



Leicester
City Council

MEETING OF THE OVERVIEW SELECT COMMITTEE

DATE: THURSDAY, 14 DECEMBER 2017

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 Cank, Cutkelvin, Grant, Gugnani, Khote, Dr Moore, Newcombe, Porter and Unsworth

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 MEETING

[Appendix A](#)

The minutes of the meeting of the Overview Select Committee held on 2 November 2017 and the Special Meeting of the Overview Select Committee held on 20 November 2017 are attached and the Committee will be asked to confirm them as correct records.

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. CALL IN OF EXECUTIVE DECISION - REVENUE [Appendix C](#) BUDGET MONITORING PERIOD 4 2017/18 - SAVINGS ARISING FROM THE HOMELESSNESS REVIEW

The Monitoring Officer submits a report, which enables the Overview Select Committee to consider the call-in of the Executive Decision taken by the City Mayor relating to Revenue Budget Monitoring Period 4 2017/18 - Savings arising from the Homelessness Review. The recommendations for the Committee are set out in Paragraph 2 of the report.

10. 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.

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

The Committee will receive the report of the Finance Task Group which met to consider the following Finance Reports:

- a) Revenue Monitoring Report Period 6, 2017-2018 (Appendix D)
- b) Capital Monitoring Report Period 6, 2017-2018 (Appendix D1)
- c) Mid-Year Review of Treasury Management Activities 2017/18 (Appendix D2)
- d) Income Collection April 2017 – September 2017 (Appendix D3)

The Minutes of the meeting of the Finance Task Group are attached in Appendix D4

12. SCRUTINY COMMISSIONS' WORK PROGRAMMES [Appendix E](#)

- a) To receive and endorse the following Scoping Document:-

Engagement with Leicester's Arts, Culture and Heritage Offer (Heritage , Culture, Leisure and Sport Scrutiny Commission)

13. OVERVIEW SELECT COMMITTEE WORK PROGRAMME

Appendix F

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.

14. PLAN OF KEY DECISIONS

Appendix G

Members are asked to consider the Plan of Key Decisions as comment as they see fit.

15. ANY OTHER URGENT BUSINESS



Leicester
City Council

Appendix A

Minutes of the Meeting of the
OVERVIEW SELECT COMMITTEE

Held: THURSDAY, 2 NOVEMBER 2017 at 5:30 pm

P R E S E N T :

Councillor Singh (Chair)
Councillor Govind (Vice Chair)

Councillor Cank
Councillor Cutkelvin
Councillor Gugnani

Councillor Khote
Councillor Newcombe
Councillor Porter

Councillor Unsworth

Also present:

Councillor Singh Clair – Deputy City Mayor
Councillor Russell – Deputy City Mayor, Children, Young People and Schools
Councillor Sood – Assistant City Mayor, Communities and Equalities

* * * * *

28. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Grant, who was carrying out a civic duty on behalf of the Council, and Councillor Dr Moore. The City Mayor also submitted his apologies.

29. DECLARATIONS OF INTEREST

Councillor Sood declared an Other Disclosable Interest as she was a Member of the Leicester Council of Faiths.

In accordance with the Council's Code of Conduct, the interest was not considered so significant that it was likely to prejudice Councillor Sood's judgement of the public interest. She was not, therefore, required to withdraw from the meeting.

30. CHAIR'S ANNOUNCEMENTS

The Chair made no announcements.

31. MINUTES OF THE PREVIOUS MEETING

AGREED:

that the minutes of the meeting of the Overview Select Committee held on 14 September be confirmed as a correct record.

32. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING

The Chair reported on progress on actions previously agreed:

Action requested	Action taken
A visit to the emergency control room located in City Hall to be arranged for interested Councillors.	An offer had been made to Members.
The Director, Delivery, Communications and Political Governance to be advised if Councillors wished to observe a simulated emergency exercise and one to be arranged accordingly if interest shown.	An offer had been made to Members.

33. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE

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

34. PETITIONS

The Monitoring Officer reported that no petitions had been received.

35. TRACKING OF PETITIONS - MONITORING REPORT

AGREED:

that the report be noted and petitions referenced 14/07/2017/2, 14/07/2017/4, marked 'petitions process complete' be removed from the monitoring report.

Action	By
Remove those petitions marked 'petitions process complete' from the monitoring report.	Senior Democratic Support Officer

36. QUESTIONS FOR THE CITY MAYOR

Members of the Committee were given the opportunity to raise questions for Councillor Clair, Deputy City Mayor and Councillor Russell, Deputy City Mayor for Children, Young People and Schools (CYPS)

Mental Health and support for Children

Councillor Cutkelvin said that the Health and Wellbeing Scrutiny Commission and the Children, Young People and Schools Scrutiny Commission would be holding a joint meeting to consider the Child and Adolescent Mental Health Service (CAMHS). She asked the Deputy City Mayor, CYPS, what the Council could do to provide dedicated mental health staff in schools to support children and young people.

The Deputy City Mayor, CYPS, responded that the Council worked across schools to support children, to help them build on their mental resilience and there were also programmes to help teachers, teaching assistants to promote mental health. The Council were very aware of their responsibilities and mental health problems were becoming an increasing problem. The meeting heard that the exam culture, particularly with testing at the end of key stages, did impact on the mental health of children and young people.

Firework Night and Diwali Celebrations

The Chair said the Bonfire Night event at Abbey Park had always been very successful and he asked the Deputy City Mayor about attendance figures and whether income met expenditure.

The Deputy City Mayor responded that Leicester had one of the biggest firework night celebrations in the East Midlands with increasing numbers of people coming to enjoy the mix of fireworks, fairground rides and entertainment. There was also a big screen so that people could watch from a distance. Over the last two years there had been a record number of attendees with up to 25,000 people present. The budget for the festival was £16k which had remained the same despite the budget pressures.

Councillor Govind congratulated the Deputy City Mayor and the entire team on the recent Diwali night celebrations; stating that that were a big improvement on the previous year. The Deputy City Mayor said that when the Diwali festival started 25 years ago in Leicester, it was attended by a very small number of people but the festival had grown into an event that Leicester could be proud of with attendance reaching approximately 80,000 or 90,000 people. The Deputy City Mayor congratulated all those involved including the Diwali Working Group and the officers who had been responsible for the lighting.

37. REPORT OF THE FINANCE TASK GROUP

The Chair introduced the Report of the Finance Task Group which had met on 18 October 2017 to consider the Revenue Budget Monitoring and Capital Budget Monitoring Reports for Period 4, 2017/18. The Chair stated that the Finance Task Group had expressed particular concerns regarding pressures relating to the Adult Social Care budget.

The Director of Finance introduced the Revenue Budget Monitoring Report and stated that there were continued pressures in both the Adult Social Care and the Children's Services budgets. Those budget pressures were national issues rather than particular to Leicester, but Leicester was a relatively deprived city. The major issue for the Adult Social Care service was the increasing levels of needs of their existing service users, but the department continued to look at new ways of working to make budget savings. Within Children's Services, budget pressures particularly arose from the rising number of children in receipt of care.

The Director of Finance then referred to the Capital Budget Monitoring Report and explained that the focus of capital reports had changed from a particular programme's spend to its delivery. The Director assured Members that they would be informed where it was considered that capital projects would not be delivered to budget. The Chair commented that the format of the capital budget in the report was now very clear. Members heard that individual projects were given a RAG (Red, Amber Green) rating and Members asked that the code be included in all future reports where the RAG rating was used.

Councillor Cutkelvin referred to the Extra Care Schemes, which were on hold awaiting the announcement from the Government on the Housing Cap, and the Director explained that guidance had now been issued. While they were still waiting for some details, there was good news for the Council as the Government had realised that over 80% of schemes had stopped due to the uncertainty around the Housing Cap. There were two Extra Care Schemes ready to go, but as they were procured a long time ago, there was a need to check that the procurement was still compliant. Councillor Cutkelvin commented that this was an important issue and she would welcome a briefing for Members.

A Member said that there had been an over spend in relation to the Haymarket car park lift and questioned where the extra money would come from. The Director responded that she would be giving consideration to this, but underspends could be used towards overspends elsewhere.

In response to a query relating to the Anchor Centre, the Director explained that the Council had very recently taken possession of the new building and they anticipated that it would be ready for use soon. The Deputy City Mayor, CYPS, added that there would be a careful transition programme in view of the vulnerability of many of the service users.

The Director of Finance was asked about the vehicle replacement programme and explained that the fleet included a wide range of vehicles, which had cost a substantial amount of money. The Council were making savings by extending

the life of their fleet and looking at issues such as whether it was necessary to replace like for like. Some of the big industrial mowers for example were very expensive. There was a cost incurred in painting the Council vans yellow, and this also made them hard to sell. Therefore in future, Council vans would be white. In response to a question, Members heard that the Council had in the past, leased vehicles but this practise had stopped about ten years ago because it became too expensive.

Councillor Porter referred to a news article in the media, which stated that the Council were providing funding to a developer to refurbish a property near Curve, and he expressed a view that this was not fair and promoted unfair competition. The Director of Finance said that she was not aware of this matter, but would investigate and respond to Councillor Porter.

Councillor Newcombe questioned whether the Legible Leicester programme was on track and within its budget and asked whether any revenue could be raised by the sale of scrap metal signs. The Director of Finance said she would investigate further and send a response back to Councillor Newcombe.

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

AGREED:

that the Revenue Monitoring Report Period 4, 2017-18 and the Capital Monitoring Report Period 4, 2017-18 be noted.

Action	By
That the RAG code be included in every report where RAG ratings are used.	Director of Finance
That a briefing on the Housing Cap and Extra Care Scheme be provided for Members of the Committee.	Director of Finance / Strategic Director of Adult Social Care
That further information be provided to Councillor Porter regarding the article in the media re the Council providing £150k to a developer to refurbish a property near Curve.	The Director of Planning, Development and Transportation / Director of Tourism, Culture and Inward Investment.
That a response be sent to Councillor Newcombe as to whether the Legible Leicester Programme was on track / within budget and whether revenue could be raised by the sale of the redundant scrap metal signs	Director of Planning, Development and Transportation.

38. EMPLOYMENT MONITORING REPORT

The Director of Delivery, Communications and Political Governance submitted a report that analysed the profile of the Council's centrally employed workforce as at 31 March 2017.

Councillor Sood, Assistant City Mayor for Communities and Equalities introduced the report and said that Leicester City Council was committed to having a workforce that was reflective of the community it served.

The Director explained that data on the employee's protected characteristics came from the employees themselves. Such declarations were not mandatory but staff were encouraged to submit that information. It was noted that employee's declaration rates for most of the protected characteristics had decreased over the past year. The Director commented that this was disappointing, but she and the Equalities Manager would be looking at ways to encourage more staff to complete their declarations.

Members heard that the 51 to 55 age group was the largest age group in the workforce and this potentially presented a risk to the Council where large numbers of staff might approach retirement at the same time. Work was ongoing to recruit and retain more graduates and the focus in particular was ensuring that the Council retained those graduates once their initial fixed-term placements ended.

The Director added that within the top 5% of earners, there was a high proportion of women.

The data overall demonstrated that Leicester was doing significantly better than comparable local authorities but they were not complacent and would focus on those areas where more work was needed.

The Chair commented that that it was good that Leicester was doing well when compared to those similar local authorities. He asked whether incentives were given to retain staff. Members heard that the Council wanted to retain more graduate employees and more could be done to achieve this aim. Consideration was being given as to how they could best use graduates to increase the Council's talent pool, so that when they reached the end of their temporary contract, they would then more likely to have the skills and experience to fill those hard to recruit to positions. A Member questioned what those 'hard to recruit to' posts were and heard that while more work was needed to define those positions, jobs in Planning and Social Work were two such examples.

In response to a question, Members heard that 18% of the top 5% of earners were from a Black and Ethnic Minority (BME) background, compared to 37% of the workforce overall. Members expressed concern at this. The Chair commented this pattern had continued for too long; the Council aspired to have a workforce that reflected the community it served and this was an area they needed to improve upon. The Chair added that rather than recruiting nationally, there should be a greater emphasis on internal recruitment and he questioned why the right BME candidates were not already employed in the organisation.

The Chair said that Councillors had raised their concerns with him and he believed that it was appropriate to challenge the issue. The Council needed to try to secure a better position and consideration needed to be given as to whether there was a radical way of doing this. The Chair added that this might be achieved through a change to policy.

Councillor Govind asked for the numbers of BME employees who were in each of the top three tiers of the Council. The Director responded that she did not have that information to hand, but it would be sent to the Councillor afterwards.

The Chair drew the discussion to a close and asked that the report and comments expressed by Members be noted.

AGREED:

that the report and comments of the Overview Select Committee be noted.

Action	By
For Councillor Govind to be sent details of the numbers of BME employees in each of the top three tiers of the Council,	Director, of Delivery, Communications and Political Governance.

39. SCRUTINY COMMISSIONS' WORK PROGRAMMES

Members made no comments relating to their Scrutiny Commissions' work programmes.

40. OVERVIEW SELECT COMMITTEE WORK PROGRAMME

There were no comments on the Overview Select Committee Work Programme.

41. PLAN OF KEY DECISIONS

The Chair asked Scrutiny Commission Chairs to look at the Plan of Key Decisions so see if there were items that their commission might wish to scrutinise.

42. CLOSE OF MEETING

The Chair closed the meeting at 6.42 pm.



Leicester
City Council

Minutes of the Special Meeting of the
OVERVIEW SELECT COMMITTEE

Held: MONDAY, 20 NOVEMBER 2017 at 6:00 pm

P R E S E N T :

Councillor Singh (Chair)
Councillor Govind (Vice Chair)

Councillor Cleaver
Councillor Cutkelvin

Councillor Gugnani
Councillor Khote

Councillor Dr Moore
Councillor Unsworth

Also present:

Sir Peter Soulsby
Councillor Piara Singh Clair
Councillor Adam Clarke
Councillor Sarah Russell
Councillor Kirk Master
Councillor Danny Myers

City Mayor
Deputy City Mayor
Deputy City Mayor
Deputy City Mayor
Assistant City Mayor
Assistant City Mayor

Youth Council Representatives

Brahmpreet Gulati
Katie Walker

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43. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Cank who was unable to attend as she was Chairing a meeting of the Housing Scrutiny Commission..

44. DECLARATIONS OF INTEREST

No declarations of interest were made.

45. DRAFT CAPITAL PROGRAMME 2018/19 TO 2019/2020

The Chair stated that as well as making representations on the draft capital programme at this meeting, Members had up to 28 November 2017 to submit further comments. These would be fed into the Council meeting on 30 November 2017, when the draft programme would be considered.

