



Leicester
City Council

MEETING OF THE OVERVIEW SELECT COMMITTEE

DATE: THURSDAY, 13 SEPTEMBER 2018
TIME: 5:30 pm
PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Members of the Committee

Councillor Singh (Chair)
Councillor Govind (Vice-Chair)

Councillors Bajaj, Cleaver, Cutkelvin, Dawood, Grant, Gugnani, Khote, Porter and Westley

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.

For Monitoring Officer

Officer contacts:

Julie Harget (Democratic Support Officer),
Tel: 0116 454 6357, e-mail: julie.harget@leicester.gov.uk
Leicester City Council, Granby Wing, 3rd Floor, City Hall, 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: **Julie Harget, Democratic Support Officer on 0116 454 6357.** Alternatively, email julie.harget@leicester.gov.uk, or call in at City Hall.

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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 MEETINGS**

Appendix A

The minutes of the meeting of the Overview Select Committee held on 21 June 2018 and the Special meeting held 5 July 2018 are attached and the Committee will be asked to confirm them as a correct record.

- 5. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING**
- 6. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE**

The Monitoring Officer to report on any questions, representations or statements of case received.

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. REPORT OF THE FINANCE TASK GROUP [Appendix C](#)

The Committee will receive the report of the Finance Task Group which met on 30 August 2018 to consider the following finance reports.

Minutes of the meeting of the Finance Task Group held 30 August 2018
(**Appendix C**)

Revenue Budget Monitoring Period 3 2018 / 19 (**Appendix C1**)

Capital Budget Monitoring Period 3 2018/19 (**Appendix C2**)

11. SCRUTINY COMMISSIONS' WORK PROGRAMMES

Members will be invited to provide a verbal update on any Scoping Documents relating to future reviews.

12. OVERVIEW SELECT COMMITTEE WORK PROGRAMME [Appendix D](#)

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

13. PLAN OF KEY DECISIONS [Appendix E](#)

Members are asked to consider and comment on the Plan of Key Decisions.

14. ANY OTHER URGENT BUSINESS



Leicester
City Council

Appendix A

Minutes of the Meeting of the
OVERVIEW SELECT COMMITTEE

Held: THURSDAY, 21 JUNE 2018 at 5:30 pm

P R E S E N T :

Councillor Singh (Chair)
Councillor Govind (Vice Chair)

Councillor Bajaj
Councillor Cleaver
Councillor Cutkelvin

Councillor Dawood
Councillor Gugnani
Councillor Khote

Councillor Porter
Councillor Westley

Also present:

Sir Peter Soulsby City Mayor

Youth Council Representatives

Gary Concepcion

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1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Grant, who was attending a civic engagement in his role as Lord Mayor.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. CHAIR'S ANNOUNCEMENTS

The Chair did not make any announcements.

4. MINUTES OF THE PREVIOUS MEETING

AGREED:

that the minutes of the meeting of the Overview Select Committee held on 5 April 2018 be confirmed as a correct record.

5. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING

The Chair stated that at the previous meeting, it had been agreed to hold a meeting for all Members and the City Mayor to discuss the issues that had emerged as a result of the very cold weather. The meeting had now been arranged for 26 July. The City Mayor added that this would be an informal meeting but the intention was to hear from a range of officers about the issues they perceived arising from the winter situation and for Members to feedback to them as to how it actually worked. There were concerns relating to housing issues and the council's response amongst other issues. Councillor Cutkelvin asked for an officer to be present from I.T. to answer questions as to how on-line queries could be dealt with. The City Mayor commented that the council had been overwhelmed with the number of on-line queries and telephone calls, but had learned from that situation.

Action	By Whom
For an officer from I.T. to be present at the meeting on 26 July 2018 to discuss the issues that had emerged during the period of very cold weather.	Director of Finance

6. TERMS OF REFERENCE

AGREED:

that the Terms of Reference for the Overview Select Committee be noted.

7. MEMBERSHIP OF THE OVERVIEW SELECT COMMITTEE

AGREED:

that the membership of the Overview Select Committee as detailed on the front of the agenda be noted.

8. DATES OF MEETINGS FOR 2018 / 19

The Chair asked Members to note the dates for future meetings of the Overview Select Committee. The City Mayor expressed strong concerns that he had earlier that day received a copy of a call-in notice, which he said could have been brought to the meeting if it had been submitted earlier than the final day the decision could be called-in. He said he was very disappointed that the Members who had called in the decision had not spoken to him. The call-in related to the refurbishment of the Haymarket car park, the lift and Haymarket House. The Overview Select Committee was the most appropriate scrutiny to consider the call-in and the City Mayor asked the Chair whether a special

meeting could be arranged for 5 July, as the next scheduled meeting of the committee was not until 13 September.

Councillor Porter commented that the Members had the right to call-in the decision and a proper scrutiny of the decision to spend £10m might have prevented this happening. Councillor Porter added that he hoped this would open up a wider discussion as to how public money was spent. The City Mayor stated that he was not suggesting that the matter was not one for scrutiny to consider but he was of the view that it was not good administration or courteous to submit the call in too late for it to have been considered at this evening's meeting.

The Chair stated that as it was a corporate issue, he was in agreement for the Overview Select Committee to consider the call-in. It was noted that there was meeting of the Health and Wellbeing Scrutiny Commission at 5.30pm on 5 July, and it was agreed for that commission to be moved to a later start and for a special meeting of the Overview Select Committee to be arranged for 4.30pm.

Members noted the planned dates of future meetings of the committee, as detailed in the agenda.

AGREED:

- 1) that a special meeting of the Overview Select Committee be arranged for Thursday 5 July 2018 at 4.30pm; and
- 2) that the dates of future meetings of the Overview Select Committee as detailed in the agenda be noted.

For a special meeting of the Overview Select Committee to be arranged for Thursday 5 July at 4.30pm.	The Democratic Services Officer
For the meeting of the Health and Wellbeing Scrutiny Commission currently arranged for Thursday 5 July at 5.30pm to be moved to a later time.	The Democratic Services Officer

9. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE

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

10. PETITIONS

The Monitoring Officer reported that no petitions had been received.

11. TRACKING OF PETITIONS - MONITORING REPORT

The Chair reported that all the petitions were either marked as 'Green' or 'Amber and as such were being processed effectively.

AGREED:

that the Tracking of Petitions Monitoring Report be noted.

12. QUESTIONS FOR THE CITY MAYOR

Members raised the following questions for the City Mayor

Grants and subsidies for Businesses

Councillor Porter said that the following question had been raised by a local resident who had said that the council should make all money spent on economic development public information. The tax payers had the right to know where the money was going and how much each business received in grants, loans and subsidies along with other details such as interest rates, length of loans etc. There should also be justification as to why public money was needed and why those businesses should be allowed to succeed.

The City Mayor responded that he agreed with the resident and asked Councillor Porter to pass on his reassurances that was how the council proceeded. Councillor Porter asked for a list of such information and the City Mayor stated that the information, which was extensive, was already on public record. If Councillor Porter wanted to collate it he was welcome to do so, but he did not feel it was necessary to duplicate what already existed. The Chair added that transparency was one of the hallmarks of the Council.

The City Mayor

Councillor Porter asked a further question which had been raised by a resident and questioned how the City Mayor had been able to finance his daughter's business to the value of £70k. The City Mayor responded that the money had been raised through a mortgage on his property which was replaced by an inheritance from his late wife. Comments were made from other Members of the Committee that Cllr Porter had asked this question previously at a meeting of the full Council and had received an answer.

Evington Leisure Centre

Councillor Khote stated that she had heard that the swimming pool would be closing earlier in the evening and she expressed concerns that many women used the pool between 8.00pm and 8.30pm. The City Mayor responded that some minor adjustments had been made to opening hours, to avoid pools being kept open at times when there was limited demand. They had tried to ensure that if one pool was closing early, there would be another open at that time. Councillor Khote was advised that further information regarding Evington Leisure Centre, would be sent to her.

Action	By
For details of swimming pool opening hours along with the rationale behind any adjustments to those hours at Evington, to be sent to Councillor Khote	Director of Public Health

National Health Service and Adult Social Care funding

Councillor Cleaver referred to a recent Government announcement relating to an additional £20b funding for the NHS; and expressed concerns that none of that extra money would go towards adult social care. The City Mayor was asked how the local authority would be able to meet its statutory duties.

The City Mayor responded that the Government had not explained where the £20b would come from and there was a strong concern that there would be further cuts to local authorities' budgets. People who were suffering needed support from the NHS and adult social care and there was a real concern that Councils would find themselves under even more pressure.

13. REPORT OF THE FINANCE TASK GROUP

The Chair introduced the report of the Finance Task Group. The minutes of the Task Group, which had met to discuss the different finance reports, had been included in the agenda and Members were invited to raise any further questions or comments.

A Member noted that there had been a reduction in income from the Leicester Market and the bereavement services. Further to this there was an increase in expenditure in waste management and Looked After Children. It was questioned whether these issues had been taken into account in the main budget. The Director of Finance stated that the issues the Member had highlighted were not new at the outturn but had been reported during the year and were considered as part of the budget for 2018/19. The Director added that there had been a decline in income from Gilroes Crematorium and the Council was working to mitigate the situation. Pressures on market traders had become a national issue but there was a plan to improve the offer in the market to help it achieve its target income budget. There had been a legislative change to landfill waste, and the cost of this change had fallen to the Council. The Council were working with Biffa on this. There was also a concern as to the rising costs relating to Looked After Children which had also become a national issue.

The Director was asked how much additional funding the Council received for Adult Social Care (ASC) as the Government had permitted local authorities to increase council tax towards this service. Members heard that the amount spent on ASC far exceeded the amount raised through the ASC precept on council tax. The Director explained that she was required to sign a return to Government that the money raised through the precept would be used for ASC and she gave her assurance that this is the case.

A Member queried the under-spend in the ASC budget and the Director of Finance explained that efficiencies in that area had been made earlier than planned. The under-spend had been set aside to meet the demographic pressures in that service going forward.

The Chair expressed concerns at over-spends in the Looked After Children and Special Educational Needs services. He expressed further concerns that there could be a substantial increase in child protection plans following the introduction of universal credit and urged the new Chair of the Children, Young People and Schools Scrutiny Commission to look into these issues. A comment was made that while there had been criticisms of universal credit, the system gave people the opportunity to choose how to manage their money. A Member responded that the National Audit Office had criticised the new benefit regime and there were concerns that it was causing more poverty for people. Some claimants had to resort to relying on food banks because they had to wait eight weeks before they received their money. The Council were working hard to help people and mitigate the impact.

The Chair drew the discussion to a close and asked Members to note the four finance reports.

AGREED:

that the following reports be noted:

- 1) Revenue Budget Monitoring Outturn 2017/18;
- 2) Capital Budget Monitoring Outturn 2017/18;
- 3) Income Collection April 2017 – March 2018; and
- 4) Review of Treasury Management Activities 2017/18

14. SCRUTINY COMMISSIONS' WORK PROGRAMMES

Councillor Bajaj, the current Chair of the Heritage, Culture, Leisure and Sport Scrutiny Commission presented the Task Group Review Report on 'Engagement with Leicester's arts, culture and heritage offer'. Councillor Bajaj presented the report on behalf of Councillor Unsworth who had chaired the review.

Councillor Bajaj explained that following on from previous work by the Commission, Members had wanted to look at who was actually engaging with the Arts and as a result benefitting from them and what could be done to mitigate any potential barriers for those who currently were not engaging.

Members considered the report and the comments made included the following:

- There seemed to be a presumption that people who were not engaging with

the arts needed help to do so. There also appeared to be an unnecessary focus on the outer estates.

- The review offered a useful discussion in ways to help people participate in the Arts if they so wished.
- People of all backgrounds enjoyed the Arts in general and going to places such as Curve. There was a good engagement with Arts projects in schools, where they were offered.
- The report was welcome. People, regardless of their economic situation should be able to engage with the Arts.

The Chair thanked the Heritage, Culture, Leisure and Sport Scrutiny commission for the review.

AGREED:

that the review report on Engagement with Leicester's arts, culture and heritage offer be endorsed.

15. OVERVIEW SELECT COMMITTEE WORK PROGRAMME

The Chair stated that the Overview Select Committee work programme would be populated as appropriate.

AGREED:

that the Overview Select Committee work programme be noted.

16. PLAN OF KEY DECISIONS

The Chair asked Scrutiny Chairs to be mindful of items on the Plan of Key Decisions that related to their Commissions.

AGREED:

that the Plan of Key Decisions be noted.

17. CLOSE OF MEETING

The meeting closed at 6.27 pm.



