
		£	£	£	£	£	£		£	£
Richmond House Conservatory	Stage 3	0	0	20,000	0	0	(20,000)	Reliant upon Gainsborough Town Council committing to revise double door and step scheme, costing for the revised scheme has yet to be determined. A planning application has been submitted for the work.	0	0
Health & Wellbeing										
Disabled Facilities Grants	BAU	1,039,852	674,900	1,266,080	1,039,852	0	(226,228)	Delays on the start date on a number of approved grants.	0	0
Housing Growth										
Unlocking Housing (LoS)	Stage 3	0	0	0	0	0	0	Application expected for 3 units expected to be submitted early 2023 for payment in 2023/2024. Slip remaining budget of £69.6k to 2023/2024.	0	0
Public Safety & Environment										
Vehicle Replacement Programme	BAU	835,066	828,000	835,600	835,066	(534)	0	Complete. 4 new RCV's, 1 JCB, 1 Luton and 1 baby Dennis eagle.	0	0
Food Waste Collection	Pre Stage 1	0	0	0	0	0	0		0	0
Depot (P)	Stage 3	71,001	0	100,000	71,001	0	(28,999)	Sweeper bay structure has been completed, additional works outstanding is the installation of the speed bump and mesh to rear elevation of the sweeper bay. Additional work required to the electric boards and adjustment to the essential/non essential items to ensure the site can be operational during any power disruptions.	0	0
RCV Expansion	Stage 3	6,173	0	46,000	6,173	0	(39,827)	Committed in full during 2022/2023 - remainder of work will be delivered in 2023/2024 (new column works).	0	0
1.3 Safer Streets West Lindsey	Stage 2	14,911	0	10,000	14,911	4,911	0	Purchase of radios. £10k funded from UKSPF funding. £4.9k to be financed from revenue in 2022/2023.	0	0
Staff & Members										
Member ICT Provision	BAU	27,214	0	70,200	27,214	0	(42,986)	14 ipads & 24 laptops. Remaining balance to be carried forward to 2023/2024.	0	0
ERP Systems Phase 2	Stage 2	0	200,000	0	0	0	0	Spend unlikely this year. Scheme is for HR & Asset Register.	0	0
Document Management System	Stage 3	20,888	0	46,400	20,888	0	(25,512)	Project is still ongoing. Extraction work being done by 3rd party to pay for in new year.	0	0
Vulnerable Groups and Communities										
Extra Care Provision	Stage 3	0	750,000	750,000	0	0	(750,000)	First payment due when work commences on site, early in 2023/2024.	0	0
Supported Accommodation (LEAP)	Stage 3	28,570	80,000	71,400	28,570	0	(42,830)	4 of 7 properties completed, carrying forward remaining budget to be spent in 2023/2024.	0	0
Local Authority Delivery Grant Phase 2 - Green Home	Stage 4	399,121	0	529,500	399,121	(130,379)	0	This grant has been completed and closed, the grant reconciliation has been completed.	0	0
Ongo - Stow Road Marton	Stage 3	0	226,250	22,625	0	0	(22,625)	10% payable on the signing of the contract which is due to be undertaken early 2023/2024 and 90% is due on completion of the contract.	0	0
Lace Housing - Romangate Court	Stage 3	90,000	180,000	180,000	90,000	0	(90,000)		0	0
Local Authority Delivery Grant Phase 3	Stage 3	150,598	0	310,000	150,598	0	(159,402)	Spend deadline for the funding has been extended to September 2023.	0	0
Homes Upgrade Grant Phase 1	Stage 3	114,947	0	530,000	114,947	0	(415,053)	Spend deadline for the funding has been extended to May 2023, a number of properties have had the EPC/retrofit assessment and are waiting to have the installations completed.	0	0
Total Capital Programme Gross Expenditure		4,850,874	12,972,185	7,905,445	4,850,875	(511,843)	(2,542,727)		20,561	72,500

3.2 Acquisitions, Disposals and Capital Receipts

3.2.1 Capital Receipts - The total value of capital receipts for 2022/2023 total £0.123m and relate to:

- £0.064m from the Housing Stock Transfer Agreement share of Right to Buy receipts.
- £0.012m Loan repayments.
- £0.024m for the Council's share of the proceeds of several plots of land.
- £0.013m repayments of DFG Grants.
- £0.010m Insurance receipt for vehicle.

3.3 Capital Programme Update 2023/2024

The following amendments to the capital programme are requested:

3.3.1 Extra Care Provision Scheme

Increase in budget of £0.911m, for S106 spend (increase from £1.5m to £2.411m in 2023/2024)

(Existing Budget - £0.75m to be carried forward from 2022/2023 to 2023/2024 plus £0.75m base budget 2023/2024)

Prebend Lane, Welton

Lace Housing have been working closely with WLDC, LCC and Homes England to determine a final costing for the Prebend Lane scheme. There has been several factors that have contributed to the increase in costs for this scheme, they include increase in material costs, length of build, limited availability of materials, lack of sub-contractors to undertake certain elements of the work and an increase in the cost of labour.

There has been a lot of work done to increase available finances which has included:

- Additional £0.437m of funding secured from Homes England
- Additional £0.48m funding secured from LCC
- Lace seeking additional private finance
- Lace reducing their internal development costs for the scheme
- Lace utilising RCGF into the scheme that was earmarked for Market Rasen

The additional S106 funding is secured through an amendment to the original Grant Funding agreement.

3.3.2 High Street, Scampton

Implementation of budget for contribution towards affordable housing at High Street Scampton £0.035m to be paid from S106 funding held.

The development at High Street Scampton will comprise of 7 units of affordable housing on a wider site delivering a further 11 units of open market housing developed by Pride Homes.

This site came forward in 2015 as a rural exception site due to identified need locally for 7 units of affordable housing within the village of Scampton. The units will be delivered as 5 affordable rented and 2 shared ownership units all for general needs affordable housing.

Acis having been working in partnership with West Lindsey District Council's to ensure that the development delivers on site affordable housing to meet local, evidenced housing need. The site benefits from a S106 agreement which gives priority for allocation of the units to local people in the first instance which assists with meeting the identified local need.

The S106 funding is secured through a Grant Funding agreement with Acis.

3.3.3 Scouts Hill Project

New capital scheme for 2023/2024 - £0.048m capital spend funded from DLUHC Parks Fund Grant which was received in 2022/2023.

The project was reported to CP&R 29th September 2022 (FIN/87/23).

Funding of £0.085m received in 2022/2023. The funding breakdown consists of:

- **Up to £0.048m capital for the creation of improvement to an existing park**
- Up to £0.019m revenue for project preparation, creation and maintenance
- Up to £0.018m 'tree uplift' for tree planting and related costs

3.3.4 Solar Refuse Fleet Project

New capital scheme for 2023/2024 - £0.024m capital spend funded from the Environmental and Climate change reserve.

Capital spend to fit solar panel technology to six of WLDC's refuse collection HGVs, reducing reliance on diesel fuel and cutting CO2 emissions by at least 6 tonnes per year.

The scheme is aimed at reducing carbon emissions and operational costs, in alignment with WLDC's commitment to reducing its carbon footprint and achieving net zero emissions by 2050.

The project aims to provide a positive return on investment (ROI) in year 4 (2027) and reduce WLDC's expenditure by up to £0.006m per year through lower fuel consumption and increased mechanical longevity.

The capital amendment value is below £0.025m and has been approved by the Chief Finance Officer and Director for Operational and Commercial Services.

4. TREASURY MONITORING – Quarter 4 (January – March 2023)

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

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

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

4.1 Officers can confirm that there have been no breaches of Prudential Indicators as detailed at 4.9 below.

4.2 Interest received (January - March) has been more than the average 7-day Sterling Overnight Index Average (SONIA) (2.24%) with an average yield of 3.882% (including CCLA) and 3.680% (excluding CCLA). The Council budgeted to receive £0.149m of investment income, the outturn is now £0.544m.

4.3 Interest Rate Forecasts

The Council’s treasury advisors, Link Asset Services, have provided the following forecasts on 27 March 2023:

Link Group Interest Rate View	27.03.23											
	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
BANK RATE	4.50	4.50	4.25	4.00	3.50	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.50	4.50	4.30	4.00	3.50	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.50	4.40	4.20	3.90	3.40	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.40	4.20	3.80	3.30	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.10	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.20	3.10
10 yr PWLB	4.20	4.20	4.00	3.90	3.80	3.70	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.50	4.40	4.20	4.10	4.00	3.80	3.70	3.60	3.50	3.50	3.40
50 yr PWLB	4.30	4.20	4.10	3.90	3.80	3.70	3.50	3.50	3.30	3.20	3.20	3.10

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

4.4 Investments

The Council held investments of £18.515m on 31st March 2023. The table below details these investments for Quarter 4:

	Qtr. 4
Investments at Qtr. 4	£'000
LGIM Money Market Fund	7,500
Aberdeen Money Market Fund	545
Lloyds Bank Deposit Account	1,995
CCLA Property Fund	3,000
Insight Money Market Fund	5,475
Total	18,515

4.5 Investment in Local Authority Property Fund (CCLA)

The total the Council has invested now stands at £3m (of an approved £4m). Interest is receivable on a quarterly basis.

