

Leicester
City Council

MEETING OF THE OVERVIEW SELECT COMMITTEE

DATE: THURSDAY, 26 MARCH 2020

TIME: 5:30 pm

PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Members of the Committee

Councillor Cassidy (Chair)

Councillor Joel (Vice-Chair)

Councillors Dawood, Halford, Joshi, Kitterick, Porter, Waddington and Westley
(One unallocated Labour group place)

Youth Council Representatives

To be advised

Members of the Committee are invited to attend the above meeting to consider the items of business listed overleaf.

Elaine Baker

For Monitoring Officer

Officer contacts:

Kalvaran Sandhu (Scrutiny Policy Officer)

Elaine Baker (Democratic Support Officer),

*Tel: 0116 454 6355, e-mail: elaine.baker@leicester.gov.uk
Leicester City Council, 115 Charles Street, Leicester, LE1 1FZ*

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Further information

If you have any queries about any of the above or the business to be discussed, please contact:

Elaine Baker, Democratic Support Officer on 0116 454 6355.

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PUBLIC SESSION

AGENDA

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- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

Members are asked to declare any interests they may have in the business to be discussed.

- 3. CHAIR'S ANNOUNCEMENTS**

- 4. MINUTES OF THE PREVIOUS MEETING**

Appendix A

The minutes of the meeting of the Overview Select Committee held on 12 February 2020 are attached and Members are asked to confirm them as a correct record.

- 5. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING**

To note progress on actions agreed at the previous meeting and not reported elsewhere on the agenda (if any).

6. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE

The Monitoring Officer to report on the receipt of any questions, representations and statements of case submitted in accordance with the Council's procedures.

7. PETITIONS

The Monitoring Officer to report on any petitions received.

8. TRACKING OF PETITIONS - MONITORING REPORT [Appendix B](#)

The Monitoring Officer submits a report that updates Members on the monitoring of outstanding petitions. The Committee is asked to note the current outstanding petitions and agree to remove those petitions marked 'Petitions Process Complete' from the report.

9. QUESTIONS FOR THE CITY MAYOR

The City Mayor will answer questions raised by members of the Overview Select Committee on issues not covered elsewhere on the agenda.

10. DRAFT LEICESTER LOCAL PLAN (2019 - 2036) - PUBLIC CONSULTATION

The Director of Planning, Development and Transportation will give a presentation on the consultation currently being undertaken on the Draft Local Plan. The Committee is recommended to receive the presentation and pass any comments thought appropriate to the Director in response to the consultation.

11. SMART CITIES - CONNECTED PEOPLE AND PLACES [Appendix C](#)

The Chief Operating Officer submits a report providing the Committee with details of the Smart Leicester Strategy and the work it entails to evolve Leicester into a people's smart city. The Committee is recommended to note and consider the contents of this report and make comments and observations as it sees fit.

12. PENALTY CHARGE NOTICES DEBT COLLECTION PROCESS [Appendix D](#)

The Director of Planning, Development and Transportation submits a briefing providing information on the Penalty Charge Notice (PCN) debt collection process and an overview of why PCNs are written off. The Committee is recommended to note the contents of the briefing and comment as appropriate.

13. REVENUE BUDGET MONITORING APRIL-DECEMBER 2019/20 [Appendix E](#)

The Director of Finance submits the third report in the monitoring cycle for 2019/20, which includes forecasts for the expected performance against the budget for the year. The Committee is recommended to consider the overall position presented within this report and make any observations it sees fit.

14. CAPITAL BUDGET MONITORING - APRIL-DECEMBER 2019/20 [Appendix F](#)

The Director of Finance submits a report showing the position of the capital programme for 2019/20 as at the end of December 2019 (Period 9). The Committee is recommended to consider the overall position presented within this report and make any observations it sees fit.

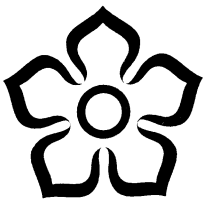
15. SCRUTINY COMMISSIONS' WORK PROGRAMMES [Appendix G](#)

To receive and endorse the Scoping Document for the review of non-clinical mental health support for children and young people in Leicester (Children, Young People & Schools Scrutiny Commission)

16. OVERVIEW SELECT COMMITTEE WORK PROGRAMME [Appendix H](#)

The current work programme for the Committee is attached. The Committee is asked to consider this and make comments and/or amendments as it considers necessary.

17. ANY OTHER URGENT BUSINESS



Leicester
City Council

Appendix A

Minutes of the Meeting of the
OVERVIEW SELECT COMMITTEE

Held: WEDNESDAY, 12 FEBRUARY 2020 at 5:30 pm

P R E S E N T :

Councillor Cassidy (Chair)
Councillor Joel (Vice-Chair)

Councillor Dawood	Councillor Kitterick
Councillor Govind (sub for Councillor Khote)	Councillor March (sub for Councillor Joshi)
Councillor Halford	Councillor Porter

In Attendance:

Sir Peter Soulsby – City Mayor

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55. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Joshi, Khote, Waddington and Westley.

Councillor March was present as the appointed substitute for Councillor Joshi and Councillor Govind was present as the appointed substitute for Councillor Khote. Councillor Sandhu was appointed as substitute for Councillor Waddington, but submitted apologies for absence.

56. DECLARATIONS OF INTEREST

Councillor Halford declared a Disclosable Pecuniary Interest in agenda item 11, "Housing Revenue Account Budget (Including Capital Programme) 2020/21", in that she was a Council tenant. Councillor Halford remained in the meeting during consideration of this item, but took no part in the discussion or voting thereon.

57. MINUTES OF THE PREVIOUS MEETING

AGREED:

That the minutes of the meeting of the Overview Select Committee held on 28 November 2019 be confirmed as a correct record.

58. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING

a) Minute 47(c), “Questions for the City Mayor – ‘Lying Figure No. 1’ Painting”

It was queried whether the recently announced improvement works and changes to security at New Walk Museum and Art Gallery had been as a result of the question asked at the meeting of this Committee held on 28 November 2019 about the “Lying Figure No. 1” painting and whether that question had prompted an increase in visitor numbers.. It also was asked what the picture was insured for and whether this was an accurate reflection of its value, as an international auction house had contacted a member of the Committee and offered to undertake a valuation.

In reply, the City Mayor explained that the Council’s art collection was valued in its entirety on a regular basis, with each piece being insured separately. However, he did not consider it appropriate to disclose the value for an individual piece in public. He also noted that security arrangements were audited regularly by an independent assessor, whose recommendations were acted on. The last audit had been approximately 2 – 3 years ago and work arising from this had already been completed, or was in progress.

The City Mayor noted that it was impossible to know the reason why every visitor had gone to the Museum and Art Gallery, so was unable to say whether the question asked at the last meeting had prompted an increase in visitor numbers.

b) Minute 52(c), “Scrutiny Commissions’ Work Programmes – The underachievement of ‘Black Caribbean’ and ‘White British Working-Class’ pupils of secondary school age in Leicester”

Councillor Dawood advised the Committee that the report discussed under this minute had now been presented to the Executive and the way forward was being discussed.

The City Mayor advised Members that he had undertaken to give the Chair and Vice-Chair of the Children, Young People and Schools Scrutiny Commission a full response to the report, which he would share with this Committee.

59. CHAIR'S ANNOUNCEMENTS

The Chair reminded Members that the next meeting of the Committee would be held at 5.30 pm on Thursday 26 March 2020, (not 5 March as previously scheduled).

A briefing for all members of the Committee on Equality Impact Assessments would now be held 5.30 – 6.30 pm on Thursday 5 March 2020.

60. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE

The Monitoring Officer reported that no questions, representations or statements of case had been received.

61. PETITIONS

The Monitoring Officer advised that there were no petitions to report.

62. TRACKING OF PETITIONS - MONITORING REPORT

The Monitoring Officer submitted a report updating Members on the monitoring of outstanding petitions.

AGREED:

That the petitions marked 'petition complete', namely 19/6/01, 19/7/02, 19/7/03, 19/8/01, 19/8/02, 19/9/01, 19/9/03 and 19/9/04 be removed from the Monitoring Report.

63. QUESTIONS FOR THE CITY MAYOR

The following questions were put to the City Mayor at the meeting.

a) Vehicle Parking and Waiting Area Outside the Train Station

Councillor Porter noted that taxis currently were able to park outside the train station, as the Council had received advice that they could pull in to pick up and drop off passengers, and asked the City Mayor what his view of this was.

The City Mayor stated that he felt that the area past the station needed to be part of a comprehensive Red Route. This would remove differences in opinion about whether parking or waiting outside the station was permissible, as under a Red Route no-one could stop. Discussions about introducing a Red Route were being held, but in the meantime officers continued to enforce the Traffic Regulation Orders currently in force for that area.

b) Border House

Councillor Porter noted that Border House was owned by the Council, but the staff, who were employed by the Council, had been told that it would close, as it was not fit for purpose and funding was not available to improve it. However, asylum seekers were being housed there, which was a concern if the building was not fit for purpose.

At the invitation of the Chair of the Committee and the City Mayor, the Director of Housing addressed the points made, explaining that Border House remained

a hostel for families, as there had been no change in its use. There were no asylum seekers there.

There had been a proposal that Border House would close eventually, as the Council moved to a “Homes for the Homeless” approach, as this would remove the need for a hostel. The policy also would mean that there was more likelihood that homeless people could stay in their preferred area.

64. LEICESTER'S CLIMATE EMERGENCY CONVERSATION

The Director of Estates and Building Services submitted a report informing Members of draft proposals for the city's response to the climate emergency, as well as the associated programme of community consultation and engagement entitled “Leicester's Climate Emergency Conversation”.

Councillor Clarke (Deputy City Mayor with responsibility for Environment and Transportation) introduced the report, noting that the consultation period had ended on 9 February 2020. Over 1,000 responses had been received, which were currently being considered.

The Corporate Environmental Consultant further explained that consultation on the proposals had started in November 2019, in order to get a public reaction to changes likely to be needed in Leicester in response to the declared climate emergency.

By the end of the consultation period, 374 on-line questionnaires had been completed and many letters received from individuals and groups, which was felt to be a very good response. Efforts also had been made to reach out in other ways, such as face-to-face consultation, holding a Climate Assembly attended by 53 people representing a cross-section of Leicester's community, holding a Young People's Climate Assembly attended by 104 students representing 12 secondary schools, and speaking to key organisations across the city.

During the consultation, the Council's Economic Development, Transport and Tourism Scrutiny Commission asked that consideration be given to how primary school age children could be included as consultees in the Conversation. In response to this, a pack of information had been circulated through the Council's extra-net. This had resulted in over 200 primary school students from eight primary schools participating in the Conversation.

In addition, to this work, a Climate Emergency pack had been prepared for schools that they could use to declare their own climate emergency.

The Committee welcomed the range of consultation methods used and expressed the hope that the diversity of tools used would generate responses from a diverse range of people. In reply, the Corporate Environmental Consultant explained that not all of the consultation methods used produced demographic information, although it would be gathered from responses to the on-line questionnaire and attendees at the Climate Assembly events.

The following comments also were made in discussion on this:

- It had been asserted that reducing consumption of meat and dairy products could reduce gases harmful to the climate. What could be done to encourage this?

Response from the Corporate Environmental Consultant:

An action plan was being prepared, so no proposals had been made yet. However, there would be an emphasis on awareness raising, as it was not intended to impose actions on people. Care also would be taken to co-ordinate with any recommendations about diet with messages from public health services.

- Planting trees could help tackle global warming and reduce carbon dioxide. The report suggested that there could be a lot of trees planted in the city, so would there be a scheme to encourage people to plant trees, for example with the Council buying trees in bulk that people could plant in their own gardens?

Response from Councillor Clarke:

This purpose of this report was to receive suggestions that could be fed in to the consultation, so no decisions of this sort had been taken yet.

- The use of low emission diesel fuel by some bus companies was welcomed, but was it possible to have electric-powered buses?

Response from Councillor Clarke:

The only Council-operated bus route on which it was possible to use electric buses was the Birstall Park and Ride. Electric buses were being bought for this purpose.

The Council also was working with the government to produce targets in relation to reducing fuel emissions.

- How would the introduction of a Workplace Parking Levy address climate change? Encouraging the use of electric vehicles via incentives, such as free parking in the city or permitted use of bus lanes, could help increase the use of such vehicles.

Response from the Corporate Environmental Consultant:

The proposed strategy would be to continue to focus on walking, cycling and the use of public transport as first steps in the process of change, as many people in Leicester did not have access to a privately-owned vehicle. Although there was a wish to encourage and enable the use of electric vehicles, providing a proper charging infrastructure for these vehicles was likely to be considered later.

- Was data available on how many Councillors and Council officers drove while on Council business, used public transport, or used other methods of

travel?

Response from the Councillor Clarke:

The Council had procured several Nissan Leaf electric cars to use as pool cars and some electric bikes. A lot of people also used the Park and Ride Services.

- The encouragement given to schools to declare their own climate emergency was very welcome.
- Was there a pack of information that schools could use to help discussions with parents and carers about the climate emergency?

Response from the Energy and Environment Manager:

A wide range of different activities had been identified that could be used for this purpose. Some included a wider range of stakeholders, such as school governors, staff, parents and carers.

- What was the ideal position to be achieved in the long-term? Also, although education had a very important role in addressing the climate emergency, how could engagement be encouraged now?

Response from the Corporate Environmental Consultant:

A declared long-term aim was to make the city carbon-neutral by 2030, or sooner if possible. This would be part of the action plan currently being developed and lobbying of government also was underway. Other opportunities would continue to be taken as they arose, (for example, a response recently had been made to a government consultation on building regulations), but it needed to be recognised that financial or other restrictions could prevent a faster rate of change. In all of this, an important aim was to engage with community groups.

AGREED:

- 1) That the progress made since the climate emergency declaration, including the consultation and engagement programme recently undertaken, be welcomed and supported;
- 2) That the involvement of the Economic Development, Transport and Tourism Scrutiny Commission and the Housing Scrutiny Commission be noted;
- 3) That the proposals in Appendix 1 to the report, including their implications for the city and the Council, be welcomed;
- 4) That all Councillors be encouraged to help publicise the Climate Emergency Conversation through their role as Ward Councillors;
- 5) That the next steps for the development and adoption of a Council action plan to address the climate emergency be noted; and

- 6) That the Director of Estates and Building Services be asked to report at an appropriate time on progress with, and the results of, schools declaring their own climate emergency.

65. HOUSING REVENUE ACCOUNT BUDGET (INCLUDING CAPITAL PROGRAMME) 2020/21

The Director of Housing submitted a report setting out the proposed Housing Revenue Account (HRA) budget for 2020/21, with indicative budgets for the following three years.

The Director introduced the report, explaining that, following a four-year period in which the government required rents to be reduced by 1% each year, the government had announced that for five years from 2020 rents could be increased by up to an amount equivalent to the Consumer Price Index plus 1%. This was welcomed, as the reductions had resulted in a £3million loss in rent for the Council. Overall budget pressures had exceeded £12million. Ongoing financial pressures remained, with the HRA facing a further £11million in budget pressures over the next three years. To manage this and deliver a balanced budget it was a recommendation that rents should be increased.

This proposal had been considered by the Tenants' and Leaseholders' Forum, as well as the Housing Scrutiny Commission. Comments from both bodies were included in the report. The Director drew Members' attention to the Housing Scrutiny Commission's support for the Tenants' and Leaseholders' Forum's proposal that rents should increase by 2.5% (not the proposed 2.7%), service charges should increase by 1.7% (not the proposed 2.0%) and hostel rents should not be increased (instead of applying the proposed 2.0% increase).

The Director of Housing explained that this would reduce income by £180,000 per year. The cap placed on rent increases by the government meant that this money could not be recovered in future years, so over ten years the Council would lose £1.8million that could have been used for investment in improvements to its housing stock and estates and to provide services. Therefore, although this could have had resulted in a small reduction in rent, (on average 14p per week), it would have a significant impact on the Council's HRA budget.

The City Mayor reiterated that the original budget proposal was the start of the process of addressing the problems caused by the previous enforced reduction in rent. The changes proposed were small increases for the people affected, but were significant for the Council's resources. He therefore strongly recommended that the increases included in the original proposal be supported.

Some concern was expressed that the increases in rent and service charges proposed by the Council could have a significant impact on tenants, particularly those already experiencing financial difficulties. The Director of Housing explained that approximately 60% of housing tenants and over 90% of people

in Council hostels had their rent paid through Housing Benefit, which would cover any increase in rent. Also, a problem with the proposal made by the Tenants' and Leaseholders' Forum was that although the Forum wished to see a lower increase in rents and service charges, there was no balancing adjustment proposed to work to be carried out using income from those rents and charges. The Forum agreed that all of the proposed investment in the HRA budget was needed. The Director reminded the Committee that the Council was legally obliged to set a balanced budget, so would have had to reduce the work undertaken to match the reduction in income.

In response to an enquiry from the Committee, the Director of Housing advised that work on removing materials from Goscote House, prior to demolition, would start during 2020, but full demolition of the building was likely to be done in the summer of 2021.

In response to a further enquiry, the Director of Housing also advised that the purchase of the properties in Hospital Close would be undertaken from funding approved at Council in November 2019 and this would not be affected by the final decision on the Housing Revenue Account budget for 2020/21.

It was proposed by the Chair, seconded by Councillor Govind and AGREED that:

- 1) the financial pressures on the Housing Revenue Account be noted
- 2) the comments from the Tenants' and Leaseholders' Forum and the Housing Scrutiny Commission be noted; and
- 3) in view of the implications of the proposals for changes to rents and service charges supported by both bodies, this Committee supports the following proposed changes to rents and service charges for 2020/21:
 - a) 2.7% increase to core rent
 - b) 2.7% increase to garage rent
 - c) 2.0% increase to hostel rent
 - d) 2.0% increase to service charges; and
 - e) no changes to sundry payments and charges.