The City Mayor introduced the report and thanked the Chair for setting up the meeting and inviting members from the executive to attend. Thanks were also given to the Director of Finance and the Head of Finance; the City Mayor emphasised the very considerable amount of work that went into preparing the capital programme. During his introduction, the City Mayor made a number of points, including the following:

- The capital programme was not about council running costs; those fell within the revenue budget. Because of the very significant reductions in government grant, the revenue budget was being reduced substantially within the period 2010 to 2020. Cuts will amount to some £150m per year by 2020.
- The capital budget is reliant on government grant and proceeds from the sale of council assets (capital receipts). The council needed to exercise caution and could not budget to spend capital receipts until those assets had been sold.
- In spite of the budget pressures, the council was investing in the city. It was important that there were high profile capital schemes in the city centre, but even more important that there was money in the capital budget to carry out the necessary schemes in the neighbourhoods to enable people to live, work and shop there.
- There was a new allocation of £60m in the capital programme towards creating 1000 additional primary school places and 3400 extra secondary school places.
- Work around the Economic Action Plan was continuing to attract new investment from other sources, and had created 5000 new jobs and 900 apprenticeships. Investment was also continuing on the Connecting Leicester programme. Some investment was attracting funding from other sources such as the European Union.
- The capital budget included an extra £2m for highways maintenance and repairs. There was also extra money for the Disabled Facilities Grant for adaptations, to enable people to remain in their own homes.
- £100k had been provided for city centre play facilities; there were increasing numbers of people with children living in the city centre and it was recognised that there were fewer opportunities in the city, than in the neighbourhoods for children to play outside. Suggestions for a suitable location for a conventional outdoor play area were welcome and Councillor

Dr Moore suggested a good location might be near to the new market square.

- There were plans for improvements at De Montfort Hall which would increase revenue and enable the venue to be less dependent on the Council's revenue support in the future.
- There was funding in the capital budget to enable continuing investment in homes for children in care, to enable those children to feel they were living in a proper home environment.
- There was £1.4m in the capital budget to relocate the Sexual Health Clinic. At the moment, the Council were paying a substantial rent in a location that was not the most appropriate.
- £9m had been set aside in previous programmes for extra care accommodation for the elderly. The investment had been put on hold awaiting clarity from the government about rent caps, but now that the government had said that previously proposed changes would not happen, it was hoped that investment could soon be made.

At the invitation of the Chair, Members raised comments and queries which included the following:

- Councillor Cleaver welcomed the investment in adult social care and the news that the work on the extra care accommodation could soon go ahead. With the investment for adaptations on people's homes and money for housing repairs, it could be seen that the Council were looking after the most vulnerable people in the City.
- Councillor Cleaver asked for more information on the minor transport schemes at Dover Street car park, Granby Street and St Margaret's Bus Station as outlined in section 7.3 (e) of the report. The Director of Finance responded that further information would be sent to her. Councillor Clarke, Deputy City Mayor added that the investment at St Margaret's Bus Station was part of a range of improvements to bus services in the city.
- In response to a question relating to CCTV, the City Mayor explained that some of the equipment that the Council and the Police used was very old. He wanted to talk to the Police about the equipment, where best to locate it and how it could be monitored. It was noted that there were also mobile CCTV unit now available for those occasions where CCTV was needed on a temporary basis.
- Councillor Dr Moore said that she had received a number of comments from members of the Children, Young People and Schools (CYPS) Scrutiny Commission. One concern was that insufficient time had been given to consider the draft capital programme. The City Mayor responded that the draft programme had been discussed at their Group Meeting and the different Scrutiny Commissions had been given an opportunity to meet. He had not received any comments from Members.

- It was noted that £0.5m had been provided for works to children's services buildings (other than schools) and Members heard that this was not for any specific projects but had been set aside for works should the need arise.

Councillor Russell, Deputy City Mayor, CYPS was asked whether some of that money could be used for Adventure Playgrounds and she responded that those playgrounds were a voluntary sector provision and the voluntary sector were able to attract funding streams that were not available to the Council. The vast majority of Adventure Playgrounds had been extremely successful in attracting funding from other sources. However, the Council continued to pay for some of the ongoing revenue costs for most of the Adventure Playgrounds.

- In response to a question from Councillor Dr Moore, it was confirmed that the creation of 5000 jobs as a result of the Economic Action Plan (EAP) and working with business was wider than the jobs created by Leicester to Work. The City Mayor added that the EAP had directly created some jobs and the improvements made in the city centre had attracted private investment which had created employment.

Councillor Dr Moore requested the figures for unemployment during the period of the EAP and it was questioned whether those people who were unemployed had the skills to take on the newly created jobs and whether those new jobs were filled by people outside of Leicester. The Director of Finance responded that the type of jobs created was measured. Information relating to this would be sent to Councillor Dr Moore.

- In response to a question about investment in schools, the Deputy City Mayor, CYPS stated that the investment was being put into schools across the city. The Council were working with 46 schools and looking at expansion plans to create additional school places in primary and secondary schools. There was a risk around calculating future needs for school provision and a very complex process when planning for permanent schools expansions.
- It was noted that there was money in the capital programme for festive decorations. Concerns were expressed that some people would not be able to enjoy them, as the decorations were mostly concentrated in the city centre. Councillor Unsworth asked whether there could be other smaller displays in the outer estates. The meeting heard that in some wards, Christmas decorations and trees had been funded by the community meeting budget and Councillor Clair, Deputy City Mayor responded that officers would be happy to provide advice on how this could be done. Councillor Unsworth commented that in his ward, money from the community meeting budget tended to focus on providing hot Christmas dinners.
- It was noted that £40k was being provided to enhance security at Arts and Museum premises and the need for security and the importance of protection for valuable assets and artefacts was emphasised.

- It was noted that £300k had been set aside for a freestanding generator at City Hall and a Member expressed surprise that this had not been available before. The City Mayor explained that this was just one of a number of provisions in the city that contributed towards emergency cover, but this generator would be a dedicated resource at City Hall in the event of a power failure.
- Brahmpreet from the Youth Council referred to para 6.10 and the Children's Homes Improvement Programme, and asked that children and young people be involved in those improvements. The Deputy City Mayor, CYPS confirmed that young people from the youth council and the homes were being consulted and involved in the improvement programme.
- Bhampreet sought clarification on para 8.3 of the report which stated that £0.5m had been provided to support the aims and outcomes of spending services. The Deputy City Mayor responded that this should refer to spending *reviews* (not services): some facilities would require capital investment in order to be able to provide all that the Council wanted to offer, and what people had asked for.
- Katie from the Youth Council asked about the effect that additional students would have on a schools capacity to offer emotional support to their students, particularly in view of the fact that GCSEs were becoming increasingly challenging. The Deputy City Mayor responded that schools, when looking to expand, were not just taking into account the need for additional rooms and extra space in corridors, but were also trying to factor in issues such as online counselling and the extra pastoral support that might be needed. The Deputy City Mayor said that she could not promise that this would be delivered in every case, but it was something that schools were trying to factor in.

The Chair drew the discussion to a close and said that a report in the Leicester Mercury had stated that Leicester was one of the best places to live in the United Kingdom. This had been confirmed by Price Waterhouse after taking into account key indicators such as jobs, wages, housing provision and health. Price Waterhouse had also looked at growth and reported that Leicester had outstripped places such as Newcastle, Manchester, Birmingham and London. The Chair commented that this demonstrated the success of Leicester's capital programme.

The Chair asked Members to agree the proposals in the Draft Capital Programme 2018/19 to 2019/20.

AGREED:

that the Overview Select Committee agree the proposals in the Draft Capital Programme 2018/19 to 2019/20

Action	By
For more information on the minor transport schemes at Dover Street car park, Granby Street and St Margaret's Bus Station be sent to Councillor Cleaver	The Director of Planning, Development and Transportation.
For details of the types of jobs that had been created by the Economic Action Plan (EAP) and the details of unemployment during the period of the EAP to be sent to Councillor Dr Moore	The Director of Tourism, Culture and Inward Investment

46. CLOSE OF MEETING

The meeting closed at 7.30 pm.



Leicester
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WARDS AFFECTED
All Wards - Corporate Issue

Appendix B

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Overview Select Committee

14 December 2017

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 (Cttee)	Lead Divisional Director	Current Position	Scrutiny Chair Involvement	Date of Final Response Letter Sent to Lead Petitioner	Current Status
17/09/2017	Mr S Velji	Petition asking the to undertake a full review of road safety on Knightwood Road and Barkbythorpe Road	(p)	23	Troon		Andrew L Smith	City Mayor has signed the proforma. Final letter to Lead Petitioner awaited from officers.	Pro-forma returned by the Scrutiny Chair.	28/11/2017	PETITION PROCESS COMPLETE
14/07/2017/3	Louise Cox	Petition requesting the Council to assist in removing rodents from an area of unmanaged overgrowth adjacent to properties in Waldale Drive and Laureston Drive	(p)	29	Stoneygate	Cllr Chaplin presented the petition to the Council Meeting on 6 July 2017.	John Leach	<p>The Council has carried out drain tests in the area and discovered significant faults in residents properties. The Council are satisfied that the overgrown areas referred to in the petition are not the site of a rat colony and the origin of rats that were reported.</p> <p>The Council have contacted the owners of the land and significant work has been undertaken and the Council . is pursuing the landowner to complete all the works.</p> <p>The Council's position remains that householders need to manage their property in a way that does not encourage rodent growth and colonisation; and because these animals are an inescapable element of the urban environment householders should proof their houses to prevent entry. The Council's Pest Control Service can provide treatments and offer advice if requested.</p>	Pro-forma returned by the Scrutiny Chair who is content with the response.	20/11/2017	PETITION PROCESS COMPLETE
29/09/2017/1	Mr R Mistry	Petition requesting the Council to renovate and improve Cossington Street Swimming Pool	(p)	349	Belgrave	Cllr Sood presented to Council on 5 Oct 2017	Ruth Tennant	The swimming pool is currently closed until the New Year for major refurbishment works being undertaken in partnership with Sport England. These include a more spacious reception area, refurbished pool side toilets and changing rooms, new lockers, the relining and repainting of the swimming pool and pool side areas.	Pro-forma returned by the Scrutiny Chair who is content with the response.	23/11/2017	PETITION PROCESS COMPLETE
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 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. 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 sent to Scrutiny Chair 9 October 2017		GREEN

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
02/08/2017	Mr V Joshi	Petition asking the Council to reconsider and to reinstate the funding to Gujarat Hindu Association	(p)	44	Belgrave		Miranda Cannon	The Council's direct financial aid to a number of bodies working with, for or on behalf of ended on 30 September 2015. All community-led associations, groups and organisations, including the Gujarat Hindu Association are welcome to apply to the Council's current sources of funding. The Association may find the newly launched CrowdFund Leicester of use.	Pro-forma returned by the Scrutiny Chair		GREEN
14/07/2017/1	S Sharma	Petition requesting the Council to provide floodlights in Rushey Fields Recreation Ground.	(p)	125	Rushey Mead	Cllr Clair presented the petition to Council Meeting on 6 July 2017	John Leach	The existing lighting has not been working correctly due to the pavilion on site being leased to a property developer who now has control of the supply to the public lights through his building. Costs have been obtained to separate the supply which will cost £8,000. The main route through the park is well lit and provides a good route for school children to get across the site. There is no identified need to provide additional lighting along the route between the school access path and Melton Road. School children who want to get to the Melton Road will exit the school on Melton Road and will not need to enter the park. To install the additional light columns along this route would cost around £9,000 and then have an ongoing cost of maintenance and energy use. There is no available budget for this. This route forms part of a larger ecologically sensitive area and current advice is to avoid installing lighting which would affect areas of this type.	Pro-forma returned by Scrutiny Chair who is content with the response.		GREEN
27/09/2017	Mr J Katatariya	Petition requesting the Council to remove double yellow lines on Beeby Road	(p)	12	North Evington	Cllr Osman presented to Council 5 Oct 2017	Andrew L Smith	Completed proforma has been sent to Martin Fletcher, then going to Andrew L Smith.			AMBER
28/09/2017	Mr J Ballatt	Petition requesting the Council to address safety concerns on Church Road	(p)	14	Evington		Andrew L Smith	Officers met with lead petitioner 21st Nov			AMBER
29/09/2017/2	Ms J Brennan	Petition requesting the Council to reconsider where it locates the proposed dance studio at Braunstone Leisure Centre and leave the Sunflower Nursery where it is	(p)	459	Braunston Park and Rowley Fields	Cllr Corral presented to Council on 5 Oct 2015	Ruth Tennant	The consultation on investment in the city's leisure centres, including the proposal to develop Braunstone Leisure Centre which would include moving Sunflowers Nursery from the space they currently occupy, is due to complete at the end of October and the views of the nursery, members of the public and other interested parties will be considered before any final decision is made by the Executive. We will therefore respond to Ms Brennan once and also report back to OSC, once the consultation period has ended.			AMBER
28/11/2017		Petition requesting double yellows are painted on the road directly outside the Church Court flats on Montreal Road in order to reduce the present serious road safety problems.	(p)	31	Wycliffe		Andrew L Smith	Sent to Divisional Director			AMBER

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
27/11/2017	Mr S Carr	Petition requesting ball calming measures at the east end of Upper Tichbourne Street due to people playing football in the road.	(p)	27	Stoneygate	Cllr Chaplin to present to the Council on 30 November	Andrew L Smith	Sent to Divisional Director			AMBER
01/12/2017	Mr Asif Ismail	Petition for residents parking scheme for Herschell Street	(p)	61	Stoneygate		Andrew L Smith	Sent to Divisional Director			AMBER
01/11/2017	Mrs D Johns	Petition requesting the Council to address speeding issues in the area of Southfields Drive, Windley Road and The Fairway.	(p)	63 and supported by an e-petition with 53 supporters.	Saffron and Eyres Monsell		Andrew L Smith	Meeting arranged with lead petitioner for 27th November.			AMBER

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



Leicester
City Council

WARDS AFFECTED
All Wards

OVERVIEW SELECT COMMITTEE
COUNCIL

14 DECEMBER 2017
25 JANUARY 2018

**CALL-IN OF EXECUTIVE DECISION – REVENUE BUDGET MONITORING
PERIOD 4 2017/18 – SAVINGS ARISING FROM THE HOMELESSNESS REVIEW**

REPORT OF THE MONITORING OFFICER

1. INTRODUCTION

An Executive decision taken by the City Mayor on 23 November 2017 relating to Revenue Budget Monitoring Period 4 2017/18 – savings arising from the Homelessness Review, has been the subject of a five member call-in under the procedures at Rule 12 of Part 4D, City Mayor and Executive Procedure Rules, of the Council's Constitution.