Leicester
City Council

Appendix A1

Minutes of the Special Meeting of the
OVERVIEW SELECT COMMITTEE

Held: THURSDAY, 5 JULY 2018 at 4:30 pm

P R E S E N T :

Councillor Singh (Chair)
Councillor Govind (Vice Chair)

Councillor Bajaj
Councillor Cleaver
Councillor Cutkelvin

Councillor Dawood
Councillor Grant
Councillor Gugnani

Councillor Khote
Councillor Porter

Also present:

Sir Peter Soulsby

City Mayor

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18. APOLOGIES FOR ABSENCE

There were no apologies for absence.

19. DECLARATIONS OF INTEREST

No declarations of interest were made.

**20. CALL-IN OF EXECUTIVE DECISION: REFURBISHMENT OF HAYMARKET
CAR PARK, PROVISION OF LIFTS TO THE THEATRE AND PURCHASE OF
HAYMARKET HOUSE**

The Monitoring Officer submitted a report detailing a five Member call-in of the Executive decision taken by the City Mayor relating to the refurbishment of the Haymarket car park, provision of lifts to the theatre and purchase of Haymarket House.

The Chair introduced the call-in, explained the process and invited Councillors Willmott and Waddington to address the committee.

Councillor Willmott, who had seconded the call-in, explained that Councillor

Kitterick, the proposer, was unable to attend. Councillor Willmott and Councillor Waddington then addressed the committee and points made included the following:

- The decision would involve investing a further £10.6m in the Haymarket, including £8.4m in the Travelodge Hotel. It was questioned whether it was the right way to spend over £10m of public money; whether it was sensible in terms of regeneration and why the Council was giving money to Travelodge, which was a very profitable company.
- The money appeared to be drawn from cash reserves rather than capital funds and could therefore be spent on other projects such as Children's Centres, which would be more beneficial to the City.
- The Haymarket appeared now to be owned by one person and Councillors questioned the level of due diligence that had been carried out on the owner.
- Instead of the money being spent on the Haymarket proposals, the Council could provide 250 homes to meet social housing needs; the income of which would exceed the rental income from Travelodge. The Council was setting up a housing company in order to invest £2m to provide 50 houses, and by that logic, 250 homes could be provided with the £10m.
- There were 10,000 families in the City who desired or needed a Council house and people were desperate for homes or less cramped accommodation.
- The 'Right to Buy' scheme had reduced the housing stock and the closure of Goscote House would result in a further loss of accommodation.
- The Members argued that additional housing would create more jobs than the Haymarket scheme. Travelodge itself did not employ a large number of staff.
- Concerns were expressed that Travelodge had a 25 year lease and could still owe the Council money when the lease expired. Further concerns were expressed over the Council's 125 year lease on the Haymarket.
- It was questioned whether the money that was intended to be spent on the Haymarket reflected the political priorities of a Labour Council.
- The argument had been made that the money invested in the City, would trickle down and lead to regeneration, but Councillor Waddington expressed a concern that many economists were now questioning the logic of that. She believed that investment in the neighbourhoods would lead to bigger returns.
- The Members asked the committee to refer the decision back to Full Council to enable detailed scrutiny. The committee was asked to consider what the people of Leicester needed. The Members who had called in the decision

believed that housing was the best option.

The City Mayor then responded to the call-in of the decision and stated that he welcomed the scrutiny of Haymarket project, but, as previously stated, he regretted that the call-in had been brought to committee, at the last possible moment on the last possible day without those Members' prior discussions with the political processes or to his knowledge, the officers concerned. Because of this the ability to have a discussion, unfettered by time, was limited.

The City Mayor explained the scheme with three main components. Points made included the following:

- The Travelodge was a commercial investment of just under £7m which would raise a very substantial income for the Council and would bring in a better return than bank interest.
- The car park which would be seen in the wider investment and would bring in welcome revenue to the Council.
- The lift was not just for hotel use but would serve the car park after hours and also provide disabled access to the Haymarket Theatre.

The City Mayor stated that the money from cash reserves could not be used for running costs or revenue purposes, but other resources could be and were being used for the provision of housing in the City. The City Mayor said that in the interests of the regeneration in that part of the City, in the economy and jobs, he was convinced that this was a better use of the money and would contribute more to the Council's revenue budget than from that money remaining in the bank account.

The Director of Finance explained that the cash balances related to money set aside to pay off debt and it was prohibitively expensive to pay off public loans early. That money however could be lent back to the Council, subject to the due diligence tests being carried out. The Council made safe and appropriate investments rather than risky ones, but these gave a very lower rate of return, so like other many other local authorities, the Council was investing in schemes. These gave a better rate of return than from that money remaining in the bank. The Travelodge part of the scheme was on a 25 year lease with the lease agreement at the retail price increase. Forecasting that forward, there would be a 4% yield compared to 0.5% from the bank.

In relation to the refurbishment of the Haymarket car park, Councillor Gugnani asked for details of number of parking spaces and the total expected income. It was agreed that these figures would be forwarded to Councillor Gugnani.

Councillor Grant asked whether the Council had looked upon this purely as an investment. He asked whether the Council had weighed up the impact on other investments and deals, and also taken into account any social benefits.

The City Mayor responded that he had taken advice from other hotels and had

been given a presentation from Ibis who remained firmly committed to their proposals. There was confidence in the need for more hotels in the City, given the usage and pressure on hotel beds. The Travelodge would complement a diverse market. In respect of the benefits, the Council also had a responsibility to look at investing the money in such a way that would result in a social benefit for the people of Leicester whilst also obtaining a good rate of return.

Councillor Porter strongly criticised the decision to invest money in the scheme stating that there was a very poor business case and a poor use of public money. The poor interest rate of only 0.5% from the bank was a result of the decision that the Council had made in relation to investments. Councillor Porter added that people were desperate for housing and the money could be better spent on providing much needed Council housing. The City Mayor had sent out a letter to every household in Leicester explaining why council tax was being increased but there had been no mention of giving £10m to Travelodge.

Councillor Porter said that the Haymarket appeared to be owned by one person but there was no mention in the accounts as to the revenue received from the car park. He questioned the relationship between Leicester City Council and that person and asked whether any discussions had taken place between the City Mayor and that individual. The company appeared to have been running for two years and he said there would have been an opportunity for the Council to have purchased the freehold.

The City Mayor responded that he did not know who owned the Haymarket and he had not met the person who owned the shopping centre. However the rate of return over the 25 years was likely to produce a return of over £9m and if it continued over 50 years was likely to result in a return of £27m which he considered to be a good commercial investment. Those figures assumed a figure of 2.5% for inflation. The car park was likely to produce an even better rate of return.

Councillor Westley stated that everyone agreed that more social housing was needed, but regeneration in the City was also needed. The Haymarket car park had deteriorated over the years and the improvements there would add to the regeneration. Councillor Westley also expressed the view that there was a need for the hotel. Councillor Westley added that he would not be supporting the call-in.

The Chair drew the discussion to a close and explained the three options that were available for the Committee in dealing with the call-in.

Councillor Porter, proposed for the process to continue and for the call-in to be considered at a meeting of Full Council. This was seconded by Councillor Grant who said it would be helpful to have further transparency and scrutiny and involve more Members in the process. This was put to the vote but the motion was not carried.

Councillor Westley then proposed that the call-in be withdrawn. This was seconded by Councillor Bajaj and upon being put to the vote, the motion was

carried.

RESOLVED:

that the Overview Select Committee withdraw the call-in of the executive decision in relation to the refurbishment of the Haymarket car park, the provision of lifts to the theatre and purchase of Haymarket House.

Action	By
For the details of the number of parking spaces and expected income following the refurbishment of the Haymarket car park to be sent to Councillor Gugnani	Director of Planning, Development and Transportation.



Leicester
City Council

WARDS AFFECTED
All Wards - Corporate Issue

Appendix B

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Overview Select Committee

13 September 2018

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
Ext. 376354

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 (Ctee)	Lead Divisional Director	Current Position	Scrutiny Chair Involvement	Date of Final Response Letter Sent to Lead Petitioner	Current Status	COMPLETE?
21/12/2017	Mr Arif Voraji	Petition to urge a change in council rough sleeper policies	(p)	335	All Wards		Chris Burgin	<p>Comments from the petition have been included and considered in the Homeless strategy review and proposals relating to the new Homeless strategy include items associated to the petition requests. These include;</p> <p>The strategy proposals and actions that one of the proposals is to complete a service review of the Outreach and Revolving Door team which will consider the operating hours and practices of these teams. The strategy proposes to review current in house temporary accommodation arrangements including the Dawn Centre and consider day centre services and wider facilities access. It had been suggested that there were access issues through the telephone line to the current Dawn Centre which is currently available on a 24/7 basis. A number of access checks have been undertaken and on each occasion the telephone was answered by Dawn Centre staff.</p> <p>A successful meeting with Mr Voraji on the 5th February and friends has led for the group to want to be involved more formally. This is being taken forward by officers and the group have already attended a Church diocese meeting about homelessness at the invite of officers.</p>	Proforma returned by the Scrutiny Chair	19/06/2018	PETITION PROCESS COMPLETE	No
19/04/2018	Nasir Karim	A petition from concerned citizens who urge the Council install ambulance friendly road humps as soon as possible on the Langhill	(p)	19	North Evington		Andrew L Smith	<p>Ward councillors were invited to attend a meeting on 16th May with officers and residents. Action proposed is: 1/ A request for traffic calming to be added to the list of potential local safety schemes; 2/ The proposed Clumber/Copdale area 20mph zone is considered by the City Mayor for the future programme of such schemes; 3/ The Lead petitioner to be notified of the proposed actions.</p>	Proforma returned by the Scrutiny Chair	31/07/2018	PETITION PROCESS COMPLETE	No
21/05/2018	Hannah Wakley	A petition from Friends of the Earth asking that the City Council follow the example of Ipswich and Suffolk Councils and adopt the Tree Charter's principles into their policies, to establish a more responsible attitude to the city's trees.	(p)	58	All Wards		Andrew L Smith	Leicester City Council supports the Woodland Trust Tree Charter which they signed up to in May 2018. The soon to be launched Tree Strategy 2018-2023 has clear links to the ten key principals of the Tree Charter.	Proforma returned by the Scrutiny Chair	21/08/2018	PETITION PROCESS COMPLETE	No
13/06/2018	Tulsi Daudia	Petition asking for the temperature of the swimming pool at Evington Leisure Centre be increased for health reasons	(p)	37	Evington		John Leach	The Lead Officer met with the lead petitioner and a number of customers who had signed the petition, and discussed the outcomes at Lead Member Briefing. Action proposed is to maintain swimming pool temperature at Evington Leisure Centre for the Main Pool at 28C and Teaching Pool at 29C, in line with industry guidance.	Proforma returned by the Scrutiny Chair	24/08/2018	PETITION PROCESS COMPLETE	No

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

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	COMPLETE?
22/05/2018	Saeed Manga	Petition for residents parking scheme Mere Road	(p)	43	Stoneygate		Andrew L Smith	An email from the lead officers has been sent to Councillors for the ward, Deadline for comments is 27th July, following which the proforma will be completed. A draft proforma has been sent to the Assistant Mayor for comment prior to it going to the Scrutiny Chair.			GREEN	No
14/06/2017	Mrs Margaret Marriott	Petition requesting the council take action possible to require Sanctuary Housing to deal with the problems caused by John Calvert Court	(p)	148	Beaumont Leys	Cllr Waddington presented the petition to Council Meeting on 6 July 2017	Chris Burgin	<p>The Council has no legal interest in the site or it's re-development as the land is in private ownership but we are working with the owner, to try and get a positive outcome. Sanctuary Housing Association, the owners of the site has confirmed that they propose to demolish the building and have spoken with the Council Planners to discuss options to re-develop the site.</p> <p>John Calvert Court was built with funding from the NHS, part of this funding is re-payable to the NHS, and there is a legal charge on the property. To establish the amount the property has been valued by the District Valuer but the figure has not been confirmed. Arrangements are in place for John Calvert Court to be demolished and the site cleared once agreement has been reached with the NHS.</p> <p>Sanctuary has been exploring development options for the site which include the provision of market sale housing, low cost ownership products and affordable rent housing. A final decision had not been made. The Council will continue to work with Sanctuary Housing Association to help and assist them re-develop the site as soon as possible.</p>	Pro-forma returned by Scrutiny Chair who is content with the response.		GREEN	No
05/04/2018	Nik Pattni	Petition from residents objecting the changes being made to the permitted parking charges along Alderton Close	(p)	59	Rushey Mead		Andrew L Smith	<p>A meeting was held with Alderton Close residents on Wednesday 9th May 2018, at 5.00pm, City Hall. Ward Councillors and the Rt Hon Keith Vaz MP were also invited. The meeting was chaired by Cllr Master.</p> <p>Actions proposed:</p> <ol style="list-style-type: none"> 1. No further action in response to the petition is proposed; 2. No changes to the new permit rules and fees are proposed at this time; 3. A review of the new permit rules and fees will be undertaken in 2019 in conjunction with the Executive Lead Member. Any proposals for changes to the permit rules and fees arising from the review in 2019 will be subject to consideration and approval by the Executive. 	Proforma returned by the Scrutiny Chair		GREEN	No
29/06/2018	Mr Johnson Mwangi	Petition against the opening up of Bath Street.	(p)	35	Rushey Mead		Andrew L Smith	Petition sent to Divisional Director			AMBER	No
19/07/2018	Ms Sharon Chevin	Petition for a residents parking scheme on Dane	(p)	32	Westcotes		Andrew L Smith	Petition sent to Divisional Director			AMBER	No