Further to her declaration of interest in this item, (see minute 56, "Declarations of Interest", above), Councillor Halford remained in the meeting for the duration of this item, but took no part in the discussion or voting.

66. DRAFT GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Director of Finance submitted the draft General Fund Revenue Budget 2020/21 to 2021/22, which would be considered at the meeting of Council on 19 February 2020.

Members were reminded that draft minute extracts, detailing Scrutiny Commissions' discussions on the draft General Fund Revenue Budget report, had been circulated separately. The City Mayor advised the Committee that he had considered the comments made by the Scrutiny Commissions and would be drafting a response to be presented at the Budget Council meeting on 19 February 2020.

The Director of Finance introduced the report, explaining that the Council had approved a one-year budget for 2019/20, as it had been expected that the system of local government funding would change during that period. However, due to other national political priorities during the year, this review had been deferred and would be implemented from 2021/22 at the earliest. Consequently, it was being proposed that a one-year budget be agreed for 2020/21.

The Director reminded Members that the Council had adopted a managed reserves strategy for a number of years. Under this, money had been put in to reserves where possible, to enable structured and planned spending decisions to be taken. The programme of spending reviews adopted over the last few years also had been beneficial, as it meant that the funding gap in the proposed budget was manageable. This programme of reviews needed to continue though.

It was noted that approximately 65% of the Council's expenditure was on adult and children's social care. In recognition of the increasing demands and pressures on these services, the draft General Fund revenue budget included growth in both areas. An additional £17million was being made available, this being £3million for adult social care and £14million for children's social care, due to the increasing number and complexity of cases. These figures were based on trends and predictions for service demands.

Members were advised that there had been an underspend on adult social care during 2018/19, due to the early completion of a spending review. As a result, a phased saving had been delivered earlier than anticipated.

The final 2020/21 local government finance settlement had only been announced by the government on 7 February 2020. This had been slightly more favourable than anticipated, so the Council's funding gap for 2020/21 was now £2.4million, rather than the £5.6million set out in the draft budget report.

However, due to other urgent parliamentary business, the local government finance settlement had not been laid before parliament on 12 February as planned and now would be debated after the parliamentary recess. Consequently, all local authorities would have to agree their budgets for 2020/21 before parliamentary approval of the settlement had been obtained. It therefore was possible that aspects of the budget could need to be reconsidered by Council if the settlement changed significantly from that proposed, although this was highly unlikely.

The Committee noted the discussion that had been held at the Economic Development, Transport and Tourism Scrutiny Commission regarding the impact that the proposed increase in Council Tax would have on households and the consequent effect on the local economy, (minute 59, "Draft General Fund Revenue Budget 2020/21 - 2021/22", 5 February 2020 referred). The Commission had suggested that consideration could be given to using the projected Collection Fund surplus to support vulnerable households, for example by transferring it to the Council Tax Support Scheme, which it was projected would reduce by £0.7m. The Collection Fund surplus was used to support the overall budget and therefore already was taken into consideration, but the City Mayor advised the Committee that he was making a commitment to work with officers to look at other ways in which additional support to those facing financial hardship could be included as part of the General Fund revenue budget for 2020/21.

The Director of Finance assured Members that Council Tax support funds and discretionary relief continued to be funded, along with the Crisis Support Scheme, (through which goods and services were provided to those eligible). The Council had as an explicit policy for each scheme and those who meet the required eligibility criteria would be supported regardless of budget parameters.

It was proposed by the Chair, seconded by Councillor Kitterick and AGREED that:

- 1) the Director of Finance be asked to circulate information to all Councillors on support available through the Council's various hardship funds; and
- 2) this Committee supports the recommendations set out in the report for the General Fund Revenue Budget 2020/21, but asks Council to take this Committee's comments recorded above and the attached comments of the Scrutiny Commissions into consideration when considering the recommended budget proposals.

67. DRAFT CAPITAL PROGRAMME 2020/21

The Director of Finance submitted the draft Capital Programme 2020/21, which would be considered at the meeting of Council on 19 February 2020.

While introducing the report, the Director explained that the capital programme previously had been agreed for two years, as it had been expected that the system of local government funding would change during that period. However, due to other national political priorities, this review had been deferred and would be implemented from 2021/22 at the earliest. Consequently, it was proposed that a one-year capital programme be agreed for 2020/21, although it was recognised that some schemes would run beyond that period.

In response to a Member query, the City Mayor confirmed that the provision for the Reuse Shop at the Gypsum Close Household Waste Recycling site was to

finance an expansion of the shop. This was proposed due to the success of the shop, as it could no longer store all of the items for sale within its premises.

In reply to a further Member enquiry, the Director of Finance explained that the Touchdown project was a pilot workspace project. Council-managed buildings outside of the city centre were being assessed to identify where space was available that could be used by Council staff working in a mobile way. For example, staff undertaking visits to various locations could use Touchdown space for a short time between visits. This could include locations such as office space above libraries, or at sports centres, which would avoid staff having to travel in and out of the city centre so often.

The Committee noted that the largest project in the capital programme appeared to be the work to the Jewry Wall Museum. It therefore requested that a report on the project be submitted to the Overview Select Committee, to enable it to gain a full picture of what was being planned. The City Mayor advised the Committee that he would welcome its input on this major initiative.

AGREED:

- 1) That, in view of the scale of the investment being made in to the project, the Director of Tourism, Culture and Inward Investment be asked to submit a report to the Overview Select Committee on the work to the Jewry Wall Museum, to enable the Committee to gain an overview of this project and provide input as appropriate;
- 2) That this Committee supports the recommendations set out in the report in relation to the Capital Programme 2020/21.

Councillor Porter left the meeting during consideration of this item

68. TREASURY POLICY

The Committee considered this item and the following two items simultaneously. (Minute 69, "Treasury Management Strategy 2020-21", and minute 70, "Investment Strategy 2020/21", refer.)

The Director of Finance gave a presentation on Investment Strategies, a copy of which is attached at the end of these minutes for information. During the presentation, particular attention was drawn to the following points:

- The Council's Treasury Policy set out the framework for the governance of the Council's borrowing and investments. The Treasury Management Strategy described how this would be done and the Investment Strategy set out the Council's approach to making and holding investments that were not made for normal treasury management purposes;
- Security of the Council's money was paramount;
- Penalty charges were incurred on debts repaid early, so it usually cost less to maintain a debt than to repay it. Nonetheless, money still had to be set

aside in the budget to repay debt;

- The Council often had money before it needed to spend it. For example, staff salaries were paid at the end of the month and reserves were maintained. This meant that balances could fluctuate considerably day by day;
- The safer an investment was, the lower the return on it;
- Specialist advisers were used to help with investments, to make sure these investments were robust;
- As the Council's balances continued to grow, efforts continued to find the best ways to make this money work for the city;
- Currently, a better rate of return was received from lending to other local authorities than from bank interest;
- Along with a number of other local authorities, the Council was actively exploring environmentally and socially responsible investment;
- Some local authorities had bought commercial investments located a long way outside of their area and were borrowing very large amounts. This could create a high level of risk and raised questions of how assets managed at long distances could be transparent investments;
- This Council had invested in property in the city for many years. This currently generated approximately £6million income per year to support the Council's budget; and
- There was regular churn on the corporate estate, with properties being bought and sold as necessary.

The City Mayor reiterated the importance of the corporate estate to the city and the Council, and advised the Committee that discussions were being held with officers about how the performance of the estate could be made more transparent. One option was to present an annual report that included information such as what the Council held, income from this, expenditure and surpluses. It was hoped that the first such report could be presented to Council in the summer of 2020

In response to a Member's query, the Director of Finance explained that the Council did not invest in property abroad, as due diligence was very hard there. Some years previously, the Council had lent money directly to European banks, but since the collapse of the Icelandic Banks had ceased to do so, even though this Council had not invested in Iceland.

AGREED:

- 1) That the Chief Accountant be asked to circulate details of how to access the map showing all of the property owned by the Council

to all Members;

2) That the report be noted; and

3) That this Committee supports the approach being taken to managing the Council's resources and investing for the future.

Councillor Kitterick left the meeting during the presentation referred to above

69. TREASURY MANAGEMENT STRATEGY 2020-21

The Committee considered this item plus the previous and following items simultaneously. (Minute 68, "Treasury Policy", and minute 70, "Investment Strategy 2020/21", refer.)

The Director of Finance gave a presentation on Investment Strategies, a copy of which is attached at the end of these minutes for information. During the presentation, particular attention was drawn to the following points:

- The Council's Treasury Policy set out the framework for the governance of the Council's borrowing and investments. The Treasury Management Strategy described how this would be done and the Investment Strategy set out the Council's approach to making and holding investments that were not made for normal treasury management purposes;
- Security of the Council's money was paramount;
- Penalty charges were incurred on debts repaid early, so it usually cost less to maintain a debt than to repay it. Nonetheless, money still had to be set aside in the budget to repay debt;
- The Council often had money before it needed to spend it. For example, staff salaries were paid at the end of the month and reserves were maintained. This meant that balances could fluctuate considerably day by day;
- The safer an investment was, the lower the return on it;
- Specialist advisers were used to help with investments, to make sure these investments were robust;
- As the Council's balances continued to grow, efforts continued to find the best ways to make this money work for the city;
- Currently, a better rate of return was received from lending to other local authorities than from bank interest;
- Along with a number of other local authorities, the Council was actively exploring environmentally and socially responsible investment;

- Some local authorities had bought commercial investments located a long way outside of their area and were borrowing very large amounts. This could create a high level of risk and raised questions of how assets managed at long distances could be transparent investments;
- This Council had invested in property in the city for many years. This currently generated approximately £6million income per year to support the Council's budget; and
- There was regular churn on the corporate estate, with properties being bought and sold as necessary.

The City Mayor reiterated the importance of the corporate estate to the city and the Council, and advised the Committee that discussions were being held with officers about how the performance of the estate could be made more transparent. One option was to present an annual report that included information such as what the Council held, income from this, expenditure and surpluses. It was hoped that the first such report could be presented to Council in the summer of 2020

In response to a Member's query, the Director of Finance explained that the Council did not invest in property abroad, as due diligence was very hard there. Some years previously, the Council had lent money directly to European banks, but since the collapse of the Icelandic Banks had ceased to do so, even though this Council had not invested in Iceland.

AGREED:

- 4) That the Chief Accountant be asked to circulate details of how to access the map showing all of the property owned by the Council to all Members;
- 5) That the report be noted; and
- 6) That this Committee supports the approach being taken to managing the Council's resources and investing for the future.

Councillor Kitterick left the meeting during the presentation referred to above

70. INVESTMENT STRATEGY 2020/21

The Committee considered this item plus the previous two items simultaneously. (Minute 68, "Treasury Policy", and minute 69, "Treasury Management Strategy 2020-21", refer.)

The Director of Finance gave a presentation on Investment Strategies, a copy of which is attached at the end of these minutes for information. During the presentation, particular attention was drawn to the following points:

- The Council's Treasury Policy set out the framework for the governance of the Council's borrowing and investments. The Treasury Management

Strategy described how this would be done and the Investment Strategy set out the Council's approach to making and holding investments that were not made for normal treasury management purposes;

- Security of the Council's money was paramount;
- Penalty charges were incurred on debts repaid early, so it usually cost less to maintain a debt than to repay it. Nonetheless, money still had to be set aside in the budget to repay debt;
- The Council often had money before it needed to spend it. For example, staff salaries were paid at the end of the month and reserves were maintained. This meant that balances could fluctuate considerably day by day;
- The safer an investment was, the lower the return on it;
- Specialist advisers were used to help with investments, to make sure these investments were robust;
- As the Council's balances continued to grow, efforts continued to find the best ways to make this money work for the city;
- Currently, a better rate of return was received from lending to other local authorities than from bank interest;
- Along with a number of other local authorities, the Council was actively exploring environmentally and socially responsible investment;
- Some local authorities had bought commercial investments located a long way outside of their area and were borrowing very large amounts. This could create a high level of risk and raised questions of how assets managed at long distances could be transparent investments;
- This Council had invested in property in the city for many years. This currently generated approximately £6million income per year to support the Council's budget; and
- There was regular churn on the corporate estate, with properties being bought and sold as necessary.

The City Mayor reiterated the importance of the corporate estate to the city and the Council, and advised the Committee that discussions were being held with officers about how the performance of the estate could be made more transparent. One option was to present an annual report that included information such as what the Council held, income from this, expenditure and surpluses. It was hoped that the first such report could be presented to Council in the summer of 2020

In response to a Member's query, the Director of Finance explained that the Council did not invest in property abroad, as due diligence was very hard there. Some years previously, the Council had lent money directly to European banks, but since the collapse of the Icelandic Banks had ceased to do so, even though this Council had not invested in Iceland.

AGREED:

- 7) That the Chief Accountant be asked to circulate details of how to access the map showing all of the property owned by the Council to all Members;
- 8) That the report be noted; and
- 9) That this Committee supports the approach being taken to managing the Council's resources and investing for the future.

Councillor Kitterick left the meeting during the presentation referred to above

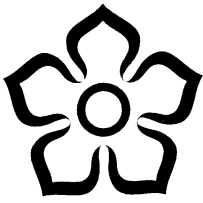
71. OVERVIEW SELECT COMMITTEE WORK PROGRAMME

AGREED:

That the Committee's work programme be received and noted.

72. CLOSE OF MEETING

The meeting closed at 7.35 pm



Leicester
City Council

Minute Item 66

MINUTE EXTRACT

Minutes of the Meeting of the NEIGHBOURHOOD SERVICES SCRUTINY COMMISSION

Held: WEDNESDAY, 15 JANUARY 2020 at 5:30 pm

P R E S E N T:

Councillor Thalukdar (Chair)

Councillor Ali
Councillor Govind

Councillor Aqbany
Councillor Solanki

* * * * *

33. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Joshi and Councillor Khote.

The Chair wished Councillor Khote a speedy recovery.

34. DECLARATIONS OF INTEREST

There were no declarations of interest.

38. GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Director of Finance submitted a report setting out the City Mayor's proposed budget for 2020/21 to 2021/22. Members of the Commission were asked to consider the proposed budget that would be proposed at Council in February.

It was noted that the proposed budget was set for a year and the General Fund Budget was proposed on a year on year basis. Fundamental proposed changes were pushed through Parliament last year, but the funding review was side lined due to the uncertainty with Brexit. The gap going forward, and the level of uncertainty was unprecedented with cost drivers such as rurality and deprivation having a huge impact on the budget. However, the Councils strategy of having a well-managed reserve, had allowed the Council to be prepared for uncertain times.

In relation to this particular Commission the Director of Finance noted that the Revenues and Benefits division were under financial constraints as the Department for Work and Pensions continued to cut the grant provided to administer the work load. The service was able to integrate roles within staff to meet the demand and reduce cost. Channel shifting the service online was also a means of meeting the service demands.

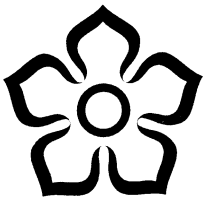
The Director of Neighbourhood Services noted that the area currently delivers 28 services such as Community Safety, Waste Management, 2 Household Waste Recycle Centres and others. The funding received through the General Revenue Fund Budget, paid for and delivered a lot in the city. The service was living within its means and had still been able to achieve an effective delivery of services. The past year had seen a food-outlets with a hygiene rating of 5 double, a 90% satisfaction levels of neighbourhood buildings and a 14.9 reduction in fly tipping cases. Although nationally fly tipping cases were on a rise, the city were able to reduce the number of local fly tipping cases as a result of a robust strategy and the great facilities the service had on offer, including the weekly waste collection service and a further recruitment for two additional City Wardens.

During discussions, members were concerned with what impact the proposed budget would have on the delivery of service and how the increase in Council Tax would benefit the service. It was suggested that channel shifting was part of the strategy to reduce cost and still maintain the level of service. The increase in Council Tax which was slightly under 4% was a means of recuperating the 50% loss in government funding. It was noted that business rates were set by a national multiplier and 50% of these rates were retained locally.

Members of the commission were assured that there were not specific areas that would see improvements rather it was a transformation process and all areas would see continuous improvements to existing services.

AGREED:

- 1) That the report be noted;
- 2) That the director of Finance be requested to consider the comments made by Members of the Commission;
- 3) That the minute extract be shared with the Overview Select Committee and Council; and
- 4) That the Information on the Council's website regarding Council Tax increase for properties that have added extensions and planning advice to inform of possible increases to Council Tax to be shared with Councillor Ali.



Leicester
City Council

MINUTE EXTRACT

**Minutes of the Meeting of the
NEIGHBOURHOOD SERVICES SCRUTINY COMMISSION**

Held: WEDNESDAY, 15 JANUARY 2020 at 5:30 pm

P R E S E N T:

Councillor Thalukdar (Chair)

Councillor Ali
Councillor Govind

Councillor Aqbany
Councillor Solanki

* * * * *

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The Chair wished Councillor Khote a speedy recovery.

34. DECLARATIONS OF INTEREST

There were no declarations of interest.

38. GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Director of Finance submitted a report setting out the City Mayor's proposed budget for 2020/21 to 2021/22. Members of the Commission were asked to consider the proposed budget that would be proposed at Council in February.

It was noted that the proposed budget was set for a year and the General Fund Budget was proposed on a year on year basis. Fundamental proposed changes were pushed through Parliament last year, but the funding review was side lined due to the uncertainty with Brexit. The gap going forward, and the level of uncertainty was unprecedented with cost drivers such as rurality and deprivation having a huge impact on the budget. However, the Councils strategy of having a well-managed reserve, had allowed the Council to be prepared for uncertain times.

In relation to this particular Commission the Director of Finance noted that the Revenues and Benefits division were under financial constraints as the Department for Work and Pensions continued to cut the grant provided to administer the work load. The service was able to integrate roles within staff to meet the demand and reduce cost. Channel shifting the service online was also a means of meeting the service demands.