The procedure rules state that a scrutiny committee or any five councillors may request formally that the decision be called-in for a further review by giving notice in writing to the Monitoring Officer within five working days of the decision.

The five Councillors who signed the call in were: Councillor Willmott (proposer), Councillor Chaplin (second), Councillor Kitterick, Councillor Riyait and Councillor Waddington.

2. RECOMMENDATIONS

The Overview Select Committee is recommended to either:

- a) Note the report without further comment or recommendation. *(If the report is noted the process continues and the call in will be considered at Council on 25 January 2018); or*
- b) Comment on the specific issues raised by the call-in. *(If comments are made the process continues and the comments and call in will be considered at Council on 25 January 2018); or*
- c) Resolve that the call-in be withdrawn *(If the committee wish for there to be no further action on the call-in, then they must actively withdraw it. If withdrawal is agreed the call-in process stops, the call-in will not be*

considered at Council on 25 January 2018 and the original decision takes immediate effect without amendment).

3. REPORT

3.1 Process

The call-in submitted to the Monitoring Officer was in the following terms:

“We the undersigned wish to call in the decision which is part of the Revenue Budget Monitoring Period 4 2017-18; referring to the reductions to the Housing Budget of £250,000 from 2018/19 in respect of further savings arising from the Homelessness review (as detailed in Appendix B, Paragraph 11.2 of the attached report.)

We believe that this cut in the budget should be reinvested in services for homeless people.”

The Monitoring Officer has confirmed that the call-in satisfies the requirements of the procedure rules and it has therefore proceeded as per the process set out at Rule 12 of Part 4D, City Mayor and Executive Procedure Rules of the Council’s Constitution.

Where a call-in has been made, officers are to take no further legally binding action and the matter shall be referred to a meeting of the full Council. Prior to this it shall be referred to the relevant Scrutiny Committee if one is programmed or a special scrutiny committee if one is convened.

The call-in may however be withdrawn if:

- The decision maker and the relevant scrutiny committee (or via the Monitoring Officer, the scrutiny committee chair and vice chair unanimously) come to an agreement;
- The relevant scrutiny committee makes a resolution to withdraw; or
- The sponsor and seconder of the call-in inform the Monitoring Officer that they wish the call-in to be withdrawn.

Following consideration of a call-in by full Council, the original decision will be deemed to be revived in its entirety. Any agreement by the decision maker to change the original decision will require a further formal Executive Decision.

3.2 Background – Provided by the Director of Housing

In September 2016 Central Government announced that it was proposing a new model for funding of Supported Housing based on local Housing Allowance rates from April 2019. This placed significant financial risk to Leicester City Council because of the funding risk to this model. This was widely recognised across the Supported Housing sector and has impacted

widely on existing scheme provision and also on many potential new supported housing schemes.

Central Government created uncertainty over the ability to be able to fund this type of accommodation going forward (and they have still not provided clarity on this area even a year or more down the line).

To mitigate this risk, an Executive decision was taken on 15th December 2016, which gave approval to officer proposals that included the reduction in 60 units of accommodation based supported housing.

The 60 units of accommodation are for single people who are assessed as requiring low-medium support, usually after a period in the Dawn Centre before moving on to independent accommodation. The internal LCC supported Housing was not delivering the necessary stepping stone from temporary accommodation through to permanent accommodation. In essence those that moved in did not generally move on again so blocked up the pathway.

The agreed proposals included the reconfiguration of some of the homelessness services in line with key objectives and in response to legislative changes that could mean the future viability of some of the supported housing models remains dependent upon the government's intention to impose the Local Housing Allowance cap upon supported housing.

In line with the Executive decision, the reduction and closure of 60 units of accommodation based support means that the pool of staff and staffing based within this service area are no longer required. The work to transfer the 60 units was completed by July 2017.

All 60 units continue to deliver social housing for the people of Leicester. Of the 60 units, 29 were retained as supported living for ASC with 12 additional units being transferred for this use, totalling 41 units. The remaining 19 units returned to the general Social Housing stock. All residents were either offered alternative permanent accommodation or where it was appropriate their licences turned into tenancies and they remained in their homes. (permanent homes). Those people requiring ongoing support receiving it through STAR floating support services.

The indirect consequence of this work to mitigate risk to the authority meant that the net budget cost of providing supported housing totalling £250k would no longer be incurred.

There has been no reduction in the overall number of accommodation units available to Leicester City Council and there has been no reduction in service as a result of this budget reduction.

Tackling homelessness has been a political commitment and priority for a number of years and it remains a priority. Over £5m a year is invested by the council in services for people who are homeless or threatened with homelessness.

In addition to this funding, two successful Homeless Prevention Trailblazer bids to DCLG in Spring 2017 delivered additional funding towards Homelessness services of over £600,000 to Leicester City Council & County. These bids bring together City, County and District authorities to tackle Homelessness with the aims and objectives to further embed early intervention support.

- Last year over 3,000 households were provided with support to help them maintain their current home or find alternative accommodation with an average of 90% of those who asked for help having their homelessness prevented.
- 1,215 households were supported to stay in their existing home, and 579 households were found a permanent place in social housing.
- Dedicated staff committed to helping those facing homelessness or rough sleeping.
- Strengthened work with the private rented sector; working with landlords and sourcing appropriate and affordable private rented sector accommodation to provide those threatened with homelessness more options to prevent homelessness.
- Assisting homeless families to access a home from the housing register so they do not have to be accommodated in a homeless hostel.
- Strong integrated external agencies, voluntary agencies and service providers all working in a coordinated way to help and support those facing homelessness or rough sleeping.
- Rough sleeping action plan developed to manage the increase in numbers locally which is also reflected in the national picture. The outreach team is out from 6am -10pm every weekday offering help to rough sleepers
- Street lifestyle group established to tackle the issues associated with this of street begging, substance use, and street drinking.
- Excellent health care provision for the homeless in recognition of the complex nature of some of the cases who need support with drug and alcohol services and mental health.

Leicester's services for rough sleepers

- Excellent health care for the homeless with a dedicated practice including drug and alcohol services to help support those with substance use issues. Specialist teams working with homeless people in Leicester to help them to access mental health services.

- Drop in day services including access to showers, laundry facilities, food, clothing and access to other services including training, education and employment.
- Improved profiles of those rough sleeping in the city and a 'Street Lifestyle Group' to assist in a coordinated approach to tackle the issues of those with street lifestyles such as street drinking, drug use, begging and rough sleeping.
- We know there is a growing issue with begging in the city. Many members of the public assume that those begging are rough sleeping. The overwhelming majority of those begging on the streets are not rough sleeping. We are committed to working with our partners and the Police to tackle begging in the city. Information on whether beggars do have accommodation helps the police take appropriate action against persistent beggars. The police have served community protection notices and criminal behaviour orders to help tackle those persistently begging. We have a public consultation exercise currently open on the issues of street begging.
- We have a dedicated team who work to support those who are rough sleeping off the street from 6am – 10pm every weekday.
- We are supporting as a city the European Ending Street Homeless campaign where our partners in the voluntary sector are coordinating a week of activities involving the local community including a 'street count' of those rough sleeping.
- Before the winter we launched a further initiative to get our known prolific rough sleepers, who want to accept our help off the streets by reviewing our approach and looking to get them fully engaged with the support they need. For those who do not want to accept our help we will work with the Police and other agencies to manage these individuals.
- In the winter the council works with local homeless charities and faith organisations to provide emergency accommodation and food to homeless people during the coldest months of the year to help ensure that no-one has to sleep rough.
- Leicester is committed to ensure that support, advice and assistance is fully available to those that may be facing homelessness in the future, or are homeless or rough sleeping in the city. Leicester has many excellent services already in place to support this.
- Our approach to rough sleeping is that '*no one needs to sleep rough*' with a commitment to provide resolutions for those who want to accept support and services.
- We are proud to work in partnership with Leicester's strong voluntary and community sector to reduce homelessness and to provide the best possible support for those affected by homelessness. Over £5m a year is invested by

the council in housing-related services for people who are homeless or threatened with homelessness.

- Priorities set out in the strategy include increasing support given to single people to prevent them from becoming homeless, as well as improving the help given to all eligible households.
- The council wants to provide more long-term tenancies for those facing homelessness, so they don't have to go into temporary accommodation first. And it plans to improve the way it works with partners, such as schools, prisons, the police and homeless organisations, as well as working with new partners within communities.
- Our aim is to find families good quality, permanent housing so they don't have to go into hostels or temporary accommodation; and we are looking at new and different options for singles, as well as increasing the long term offers made to them

Leicester City Council is currently reviewing the current Homeless strategy that covers the period 2013 to 2018. Consultation on a new proposed Homeless strategy are ongoing. This is open until the 11th December 2017.

The new strategy proposes a more targeted approach to supporting rough sleepers. Although some people are difficult to accommodate because of their challenging behaviour, some refuse services, and the council is prevented by law from helping certain categories of foreign nationals, the council always has space for rough sleepers, but wants to do more to stop them going back onto the streets. Sufficient places in hostels exist to ensure no-one needs to sleep rough, there is always more we can do to break down the barriers that sometimes prevent rough sleepers from using them.

The new strategy proposals aim to tackle the increasing legal duties that will be placed on local authorities from April 2018 with the introduction of the Homeless reduction act.

Leicester City Council have already had to remove £122m from General Fund budgets. A further £30m reduction in budgets is required. In order to achieve this services need to become more efficient and effective at what they do and deliver these within the budget constraints we have. Homelessness services are strong in Leicester and the information in this report has demonstrated this.

3.3 Executive Decision Report

The executive decision report (amended to include only the references to the Housing General Fund) and decision notice are attached to this cover report.

4. FINANCIAL, LEGAL AND OTHER IMPLICATIONS

4.1. Financial Implications

The financial implications are set out in the accompanying Executive decision report. Alison Greenhill, Director of Finance, ext 374001.

4.2 Legal Implications

The legal implications are set out in the accompanying Executive decision report. Kamal Adatia, City Barrister and Head of Standards, ext. 371401.

4.3 Climate Change

The climate change implications are set out in the accompanying Executive decision report. Mark Jeffcote, Senior Environmental Consultant, ext. 372249.

5. OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	Paragraph References Within the Report
Equal Opportunities	N	
Policy	N	
Sustainable and Environmental	N	
Crime and Disorder	N	
Human Rights Act	N	
Elderly/People on Low Income	N	
Corporate Parenting	N	
Health Inequalities Impact	N	

6. BACKGROUND PAPERS – LOCAL GOVERNMENT ACT 1972

None

7. CONSULTATIONS

None.

8. REPORT AUTHOR

Matthew Reeves
ext. 376352



Revenue Budget Monitoring – Period 4, 2017/18

Decision to be taken by: City Mayor

Decision to be taken on: 24th November 2017

Overview Select Committee date: 2nd November 2017

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 2017/18, and gives an early indication of the expected performance against the budget for the year.

Given the scale of Government funding cuts, departments are inevitably under pressure to provide services with less funding.

The key issues during the last few years have been the continued pressures within Adult Social Care and Children's Services. This report continues to demonstrate the pressures within these areas.

The Adult Social Care Department is continuing to see package costs rise for existing service users as their level of need increases. The department is seeking to make significant savings in anticipation of future pressures. Through the early implementation of planned savings, Adults is forecasting one off savings in the current year.

As discussed in last year's outturn report, the major issue for Children's Services remains the number of looked after children. This reached 687 in August compared to 627 at the same time last year. It is anticipated that placement costs will exceed the budget for this year by £2.3m, but the department can meet this cost with one-off monies. Longer term plans to make savings are being prepared, including increased use of multi systemic therapy.

Additionally, we are seeing pressures in City Development and Neighbourhoods, forecasting to draw up to £0.8m of departmental reserves. Many of these pressures are anticipated to be ongoing and will need to be considered in budgeting for 2018/19.

The medium-term financial outlook is extremely difficult as funding cuts continue. Managing spending pressures will be crucial to living within our means in the future along with achieving spending review targets.

As this is based on Period 4, it is too early to make a forecast of the eventual outturn. The narrative of the report describes the pressures which have arisen so far.

2. Recommendations

2.1 The Executive is recommended to:

- Note the emerging picture detailed in the report.
- Approve reductions to the Delivery Communications and Political Governance budget of £140k as detailed in Appendix B, Paragraph 4.2.
- Approve reductions to the Delivery Communications and Political Governance budget of £62k 2017/18 rising to £125k in 2018/19 as detailed in Appendix B, Paragraph 4.3.
- Approve reductions to the Planning, Transportation and Economic Development budget of £100k in 2018/19, in respect of the Park & Ride spending review, as detailed in Appendix B , Paragraph 6.2.
- Approve reductions to the Housing Budget of £250k from 2018/19 in respect of further savings arising from the Homeless review as detailed in Appendix B, Paragraph 11.2.

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 2017/18 was £258.2m.

Appendix A details the budget for 2017/18.

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

4. Financial, legal and other implications

4.1 Financial & Legal implications

This report is solely concerned with financial issues.

Alison Greenhill, Director of Finance, Ext 37 4001

4.2 Climate Change and Carbon Reduction implications

This report is solely concerned with financial issues.

4.3 Equality Impact Assessment

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

4.4 Other Implications

Other implications	Yes/No	Paragraph referred
Equal Opportunities	No	-
Policy	No	-
Sustainable & Environmental	No	-
Crime & Disorder	No	-
Human Rights Act	No	-
Elderly/People on low income	No	-
Corporate Parenting	No	-
Health Inequalities Impact	No	-

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

5. Background information and other papers.

Report to Council on the 22nd February 2017 on the General Fund revenue budget 2017/18.