4.6 New External Borrowing

External temporary borrowing of £5.000m was repaid in October 2022 and new external temporary borrowing was taken at £5.000m.

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

4.7 Total Prudential Borrowing at Quarter 4

	Qtr. 4
Prudential Borrowing	£'000
Total External Borrowing	21,500
Total Internal Borrowing	17,938
Total Prudential Borrowing	39,438

4.8 Borrowing in advance of need

The Council has not borrowed in advance of need during the period ending 31st March 2023.

4.9 Compliance with Treasury and Prudential Limits

It is statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators

(affordability limits) are included in the approved Treasury Management Strategy (TMS).

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

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

	Original £'000	Qtr. 4 £'000
Treasury Indicators		
Authorised limit for external debt	43,000	43,000
Operational boundary for external debt	38,241	39,438
External Debt	26,500	21,500
Investments	(13,000)	(18,515)
Net Borrowing	13,500	2,985
Prudential Indicators		
Capital Expenditure	12,972	4,851
Capital Financing Requirement (CFR)	38,241	39,438
<i>Of Which is Commercial Property</i>	<i>20,211</i>	<i>20,211</i>
Annual change in CFR*	(1,184)	(855)
External Debt Forecast	26,500	21,500
Under/(over)borrowing	11,741	17,938
Ratio of financing costs to net revenue stream*	10.34%	5.37%
Incremental impact of capital investment decisions:		
Increase/Reduction (-) in Council Tax (band change per annum)	£0.00	£0.05

5. STATUTORY REQUIREMENTS TO PUBLISH: SECTION 137 EXPENDITURE, BUILDING CONTROL ACCOUNT

We are required to publish the following data on our website as part of Statutory Requirements, annually each year. They are included in this report for information.

5.1 SECTION 137 EXPENDITURE

Section 137 of the 1972 Local Government Act (as amended) empowers local authorities to make contributions to certain charitable funds AND not for profit bodies providing a public service in the United Kingdom. For 2022/2023, the maximum amount allowable is £8.82 per head of population (95,570) which equates to £0.843m.

The Council's expenditure in 2022/2023 under this power was £0.433m (£0.278m in 2021/2022), being £0.409m below the maximum amount allowable.

The published data is contained within this report at **Appendix 4**.

5.2 BUILDING CONTROL ACCOUNT

The Building Control Regulations 2010 requires authorities to publish a financial statement relating to the building regulations chargeable and non-chargeable account.

The following statement shows the deficit for the chargeable and non-chargeable work for the year 2022/2023.

	Chargeable 2022/23 £'000's	None Chargeable 2022/23 £'000's	Total 2022/23 £'000's
Expenditure for year	222	213	435
Income for year	(227)	0	(227)
(Surplus)/Deficit for year	(5)	213	208

5.3 COMMUNITY INFRASTRUCTURE LEVY (CIL)

Following a change in the CIL Regulations 2010 (as amended). The Government have introduced a new reporting requirement called an Infrastructure Funding Statement (IFS), which includes Section 106 monitoring and must be published on or before the 31st of December of that year. The IFS for 2021/2022 is now published on the Council's website and the IFS for 2022/2023 will be published on or before 31st December 2023.

A summary of the CIL receipts and expenditure for financial year 2022/2023 is included at **Appendix 5**.

Appendix 1 (provided by the Council's Independent Treasury Advisors, Link Asset Services)

The Economy and Interest Rates

UK Economy

Against a backdrop of stubborn inflationary pressures, the easing of Covid restrictions in most developed economies, the Russian invasion of Ukraine, and a range of different UK Government policies, UK interest rates have been volatile right across the curve, from Bank Rate through to 50-year gilt yields, for the duration of 2022/23.

Market commentators over optimism around inflation has been one of the causes of the changes in the bond markets with, for example, UK, EZ and US 10-year yields all rising by over 200bps in 2022. The table below provides a snapshot of the conundrum facing central banks: inflation is elevated but labour markets are extra-ordinarily tight, making it an issue of fine judgment as to how far monetary policy needs to tighten.

	UK	Eurozone	US
Bank Rate	4.25%	3%	4.75%-5%
GDP	0.1%q/q Q4 (4.1%/y/y)	+0.1%q/q Q4 (1.9%/y/y)	2.6% Q4 Annualised
Inflation	10.4%/y/y (Feb)	6.9%/y/y (Mar)	6.0%/y/y (Feb)
Unemployment Rate	3.7% (Jan)	6.6% (Feb)	3.6% (Feb)

Q2 of 2022 saw UK GDP deliver growth of +0.1% q/q, but this was quickly reversed in the third quarter, albeit some of the fall in GDP can be attributed to the extra Bank Holiday in the wake of the Queen's passing. Q4 GDP was positive at 0.1% q/q. Most recently, January saw a 0.3% m/m increase in GDP as the number of strikes reduced compared to December. In addition, the resilience in activity at the end of 2022 was, in part, due to a 1.3% q/q rise in real household disposable incomes. A big part of that reflected the £5.7bn payments received by households from the government under the Energy Bills Support Scheme.

Nevertheless, CPI inflation picked up to what should be a peak reading of 11.1% in October, although hopes for significant falls from this level will very much rest on the movements in the gas and electricity markets, as well as the supply-side factors impacting food prices. On balance, most commentators expect the CPI measure of inflation to drop back towards 4% by the end of 2023. As of February 2023, CPI was 10.4%.

The UK unemployment rate fell through 2022 to a 48-year low of 3.6%, and this despite a net migration increase of c500k. The fact remains, however, that with many economic participants registered as long-term sick, the UK labour force shrunk by c500k in the year to June. Without an increase in the labour force participation rate, it is hard to see how the UK economy will be able to grow its way to prosperity, and with average wage increases running at over 6% the MPC will be concerned that wage inflation will prove just as sticky as major supply-side shocks to food (up 18.3% y/y in February 2023) and energy that have endured since Russia's invasion of Ukraine on 22 February 2022.

Bank Rate increased steadily throughout 2022/23, starting at 0.75% and finishing at 4.25%.

In the interim, following a Conservative Party leadership contest, Liz Truss became Prime Minister for a short period that ran through September and October. Market volatility endured during this period but calmed when a new prime minister and chancellor were appointed. Their Autumn Statement of the 17th of November gave rise to a net £55bn fiscal tightening, although much of the “heavy lifting” has been left for the next Parliament to deliver. However, the markets liked what they heard, and UK gilt yields have reversed the increases seen under the previous tenants of No10/11 Downing Street, although they remain elevated in line with developed economies generally.

As noted above, GDP has been tepid throughout 2022/23, although the most recent composite Purchasing Manager Indices for the UK, US, EZ and China have all surprised to the upside, registering survey scores just above 50 (below suggests economies are contracting, and above suggests expansion). Whether that means a shallow recession, or worse, will be avoided is still unclear. Ultimately, the MPC will want to see material evidence of a reduction in inflationary pressures and a loosening in labour markets. Realistically, that is an unlikely outcome without unemployment rising and wage settlements falling from their current levels. At present, the bigger rise in employment kept the unemployment rate unchanged at 3.7% in January. Also, while the number of job vacancies fell for the ninth consecutive month in February, they remained around 40% above pre-pandemic levels.

Our economic analysts, Capital Economics, expect real GDP to contract by around 0.2% q/q in Q1 and forecast a recession this year involving a 1.0% peak-to-trough fall in real GDP.

The pound has remained resilient of late, recovering from a record low of \$1.035 during September and October to \$1.23. Notwithstanding the pound’s better run of late, 2023 is likely to see a housing correction of some magnitude as fixed-rate mortgages have moved above 4.5% and affordability has been squeezed despite proposed Stamp Duty cuts remaining in place.

As for equity markets, the FTSE 100 started 2023 strongly, rising to a record high of 8,014 on 20th February, as resilient data and falling inflation boosted earnings. But global equities fell sharply after concerns over the health of the global banking system emerged early in March. The fall in the FTSE 100 was bigger than the drop in the US S&P 500. Indeed, at around 7,600 now, the FTSE is 5.2% below its record high on 20th February, while the S&P 500 is only 1.9% lower over the same period. That’s despite UK banks having been less exposed and equity prices in the UK’s financial sector not falling as far. It may be due to the smaller decline in UK interest rate expectations and bond yields, which raise the discounted value of future earnings, compared to the US.