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

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 (Ctee)	Lead Divisional Director	Current Position	Scrutiny Chair Involvement	Date of Final Response Letter Sent to Lead Petitioner	Current Status	COMPLETE?
27/07/2018	Ateeqa Omar	Petition for a residents parking scheme on Bonsall Street	(p) e-petition	2	Spinney Hills		Andrew L Smith	Petition sent to Divisional Director			AMBER	No

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

Overview Select Committee (OSC) Finance Task Group

Minutes of Meeting held on 30th August 2018

Present

Cllr Baljit Singh, Chair of Task Group
Cllr Ratilal Govind, Vice-Chair
Cllr Inderjit Gugnani
Cllr Virginia Cleaver
Cllr Jean Khote
Alison Greenhill, Director of Finance

Apologies

None received

1. Revenue Budget Monitoring P3 2018/19

- 1.1 Cllr Singh introduced the revenue monitoring report and the recommendations.
- 1.2 Cllr Singh highlighted the two appendices as being very important documents. These set out spending review decisions (SR4) and the outcome of a review of earmarked reserves, which directs those reserves no longer required for their original purpose into the managed reserves strategy.
- 1.3 Cllr Govind asked for further staffing information after Alison explained that the Business Service Centre (BSC) savings arose following a staffing review. However as the review was planned, vacancies had been held to minimise the impact on staff.
- 1.4 Cllr Khote asked for further information on the handyperson review saving.
- 1.5 Cllr Govind requested an update on the number of completed and proposed community asset transfers (CATs). Cllr Gugnani pointed out that this will be the subject of a review to be undertaken by the Neighbourhoods Scrutiny Commission.
- 1.6 Cllr Cleaver asked for an update on the experience so far of Universal Credit full service and the impact it has had on the city. Alison gave members an update and in summary to date it has been relatively smooth thanks to the hardwork of our staff, the local DWP and JCP staff and the voluntary sector and advice providers.
- 1.7 Alison explained the additional income we receive relating to a contribution to the cost of care of service users at Hastings Road day centre from the CCG. Cllr Cleaver was pleased that health are contributing to the high cost of providing services to adults with significant needs.
- 1.8 Cllr Singh asked for the role of the new brokerage team to be explained and for “the plan” in relation to increasing the number of foster carers to be shared with members of the committee. He expressed concerns over the continued use of expensive independent foster agencies and

agency staff whilst acknowledging that this is not a problem unique to Leicester, but an unfortunate trend across the country and with a strong link to remuneration.

- 1.9 The commission discussed the (national) pressure regarding funding of the schools high needs block and Cllr Singh suggested that the Children's scrutiny commission should consider a review of this area.

2. Capital Budget Monitoring P3 2018/19

- 2.1 Cllr Singh introduced the capital monitoring report, noting the relatively low level of spend, which is usual at this early stage in the year.
- 2.2 Cllr Singh recommended that all Scrutiny Chairs should look carefully at their elements of the capital programme and ensure that schemes are considered by commissions at an early and appropriate stage.
- 2.3 Cllr Cleaver asked for an update on the extra care schemes and the only red flagged scheme in the programme, the finance and HR /payroll systems replacements. Alison updated members on the outcome of a government consultation on the implications on housing benefit and that a positive outcome had been achieved. Alison explained the difficult technology projects and the issues the council had faced. This is not unusual for technology projects although not at all desirable.
- 2.4 Members discussed Right to Buy (RTB) receipts and the restrictions imposed on the use of them arising from the HRA ring-fence regulations.



Revenue Budget Monitoring – Period 3, 2018/19

Decision to be taken by: City Mayor
Overview Select Committee date: 13th September 2018
Lead director: Alison Greenhill

Useful information

- Ward(s) affected: All
- Report author: Amy Oliver
- Author contact details: Ext 37 5667

1. Summary

This report is the first in the monitoring cycle for 2018/19, and gives an early indication of expected performance against the budget for the year. At this stage of the year, it is too early to make accurate forecasts of the eventual outcome. The narrative of the report provides some provisional estimates and describes the pressures which have arisen so far.

Given the scale of Government funding cuts, departments are inevitably under pressure to provide services with less funding. As part of the Council's budget strategy, departments continue to review budgets to achieve savings as a continual exercise during the year. The current savings programme has been termed Spending Review 4.

The key issues during the last few years have been the continued pressures within Adult Social Care and Children's Services. These continue to loom large, particularly given the large sums involved and the impact increases in demand for statutory social care can have on the Council's entire budget. It is encouraging to report that, at this stage of the year, there is no emerging overspend that cannot be dealt with this year. This is not the position in a number of other local authorities. Underlying pressures remain to be dealt with in the future, and we await the Government's proposals for future funding.

As previously reported, there are some significant pressures in City Developments and Neighbourhoods, although these tend to be more predictable than the big social care budgets. The department has adopted the approach of planning to over-achieve its required savings for the Council's budget strategy, and using the first fruits of this policy to balance its budget. The proposals in this report will deal with all the known significant forecast spending pressures, and still contribute to the Council's overall savings targets. Further savings are expected to be identified later in the year.

It is our usual practice to use this report to seek Executive approval to budget reductions arising from savings achieved by means of management action (i.e. those that do not need formal approval to the course of action proposed). With the advent of the Spending Review 4 programme, there are more reductions than usual; consequently, to aid clarity of the report, these are shown in a separate appendix (Appendix C).

The report also includes proposals to reallocate earmarked reserves following a review of the purposes for which each is held. The conclusions of this exercise are shown at Appendix D. The exercise has enabled sums no longer required to be identified – these sums will help support the Council's future budget strategy.

2. Recommendations

2.1 The Executive is recommended to:

- Note the emerging picture detailed in the report;
- Approve the budget reductions and virements arising from achieved spending review savings, as detailed in Appendix C of this report;
- Approve the reallocation of earmarked reserves described in Appendix D of this report, including the release of £1.4m to support future budget strategies.

2.2 The OSC 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 2018/19 was £259.7m.

Appendix A summarises the budget for 2018/19;

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

Appendix C details the budget amendments required, consequent to spending review savings;

Appendix D presents the results of a review of the Council's earmarked reserves.

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 21st February 2018 on the General Fund revenue budget 2018/19.

6. Summary of appendices:

Appendix A – P3 Budget Monitoring Summary;

Appendix B – Divisional Narrative – Explanation of Variances;

Appendix C – Spending Review Savings

Appendix D – Earmarked Reserves

7. Is this a private report?

No

Revenue Budget at Period 3, 2018/19

	Current Budget for Year
	£000
Neighbourhood & Environmental Services	30,888.1
Tourism, Culture & Inward Investment	5,662.9
Planning, Transportation & Development	16,370.2
Estates & Building Services	5,402.8
Departmental Overheads	629.8
Fleet Management	31.0
Adult Skills & School Organisation & Admissions	(80.2)
Housing Services	3,700.3
City Development and Neighbourhoods	62,604.9
Adult Social Care	105,081.4
Public Health & Sports Services	21,013.4
Strategic Commissioning & Business Development	586.7
Learning Services	8,813.4
Children, Young People & Families	56,848.2
Departmental Resources	(6,734.0)
Education & Children's Services	59,514.3
Delivery Communications & Political Governance	5,453.9
Financial Services	11,212.3
Human Resources	4,297.9
Information Services	9,366.0
Legal Coronial & Registrars	2,733.2
Corporate Resources and Support	33,063.3
Housing Benefits (Client Payments)	500.0
Total Operational	281,777.3
Corporate Budgets	907.1
Capital Financing	14,020.6
Total Corporate & Capital Financing	14,927.7
Public Health Grant	(26,804.0)
Use of Reserves	(10,227.8)
TOTAL GENERAL FUND	259,673.2

Divisional Narrative – Explanation of Variances

Corporate Resources and Support

Corporate Resources Divisions have identified £729k of efficiency savings to date under the Spending Review 4 (SR4) programme which can be removed from divisional budgets, to contribute towards the corporate budget strategy. These are described at Appendix C. After allowing for these reductions, an in-year underspend of £135k is forecast, although £200k of additional coroner's costs are anticipated (which are not met from the department's budget).

1. Finance

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

2. Human Resources & Workforce Development

- 2.1. Human Resources & Workforce Development is forecasting an indicative underspend of £72k, due to additional income in HR Operations through external trading together with vacancies.

3. Information Services

- 3.1. Information Services is currently forecasting a break even position.

4. Delivery Communications & Political Governance (DCPG)

- 4.1. The Delivery, Communications and Political Governance Division is provisionally forecasting an underspend of £63k, due to vacant posts and savings in non-staffing costs.

5. Legal, Registration & Coronial Services

- 5.1. Legal Services is forecasting a balanced budget. The division has absorbed the funding of an additional two Children's Lawyers posts within existing budgets.
- 5.2. Coronial Services are forecasting an overspend of £200k due to high costs in pathology tests and increased workload, continuing the pattern of recent times. The overspend will be funded from corporate budgets.

City Development and Neighbourhoods

The department is facing significant spending pressures of around £1m, which are described below. However, spending review savings of £1.1m (rising to £1.4m) have been achieved and are described at Appendix C. Offsetting these pressures will be a first call on these savings, reducing the amount available for the corporate budget strategy (although further savings will be achieved later in the year, exceeding the target set for the department). The department currently expects a balanced out-turn on the net budget of £62.6m, after taking these savings into account.

6. Planning, Transportation and Economic Development

- 6.1. The division is forecasting a balanced budget outturn. There are pressures in car parking fees and planning income, which are being managed by controlling expenditure budgets.

7. Tourism, Culture & Inward Investment

- 7.1. The main pressure on the division is the on-going shortfall in Leicester Market income, which is to be addressed by using £340k of spending review savings. In addition, £100k of one-off savings identified by the Housing Division will offset a short term additional income shortfall during the current improvement works. Following these adjustments, the division expects to remain within budget.

8. Neighbourhood & Environmental Services

- 8.1. The division continues to have two major on-going pressures. Firstly, an on-going shortfall in bereavement services income due to increased competition from new crematoria, amounting to £350k in 2018/19 and expected to rise by circa £50k annually. Secondly, increased waste collection and disposal costs amounting to £400k, principally due to increased tonnages as new housing is built and legislative changes affect landfill tax. Both pressures are to be addressed on an on-going basis by using £750k of spending review savings.
- 8.2. In addition, there is a £200k pressure arising from changing patterns in Libraries and Neighbourhood Services' income over recent years. This has hitherto been managed within the divisional budget. However, as the Transforming Neighbourhood Services review reaches a conclusion and budgets are reduced, a more fundamental review is required. This will be managed in 2018/19 only by a one-off virement of £200k from additional income achieved by the Housing Division.

9. Estates & Building Services

- 9.1. The Division is coming to the end of a major organisational review and is adopting the “corporate landlord” model on a phased basis. Full implementation of the review has taken longer than anticipated; hence, the full delivery of savings is delayed.
- 9.2. The delayed savings are being largely offset by additional income. Taking these factors into account, the division expects to overspend by circa £100k.

10. Housing General Fund

- 10.1. Following the introduction of the Homelessness Reduction Act, the demand for front-line staff has increased across the country. This has resulted in recruitment challenges locally, leading to an expected underspend as the recruitment process continues. In addition, temporary additional grant has been received and inter-departmental management charges have reduced. In 2018/19 £300k is being vired from Housing (for this year only) to meet pressures elsewhere in the Department.
- 10.2. The impact of the Homelessness Reduction Act on the demand for services and the Council’s spending is being closely monitored, and will become clearer as time moves on.
- 10.3. Following the above adjustments, the Division is forecasting a £113k underspend, although this remains dependent upon demand for services as previously described.