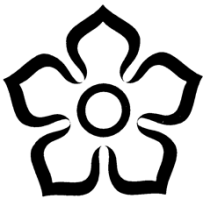
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During discussions, members were concerned with what impact the proposed budget would have on the delivery of service and how the increase in Council Tax would benefit the service. It was suggested that channel shifting was part of the strategy to reduce cost and still maintain the level of service. The increase in Council Tax which was slightly under 4% was a means of recuperating the 50% loss in government funding. It was noted that business rates were set by a national multiplier and 50% of these rates were retained locally.

Members of the commission were assured that there were not specific areas that would see improvements rather it was a transformation process and all areas would see continuous improvements to existing services.

AGREED:

- 1) That the report be noted;
- 2) That the director of Finance be requested to consider the comments made by Members of the Commission;
- 3) That the minute extract be shared with the Overview Select Committee and Council; and
- 4) That the Information on the Council's website regarding Council Tax increase for properties that have added extensions and planning advice to inform of possible increases to Council Tax to be shared with Councillor Ali.



Leicester
City Council

MINUTE EXTRACT

Minutes of the Meeting of the HERITAGE, CULTURE, LEISURE AND SPORT SCRUTINY COMMISSION

Held: TUESDAY, 21 JANUARY 2020 at 5:30 pm

P R E S E N T :

Councillor Halford (Chair)

Councillor Dr Barton
Councillor Cole

Councillor Gee
Councillor Dr Moore

Councillor Shelton

In attendance:

Councillor Clair, Deputy City Mayor, Culture Leisure & Sport

* * * * *

51. APOLOGIES FOR ABSENCE

There were no apologies for absence.

52. DECLARATIONS OF INTEREST

Councillor Dr Moore declared an interest in that she supplied books to the Richard III visitor/ reading centre.

59. GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Director of Finance submitted a report setting out the City Mayor's proposed budget for 2020/21 to 2021/22.

The Deputy Director of Finance presented the report and outlined the following:

- Last year the Council approved a one-year budget.
- This was because the system of funding local government was to fundamentally change, these changes being; the fair funding review, business rates review, and the total amount of funding allocated to government departments.
- However, due to Brexit and latterly political turmoil resulting in the general election, these key issues had been deferred, probably to 2021/22.

- Therefore, the amount of funding that the Council would receive going into the future remains unknown.
- The Council was, therefore, again being presented with a one-year budget for 2020/21, which included a future 'outlook' based on optimistic and pessimistic views.
- Reference to points 6.4 to 6.7 was made, which outlined the impact on the City Developments and Neighbourhoods Department.

In response to Commission Members' questions, the following issues were discussed and noted:

- A Member of the Commission raised concerns that the impact of the budget would mean reductions in the arts and museums budget.
- At this time, it was difficult to say what the impact of Brexit would be specific to individual services.
- There would continue to be some initiatives to help get people healthier, the budget wouldn't take away in terms of budgetary services.
- It was aimed to still be able to achieve everything planned for, as a result of the budget.
- The Festivals and Events programmes would be maintained and there were no proposals to reduce any funding as a result of the budget.

AGREED:

1. That the Commission be assured that the Council budget had the capacity to deliver the festivals and events programme 2020/21 to the same levels as previous years and that there would be no proposals to reduce any of these allocations.
2. The Overview and Select Committee be advised that the Commission:-
 - a. regretted that more funding had not been made available by the Government;
 - b. noted concerns that the previously approved new budget reductions in 2020/21 might impact on service delivery; and
 - c. welcomed officers' assurances that services would nonetheless be maintained.



Leicester
City Council

MINUTE EXTRACT

**Minutes of the Special Meeting of the
CHILDREN, YOUNG PEOPLE AND SCHOOLS SCRUTINY COMMISSION**

Held: TUESDAY, 28 JANUARY 2020 at 5:30 pm

P R E S E N T :

Councillor Dawood (Chair)
Councillor Cole (Vice-Chair)

Councillor Hunter Councillor Rahman
Councillor Pantling Councillor Riyait
Councillor Whittle

In Attendance:

Councillor Cutkelvin, Assistant City Mayor - Education and Housing
Councillor Russell, Deputy City Mayor - Social Care and Anti-Poverty

Also Present:

Joseph Wyglendacz - Teaching Unions Representative
Janet McKenna - Unison

* * * * *

51. APOLOGIES FOR ABSENCE

An apology for absence was received from Carolyn Lewis (Church of England Diocese).

52. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

53. GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Chair referred to the draft report due to be considered by Council on 19 February 2020 which outlined the City Mayor's proposed budget for 2020/2021 and invited the Deputy City Mayor (Social Care and Anti-Poverty) to introduce the item.

It was noted that an expected overspend had been identified due to the requirement to ensure the correct and appropriate levels of care services were in place. The Deputy City Mayor (Social Care and Anti-Poverty) advised that the safety and protection of children was an absolute priority of the Council as it was for all other local authorities.

To supplement the information in the report, data was also circulated which explained the pressures on the service, principally arising from increased costs of external care provision. The importance and impact of the early-help service to provide care and protection was recognised. The need to challenge placement companies in terms of their charging structures and competition policies was highlighted. It was accepted that this issue could not be tackled locally but required a national campaign and lobbying.

The Director of Finance then submitted the draft report due to be considered by Council and clarified that the proposed budget was for one year, as significant changes to local government finance were expected. The impact of delayed decisions concerning the extent of future Business Rates retention and the Fair Funding Review, due to pressures including Brexit and the General Election were reported and noted.

It was clarified that there would be a recommendation to allow a rise in Council Tax and that a proposed use of reserves would be effected to ensure that the overall funding gap could be filled, at least in part. In respect of the information circulated showing a summary of the situation, the Commission noted the impact of the spending review programme and the savings expected from revisions to services such as Connexions and the Educational Welfare Service were explained.

In response to data from comparable neighbouring authorities and the position nationally, the number of looked after children (LAC) was noted and it was recognised that the type and suitability of provision was the principal influencing factor in terms of overall cost. It was reported that numbers of new LAC entering the system was difficult to predict with any certainty and therefore some assumptions on likely trends had to be made. The Director of Social Care and Early Help commented on the monitoring of LAC as a cohort and advised of the work undertaken to ensure that suitable placement arrangements could be made, including family placements and increased delivery of fostering and adoption options. The internal monitoring efforts and the value of the work of the Placement Sufficiency Board in this regard were reported and recognised.

The proportions of cost by type of provision compared the proportion of LAC in those provisions was highlighted, and in response to a question from the Vice-Chair it was accepted that the internal placement costs were also significant when compared to the proportion of the overall cost. In response to a question from the Chair it was reported that options for providing a higher proportion of internal placements were being explored, including increasing the numbers of fostering placements.

In terms of local government finance and in response to questions, it was confirmed that no information was available on the likely level of funding beyond 2020/21. The increases in the average costs of placements and the effect of inflation were reported and noted.

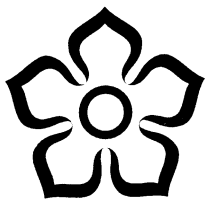
In response to questions concerning staffing it was confirmed that the numbers of agency social workers had dramatically reduced and information concerning the savings from vacant posts was provided.

The challenges concerning mental health assessment and the role of the Child and Adolescent Mental Health Service (CAMHS) was discussed and it was noted that the Council did care for a number of children with very severe mental and emotional needs.

The Assistant City Mayor (Education) was invited to comment on the report and it was reported that the suggested changes to services, including Connexions, were currently subject of a consultation exercise.

AGREED:

1. That the report and proposed budget to Council be noted.
2. That the uncertainties concerning future government funding be noted and recognised.
3. That updates concerning the results of consultation on the proposed alterations to service provision be submitted to future meetings of the Commission at the appropriate time.
4. That any other significant impacts on services as a result of the Spending Review Programme be submitted to a future meeting of the Commission at the appropriate time.



Leicester
City Council

MINUTE EXTRACT

Minutes of the Meeting of the HEALTH AND WELLBEING SCRUTINY COMMISSION

Held: THURSDAY, 30 JANUARY 2020 at 5:30 pm

P R E S E N T :

Councillor Kitterick (Chair)

Councillor Aldred
Councillor Chamund
Councillor March

In Attendance:

Councillor Clarke, Deputy City Mayor - Environment and Transportation
Councillor Dempster, Assistant City Mayor - Health

* * * * *

54. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Fonseca (Vice Chair), Dr Sangster and Westley, and from Micheal Smith (Healthwatch).

55. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

63. GENERAL FUND REVENUE BUDGET 2020/21 TO 2021/22

The Director of Finance submitted the draft report due to be considered by Council on 19 February 2020, which outlined the City Mayor's proposed budget for 2020/2021.

It was clarified that the proposed budget was for one year, as significant changes that were expected to local government finance, including the Fair Funding Review and delayed decisions concerning the extent of future Business Rates retention remained unclear.

It was noted that revised funding of the Public Health Grant had been cited within the review of business rates, but that decision had not been made by Government.

In response to questions the Director of Public Health confirmed that no significant changes had been included in the budget, although some pressures existed in terms of the delivery of some services. In this regard it was clarified that the provision of pre-exposure treatment to prevent HIV transmission will be a responsibility of the Council's Public Health service from 1 April 2020, but details of the likely funding stream had not been identified to date. It was confirmed that the necessary funding of the service would need to be met by the Council and would not be part of wider NHS budgets. It was currently unclear whether there would be any earmarked funding from NHS England or the Department of Health to support the Council and it was confirmed that the service would not be inexpensive and would likely have an adverse effect on the budgets of city authorities such as Leicester.

In terms of other pressures, the adverse effect on the budget of NHS salary increases to meet inflation was explained and recognised, where the Council acted as an employer through commissioning. It was noted that the Council was responsible for the uplift in payments with no support from government.

In conclusion, the Spending Review Programme was discussed and the Assistant City Mayor (Health) confirmed that items would be submitted to and discussed by scrutiny. It was noted that there were no expected items during the period of the proposed budget that involved any significant impacts on existing services.

AGREED:

1. That the report and proposed budget to Council be noted.
2. That updates concerning the impact of the Pre-exposure to HIV service and its funding be submitted to a future meeting of the Commission at the appropriate time.
3. That any other significant impacts on services as a result of the Spending Review Programme be submitted to a future meeting of the Commission at the appropriate time.



Leicester
City Council

MINUTE EXTRACT

Minutes of the Meeting of the
ADULT SOCIAL CARE SCRUTINY COMMISSION

Held: TUESDAY, 4 FEBRUARY 2020 at 5:30 pm

P R E S E N T:

Councillor March (Vice-Chair in the Chair)

Councillor Batool
Councillor Kitterick

Councillor Kaur Saini
Councillor Thalukdar

In Attendance

Councillor Russell – Deputy City Mayor, Social Care and Anti-Poverty

* * * * *

45. APOLOGIES FOR ABSENCE

Apologies were received from the Chair Councillor Joshi. Councillor March as Vice Chair to the Chair for the meeting.

Apologies for absence were also received from Councillor Khote and Ruth Lake.

Members wished Councillor Khote a speedy recovery.

46. DECLARATIONS OF INTEREST

No declarations of interest were made.

51. DRAFT GENERAL FUND REVENUE BUDGET REPORT 2020-21

The Director of Finance submitted a report setting out the City Mayor's proposed budget for 2020/21 to 2021/22. The Commission was recommended to consider and comment on the Adult Social Care element of the budget. The Commission's comments would be forwarded to the Overview Select Committee as part of its consideration of the report before presentation to the meeting of Council on 19th February 2020.

Councillor Russell, Deputy City Mayor, Social Care and Anti-Poverty introduced the report. The Commission was asked to note the budget presented was for

one year, with no financial certainty beyond 2020/21, leaving the budget for Adult Social Care vulnerable. It was further noted that steadily increasing demand, with increased costs had made it a volatile service budget area.

Martin Judson, Head of Finance, said the Service was reliant on the Better Care Fund monies of £28.5m each year and the budget had to factor in the increasing needs of existing service users at 5.5% (£10m) per annum. A growth in service user numbers was also expected of 0.5% per annum and an increase in the National Living Wage at 6%, which equated to an annual overall growth in costs of rate of 11.5% for 2020/21. As a result an additional £3m of growth has been included in the 2020/21 budget. Beyond 2020/21 there would be an increasing gap between resources and expenditure of at least £15m per annum unless a long-term funding solution was provided by central government.

It was noted that £2.5m had been achieved towards a £5m savings target under the Spending Review 4 Programme so far, and work was ongoing to find further savings and the remaining £2.5m was not attached to any particular review.

The Deputy City Mayor informed the meeting that a report on the charging policy would be brought to the next meeting of the Scrutiny Commission. She noted the Enablement Service costs were approximately £1m but believed it offset costs of £1m and if funding was ceased the Department would see an increase in costs elsewhere in the budget in future years. It was noted the Department was currently meeting need but was under immense pressure as demand rose.

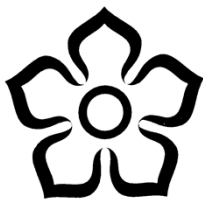
The Chair asked if the Council sought assurances from other health and social care providers in the city, for example, Leicester Partnership NHS Trust, that adequate, timely support and budgeting was provided to the increasing needs of vulnerable adults. The Deputy City Mayor affirmed that the range of partners working with the Council functioned together to maximise resources.

The Commission acknowledged the difference between available budget and expenditure and the lack of ability to forward plan, and the growing complexity of needs for people below retirement age with deep concern.

AGREED:

that:

1. The Commission note the report;
2. The Commission raise concerns relating to severe cost pressures on Adult Social Care services for the future.
3. Comments and recommendation from the Commission on the budget item go to Overview Select Committee to inform Budget Council.



Leicester
City Council

MINUTE EXTRACT

Minutes of the Meeting of the ECONOMIC DEVELOPMENT, TRANSPORT AND TOURISM SCRUTINY COMMISSION

Held: WEDNESDAY, 5 FEBRUARY 2020 at 5:30 pm

P R E S E N T :

Councillor Waddington (Chair)
Councillor Sandhu (Vice-Chair)

Councillor Broadwell
Councillor Rae Bhatia

Councillor Valand

In Attendance:

Sir Peter Soulsby – City Mayor

* * * * *

52. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Fonseca and Councillor Joel.

53. DECLARATIONS OF INTEREST

Councillor Broadwell declared an Other Disclosable Interest in the general business of the meeting in that she was the Acting Chair of the Leicester Transport Users Union. In accordance with the Council's Code of Conduct, this interest was not considered so significant that it was likely to prejudice Councillor Broadwell's judgement of the public interest. She therefore was not required to withdraw from the meeting.

59. DRAFT GENERAL FUND REVENUE BUDGET 2020/21 - 2021/22

The Director of Finance submitted a report setting out the City Mayor's proposed General Fund Revenue budget for 2020/21 to 2021/22. Members noted a summary of revenue budgets for 2020/21 that were relevant to this Commission's areas of work that had been tabled at the meeting. A copy of

the summary is attached at the end of these minutes for information.

The Deputy Director of Finance introduced the report, explaining that the Council had approved a one-year budget for 2019/20, as it had been expected that the system of local government funding would change during that period. It had been announced that there would be three elements to this, namely a “fair funding review” (determining the distribution of funding between councils), a review of business rates retention (to increase the proportion of business rates collected that local authorities could retain), and a review of total government funding. However, due to other national political priorities during the year, all three issues were deferred and would be implemented from 2021/22 at the earliest. Consequently, it was proposed that a one-year budget be agreed for 2020/21.

The Deputy Director of Finance drew attention to the proposed 4% increase in Council Tax for 2020/21, noting that 2% of this was for adult social care funding and the remaining 2% was for general expenditure.

It was recognised that cuts in government funding to local authorities made an increase in Council Tax necessary, but concern was raised at the impact this increase would have on households and the consequent effect on the local economy. As there was a projected £0.7m reduction in spend on the Council Tax Support Scheme, it was suggested that consideration could be given to using the Collection Fund surplus to support vulnerable households, for example by transferring it to the Council Tax Support Scheme.

During discussion on this, Members noted that the Council’s policies on the collection of Council Tax were sensitive to those who could not pay what they owed, including strict policies regarding enforcement and the use of bailiffs. However, it was recognised that some people were able to pay their Council Tax but chose not to do so.

The Commission noted from media reports that intensive lobbying was being undertaken by some authorities as part of the “fair funding review” regarding perceived extra costs in rural areas. It was suggested that similar lobbying should be done by urban authorities, to seek recognition of the costs faced by those authorities. The Deputy Director of Finance assured the Commission that opportunities were taken to do so.

The following points also were noted during discussion on the report:

- The proposed budget for 2020/21 included a provision for inflation, as this was an anticipated pressure on the budget;
- Each year an estimate had to be made about what business rate and Council Tax income would be received in the Collection Fund during the following year. Any amount above this was a surplus, but was described as a one-off surplus, as it was not guaranteed that a surplus would be received and, if it was, the amount varied from year to year;

- Reductions in the cost of the Connexions and Education Welfare Services were projected due to continued pressure to devolve funding to schools, who now had to commission their own services. This would have implications for young people not in employment, education or training;
- The Adult Education Grant was not included in the grants referred to under paragraph 8.12 of the report, as those listed were corporate, or had a wide impact on the Council's finances, but the Adult Education Grant was ring-fenced to a specific service;
- Fine income from bus lane enforcement cameras reduced following the initial period after their introduction, as drivers' behaviour adjusted. Previous experience showed that fine income reduced quite quickly, but then stabilised;
- Savings had been made on Highways expenditure, as the Council no longer had to illuminate all bollards. Changes in regulations meant that high luminosity materials could now be used instead, thereby reducing power and maintenance costs;
- The future Revenue Support Grant settlement would arise from the "fair funding review". The Local Government Association had prepared a number of models of the proposals known about so far and figures recently reported in the press were based on those models, but to date no decisions on the review had been taken;
- The uncommitted balance of the managed reserves strategy would be fundamental to managing budget reductions in future years;
- The Council had a detailed treasury management strategy, which was reported annually to Council for adoption;
- At this stage, an Equality Impact Assessment had only been done for the whole budget, as Assessments were made on a scheme-by-scheme basis as they came on-line;
- When submitted to Council for approval, the final report on the General Fund Revenue Budget 2020/21 to 2021/22 would be updated with any new information received in the final Local Government Finance Settlement; and
- Councillors were encouraged to actively participate in the determination of the financial envelopes within which the City Mayor had authority to act.