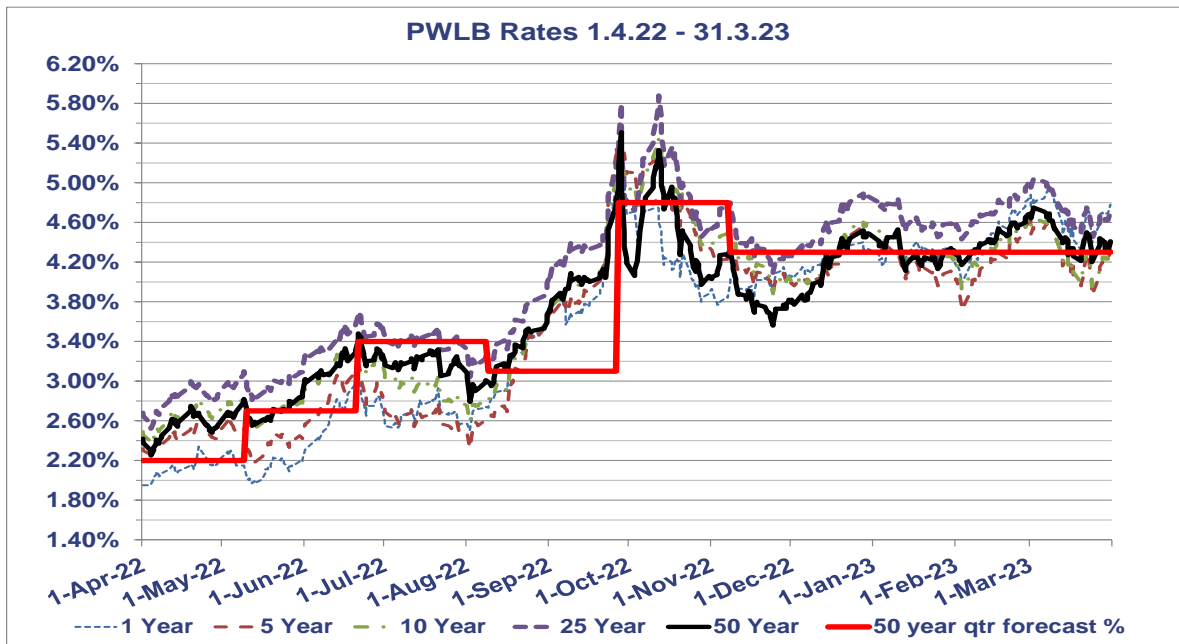
USA. The flurry of comments from Fed officials over recent months suggest there is still an underlying hawkish theme to their outlook for interest rates. Markets are pricing in a further interest rate increases of 25-50bps, on top of the current interest rate range of 4.75% - 5%.

In addition, the Fed is expected to continue to run down its balance sheet once the on-going concerns about some elements of niche banking provision are in the rear-view mirror.

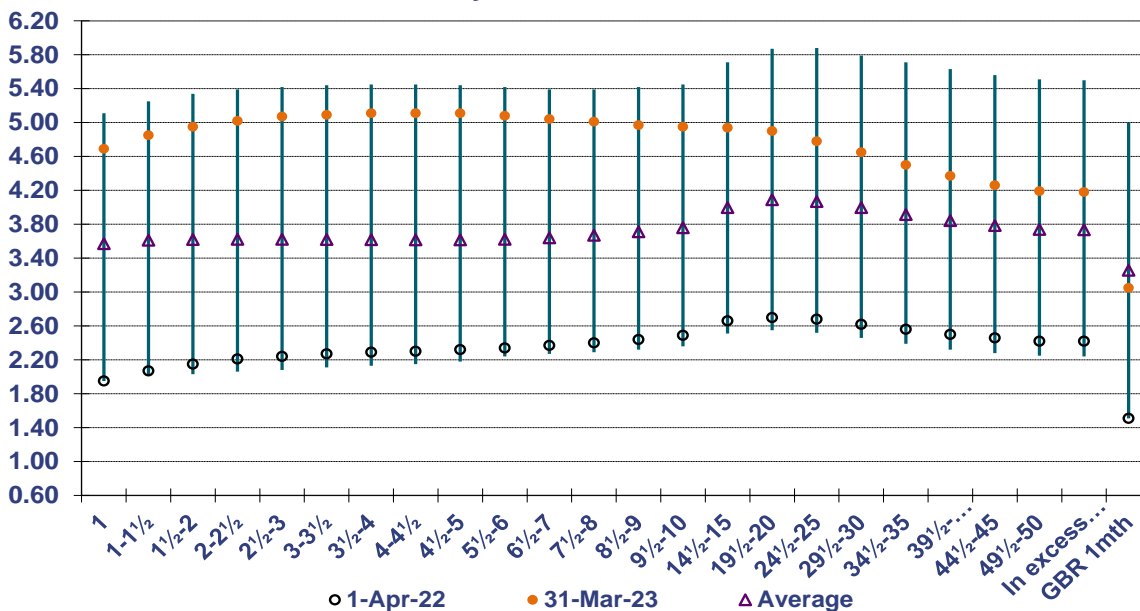
As for inflation, it is currently at circa 6% but with the economy expected to weaken during 2023, and wage data already falling back, there is the prospect that should the economy slide into a recession of any kind there will be scope for rates to be cut at the backend of 2023 or shortly after.

EU. Although the Euro-zone inflation rate has fallen below 7%, the ECB will still be mindful that it has further work to do to dampen inflation expectations and it seems destined to raise rates to 4% to do so. Like the UK, growth has remained more robust than anticipated but a recession in 2023 is still seen as likely by most commentators.

PWLB RATES 2022/23



PWLB Certainty Rate Variations 1.4.22 to 31.3.23



HIGH/LOW/AVERAGE PWLB RATES FOR 2022/23

	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.95%	2.18%	2.36%	2.52%	2.25%
Date	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
High	5.11%	5.44%	5.45%	5.88%	5.51%
Date	28/09/2022	28/09/2022	12/10/2022	12/10/2022	28/09/2022
Average	3.57%	3.62%	3.76%	4.07%	3.74%
Spread	3.16%	3.26%	3.09%	3.36%	3.26%

PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. Indeed, in recent years many bond yields up to 10 years in the Eurozone turned negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter-term yields. In the past, this has been a precursor of a recession.

However, since early 2022, yields have risen dramatically in all the major developed economies, first as economies opened post-Covid; then because of the inflationary impact of the war in Ukraine in respect of the supply side of many goods. In particular, rising cost pressures emanating from shortages of energy and some food categories have been central to inflation rising rapidly. Furthermore, at present the FOMC, ECB and Bank of England are all being challenged by persistent inflation that is exacerbated by very tight labour markets and high wage increases relative to what central banks believe to be sustainable.

Graph of UK gilt yields v. US treasury yields



Gilt yields have been on a continual rise since the start of 2021, peaking in the autumn of 2022. Currently, yields are broadly range bound between 3% and 4.25%.

At the close of the day on 31 March 2023, all gilt yields from 1 to 50 years were between 3.64% and 4.18%, with the 1 year being the highest and 6-7.5 years being the lowest yield.

Regarding PWLB borrowing rates, the various margins attributed to their pricing are as follows: -

- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate first rises to dampen inflationary pressures and a tight labour market, and is then cut as the economy slows, unemployment rises, and inflation (on the Consumer Price Index measure) moves closer to the Bank of England's 2% target.

As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

The Bank of England is also embarking on a process of Quantitative Tightening, but the scale and pace of this has already been affected by the changes in government leadership in the autumn of 2022 and more recently by the financial market unease with some US (e.g., Silicon Valley Bank) and European banks (e.g., Credit Suisse). The gradual reduction of the Bank's original £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.

APPENDIX 2

REVENUE CARRY FORWARDS – BASE BUDGETS ALREADY APPROVED

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

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

BASE BUDGET C/FWDS APPROVED PREVIOUSLY			Final 22-23	
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Corporate Policy & Resources	Our Council	Corporate Finance	53	Management Structure savings to be carried forward to cover the ongoing commitment for management support in 2023/2024.
Prosperous Communities	Our Council	Land Charges	7	Land charges project - 3 year software to be cfwd to 2023/2024 (year 3). Horizon is a land charges specific system which is being used until the CRM system can be developed. The contract commenced 1st November 21.
Prosperous Communities	Our People	Community Action	9	Employment & Skills budget £10k 2019/2020 - from Business Planning budget.
TOTAL			69	