11. Housing Revenue Account

- 11.1. 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.
- 11.2. A budget re-basing exercise has been carried out, following previous years’ patterns of spending and underspends which have arisen in

previous years. This has identified that the net budget can be reduced by £2.2m. The saving reflects the extent to which tenant and leaseholder income budgets understate the level of income being received (£1.2m) and the extent to which expenditure budgets overstate current costs (£1.0m). The £2.2m underspend will contribute to HRA reserves in 2018/19 and budgets will be formally reduced in future, in order to manage known budget pressures.

- 11.3. Over and above the surplus generated from the budget re-basing, the HRA is forecast to underspend by £0.8m, excluding revenue used for capital spending (which is reporting through capital monitoring).
- 11.4. Analysis of current rent arrears indicates a positive movement in the provision for bad debt, releasing £0.5m additional income into the HRA. The division will benefit from net interest payments on debt, being £0.4m lower than the budget allows for.
- 11.5. The Repairs and Maintenance Service is forecasting to over-spend by £0.1m due to unplanned lift refurbishment work. In addition, £0.3m of maintenance work to the District Heating network will be undertaken in the year, being funded from underspends elsewhere in the HRA.
- 11.6. Management and Landlord services are projected to underspend by £0.3m. This includes a £0.2m underspend across communal services such as district heating. Holding admin posts vacant contributes £0.2m, with £0.3m from holding vacancies within the STAR service. These underspends are however offset by a forecast cost of £0.4m to compensate tenants moving from Goscote House.

Adult Social Care

12. Adult Social Care

- 12.1. The department is forecasting to spend within its budget, after reducing the budget by £1.1m to reflect spending review savings achieved a year ahead of schedule. (These are further described in Appendix C). The resultant budget for 2018/19 is £102.7m.
- 12.2. The department is conducting an organisational review of admin and team support worker posts in order to achieve previously approved budget savings of £0.2m. The review will also lead to the creation of a new brokerage team who will be responsible for purchasing residential, nursing and domiciliary care packages.

- 12.3. The Independent Living Floating Support service will cease from 31 March 2019 following an Executive decision on 1 August. Total savings of £0.55m will contribute further to the Spending Review four savings target from 2019/20. As a result of this work, expenditure in 2018/19 has been significantly below budget and will result in savings of £0.2m in the current year.
- 12.4. Total gross package costs are forecast to be £112.2m, in line with the budget. There were 5,056 service users at the start of the year and a net reduction of 13 users in the first three months of this year.
- 12.5. As ever, rather than growth in numbers the main issue remains the increasing need of our existing service users as the year progresses. In the first three months of this year the increased need was 3.2% resulting in additional costs of £3.1m pa. This compares to 5.3% in the previous year as a whole.
- 12.6. Nevertheless there is sufficient headroom in the budget set aside for gross package costs in 2018/19 to allow for this. If increases in need do not continue at the current rate then there will be an under-spend in gross package costs. The annual forecast position will of course be reviewed again at period 6.

Health Improvement & Wellbeing

13. Public Health & Sports Services

- 13.1. The department is provisionally forecasting to spend £20.5m, which is £0.5m less than the budget of £21m. The saving has arisen from a £175k reduction in the “stop smoking” budget, through a combination of reduced nicotine replacement therapy spend and vacancies not being recruited to. A further £300k of staffing savings arises following the full year effect of last year’s organisational review.
- 13.2. The integrated sexual health contract has been successfully let to South Staffordshire and Shropshire Healthcare NHS Foundation Trust and will commence in January 2019. Capital works have begun to refurbish the new premises in the Haymarket. The new contract will save £800k pa and these savings will be reflected in the budget in full from 2019/20.

- 13.3. Sports services are continuing to work on their business plan to generate overall savings of £1.5m from increased income and reduced staffing and running costs. The increased patronage of the sports centres to generate more income is contingent upon capital works to reconfigure the centres and the replacement of gym equipment. Feasibility studies have now begun on these works. The service is currently forecasting to breakeven in 2018/19.

Education and Children's Services

14. Education and Children's Services

- 14.1. The department is forecasting to spend £59.5m as per the budget. There remain significant pressures however which are being dealt with this financial year through the use of one off departmental funds as planned in the budget.
- 14.2. The main issue is of course the level of looked after children which stood at 686 at the end of June. There were net new entrants to care of 10 during the period, with 44 entrants and 34 leavers, a 1.4% growth. MST teams diverted 13 children from care in the period and therefore the underlying net growth in numbers is actually 23 or 3.3%. The annualised LAC net growth rates in the first quarter are comparable with the annual growth rates of 6.2% and 12% for 2017/18. This is encouraging given that the number of child protection plans started in the calendar year 2017 of 780 was double the previous year. At this stage we do not appear to have seen the full impact of this on LAC number growth. Average conversion rates of children with care plans to LAC status averages 25%.
- 14.3. The majority of the new LAC entrants this year were placed either with internal foster carers or independent fostering agency (IFA) carers. We have a shortage of internal foster carers and this has resulted in a total of 118 IFA placements at the end of June, significantly higher than in previous years. IFA placements are on average more than double the cost of an internal foster placement. The shortage of foster carers is a national issue and plans are in place to address this.
- 14.4. Encouragingly, there were no net new placements in external residential care in the period. However the growth in numbers and placement changes of existing LAC (for example where an internal foster placement breaks down and the child is transferred to an IFA

placement) and the shortage of internal foster carers has added to the overall placement costs.

- 14.5. Existing home to school and contact transport arrangements have been reviewed for all existing LAC, and tighter controls put in place for new transport requests. Transport requests for the new term are currently being arranged and a more accurate forecast of the total cost for the year and the impact of the review will be clear by the end of August, in readiness for the period 6 forecast.
- 14.6. As of the end of June there were 46 level 1 and level 2 social workers, part of the programme to develop our own fully qualified staff in the face of a continued national shortage of such staff. A further cohort of 12 is planned to be recruited in November. During this period the number of agency staff has been high to plug the shortfall in qualified staff and provide some support to the trainees. This will continue to be the case until sufficient recruits have been trained and retained. We currently have just over 48 agency staff, compared to a budgeted permanent establishment of 157.
- 14.7. The high number of LAC and child protection cases also results in a knock on impact on associated activities, in particular legal cases and the translation service. The new Functional Family Therapy Child Welfare team and additional MST Child Abuse and Neglect team will both become operational from September. The review of the Youth Offending Service is about to commence. These will both contribute savings to offset the budget pressures on the department.
- 14.8. The number of SEN children in specialist provision is increasing significantly year on year, both as a result of the increasing population and a higher rate of incidence for some conditions including mental health and autism. An additional 60 places have been planned for September this year, taking the total numbers to over a thousand. This, together with the increasing numbers of SEN children being taught in our mainstream schools, means that the High Needs Block of the Dedicated Schools Grant is under severe pressure. This has a knock on effect on our SEN home to school transport budget (£4.6m) which is funded by the Council's General Fund.
- 14.9. All transport cases for SEN are being reviewed internally to ensure that they adhere to the current policies and a review has been commissioned to look at options to reduce the cost.

- 14.10. The number of maintained schools with cumulative financial deficits increased from 9 to 18 in the last financial year. We are still working with these schools to agree a way forward, which will also take into account the impact of the new funding formula from 2018/19.
- 14.11. In 2018/19 the High Needs Block (HNB) allocation of £45.1m is £2.7m less than the planned expenditure and this will be funded from DSG reserves as planned. The new HNB funding formula from 2018/19 does not help to address this shortfall and also will not provide adequate growth funding for additional placements in special schools. There are adequate DSG reserves to provide the necessary time to complete the work to reduce the HNB expenditure and bring it into line with the allocation.

Corporate Items & Reserves

15. Corporate Items

- 15.1. The corporate budgets cover the Council's capital financing costs, items such as audit fees, bank charges and levies. At present, spend at budget is anticipated.

Spending Review Savings

As members are aware, the Council needs to achieve substantial savings to live within its means in future years. The key means by which we seek to achieve these is the spending review programme. The current round has been termed Spending Review 4.

Significant reviews which affect service provision are individually approved by the Executive, following consultation with Scrutiny Committees. Some review savings can be achieved by means of management action, and in these cases Executive approval is required solely to make the consequent changes to the budget.

The table at the end of this appendix lists all the savings achieved for which approval is now sought to make budget reductions.

Of these, the following sums will be vired to meet current budget pressures in the City Development and Neighbourhoods Directorate, as described elsewhere in the report:

18/19	19/20	20/21
£000	£000	£000
1,090	1,308	1,358

The following sums will reduce the Council's net budget and help us to live within our means (the sum for 2018/19 will contribute to the Council's managed reserves strategy):

18/19	19/20	20/21
£000	£000	£000
2,313	2,412	2,362

The full list of reductions is provided below:

Description of Spending Review 4 Saving	Department	2018/19 £'000	2019/20 £'000	2020/21 £'000
Review of Staffing in Business Services Centre	Corporate Resources	550	550	550
Staff saving in Human Resources	Corporate Resources	44	44	44
Staff savings in in delivery communications & political governance	Corporate Resources	27	27	27
Review of information Governance & reduction in procurement staff	Corporate Resources	108	108	108
Capitalisation of conservation posts and additional planning fees income	PTD	120	120	120
LED Street Lighting - Change in profile of prudential borrowing repayments	PTD	230	230	230
Reconfiguration of highways & transportation budgets - arising from additional car parking enforcement through more Civil Enforcement Officers.	PTD	50	150	150
Highways maintenance efficiencies	PTD	125	125	125
Divisional Management - operational efficiencies	TCII	13	25	25
Contribution to LLEP running costs, to be met from the business rates pool instead of the Council	TCII	56	56	56
Economic Regeneration Group – additional workspace income	TCII	35	35	35
De Montfort Hall - additional income, including income from new outdoor facilities	TCII	0	70	70
Soft Touch Arts - reduction in grant income	TCII	9	9	9
Business services support efficiencies	TCII	0	25	25
Review of staffing funded from capital receipts	EBS	200	200	200
Handyperson service - deletion of vacant posts, review of materials budget and better integration with housing maintenance	Housing	60	170	170
Housing Development team - review of staffing & recovery of costs from the capital programme and the new subsidiary housing company	Housing	79	79	79
Housing Management - deletion of back office vacancies and charges to external funding streams	Housing	155	155	155
Income now being received from the CCG for joint funded packages of care for service users at the Hastings Road site.	ASC	700	700	700
Efficiencies identified within the Re-ablement Service, mainly from staff travel	ASC	200	200	200
Alternative funding for the Supported Living team from vacancies within the Learning and Mental Health social work teams.	ASC	167	167	167
Lifestyle Services Review (organisational review and smoking services)	PH	475	475	475
		3,403	3,720	3,720

Review of Earmarked Reserves

As members are aware, our budgetary control procedures allow individual directors to create earmarked reserves for future purposes. This aids effective planning, and enables departments to manage their own budgets more effectively, and to save up for specific projects without seeking corporate funding through the capital programme. The scheme of virement requires the creation of new reserves to be approved by the City Mayor.

These reserves are periodically reviewed, to establish whether reserves are still required. This results in the purposes of some reserves being changed, and some being dissolved altogether with the money returned to the managed reserves strategy, to support future budgets.