AGREED:

- 1) That the draft General Fund Revenue Budget 2020/21 to 2021/22 be received; and
- 2) That the Overview Select Committee be asked to:

- a) support the suggestion that consideration be given to using the projected Collection Fund surplus to support households particularly affected by the proposed Council Tax increase, for example by transferring it to the Council Tax Support Scheme;
- b) support the suggestion that lobbying be undertaken by urban authorities under the government's "fair funding review", to seek recognition of the particular costs faced by those authorities; and
- c) take the comments recorded above into account when scrutinising the draft General Fund Revenue Budget 2020/21 to 2021/22.



Investment Strategies

Overview Select Committee 12th February 2020

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Leicester City Council ₁

1



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Leicester City Council ₂

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Treasury Investment Strategy

- Governs how we manage cash balances
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2020/14373



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“Commercial” Investment Strategy

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2020/14373



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Leicester City Council 6

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Treasury Investment : Priorities

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Security Issues

Strength of lender:-

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- Government underwriting
- Charges on assets

Regulatory changes and “Bail In”.
Diversification.

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BCCI.

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Security : balanced with service considerations (e.g. new jobs).

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Overview Select Committee 12th February 2020

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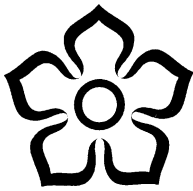
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Leicester
City Council

WARDS AFFECTED
All Wards - Corporate Issue

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Overview Select Committee

26 March 2020

Tracking of Petitions - Monitoring Report

Report of the Monitoring Officer

1. Purpose of Report

To provide Members with an update on the current status of responses to petitions against the Council's target of providing a formal response within 3 months of being referred to the Divisional Director.

2. Recommendations

The Committee is asked to note the current status of outstanding petitions and to agree to remove those petitions marked 'Petition Process Complete' from the report.

3. Report

The Committee is responsible for monitoring the progress and outcomes of petitions received within the Council. An Exception Report, showing those petitions currently outstanding or for consideration at the current Overview Select Committee meeting is attached.

The Exception Report contains comments on the current progress on each of the petitions. The following colour scheme approved by the Committee is used to highlight progress and the report has now been re-arranged to list the petitions in their colour groups for ease of reference:

- **Red** – denotes those petitions for which a pro-forma has not been completed within three months of being referred to the Divisional Director.
- **Petition Process Complete** - denotes petitions for which a response pro-forma has sent to the relevant Scrutiny Commission Chair for comment, subsequently endorsed by the Lead Executive Member and the Lead Petitioner and Ward Members informed of the response to the petition.

- **Green** – denotes petitions for which officers have proposed a recommendation in response to a petition, and a response pro-forma has been sent to the relevant Scrutiny Commission Chair for comment, before being endorsed by the Lead Executive Member.
- **Amber** – denotes petitions which are progressing within the prescribed timescales, or have provided clear reasoning for why the three-month deadline for completing the response pro-forma has elapsed.

In addition, all Divisional Directors have been asked to ensure that details of **all** petitions received direct into the Council (not just those formally accepted via a Council Meeting or similar) are passed to the Monitoring Officer for logging and inclusion on this monitoring schedule.

4. Financial, Legal and Other Implications

There are no legal, financial or other implications arising from this report.

5. Background Papers – Local Government Act 1972

The Council's current overall internal process for responding to petitions.

6. Consultations

Staff in all teams who are progressing outstanding petitions.

7. Report Author

Angie Smith
Democratic Services Officer
Tel: 0116 454 6354

Date Petition referred to Divisional Director	Received From	Subject	Type - Cncr (C) Public (P)	No. of Sig	Ward	Date Receipt Reported to Council (C) / Committee (Cttee)	Lead Divisional Director	Current Position	Scrutiny Chair Involvement	Date of Final Response Letter Sent to Lead Petitioner	Current Status	Ref. No.
16/09/2019	Kashif Munir (via Keith Vaz MP)	Parking issues arising from traffic calming measures i.e. double yellow lines on Gainsford Road and Highwood Drive near Falcolns Primary School	(p)	11	Troon		Andrew L Smith	The request for a Residents' Parking scheme is added to the council's database of requests for residents parking to be considered after the current residents' parking strategy priority areas have been consulted and any schemes implemented. Officers will reply back to the lead petitioner with information that regarding problems with school run parking, the Road Safety Team will continue to work with the school to address the problems caused by parents dropping off and picking up children at the beginning and end of the school day. Local councillors have indicated support for a residents' parking scheme on these streets and it would be helpful to agree a preferred time for this restriction, The council have recently submitted a residents' permit scheme that is in force from Monday to Friday between 9am and 4pm. the lead petitioner has been asked to indicate if the times are suitable. The council also remains amenable to a single yellow line proposal and would be happy to take this forward as an alternative to residents parking.	Proforma returned by the Scrutiny Chair	12/02/2020	PETITION COMPLETE	19/9/02
27/09/2019	Ms Reba Taylor	Petition requesting the Council develop sustainable parking solutions for residents at Hassal Road / Falconer Crescent junction	(c)	25	Western	Petition to be presented to Full Council 3/10/19 - Cllr Cole	Andrew L Smith	Action proposed is to include this scheme in the prioritised list of layby and parking area requests for consideration to be included in a future annual layby programme, subject to necessary budgets being available.	Proforma returned by the Scrutiny Chair	21/02/2020	PETITION COMPLETE	19/9/05
17/10/2019	Mr Hafiz Patel	Petitton to remove a single yellow line in Baggrave Street	(p)	62	North Evington		Andrew L Smith	The Council can treat this enquiry as a request to amend the single yellow line restriction on Baggrave Street. To reduce the length of the single yellow line restriction would provide up to three additional placed for residents. The reduction would be to shorten the restriction length from 22 metres to 11 metres, taking 14 metres from the Southern Side and extending it 3 metres Northbound. To ensure the costs of amending the Traffic Regulation Order (TRO) are minimised and proportionate, it is proposed to include the request alongside other TRO changes in the area when the next opportunity arises and subject to necessary funding being available, the timing of which tbc.	Proforma returned by the Scrutiny Chair	12/02/2020	PETITION COMPLETE	19/10/01

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RED - Pro-forma not completed within 3 months of being referred to Divisional Director
PETITION PROCESS COMPLETE - Scrutiny Chair commented on Pro-forma, Lead Executive Member signed off response and final letter sent to Lead Petitioner.
GREEN - Lead Executive Member consulted on proposed response and Pro-forma sent to Scrutiny Chair
AMBER - Petition response progressing within 3 months of being referred to Divisional Director

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07/02/2020	Mr Mahomed Afzal Mussa	Petition asking the Council to take action against ASB in Montreal Road / Russell Square	(p)	14	Wycliffe		Chris Burgin	The Lead Petitioner to be informed that local policing have appointed PCSO Karen Reed to liaise with the lead petitioner with all the actions they have taken - they are now looking to close the case by Friday 6th March 2020 as there have been no further incidents in this block. The council have reported the security door repairs and they are due to be completed by Monday 9th March 2020. The door keeps getting vandalised by the youths. It has been arranged for local police to carry out additional high-visibility patrols in the area. CCTV signs have been put in the communal area. The Police have been encouraging residents to report incidents when they happen so that they have the best possible chance of identifying the perpetrators.	Proforma returned by the Scrutiny Chair		GREEN	20/02/01
11/03/2020	Brenda Worrall (on behalf of Leicester CND)	Petition asking the council to make Leicester a Nuclear Ban Community	(p)	96	City-wide	19/03/2020 (C)	Miranda Cannon / Kamal Adatia	Referred to Divisional Director			AMBER	20/03/2001

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Smart Leicester ***Connected People and*** ***Places***

For consideration by Overview Select Committee

date: 26 March 2020

Lead Member: Cllr Danny Myers

Lead Director: Andy Keeling

Head of Service: Kieran O'Hea

Useful Information

- Ward(s) affected: All wards
- Report author: Matt Clifton, Programme Manager (Smart Cities)
- Author contact details: tel: 0116 454 2045, matthew.clifton@leicester.gov.uk

1. Summary

- 1.1 To provide the Overview Select Committee with details of the Smart Leicester Strategy and the work it entails to evolve Leicester into a people's smart city.

2. Recommendations

- 2.1 Note and consider the contents of this report and make comments and observations as the Committee sees fit

3. Strategy Summary – A people's smart city

The goal of the strategy is for Leicester to be a **people's smart city** - defined by **connected places** and **people**, who are **informed**, **engaged** and **empowered**.

Many cities are developing smart strategies. However, this understanding of Smart Leicester as a people's smart city distinguishes Leicester from other places, which is gaining recognition.

Some cities might focus on the use of IT systems; others might lead on data sharing; and others concentrate on business processes and ways of working.

However, the Smart Leicester Strategy is rooted in the everyday concerns of people who live, work and study in the City. The strategy identifies pervasive challenges and priorities and addresses them by focusing on people and social outcomes while drawing upon the improved use of technology and data to achieve better results.

The pervasive challenges include:

- Climate emergency
- Ageing communities
- Social exclusion
- Traffic congestion and air quality

- Energy insecurity
- Stagnant economic growth

Priority outcomes for the City include:

- Improving health and wellbeing in later life
- Tackling isolation with better communications
- Informed transport choices
- Low carbon urban development and growth
- Sustainable energy and local generation of electricity
- Full-fibre broadband and next generation mobile infrastructure

To effectively tackle Leicester's challenges and to deliver its priorities, the strategy maintains that the City should connect both places and people, so that they are:

- informed sufficiently to appreciate the potential that a smart city offers;
- engaged in shaping solutions that improve their lives;
- empowered to live healthily with dignity and share in the City's prosperity.

4. Risk Mitigation

It is important to note that ongoing **Equality Impact Assessments** (EIAs) will ensure that Smart Leicester is as accessible as possible and helps reduce digital exclusion.

This takes many forms. For example, all communications online should meet accessibility standards and can be machine read. There should be a safety net for people who are genuinely unable to access digital and online services. Therefore, the Council should commit to ensuring there is the necessary help to access services available to the most vulnerable.

Data protection is another area of concern. Privacy risks and issues do exist and as a matter of policy are addressed through **Data Protection Impact Assessments (DPIAs)**.

It should be noted, though, that many smart city solutions do not use personal data. Smart projects that tackle pollution, for example, might involve air quality data, but not personal data.

Where smart services relate to individuals, for example, in health and social care, such data are collected by trusted health and care services and all activities will always be governed by data protection laws. Smarter solutions should manage and respond to that data better.

5. Strategic Themes and Pillars

Some smart projects already exist independently of the Smart Leicester Strategy. Others are being identified through the Smart Leicester programme and are under consideration. Where projects are internal to the City Council, they belong within their own service areas and are subject to Council policy and decision-making processes. However, the Smart Leicester strategy helps identify, classify and organise existing and new projects under particular themes.

The themes include:

- Participation and Wellbeing
- Learning and Skills
- Business and Economy
- Land, Buildings and Infrastructure
- Creativity and Culture

Supporting the themes and their smart projects are three key strategic pillars: digital connectivity, data and inclusion.

These are critical because, to be a smart city, Leicester should have the broadband and wireless infrastructure necessary to be attractive and competitive for many years to come.

Leicester should also make greater use of data to strengthen the role of evidence and information in decision-making and improve its services. This is a key characteristic of all smart cities.

Thirdly, Leicester will struggle to be a people's smart city if it cannot reach out and help all of its population. Therefore, digital and social inclusion are critical issues to be addressed. Smart projects will include actions that help more people get the skills to work in digital, switch to online channels for City services, and make more of the opportunities that Leicester presents.

Robust planning and monitoring of equalities and inclusion underpin the City's commitment to a smart and inclusive city for people and communities.

6. Robust Equalities Planning and Monitoring

The Smart Leicester strategy and programme takes equalities and inclusion very seriously, and the work of the programme board and its sub-boards will maintain an equalities RAG schedule to identify priority areas to target equalities work as the strategy is developed and implemented and potential projects progress.

At this point, an initial RAG rating has been undertaken by the Smart Cities team with the support of the Equalities team; however, it will be vital to engage with individual services to robustly assess the equality impacts as work progresses and before any

further action is taken.

The RAG rating will be shared with service area leads who will be asked to identify any additional impacts which they can draw out at this stage (which have not already been considered within the document) and to provide comment on the potential risks highlighted in the document. This will provide added assurance given their more comprehensive and expert understanding of their own service areas.

Where an Equality Impact Assessment has been recommended, individual service areas will lead on this but will be supported by the Equality Team who will provide advice, quality assurance and training (where required).

However, where a full EIA has not been recommended the service area will be asked to confirm that they are in agreement that the Public Sector Equality Duty and our duties under the Equality Act can still be met in alternative ways that are proportionate to the proposal.

Where an action has been rated green, it does not negate the need to pay due regard to the Public Sector Equality Duty or to act in accordance with the Equality Act 2010. The RAG rating is merely a way of prioritising our efforts on a large, strategic piece of work.

For some projects, consultation and engagement will play a significant role in ensuring that we are able to robustly assess the equalities impacts of proposals, along with a range of other evidence, and engagement should be designed and targeted with the Public Sector Equality Duty in mind.

Where any disproportionate negative impact is identified on any protected characteristic group, steps must be taken to reduce or remove that impact.

7. Delivery

To deliver a programme of action around these themes, a board and sub-boards have been established to support the delivery of projects. They will focus on prioritising the activities that meet the greatest needs, offer the quickest wins, have the lowest costs, provide the biggest impacts, and are easiest to communicate.

Each board and sub-board have representation from key services areas, such as Adult Education, Social Care, Public Health and Estates and Building Services, among many others. The membership of each also draws upon external stakeholders and partners, such as local businesses and universities.

Although not an exhaustive list, an indicative forward look for the rest of the year might resemble the following:

Programme and Project Boards

Smart Leicester Living Lab

Monitoring and Evaluation Framework

Technical Assistance for Smart Cities

Broadband and mobile – project scoping and partnership

building Open data initiatives – project scoping and

partnership building

Digital Inclusion and Skills – further definition and development

Low Carbon Energy - scoping and partnership building for demonstrator project

8. Communications and Scenarios

Fictional scenarios might usefully tell a story about the lived experience of Smart Leicester by 2025. Although not real, such scenarios are not science fiction. They might even seem a bit basic. However, scenarios could illustrate a future people’s smart city in a tangible way by demonstrating the better use of technologies, some of which might already be commonplace.

Through active stakeholder engagement, we hope to develop scenarios as tools to communicate the benefits of a smart city and help people feel comfortable with doing things differently. Smart Leicester aims to win hearts and minds rather than impose change.

In our first scenario, we consider mobility, enterprise, skills and wellbeing.

Mobility might include active travel, electric vehicles and accessibility; enterprise could comprise of self-employment and working from home; skills includes neighbourhood study facilities, digital advice and online courses; and wellbeing centres on assisted living, smart homes and participation.

The scenario, below, considers how these aspects of smart city living might play out through the lived experience of a fictional family, consisting of a carer with a child and elderly parents.

Scenario

The carer takes the child to school using the cycle lane network and a shared cycle scheme. An IoT network measures the use of each bike providing critical information needed to grow sustainable transport.

Fewer cars and more electric buses make roads safer for cycling and walking; digital signage re-routes traffic to make roads less congested; and lower pollution levels make the public realm healthier.

During the day the carer's parents are visited at home by a social care worker, who explains the benefits of a household digital assistant and smart home monitors, that tackle the risk of accidents and illnesses at home.

The carer, who is a freelance home-based website designer, checks the local availability of full-fibre networks in the area and orders an affordable connection. The carer takes part in online courses, with local tutorial support, to improve their coding and design skills.

The carer also joins the online 'Linked in Leicester' B2B network of local businesses to promote their services and connect with potential local clients.

After school, the carer and child visit the library to access books and use desktop computers and printers for homework. In the library, the carer meets a local digital advisor and discovers that they are entitled to Universal Credit, which is accessible online.

Later in the week, social care and health staff install a voice controlled digital assistant and home monitors in the elderly parents' flat. The digital assistant can relay information to the elderly parents, in their own language, and offer access to council services without logins. Remotely, the carer uses the home sensors to check that the parents are well.

With a fibre broadband connection, the elderly parents can use video conferencing to consult with GPs. Wearable devices provide doctors with heart and blood pressure data in real-time that avoid unnecessary check-ups and enable speedy interventions.

At the weekend the carer, who is an electric car club member, picks up an electric vehicle at a charging point to take the family to the local museum.

With the help of a real-time parking app, and a smart blue badge scheme, they then take a trip to the city centre to do some shopping. Some goods are a bit bulky to bring home. Instead the purchases arrive by cargo bike or robotic delivery that do not block narrow residential roads.

Back at home, the elderly parents find using their digital assistant at first confusing. They therefore phone a special 'safety net' helpline for people facing digital exclusion. The parents access help that guides them through how the digital assistant works. Soon they are receiving information and services easily and automatically through voice commands to the device configured to their own accounts.

9. Financial, legal and other implications

9.1 Financial & Legal implications

This report presents a strategy that offers a direction of travel, rather than proposing particular actions or projects at this stage. As such, no immediate financial implications arise from the report. However, for specific actions and projects to proceed in the future, the necessary funding will need to be in place, the source of which will vary and which may for example be existing project funding or may require new funding to be sought.

Colin Sharpe, Deputy Director of Finance, tel: 0116 454 4081

9.2 Legal Implications

There are no direct legal implications arising from this report.