REVENUE CARRY FORWARDS – USE OF EARMARKED RESERVES

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

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

USE OF EARMARKED RESERVES			Final 22-23		
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward	Name of Reserve
Corporate Policy & Resources	Our Council	Corporate Finance	31	Business Planning Budget of £200k. Carry forward remaining balance.	Business Planning Budget
Corporate Policy & Resources	Our Council	Customer Services	4	Software contract. £7.5k approved from Business Planning budget - £3.1k 2022/2023 £4.4k 2023/2024.	Business Planning Budget
Corporate Policy & Resources	Our Council	Local Taxation	3	Delay on Single Persons Discount review due to work on Energy rebate scheme.	Business Planning Budget
Corporate Policy & Resources	Our Place	Policy, Strategy and Environment	21	APSE climate change consultancy spend in 2023/2024.	Environmental & Climate Change Reserve
Prosperous Communities	Our Council	Waste Management - Chargeable Services	4	Balance of Wheeled Bin Replacement Reserve drawn down into service 2022/2023.	Wheeled Bin Replacement Reserve
Prosperous Communities	Our People	Community Action	6	Hemswell Cliff Regeneration - revenue spend to support capital scheme. Capital scheme to be c/fwd into 2023/2024 pending a further report on proposals. Original budget of £10k approved in 2020/2021.	Community Grant Scheme
Prosperous Communities	Our People	Community Support	1	Promotional and marketing budget for the Community Lottery. Promotion of scheme to take place in 2023/2024.	Community Grant Scheme
Prosperous Communities	Our People	Community Support	6	Balance on defibrillator scheme equipment budget.	Community Grant Scheme
Prosperous Communities	Our People	Community Environment	44	Balance of community grants carried forward into 2023/2024 for grants which have been awarded during 2022/2023.	Community Grant Scheme
Prosperous Communities	Our Place	Community Environment	15	Parks Funding - Scouts Hill Project. £15k was approved for project management.	Business Planning Budget
Prosperous Communities	Our Place	Development Management	50	Bridging funding for NSIP (Nationally Significant Infrastructure Projects). £50k approved over 2021/2022 and 2022/2023 from General Fund Balances, to be replenished from grant once received (expected 2023/2024).	General Fund Balances
Prosperous Communities	Our Place	Economic Development	6	Approved budget for Market Rasen Historic Building Scheme Support. £10k budget approved in 2021/2022.	General Fund Balances
Prosperous Communities	Our Place	Economic Development	9	This budget is the balance of a contribution from the Gainsborough Development Trust in July 2019 to be used towards projects to regenerate the town centre etc.	Revenue Grants Unapplied (Gainsborough Development Trust)
TOTAL			200		

REVENUE CARRY FORWARDS – APPROVED BY MANAGEMENT TEAM AT YEAR-END 2022/2023

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

BASE BUDGET C/FWDS APROVED BY MT APRIL 2023			Final 22-23	
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Corporate Policy & Resources	Our Council	Communications	7	To fund member of staff 1 day extra per week for whole of 2023/2024.
Corporate Policy & Resources	Our Council	Corporate Finance	26	Corporate contingency salary budget requested as carry forward to meet shortfall in budget for the fixed term Interim Principal Accountant (contract ending 31.03.23).
Corporate Policy & Resources	Our Council	Financial Services	20	£23.2k budget originally approved to fund Moore Insight work. Only £2.4k has been spent during 2022/2023. Carry forward balance into 2023/2024 for scanning software.
Corporate Policy & Resources	Our Council	Human Resources	58	Unspent corporate training budget not delivered during 2022/2023, to be carried forward to deliver essential training in 2023/2024.
Corporate Policy & Resources	Our Council	Human Resources - Apprentices	3	Carry forward required to cover agency spend.
Corporate Policy and Resources	Our Council	Change Management	6	There is a need to enhance the licenses to a configurable system in 2023/2024.
Prosperous Communities	Our Council	Crematorium	10	Crematorium promotional and marketing budget. Request carry forward to support Funeral Directors annual meeting (rescheduled from March 2023 to April 2023), Direct loyalty scheme on 2022/2023 direct cremations to be applied in 2023/2024. Open day to be held at a weekend in May/June 2023.
Prosperous Communities	Our People	Housing Standards	35	Selective Licensing funding. Remaining balance to be retained for future work if needed.

BASE BUDGET C/FWDS APPROVED BY MT APRIL 2023				Final 22-23
Committee	Cluster	Business Unit	£ 000	Purpose of Carry Forward
Prosperous Communities	Our People	Parks & Open Spaces	12	Identified works from Tree Survey carried out in 2021/2022 not expected to be completed by year end, and will be scheduled for completion during 2023/2024. A third of the trees are surveyed every year and any urgent/immediate works are undertaken and the non-urgent work is programmed in. Delays can occur when trying to get agreement from the church and authorisation from LCC for road closures. We do have a liability with regard to tree works.
Prosperous Communities	Our Place	Cemeteries	7	Approved budget for memorial testing and repairs. Delayed until 2023/2024.
Prosperous Communities	Our Place	Cemeteries	15	Cemetery wall repairs not expected to be completed by year end 2022/2023. Work to continue in 2023/2024.
Prosperous Communities	Our Place	Community Environment	15	Budget to support revenue costs of woodland nature reserves. Requested as a carry forward to deliver planned spend in 2023/2024. Some green space maintenance works have not been able to proceed during 2022/2023 due to contractor availability and capacity. All works listed are expected to be undertaken during 2023/2024 Q1 to Q2 to align with weather and season conditions. The footpath related works are more essential to ensure safe accessibility is maintained for the public onto green spaces.
Prosperous Communities	Our Place	Development Management	15	£9.1k for project management. £7.4k to enable ongoing resource in planning customer care. Budget drawn down for project management, not fully spent in year. Carry forward to 2023/2024 to continue support of project management.
Prosperous Communities	Our Place	Economic Development	29	Ring fenced budget not spent in year for A15 Feasibility (£21.5k), and Place Board (£7.8k) which is a ringfenced budget which we administer on behalf of the Place Board.
Prosperous Communities	Our Place	Environmental Protection	3	The noise monitoring equipment periodically requires renewal and this carry forward will enable either its renewal or reservicing to ensure that it operates effectively in order to carry out the statutory monitoring duties.
TOTAL			261	



West Lindsey District Council

Monthly Investment Analysis Review

March 2023

Monthly Economic Summary

General Economy

The UK manufacturing PMI fell to 48 in March 2023 from 49.3 in February. This pointed to an eighth straight month of falling factory activity. In addition, the UK Services PMI fell to 52.8 in March 2023 from 53.5 in February, below market expectations of 53. New orders growth accelerated due to improved client confidence, resilient demand for consumer services and a boost to spending from falling inflationary pressures. Overall, while still comfortably in “expansion” territory (ie a reading above 50) the UK Composite PMI fell to 52.2 in March 2023 from the 8-month high of 53.1 in February. Elsewhere, UK Construction PMI rose to 54.6 in February 2023 from 48.4 in January, easily beating market expectations of 49.1. The latest reading pointed to the fastest pace of expansion in the construction sector since last May, as commercial construction increased the most in nine months and civil engineering works returned to growth.

The UK economy expanded by 0.1% on quarter in the final three months of 2022, revised from a first estimate of no growth and following a 0.1% contraction in the previous period. Household consumption grew by 0.2%, driven by higher spending on net tourism, transport, and housing and despite the stubbornly high inflation and rising borrowing costs. There was also higher investment spending and higher government consumption, which was partially offset by businesses de-stocking their levels of inventories and a decline in the volume of net trade.

The UK trade deficit narrowed to £5.86 billion in January 2023, down from £7.15 billion in the previous month, as imports tumbled 6.3% and exports fell at a softer 5.1%. Goods imports were down 8.7%, as purchases from the EU fell by 8.8% and those from non-EU countries declined by 8.7%. The decrease in imports from the EU was mainly the result of falling purchases of machinery and transport equipment, chemicals, and fuels.

UK employment rose by 65k in the three months to January 2023, above market forecasts of a 52k rise and following a 74k growth in the previous period. The unemployment rate in the UK came in at 3.7% in November 2022 to January 2023, largely unchanged compared with the previous three-month period and slightly below market consensus of 3.8%. The number of unemployed people rose by 5k to 1250k, while employment levels increased by 65k to 32840k, driven by part-time employees and self-employed workers. UK average weekly earnings, including bonuses, rose 5.7% y/y to £630 in the three months to January, the smallest increase since July, following an upwardly revised 6% rise in the last three months of 2022. In addition, regular pay which excludes bonus payment, went up 6.5% to £589, with the pace of growth slowing for the first time since late 2021. Adjusted for inflation, total pay declined 3.2%, the most since 2009 and regular pay was down 2.4%, as inflation continues to squeeze UK living standards. Meanwhile, retail sales in the UK unexpectedly rose 1.2% m/m in February, following an upwardly revised 0.9% rise in January. It is the biggest increase in four months.

The annual consumer inflation rate in the UK unexpectedly rose to 10.4% in February from 10.1% in January, the first increase in four months and compared to forecasts of a decline to 9.9%. The biggest upward pressure came from cost of food and non-alcoholic beverages. On the other hand, a slowdown was seen in prices for transport, particularly motor fuels; furniture; housing and utilities; and recreation and culture. Elsewhere, the GfK Consumer Confidence indicator rose to -36 in March 2023 from -38 in February, pointing to the highest reading in a year amid better economic forecasts.

The public sector net borrowing (PSNB ex) in February 2023 was £16.7 billion, £9.7 billion more than February 2022 and the highest February borrowing since monthly records began in 1993, largely because of substantial spending on energy support schemes. The Bank of England raised Bank Rate by 25bps to 4.25% during the March meeting, in line with expectations, and pushing borrowing costs to fresh 2008-highs, aiming to bring inflation back to the 2% target.