Such a review has just been completed, and the results shown below. This shows the revised purposes for which reserves are held, and the release of £1.4m to corporate reserves (principally from the Housing Division and Adult Social Care). Formal approval is sought to this reallocation:

Earmarked Reserves Revenue Monitoring Period 3 2018/19

	Revised Balance {£000}	Planned use of the reserve balances / comment
<u>REVIEW OF EARMARKED RESERVES - SUMMARY</u>		
Total Departmental Reserves, 1/4/18	25,053	
less sums available for the corporate budget strategy	(1,380)	
Sums still required by departments	23,673	
<u>CURRENT DEPARTMENTAL EARMARKED RESERVES</u>		
<u>Financial Services</u>		
Replacement of Corporate Finance System	1,259	
Budget Pressures within the Division	409	
York House - Customer Services - building work	160	
Business Services Centre - Payroll and HR systems	75	Temporary staff
Transfer of audit service to County	142	Transitional costs arising from new contract with County
Pressures in Revenues & Benefits.	595	To cover annual pressures arising from grant reduction
Service Analysis Team	710	Temporarily funded team
Temporary posts in Revenues & Benefits	90	Spike in benefit processing and overpayment recovery
Succession planning in Accountancy	144	Trainees and apprentices - temporary posts
Tax planning reserve	126	To invest to secure tax reductions
<u>ICT</u>		
ICT Development Fund	2,610	Rolling fund for network and server upgrades, and mobile airtime
PC Replacement Fund	1,159	Rolling fund for upgrade of PC stock

<u>Delivery, Communications & Political Governance</u>		
DCPG Strategic Initiatives	883	Hinckley Road fire - unfunded costs; graduate posts; City Mayor's crowdfunding initiative; new strategic initiatives.
Future Elections Fund	1,020	To be used for 2019 and subsequent years' election costs
Electoral Services' staffing	330	To fund staffing once Government funding ceases
Digital Transformation Reserve	1,477	To retain core team until 2020/21
HR and Payroll	1,426	Temporary and one-off salary costs, service transformation, IT developments
<u>Resources Department - Non-Divisional</u>		
Strategic & departmental initiatives	500	
<u>Legal Services</u>		
Legal Services Divisional Reserve	757	Budget pressures and new legislative requirements
<u>Housing</u>		
Divisional reserve	411	Spikes in bed & breakfast costs, sourcing private sector landlords, costs arising from economic migrants
Subsidiary Housing Company	200	Development work associated with a subsidiary housing company, currently underway.
Syrian Refugee Programme	232	Grant income for use on Syrian Refugees.
<u>City Development (excl Housing):</u>		
Potential highways maintenance one-off costs	500	To meet one off costs associated with highways functions.
Great Central Railway	160	Feasibility studies following withdrawal of government grant.
General Departmental Pressures	37	Departmental budget pressures
Central Maintenance Fund	128	Rolling fund for responsive maintenance work.
Retail Gateway	29	Potential pump priming / match funding for shop fronts scheme to be extended.
Retail Market	50	Feasibility studies to improve usage & income
Braunstone Recreation Centre Community Horticulture	13	Obsolete trust fund to be wound up
Planning appeals provision	200	To meet costs associated with defending decisions
<u>Children's Services Reserve</u>	1,127	To balance budget in 18/19
<u>Health & Wellbeing</u>		
Mental Health and resilience	150	To provide a single pot in 21/22
Active Leicester strategy implementation	150	To support achievement of sports income targets
0-19 Healthy Child Programme	236	To support transition to new provider
Lifestyle Services - development of integrated service	535	Includes channel shift proposals
Lifestyle Services - weight management	200	To meet savings targets
Lifestyle Services - other	200	Holiday hunger, LRS grant, food plan, support savings delivery
<u>Adult Social Care</u>		
Strategic Reserve	4,494	To balance the ASC revenue budget in 2018/19 to 2019/20
Voluntary Sector Prospective Work	750	Transitional grants to voluntary sector
TOTAL DEPARTMENTAL RESERVES	23,674	

For completeness, below is a list of the ringfenced and corporate reserves that make up the totality of the Council's earmarked reserves:

	Revised Balance {£000}	Planned use of the reserve balances / comment
<u>Ringfenced Reserves</u>		
DSG not delegated to schools	11,904	
Individual Schools' Balances	15,783	
Schools' Capital Fund	2,383	
NHS Joint Working Projects	1,769	Joint projects with NHS
Public Health Transformation	1,668	Sexual Health Service - capital costs of relocation, service transformation and channel shift.
Schools' Buy Back	1,073	
Primary PRU Year-End Balance	14	
Secondary PRU Year-End Balance	91	
<u>Corporate Reserves</u>		
Capital Programme Reserve	41,395	Committed in 18/19 to 19/20 capital programme
Managed Reserves Strategy	21,824	For 19/20 budget strategy
Demographic Pressures Reserve (19/20 -20/21)	3,455	For 19/20 budget strategy
Building Schools for the Future	11,533	
Severance Fund	7,265	
Service Transformation Fund	6,087	
Insurance Fund	9,099	
Welfare Reform Reserve	3,789	
Energy Fund	973	For spend to save schemes that reduce energy consumption
Surplus Property Disposal Reserve	515	Preparing assets for disposal.
Ward Committees	160	
CHP Reserve	1,183	
Charnwood JNT Service Centre	897	
Balance sheet reviews	287	
	143,149	

Sums available to the Public Health Division include the ringfenced public health grant as well as the various departmental reserves, and in practice it is proposed that the director uses these balances inter-changeably (provided always that the ringfenced monies can only be used for the purposes on which the grant can be spent). The various sums of money are seen, for management purposes, as a general provision for the reasons described.

Executive Decision Report

Capital Budget Monitoring – Period 3, 2018/19

Decision to be taken by: City Mayor

Overview Select Committee date: 13th September 2018

Lead director: Alison Greenhill



City Mayor

Useful Information

- Report author: Ernie Falso
- Author contact details: ernie.falso@leicester.gov.uk

1. Summary

- 1.1 The purpose of this report is to show the position of the capital programme for 2018/19 as at the end of Period 3.
- 1.2 This is the first capital monitoring report of the financial year. Further quarterly reports and an outturn report will be presented as the year progresses.

2. Recommendations

2.1 The Executive is recommended to:

- Note total spend of £13.8m for the year to date.
- Note the progress in delivery of major projects, as shown at Appendix A.
- Note progress on spending work programmes, as shown at Appendix B.
- Note that the great majority of provisions remain unspent as shown at Appendix C.
- Approve the addition of £400k to the capital programme for increased costs associated with the Finance system replacement project, to be financed from earmarked reserves, as detailed in the Corporate Resources Project summary on page 10 (Para 2.2)

The OSC 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 approved by Council on 30th November 2017.
- 3.2 The 2017/18 Capital Outturn Report included a decision to carry forward unspent resources from 2017/18 into 2018/19. This was presented to OSC on 21st June 2018.
- 3.3 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;

3.4 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;
- (e) **Policy Provisions**, which are sums of money for which there is currently no approval to spend, ie they are awaiting a City Mayor decision. Spending cannot be monitored until such approval has been given.

3.5 Summary of the total approved 2018/19 to 2019/20 capital programme as at Period 3:

	£000
Projects	129,774
Work Programmes	55,241
Provisions	1,945
Schemes nearly complete	8,348
Total Immediate Starts	195,308
Policy Provisions	98,705
Total Capital Programme	294,013

3.6 Since the beginning of the year, the following have been added to capital programme:

	£000
Haymarket House, Car Park & Lifts (new resources only)	9,127
Goscote House demolition	3,000
Total Additions	12,127

These additions are included in the table at 3.5 above.

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 3, the Council has realised £3.0m 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.

3.8.2 Right to Buy receipts this year have so far amounted to £5.2m.

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. **Is this a private report**

No.

6. **Is this a “key decision”?**

No.

7. **If a key decision please explain reason**

N/A.

PROJECTS

1. Summary

- 1.1 As stated in the cover report, the focus of monitoring projects is physical delivery, ie 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 10-21 within this Appendix.

Department / Division	Budget 2018/19 to 2019/20 £000	2018/19 Spend to Date £000
Corporate Resources	1,416	124
Adult Social Care	4,892	181
Planning, Development & Transportation	69,910	1,290
Tourism, Culture & Inward Investment	6,895	900
Neighbourhood & Environmental Services	269	1
Estates & Building Services	11,125	80
Children's Services	26,724	5,145
Public Health	3,619	53
Housing Revenue Account	4,924	760
Total	129,774	8,534

- 1.2 A list of the individual projects is shown in the table on pages 6-8 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)	2018/19 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Previous Reported RAG Rating	Project RAG Rating @ Period 3
CRS	Automatic Call Distribution System Upgrade	203	48	0	Apr-18	Apr-19	Purple	Amber
CRS	Finance, HR & Payroll System	1,213	76	0	Jun-17	Feb-19	Red	Red
ASC	ICT Investment - Phase 2 - Liquidlogic	627	160	0	Jan-19	Mar-19	Green	Green
ASC	Improvement to Day Care Services at Hastings Road	267	21	0	Apr-16	Sep-18	Green	Green
ASC	Specialist Dementia Care Centre	1,548	0	0	TBC	TBC	Purple	Purple
ASC	Extra Care Schemes	2,450	0	0	TBC	TBC	Purple	Purple
CDN (PDT)	Leicester North West Major Transport Scheme	8,555	0	0	Mar-19	Mar-21	Amber	Amber
CDN (PDT)	North City Centre Access Improvement Scheme	10,559	427	0	Feb-20	Nov-20	Green	Green
CDN (PDT)	Anstey Lane Improvements for Ashton Green	7,900	0	0	May-19	Mar-20	Green	Green
CDN (PDT)	City Centre Street Improvements	2,262	237	0	Apr-19	May-19	Green	Green
CDN (PDT)	Townscape Heritage Initiative	796	265	0	Feb-18	Apr-18	Green	Green
CDN (PDT)	Waterside Strategic Regeneration Area	17,764	201	0	Mar-23	Mar-23	Green	Green
CDN (PDT)	St George's Churchyard	857	0	0	Aug-18	Aug-19	Amber	Amber
CDN (PDT)	Queen's Building (formerly Shahista House)	150	0	0	Dec-17	Sep-18	Green	Green
CDN (PDT)	Great Central Street / Vaughan Way	2,740	6	0	Jan-19	Aug-19	Green	Green
CDN (PDT)	Ashton Green	404	41	0	Mar-18	Mar-19	Green	Green
CDN (PDT)	Pioneer Park	4,217	17	0	Jan-21	Jan-21	Green	Green
CDN (PDT)	Great Central Railway Museum	160	0	160	Oct-18	TBC	Purple	Purple
CDN (PDT)	Newarke Street Car Park improvements	247	81	0	Sep-18	Dec-18	Green	Green
CDN (PDT)	Connecting Leicester - Low Carbon Schemes	7,200	0	0	Nov-20	Nov-20	N/a	Green
CDN (PDT)	Putney Road Link	4,859	14	0	Dec-19	Nov-19	N/a	Green
CDN (PDT)	Abbey Park Precinct Wall	92	0	0	Aug-19	Aug-19	N/a	Green
CDN (PDT)	Pioneer Park Commercial Workspace (formerly Dock 2)	1,148	1	0	Spring 18	Spring 20	Amber	Amber
CDN (TCI)	Jewry Wall Museum Improvements	1,069	264	0	Mar-19	Summer 20	Amber	Amber
CDN (TCI)	Leicester Market Redevelopment	5,030	606	0	Dec-18	Jun-19	Green	Amber
CDN (TCI)	Abbey Pumping Station	317	30	0	Mar-19	Sep-19	Green	Green

COLOUR KEY : Successful Delivery Likely Successful Delivery Probable Successful Delivery Appears Unachievable Project Complete Project on Hold
[Green] [Amber] [Red] [Blue] [Purple]

Dept/ Division	Project	Total Budget (£000)	2018/19 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Previous Reported RAG Rating	Project RAG Rating
CDN (TCI)	De Montfort Hall Improvement Works	479	0	0	Sep-18	Nov-18	N/a	Amber
CDN (NES)	Library Management System	130	0	0	Dec-18	Dec-18	Green	Green
CDN (NES)	Watermead Country Park - Additional Car Park	39	1	0	Mar-19	Mar-19	N/a	Green
CDN (NES)	City Centre Playground	100	0	0	Mar-19	Jan-19	N/a	Green
CDN (EBS)	Haymarket House, Car Parks & Lifts	10,067	0	0	Spring 19	Spring 19	N/a	Green
CDN (EBS)	11-15 Horsefair Street	423	75	200	Nov-18	Mar-19	Amber	Amber
CDN (EBS)	Property Acquisition	335	0	0	Sep-18	Sep-18	N/a	Green
CDN (EBS)	City Hall Power Backup	300	5	75	Sep-18	Mar-19	N/a	Amber
ECS	Waterside Primary School	911	553	0	Aug-19	Sep-20	Amber	Green
ECS	Additional Places - Inglehurst Junior	285	40	0	Sep-17	Sep-18	Amber	Green
ECS	Additional Places - Spinney Hill	231	0	0	Feb-18	Sep-18	Amber	Green
ECS	Additional Places - Marriott	1,000	0	0	Sep-18	Dec-18	Amber	Amber
ECS	Primary School Temporary Modular Buildings	681	0	0	Oct-17	Sep-18	Green	Amber
ECS	Primary School Internal Reconfigurations	292	4	0	Sep-17	Sep-18	Green	Amber
ECS	Carisbrooke Temporary Modular Buildings	53	0	0	Oct-17	Sep-18	Green	Amber
ECS	Secondary School Places - PFI schools	400	216	0	Aug-19	TBC	Green	Purple
ECS	Secondary School Places - Non-PFI schools	85	467	0	Jul-19	Jan-20	Amber	Amber
ECS	St Paul Temporary Modular Buildings	582	0	0	Sep-18	Sep-18	N/a	Green
ECS	English Martyrs Internal Refurbishments	206	0	0	Sep-18	Sep-18	N/a	Green
ECS	Fullhurst / Ellesmere School Expansions	14,832	3,835	0	Aug-19	Jul-19	Green	Green
ECS	St John the Baptist Primary Extension	1,566	0	0	May-19	May-19	N/a	Green
ECS	SEND Places Expansion - Phase 1	2,064	0	0	Nov-18	Nov-18	N/a	Green
ECS	Primary Pupil Referral Unit Expansion	2,657	0	0	Oct-19	Oct-19	N/a	Green
ECS	Wigston Lane Children's Home	500	0	0	Nov-18	Nov-18	N/a	Green
ECS	Children's Homes - Netherhall	264	11	0	Sep-17	Oct-18	Amber	Green
ECS	Children's Homes - Tatlow Road	115	19	0	Dec-17	Sep-18	Amber	Green
PH	Relocation of Sexual Health Clinic	1,374	53	0	Mar-18	Mar-18	N/a	Green
PH	Leisure Centre Improvement Programme	2,245	0	0	Mar-20	Mar-20	N/a	Amber
Total (excluding HRA)		124,850	7,774	435				