Kamal Adatia, City Barrister, tel: 0116 454 1401

9.3 Climate Change and Carbon Reduction implications

There are no specific climate change implications associated directly with this paper, however there are many links between the overall strategy and work on the climate emergency, as mentioned in the paper. If achieved, many of the priority outcomes could play a significant role in reducing carbon emissions from energy use and generation, transportation, development and consumption within Leicester.

Aidan Davis, Sustainability Officer, tel: 0116 454 2284

9.4 Equalities Implications

Under the Equality Act 2010, public authorities have a Public Sector Equality Duty (PSED) which means that, in carrying out their functions, they have a statutory duty to pay due regard to the need to eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act, to advance equality of opportunity between people who share a protected characteristic and those who don't and to foster good relations between people who share a protected characteristic and those who don't. Due regard to the Public Sector Equality Duty should be paid before and at the time a decision is taken, in such a way that it can influence the final decision.

Protected Characteristics under the Equality Act 2010 are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

A number of strands of work will require an Equality Impact Assessment and this is identified within the Smart Cities Equalities RAG rating, highlighted in this report. The RAG rating should be viewed as an initial assessment based on basic evidence and assumptions which will need to be explored in more detail before projects or actions are implemented, rather than a comprehensive examination of the equalities and human rights impacts.

The RAG rating has been used as a means of considering equalities proportionately to relatively high-level plans. However, it will be an iterative process to ensure that we pay due regard to our Public Sector Equality Duty at every stage of decision making and in establishing the detail of how any project is taken forwards. The RAG rating will, therefore, remain marked as a draft, as it will be updated in line with comments from service areas and added to as further evidence is collated.

Hannah Watkins, Equalities Manager, tel: 0116 454 5811

9.5 Data Implications

Smart cities involve the harvesting, analysis and storage of immense amounts of data that may relate to individuals. Smart city technologies can therefore raise privacy and data protection issues, as well as information security risks. With data collection in smart cities, the option for a data subject to opt-out is limited. Risk can be mitigated through robust policies, transparency, anonymity and privacy measures, accountability and appropriate security. The Council must undertake mandatory Data Protection Impact Assessments under the General Data Protection Regulation (GDPR) on all smart cities projects, and provide data subjects with an appropriate Privacy Notice. The Council could incur significant civil monetary penalties and legal costs, as well as a loss of reputation, should procedures not be correctly followed.

Lynn Wyeth, Data Protection Officer, tel: 0116 454 1291

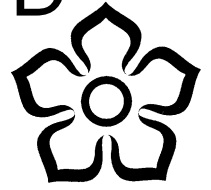
10. Background information and other papers

None

11. Is this a private report?

No

12. Is this a “key decision”?



Planning, Development and Transportation

Overview & Scrutiny Committee Briefing

Date: 16th March 2020

From: Martin Fletcher – City Highways Director

tel: 0116 454 4965

SUBJECT: Penalty Charge Notices Debt Collection Process.

PURPOSE OF BRIEF

To provide information on the Penalty Charge Notice (PCN) debt collection process and an overview of why PCN's are written off.

BACKGROUND

Under the Traffic Management Act 2004 (TMA), Leicester City Council (LCC) has civil enforcement powers to issue PCN's to vehicles that are illegally parked or which contravene a bus lane. Enforcement is generally by Civil Enforcement Officers, but there are specific situations where traffic enforcement cameras can be used, e.g. at a bus gate or outside a school where there are school keep clear markings.

PCN's are generally issued manually for parking offences whilst bus lane offences are by post.

PROCESS

Process flow charts for the issuing for both parking and bus lane PCN's are detailed in Appendix A (Parking) and B (Bus Lane).

Upon issuing a PCN, there are statutory processes and timeline that we have to adhere to.

Upon receipt of a PCN, the registered keeper of the vehicle has 28 days to make payment or a representation disputing the validity of the PCN.

Where no payment has been received after 28 days for a parking offence, the Driver and Vehicle Licencing Agency (DVLA) are contacted to obtain the registered keeper's details and begin the debt collection process.

The processes include formal efforts to contact the owner and recover the debt before progressing to the courts.

However, if payment is not forthcoming, then debt will be registered with the County Court which can ultimately result in a Warrant of Execution issued to an enforcement agency (Bailiffs) to attempt to collect the debt under The Taking Control of Goods Regulations.

UNRECOVERED DEBT

After all informal, formal and legal processes have been exhausted and there is no realistic prospect of the debt ever being collected, then consideration is given to writing off the debt.

The specific reasons for writing off a debt are summarised in Appendix C.

The total value of debt written off in 2018/19 is summarised in Appendix D.

The number of PCN's issued in 2018-2019 for bus lane enforcement and parking offences totalled 127,128.

The total number of PCN's written off in 2018/19 was 25,187. The debt amounted to £2,072,795 and represents the full cost of the PCN at court stage, including court fees (N.B. if all PCN's had been paid within the 14-day discount period, then the value of the PCN income would have been circa. £800k).

The writing off of any debt has to be authorised by the relevant Divisional Director, Head of Finance and Head of Service.

The main reasons for writing off parking and bus lane PCN debts relate to tracing or contacting the registered keeper.

Parking and bus lane PCN debts are unlike other debts the council recovers as LCC only have access to the basic vehicle details and registered keeper address. It is an offence not to properly register the vehicle keeper's details with the DVLA.

However, in many cases the DVLA hold incomplete or inaccurate details of the registered keeper which means we cannot contact them

In addition, where address details are obtained, the keeper may no longer reside there or they may not have responded to any calls, letters or visits to the property by the Bailiff's, thus preventing the Bailiff from collecting the debt.

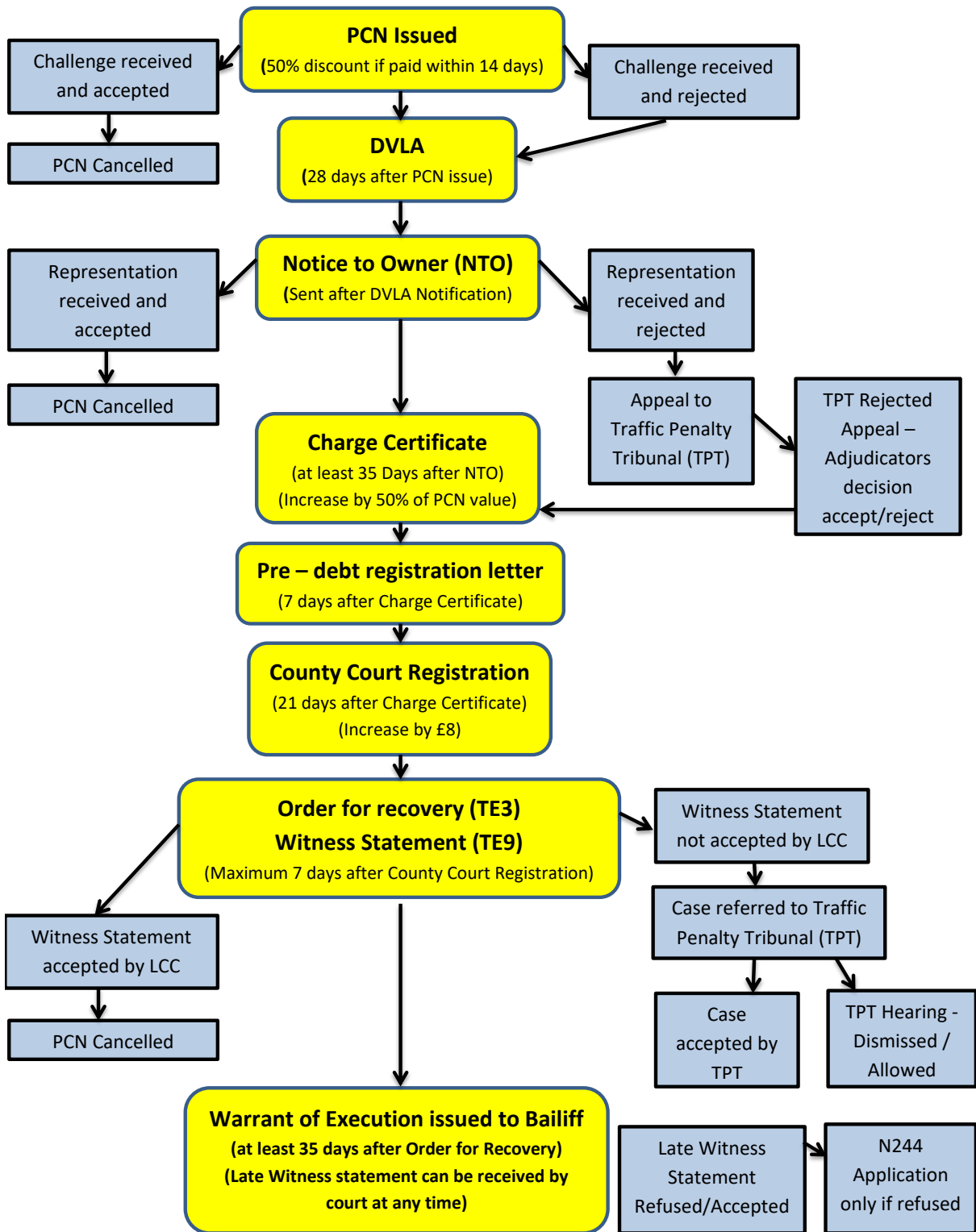
Changes in the way cars are taxed and registered has seen a significant increase in the number of vehicles registered as being kept off-road (SORN - Statutory Off Road Notification) and/or where the registered keeper details are not kept up to date.

RECOMMENDATIONS

The Overview Select Committee is asked to note the contents of the briefing and comment as appropriate.

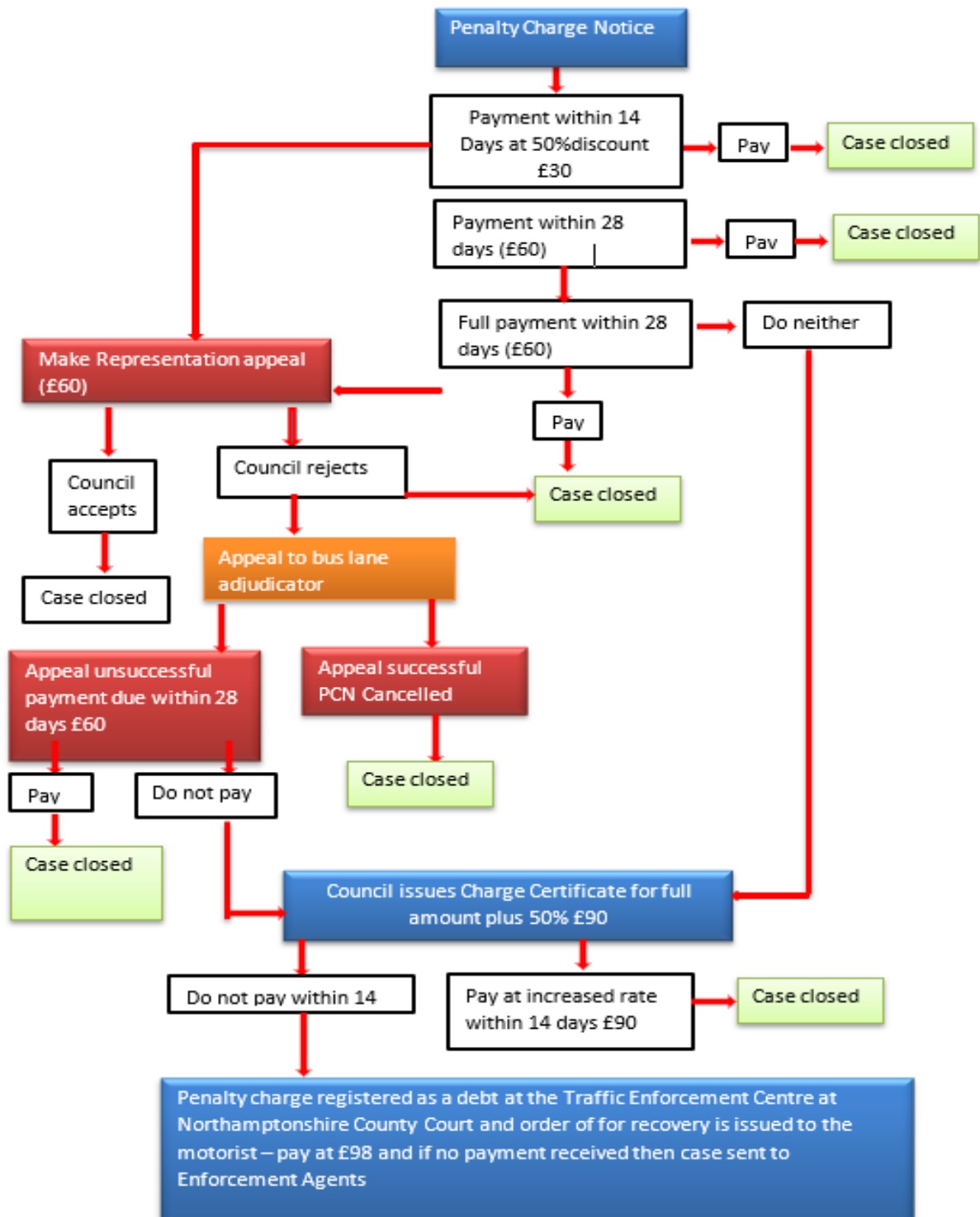
Appendix A – Parking Enforcement PCN Debt Recovery Process

Penalty Charge Notice Process Chart – Regulation 9 PCN



Appendix B – Bus Lane Enforcement PCN Debt Recovery Process

Enforcement Procedure Flow Diagram for Bus Lane PCN



Appendix C – PCN Debt Write Off Categories

DVLA No Trace: The case is uploaded to DVLA twice. Information is often returned with incomplete or no details of the registered keeper of the vehicle as it has not been properly registered with the DVLA. The case will likely be written off.

Identity Fraud: A PCN will be written off if sufficient proof has been received, e.g. had never owned a vehicle, never had a driving licence, elderly person not in a position to drive. Proof of a crime reference number from the police or an action fraud reference number received.

Bankruptcy/Liquidation: A PCN will be written off based upon the evidence produced. Paperwork confirming the bankruptcy / liquidation. Online checks are also made in respect of insolvency or debt relief orders in place.

Cases too old to Pursue: Occasionally, it is acknowledged that a PCN has not been dealt with correctly by either the local authority, courts or bailiffs. A decision will be taken to write off due to circumstances.

Cloned Vehicles: We will request photographic evidence. For example if a PCN is issued in Leicester but the person is not living or has never visited Leicester then the photographic evidence will usually help to prove the difference in vehicles. Checking the V5C (log book) document to confirm the make/colour of the vehicle can also help. The DVLA and the police will be notified of the findings

Court Administration Order: If an administration order is issued by the court stating that the person is not liable to pay or for any other reason stated in the court order.

Debtor Abroad: These are usually when a vehicle is hired whilst in the UK. The hire company provides the details of the hirer and the hire company are not liable legally for payment. Very rarely the hire firm will pay the charge. We will pursue the hirer if we have their email or a contact telephone number and if not successful the PCN will be written off.

Deceased – No Assets. This can be very sensitive however we will write to obtain a copy of the death certificate and also request details of any assets from the deceased from which the PCN can be paid. After trying all the avenues and if not successful, the PCN will be written off.

Foreign Vehicle: A vehicle with a foreign number plate does not have to be legally registered with the DVLA when entering the country. When a PCN is issued to a foreign vehicle, the system will automatically write it off after 180 days.

System Error: When there has been an ANPR camera error and an incorrect VRM has been detected and DVLA has provided information for that VRM thus PCN sent to the wrong driver.

General Reason: We have to use this option as in some cases there is no other relevant write off option to use. Examples include mitigating circumstances, upholding a complaint, health issues, etc. The explanation is given for each individual PCN.

In Prison: Normal legal process is followed by sending the letters to the registered keeper at the address confirmed by DVLA. Most of the time, contact is made by a friend or a member of the family to inform us that the person is in prison. We write back to obtain the information to enable us to contact the prison. Contact is made in writing with the prison to confirm when the person was taken in and the possible release date and if the person has any income. Once the information is received, a decision is made.

Outside Jurisdiction: The normal legal process is followed by sending the letters to the registered keeper at the address confirmed by DVLA until the case reaches debt registration with Northampton County Court. At this stage, as the address is not in England or Wales the case cannot be registered with the court. At this point the case and debt is written off.

Enforcement Agents (Bailiff) Categories:

Warrants Expired: A warrant is valid for 12 months for enforcement agents to pursue the customer for an outstanding PCN. Enforcement agents will continue for 12 months to try and recover debts and a number of trace activities will be conducted during the 12 months. If no information is found, then cases will be returned under this category.

No Trace: Cases will progress through the compliance and enforcement stages until such time as they are identified as no trace. This will either be by returned documentation or by contact from a third party confirming no trace. If a trace is successful and a new address is obtained then the debt will be pursued, if no address is obtained during the 12 months then the cases will be returned as no trace.

No Legal Access: If the Enforcement Agent cannot secure any form of engagement with the debtor on the doorstep or cannot even attend at the premises due to access being denied such as flats, then it will be returned as having legal access being denied. At least 3 site visits are made by the bailiff at different times of the day.

No Assets: if the Enforcement Agent engages with a debtor who demonstrates they lack both finances and goods to take control of, then the case can be returned on the basis of no assets.

Standards returns (nulla bona) will result from those cases where despite attempts at engagement with the debtor, the case is unsuccessful in securing a payment and the returns are supported by a certificate that details that efforts that have been made.