In the US the unemployment rate edged up to 3.6% in February up from a 50-year low of 3.4% seen in January. The number of unemployed people increased by 242k to 5940k, and employment levels rose by 177k to 160320k. The US economy expanded an annualised 2.6% on quarter in the last three months of 2022, slightly less than initial estimate of 2.7%. The annual inflation rate in the US slowed to 6% in February, the lowest since September 2021, in line with market forecasts. The Fed raised the Fed Funds Rate by 25bps to 4.75%-5% in March, matching the February increase, and pushing borrowing costs to new highs since 2007.

The Eurozone economies failed to grow in the final quarter of 2022, compared with preliminary estimates of 0.1% growth and an upwardly revised 0.4% expansion in the previous three-month period. GDP grew in the Netherlands, Spain, and France, but contracted in Germany and Italy. The annual inflation rate in the Euro area eased to 6.9% year-on-year in March, its lowest level since February 2022 and slightly below market consensus of 7.1%. The European Central Bank raised interest rates by another 50 bps to 3.5% at its March meeting, as previously promised, further pushing borrowing costs to the highest level since late 2008, to help temper the region's stubbornly high inflation.

Housing

The Nationwide House Price Index in the UK declined by 3.1% y/y in March, the biggest annual drop since July of 2009. Compared to the previous month, house prices in the UK were down 0.8%, a seventh consecutive fall and compared to forecasts of a 0.3% decrease. The Halifax house price index rose by 2.1% from a year earlier in February 2023, the same pace as in the previous two months.

Currency

Stronger than expected GDP and inflation data saw Sterling appreciate slightly against the US dollar and the Euro during March.

March	Start	End	High	Low
GBP/USD	\$1.2007	\$1.2365	\$1.2381	\$1.1838
GBP/EUR	€1.1251	€1.1381	€1.1432	€1.1217

Forecast

Bank Rate was raised to 4.25% at the Monetary Policy Committee's meeting in March, with both Link and Capital Economics pencilling in rates to peak at 4.50% by Q2 2023.

Bank Rate	Now	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
Link Group	4.25%	4.50%	4.50%	4.25%	4.00%	3.50%	3.25%	3.00%	2.75%	2.75%	2.50%	2.50%	2.50%
Capital Economics	4.25%	4.50%	4.50%	4.50%	4.25%	4.00%	3.50%	3.00%	-	-	-	-	-

West Lindsey District Council

Current Investment List

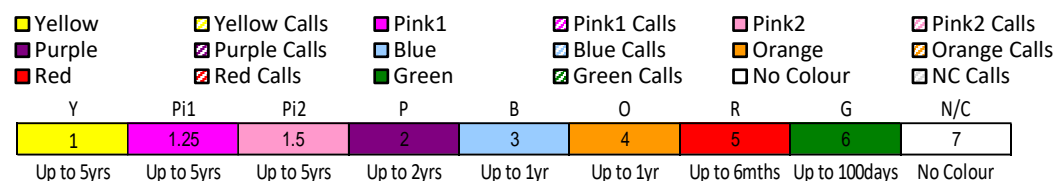
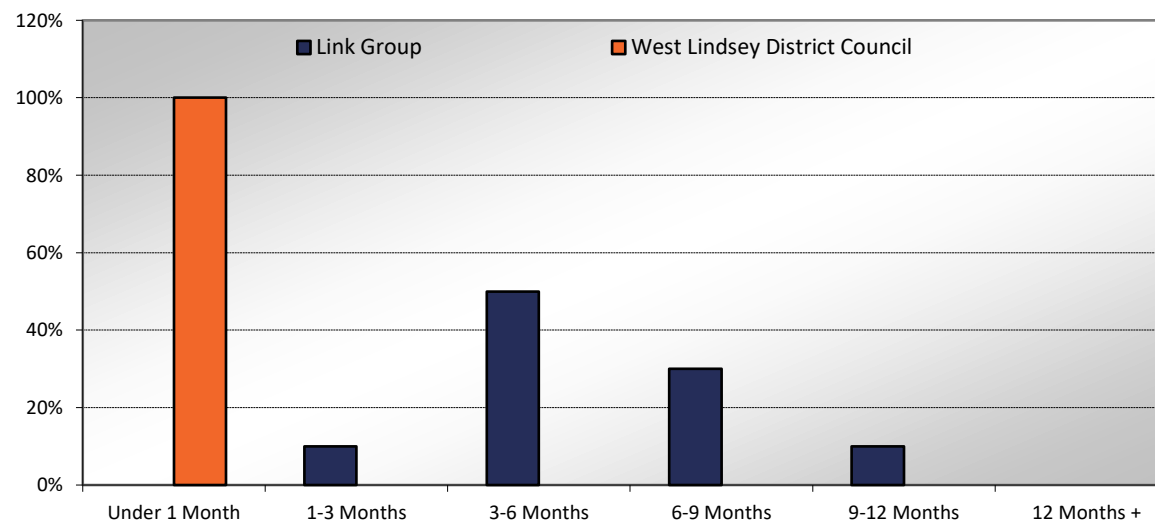
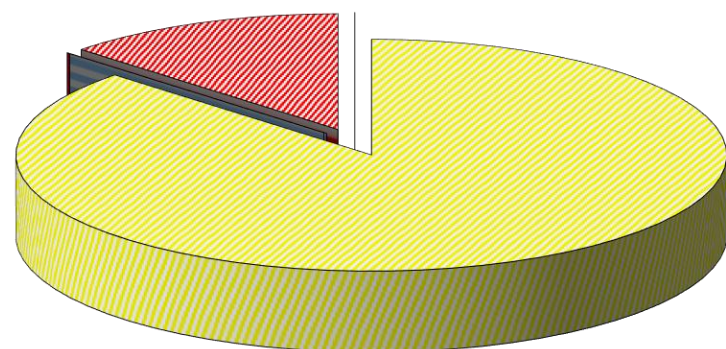
Borrower	Principal (£)	Interest Rate	Start Date	Maturity Date	Lowest LT / Fund Rating	Historic Risk of Default	Expected Credit Loss (£)
MMF LGIM	7,500,000	3.97%		MMF	AAAm		
MMF Insight	5,475,000	3.97%		MMF	AAAm		
MMF Aberdeen Standard Investments	545,000	3.95%		MMF	AAAm		
Lloyds Bank Plc (RFB)	1,995,000	4.15%		Call	A+	0.000%	2
Borrower - Funds	Principal (£)	Interest Rate	Start Date	Maturity Date			
CCLA Property Fund	3,000,000	-7.70%					
Total Investments	£18,515,000	2.10%					
Total Investments - excluding Funds	£15,515,000	3.99%				0.000%	£2
Total Investments - Funds Only	£3,000,000	-7.70%					

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

The Historic Risk of Default column is based on the lowest long term rating. If clients are using this % for their Expected Credit Loss calculation under IFRS 9, please be aware that the Code does not recognise a loss allowance where the counterparty is central government or a local authority since relevant statutory provisions prevent default. For these instruments, the Expected Credit Loss will be nil. Please note that we are currently using Historic Default Rates from 1990-2022 for Fitch, 1983-2022 for Moody's and 1981-2022 for S&P.

Where Link Group have provided a return for a property fund, that return covers the 12 months to December 2022, which are the latest returns currently available.

Portfolio Composition by Link Group's Suggested Lending Criteria



Portfolios weighted average risk number = **1.51**

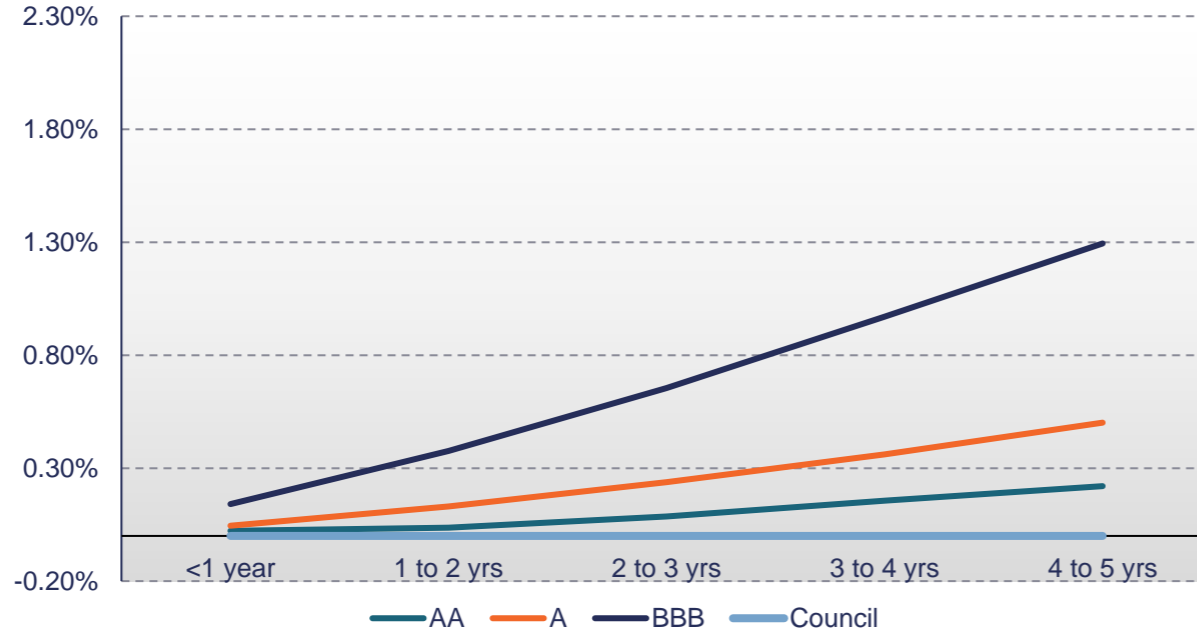
WARoR = Weighted Average Rate of Return
WAM = Weighted Average Time to Maturity