6. Summary of appendices:

Appendix A – P4 Budget Monitoring Summary;

Appendix B – Divisional Narrative – Explanation of Variances;

7. Is this a private report?

No

Revenue Budget at Period 4, 2017/18

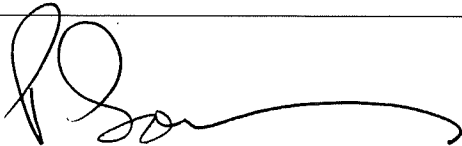
	Current Budget for Year
	£000
Neighbourhood & Environmental Services	30,392.0
Tourism, Culture & Inward Investment	6,365.1
Planning, Transportation & Economic Development	16,398.5
Estates & Building Services	8,437.3
Departmental Overheads	621.3
Fleet Management	5.1
Housing Services	3,846.0
City Development and Neighbourhoods	66,065.3
Adult Social Care	105,481.5
Public Health & Sports Services	22,051.8
Strategic Commissioning & Business Development	690.1
Learning Services	8,064.3
Children, Young People & Families	58,668.9
Departmental Resources	(4,071.2)
Education & Children's Services	63,352.1
Delivery Communications & Political Governance	5,704.0
Financial Services	11,802.1
Human Resources	4,241.6
Information Services	9,002.5
Legal Coronial & Registrars	2,080.4
Corporate Resources and Support	32,830.6
Housing Benefits (Client Payments)	500.0
Total Operational	290,281.3
Corporate Budgets	(661.6)
Capital Financing	13,812.0
Total Corporate & Capital Financing	13,150.4
Public Health Grant	(27,519.0)
Use of Reserves	(17,709.7)
TOTAL GENERAL FUND	258,203.0

11. Housing General Fund

- 11.1. The General Fund housing service is forecast to underspend by £0.5m. Unbudgeted new grant income (Homeless Support Grant) of £0.2m has been received and vacancy management across the service is forecast to result in 8 FTE vacancies, saving £250k. A further £50k is expected to result from the decommissioning of Shared and Supported accommodation within 2017/18. Looking ahead, however, the Homelessness Reduction Act is due to take effect in 2018. This is expected to increase service demand and workloads in the Homelessness Service, and will create service and budget pressures.
- 11.2. The closure of Shared & Supported Housing (60 units) has delivered a saving of £150k and a further £100k has been delivered on the associated administration costs. These are the budgets that remain following the closure of the service.

Appendix C2

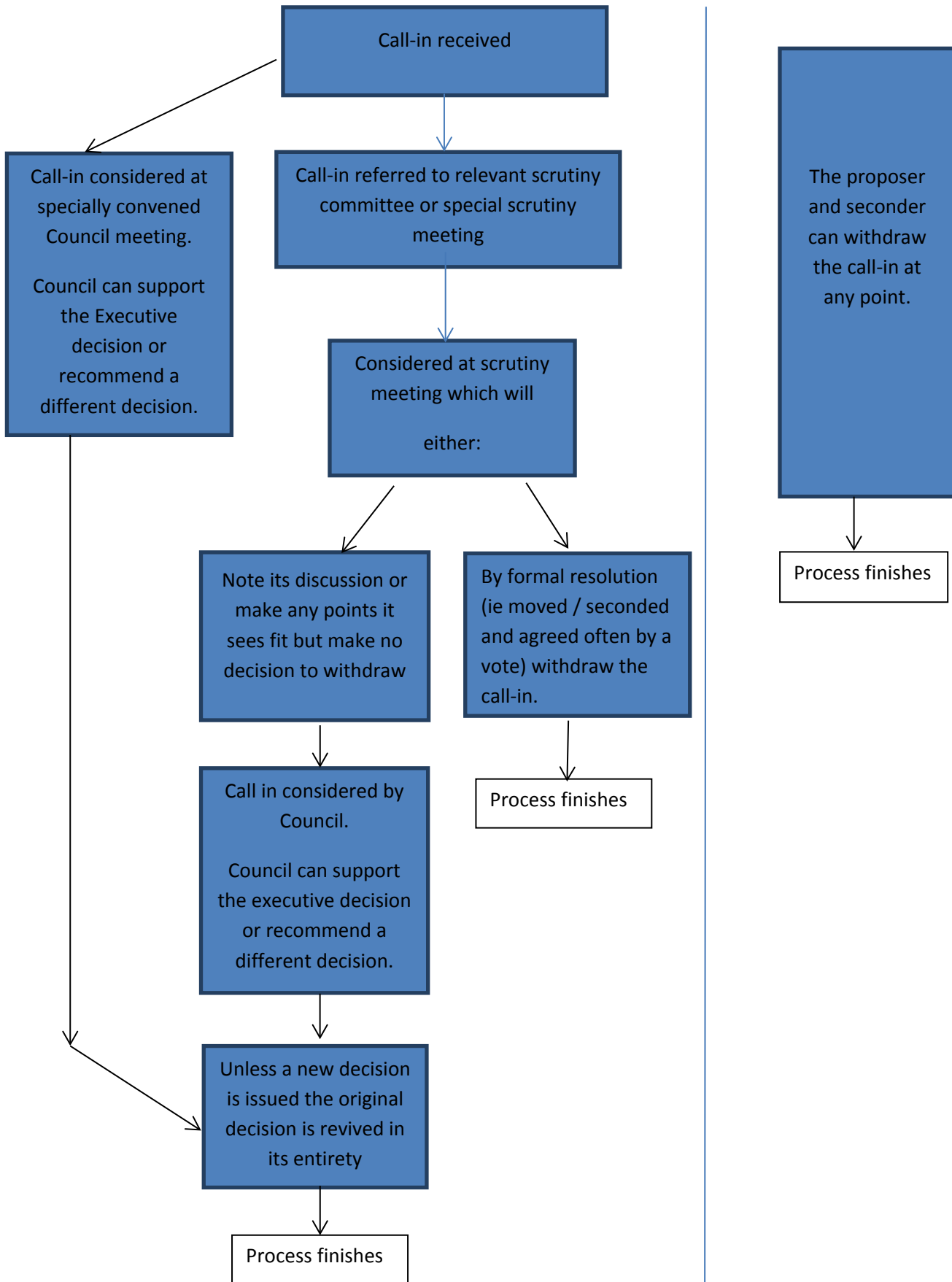
RECORD OF DECISION BY CITY MAYOR OR INDIVIDUAL EXECUTIVE MEMBER

1.	DECISION TITLE	Revenue Budget Monitoring Period 4 2017/18
2.	DECLARATIONS OF INTEREST	None
3.	DATE OF DECISION	24 November 2017
4.	DECISION MAKER	City Mayor
5.	DECISION TAKEN	
<p>Approve the following budget reductions consequent to spending reviews;</p> <p>a) reductions to the Delivery Communications and Political Governance budget of £140,000 from 2017/18 (as set out in Appendix B, Paragraph 4.2 of the attached report).</p> <p>b) reductions to the Delivery Communications and Political Governance budget of £62,000 in 2017/18 rising to £125,000 in 2018/19 (as set out in Appendix B, Paragraph 4.3 of the attached report).</p> <p>c) reductions to the Planning, Transportation and Economic Development budget of £100,000 from 2018/19, in respect of the Park & Ride spending review (as detailed in Appendix B, Paragraph 6.2 of the attached report).</p> <p>d) reductions to the Housing Budget of £250,000 from 2018/19 in respect of further savings arising from the Homelessness review (as detailed in Appendix B, Paragraph 11.2 of the attached report).</p>		
6.	REASON FOR DECISION	The Executive and Overview Select Committee receive a report on the forecast budget position regularly throughout the year (as well as an outturn report at the end of the year). Recommendations on savings and earmarked reserves are included when required.
7.	<p>a) KEY DECISION Y/N?</p> <p>b) If yes, was it published 5 clear days in advance? y/n</p>	<p>Yes</p> <p>Yes</p>
8.	OPTIONS CONSIDERED	Not Applicable
9.	<p>DEADLINE FOR CALL-IN</p> <ul style="list-style-type: none"> 5 Members of a Scrutiny Commission or any 5 Councillors can ask for the decision to be called-in. Notification of Call-In with reasons must be made to the Monitoring Officer 	1 December 2017
10.	<p>SIGNATURE OF DECISION MAKER (City Mayor or where delegated by the City Mayor, name of Executive Member)</p>	



City Mayor

5 Member Call-in of Published Executive Decision – meeting process





Revenue Budget Monitoring – Period 6, 2017/18

Decision to be taken by: N/A

Overview Select Committee date: 14th December 2017

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 second in the monitoring cycle for 2017/18, and forecasts the expected performance against the budget for the year.

Given the scale of Government funding cuts, departments are inevitably under pressure to provide services with less funding.

At this time it is worth noting that all services are forecasting they will operate within budget for the year.

The key issues during the recent few years have been the continued pressures within Adult Social Care and Children's Services. This report continues to demonstrate the pressures within these areas.

The Adult Social Care Department is continuing to see package costs rise for existing service users as their level of need increases. The department is continuing to make significant savings in anticipation of future pressures. Through the early implementation of planned savings, Adults is forecasting £3.6m of one off savings in the current year.

As discussed in period 4's report, the major issue for Children's Services remains the number of looked after children. This reached 688 in September compared to 660 at the end of March. It is anticipated that placement costs will exceed the budget for this year by £1.3m, but the department can meet this cost with one-off monies. Longer term plans to make savings are being prepared, including increased use of multi systemic therapy.

Additionally, we are seeing pressures in City Development and Neighbourhoods, forecasting to draw up to £0.8m of departmental reserves. Many of these pressures are anticipated to be ongoing and will need to be considered in budgeting for 2018/19.

Pressures being experienced within Corporate Resources are expected to be managed with savings identified within divisions.

The medium-term financial outlook is extremely difficult as funding cuts continue. Managing spending pressures will be crucial to living within our means in the future along with achieving spending review targets.

The narrative of the report describes the pressures which have arisen so far.

2. Recommendations

2.1 The Executive is recommended to:

- Note the emerging picture detailed in the report.

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 2017/18 was £258.2m.

Appendix A details the budget for 2017/18.

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

4. Financial, legal and other implications

4.1 Financial & Legal implications

This report is solely concerned with financial issues.

Alison Greenhill, Director of Finance, Ext 37 4001

4.2 Climate Change and Carbon Reduction implications

This report is solely concerned with financial issues.

4.3 Equality Impact Assessment

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

4.4 Other Implications

Other implications	Yes/No	Paragraph referred
Equal Opportunities	No	-
Policy	No	-
Sustainable & Environmental	No	-
Crime & Disorder	No	-
Human Rights Act	No	-
Elderly/People on low income	No	-
Corporate Parenting	No	-
Health Inequalities Impact	No	-

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

5. Background information and other papers.

Report to Council on the 22nd February 2017 on the General Fund revenue budget 2017/18.

Period 4 Monitoring report and minutes of OSC Finance task group presented to OSC on 2 November 2017.

6. Summary of appendices:

Appendix A – P6 Budget Monitoring Summary;

Appendix B – Divisional Narrative – Explanation of Variances;

7. Is this a private report?

No

Revenue Budget at Period 6, 2017/18

	Current Budget for Year	P6 Forecast	Variance
	£000	£000	£000
Neighbourhood & Environmental Services	30,282.8	30,716.2	433.4
Tourism, Culture & Inward Investment	6,365.1	6,370.1	5.0
Planning, Transportation & Economic Development	16,387.2	16,156.4	(230.8)
Estates & Building Services	6,891.9	7,332.3	440.4
Departmental Overheads	621.3	611.8	(9.5)
Fleet Management	5.1	5.7	0.6
Housing Services	3,844.9	3,205.8	(639.1)
City Development and Neighbourhoods	64,398.3	64,398.3	0.0
Adult Social Care	105,454.5	101,882.1	(3,572.4)
Public Health & Sports Services	21,536.3	21,049.4	(486.9)
Strategic Commissioning & Business Development	547.9	547.9	0.0
Learning Services	8,355.1	8,766.1	411.0
Children, Young People & Families	57,597.8	58,226.1	628.3
Departmental Resources	(2,806.1)	(3,845.4)	(1,039.3)
Education & Children's Services	63,694.7	63,694.7	(0.0)
Delivery Communications & Political Governance	5,493.7	5,349.5	(144.2)
Financial Services	11,674.9	11,399.9	(275.0)
Human Resources	4,193.0	4,044.2	(148.8)
Information Services	9,093.6	9,368.6	275.0
Legal Coronial & Registrars	2,019.2	2,214.4	195.2
Corporate Resources and Support	32,474.4	32,376.6	(97.8)
Housing Benefits (Client Payments)	500.0	500.0	0.0
Total Operational	288,058.2	283,901.1	(4,157.1)
Corporate Budgets	1,566.6		
Capital Financing	13,806.9		
Total Corporate & Capital Financing	15,373.5		
Public Health Grant	(27,519.0)		
Use of Reserves	(17,709.7)		
TOTAL GENERAL FUND	258,203.0		

Outturn Divisional Narrative – Explanation of Variances

Corporate Resources and Support

Some divisions have identified savings at this stage of the year, which are sufficient to offset pressures elsewhere.

1. Finance

- 1.1. The Financial Services Division is forecasting a balanced budget,(after funding the IT overspend of £0.27m).

2. Human Resources & Workforce Development

- 2.1. Human Resources & Workforce Development has identified savings of £0.15m due to additional income being generated by HR Operations through trading with schools and Academies, and vacant posts. This will be used to offset overspends within Corporate Resources.

3. Information Services

- 3.1. Information Services is forecasting pressures of £0.27m, as the £1.2m spending review savings target has not yet been fully implemented. An Organisational Review has commenced to achieve the balance of savings. The overspend is being covered from within Financial Services.

4. Delivery Communications & Political Governance

- 4.1. The Delivery, Communications and Political Governance Division is forecasting an underspend of £0.14m. The underspend will go towards DCPG reserves for future budget pressures.

5. Legal, Registration & Coronial Services

- 5.1. Legal Services is forecasting a balanced budget. Coronial Services are forecasting an over spend of £0.2m which is due to high costs in pathology tests and increased workload. The over spend will be will be met from underspends within Corporate Resources.

City Development and Neighbourhoods

The department forecasts a balanced out-turn on the net budget of £64.4m after using one-off funding and drawing up to £0.8m from the department's strategic reserve. Many of the pressures are anticipated to be on-going and will be considered in budget planning for 2018/19 and beyond.

The significant variances within the divisions are as follows:

6. Planning, Transportation and Economic Development

- 6.1. Car parking income is currently below expectations. This is being offset by higher than budgeted bus lane enforcement income together with energy cost savings. The repayments for the LED street lighting investment have been adjusted, giving, in year savings of £230k. The division is delivering £839k of savings from the Technical Services and Car Parking and Highways Maintenance spending reviews.

7. Tourism, Culture & Inward Investment

- 7.1. The main pressure is increased costs and lower income as Leicester Market is redeveloped. Whilst the market is expected to make a small surplus on its direct costs in the future, it can no longer achieve the net income budget of £400k p.a. The shortfall will be covered by funds set aside in the CDN reserve and other savings/increased income within the Division.