COLOUR KEY : Successful Delivery Likely Successful Delivery Probable Successful Delivery Appears Unachievable Project Complete Project on Hold
[Green] [Amber] [Red] [Blue] [Purple]

Dept/ Division	Project	Total Budget (£000)	2018/19 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Previous Reported RAG Rating	Project RAG Rating
CDN (HRA)	St Leonard's Tower Block - Lift	100	0	(95)	Mar-18	TBC	Amber	Amber
CDN (HRA)	Exchange Demolition	100	0	0	Dec-17	TBC	Amber	Amber
CDN (HRA)	E-Communications (Mobile Working)	397	4	0	Aug-18	Feb-19	Amber	Amber
CDN (HRA)	Northgate Business Systems Phase 2	975	164	0	Mar-18	Mar-19	Green	Green
CDN (HRA)	Tower Block Redevelopment	352	592	(300)	Sep-18	Jan-19	Amber	Amber
CDN (HRA)	Goscote House Demolition	3,000	0	0	TBC	TBC	N/a	Green
Total HRA		4,924	760	(300)				
Total (including HRA)		129,774	8,534	135				

COLOUR KEY : Successful Delivery Likely Successful Delivery Probable Successful Delivery Appears Unachievable Project Complete Project on Hold
[Green] [Amber] [Red] [Blue] [Purple]

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 2018/19 Period 3

Corporate Resources

1. Projects Summary

Project Name	Approval 2018/19 to 2019/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Automatic Call Distribution System.	203	48	June 2017	April 2019	A
Finance, HR & Payroll System	1213	76	2018/19	2018/19	R
Total	1,416	0			

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

2.1. **Automatic Call Distribution System** This project is now live with a new supplier following a tender exercise but costs for some modules are under dispute and may result in a cost overrun. Implementation resources are an issue as the budget does not allow for the employment of additional back-fill resources. This may impact the project timelines and push some of the implementation costs into the next financial year.

2.2. **Finance, HR & Payroll System** The core HR system has now been implemented with the recruitment system anticipated to be implemented during 2018/19. The Council has reviewed the project plan for the Finance system with the supplier following identification of project slippage and the need to ensure we use the flexibility offered by the system to best effect. Additional resources have been allocated to the project team and additional resource will be needed from the supplier to ensure the system is implemented at the end of 2018/19.

Capital Programme Project Monitoring 2018/19 – Period 3

Adults

Projects Summary

Project Name	Approval 18/19 to 19/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)
ICT Investment – Phase 2 (Liquidlogic Enhancements)	627	0	January 2019	March 2019	G
Improvements to day care services at Hastings Road	267	0	April 2016	September 2018	G
Special Dementia Care Centre	1,548	0			P
Extra Care – Two Schemes	2,450	0			P
Total	4,892	0			

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

1.1 Specialist Dementia Care Centre This project is on hold, pending the outcome of the government consultation on the future of social housing rents. Early indications are positive for the Council, but the detail is still awaited. An announcement was anticipated during April 2018 but now likely to be in the autumn.

1.2 Extra Care Schemes These schemes are on hold, awaiting the outcome of the government consultation on the future of social housing rents. Whilst this has not yet been published the consortia who were procured to develop the schemes have proposed a way forward, which will allow the properties to be built without putting the Council at financial risk. The proposal is still pending legal consideration.

Capital Programme Project Monitoring 2018/19 Period 3

Planning, Development & Transportation

1. Projects Summary

Project Name	Approval 2018/19 to 2019/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Leicester North West Transport Scheme	8,555	0	Mar 2019	Mar 2021	A
North City Centre Access	10,559	0	Feb 2020	Nov 2020	G
Ashton Green Highways Infrastructure	7,900	0	May 2019	Mar 2020	G
City Centre Street Improvements	2,262	0	Apr 2019	May 2019	G
Townscape Heritage Initiative	796	0	Feb 2018	Apr 2018	G
Waterside	17,764	0	Mar 2023	Mar 2023	G
St George's Churchyard	857	0	Aug 2018	Aug 2019	A
Shahista House	150	0	Dec 2017	Sept 2018	G
Vaughan Way / Great Central Street	2,740	0	Jan 2019	Aug 2019	G
Ashton Green	404	0	Mar 2018	Mar 2019	G
Pioneer Park	4,217	0	Jan 2021	Jan 2021	G
Newarke Street Car Park Improvements	247	0	Sept 2018	Dec 2018	G
GCR Mainline Museum	160	160	Oct 2018	TBC	P
Abbey Park Precinct Wall	92	0	Aug 2019	Aug 2019	G
Pioneer Park Commercial Workspace	1,148	0	Spring 2018	Spring 2020	A
Connecting Leicester – Low Carbon Schemes	7,200	0	Nov 2020	Nov 2020	G
Putney Road Link	4,859	0	Nov 2019	Nov 2019	G
Total	69,910	160			

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

2.1. **Leicester North West Major Transport Project** Early contractor involvement on Phase 1 of the scheme (the Ravensbridge Drive/St Margaret's Way junction and Anstey Lane/Blackbird Road junctions) has progressed well and an acceptable target price was submitted with the contract signed in May. Work is due to commence on site on 1st October 2018. This was delayed from July due to conflicts with other schemes in the area and traffic management restrictions. Officers are progressing options for spending the remainder of the funding at Fiveways (approx. £4.5m) by March 2021.

2.2. **St George's Churchyard** The scheme for public realm improvements was presented to Planning Committee in January 2018 but was deferred. Conversations are ongoing with key stakeholders. It is anticipated that works, subject to planning permission, could commence in late 2018.

2.3. **Great Central Railway Mainline Museum** This project is now on hold following the withdrawal of HLF funding in December 2017. GCR are now considering options for an alternative scheme and further meetings to discuss alternatives will be held with the City and County Councils in due course. The £160,000 remaining in the budget will be held pending the outcome of the options review.

2.4. **Pioneer Park Commercial Workspace (formally Dock 2)** Land has been acquired from Homes England and a proposal to seek a development partner to develop new commercial space on the vacant site is being progressed. Consultants have been appointed to restart the design works and external legal advice has been appointed to assist with exploring procurement routes. The site will most likely be delivered in phases with the potential that the Council may retain some business space which could function as move-on space for Dock. The balance of the land available could enable the development partner to build additional business space for sale or lease.

Capital Programme Project Monitoring 2018/19 Period 3

Tourism, Culture and Inward Investment

1. Projects Summary

Project Name	Approval 2018/19 to 2019/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Jewry Wall Museum Improvements	1,069	0	March 2019	T.B.C.	A
Leicester Market Redevelopment	5,030	0	Dec 2018	June 2019	A
Abbey Pumping Station	317	0	March 2019	Sept 2019	G
De Montfort Hall Improvement Works	479	0	Sept 2018	Nov 2018	A
Total	6,895	0			

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

2.1. **Jewry Wall Museum Improvements** The design for the project is at RIBA Stage 4 and the walkway design has been revised. The museum refurbishment and walkway work will be incorporated into one procurement exercise, which is currently awaiting funding confirmation prior to issue of the tender documentation. Subject to being able to issue documents during the summer, the project is forecast to be complete in early summer 2020.

2.2. **Leicester Market Redevelopment** The work on the screen wall is now anticipated to complete in the New Year, due to the discovery of the asbestos during the demolition work. The package of works for Phase 3 are being finalised with expected commencement date of October 2018.

2.3. **De Montfort Hall Improvement Works** Procurement has been completed, planning permission has been granted and works are underway to extend the car park to create 38 new car parking spaces. Landscaping has been delayed and is to be completed once the warmer weather has passed. All the other works are currently taking place and should be complete for the end of September as originally forecast. The extension will allow De Montfort Hall to stage more large outdoor live music and comedy events.

Capital Programme Project Monitoring 2018/19 Period 3

Neighbourhood and Environmental Services

1. Projects Summary

Project Name	Approval 2018/19 to 2019/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating
Library Management System	130	0	Dec 18	Dec 18	G
City Centre Play	100	0	March 19	Jan 19	G
Watermead Country Park	39	0	March 19	March 19	G
Total	269	0			

Capital Programme Project Monitoring 2018/19 – Period 3

Estates and Building Services

1. Projects Summary

Project Name	Approval 18/19 to 19/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)
Haymarket House, Car Park and Lifts	10,067	0	Spring 2019	Spring 2019	G
11-15 Horsefair Street	423	(200)	Nov 2018	March 2019	A
City Centre Property Acquisition	335	0	Sept 2018	Sept 2018	G
City Hall Power Back Up	300	(75)	Sept 2018	March 2019	A
Total	11,125	(275)			

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

2.1 11-15 Horsefair Street A contractor for the demolition of one of the acquired units has been selected. Demolition is due to be completed by November 2018. Further to the completion of all investigation works it has been determined that it will be necessary to erect new walls to the exposed gables, which will increase works costs. These works will be delayed due to the availability and 25-week lead time of the brick finish required. The art works will be on hold until the gable walls are completed. Pedestrian access will be available from November with a temporary surface of approx. 3-4 metres width. The gable walls will be boarded to allow safe access to pedestrians over the Christmas period. Permanent reinstatement works are expected to be complete by March 2019.

2.2 City Hall Power Back Up Further to completion of an options appraisal EBS are in the process of evaluating the best option in respect of continuity of service. Once a preferred option has been selected the project can proceed into design. The initial feasibility report determined that significant infrastructure changes are required to allow the generator to serve the necessary footprint of building, which will result in a corresponding increase in works cost.

Capital Programme Project Monitoring 2018/19 – Period 3

Children's Services

1. Projects Summary

Project Name	Approval 18/19 to 19/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)
Waterside Primary School	911	0	Aug 19	Sep 20	G
Additional Places - Inglehurst Junior	285	0	Sep 17	Sep 18	G
Additional Places - Spinney Hill	231	0	Sep 18	Sep 18	G
Additional Places – Marriott	1,000	0	Sept 18	Dec 18	A
Primary School Temporary Modular Buildings	681	0	Oct 17	Sep 18	A
Primary School Internal Reconfiguration	292		Sep 17	Sep 18	A
Carisbrooke Temporary Modular Buildings	53	0	Oct 17	Sep 18	A
Secondary School Places – PFI Schools	400	0	Aug 19	-	P
Secondary School Places – Non-PFI Schools	85	0	Jul 19	Jan 20	A
Secondary Expansions – Fullhurst / Ellesmere	14,832	0	Aug 19	Jul 19	G
Children's Homes – Netherhall	264	0	Sep 17	Oct 18	G
Children's Homes – Tatlow Road	115	0	Dec 17	Sep 18	G
Wigston Lane - Children's Home Improvement Programme	500	0	May 19	May 19	G
St Paul's Temporary Modular Buildings	582	0	Sep 18	Sep 18	G
English Martyrs Catholic Internal Refurbishment 2018	206	0	Sep 18	Sep 18	G
St John the Baptist Primary Expansion	1,566	0	May 19	May 19	G
SEND Places Expansion - Phase 1	2,064	0	Nov 18	Nov 18	G
Primary Pupil Referral Unit (PRU) Expansion (Netherhall)	2,657	0	Oct 19	Oct 19	G
Total	26,724	0			

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

2.1 Additional Places – Marriott The project is now moving towards delivery on site, with works expected to complete by the end of 2018.

2.2 Primary School Temporary Modular Buildings Works were practically complete on site in August 2017 and the accommodation occupied by the schools. Since that time elements of related works have progressed. The defects rectification period is due to

complete in August 2018 and a plan is in place for outstanding matters to be closed in line with this timescale.