	% of Portfolio	Amount	% of Colour in Calls	Amount of Colour in Calls	% of Call in Portfolio	WARoR	WAM	WAM at Execution	Excluding Calls/MMFs/USDBFs	
									WAM	WAM at Execution
Yellow	87.14%	£13,520,000	100.00%	£13,520,000	87.14%	3.97%	0	0	0	0
Pink1	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Pink2	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Purple	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Blue	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Orange	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Red	12.86%	£1,995,000	100.00%	£1,995,000	12.86%	4.15%	0	0	0	0
Green	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
No Colour	0.00%	£0	0.00%	£0	0.00%	0.00%	0	0	0	0
Total	100.00%	£15,515,000	100.00%	£15,515,000	100.00%	3.99%	0	0	0	0

West Lindsey District Council

Investment Risk and Rating Exposure

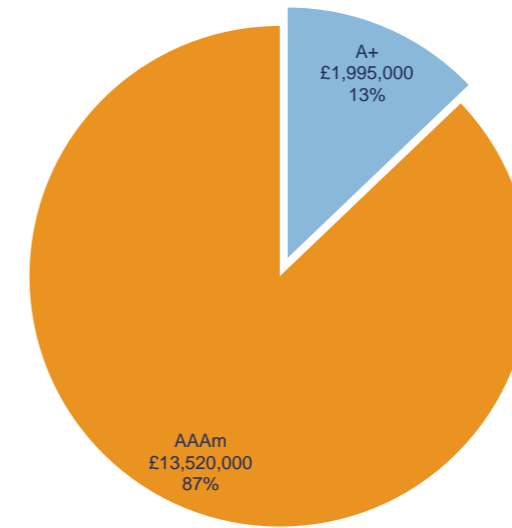
Investment Risk Vs. Rating Categories



Historic Risk of Default

Rating/Years	<1 year	1 to 2 yrs	2 to 3 yrs	3 to 4 yrs	4 to 5 yrs
AA	0.02%	0.04%	0.09%	0.16%	0.22%
A	0.05%	0.13%	0.24%	0.36%	0.50%
BBB	0.14%	0.38%	0.65%	0.97%	1.29%
Council	0.000%	0.000%	0.000%	0.000%	0.000%

Rating Exposure



Historic Risk of Default

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

Chart Relative Risk

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

Rating Exposures

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

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

West Lindsey District Council

Monthly Credit Rating Changes FITCH

Date	Update Number	Institution	Country	Rating Action
02/03/2023	1952	Close Brothers Ltd	United Kingdom	The Outlook on the Long Term Rating was changed to Negative from Stable.
07/03/2023	1953	Bayerische Landesbank	Germany	The Viability Rating was upgraded to 'bbb+' from 'bbb'.
07/03/2023	1954	Landesbank Baden-Wuerttemberg	Germany	The Viability Rating was upgraded to 'bbb+' from 'bbb'.
13/03/2023	1955	Belgium Sovereign Rating	Belgium	The Outlook on the Sovereign Rating was changed to Negative from Stable.
21/03/2023	1958	UBS AG	Switzerland	The Outlook on the Long Term Rating was removed and placed on Negative Watch. At the same time the Short Term Rating and Viability Rating were placed on Negative Watch
28/03/2023	1962	Qatar Sovereign Rating	Qatar	The Outlook on the Sovereign Rating was changed to Positive from Stable.

West Lindsey District Council

Monthly Credit Rating Changes MOODY'S

Date	Update Number	Institution	Country	Rating Action
13/03/2023	1956	Barclays Bank PLC (NRFB)	United Kingdom	The Outlook on the Long Term Rating was changed to Stable from Negative.
21/03/2023	1957	UBS AG	Switzerland	The Outlook on the Long Term Rating was changed to Negative from Stable.
24/03/2023	1960	Swedbank AB	Sweden	The Outlook on the Long Term Rating was changed to Stable from Negative.
24/03/2023	1961	Norddeutsche Landesbank Girozentrale	Germany	The Outlook on the Long Term Rating was changed to Positive from Stable.

West Lindsey District Council

Monthly Credit Rating Changes S&P

Date	Update Number	Institution	Country	Rating Action
23/03/2023	1959	Commerzbank AG	Germany	The Long Term Rating was upgraded to 'A-' from 'BBB+'.

Whilst Link Group makes every effort to ensure that all the information it provides is accurate and complete, it does not guarantee the correctness or the due receipt of such information and will not be held responsible for any errors therein or omissions arising there from. All information supplied by Link Group should only be used as a factor to assist in the making of a business decision and should not be used as a sole basis for any decision. The Client should not regard the advice or information as a substitute for the exercise by the Client of its own judgement.

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S137 EXPENDITURE

Section 137 of the 1972 Local Government Act (as amended) empowers local authorities to make contributions to certain charitable funds AND not for profit bodies providing a public service in the United Kingdom.

The Council's expenditure in 2022/2023 under this power was £433,457.24 (£278,268.51 in 2021/2022).

Payee	£	Reference
1940's Event	250.00	CIF19-23 283
6th Gainsborough Sea Scouts	1,230.00	CIF19-23 264 & 3330
All Saints Church	400.00	CIF19-23 424
Bardney Christian Community	400.00	PCJF21-22 76
Bardney Gateway Centre	1,450.00	CIF19-23 315, PJCF21-22 18
Bardney Panthers Football Club	630.00	CIF19-23 277
Bearded Fisherman Group	416.00	CIF19-23 431
Bigby Parish Council	1,450.00	CIF19-23 304 & 359, PJCF21-22 17
Bishop Norton & Atterby Parish Council	250.00	PJCF21-22 58
Bishop Norton Village Hall	300.00	PJCF21-22 33
Blyton Evergreens	450.00	CIF19-23 425
Blyton Memorial Hall	700.00	PJCF21-22 10
Bransby Horses	800.00	CIF19-23 269
Brightening Keelby Campaign	700.00	PJCF21-22 39
Buddies Dementia Café	200.00	PJCF21-22 31
Building Resilience in Communities	600.00	CIF19-23 374 & 420
Caistor & District Lions	700.00	PJCF21-22 11
Caistor Arts & Heritage Centre	700.00	PJCF21-22 60
Caistor C of E Primary School	360.00	CIF19-23 249
Caistor Goes	700.00	PJCF21-22 42
Caistor Grammar School	15,000.00	MFG22-23 01
Caistor in Bloom	1,579.74	CIF19-23 343 & 354, PJCF21-22 03
Caistor Methodist Church	5,904.00	MFG22-23 14
Cedar House Childcare	800.00	CIF19-23 312
Ceremony of Carols	200.00	CIF19-23 320
Charles Baines Community Primary School	400.00	CIF19-23 259 & 379
Cherry Willingham & Reapham Scouts	50.00	CIF19-23 412
Cherry Willingham Parish Council	1,804.00	CIF19-23 282, 427, 428 & 309, PJCF21-22 38
Citizens Advice Bureau	60,200.00	VCS Core Funding CAB
Claxby Community Choir	700.00	PJCF21-22 06
Claxby Parish Council	8,700.00	MFG21-22 17, PJCF21-22 50
Community Learning in Partnership (CLIP)	600.00	PJCF21-22 52
Connexions 4 Youth	259.00	CIF19-23 275
Connexions Community Hub	700.00	PJCF21-22 24
Corringham Parochial Church	500.00	CIF19-23 329
Corringham Primary School	180.00	CIF19-23 257
Disability Social Network	7,000.00	MFG22-23 03
Donna Animal Rescue	600.00	CIF19-23 306
Dunholm Parish Council	200.00	CIF19-23 250
East Ferry Charity Trust	450.00	PJCF21-22 79
Faldingworth Village Hall	675.00	CIF19-23 401
Fenton & Torksey Lock Parish Council	1,100.64	CIF19-23 335 & 393, PJCF21-22 72
Fillingham Parish Meeting	700.00	PJCF21-22 13
Fiskerton Craft Club	620.00	CIF19-23 368 & 369
Fiskerton Gardening Club	1,000.00	CIF19-23 370 & 371
Fiskerton Parish Council	525.00	CIF19-23 298, PJCF21-22 34
Fiskerton Village Hall	796.00	CIF19-23 334 & 409, PJCF21-22 26
Friends of Parkinsons	170.00	CIF19-23 415
Gainsborough Adventure Playground Association	15,500.00	VCS Core Funding GAPA, CIF19-23 300, 301 & 302
Gainsborough Adventure Playground/Giggles Nur	500.00	PJCF21-22 64
Gainsborough Air Cadets	1,000.00	CIF19-23 340
Gainsborough Crisis Action Team	490.00	PJCF21-22 37
Gainsborough District Flower Club	300.00	CIF19-23 313, 314 & 318
Gainsborough District Scouts	355.00	CIF19-23 252
Gainsborough In Bloom	584.00	CIF19-23 287, 288 & 404
Gainsborough Methodist Church	300.00	PJCF21-22 66
Gainsborough RUFC Mini Juniors	1,000.00	CIF19-23 339
Gainsborough Tennis Club	6,170.00	CIF19-23 289, 290, 291 & 292, MFG22-23 05
Gainsborough Trinity Ability Counts Football Club	390.00	CIF19-23 356
Girl Guides	1,000.00	CIF19-23 276
Glentham Parish Council	8,000.00	MFG22-23 27
Glentham Village Hall	7,500.00	MFG22-23 07, PJCF21-22 32
Glentworth Parish Council	8,700.00	MFG21-22 15, PJCF21-22 41
Grasby Parish Council	485.00	CIF19-23 262
Great Limber Parish Council	3,240.00	CIF19-23 355 & 396, MFG21-22 21
Great Limber Village Hall	435.89	CIF19-23 410
Greetwell Parish Council	1,168.50	CIF19-23 317, 337 & 338
Hackthorn and Cold Hanworth Parish Council	700.00	PJCF21-22 35
Hackthorn Parish Council	200.00	CIF19-23 398
Hastings Centre	400.00	CIF19-23 377
Hemswell Cliff Parish Council	2,000.00	MFG21-22 09