8. Neighbourhood & Environmental Services

- 8.1. The Division has two major budgetary pressures. Firstly, the fall in bereavement services income due to opening of two new crematoria in the south of the county, which is expected to be an ongoing pressure of circa £400k p.a. Secondly, the £15m waste management budget has on-going pressures of circa £500k due to legislative changes resulting in more waste attracting a higher rate of landfill tax, increased tonnages and higher than budgeted inflationary cost increases. The division is taking actions to mitigate the pressures, which are expected to deliver £300k, leaving a net shortfall of up to £433k. The division is however successfully delivering £559k of new savings from various spending reviews. It should also be noted that income pressures due to a gradual decline in traditional library income streams and changing use of community settings are currently being managed within the divisional budget. However they have been identified as potential pressures for future years, for which mitigations will be required.

9. Estates & Building Services

- 9.1. The Division is undergoing a major structural change, implementing the Technical Services spending review, the investment portfolio spending review, energy and environment review, with total new budget reductions of over £1.3m in the current year. The review includes adopting the corporate landlord model. Work is ongoing to identify all building related spend to achieve the centralisation of these budgets.
- 9.2. The next stage of the staffing review is anticipated to commence in December 2017 but will not realise the full savings until 2018/19, later than assumed in the initial Spending Review profile. To support mitigating the financial pressures, the Division is reviewing how it recovers fees for the services it provides and generates income from managing capital projects. Also, some posts are vacant in advance of the review and other maintenance commitments are to be reviewed. The outcome of these in the second half of the financial year may help to reduce the current predicted overspend of circa £440k.

10. Housing General Fund

- 10.1. The General Fund housing service is forecast to underspend by £0.6m. Unbudgeted new grant income (Homeless Support Grant) of £0.2m has been received and vacancy management across the service is forecast to result in 10 FTE vacancies, saving £0.3m. A further £0.1m is expected to result from the decommissioning of Shared and Supported accommodation within 2017/18. New government funding relating to the Homelessness Reduction Act was notified in October and the approach to implementing the new requirements is being considered.

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. The HRA is expected to underspend by £3.1m, (excluding revenue used for capital spending, which is reported in the capital monitoring report).
- 11.3. Income is forecast to be £1m above budget. There will now be no requirement in the current year to sell properties to fund the High Value

Vacant Homes Levy, which had been expected when the budget was set. The HRA has also continued to benefit from unbudgeted rental income for shops, which should transfer to the General Fund at the end of the year.

- 11.4. The repairs and maintenance service is projected to underspend by £1.3m. Vacancies within the service are expected to lead to a £1.4m underspend, the appointment of apprentices has reduced the number of vacancies. Fewer repair jobs during the year has resulted in reduced expenditure on materials of £0.2m, and fleet reduction, including fuel, has saved £0.3m. Offsetting these savings are £0.3m of essential maintenance work to district heating substations, £0.2m for vehicle racking and £0.1m for equipment hire.
- 11.5. Management and Landlord services are expected to underspend by £0.8m. A provision of £0.5m to meet the cost of the High Value Vacant Homes Levy is not required. There are also savings of £0.6m through management and admin vacancies alongside savings from co-locating neighbourhood housing offices through the Transforming Neighbourhood Services review. Unbudgeted costs of £0.2m in relation to shops management are forecast, alongside an additional £0.1m security costs for tower blocks.

Adult Social Care

12. Adult Social Care

- 12.1. The department is forecasting to spend £3.6m less than the budget of £105.5m. It is envisaged that this will be required to support future budget positions.
- 12.2. The underspend is one off in nature as a result of making planned savings ahead of schedule. Care management and related staffing costs are targeted to reduce by £2.3m from 2019/20 and we have already identified £1.1m from voluntary redundancies and deletion of vacant posts against a target this year of £0.85m. Savings from the Enablement service of £0.7m have also been identified from vacant posts a year ahead of schedule. The Kingfisher intermediate care centre has also been closed this year and a contract let for 12 beds with two independent sector providers giving savings a year ahead of schedule. There have also been a number of other staffing savings including in Contracts and Commissioning. All savings are intended to balance future budgets.

- 12.3. Following on from last year there has been no significant growth in net new service users. We are projecting that annual growth may be 1%, slightly less than the 1.2% seen in 2016/17.
- 12.4. The major issue for the service remains the increasing levels of need of our existing service users. This is forecast to add £5.3m to our gross package costs or 5.7% of the service user annual costs at the beginning of the year. This rate of increase is itself increasing – in 2016/17 it was 3.4% and 2.5% in 2015/16. The increase in package costs is predominantly in the 75 year plus age group and also with older service users with a learning disability. We have conducted a number of case audits of package changes and are satisfied that any increases are justified and appropriate, as we would expect.
- 12.5. We have carried out projections of the likely increases in need over the next two years and are satisfied that they remain sustainable within the funding available, including the new improved Better Care Fund.
- 12.6. The additional cost of the increasing needs has been mitigated to a significant extent this year as a result of the impact of savings from planned reviews of care packages together with additional service user fees and income from the CCG for joint funded packages. The savings from targeted reviews carried out last year have been sustained into this year which gives us confidence that the changes were appropriate for the individual service users.

Health Improvement & Wellbeing

13. Public Health & Sports Services

- 13.1. The department is forecasting to spend £21m, £0.5m less than the budget of £21.5m (Public Health £18.2m and Sports Service £3.3m).
- 13.2. The Sexual Health service is forecasting to underspend by £0.1m a budget of £4.2m largely as a result of lower than expected activity in some elements of the service. The use of on-line self-diagnosis tools and self-collection points has diverted some activity away from the needs for appointments with staff.
- 13.3. In the Smoking and Tobacco preventative service, demand for nicotine replacement therapy (NRT) is lower than budgeted resulting in a forecast underspend of £0.1m compared to a budget of £0.3m. This is

mainly as a result of the increased take up of electronic cigarettes. Finally, following the staffing review in 2016/17 there are one off savings this year of £0.3m which includes the impact of vacant posts which have not been filled.

- 13.4. The Sports service is expected to spend as per their budget of £3.3m.

Education and Children's Services

14. Education and Children's Services

- 14.1. The department is forecasting to spend £63.7m as per the budget. In arriving at this position £2.2m of corporate funding has been used (as approved in the budget) to deal with the shortfall resulting from the end of the Education Services Grant in August.
- 14.2. The major issue remains the number of looked after children (LAC) which has reached 688 at the end of September compared to 660 at the end of March. The position has not changed significantly since Period 4. At the current level, placement costs will exceed the budget this year of £25.2m by £1.3m including the impact on home to school transport budgets of the higher LAC numbers.
- 14.3. There are a number of other areas of work that will have an impact on placement costs including increasing the number of children returning to home or 'stepping down' from expensive residential placements as soon as possible. We will also be doing a recruitment drive for internal foster carers to extend our current capacity to avoid expensive agency placements.
- 14.4. The new Multi-Systemic-Therapy (MST) teams continue to divert children from care since starting in July last year. The demand for referrals to the child abuse and neglect team (MST CAN) has exceeded the team's capacity and we will be introducing a second team in the new year. We are also likely to introduce another intervention team which can deal with cases not currently eligible for MST CAN. Both of these will have a significant impact on reducing LAC numbers.
- 14.5. The review of the children's centres and the early help offer has completed and there will be some savings in advance of the target for this year as the service was carrying a number of vacant posts. The organisational review of the youth service is in progress. The total additional savings ahead of this year's budget from these areas is £1m.

- 14.6. The Education Services Grant of £4.5m in 2016/17 has reduced to £2.15m this year as part of transitional arrangements which will see the grant being replaced in 2018/19 by £0.7m from the new Central Services block of the Dedicated School Grant. This reduction is being managed by funding set aside corporately. As part of these changes there will also be a very significant reduction in resources available for the School Improvement service, which will now be funded by a separate school improvement grant of £0.3m per annum.
- 14.7. 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. Numbers of children in special schools increased by 60 in 2017, 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 which is likely to be £0.45m (10%) over budget this year.
- 14.8. The DfE have released a policy paper confirming the arrangements for the new national school funding formula from 2018/19. Following an announcement over the summer of additional funding (from within the DfE's own departmental budget), funding per pupil from the DfE will see all schools receiving a 0.5% per pupil increase as a minimum in 2018/19 as a result of the changes, rather than the previously proposed minus 3% floor. The total schools funding provided to the LA will increase by 2% compared to the current arrangements on a like for like basis. The impact on individual schools is currently being assessed.
- 14.9. The new arrangements for the High Needs Block in 2018/19 do not address the impact of increasing numbers of SEN placements as the funding levels do not increase in line with the unit cost of a placement. Whilst this was highlighted as part of the consultation, the DfE did not address the issue and as a result we will need to look at the future costs and funding arrangements for all the services paid for from the High Needs Block.

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.

- 15.2. Since setting the budget, the following spending review savings have been approved, and are reflected in the forecast- Cleansing review (£365k), Investment Property (£180k) and UBB/Channel Shift (£265k), Children's Services (£1.2m), Civic & Democratic Services (£280k), Corporate Administration (£240k), Regulatory Services (£12k), Sexual Health & Lifestyle Services (£515k). Together these total £3m, and will reduce the reserves required to balance the 2017/18 budget. (making more reserves available for future budgets-the managed reserves strategy).

Executive Decision Report

Capital Budget Monitoring – Period 6, 2017/18

Decision to be taken by: City Mayor

Overview Select Committee date: 14th December 2017

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 2017/18 as at the end of Period 6.
- 1.2 This is the second report of the financial year. Further reports at Period 9 and at Outturn will be presented as the year progresses.

2. Recommendations

2.1 The Executive is recommended to:

- Note total spend of £29.4m for 2017/18.
- Note the progress in delivery of major projects, as shown at Appendix A.
- Note progress on spending work programmes, and forecast slippage of £7.1m, as shown at Appendix B.
- Note that the great majority of provisions remain unspent (Appendix C).
- Approve the addition of £335k to the 2017/18 capital programme for Newarke Street Car Park improvements, to be funded from the Transformation Fund (an earmarked reserve).
- Approve the transfer of £1m of expenditure budget from the Friars' Mill project to the Waterside project, this being the forecast unspent budget due to the transfer of the property to an external developer for completion, as detailed in Appendix A para 3.8 of this report.

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 2017/18 Capital Programme was approved by Council on 24th February 2016.
- 3.2 The capital programme is split in the following way:
 - (a) Schemes classified as '**immediate starts**', which require no further approval to commence; and
 - (b) A number of separate '**policy provisions**' which are not released until specific proposals have been approved by the Executive;
- 3.3 Immediate Starts are further split into:
 - (a) **Projects**, which are discrete, individual schemes such as a road scheme or a new building. Monitoring of projects focusses on delivery of projects on time and the

achievement of milestones. Consequently, there is no attention given to in-year financial slippage;

- (b) **Work Programmes**, which consist of minor works or similar on-going schemes where there is an allocation of money to be spent during a particular year. Monitoring of work programmes focusses on whether the money is spent in a timely fashion;
- (c) **Provisions**, which are sums of money set aside in case they are needed, where low spend is a favourable outcome rather than indicative of a problem;
- (d) **Schemes which are substantially complete**. These schemes are the tail end of schemes in previous years' capital programmes, usually consisting of small amounts of money brought forward from earlier years;
- (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.

3.4 Summary of the total approved capital programme as at Period 6:

	£000
Projects	110,102
Work Programmes	68,433
Provisions	1,716
Schemes nearly complete	4,398
Total Immediate Starts	184,649
Policy Provisions	43,501
Total Capital Programme	228,150

3.5 Since Period 4 the Total capital Programme has increased by £18.4m, as follows:

	£000
Total Capital Programme at Period 4	209,722
LGF budgets for external schemes previously approved added to capital programme	9,776
22/8/17 decision - A46/Anstey Lane improvements for Ashton Green	7,900
8/9/17 decision - Potential Strategic Development Sites	500
8/9/17 decision - St George's public realm works	137
Other	115
Total Capital Programme at Period 6	228,150

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

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

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

3.8 Capital Receipts

3.8.1 At Period 6, the Council has realised £6.0m of General Fund capital receipts. Some of this will be used for the 2018/19 capital programme, some for the 2019/20 programme.

3.8.2 Right to Buy receipts this year have so far amounted to £7.6m.

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”?**

Yes.

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. Departmental/Divisional summaries are shown at Appendix F.

Department / Division	Budget 2017-18 to 2019-20 £000	2017/18 Spend to Date £000
Corporate Resources	1,720	222
Adult Social Care	6,167	348
Planning, Development & Transportation	59,770	6,298
Tourism, Culture & Inward Investment	10,833	2,698
Neighbourhood & Environmental Services	451	75
Estates & Building Services	58	1
Children's Services	25,728	3,479
Public Health	328	179
Total (including HRA)	105,055	13,300
Housing Revenue Account	5,047	1,744
Total (including HRA)	110,102	15,044

- 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 has been given 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)	2017/18 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Project RAG Rating	Reason for RAG Rating (if not Green or Blue)
CRS	Electronic Document System Replacement	330	0	0	Apr-18	Sep-19	Purple	May not be needed
CRS	Automatic Call Distribution System Upgrade	300	7	0	Apr-18	Apr-19	Purple	Currently out to tender
CRS	Lync Telephony Infrastructure Upgrade	47	0	0	Apr-17	Jul-17	Blue	
CRS	Finance, HR & Payroll System	1,043	215	0	Jun-17	Apr-18	Amber	Delay risk due to resourcing and HR/payroll implementation issues
ASC	ICT Investment - Phase 2 - Liquidlogic	1,185	253	0	Jan-19	Mar-19	Green	
ASC	Improvement to Day Care Services at Hastings Road	385	0	0	Apr-16	Apr-18	Green	
ASC	Anchor Centre - new recovery hub	599	95	0	Apr-17	Nov-17	Green	Completed, invoices to be processed & retention payments.
ASC	Specialist Dementia Care Centre	1,548	0	0	TBC	TBC	Purple	Being reviewed following govt announcement on Housing Cap
ASC	Extra Care Schemes	2,450	0	0	TBC	TBC	Purple	
CDN (PDT)	Leicester North West Major Transport Scheme	8,928	142	0	Mar-19	Mar-19	Amber	Construction drawing delays, design issues and construction delays
CDN (PDT)	North City Centre Access Improvement Scheme	8,932	762	0	Feb-20	Apr-19	Green	
CDN (PDT)	Ashton Green Highways Infrastructure (A46/Anstey Lane)	7,900	0	0	May-19	Aug-19	Green	
CDN (PDT)	City Centre Street Improvements	2,297	878	0	Apr-19	Apr-19	Green	
CDN (PDT)	Townscape Heritage Initiative	2,515	817	0	Feb-18	Apr-18	Green	
CDN (PDT)	Friars' Mill Phase 2	1,250	0	0	Aug-17	Feb-18	Purple	Project to be transferred to a developer for completion
CDN (PDT)	Waterside Strategic Regeneration Area	25,370	3,404	0	Mar-23	Mar-23	Green	
CDN (PDT)	St Georges' Churchyard	900	0	0	Aug-18	Aug-18	Amber	Subject to planning permission. Aiming for December Committee
CDN (PDT)	Shahista House, 37-45 Rutland Street	150	0	0	Dec-17	Dec-17	Green	
CDN (PDT)	Great Central Street / Vaughan Way	150	6	0	Jan-19	Jan-19	Green	
CDN (PDT)	Ashton Green	878	244	0	Mar-18	Apr-18	Amber	Outstanding contractual obligations from developer
CDN (PDT)	Pioneer Park	500	45	0	Dec-17	Dec-17	Green	
CDN (TCI)	Dock 2	1,287	9	0	TBC	TBC	Purple	Tenders received higher than budget
CDN (TCI)	Jewry Wall Museum Improvements	1,622	244	0	Mar-19	May-19	Amber	Design issues on walkway
CDN (TCI)	Leicester Market Redevelopment	4,610	851	0	Dec-18	Dec-18	Amber	Contractor not appointed for screen