2.3 Primary School Internal Reconfiguration Project works were completed in 2017/18, although some budget remains for retentions. The final cost position is being reviewed in order to close out remaining budgets.

2.4 Carisbrooke Temporary Modular Buildings Works were practically complete on site in August 2017 and the accommodation occupied by the schools. Since that time elements of related works have progressed. The defects 'rectification period' is due to complete in August 2018 and there is a plan in place for outstanding matters to be closed in line with this timescale.

2.5 Secondary School Places – PFI Schools The approved budget relates to pre-construction design and tender activities which are now complete. The next stage is to proceed to RIBA Stage 5 (Construction) and the associated release of capital funding for the whole programme. At present, the programme has been 'paused' whilst increased certainty is obtained on future pupil place projections. The requirement for further certainty is following recent fluctuation to birth rate statistics.

2.6 Secondary School Places – Non-PFI Schools The approved budget relates to design and tender activities up to the end of RIBA Stage 3. These activities are complete and it is anticipated that RIBA Stage 4 activities should complete in August 2018, ahead of Executive Decision.

Capital Programme Project Monitoring 2018/19 – Period 3

Public Health

1. Projects Summary

Project Name	Approval 18/19 to 19/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)
Relocation of Sexual Health Clinic	1,374	0	December 2018	December 2018	G
Cossington Leisure Centre (CLC)	600	0	July 2019	July 2019	A
Evington Leisure centre (ELC)	865	0	July 2019	July 2019	A
Aylestone Leisure Centre (ALC)	349	0	September 2019	September 2019	A
Braunstone Leisure Centre (BLC)	31	0	March 2020	March 2020	P
All Leisure Centres (excluding BLC)	400	0	September 2018 Phase 1 and September 2019 Phase 2	April 2019	A
Total	3,619	0			

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

2.1. **Leisure Centre Improvement Programme** Initial feasibility work on Phase 1 (Evington and Cossington Leisure Centres) has been completed, with the preferred procurement route to be agreed by end of August. The specification for Phase 2 (Aylestone Leisure Centre Capital Scheme) is currently being developed. The Braunstone Leisure Centre Scheme has been deferred, as the decision to convert the crèche facility to an exercise studio not been taken forward. Options to secure external funding to extend the Leisure Centre are being explored through Sport England.

Capital Programme Project Monitoring 2018/19 – Period 3

Housing

1. Projects Summary

Project Name	Approval 18/19 to 19/20 (£000)	Forecast Under / (Over) Spend (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)
St Leonard's Tower Block - Lift	100	(95)	Mar 18	tbc	A
Exchange Demolition	100	0	Dec 17	tbc	A
E-Communications (Mobile Working)	397	0	Aug 18	Feb 19	A
Northgate Business Systems Phase 2	975	0	March 18	March 19	G
Tower Block Redevelopment	352	(300)	Sept 18	Jan 19	A
Goscote House Demolition	3,000	0	tbc	tbc	G
Total	4,924	(395)			

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

2.1 St Leonard's Lift The building was originally designed to have two lifts but only one was ever installed, with the location of the second lift being used as communal cupboards. The original lift is now coming to the end of its useful life and the decision has been taken to install a new second lift. The existing lift can then be renewed and the block will have two lifts as originally planned. It is now estimated that the cost for both lifts will be around £195k, exceeding the approved budget by £95k. The ongoing delay is being caused because of reluctance on the part of a leaseholder to the installation of the second lift.

2.2 Exchange Demolition The demolition of the existing parade of shops is dependent on the relocation of the post office currently located there. A decision was taken in August 2017 to dispose of land on Sturdee Road in order that an existing health centre can be extended to accommodate a new post office. The land transfer was subsequently completed in October 2017. Delays to the construction of the post office will mean that demolition will now not take place until later in 2018/19.

2.3 E-Communications (Mobile Working) The project has been subject to delays due to significant difficulties in sourcing suitable devices. Various options are being explored to resolve these issues including the use of Android phones which are compatible with the new Total Mobile solution.

2.4 Tower Block Redevelopment Following the Grenfell Tower fire in London, it was decided to delay the re-occupation of Gordon House to reassure returning tenants that

all passive fire safety measures had been completed to the required standard. This delay has subsequently affected the start date for works to Maxfield House. Since starting the refurbishment, it has been established that the ventilation duct has corroded where it passes through the concrete floor slab and will need to be replaced, which will increase the cost of the refurbishment by £300k.

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 £000	2018/19 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Adult Social Care	184	0	0	0
Planning, Development & Transportation	11,348	776	0	0
Tourism, Culture & Inward Investment	1,858	89	0	0
Neighbourhood & Environmental Services	1,773	0	0	0
Estates & Building Services	480	301	0	0
Housing General Fund	5,883	294	0	45
LLEP	0	0	0	0
Children's Services	5,987	2	0	0
Total (excluding HRA)	27,513	1,462	0	45
Housing Revenue Account	16,190	2,336	(62)	0
Total (including HRA)	43,703	3,798	(62)	45

2. Summary of Individual Work Programmes

Work Programme	Dept/ Division	Approved £000	2018/19 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Dementia Friendly Buildings Initiative	ASC	184	0	0	0
Transport Improvement Works	CDN (PDT)	2,594	110	0	0
Bus Engine Retrofitting (DFT funded)	CDN (PDT)	2,200	0	0	0
Air Quality Action Plan	CDN (PDT)	76	1	0	0
Highways Maintenance	CDN (PDT)	2,670	46	0	0
Townscape Heritage Initiative - Business Grants	CDN (PDT)	661	11	0	0
Flood Strategy	CDN (PDT)	367	31	0	0
Festive Decorations	CDN (PDT)	46	0	0	0
Local Environmental Works	CDN (PDT)	0	65	0	0
Legible Leicester	CDN (PDT)	658	69	0	0
Parking Strategy Development	CDN (PDT)	1,083	49	0	0
Leicester Strategic Flood Risk Management Strategy	CDN (PDT)	488	84	0	0
Potential Strategic Development Sites Assessment	CDN (PDT)	405	283	0	0
Architectural & Feature Lighting	CDN (PDT)	50	0	0	0
Front Wall Enveloping	CDN (PDT)	50	27	0	0
Enterprising Leicester Loans	CDN (TCI)	403	0	0	0
Heritage Interpretation Panels	CDN (TCI)	13	2	0	0
Retail Gateways	CDN (TCI)	425	14	0	0
Arts & Museum Security Improvements	CDN (TCI)	40	0	0	0
Collaborate Business Project - Business Grants	CDN (TCI)	977	73	0	0
Parks Plant and Equipment	CDN (NES)	288	0	0	0
Allotment Infrastructure Phase 2	CDN (NES)	75	0	0	0
Replacement Tree Planting	CDN (NES)	86	0	0	0
CCTV Upgrade - Infrastructure	CDN (NES)	444	0	0	0
CCTV Upgrade - Neighbourhood Facilities	CDN (NES)	90	0	0	0
Euston Street Store	CDN (NES)	790	0	0	0
Property Maintenance	CDN (EBS)	480	301	0	0
Private Sector Disabled Facilities Grant	CDN (HGF)	2,495	259	0	0
Repayable Home Repair Loans	CDN (HGF)	433	0	0	0
Leicester Energy Efficiency Fund	CDN (HGF)	50	5	0	45
Street Scene Improvements - Housing Estates	CDN (HGF)	50	0	0	0
Vehicle Fleet Replacement Programme	CDN (HGF)	2,855	30	0	0
School Capital Maintenance	ECS	3,462	2	0	0
BSF Schools' Landlord Lifecycle Fund	ECS	2,525	0	0	0
Total (excluding HRA)		27,513	1,462	0	45
Council Housing - New Kitchens and Bathrooms	CDN (HRA)	4,341	815	4	0
Council Housing - Boiler Replacements	CDN (HRA)	3,500	507	0	0
Council Housing - Rewiring	CDN (HRA)	1,860	417	110	0
Disabled Adaptations & Improvements	CDN (HRA)	1,200	132	0	0
Council Housing - External Property Works	CDN (HRA)	1,054	219	0	0
Council Housing - Fire and Safety Works	CDN (HRA)	1,150	230	0	0
Council Housing - Insulation Works	CDN (HRA)	174	16	(176)	0
Sheltered Housing Improvements	CDN (HRA)	174	0	0	0
Council Housing - Buy-backs	CDN (HRA)	880	0	0	0
Community & Environmental Works	CDN (HRA)	1,857	0	0	0
Total HRA		16,190	2,336	(62)	0
Total (including HRA)		43,703	3,798	(62)	45

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 material slippage is forecast.
- 3.2 **Transport Improvement Works** This includes bus pinch point schemes, 20mph schemes, surveys and charges for management of the programme. Many of the 20mph schemes are in progress with works programmed to complete towards the end of the year. The most significant works are the £1.2m on bus pinch point scheme covering the St Margaret's Bus Station exit, the new bus lane enforcement scheme for Groby Road and the bus lane extension and enforcement scheme for Narborough Road, all of which are expected to complete in the New Year.
- 3.3 **Highways Maintenance** The 2018-19 programme is now progressing at pace and will fully spend allocations this year. Over £1m of work is being undertaken during the school summer holiday, with further surfacing programmes planned for the autumn. Works include £1m on the resurfacing to arterial roads and key commuter routes, £290k on the annual summer surface dressing programme and £219k on repair programmes to side streets. The £50k joint sealing programme has been completed. £500k of works to bridges on Rayner Road and Havencrest Drive are also planned to commence in September.
- 3.4 **Leicester Strategic Flood Risk Management Strategy** Current year spend is in line with the spend profile agreed with the LLEP. The majority of spend is expected to happen during the second half of the year as there is a dependency on partners completing their projects. The whole of this budget allocated for 2018/19 is expected to be spent.
- 3.5 **School Capital Maintenance & BSF Landlord Lifecycle Fund** As reported at Outturn, following a school maintenance prioritisation exercise, works are scheduled to commence during the school summer holiday. Such works will include window, fencing and boiler replacement programmes, essential roof replacement works and kitchen and electrical upgrades.
- 3.6 **Dementia Friendly Buildings** As reported at Outturn, there has been a delay with the second phase of works at the Customer Care Centre. Works for libraries and other neighbourhood services have commenced, the spend for which will be reported when incurred. No slippage is forecasted.
- 3.7 **Leicester Energy Efficiency Fund** This is a programme of discretionary grants to landlords to improve the energy efficiency of privately rented homes, administered by the Estates & Building Services (EBS). A review within the EBS service has resulted in a focus on other home energy schemes and the possible discontinuation of support for the LEEF programme. The programme is currently forecast to underspend during this financial year.
- 3.8 **Vehicle Fleet Replacement Programme** Of the £2.9m approval, £1.5m is scheduled to be spent during this year, supported by a detailed plan of vehicle purchases. This approach continues the cost effective management of the Council's vehicle fleet and will result in £1.4m being available for purchases in 2019/20.
- 3.9 **Council Housing – Rewiring** Re-wiring is forecast to underspend by £110k during the year. This is partly due to undertaking an approach in which circuits are upgraded rather

than fully re-wiring properties. The resulting saving will be used to part-fund the additional spending on insulation works.

- 3.10 **Council Housing - Insulation Works** Additional insulation work has been undertaken, over and above that provided for within the budget. This work is positive for tenants and the environment since it reduces energy consumption. The work will be funded from underspends on re-wiring and from HRA revenue underspends.

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 3, the following budgets for capital provisions were unspent.

Provision	Dept/ Division	Approved £000	2018/19 Spend to Date £000	2018/19 Commit- ments £000	2018/19 Total £000	Remaining Budget £000
Local Investment Fund Support	CDN (TCI)	181	0	0	0	181
Feasibility and Development Studies	CDN (PDT)	250	8	0	8	242
Empty Homes Purchase	CDN (HGF)	50	0	0	0	50
New School Places - Contingency	ECS	750	0	0	0	750
Children's Services Buildings (Non-Schools)	ECS	500	0	0	0	500
Adventure Playgrounds & Youth Centres	ECS	25	0	0	0	25
Early Years - Two Year Olds	ECS	189	0	0	0	189
Total		1,945	8	0	8	1,937

PROJECTS SUBSTANTIALLY COMPLETE**1. Summary**

- 1.1 As at the end of Period 3, the following schemes were still in progress and nearing completion. The budgets are the unspent amounts from previous years' capital programmes, mainly as a result of slippage.