Hillcrest Early Years	2,000.00	CIF19-23 331 & 346
Ingham Parish Council	8,961.94	CIF19-23 319, MFG21-22 16, PJCF21-22 70
Keelby Primary School	180.00	CIF19-23 261
Keelby Village Hall	500.00	PJCF21-22 27
Kettlethorpe Parish Council	800.00	CIF19-23 265 & 327
Kexby Parish Council	700.00	PJCF21-22 44
Kixx West Lindsey	200.00	CIF19-23 386
KLC Bardney	500.00	CIF19-23 278
Langworth Group Parish Council	200.00	CIF19-23 272
Langworth Memorial Hall	1,699.00	CIF19-23 297, 352 & 353, PJCF21-22 45
Langworth Parish Council	500.00	CIF19-23 357 & 358
Laughton Field & Events Group	260.00	PJCF21-22 68
Laughton Parish Council	8,258.00	MFG22-23 20, PJCF21-22 69
Lea Methodist Church	576.15	CIF19-23 364
Lea Parish Council	700.00	PJCF21-22 23
LEAP	700.00	PJCF21-22 40
Linc County Cricket	750.00	CIF19-23 360, 361 & 362
Lincoln Area Dial A Ride	13,000.00	VCS Funding Lincoln area dial a ride 2022/2023
Lincolnshire Cares	500.00	CIF19-23 341
Lincolnshire County Council	30,000.00	Call Connect Funding 2022/2023
Lindsey Rural Players	350.00	CIF19-23 373
Lindum Ladies Choir	250.00	CIF19-23 336
Market Rasen Cricket Association	300.00	CIF19-23 372
Market Rasen Memory Café	334.00	CIF19-23 414
Market Rasen New Life Church Foodbank	1,000.00	CIF19-23 416
Market Rasen Town Council	1,516.00	CIF19-23 348 & 349, PJCF21-22 21
Marton & Gate Burton Parish Council	700.00	PJCF21-22 54
Marton & Gate Burton Village Hall	7,806.90	MFG22-23 06, CIF19-23 254 & 324, PJCF21-22 15
Meynell Kindergarten	600.00	CIF19-23 426
Mid Lincolnshire Music Festival (Market Rasen)	750.00	CIF19-23 311
Middle Rasen Village Hall	8,000.00	MFG21-22 18
Minster Fields Community Group	300.00	CIF19-23 328
Moot Hall	700.00	PJCF21-22 12
Nettleham Carnival	300.00	CIF19-23 366
Nettleham & District Probus Club	270.00	CIF19-23 367
Nettleham Beaver Scouts	460.00	CIF19-23 375
Nettleham Cricket Club	500.00	CIF19-23 342
Nettleham Parish Council	5,083.34	MFG22-23 18, CIF19-23 365
Nettleham Scouts & Guides	940.00	CIF19-23 351 & 429
Nettleton CP School	700.00	PJCF21-22 67
Nettleton Parish Council	1,685.00	MFG22-23 12
Newton on Trent Parish Council	899.36	CIF19-23 305 & 405
Normanby by Spital Parish Council	1,500.00	CIF19-23 284 & 299, PJCF21-22 49
North Kelsey Bowls Club	340.00	CIF19-23 406
North Kelsey Community Association	250.00	PJCF21-22 59
Osgodby Parish Council	700.00	PJCF21-22 55
Owmy by Spital Parish Council	879.00	CIF19-23 285 & 421
Parish of Gainsborough & Morton	350.00	PJCF21-22 65
Police Community Club	416.00	CIF19-23 330 & 332
Reepham Methodist Church	5,000.00	MFG21-22 11
Reepham Parish Council	1,250.00	CIF19-23 310, MFG21-22 20
Rotary Club of Gainsborough	460.00	PJCF21-22 77
Saxilby Athletic Football Club	540.00	CIF19-23 413
Saxilby Cricket Club	895.00	CIF19-23 281 & 385
Saxilby Mystery Group	500.00	PJCF21-22 63
Saxilby Nature Project	760.00	CIF19-23 308 & 403
Saxilby Parish Council	1,295.00	CIF19-23 295, 296 & 380, PJCF21-22 08
Saxilby Primary School	360.00	CIF19-23 258
Saxilby Road Club	500.00	CIF19-23 397
Saxilby Scout & Guide Association	500.00	CIF19-23 395
Saxilby Scouts	700.00	PJCF21-22 30
Scampton Rainbows	1,256.06	CIF19-23 432
Scothern Parish Council	1,282.14	CIF19-23 267, 394 & 422
Scothern Recreation Centre	700.00	PJCF21-22 25
Scotter Parish Council	700.00	PJCF21-22 48
Scotter Primary School	264.00	CIF19-23 256
Scotter Village Hall	500.00	CIF19-23 263
Scotter Village Hall Association	500.00	CIF19-23 271
Scotter War Memorial Playing Fields	800.00	CIF19-23 293 & 381
Scotton Parish Council	700.00	PJCF21-22 28
Searby Parochial Church Council	700.00	PJCF21-22 47
Shooting Fish Theatre	4,000.00	MFG22-23 22
Snitterby Parish Council	850.00	CIF19-23 253, 266 & 326, PJCF21-22 02
South Kelsey & Moortown Parish Council	290.00	CIF19-23 274 & 376
Southrey Indoor Bowls Club	300.00	CIF19-23 270
Spridlington Parish Council	250.00	CIF19-23 316
Spring Church	248.00	CIF19-23 325
St Barnabas Hospice	7,902.00	CIF19-23 423, MFG22-23 17
St Georges Church	1,100.00	CIF19-23 294 & 323
St Georges Primary School	370.00	CIF19-23 260 & 382
St Georges School	1,000.00	CIF19-23 344 & 350