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Dept/ Division	Project	Total Budget (£000)	2017/18 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Project RAG Rating	Reason for RAG Rating (if not Green or Blue)
CDN (TCI)	Haymarket Theatre	2,814	1,533	0	Dec-17	Jun-18	Amber	Increased scope requiring expected additional financing
CDN (TCI)	Abbey Pumping Station	500	61	0	Mar-19	Mar-19	Green	
CDN (NES)	Saffron Hill Cemetery Improvements	301	75	0	Dec-17	Dec-17	Green	
CDN (NES)	Library Management System	150	0	0	Dec-18	Dec-18	Green	
CDN (EBS)	15 New Street	58	1	0	Nov-17	Dec-17	Green	
ECS	Waterside Primary School	1,887	0	0	Aug-19	Aug-19	Amber	Project in danger of slippage due to being on critical path
ECS	Additional Places - Inglehurst Junior	310	12	(12)	Jan-18	Mar-18	Amber	Review following VFM concerns
ECS	Additional Places - Spinney Hill	231	1	0	TBC	TBC	Red	Being reviewed following original structural works found not to be viable
ECS	Additional Places - Alderman Richard Hallam	400	0	0	Sep-17	Sep-17	Green	Completed, but being reviewed to see if further improvements can be made
ECS	Additional Places - Overdale Junior	86	0	0	Aug-16	Aug-16	Blue	
ECS	Additional Places - Marriott	612	0	0	Sep-18	Nov-18	Amber	Requires scoping work with school
ECS	Primary School TMBs	2,346	792	266	Oct-17	Oct-17	Green	Completed. Some snagging issues
ECS	Primary School Internal Reconfigurations	777	4	0	Sep-17	Sep-17	Green	Completed, but being reviewed
ECS	Carisbrooke TMB	693	373	0	Oct-17	Oct-17	Green	Completed, but snagging issues
ECS	Secondary School Places - PFI schools	2,401	195	0	Aug-19	Aug-19	Green	
ECS	Secondary School Places - Non-PFI schools	1,099	88	0	Aug-19	Aug-19	Green	
ECS	Secondary School TMBs	11,993	1,979	0	Oct-17	Oct-17	Amber	Completed, but snagging issues have caused some operational issues
ECS	Fullhurst/Braunstone Skills Centre Expansions	575	2	0	Oct-17	Jan-18	Green	
ECS	Fullhurst / Ellesmere School Expansions	1,725	0	0	Apr-18	Aug-19	Amber	Project in danger of slippage due to being on critical path
ECS	Children's Homes - Barnes Heath	105	2	0	Sep-17	Sep-17	Green	Completed. Agreement of costs ongoing.
ECS	Children's Homes - Dunblane Avenue	96	0	(81)	Oct-17	Dec-17	Amber	Review of service has resulted in delay, but project close to completion
ECS	Children's Homes - Netherhall	214	14	0	TBC	TBC	Red	The completion of works has been delayed by a review of the costs of the overall Children's Homes programme. Plans for completion will be reported in December.
ECS	Children's Homes - Tatlow Road	178	17	0	Dec-16	Feb-18	Amber	Was delayed whilst overspending
PH	Humberstone Heights Golf Course - drainage/irrigation	328	179	0	Mar-18	Mar-18	Green	
Total (excluding HRA)		105,055	13,300	173				

Dept/ Division	Project	Total Budget (£000)	2017/18 Spend (£000)	Forecast U/(O)spend (£000)	Original Completion Date	Forecast Completion Date	Project RAG Rating	Reason for RAG Rating (if not Green or Blue)
CDN (HRA)	Conversion of Former Council Hostels	1,988	1,168	0	Jan-18	Jan-18	Green	
CDN (HRA)	St Leonard's Tower Block - Lift	100	0	0	Mar-18	May-18	Amber	Overspend due to increased scope of project
CDN (HRA)	Exchange Demolition	112	12	(95)	Dec-17	Mar-18	Amber	Delay in construction by medical centre owner
CDN (HRA)	E-Communications (Mobile Working)	402	1	0	Mar-18	Dec-18	Amber	Procurement of new supplier
CDN (HRA)	Northgate Business Systems Phase 2	1,536	190	0	Jun-18	Jun-18	Amber	Delay in procurement decision
CDN (HRA)	Tower Block Redevelopment	909	373	0	Nov-18	Jan-19	Amber	Safety works following Grenfell
Total HRA		5,047	1,744	(95)				
Total (including HRA)		110,102	15,044	78				

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 below. This has been defined as any scheme that has a RAG Rating other than “green” or “blue”.
- 3.2 **Electronic Document System Replacement** This project is currently on hold pending an assessment of whether or not it should go ahead. Should the document storage capabilities of other systems such as LiquidLogic and SharePoint be deemed sufficient for Council needs, investment in a dedicated and costly EDRMS solution would not be required.
- 3.3 **Automatic Call Distribution System Upgrade** This project is currently on hold whilst a provider is being sought.
- 3.4 **Finance, HR & Payroll Systems** It was decided to delay the go live to the start of the next financial year to assist with data migration. This deadline has now been affected by delays in the HR project along with the complexities of the system. The Council is currently working with Technology One in aiming to achieve the 1st April deadline.
- 3.5 **Specialist Dementia Care Centre** This project is on hold, but will now be reviewed following the government announcement that the cap on social housing rents will now not go ahead.
- 3.6 **Extra Care Schemes** This scheme is currently on hold. The government have announced that the cap on social housing rents for sheltered housing and extra care schemes will now not go ahead and as a result these schemes are being reviewed.
- 3.7 **Leicester North West Major Transport Project** Staffing shortages, delays with construction drawings and County issues with design have hindered the progress of this project, which is causing delays on sites for construction works.
- 3.8 **Friars' Mill Phase 2** This project is currently on hold, following the main contractor going into administration. The current delivery strategy is to dispose of the partially constructed buildings via a land sale to a developer to complete for resale or letting. It is proposed that the remaining unspent Friars' Mill budget is transferred to the Waterside regeneration project to compensate for the reduced Friars' Mill capital receipt which was to be used to part-finance Waterside spend.
- 3.9 **St George's Churchyard** The commencement of the public realm improvements is dependent on planning approval being granted. This will be taken to the Planning Committee in December.
- 3.10 **Ashton Green** Morris Homes are currently on site constructing homes under a licence. However, they have some outstanding planning requirements to discharge before the Council can formally transfer land to them and receive the land sale capital receipt of £1.556m. The securing of the required Local Planning Authority approvals, needed before the first home sale, is expected during November 2017.
- 3.11 **Dock 2** As reported at 2016/17 Outturn, tenders received for the project were higher than the budget allowed. This project is now on hold as a result.

- 3.12 **Jewry Wall Museum Improvements** This project is expected to complete later than originally expected due to a technical review of the Stage 4 Walkway Design concluding that the current proposals were inadequate. Further works are also required to investigate archaeology and utilities infrastructure that will be impacted by the structure.
- 3.13 **Leicester Market Redevelopment** A contractor for the new screen behind the Corn Exchange has not yet been appointed, due to tenders not being received.
- 3.14 **Haymarket Theatre** The project scope has been enhanced for areas including door finishes in the public areas, toilets and heating provisions in the back of house areas, window treatments, decoration and relocating the existing main theatre entrance, creating a new glazed lobby and enclosing the current external corridor that is a focus for anti-social behaviour. Additional resources will be committed to the project and the contract period extended such that the building will now be handed over to the Haymarket consortium at the end of January 2018.
- 3.15 **Waterside Primary School** The programme is on the critical path and as such the procurement route is presently being reviewed and confirmed. This is following a market testing with the original procurement strategy that increased the level of risk to the programme. This places an 'Amber' status on the project.
- 3.16 **Additional School Places – Inglehurst Junior School** Value for money concerns regarding submitted costs have been identified. The project was therefore reviewed and re-programmed to allow for a formal competitive tender process, resulting in a revised programme as per the current forecast programme.
- 3.17 **Additional School Places – Spinney Hill Primary School** A feasibility study was previously executed outlining that the current specification would not prove financially viable due to the amount of structural works required and therefore increased costs to the scheme proposal. The project is currently on hold and no further costs will be incurred other than the feasibility study.
- 3.18 **Additional School Places – Marriott Primary School** The scheme has completed the feasibility period and the exact brief is being confirmed with the school. Based on a traditional procurement route and traditional form of construction, the scheme cannot be completed by September 2018 and as such, alternative procurement options and construction solutions are presently being considered.
- 3.19 **Secondary School TMBs** The projects are substantially complete and the TMBs occupied, but rectification of snagging items is ongoing which is causing operational challenges for the Schools. The snagging and associated outstanding works are on track for completion by the programmed completion date of October 2017.
- 3.20 **Fullhurst/Ellesmere School Expansion** There have been challenges in establishing a deliverable programme, which presently being reviewed with the Framework Contractor. The project is on the critical path in relation to having the first phase of accommodation ready for occupation by August 2017.
- 3.21 **Children's Homes – Dunblane Avenue** Whilst most works are either complete, or on track for completion, the Ground Floor Office Refurbishment Works were recently paused pending a review of funding remaining across the Children's Homes and Contact Centres Programme. All works are now on track for completion by December 2017. The project is expected to overspend by £81k.

- 3.22 **Children's Homes – Netherhall** Due to a wider service budget overspend, works are currently paused until confirmation of the budget. A separate paper is to be prepared for submission in relation to completion of the works at Netherhall Road. The programme will be updated upon approval of the agreed works.
- 3.23 **Children's Homes – Tatlow Road** Works were delayed pending a full programme review due to identification of programme overspend. Works have recommenced and are on track to the revised programme.
- 3.24 **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 so that the existing lift can be renewed 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.
- 3.25 **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 on 4th August 2017 to dispose of land on Sturdee Road to Invonex Properties Limited in order that an existing Health Centre can to be extended to accommodate a new post office. The land transfer was subsequently completed on 13th October 2017.
- 3.26 **E-Communications (Mobile Working)** Procurement of new devices is currently in progress. This has delayed the trialling of new devices. The Mobile Working IT software solution (part of the Northgate project) is also delayed.
- 3.27 **Northgate Business Systems Phase 2** Roll-out of the online offer has been delayed due to the delay of the mobile working project.
- 3.28 **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.

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	2017/18 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Adult Social Care	248	0	0	0
Planning, Development & Transportation	8,452	3,053	0	0
Tourism, Culture & Inward Investment	130	15	0	0
Neighbourhood & Environmental Services	225	13	0	0
Estates & Building Services	874	276	0	0
Housing General Fund	5,474	131	1,039	0
LLEP	10,110	848	0	0
Children's Services	11,730	1,830	5,519	41
Total (excluding HRA)	37,243	6,166	6,558	41
Housing Revenue Account	15,764	5,772	550	0
Total (including HRA)	53,007	11,938	7,108	41

2. Summary of Individual Work Programmes

Work Programme	Approved £000	2017/18 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Transport Improvement Works	1,458	809	0	0
Air Quality - Walking and Cycling	115	0	0	0
Collaborate Business Project - Business Grants	300	40	0	0
Highways Maintenance	3,777	1,244	0	0
Townscape Heritage Initiative - Business Grants	200	108	0	0
Flood Strategy	247	0	0	0
Festive Decorations	50	9	0	0
Local Environmental Works	78	181	0	0
Legible Leicester	618	166	0	0
Leicester Strategic Flood Risk Management Strategy	1,200	127	0	0
Parking Strategy Development	309	369	0	0
Potential Strategic Development Sites Assessment	100	0	0	0
Retail Gateways	50	15	0	0
Heritage Interpretation Panels	80	0	0	0
Parks Plant and Equipment	150	0	0	0
Allotment Infrastructure Phase 2	75	13	0	0
Property Maintenance	874	276	0	0
Private Sector Disabled Facilities Grant	2,130	42	0	0
Repayable Home Repair Loans	300	56	0	0
Leicester Energy Efficiency Fund	50	0	10	0
Street Scene Improvements - Housing Estates	65	9	0	0
Vehicle Fleet Replacement Programme	2,929	24	1,029	0
Local Growth Fund Projects	10,110	848	0	0
School Capital Maintenance	8,063	1,616	2,744	41
BSF Schools' Landlord Lifecycle Fund	3,667	214	2,775	0
Dementia Friendly Buildings Initiative	248	0	0	0
Total (excluding HRA)	37,243	6,166	6,558	41
New Kitchens in Council Housing	2,800	1,517	500	0
New Bathrooms in Council Housing	1,200	295	200	0
Council Housing - Boiler Replacements	3,500	1,453	0	0
Council Housing - Rewiring	2,200	676	150	0
Disabled Adaptations & Improvements	1,300	486	0	0
Council Housing - External Property Works	1,077	430	(150)	0
Community & Environmental Works - Housing Estates	1,554	408	(150)	0
Council Housing - Fire and Safety Works	1,150	452	0	0
Council Housing - Insulation Works	983	55	0	0
Total HRA	15,764	5,772	550	0
Total (including HRA)	53,007	11,938	7,108	41

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 Period 4 monitoring, this has been defined as any scheme where material slippage is forecast.
- 3.2 **Vehicle Fleet Replacement Programme** Work continues in developing a detailed vehicle replacement plan that will promote the most cost effective management of the Council's vehicle fleet. Given the time this is expected to take, and that vehicles are being kept for longer, the programme is forecasting that £1.0m of the budget will not be spent this financial year and needs to be re-profiled into 2018/19. The outcome of this review could result in fewer vehicles being required.
- 3.3 **School Capital Maintenance** Some school maintenance budgets have been rescheduled for 2018/19 including kitchen works, some aspects of the "CCMP1" programme that require alignment with the school summer holiday period as well as most aspects of the "CCMP2" programme which is presently in the scoping phase, which will also need to align to the school holiday period. This leaves an anticipated figure of £3,497k still to spend in 2017/18 which is presently on track.
- 3.4 **BSF Landlord Lifecycle Fund** The BSF Lifecycle budget was drawn from a fund set aside for "landlord" lifecycle/capital maintenance responsibilities across the BSF schools for which the Council has capital maintenance responsibility. The current allocation is for immediate works. Slippage is due to works scheduled for 2018 being packaged and put to market, the bulk part of relating to works at New College planned for the Summer holiday.
- 3.5 **Council Housing - New Kitchens and Bathrooms** The Grenfell Tower fire has resulted in delays to the tower block redevelopment. The reoccupation of Gordon House was delayed to enable returning residents to be properly assured about fire safety measures. £500k of the planned expenditure on new kitchens and £200k on new bathrooms will need to be re-profiled as a result.
- 3.6 **Council Housing - External Property Works** By undertaking work on a greater number of properties, expenditure on re-roofing can be brought forward from 2018/19.
- 3.7 **Council Housing – Rewiring** Rewiring is demand-led and will underspend by £150k during the year; this will be used to fund additional investment in cost effective waylighting, which delivers on-going revenue savings.
- 3.8 **Community & Environmental Works - Housing Estates** Housing Estates expenditure on waylighting can be brought forward from 2018/19 and funded from underspends in the Council Housing Rewiring programme.