Project	Dept/ Division	Approved £000	2018/19 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Electronic Document System Replacement	CRS	330	0	0	100
Anchor Centre - new recovery hub	ASC	146	25	0	100
Friars' Mill Phase 1	CDN (PDT)	54	2	0	0
Carron Building	CDN (PDT)	18	0	0	0
15 New Street	CDN (PDT)	24	1	0	(57)
Braunstone Hall	CDN (PDT)	130	20	0	0
9 Midland Street Acquisition	CDN (EBS)	281	275	0	0
New School Places - Alderman Richard Hallam	ECS	340	0	0	0
New School Places - various	ECS	339	86	0	0
Secondary School Temporary Modular Buildings	ECS	6,003	86	0	0
Fullhurst/Braunstone Skills Centre Expansion	ECS	187	86	0	0
Targeted Basic Need - Kestrels' Field	ECS	151	0	0	0
Schools (Residual BSF Programme)	ECS	250	1	0	0
Children's Homes - Barnes Heath	ECS	15	0	0	0
Children's Services Contact Centres	ECS	33	1	0	0
Total (excluding HRA)		8,301	583	0	143
Affordable Housing Programme 2013-17	CDN (HRA)	47	0	44	0
Total HRA		47	0	44	0
Total (including HRA)		8,348	583	44	143

POLICY PROVISIONS**1. Summary**

1.1 As at Period 3, the following policy provisions were still awaiting formal approval for allocation to specific schemes.

Department/ Division	Policy Provision	Amount £000
CDN (EBS)	Property Maintenance	3,762
CDN (PDT)	Economic Action Plan	11,117
CDN (PDT)	Air Quality Action Plan	740
CDN (PDT)	Parking Strategy Development	800
CDN (PDT)	Local Environmental Works	746
CDN (PDT)	Ashton Green Infrastructure	400
CDN (PDT)	Front Wall Enveloping	150
CDN (NES)	Commercial Property Acquisitions	1,685
CDN (HGF)	Vehicle Replacement Programme	1,800
ECS	New School Places	59,517
ECS	School Maintenance	8,000
ASC	Extra Care Schemes	6,700
Total (excluding HRA)		95,417
CDN (HRA)	New Affordable Housing	2,988
CDN (HRA)	Other HRA Schemes	300
Total HRA		3,288
Total (including HRA)		98,705

1.2 Money for new school places has been periodically released during the year, as plans are developed and approved. Decisions taken include:

- £788k released 3/5/18 for interim expansions of St Paul Primary and English Martyrs Secondary schools
- £2,064k released 4/7/18 for additional SEND school places
- £2,657k released 4/7/18 for the expansion of the Pupil Referral Unit in Netherhall
- £1,724k released 5/7/18 for the expansion of St John the Baptist CoE Primary School

1.3 Other releases from policy provisions up to Period 3 (reflected in the tables above) include:

- £2,245k for the Leisure Centre Improvement Programme
- £790k for works to Euston Street Store to prevent deterioration of stored museum exhibits
- £616k for City Centre property acquisitions.
- £690k for the Haymarket House, Car Park and Lifts project.

Overview Select Committee
Draft Work Programme 2018 – 2019

Meeting Date	Topic	Actions Arising	Progress
21 Jun 18	1) Tracking of petitions 2) Questions to City Mayor 3) Revenue Budget Monitoring Outturn 2017/18 4) Capital Budget Monitoring Outturn 2017/18 5) Income Collection April 2017 - March 2018 6) Review of Treasury Management Activities 2017/18 7) Scrutiny Commissions Work Programmes: <ul style="list-style-type: none"> • HCLS Review: Engagement with Leicester's Arts, Culture and Heritage Offer Report 	7) Report was endorsed.	
5 Jul 18 (Special)	1) Call-In – Executive Decision: Refurbishment of Haymarket Car Park, Provision of Lifts to the Theatre and Purchase of Haymarket House	1) Call-in was withdrawn by majority vote.	
13 Sep 18	1) Tracking of petitions 2) Questions to City Mayor 3) Revenue & Capital Monitoring – Period 3		
1 Nov 18	1) Tracking of petitions 2) Questions to City Mayor 3) Scrutiny Report 2016-18		
13 Dec 18	1) Tracking of petitions 2) Questions to City Mayor 3) Revenue & Capital Monitoring – Period 6 4)		
7 Feb 19	1) Tracking of petitions 2) Questions to City Mayor 3) Revised Scrutiny Handbook		

71

Meeting Date	Topic	Actions Arising	Progress
4 Apr 19	1) Tracking of petitions 2) Questions to City Mayor 3) Revenue & Capital Monitoring – Period9 4) Update on the Equality Strategy and Action Plan		

Forward Plan Items

Topic	Detail	Proposed Date

Leicester City Council

PLAN OF KEY DECISIONS

On or after 1 October 2018

What is the plan of key decisions?

As required by legal regulations the Council publishes a document to show certain types of decision known as 'key decisions' that are intended to be taken by the Council's Executive (City Mayor, Deputy City Mayor and Assistant City Mayors). The legislation requires that this document is published 28 clear days before a decision contained in the document can be taken. This document by no means covers all the decisions which the Executive will be taking in the near future.

Details of the other decisions, the City Mayor and the Executive also take can be found at www.cabinet.leicester.gov.uk/mgdelegateddecisions.aspx?bcr=1

What is a key decision?

A key decision is an executive decision which is likely:

- to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- to be significant in terms of its effects on communities living or working in two or more wards in the City.

Full details of the definition can be viewed at <https://www.leicester.gov.uk/your-council/how-we-work/plan-of-key-decisions/>

What information is included in the plan?

The plan identifies how, when and who will take each key decision, who to contact for more information or to make representations, and in addition where applicable, who will be consulted before the decision is taken.

The plan is published on the Council's website.

Prior to the taking of each executive key decision, please note that the relevant decision notice and accompanying report will be published on the Council's website and can be found at

<http://www.cabinet.leicester.gov.uk/mgdelegateddecisions.aspx?bcr=1>

Plan of Key Decisions
On or after 1 October 2018

Contents

	<u>Page</u>
1. A place to do business	3
2. Getting about in Leicester	4
3. A low carbon city	4
4. The built and natural environment	4
5. A healthy and active city	5
6. Providing care and support	6
7. Our children and young people	6
8. Our neighbourhoods and communities	7
9. A strong and democratic council	7

1. A place to do business

What is the Decision to be taken?	NEW OPPORTUNITIES To approve the investment in new opportunities through the use of New Opportunities funding.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	None.
Who can I contact for further information or to make representations	Matthew.Wallace@leicester.gov.uk

What is the Decision to be taken?	DECISIONS ACTING AS ACCOUNTABLE BODY TO THE LLEP Decisions as a consequence of being the Accountable Body to the Leicester and Leicestershire Enterprise Partnership, as and when they arise
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Proposals will have been subject to the LLEP governance processes
Who can I contact for further information or to make representations	Colin.Sharpe@leicester.gov.uk

What is the Decision to be taken?	APPROVE A CULTURAL INVESTMENT PROGRAMME To approve investment in important cultural assets and activities
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	
Who can I contact for further information or to make representations	Mike.Dalzell@leicester.gov.uk

2. Getting about in Leicester

What is the Decision to be taken?	CONNECTING LEICESTER PHASE 3 Decision to approve funds to progress the next phases of Connecting Leicester to be funded as part of the Economic Action Plan and through external grant funding
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Public, stakeholder and planning application consultation carried out on each scheme as appropriate
Who can I contact for further information or to make representations	Andrew.I.Smith@leicester.gov.uk

What is the Decision to be taken?	PUTNEY ROAD WEST LINK SCHEME To approve the transport scheme for implementation
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Public consultation undertaken on scheme design in March – April 2018. Economic Development, Transport & Tourism Scrutiny Commission considered on 12 July 2018.
Who can I contact for further information or to make representations	Andrew.I.Smith@leicester.gov.uk

3. A low carbon city

No decisions due to be taken under this heading for the current period

4. The built and natural environment

What is the Decision to be taken?	TECHNICAL SERVICES REVIEW - TRANSFORMING DEPOTS To approve a programme of rationalisation, disposal and improvement of the Council's depots. Planned capital expenditure is expected to be funded from the proceeds of
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	disposals.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	No external consultation is required, as this relates to the Council's operational arrangements.
Who can I contact for further information or to make representations	Philip.Davison@leicester.gov.uk

What is the Decision to be taken?	CORPORATE (PROPERTY) CAPITAL MAINTENANCE PROGRAMME 2018/19 To approve the release of £1.642m of policy provision funds to undertake essential maintenance of the Council's buildings.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	
Who can I contact for further information or to make representations	Sean.Atterbury@leicester.gov.uk

What is the Decision to be taken?	FUNDING REQUEST FROM THE RIVERSIDE GROUP LIMITED To approve grant funding towards the purchase of 46 new Affordable Housing Dwellings for rent and the addition of £1.08m to the Housing Revenue Account Capital Programme for 2018/19.
Who will decide?	City Mayor (Individual Decision)
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	None
Who can I contact for further information or to make representations	Janet.Callan@leicester.gov.uk

5. A healthy and active city

What is the Decision to be taken?	FUTURE MODEL OF INTEGRATED LIFESTYLE SERVICES
Who will decide?	City Mayor/Executive

When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Providers, service users, public and other stakeholders primarily through meetings, questionnaires and interviews.
Who can I contact for further information or to make representations	Jo.Atkinson@leicester.gov.uk

6. Providing care and support

What is the Decision to be taken?	ADULT SOCIAL CARE SPENDING REVIEW PROGRAMME 4 To approve savings that will contribute to the Council's Spending Review Programme 4, which requires Adult Social Care to deliver savings for 2019/20
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	To be confirmed
Who can I contact for further information or to make representations	Tracie.Rees@leicester.gov.uk

7. Our children and young people

What is the Decision to be taken?	ADDITIONAL SCHOOL PLACES To approve capital funding for additional school places
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Schools
Who can I contact for further information or to make representations	Rob.Thomas@leicester.gov.uk

What is the Decision to be taken?	CHILDREN'S CAPITAL IMPROVEMENT PROGRAMME To approve the funding of a £3m capital improvement programme to the Council's school estate
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018

Who will be consulted and how?	
Who can I contact for further information or to make representations	Sean.Atterbury@leicester.gov.uk

8. Our neighbourhoods and communities

No decisions due to be taken under this heading for the current period

9. A strong and democratic council

What is the Decision to be taken?	BID TO BECOME A BUSINESS RATES PILOT To consider whether to be part of a Leicester/Leicestershire Bid
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	None
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	REVENUE BUDGET MONITORING 2018/19 PERIOD 3
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Overview Select Committee – date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	REVENUE BUDGET MONITORING 2018/19 PERIOD 6
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Nov 2018
Who will be consulted and how?	Overview Select Committee – date to be advised

Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk
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What is the Decision to be taken?	REVENUE BUDGET MONITORING 2018/19 PERIOD 9
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 2019
Who will be consulted and how?	Overview Select Committee – date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	REVENUE OUTTURN 2018/19
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 May 2019
Who will be consulted and how?	Overview Select Committee – date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	CAPITAL MONITORING 2018/19 PERIOD 3
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	Overview Select Committee, date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	CAPITAL MONITORING 2018/19 PERIOD 6
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Nov 2018
Who will be consulted and how?	Overview Select Committee, date to be advised

Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk
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What is the Decision to be taken?	CAPITAL MONITORING 2018/19 PERIOD 9
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 2019
Who will be consulted and how?	Overview Select Committee, date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	CAPITAL OUTTURN 2018/19
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 May 2019
Who will be consulted and how?	Overview Select Committee, date to be advised
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	CAPITAL PROGRAMME 2018/19 TO 2019/20
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Nov 2018
Who will be consulted and how?	Consultation with Scrutiny prior to the Council meeting
Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk

What is the Decision to be taken?	GENERAL FUND REVENUE BUDGET 2019/20 TO 2021/22
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 2019
Who will be consulted and how?	Consultation with Scrutiny prior to the Council meeting

Who can I contact for further information or to make representations	Alison.Greenhill@leicester.gov.uk
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What is the Decision to be taken?	HOUSING REVENUE ACCOUNT 2019/20 BUDGET AND CAPITAL PROGRAMME
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Jan 2019
Who will be consulted and how?	Consultation with Scrutiny and Tenants' Forum prior to the Council meeting
Who can I contact for further information or to make representations	Chris.Burgin@leicester.gov.uk

What is the Decision to be taken?	INVESTMENT PROPERTY To approve the purchase of investment property through use of Investment Property funding.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Oct 2018
Who will be consulted and how?	None
Who can I contact for further information or to make representations	Matthew.Wallace@leicester.gov.uk