Appendix D – Bus Lane and Parking PCN Debt Written Off in 2018/19

Reason	Bus Lanes PCN's	Bus Lanes Amount (£)	Parking PCN's	Parking Amount (£)
DVLA Returned No Trace	2,566	77,070	3,809	253,268
DVLA Returned Invalid VRM	175	5,250	N/A	N/A
No Information from DVLA	239	9,174	N/A	N/A
Warrant Closed-Gone Away (Bailiff)	2185	213,356	N/A	N/A
Warrant Closed-No Contact (Bailiff)	11	988	N/A	N/A
Warrant expired (Bailiff)	1621	157,742	2,275	238,586
No legal access (Bailiff)	885	85,494	1916	202,562
Incomplete Address	80	5,006	N/A	N/A
Unable to establish owner / trace (No Trace)	339	24,232	6300	668,676
Liquidation/ Bankruptcy	72	6,904	66	7,252
Foreign Vehicle	172	7,178	1,782	53,460
System Error	1	98	N/A	N/A
Deceased	6	588	30	3,310
Scrapped/Vehicle crushed and destroyed	8	240	32	2240
Outside Jurisdiction (England & Wales)	126	11,364	62	6,504
Cloned vehicles	26	1,246	65	5,077
Debtor in Prison	9	882	31	3,289
Police investigation	2	60	N/A	N/A

Miscellaneous - Return to sender. ID Fraud, debtor abroad	259	19,048	37	2,651
Total	8782	625,920	16,405	1,446,875



Revenue Budget Monitoring April-December 2019/20

Decision to be taken by: City Mayor
Overview Select Committee date: 26th March 2020
Lead director: Alison Greenhill

Useful information

- Ward(s) affected: All
- Report author: Amy Oliver
- Author contact details: tel: 0116 454 5667

1. Summary

This report is the third in the monitoring cycle for 2019/20 and forecasts the expected performance against the budget for the year.

As has been the case for many years now, the scale of Government funding cuts means departments are under pressure to provide services with reduced funding, and this often results in budget difficulties which need to be managed.

As reported previously this year has seen several councils forecasting an overspend in 2019/20 and imposing emergency spending controls in response. It is therefore positive to note the Council is forecasting it will not overspend its budget.

Nonetheless, the budget this year masks significant pressures: - (a) growth in the costs of looked after children, which can only be funded through one-off resources provided by the budget. This is addressed as part of the 2020/21 budget; (b) continued upward pressure in demand for adult social care which may or may not be addressed by future government action.

The budget for 2020/21 will provide additional resources for both Adults and Children's to support the services. However, it is anticipated that both departments will nonetheless continue to experience pressures.

It is therefore important we continue to achieve the Spending Review targets to ensure we work towards balancing our budget in future years.

City Development and Neighbourhoods are continuing to see pressures, although they are forecasting to manage individual overspends within their divisional budgets and by use of the departmental reserve.

2. Recommendations

2.1 The Executive is recommended to:

- Note the emerging picture detailed in the report.
- Note the wider use of the Welfare Reform reserve as reported in the 2020-21 budget report, to provide additional funding to the Council Tax Discretionary Relief scheme and delivering the anti poverty strategy.

2.2 The Overview Select Committee is recommended to:

- Consider the overall position presented within this report and make any observations it sees fit.

3. Supporting information including options considered:

The General Fund budget set for the financial year 2019/20 was £263.9m.

Appendix A summarises the budget for 2019/20.

Appendix B provides more detailed commentary on the forecast position for each area of the Council's operations.

4. Financial, legal and other implications

4.1 Financial & Legal implications

This report is solely concerned with financial issues.

Alison Greenhill, Director of Finance, Ext 37 4001

4.2 Climate Change and Carbon Reduction implications

This report is solely concerned with financial issues.

4.3 Equality Impact Assessment

No Equality Impact Assessment (EIA) has been carried out as this is not applicable to a budget monitoring report.

4.4 Other Implications

Other implications	Yes/No	Paragraph referred
Equal Opportunities	No	-
Policy	No	-

Sustainable & Environmental	No	-
Crime & Disorder	No	-
Human Rights Act	No	-
Elderly/People on low income	No	-
Corporate Parenting	No	-
Health Inequalities Impact	No	-

No other implications are noted as this is a budget monitoring report, and therefore no policy changes are proposed.

5. Background information and other papers

Report to Council on the 20th February 2019 on the General Fund revenue budget 2019/20

Period 3 Monitoring presented to OSC on 19th September 2019.

Period 6 Monitoring presented to OSC on 28th November 2019.

Report to Council on the 19th February 2020 on the General Fund revenue budget 2020/21.

6. Summary of appendices:

Appendix A – Period 9 (April-December) Budget Monitoring Summary;

Appendix B – Divisional Narrative – Explanation of Variances;

7. Is this a private report?

No

8. Is this a “key decision”?

No

APPENDIX A

Revenue Budget at Period 9 (April – December), 2019/20

2019-20	CURRENT BUDGET	Forecast P9	Variance
Neighbourhood & Environmental Services	31,436.5	31,436.5	0.0
Tourism Culture & Inward Investment	4,260.9	4,260.9	0.0
Planning, Development & Transportation	15,222.4	15,222.4	0.0
Estates & Building Services	4,841.4	5,006.2	164.8
Departmental Overheads	1,020.9	856.1	(164.8)
Housing Services	2,822.8	2,822.8	0.0
City Development & Neighbourhoods	59,604.9	59,604.9	(0.0)
Adult Social Care	109,141.3	106,904.3	(2,237.0)
Health & Well Being	18,557.0	18,557.0	0.0
Strategic Commissioning & Business Support	1,039.4	980.9	(58.5)
Learning Services	10,550.8	10,705.2	154.4
Children, Young People & Families	60,055.5	60,007.3	(48.2)
Departmental Resources	(2,766.8)	(2,814.5)	(47.7)
Education & Children's Services	68,878.9	68,878.9	0.0
Delivery, Communications & Political Governance	5,659.5	5,659.5	0.0
Financial Services	11,215.5	11,215.5	0.0
Human Resources	3,899.0	3,899.0	0.0
Information Services	9,256.3	9,256.3	0.0
Legal Services	2,673.8	2,673.8	0.0
Corporate Resources & Support	32,704.1	32,704.1	0.0
Housing Benefits (Client Payments)	500.0	500.0	0.0
Total Operational	289,386.2	287,149.2	(2,237.0)
Corporate Budgets	(157.6)	(2,268.4)	(2,110.8)
Capital Financing	6,005.9	5,461.8	(544.1)
Total Corporate & Capital Financing	5,848.3	3,193.4	(2,654.9)
Public Health Grant	(26,103.0)	(26,103.0)	0.0
Managed reserves Strategy	(1,763.4)	(1,763.4)	0.0
Demographic pressures reserve	(3,455.0)	(3,455.0)	0.0
TOTAL GENERAL FUND	263,913.1	260,784.6	(4,891.9)

Divisional Narrative – Explanation of Variances

Corporate Resources and Support

Corporate Resources Department is forecasting a balanced outturn on a net budget of £32.7m.

1. Finance

1.1. The Financial Services Division expects to break-even.

2. Information Services

2.1. Information Services is forecasting a break-even position. The division continues to work on a programme of rationalisation of systems and infrastructure, in order to deliver the spending review savings, which are in process of implementation. The investment to deliver these will in part be funded from reserves set aside for the purpose.

3. Human Resources

3.1. Human Resources is forecasting an underspend of £495k due to staff vacancies and an increase in income, similar to the previous monitoring report. This will be used to help cover the costs of the Digital Transformation Team.

4. Delivery Communications & Political Governance (DCPG)

4.1. The Delivery, Communications and Political Governance Division continues to forecast a balanced outturn, after applying the HR underspend to help fund the Digital Transformation Team.

5. Legal, Registration & Coronial Services

5.1. The Legal Services Division is forecasting a balanced outturn. Additional capacity is being funded by corporate and departmental reserves.

5.2. Coronial Services are forecasting an overspend of some £360k due to high costs in pathology tests and increased workload, continuing the pattern of recent times. The overspend will be funded from corporate budgets in line with normal policy.

City Development and Neighbourhoods

The department is forecasting a balanced outturn on a net budget of £59.6m, after a potential call upon the Departmental reserve. Divisionally, the position is as follows:

6. Planning, Transportation and Economic Development

- 6.1. The division is forecasting a balanced outturn. As previously reported lower income is now being received in relation to the new bus shelter advertising contract. This is being managed by closely controlling expenditure.

7. Tourism, Culture & Inward Investment

- 7.1. Pressures have arisen from lower than budgeted income. These are being partially offset by operational efficiencies at De Montfort Hall, unbudgeted income from the former Granby Halls site prior to its sale and close control of other costs/income. The King Richard III Visitor Centre has been added to the division.

8. Neighbourhood & Environmental Services

- 8.1. The division continues to forecast a balanced outturn, through close management of activity and costs.

9. Estates & Building Services

- 9.1. The Division is forecasting an income shortfall, as capital fees income is not being generated at the level assumed in the budget. The implementation of the Technical Services Spending Review continues - this was reported previously, however delivery of all the expected savings is taking longer than anticipated. The Division is taking a range of actions to contain spending and following a review of essential property maintenance spending and commitments it is proposed to capitalise further works to the value of £500k, to be funded by corporate resources.

10. Departmental Overheads

- 10.1. This holds the departmental budgets such as added years' pension costs, postage and departmental salaries. Savings of around £160k are expected due to vacant posts.

11. Housing General Fund

- 11.1. Additional temporary accommodation costs of £500k will be fully offset by in-year savings and the use of reserves held specifically for this purpose. Pressures are emerging on the vehicle fleet budget due to increased repairs and temporary hire costs, as delivery of new replacement vehicles is awaited.

12. Housing Revenue Account

- 12.1. The Housing Revenue Account (HRA) is a ring-fenced income and expenditure account relating to the management and maintenance of the Council's housing stock. The HRA is forecast to overspend by £0.1m, excluding revenue used for capital spending (which is reported in the capital monitoring report). The overspend has reduced since the previous report, largely due to the early delivery of planned savings having been confirmed.
- 12.2. Rental income is forecast to be £0.1m higher than budget, due largely to higher than expected hostel income. An underspend of £0.5m is expected on a budget held for adverse movement in the bad debt provision; analysis of current debt indicates that this is unlikely to be required.
- 12.3. The Repairs & Maintenance Service is expected to overspend by £0.3m. Unplanned costs of £0.5m will be incurred following the re-grading of Multi-Trade Operatives. In addition, contractors have been engaged to minimise void times at a cost of £0.2m. Partially offsetting these are reduced expenditure on materials, staffing underspends, and delayed expenditure on vehicle racking totalling £0.4m.
- 12.4. An overspend of £0.4m is forecast within Management & Landlord Services. This is largely due to a one-off cost of £0.6m associated with the relocation of tenants from Goscote House, as previously reported. Staff re-grading and one-off redundancy costs will add a further £0.2m. Permanent savings of £0.4m planned for 2020/21 have been confirmed as delivered early, helping to offset some of these costs.

Adult Social Care

13. Adult Social Care

- 13.1. At quarter 3, the department is forecasting an annual spend of £106.9m, £2.2m less than the budget of £109.1m.
- 13.2. £1.3m of the underspend relates to preventative services (7% of the total budget) as a result of difficulties in recruiting to posts in Reablement, ICRS (integrated crisis response service) and Enablement. A further £0.5m of staffing underspend is forecast in the social work teams (4% of total team costs), together with £0.4m across the support teams covering admin, commissioning, contracting and performance, which is 7% of the budget for these areas.
- 13.3. Long term service user numbers stood at 5,185 at the end of the third quarter, 148 more than at the start of the year, a 2.94% increase. This is significant as we have not seen the net growth in long term service user numbers exceed 100 for five years. The rate of growth is significantly higher than the 0.9% at the same point last year and the budgeted annual growth of 1.5%. Both working age and older people cohort net entrants to date have increased compared to the previous year, although the working age increase remains significantly higher. For working age adults, the net growth to date is 5.1% (compared to 2.56% last year) and for older people 1.45% (compared to -1% last year).
- 13.4. The annual rate of increase in need of our existing service users has remained relatively stable from 2017/18 to the first half of 2019/20. The rate at the end of the third quarter was 6.2% (£6.7m) however, which is significantly higher than at the same point last year of 5.1% and the budget for the year of 5.5%.
- 13.5. Both the increasing numbers and the increasing need will continue to be closely monitored to determine whether the observed changes represent a sustained change or a temporary blip. Whilst the higher growth and increase in need has added costs the overall forecast position for net package costs remains as per the budget as a result of better than budgeted service user income.

Health Improvement & Wellbeing

14. Public Health & Sports Services

- 14.1. At quarter three, the department is forecasting to spend £18.6m as per the budget.
- 14.2. The first phase of the sports services organisational review is complete.

Education and Children's Services

15. Education and Children's Services

- 15.1. The department is currently forecasting to spend £68.9m as per the general fund budget. The underlying pressures on the looked after children (LAC) placement cost and SEN home to school transport budgets remain and are being funded using reserves as outlined in the Council budget report. The pressure on the High Needs Block of the Dedicated Schools Grant (DSG) also remains a very significant issue but the DfE have confirmed an increased allocation from 2020/21. The shortfall in the annual allocation in 2019/20 will be funded this year from remaining DSG reserves.
- 15.2. The total number of LAC at the end of the third quarter has reduced to 643 compared to the 671 at the start of the year. Numbers of entrants into care were high in the first half of this year and whilst this continued into October, there has been a slow-down in November and December. The cumulative number of new entrants still in care at quarter 3 is 117, 9% less than at the same point last year. MST/CAN and FFT teams have successfully diverted 135 children away from care this year.
- 15.3. Numbers of children leaving care are 23% higher than at the same point last year, however this figure is distorted as a result of the drive to convert a backlog of eligible care placements to special guardianship (SGO) status and these account for nearly 30% of care leavers. This level of conversion will not continue into the new year. SGOs are a desirable outcome in terms of the permanence of the placement and they reduce headline LAC numbers and casework for LAC social workers. Placement costs are marginally less than the equivalent LAC placement, but the cost still has to be funded by the service.

- 15.4. Whilst there has been a net reduction in LAC in the first 9 months of 28, the cost of the cohort remaining has increased because the new entrants to care have a significantly higher average cost than those that have left care. This trend towards more high cost placements is driven by teenagers who show aggressive, violent behaviour, criminal activity, involvement in county lines, CSE or with other severe behavioural and mental health issues. Consequently, the numbers of external residential placements are increasing and the higher level of support within semi-independent placements results in higher unit costs. Numbers of IFA placements are also increasing as a result of difficulties in matching children to the internal foster carers available.
- 15.5. The forecast placement cost for the year is £30.7m as per the previous quarter, £1.2m more than the budget.
- 15.6. The number of social worker agency staff is now only 22 (23 at the end of quarter two), compared to an establishment of 111. ASYEs and level 2 permanent social worker posts represent nearly 50% of the total social workers, higher than will be the case in the future as these staff progress through the career grade. Staffing costs for social workers are currently therefore lower than the core establishment budget and this alongside the use of reserves will offset the additional placement costs.
- 15.7. In Leicester the pressure remains on the general fund in relation to home to school transport costs and on the High Needs Block (HNB) of the DSG for placement costs and other services. Work continues as outlined previously to ensure that we are obtaining value for money across the SEN provision, including in special and mainstream settings together with council provided services. DSG reserves are being used to meet budget pressures in 2019/20 of up to £6m, but these effectively run out in 2020/21.
- 15.8. The DfE have provided additional funding of £6m as part of the HNB formula funding from 2020/21 onwards. This will only deal with the legacy of the shortfall in allocation and not allow either increased expenditure on high needs or, put us in a position to deal with growth in demand from 2021 onwards, without finding savings from the areas mentioned above.

Corporate Items & Reserves

16. Corporate Items

- 16.1. The corporate budgets cover the Council's capital financing costs, items such as audit fees, bank charges and levies.

- 16.2. Corporate budgets are showing a £2.7m total underspend largely due to £1.7m of spending review savings achieved in year. The spending review savings will be transferred to reserves as part of the managed reserves strategy. A further £0.5m saving is anticipated in respect of capital financing costs due to cash balances being higher than anticipated and increased investment income.



Capital Budget Monitoring – April-December 2019/20

Decision to be taken by: City Mayor
Overview Select Committee date: 26th March 2020
Lead director: Alison Greenhill

Useful Information

- Report author: Amy Oliver
- Author contact details: amy.oliver@leicester.gov.uk

1. Summary

- 1.1 The purpose of this report is to show the position of the capital programme for 2019/20 as at the end of December 2019 (Period 9).
- 1.2 This is the third capital monitoring report of the financial year following similar monitoring reports as at Period 3 and Period 6. A final report will be presented at Outturn.

2. Recommendations

2.1 The Executive is recommended to:

- Note total spend of £78.4m for the year to date.
- Approve the addition of £300k match-funding for Transforming Cities work programmes as detailed in Appendix B, Para 3.5.
- Approve the addition of £700k for Haymarket House, Car Parks and Lifts, to be funded from corporate resources, as detailed in Appendix A, Estates and Building Services Para 2.1.
- Approve the return of £1,388k HRA New Affordable Housing policy provision to HRA balances as detailed in Appendix E, Para 1.5.
- Approve the addition of £920k for the Netherhall Pupil Referral Unit to be funded from the New School Places policy provision, as detailed in Appendix A, Children's Services Para 2.1.
- Approve the release of £1,415k for fleet vehicle replacement from the policy provision, as detailed in Appendix E Para 1.6.
- Approve the addition of £500k to property maintenance works, as detailed in Appendix B Para 3.7.

2.2 The Overview Select Committee is recommended to:

- Consider the overall position presented within this report and make any observations it sees fit.

3. Supporting Information including options considered

- 3.1 The 2018/19 to 2019/20 Capital Programme was initially approved by Council on 30th November 2017 and subsequently amended (including at the 2017/18 and 2018/19 outturn).
- 3.2 The capital programme is split in the following way:
 - (a) Schemes classified as '**immediate starts**', which require no further approval to commence; and
 - (b) A number of separate '**policy provisions**' which are not released until specific proposals have been approved by the Executive.