St Germain Church Scothern	400.00	PJCF21-22 73
St John Baptist Church, Scampton	700.00	PJCF21-22 19
St Martin's Church, Blyton	519.97	MFG22-23 04
St Marys Academy Welton	725.00	CIF19-23 417 & 430
St Mary's Church, Walesby	700.00	PJCF21-22 62
St Nicholas Parish Church	3,874.25	MFG21-22 07
St Thomas the Apostle	500.00	CIF19-23 408
Stainfield & Apley Village Hall	320.00	CIF19-23 347
Stepping Stones Theatre	200.00	CIF 19-23 389
Stow Parish Council	1,500.00	CIF19-23 345, PJCF21-22 43
Sturton By Stow Parish Council	1,096.00	CIF19-23 399, PJCF21-22 09
Sudbrook Preschool Group	200.00	CIF19-23 268
Sudbrooke Parish Council	1,167.36	CIF19-23 273, 307, 383, 384, 387 & 402
Swallow & Cuxwold Village Hall Association	360.00	PJCF21-22 75
The Conservation Volunteers	30,000.00	VCS Funding The Conservation Volunteers
The Paddocks Residents Association (Saxilby)	700.00	PJCF21-22 46
The Triangle Lincs Magazine	210.00	PJCF21-22 74
Torksey Parish Council	800.00	CIF 19-23 391
Upton Parish Council	700.00	PJCF21-22 36
Vine Community Church	8,000.00	MFG22-23 13
Voluntary Centre Services	700.00	PJCF21-22 20
Voluntary Centre Services West Lindsey	25,000.00	VCS Core Funding VCS
Waddingham Parish Council	1,150.00	CIF19-23 400, PJCF21-22 57
Walesby in Bloom	250.00	CIF19-23 251
Walesby Parish Council	1,100.00	MFG22-23 10
Walesby Village Hall	600.00	PJCF21-22 61
Welton Family Health Centre	1,010.00	CIF19-23 392
Welton Food Larder	500.00	CIF19-23 419
Welton Parish Council	9,040.00	CIF19-23 418, MFG21-22 19, PJCF21-22 14
Welton Village Hall Trust	850.00	CIF19-23 303
West Lindsey Churches Festival	8,000.00	VCS Core Funding WLCF
Wildline	300.00	CIF19-23 411
Willingham by Stow Parish Council	1,780.00	MFG22-23 08
Willingham Parish Council	350.00	CIF 19-23 390
Willingham Village Hall	300.00	PJCF21-22 56
	433,457.24	

Community Infrastructure Levy (CIL): Annual Report for the Reported Year 2022/2023

Section 1 - Receipts and Expenditure

Receipts

Total receipts as at year end 21/22	£ 545,366.23
Total receipts received in year	£ 746,512.10
Total receipts as at year end 22/23	£ 1,291,878.33

Expenditure

Total expenditure on infrastructure (see section 2 for more information)	£ -
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Retained

Total infrastructure funding retained as at year end 21/22	£ 418,130.45
Total infrastructure funding collected in year	£ 587,206.74
Total infrastructure funding retained as at year end 22/23	£ 1,005,337.19

Section 2 - Items of Infrastructure funded with CIL

Infrastructure item	Recipient	Total CIL amount (a)	Amount allocated to repay money	Amount of (b) that comprises interest on money
None paid in 2022/23				

Section 3 - Administrative Expenses

5% of CIL allocated

Total admin as at year end 21/22	£ 27,079.13
Total receipts received in year	£ 37,515.11
Total admin as at year end 22/23	£ 64,594.24

Section 4 - CIL Passed to Local Councils**25% to Local Councils with Neighbourhood Plan, 15% to Local Councils without Neighbourhood Plan**

Total CIL passed to local councils as at year end 21/22	£ 54,538.53
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Name of local council	CIL amount (£)	Percentage (%)	Reference
Bardney Group	242.52	15	142046
Bardney Group	409.12	15	140217
Bardney Group	151.41	15	142530
Bardney Group	3,710.22	15	144312
Bishop Norton	126.56	15	140483
Brattleby	415.59	25	143487
Burton	7,085.19	15	142592
Caistor	936.96	25	143861
Cherry Willingham	3,916.59	25	143588
Dunholme	19,698.70	25	141292
Gainsborough	17,858.16	15	138733
Gainsborough	1,344.99	25	143757
Glentworth	870.22	15	139518
Glentworth	491.15	25	143064
Glentworth	60.63	25	141174
Glentworth	(3,302.77)	25	141044
Greetwell	623.38	15	142203
Greetwell	638.49	15	143725
Keelby	2,191.12	15	140132
Keelby	627.92	15	143581
Langworth	2,655.40	15	140483
Lea	24,888.80	25	139840
Market Rasen	1,789.36	15	141336
Market Rasen	495.72	15	139717
Market Rasen	287.91	15	138754
Market Rasen	1,948.15	15	144381
Market Rasen	280.24	15	145000
Marion	525.21	15	141066
Middle Rasen	346.36	15	139544
Nettleham	2,720.21	25	142542
Nettleham	893.96	25	138899
Nettleton	936.21	15	143908
Nettleton	508.32	15	145271
Newton on Trent	378.56	15	142804
North Kelsey	1,652.52	15	142532
North Kelsey	593.91	15	142181
Osgodby	545.68	25	140644
Osgodby	1,819.33	25	140929
Owersby	2,362.05	15	142443
Reepham	1,258.08	15	141866
Reepham	8,934.18	15	141785
Reepham	2,978.06	15	141785
Rothwell	518.39	15	140587
Saxilby with Ingleby	715.56	25	139830
Saxilby with Ingleby	257.39	25	144343
Scothern	1,940.18	25	141106
Snitterby	343.32	15	140197
South Kelsey & Moortown	36.80	15	139714
South Kelsey & Moortown	1,982.05	15	144118
South Kelsey & Moortown	961.14	15	141749
South Kelsey & Moortown	729.92	15	142205
Spridlington	827.33	25	141222
Sturton by Stow	1,194.62	15	143327
Tealby	1,455.46	15	139158
Tealby	1,011.77	15	140890
Waddingham	568.98	15	143218
Waddingham	79.34	15	143447
Welton	5,588.87	25	143728
Welton	414.34	25	144230
Willingham	835.59	15	139533

Total CIL passed to local councils as at year end 22/23	£ 190,893.95
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Total CIL due to local councils held over year end (To be paid April 2023)	£ 31,052.95
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Total CIL collected on behalf of local councils as at year end 22/23	£ 221,946.90
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Section 5 - Payments in Kind Passed to Local Councils*(No data)***Section 6 - CIL Passed to Other Recipients**

Name of recipient	CIL amount
N/A	N/A

Section 7 - CIL (including payments in kind) Repaid Due to Being Unspent Within 5 Years*(No data)***Section 8 - Infrastructure Payments***(No data)*

CP&R Work Plan (as at 30 May 2023)

Purpose:

This report provides a summary.

Recommendation:

1. That members note

Date	Title	Lead Officer	Purpose of the report
FUTURE MEETINGS			
7 JUNE 2023			
7 Jun 2023	Home Energy Upgrade Grant (HUG2)	Veronica Edwards, Senior Homes, Health & Wellbeing Officer	To approve and return grant funding agreement from HUG2
Jun 2023	Household Support Fund 4	Angela Matthews, Benefits Manager	the proposed distribution of funds under the Household Support Fund Round 4
Jun 2023	Budget and Treasury Monitoring Final Outturn 2022/23	Sue Leversedge, Business Support Team Leader	This report sets out the final budget outturn position for revenue and capital 2022/2023, and requests approval for transfer to/from General Fund working balances.
7 Jun 2023	Annual Treasury Management Report 2022/23	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	To report on Annual Treasury Management activities and prudential indicators for 2022/23 in accordance with the Local Government Act 2003
7 Jun 2023	Progress and Delivery Quarter Four Report and Summary of Year End Performance 2022/23	Claire Bailey, Change, Projects and Performance Officer, Darren Mellors, Performance & Programme Manager	Progress and Delivery Quarter Four Report and Summary of Year End Performance 2022/23

20 JULY 2023

20 Jul 2023	Annual Equality Report and revised Equality Policy	Katy Allen, Corporate Governance Officer	Review of equality including revised equality policy
20 Jul 2023	Review and Update of the RIPA Policy	Jeanette McGarry, Assistant Director People & Democratic Services	To review and approve the Council's updated RIPA Policy.
20 Jul 2023	Levelling Up Fund Public Realm Options	Sally Grindrod-Smith, Director Planning, Regeneration & Communities, Amy Potts, Prog Manager, Matthew Snee, Project Officer	A report detailing the business case and options for Public Realm interventions (Market, Park and Pocket Park) for member approval following on from recommendation in report from 1st June 2022.
20 Jul 2023	Body Worn Video Policy	Grant White, Enterprising Communities Manager	To approve updated Body Worn Video Policy.
20 Jul 2023	Replacement of the Contact centre	Lyn Marlow, Customer Strategy and Services Manager	The report discusses the need to replace the current contact centre with one that provides a choice about how they wish to contact the council, using supporting technology to enable us to deal with more enquiries and the ability to using chat and social media as a way of receiving and dealing with customer enquiries
20 Jul 2023	Private Rented Sector Housing - Proposals	Andy Gray, Housing & Environmental Enforcement Manager	To present initial proposals for delivering the preferred options for improving standards in the PRS.

21 SEPTEMBER 2023

9 NOVEMBER 2023

9 Nov 2023	Mid-Year Treasury Update 2023/24	Peter Davy, Financial Services Manager (Deputy Section 151 Officer)	This report provides the Mid-Year update for Treasury Management Indicators in accordance with the Local Government Act 2003
9 Nov 2023	Progress and Delivery Quarter Two (2023/24)	Claire Bailey, Change, Projects and Performance Officer	Progress and Delivery Quarter Two (2023/24)