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 6, the following budgets for capital provisions were unspent.

Provision	Approved £000	2017/18 Spend to Date £000	2017/18 Commit- ments £000	2017/18 Total £000	Remaining Budget £000
Local Investment Fund Support	187	0	20	20	167
New School Places - General Contingency	1,083	0	50	50	1,033
Adventure Playgrounds & Youth Centres	25	0	5	5	20
Early Years - Two Year Olds - PVI providers	321	31	82	113	208
Empty Homes Purchase	50	121	(71)	50	0
Total	1,666	152	86	238	1,428

PROJECTS SUBSTANTIALLY COMPLETE**1. Summary**

- 1.1 As at the end of Period 6, 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	Approved £000	2017/18 Spend to Date £000	Forecast Slippage £000	Forecast Under/(over) Spend £000
Street Lighting Replacement Programme	166	18	0	0
Haymarket Bus Station	236	232	0	0
Friars' Mill Phase 1	220	16	0	0
Mill Lane Pedestrianisation (DMU funded)	70	118	0	0
Carron Building	18	0	0	0
Victoria Park Centenary Walk Phase 2	140	154	0	0
Installation of Defibrillators on Parks	25	7	0	0
New Walk Museum Works	414	338	0	0
LED Lighting	142	0	0	0
New School Places	605	226	0	0
Targeted Basic Need - Kestrels' Field	269	80	0	0
Children's Service's Contact Centre	13	0	0	0
Schools (Residual BSF Programme)	1,793	593	0	0
Meynell's Gorse	65	57	0	0
Total (excluding HRA)	4,176	1,839	0	0
Affordable Housing Programme 2013-17	164	61	0	0
Total HRA	164	61	0	0
Total (including HRA)	4,340	1,900	0	0

POLICY PROVISIONS**1. Summary**

1.1 As at Period 6, the following policy provisions were still awaiting formal approval for allocation to specific schemes.

Department/ Division	Policy Provision	Amount £000
CDN (EBS)	Property Maintenance	1,652
CDN (EBS)	Braunstone Hall*	141
CDN (PDT)	Economic Action Plan	7,654
CDN (PDT)	Air Quality Action Plan	740
CDN (PDT)	Parking Strategy Development	1,400
CDN (PDT)	Local Environmental Works	700
ECS	Children's Services	22,260
ASC	Extra Care Schemes	6,700
Total (excluding HRA)		41,247
CDN (HRA)	New Affordable Housing	1,954
CDN (HRA)	Other HRA Schemes	300
Total HRA		2,254
Total (including HRA)		43,501

* exception, in that no further approval required

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

- £12,758k released on 30/5/17 for temporary modular buildings and secondary school expansions.
- £777k released on 23/6/17 for primary school expansions.
- A further £4,834k released on 3/7/17 for temporary modular buildings and secondary school expansions.
- £739k released 11-14/7/17 for ICT needs for secondary school expansions.
- £3,383k released on 6/9/17 for the design phase of secondary school expansions.
- £1,887k released on 25/9/17 for the new Waterside Primary School.

1.3 Other releases from policy provisions up to Period 6 (now reflected in the tables above) include:

- £850k released from the Economic Action Plan policy provision on 24/4/17 for improvement works to King Street.
- £696k released from the Economic Action Plan policy provision on 23/6/17 for the access improvements to Jewry Wall Museum.
- £300k released from the Saffron Hill Cemetery policy provision on 23/5/17 for cemetery extension works.
- £150k released from the Library Management System policy provision on 12/7/17.
- £1,748k released from the Property Maintenance policy provision on 1/9/17 to undertake capital maintenance works on the Council's corporate property portfolio.
- £763k released from the Economic Action Plan policy provision on 8/9/17 for St George's Churchyard public realm improvement works.

1.4 Since Period 6, the following amounts have also been released from policy provisions (these are not yet reflected in the tables above):

- £304k released from the Economic Action Plan policy provision on 23/10/17 for Employment Hub projects.
- £700k released from the Parking Strategy Development policy provision on 17/11/17.
- £2.9m released from the Economic Action Plan policy provision on 21/11/17 for highway, pedestrian and cycleway improvements at Vaughan Way and Great Central Street.

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Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department	Resources
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Electronic Document Management System	330	April 18	Sept 19	P	May not be needed
Automatic Call Distributor (ACD) system.	300	April 18	April 19	P	Currently out to tender
Lync telephony Infrastructure upgrade	47	April 17	July 17	B	Complete
Finance, HR & Payroll System HR /Finance	1,043	June 17	Nov 17/ April 18	A	Delays in the delivery of the HR system and internal decisions.
Total	1,720				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Adult Social Care
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
ICT Investment – Phase 2 (Liquidlogic Enhancements)	1,185	January 2019	March 2019	G	
Improvements to day care services at Hastings Road	385	April 2016	April 2018	G	
Anchor Centre – new recovery hub	599	April 2017	November 2017	G	Complete. Invoices to be processed, and retention payment
Special Dementia Care Centre	1,548			P	On hold awaiting government announcement on the Housing Cap in Autumn 2017
Extra Care – Two Schemes	2,450			P	On hold awaiting government announcement on the Housing Cap in Autumn 2017
Total	6,167				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Planning, Development and Transportation
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Leicester North West Transport Scheme	8,928	March 2019	March 2019	A	Construction drawing delays, design issues and construction delays
North City Centre Access	8,932	Feb 2020	April 2019	G	
Ashton Green Highways Infrastructure	7,900	May 2019	August 2019	G	
City Centre Street Improvements	2,297	April 2019	April 2019	G	
Townscape Heritage Initiative	2,515	Feb 2018	April 2018	G	
Friars Mill Phase 2	1,250	Aug 2017	Feb 2018	P	New delivery strategies. New contractor to be appointed.
Waterside	25,370	March 2023	March 2023	G	
St George's Churchyard	900	August 2018	August 2018	A	Subject to planning approval. December committee targeted
Shahista House	150	December 2017	December 2017	G	
Vaughan Way/ Great Central Street	150	January 2019	January 2019	G	
Ashton Green	878	March 2018	April 2018	A	Outstanding contractual obligations from the Parcel 1 developer
Pioneer Park (Development phase)	500	December 2017	December 2017	G	
Total	59,770				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

CDN - Division	Tourism, Culture and Inward Investment
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Dock2	1,287			P	On Hold.
Jewry Wall Museum Improvement	1,622	March 2019	May 2019	A	Design problems on walkway. New procurement strategy needed. Shifts programme.
Leicester Market Redevelopment	4,610	Dec 2018	Dec 2018	A	Contractor not appointed for screen. No acceptable tenders received.
Haymarket Theatre	2,813	Dec 2017	Jun 2018	A	Completion will move back as scope has increased. Additional financial approval required. Showing amber as assumption is approval will be given.
Abbey Pumping Station	500	March 2019	March 2019	G	
Total	10,832				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Neighbourhood and Environmental Services
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Saffron Hill Cemetery Improvements	301	Dec 17	Dec 17	G	
Library Management System	150	Dec 18	Dec 18	G	
Total	451				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Estates and Building Services (EBS)
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
15 New Street	58	Nov 2017	Dec 2017	G	
Total	58				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Children's Services
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2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Waterside Primary School	1,887	Aug 19	Aug 19	A	The scheme is on the critical path for opening in August 2019. A review of the agreed procurement strategy is underway in order to 'de-risk' the programme
Additional Places - Inglehurst Junior	310	Jan 18	May 18	A	The project was originally to be procured via framework to meet the required timescales. However there were value for money concerns with the submitted costs. Project was therefore reviewed and re-programmed to allow for a formal competitive tender process, resulting in a revised programme.
Additional Places - Spinney Hill	231	TBC	TBC	R	The Feasibility Study identified challenges and due to the amount of structural works required the design was considered not to be viable when aligned to the project budget. Further plans are being reviewed to identify the next steps to identify a deliverable project.
Additional Places - Alderman Richard Hallam	400	Sep 17	Sept 17	G	Complete, but additional improvements may be made using remaining budget.
Additional Places - Overdale Junior	86	Aug 16	Aug 16	B	Completed. Budget close-out to be confirmed.
Additional Places - Marriott	612	Sept 18	Nov 18	A	The Feasibility Study has been completed. The project brief is presently being confirmed with the school. Based on a traditional procurement route and traditional form of construction, the scheme cannot be completed by Sept 18 and as such, alternative procurement options and construction solutions are presently being considered.
Primary School TMBs	2,346	Oct 17	Oct 17	G	Completed. Some snagging issues.
Primary School Internal	777	Sep 17	Sep 17	G	Completed but being reviewed

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Reconfiguration					
Carisbrooke TMBs	693	Oct 17	Oct 17	G	Completed, but snagging issues
Secondary School Places – PFI Schools	2,401	Aug 19	Aug 19	G	
Secondary School Places – Non-PFI Schools	1,099	Aug 19	Aug 19	G	
Secondary School TMBs	11,993	Oct 17	Oct 17	A	The snagging works have been substantially completed by the end of October and are presently being inspected. The snagging rectification has caused some operational issues for schools, which is why the project is classed as Amber.
Secondary Expansions – Fullhurst / Braunstone Skills Centre)	575	Oct 17	Jan 18	G	Phase 1 works were completed on programme and now Phase 2 works are planned for Nov/Dec 17.
Secondary Expansions – Fullhurst / Ellesmere)	1,725	Apr 18	Aug 19	A	The project is on the critical programme path, so formal execution of the main contract in November is crucial to achieving the occupation of Phase 1 in August 2018.
Children’s Homes – Barnes Heath	105	Sep 17	Sep 17	G	Completed. Agreement of final costs on-going.
Children’s Homes – Dunblane Avenue	96	Oct 17	Dec 17	A	Works are either complete, or on track for completion. The Ground Floor Office Refurbishment Works were recently paused pending review of funding remaining across the Children’s Homes and Contact Centres Programme, which has caused slippage to the programme.
Children’s Homes – Netherhall	214			R	The completion of works has been delayed by a review of the costs of the overall Children’s Homes programme. Plans for completion will be reported in December
Children’s Homes – Tatlow Road	178	Dec 16	Feb 18	A	Works were delayed pending a full programme review due to identification of programme overspend. Works have recommenced and are on track to the revised programme.
Total	25,728				

Capital Programme Project Monitoring 2017/18

Departmental Summary

1. General

Department (or Division in CDN)	Public Health
---------------------------------	----------------------

2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Humberstone Heights Golf Course Investment	328	March 18	March 18	G	
Total	328				

Capital Programme Project Monitoring 2017/18

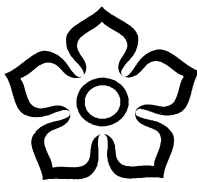
Divisional Summary – Housing

1. General

Department (or Division in CDN)	Housing
---------------------------------	----------------

2. Projects

Project Name	Approval 17/18 to 19/20 (£000)	Original Completion Date	Forecast Completion Date	RAG Rating (project)	Give reasons if not green
Conversion of Former Council Hostels	1,988	Jan 18	Jan 18	G	
St Leonard's Tower Block - Lift	100	Mar 18	May 18	A	Indications that cost may exceed approval (by up to £95k) depending on procurement. Will be funded within HRA resources if required.
Exchange Demolition	112	Dec 17	March 18	A	Delay in construction undertaken by medical centre owners
E-Communications (Mobile Working)	402	Mar 18 / ongoing	Mar 18 / June 18 / Dec 18	A	Delay in trialling new devices until corporate procurement of new IT hardware supplier
Northgate Business Systems Phase 2	1,536	Mar 17 / June 18	Dec 17 / June 18	A	Decision to procure Mobile Working solution has delayed roll out which impacts online offer
Tower Block Redevelopment	909	Aug 17 / Nov 18	Nov 17 / Jan 19	A	Slight delay in reoccupation of Gordon House following Grenfell Fire has knock on effect to Maxfield House works
Total	5,047				



Leicester
City Council

**WARDS AFFECTED:
ALL WARDS (CORPORATE ISSUE)**

OVERVIEW SELECT COMMITTEE

14th December 2017

MID-YEAR REVIEW OF TREASURY MANAGEMENT ACTIVITIES 2017/18

Report of the Director of Finance

1. Purpose of Report

- 1.1 This report reviews how the Council conducted its borrowing and investments during the first six months of 2017/18.
- 1.2 2017/18 has seen continued economic growth in the UK and elsewhere. However, there are risks and these are discussed further in section 5.
- 1.3 We continue to monitor the impact of the “bail in” requirements whereby major depositors could be forced to inject funds into banks which are running into trouble, introduced earlier in the year. This is further discussed below.

2. Summary

- 2.1 Treasury Management is the process that ensures that the Council always has enough cash to make the payments that are necessary for its operations, and this involves both borrowing and investment. The Council’s borrowing totals some £240 million; and during 2017/18 its investments varied from £185 million to over £275 million depending on circumstances.
- 2.2 The Council has a prudent approach to treasury management. It does not borrow more than it needs; generally preferring to use cash balances as an alternative to borrowing. In recent years we have not needed to borrow at all. It only lends money to the safest institutions or funds.
- 2.3 The report commences with an overview of treasury management, including loans and investments at key dates. It then reviews the credit worthiness of investments and implementation of our strategy, provides outcomes on key performance measures and concludes by reviewing compliance against limits set by the Council.