3.3 Immediate Starts are further split into:

- (a) **Projects**, which are discrete, individual schemes such as a road scheme or a new building. Monitoring of projects focusses on delivery of projects on time and the achievement of milestones. Consequently, there is no attention given to in-year financial slippage;
- (b) **Work Programmes**, which consist of minor works or similar on-going schemes where there is an allocation of money to be spent during a particular year. Monitoring of work programmes focusses on whether the money is spent in a timely fashion;
- (c) **Provisions**, which are sums of money set aside in case they are needed, where low spend is a favourable outcome rather than indicative of a problem;
- (d) **Schemes which are substantially complete**. These schemes are the tail end of schemes in previous years' capital programmes, usually consisting of small amounts of money brought forward from earlier years.

3.4 A summary of the total approved 2019/20 capital programme as at Period 9 is shown below:

	£000
Projects	113,416
Work Programmes	198,618
Provisions	462
Schemes nearly complete	26,327
Total Immediate Starts	338,823
Policy Provisions	61,069
Total Capital Programme	399,892

3.5 The following changes have occurred to the capital programme since Period 6:

	£000
Affordable Housing New Build	70,000
Affordable Housing other additions	621
Schools Capital Maintenance addition	1,273
Additional Sexual Health Clinic budget	250
Transfer of capital budgets and resources to revenue	(490)
Other	186
Net Movements	71,840

These movements are included in the table at 3.4 above.

3.6 The following appendices to this report show progress on each type of scheme:

- Appendix A – Projects
- Appendix B – Work Programmes
- Appendix C – Provisions
- Appendix D – Projects Substantially Complete
- Appendix E – Policy Provisions

3.7 This report only monitors policy provisions to the extent that spending approval has been given, at which point they will be classified as projects, work programmes or provisions.

3.8 Capital Receipts

3.8.1 At Period 9, the Council has realised £3.9m of General Fund capital receipts. These receipts are not required to fund the current programme. In line with our policies, with the exception of any earmarked receipts, these are set aside for future capital programmes (including the recently approved 20/21 programme).

3.8.2 “Right to Buy” receipts from sales of council housing have amounted to £15.4m so far this year.

4. Financial, Legal and other Implications

4.1 Financial Implications

This report is solely concerned with financial issues.

Alison Greenhill, Director of Finance, 37 4001

4.2 Legal Implications

There are no legal implications arising directly from the recommendations of this report.

Emma Horton, Head of Law (Commercial, Property and Planning).

4.3 Climate Change and Carbon Reduction Implications

This report is solely concerned with financial issues.

4.4 Equalities Implications

No Equality Impact Assessment (EIA) has been carried out as this is not applicable to a budget monitoring report.

4.5 Other Implications

Other implications	Yes/No	Paragraph referred
Equal Opportunities	No	-
Policy	No	-
Sustainable & Environmental	No	-
Crime & Disorder	No	-

Human Rights Act	No	-
Elderly/People on low income	No	-
Corporate Parenting	No	-
Health Inequalities Impact	No	-

No other implications are noted as this is a budget monitoring report, and therefore no policy changes are proposed.

5. Background information and other papers

Report to Council on the 30th November 2017 on the Capital Programme 2018/19 to 2019/20.

2018/19 Capital Monitoring Outturn Report presented to OSC on 20th June 2019.

2019/20 Period 3 Capital Monitoring Report presented to OSC on 19th September 2019.

2019/20 Period 6 Capital Monitoring Report presented to OSC on 28th November 2019.

6. Is this a private report

No.

7. Is this a "key decision"?

Yes.

8. If a key decision please explain reason

Expenditure exceeding £1m is proposed which has not been specifically approved by Council.

PROJECTS

1. Summary

1.1 As stated in the cover report, the focus of monitoring projects is physical delivery, i.e. whether they are being delivered on time, on budget and to the original specification. This appendix summarises progress on projects. Project summaries provided by departments/divisions are shown on pages 8-17 within this Appendix.

Department / Division	Budget 2019/20 to 2020/21 £000	2019/20 Spend to Date £000
Corporate Resources	1,562	18
Adult Social Care	2,510	0
Planning, Development & Transportation	68,820	14,687
Tourism, Culture & Inward Investment	6,078	1,582
Neighbourhood & Environmental Services	743	66
Estates & Building Services	10,161	4,473
Children's Services	8,991	1,039
Public Health	2,330	275
Housing Revenue Account	12,221	1,596
Total	113,416	23,736

1.2 A list of the individual projects is shown in the table on pages 6-7 of this report. This also summarises the progress of each project. Attention is drawn to expected completion dates and any project issues that have arisen.

1.3 A colour-coded rating of progress of each project has been determined, based on whether the project is progressing as expected, and whether it is still expected to complete within budget.

1.4 The ratings used are:

- (a) **Green** Successful delivery of the project on time, within budget, to specification and in line with original objectives seems very likely. There are no major issues that appear to threaten delivery significantly.
- (b) **Amber** Successful delivery of the project on time, within budget, to specification and in line with original objectives appears probable. However, some risks exist and close attention will be required to ensure these risks do not materialise into major issues threatening delivery. Alternatively, a project is classed as amber if some insubstantial slippage or minor overspend is probable.
- (c) **Red** Successful delivery of the project on time, within budget, to specification and in line with original objectives appears to be unachievable. The project is expected to require redefining, significant additional time or additional budget.
- (d) **Blue** The project is complete.
- (e) **Purple** The project is on hold, for reasons which have nothing to do with management of the capital programme. Examples include reconsideration of whether the project is still needed as originally proposed, or withdrawal of a funder.

2. Summary of Individual Projects

Dept/ Division	Project	Total Budget (£000)	2019/20 Spend (£000)	Forecast O/(U)spend (£000)	Original Completion Date	Forecast Completion Date	Previous Reported RAG Rating	Project RAG Rating @ P9
CRS	Automatic Call Distribution System Upgrade	70	18	0	Apr-18	May-20	Green	Green
CRS	Finance System	926	0	0	Jun-17	Mar-20	Green	Blue
CRS	Cash Income Management System	566	0	0	Jan-20	Dec-20	Purple	Green
ASC	Extra Care Schemes	2,510	0	0	Aug-20	Mar-22	Amber	Amber
CDN (PDT)	Leicester North West Major Transport Scheme	9,345	4,023	0	Mar-20	Mar-21	Green	Green
CDN (PDT)	Connecting Leicester	26,333	6,676	0	Nov-20	Jul-21	Green	Green
CDN (PDT)	Waterside Strategic Regeneration Area	13,487	2,842	0	Mar-23	Mar-23	Green	Green
CDN (PDT)	St George's Churchyard	844	23	0	Aug-18	TBC	Purple	Purple
CDN (PDT)	Ashton Green	848	137	0	Mar-21	Mar-21	Green	Green
CDN (PDT)	Pioneer Park	3,110	647	0	Jan-21	May-21	Green	Green
CDN (PDT)	Pioneer Park Commercial Workspace (formerly Dock 2)	5,000	6	0	Spring 18	May-21	Green	Green
CDN (PDT)	Ashton Green Highways Infrastructure	9,853	333	0	Mar-21	Mar-21	Green	Green
CDN (TCI)	Jewry Wall Museum Improvements	2,952	104	0	Mar-19	Feb-22	Amber	Green
CDN (TCI)	Leicester Market Redevelopment	2,541	1,388	0	Dec-18	Mar-20	Green	Green
CDN (TCI)	Abbey Pumping Station	255	53	0	Mar-19	TBC	Purple	Purple
CDN (TCI)	LCB Courtyard/Garden Development	80	37	0	Apr-19	Mar-20	Green	Blue
CDN (TCI)	Gresham Business Workspace	250	0	0	Mar-21	Mar-21	Green	Green
CDN (NES)	City Centre Playground	100	21	0	Mar-19	Mar-20	Green	Green
CDN (NES)	St Mary's Allotments	547	4	0	Jul-19	Mar-21	Amber	Green
CDN (NES)	Abbey Park Precinct Wall	96	41	0	Aug-19	Mar-20	Green	Green
CDN (EBS)	Haymarket House, Car Parks & Lifts	9,658	4,305	700	Mid-20	Autumn 20	Amber	Amber
CDN (EBS)	11-15 Horsefair Street	433	168	0	Nov-18	Dec-19	Green	Blue
CDN (EBS)	Demolition of Former Anchor Recovery Centre	70	0	0	Jun-20	Jun-20	N/A	Green

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Dept/ Division	Project	Total Budget (£000)	2019/20 Spend (£000)	Forecast O/(U)spend (£000)	Original Completion Date	Forecast Completion Date	Previous Reported RAG Rating	Project RAG Rating @ P9
ECS	Additional SEND Places (including Pupil Referral Units)	7,297	691	920	Dec-19	Mar-22	Purple	Amber
ECS	Children's Residential Homes	1,694	348	29	Aug-20	Aug-20	Green	Green
PH	Leisure Centre Improvement Programme	1,930	275	0	Mar-20	Nov-20	Amber	Green
PH	Leisure Centre Air Handling Units	400	0	0	Mar-20	Dec-20	Amber	Green
Total (excluding HRA)		101,195	22,140	1,649				
CDN (HRA)	St Leonard's Tower Block - Lift	550	2	0	Mar-18	Apr-21	Green	Green
CDN (HRA)	Exchange Demolition	350	319	0	Dec-17	Nov-19	Green	Blue
CDN (HRA)	Goscote House Demolition	2,981	38	0	Jan-20	Jan-22	Amber	Amber
CDN (HRA)	Parking - Spend to Save	250	245	0	Mar-20	Jan-20	Green	Blue
CDN (HRA)	New House Build	6,200	924	0	Apr-20	Nov-20	Green	Green
CDN (HRA)	Tower Block Sprinkler Systems	1,390	68	0	Apr-22	Apr-22	Green	Green
CDN (HRA)	Property Conversions (2020/21)	500	0	0	Mar-22	Mar-22	Green	Green
Total HRA		12,221	1,596	0				
Total (including HRA)		113,416	23,736	1,649				

3. Commentary on Specific Projects

- 3.1 Explanatory commentary for projects that are not currently progressing as planned, or for which issues have been identified, is provided in the next pages. This has been defined as any scheme that has a RAG Rating other than “green” or “blue”.

Capital Programme Project Monitoring 2019/20 Period 9

Corporate Resources

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Automatic Call Distribution System	70	0	April 2018	May 2020	G
Finance System	926	0	June 2017	March 2020	B
Cash Income Management System	566	0	Jan 2020	Dec 2020	G
Total	1,562	0			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

Capital Programme Project Monitoring 2019/20 Period 9

Adults

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Extra Care – Two Schemes	2,510	0	Aug 2020	March 2022	A
Total	2,510	0			

2. Projects Commentary (for **all** projects rated Amber, Red or Purple).

2.1. Extra Care – Two Schemes Discussions have been concluded with the consortia and contractual arrangements are being drawn up. The process has taken longer than anticipated due to the changes that occurred within the consortia as a result of 'pausing' the developments pending the outcome of the Government's consultation on the future of the Local Housing Allowance for supported housing. It is however expected that the remaining contractual documents will be signed and the building of both schemes will commence by the end of April.

Capital Programme Project Monitoring 2019/20 Period 9

Planning, Development & Transportation

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Leicester North West Transport Scheme	9,345	0	March 2020	March 2021	G
Connecting Leicester	26,333	0	Nov 2020	July 2021	G
Waterside	13,487	0	March 2023	March 2023	G
St George's Churchyard	844	0	Aug 2018	TBC	P
Ashton Green	848	0	March 2021	March 2021	G
Pioneer Park	3,110	0	Jan 2021	May 2021	G
Pioneer Park Commercial Workspace	5,000	0	Spring 2018	May 2021	G
Ashton Green Highways Infrastructure	9,853	0	March 2021	March 2021	G
Total	68,820	0			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

2.1. **St George's Churchyard** Options for the churchyard scheme continue to be reviewed. As previously reported, monies within the budget have recently been used to deliver highway/public realm improvements on Orton Square/Rutland Street.

Capital Programme Project Monitoring 2019/20 Period 9

Tourism, Culture and Inward Investment

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Jewry Wall Museum Improvements	2,952	0	March 2019	Feb 2022	G
Leicester Market Redevelopment	2,541	0	Dec 2018	March 2020	G
Abbey Pumping Station	255	0	March 2019	TBC	P
LCB Courtyard/Garden Development	80	0	April 2019	March 2020	B
Gresham Business Workspace	250	0	March 2021	March 2021	G
Total	6,078	0			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

2.1 **Abbey Pumping Station** RIBA phase 3 design work has been put on hold pending a decision on Museum capital investment priorities.

Capital Programme Project Monitoring 2019/20 Period 9

Neighbourhood and Environmental Services

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
City Centre Play	100	0	March 19	March 20	G
St Mary's Allotments	547	0	July 19	March 21	G
Abbey Park Precinct Wall	96	0	Aug 19	March 20	G
Total	743	0			

2. Projects Commentary (for **all** projects rated Amber, Red or Purple).

All projects rated green

Capital Programme Project Monitoring 2019/20 Period 9

Estates and Building Services

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Haymarket House, Car Park and Lifts	9,658	700	Mid 2020	Autumn 2020	A
11-15 Horsefair Street	433	0	Nov 2018	Dec 2019	B
Demolition of Former Anchor Recovery Centre	70	0	June 2020	June 2020	G
Total	10,161	700			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

2.1 Haymarket House, Car Park and Lifts The Haymarket car park improvements were completed in December 2019. Haymarket House (Travelodge) and the associated new lifts and other improvements are being delivered via a separate contract by the owners of the Haymarket Shopping Centre. Changes in scope to deliver an improved overall scheme whilst works are underway have resulted in an additional requirement of £700k, which will be funded from corporate resources (utilising surplus resources in the 20/21 capital programme).

Capital Programme Project Monitoring 2019/20 Period 9

Children's Services

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Additional SEND Places (including Primary Pupil Referral Unit)	7,297	920	Dec 19	March 22	A
Children's Residential Homes	1,694	0	Aug 20	Aug 20	G
Total	8,991	920			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

2.1 Additional SEND Places (including Primary Pupil Referral Unit) Additional budget of £920k from the new school places policy provision is to be added to the original PRU project, to facilitate the addition of specialist Educational Health Care Plan places for children. This work is needed in order to strengthen our Social Emotional & Mental Health and Autism Spectrum Disorder provision in the city. This PRU project offers the most efficient opportunity to secure these places at the best value and will interlink to an existing specialist facility within the city.

Capital Programme Project Monitoring 2019/20 Period 9

Public Health

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Leisure Centre Improvement Programme	1,930	0	March 2020	Nov 2020	G
Leisure Centre Air Handling Units	400	0	March 2020	Dec 2020	G
Total	2,330	0			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

All projects rated green

Capital Programme Project Monitoring 2019/20 Period 9

Housing

1. Projects Summary

Project Name	Approval 2019/20 (£000)	Forecast Over / (Under) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
St Leonard's Tower Block - Lift	550	0	March 18	April 21	G
Exchange Demolition	350	0	Dec 17	Nov 19	B
Goscote House Demolition	2,981	0	Jan 20	Jan 22	A
Parking – Spend to Save	250	0	March 20	Jan 20	B
New Build Council Housing	6,200	0	April 20	Nov 20	G
Tower Block Sprinklers	1,390	0	April 22	April 22	G
Property Conversions (2020/21)	500	0	March 22	March 22	G
Total	12,221	0			

2. Projects Commentary (for all projects rated Amber, Red or Purple).

2.1 Goscote House All tenants have now moved out of the building. As reported at Period 6, the nature of the building and its surroundings mean that the building will need to be dismantled one floor at a time. The demolition will take longer than originally anticipated and with increased project costs; full costings will be available once all specialist surveys have been completed.

WORK PROGRAMMES**1. Summary**

- 1.1 As stated in the cover report, work programmes are minor works or similar on-going schemes where there is an allocation of money to be spent during a particular year. Monitoring of work programmes focusses on whether the money is spent in a timely fashion.

Department /Division	Approved to spend in 19/20 £000	2019/20 Spend to Date £000	Forecast Slippage £000	Forecast Over/(under) Spend £000
Planning, Development & Transportation	19,679	5,621	10,519	0
Tourism, Culture & Inward Investment	1,520	1,080	250	0
Neighbourhood & Environmental Services	729	426	0	0
Estates & Building Services	2,138	1,265	0	0
Housing General Fund	5,099	1,893	1,054	0
LLEP	0	0	0	0
Children's Services	7,949	4,565	2,113	0
Total (excluding HRA)	37,114	14,850	13,936	0
Housing Revenue Account	45,433	30,257	4,745	(324)
Total (including HRA)	82,547	45,107	18,681	(324)

2. Summary of Individual Work Programmes

Council Housing - New Kitchens and Bathrooms	CDN (HRA)	4,000	1,703	400	0
Council Housing - Boiler Replacements	CDN (HRA)	3,425	2,456	0	0
Council Housing - Rewiring	CDN (HRA)	1,760	1,005	0	0
Council Housing - Disabled Adaptations & Improvements	CDN (HRA)	1,465	598	0	(365)
Council Housing - Insulation Works	CDN (HRA)	100	29	0	0
Council Housing - External Property Works	CDN (HRA)	1,473	474	273	0
Council Housing - Fire and Safety Works	CDN (HRA)	1,492	640	0	Forecast (74)
Community & Environmental Works	CDN (HRA)	2,425	847	235	Forecast Over/(under) 115
Affordable Housing - Acquisitions	CDN (HRA)	2,000	21,062	2,000	Spend
Affordable Housing - RPs & Others	CDN (HRA)	2,000	1,000	0	£000
Northgate Business Systems Phase 2	CDN (HRA)	605	275	91	0
E-Communications (Mobile Working)	CDN (HRA)	249	7	165	0
Total HRA		45,433	30,257	4,745	(324)
Total (including HRA)		82,547	45,107	18,681	(324)

3. **Commentary on Specific Work Programmes**

3.1 Explanatory commentary for work programmes not currently progressing as planned, or for which issues have been identified is provided below. For monitoring purposes this has been defined as any scheme where budgets have significantly changed, where spend is low or where material slippage is forecast.

3.2 **Transport Improvement Works** - The two major schemes within this block are Putney Road and Bus Pinch points, both of which will slip as reported at period 6.

Transport Improvement Works also include Active Travel & Local Safety Scheme Programmes. These are now well advanced but construction was delayed pending securing additional design resources. Detailed designs are underway with the aim of delivering the outstanding project programme by Spring / Summer 2020.

3.3 **Leicester Strategic Flood Risk Management Strategy** - As previously reported there will be slippage of circa £3m, in relation to Environment Agency schemes.

3.4 **Architectural and Feature Lighting** – Currently working with third parties to design and progress lighting schemes. Three schemes are currently in progress (the Fish Market, St Martins Square and the City Rooms) and it is anticipated the expenditure will be incurred in the next financial year, as these schemes are match-funded.

3.5 **Transforming Cities Work (TCF) Programmes** - This is to support public and sustainable transport schemes in cities. Leicester is one of 12 cities shortlisted to bid

competitively for funds. The authority secured £7.84m for the delivery of Connecting Leicester programme including York Road/Grange Lane and Magazine crossing, bike share infrastructure, secure cycle parking and electric buses for Birstall Park and Ride Service. The costs here mainly include Transforming Cities Fund tranche 2 feasibility work carried out to allow submission of the TCF2 bid, with minimum expected funds of over £100m. An addition of £300k is proposed from match-funding allocated for TCF2 to fund the current level of expenditure.

- 3.6 **Heritage Interpretation Panels** - As reported in period 6 some slippage is forecast. This is due to the extent of historical research and design production being required. Also, in some cases the need for planning permission or listed buildings consent is taking longer than anticipated.
- 3.7 **Property Maintenance** to fund additional capital works in year, as identified in the revenue monitoring report.
- 3.8 **Disabled Facilities Grants** - An overspend of £182k is forecast based on an increase in the number of urgent cases in progress. Dealing with these cases in the current year reduces the length of the waiting list and can be funded from the 2020/21 budget.
- 3.9 **Vehicle Fleet Replacement Programme** - Orders have been placed to the full £2.4m current budget, with the lower than budget forecast expenditure reflecting the time lag from order to delivery date. A detailed schedule of essential vehicle replacements is being used to plan future years' requirements and the release of the remaining policy provision is proposed later in this report.
- 3.10 **School Capital Maintenance** - As reported at period 6 maintenance works for some schools have been rescheduled for the 2020 school summer holiday, mainly for window replacements, toilet refurbishments, fire risk reduction works and pipework replacement.
- 3.11 **Kitchens & Bathrooms** - £400k of this budget is forecast to slip into next year to enable completion of all planned kitchen and bathroom replacements.
- 3.12 **Disabled Adaptations** - This service is largely demand-led and a reduction in the number of adaptations is expected to lead to an underspend of £365k.
- 3.13 **Affordable Housing Acquisitions** - Of the £70m addition to the HRA capital programme in November 2019, £2m was allocated to the current year to create capacity for larger property acquisitions, should it be required. It is currently anticipated that £2.6m will slip into 2020/21.
- 3.14 **Affordable Housing RPs** - This budget represents approvals for grants to Registered Providers for the provision of Affordable Housing, fully funded from retained Right to Buy receipts. The nature of this is such that the approvals are prior to scheme development whilst the payment can be a number of years later, resulting in slippage of £966k.

PROVISIONS

1. Summary

- 1.1 As stated in the cover report, provisions are sums of money set aside in case they are needed, where low spend is a favourable outcome rather than indicative of a problem.
- 1.2 As at the end of Period 9, the majority of the following budgets for capital provisions were unspent. The Local Investment Fund Support provision, which has previously been reported separately, has now been merged into Feasibility and Development Studies provision.
- 1.3 Normally provisions are there if needed. The sums below are for the 2019/20 financial year.

Provision	Dept/ Division	Approved £000	2019/20 Spend to Date £000	2019/20 Commit- ments £000	2019/20 Total £000	Remaining Budget £000
Feasibility and Development Studies	CDN (PDT)	256	84	0	84	172
Empty Homes Purchase	CDN (HGF)	50	0	0	0	50
Early Years - Two Year Olds	ECS	156	4	0	4	152
Total		462	88	0	88	374

PROJECTS SUBSTANTIALLY COMPLETE

1. Summary

1.1 As at the end of Period 9, the following schemes were nearing completion. The budgets are the unspent amounts from previous years' capital programmes, mainly as a result of slippage.

Project	Dept/ Division	Approved £000	2019/20 Spend to Date £000	Forecast Slippage £000	Forecast Over/(Under) Spend £000
ICT Investment - Phase 2 - Liquidlogic	ASC	190	126	0	0
Day Care Services at Hastings Road	ASC	19	13	0	0
Friars' Mill Phase 1	CDN (PDT)	26	14	0	0
22 St. Georges Way	CDN (PDT)	541	516	0	0
Great Central Street / Vaughan Way	CDN (PDT)	2,679	2,416	0	0
Newarke Street Car Park Improvements	CDN (PDT)	95	95	0	0
Braunstone Hall	CDN (EBS)	19	19	0	0
45 Northgate Street	CDN (EBS)	732	732	0	0
Great Central Railway Museum	CDN (EBS)	121	121	0	0
Tower Block Redevelopment	CDN (HRA)	20	52	31	0
Additional Primary School Places	ECS	2,186	1,635	0	0
Additional Secondary School Places	ECS	15,919	3,630	0	0
New School Places *	ECS	1,307	0	876	(160)
Secondary School TMBs	ECS	1,081	0	0	0
Children's Homes	ECS	28	0	0	(28)
Children's Services Contact Centres	ECS	26	0	0	(22)
Primary School TMBs	ECS	393	2	0	(375)
Waterside Primary School	ECS	428	0	428	0
Secondary School Places - PFI schools	ECS	4	1	0	132
Secondary School Places - Non-PFI schools	ECS	44	0	0	(48)
St Paul's Temporary Modular Buildings	ECS	219	48	171	0
Relocation of Sexual Health Clinic	PH	250	111	0	0
Total		26,327	9,531	1,506	(501)

*The outstanding budget on New School Places projects largely relates to on-going rental costs for the agreed periods.

POLICY PROVISIONS**1. Summary**

1.1 As at Period 9, the following policy provisions were still awaiting formal approval for allocation to specific schemes.

Department/ Division	Policy Provision	Amount £000
CDN (PDT)	Economic Action Plan	4,882
CDN (PDT)	Ashton Green Infrastructure	400
CDN (EBS)	Commercial Property Acquisitions	1,933
CDN (HGF)	Vehicle Replacement Programme	1,415
ECS	New School Places	41,850
ASC	Extra Care Schemes	6,700
Total (excluding HRA)		57,180
CDN (HRA)	New Affordable Housing (18/19 Programme)	1,388
CDN (HRA)	New Affordable Housing (19/20 Programme)	2,201
CDN (HRA)	Other HRA Schemes	300
Total HRA		3,889
Total (including HRA)		61,069

1.2 Releases from policy provisions since Outturn (reflected in the tables above) are listed below:

- £11,450k released for New School Places.
- £250k released from Economic Action Plan provision for 11-15 Horsefair Street.
- £385k released from the Vehicle Replacement Programme provision for the purchase of ultra-low emission vehicles.
- £400k policy provision for Local Environmental Works fully released.
- £729k policy provision for the Air Quality Action Plan fully released 25/10/19.
- £1,124k policy provision for Property Maintenance fully released 12/11/19.
- £3,688k policy provision for Schools Maintenance fully released 12/11/19.
- £450k policy provision for Gresham Business Workspace released 29/11/2019.
- £732k policy provision for 45 Northgate Street Acquisition released 30/12/2019.

1.3 Releases from policy provisions since Period 9 (not reflected in the tables above) are listed below:

- £200k released from the Economic Action Plan policy provision for Railway Station Feasibility Study 06/01/2020.
- £3,534k released from the New School Places policy provision for Overdale Infant and Juniors School Expansion 20/01/2020.

1.4 The Economic Action Plan Policy Provision includes £1,000k that has been committed for the Cultural Investment Programme, as per an executive decision taken on 23rd October 2018. This money will not be formally committed until all of the other funding for the scheme is in place.

1.5 The Affordable Housing Policy Provision of £1,388k is currently held for the provision of additional Affordable Housing. The £70m addition to the HRA capital programme for

affordable housing in November 2019 means that this provision is no longer required and can be returned to HRA balances. A decision to this effect is being sought as part of this report.

- 1.6 A decision is being sought to release the Vehicle Replacement Programme policy provision of £1,415k to be spent in 2020/21. In order to operate a well-maintained and compliant fleet of vehicles, a programme of replacement is carried out for those which have reached the end of their useful life. Consideration is always given to replacing with an Ultra-Low Emission Vehicle (ULEV) where practical and available.

Leicester City Council Scrutiny Review

Non-clinical mental health support for children and young people in Leicester

A review of the Children, Young People and Schools Scrutiny Commission

March 2020

To be completed by the Member proposing the review		
1.	Title of the proposed scrutiny review	Non-clinical mental health support for children and young people in Leicester
2.	Proposed by	Cllr Mohammed Dawood Chair Children, Young People and Schools Scrutiny Commission
3.	Rationale	Young people within the city have identified the issue as one of their top priorities and concerns. As such the review meets criteria for responding to public interest and concerns.
4.	Purpose and aims of the review What question(s) do you want to answer and what do you want to achieve? (Outcomes?)	The review will seek to respond positively to those concerns, build on the work already done and map the resources and perceived requirements available to and needed by young people. It will also seek to identify examples of good practice within the city and beyond. Recommendations will seek to promote and direct good practice.
5.	Links with corporate aims / priorities How does the review link to corporate aims and priorities?	Labour's manifesto supports programmes in schools to help young people develop mental wellbeing and resilience. Public health profiling in 2018 indicated a concern about mental and psychological health of young people. This issue was also identified by the most recent Local Safeguarding Children's Board annual report.
6.	Scope Set out what is included in the scope of the review and what is not. For example, which services it does and does not cover.	The review will seek to co-operate with a range of departments and entities within the authority, including the early help programme, and schools both within council control and independently; Public Health actions and programmes for young people, the views and priorities of young people, individually and within groups. It will seek advice and information from independent support groups and organisations within the voluntary sector and seek information and advice from the CAMHS service.

<p>7.</p>	<p>Methodology Describe the methods you will use to undertake the review.</p> <p>How will you undertake the review, what evidence will need to be gathered from members, officers and key stakeholders, including partners and external organisations and experts?</p>	<p>Information will be gathered by a task group drawn from members of the Children and Young People’s Scrutiny Commission. Task group meetings will be confidential but normally the notes from the meeting will be published as part of the final report to the Commission.</p> <p>Council officers will be invited to provide written and/or oral evidence to this task group. Statistical evidence will be sought to provide information about levels of provision and demand for non-clinical service among children and young people.</p> <p>Outside bodies will be invited to provide written/oral evidence to the task group including funders and groups who are also addressing economic and social exclusion.</p> <p>Task Group members may wish to visit sites within the city as well as further afield to see examples of good practice in developing and implementing local economic initiatives.</p>
	<p>Witnesses Set out who you want to gather evidence from and how you will plan to do this</p>	<p>External witnesses will be invited to provide written and oral evidence to the Task Group. These might include charities, youth support groups, etc.</p> <p>The task group may hold evidence gathering sessions in one or more areas in the City where there is evidence of good practice or significant unmet demand.</p>
<p>8.</p>	<p>Timescales How long is the review expected to take to complete?</p>	<p>Five months</p>
	<p>Proposed start date</p>	<p>March 2020</p>
	<p>Proposed completion date</p>	<p>Summer 2020</p>
<p>9.</p>	<p>Resources / staffing requirements Scrutiny reviews are facilitated by Scrutiny Officers and it is important to estimate the amount of their time, in weeks, that will be required in order to manage the review Project Plan effectively.</p>	<p>An estimated 20 days of scrutiny policy officer time will be required to research information, contact and negotiate with outside bodies and prepare a final report.</p>
	<p>Do you anticipate any further resources will be required e.g. site visits or independent technical advice? If so, please provide details.</p>	<p>Visits to outside organisations and individuals may be conducted to better understand existing and potential future issues.</p>

10.	Review recommendations and findings To whom will the recommendations be addressed? E.g. Executive / External Partner?	Recommendations will be addressed to the Executive
11.	Likely publicity arising from the review - Is this topic likely to be of high interest to the media? Please explain.	This issue is likely to generate media interest and coverage because of the nature of the topic and likely evidence presented to the Commission.
12.	Publicising the review and its findings and recommendations How will these be published / advertised?	In consultation with the media team. Member interviews may be required.
13.	How will this review add value to policy development or service improvement?	The research and recommendations will underpin council knowledge and evidential base across a number of policy areas, including early intervention to seek to prevent or moderate conditions or actions which undermine the confidence of young people within our communities.
To be completed by the Executive Lead		
14.	Executive Lead's Comments The Executive Lead is responsible for the portfolio, so it is important to seek and understand their views and ensure they are engaged in the process so that Scrutiny's recommendations can be taken on board where appropriate.	
To be completed by the Divisional Lead Director		
15.	Divisional Comments Scrutiny's role is to influence others to take action and it is important that Scrutiny Commissions seek and understand the views of the Divisional Director.	We will support as appropriate. Ivan Browne Director of Public Health 7 th February 2020

16.	<p>Are there any potential risks to undertaking this scrutiny review?</p> <p>E.g. are there any similar reviews being undertaken, on-going work or changes in policy which would supersede the need for this review?</p>	No recognised risks at this point
17.	<p>Are you able to assist with the proposed review? If not please explain why.</p> <p>In terms of agreement / supporting documentation / resource availability?</p>	
	Name	
	Role	
	Date	
To be completed by the Scrutiny Support Manager		
18.	<p>Will the proposed scrutiny review / timescales negatively impact on other work within the Scrutiny Team?</p> <p>(Conflicts with other work commitments)</p>	<p>The review will be supported by the Scrutiny Policy Officer and is expected to be able to be accommodated within the existing workload of the team.</p> <p>There is a tight timeframe for the completion of the review so there is a possibility it may not be completed in time.</p>
	<p>Do you have available staffing resources to facilitate this scrutiny review? If not, please provide details.</p>	The review can be adequately supported by the Scrutiny Team as per my comments above.
	Name	Kalvaran Sandhu Scrutiny Support Manager
	Date	3 rd March 2020

Overview Select Committee
Draft Work Programme 2019 – 2020

Meeting Date	Topic	Actions Arising	Progress
20 Jun 19	1) Tracking of petitions 2) Implementing the City Mayor’s Manifesto Update 3) Questions to City Mayor 4) Revenue Budget Monitoring Outturn 2018/19 5) Capital Budget Monitoring Outturn 2018/19 6) Income Collection April 2018 - March 2019 7) Review of Treasury Management Activities 2018/19 8) Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities 9) Scrutiny Work Plan 2019-20	4) A number of queries related to the finance reports to be answered via email. 8) A report on the implications of this report to come back to scrutiny. 9) Smart City Strategy to be added to OSC agenda.	4) Emails being actioned 8) Added to Nov 9) Added to Jan
19 Sep 19	1) Tracking of petitions 2) Questions to City Mayor 3) Revenue Budget Monitoring P3 4) Capital Monitoring Report P3 5) Equality Strategy and Action Plan – Update 6) Scrutiny Commission’s Work Programmes: <ul style="list-style-type: none"> • NS Task Group Scoping Document 		
28 Nov 19	1) Tracking of petitions 2) Questions to City Mayor 3) Draft Local Plan – Pre-Consultation Update 4) Revenue Budget Monitoring Period 6 5) Capital Monitoring Report Period 6 6) Income Collection Performance 7) Treasury Performance 8) Scrutiny Commission’s Work Programmes: <ul style="list-style-type: none"> • EDTT Task Group Scoping Document • ASC Task Group Scoping Document • CYPS Scrutiny Review Report 		

Meeting Date	Topic	Actions Arising	Progress
12 Feb 20	1) Tracking of petitions 2) Questions to City Mayor 3) Leicester's Climate Emergency Conversation 4) Draft General Fund Revenue Budget 2020/21 5) Draft Capital Programme 2020/21 6) Housing Revenue Account Budget 2020/21 7) Treasury Policy 8) Treasury Management Strategy 2020/21 9) Investment Strategy		
26 Mar 20	1) Tracking of petitions 2) Questions to City Mayor 3) Local Plan Consultation 4) Smart Cities Report 5) Bus Lane Enforcement and Parking Fines 6) Revenue Budget Monitoring P9 7) Capital Monitoring Report P9 8) Scrutiny Commission's Work Programmes: <ul style="list-style-type: none"> • CYPS Task Group Scoping Document 		
30 Apr 20	1) Tracking of petitions 2) Questions to City Mayor 3) Workforce Profile 4) LCC statutory guidance on Overview and Scrutiny in Local and Combined Authorities 5) Working of the strategic director role for adult social care and children and young people's services 6) Equality Impact Assessment – presentation 7) Draft Scrutiny Annual Report 2019/20 8) Work programme		

Forward Plan Items

Topic	Detail	Proposed Date
Workforce initiatives relating to the Equality Strategy and Action Plan	Follow-on work from the September ESAP report	November 2019/January 2020
Digital Transformation		
Health and Wellbeing Strategy		
Prevent Strategy		
Homelessness Strategy		
Emergency Planning		
Revenue Budget Monitoring Outturn 2019/20		June 2020
Capital Budget Monitoring Outturn 2019/20		June 2020
Income Collection April 2019 - March 2020		June 2020
Review of Treasury Management Activities 2019/20		June 2020