3. Recommendations

- 3.1 Members of the Overview Select Committee are recommended to note the report and make any comments to the Director of Finance and the Executive as they wish.

4. Overview of Treasury Management

Main elements of Treasury Management

- 4.1 There are two main elements to treasury management. The first is managing our borrowings which have been taken out to finance capital expenditure. Most capital schemes are now financed by grant, and only a limited number of schemes are financed by borrowing (generally those which pay for themselves). In the past the Government expected us to borrow but allowed for the cost of borrowing in our grant settlement, and we still have a lot of debt which was taken to meet this capital expenditure.
- 4.2 Historic debt can sometimes be restructured to save money, i.e. repaying one loan and replacing it with another and this is always given active consideration. In recent years, Government rule changes have normally made this prohibitively expensive.
- 4.3 The revenue budget approved by the Council for each financial year includes provision for the interest payable on this borrowing. It also includes a provision for repaying the borrowing over a number of years (broadly speaking over the economic life of the assets acquired).
- 4.4 The second element is cash management which involves managing the Council's investments to ensure the optimum amount of money is in the bank account on a day-to-day basis – so that there is enough money in the account to cover the payments made on the day but no more (cash held in the bank account earns negligible interest).
- 4.5 The Council has substantial investments but this is not “spare cash”. Some comes from grants received in advance of expenditure and from reserves held for designated purposes. It also includes money set aside to repay debt but which has not been used to repay debt due to the punitive charges referred to above.
- 4.6 There is a budget for interest earned on investments as part of the Council's revenue budget.

Treasury Management Policy and Monitoring

- 4.7 The activities to which this report relates were governed by the Treasury Strategy for 2017/18 which was approved by the Council on 2nd February 2017 and amended on 5th October 2017. This establishes an outline plan for borrowing and investment. The strategy is drawn up in the light of the Council's expected borrowing requirements, its expected cash balances, the outlook for interest rates and the credit worthiness of the banks with whom the Council might invest its cash balances.
- 4.8 A twice-yearly report is submitted to your Committee reviewing the treasury activity undertaken in the year. This report is the mid-year report for 2017/18

Loans and Investments at Key Dates

- 4.9 Table 1 below shows the loans (money borrowed by the Council) and investments (money invested by the Council) as at 31/03/2017 and 7/11/2017. The rates shown are the averages paid and received during 2017/18.
- 4.10 It can be seen that the level of gross debt (total loans borrowed) is unchanged at a level of £239m. No new loans have been borrowed and no debt restructuring has taken place.

4.11 Investments have increased by £72m from £186m to £258m. This movement is broadly in line with expectations – cash balances at mid-year are typically high and subsequently decrease over the remainder of the financial year.

Table 1- Loans & Investments

	Position at 31/03/2017 Principal £M	Position at 07/11/2017 Principal £M	Average Rate
Long Term Fixed Rate Loans			
Public Works Loan Board (PWLB)	134	134	4.2%
Market & Stock	34	34	4.9%
Variable Rate Loans			
Bank Loans	71	71	4.5%
Gross Debt	239	239	4.4%
Treasury Investments			
Banks and Build Soc	73	67	
Other Local Authorities	100	159	
Government Debt			
Management Office	-	4	
Money Market Funds	8	23	
Total Treasury Investments	181	253	0.5%
Local Investment Fund			
Loans	5	5	
Total Local Investment Fund Investments	5	5	9.3%
Total Investments	186	258	0.7%
NET BORROWING	58	5	

5. **Credit Worthiness of Investments**

- 5.1 2017/18 showed continued economic recovery within the UK economy and within the world economy. Within the Eurozone, economic and financial tensions have eased but significant underlying issues remain. The impact of the UK's exit from the EU on the economy remains to be seen.
- 5.2 The governments of the largest world economies, including the UK, have implemented measures to make banks less likely to fail but also to reduce the impact on the financial system and on tax payers if they do fail. The measures for dealing with a failing bank see investors who have lent or deposited money (which includes us) taking significant losses before there is any tax payer support ("bail in"). Our assessment of risk is based both on the risk that banks fail (as measured by credit ratings) and also on the level of losses that we might face should the banks require capital support to prevent failure.
- 5.3 These developments were reflected in the Council's approach to managing credit risk in its Treasury Strategy for 2017/18. It has adopted a cautious stance over the whole period covered by this report and has only directly lent to strong UK banks, other local authorities and the UK Government. Other lending has been part of pooled funds (see 5.5 below).
- 5.4 The position is continually under review. One factor is that other regulatory developments are continuing to require or push banks towards greater financial robustness. One matter kept under review is the measures that will be put in place to require banks to "ring fence" bank deposits from other more risky activities. Banks have to complete this by 1st January 2019 but some banks plan to complete this earlier. The transition to these new arrangements creates some uncertainties and until these are resolved the maximum period for which we will lend to some UK banks are shorter than might otherwise be the case.
- 5.5 The Council has an indirect exposure to non-UK banks through its investment in money market funds. Money market funds are like "unit trusts" but rather than investing in company shares these funds invest in interest bearing investments such as bank deposits. When we open such funds they are vetted to ensure that they have strong investment and risk management processes to ensure a high level of credit worthiness in the underlying investments, and we receive advice from our treasury advisor, Arlingclose. Investing in this way helps manage credit risk by having a high level of diversification amongst the underlying banks and institutions to whom money is lent.
- 5.6 The Council has a "Local Investment Fund" which invests in local commercial opportunities. This fund is managed within the Council's framework for managing capital expenditure and it is not considered in detail within this report. However, investments within this fund are included at table 1 below because the rationale of this fund is that it puts to work cash balances which would otherwise be invested in low interest paying deposits.
- 5.7 Most commentators believe interest rates will remain at low levels for a long time although it is unclear whether the recent increase in base lending rates will be followed by some further small increases
- 5.8 The Treasury Strategy 2017/18 permits investment in a property fund and at the time of writing this report a short list of funds is being evaluated.

5.9 The Council used to bank with the Co-op bank and started 2017/18 with some limited residual risk around income collection systems (for Council Tax, rent etc.). This exposure has ceased.

6. **Implementation of Borrowing & Investment Strategy**

6.1 The strategy approved by Council for 2017/18 envisaged using cash balances instead of borrowing, and this strategy has been adhered to.

6.2 Given that the Council continues to have a high level of investments active consideration is given to the possible early redemption of a limited amount of debt. This, however, is not straightforward as debt repayment usually involves the payment of a premium. The level of such premiums payable in 2017/18 is high and premature debt redemption is usually not financially viable.

6.3 We hold £70m of debt which is described as variable rate loans in table 1. These are technically "LOBOs" which are fixed rate but on which the lender may ask for a rate rise. We have the option to repay if they do. Members may be aware of some criticism of LOBOs nationally, principally in respect of authorities which have complex mechanisms for calculating interest rates. We do not: we would be pleased to receive a request for a rate rise as we would then take the opportunity to repay. To all intents and purposes they are simply fixed rate loans.

6.4 Lenders would face large losses on these loans if they did request a rate rise which we then accepted. Accordingly they are unlikely to request such as rate rise. There are indications that some lenders may be open to negotiated repayments and we will explore such options.

7. **Other Sources of Capital Finance**

7.1 Major assets are funded primarily by grant or capital receipts. The acquisition of smaller assets such as vehicles and computer equipment can be financed by borrowing or leasing and a comparison is made in order to choose the option that is most cost effective. During the period under review, leasing has not been used, and assets have been bought outright.

8. **Key Performance Measures**

8.1 The most important performance measures are the rate of interest on the Council's borrowings, the timing of borrowing decisions, the timing of decisions to prematurely repay debt and the return on investments. However, no new loans have been borrowed and no existing loans have been prematurely repaid.

8.2 The Council benchmarks its investments and the latest data is for the first six months of 2017/18.

8.3 Treasury investments comprise internally managed investments, longer maturity externally managed funds and in the case of Leicester its local investment fund.

8.4 The following table compares our performance against that of participating authorities. This information is available for internally managed investments (including money market funds) and externally managed funds. No comparative data is held for the local investment fund. The data is for income received but excludes fluctuations in the capital value of investments held in externally managed funds.

Investment	Leicester City Council Revenue return	All Authorities Revenue return
Internally managed	0.46%	0.54%
Externally Managed Funds		3.48%
Local Investment Fund	9.2%	n/a
Total	0.63%	0.89%

8.5 The average rate of interest on internally managed investments for participating authorities over the first six months of 2017/18 is 0.54%. The Council's own rate is lower: 0.46%. It is expected that changes to the lending strategy authorised by the revised strategy on 5th October 2017, and especially the addition of investments in property funds, will increase the Council's return.

8.6 Higher investment returns are available if higher credit risk is accepted. However, the trade-off between risk and reward was considered when investment strategies were set for 2017/18 and in the current economic climate continues to be a most important consideration. The "return of the principal" is more important than the "return on the principal": our primary concern is to ensure that the funds invested will be repaid on time and in full. This remains our approach during the current financial year.

9. Use of Treasury Advisors

9.1 The Council are advised by Arlingclose Ltd. They advise on all aspects of treasury management but their main focus is on providing advice on the following matters:

- the creditworthiness of banks
- the most cost effective ways of borrowing
- appropriate responses to Government initiatives
- technical and accounting matters.

10. Compliance with the Council's Treasury Strategy

10.1 As required by the statutory borrowing framework, the Council is required to set a number of prudential limits and indicators. These limits are set annually and can be found within the budget and Treasury Strategy.

10.2 For the operational implementation of the Council's Treasury Management Strategy the most important limits and indicators that need to be monitored throughout the year are:

- The authorised limit – the maximum amount of borrowing that the Council permits itself to have outstanding at any one time
- The operational limit – a lower limit to trigger management action if borrowing is higher than expected.
- The maximum proportion of debt that is fixed rate.
- The maximum proportion of debt that is variable rate.
- Limits on the proportion of debt maturing in a number of specified time bands
- Limits on sums to be invested for more than 364 days

10.3 These limits are monitored and have been complied with.

10.4 In July 2017 loans were made to local authorities which resulted in the aggregate level of loans to all local authorities exceeding the limit set in the treasury strategy. This did not create a significant credit risk given the high level of credit worthiness of local government (second only to the UK Government itself). Monitoring processes were tightened in response to this event.

11. **Financial and Legal Implications**

11.1 This report is solely concerned with financial issues. Kamal Adata, Legal Services has been consulted as Legal Advisor and there are no legal issues.

12. **Other Issues**

OTHER IMPLICATIONS	YES/NO	Paragraph Within Supporting information	References
Equal Opportunities	No		
Policy	No		
Sustainable and Environmental	No		
Crime and Disorder	No		
Human Rights Act	No		
Elderly/People on Low Income	No		
Corporate Parenting	No		
Health Inequalities Impact	No		

13. **Background Papers**

13.1 The Council's Treasury Management Strategy - "Treasury Strategy 2017/18" (Council 22nd February 2017) and "Treasury Strategy 2017/18" (Council 5th October 2017). The Council's Treasury Policy Document – "Framework for Treasury Decisions" – Council 29 March 2012.

14. **Consultation**

14.1 Arlingclose Ltd (the Council's Treasury Management advisers).

15. **Author**

15.1 The author of this report is David Janes, Treasury Manager, on extension 37 4058.

Alison Greenhill
Director of Finance.



***Income Collection
April 2017 –
September 2017***

Decision to be taken by: N/a

Overview Select Committee date: 14th December 2017

Lead Director: Alison Greenhill

Useful information

■ Ward(s) affected: All

■ Report author: Jon King, Accountant

■ Author contact details: X374043 and Jon.King@leicester.gov.uk

1. Summary

The report details progress made in collecting debts raised by the Council during the first six months of 2017-18, together with debts outstanding and brought forward from the previous year.

- The headline collection rate for Council Tax exceeded that achieved by the same point in 2016/17, whilst business rates collection was virtually the same as the previous year.
- Housing Rent arrears have risen since the beginning of the year but this follows established seasonal trends (whilst there are indications that changes to welfare benefit schemes are also having an adverse effect, the main impact will not be felt until the roll out of “full service” in March 2018).
- Housing benefit overpayment debt has increased since the beginning of the year, although the increase is slightly under £200k. More debt was collected than in the first half of 2016/17. Work is required to reduce the backlog of debt still to be invoiced, pending the introduction of universal credit full service.
- For other income, the absolute level of debt has fallen since the beginning of the year and there has been continuing progress in reducing the level of debt which is over one year old.

Figures shown in this report need to be seen in the context of the total amount of income (i.e. credit and cash) collected by the Council each year, which amounts to approximately £0.4bn.

The report also sets out £2.6m of sums written off (Appendix B). This needs to be seen in the context of the £0.4bn above. Over time write-offs represent a very small proportion of total debt (around 1%). The graph at Appendix C illustrates this.

2. Supporting Information

Appendices A, B and C provide the main supporting information to this report.

3. Financial, legal and other implications

3.1 Financial implications

The report details the current collection and write-off levels of sums payable to the City Council.

3.2 Legal implications

Where appropriate debts are the subject of legal action through the courts.
Jeremy Rainbow – Principal Lawyer (Litigation) x371435

4.3 Climate Change and Carbon Reduction implications

No climate change implications.

4.4 Equality Impact Assessment

The Council has to make every effort to collect its due debts. The Council adopted a new Debt Policy in June 2016. The new policy is aimed at ensuring that the Council collects debt in a fair, proportionate and respectful manner.

4.5 Other Implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

None

5. Background information and other papers:

Finance Procedure Rules

Debt Policy

Background information is given in Appendices A,B&C

5. Summary of appendices attached:

Appendices A ,B & C – Background information, detailed collection performances, schedule of write-offs, and 3 year moving average debt.

6. Is this a private report (If so, please indicated the reasons and state why it is not in the public interest to be dealt with publicly)?

No

APPENDIX A

1. **Background Information & Purpose Of Report**

- 1.1 The Council collects approximately £0.4bn worth of income every year. This is in respect of a wide variety of services and from a wide variety of individuals and organisations. Some is collected from businesses (i.e. Business rates), some from every household (i.e. Council Tax), some from tenants of the Council's houses, and the remainder from numerous other sources including charges for the use of Council facilities, commercial rents from factory units, adult care charges, the recovery of overpaid Housing Benefit, parking fines and charges to schools and other public sector bodies for services provided.
- 1.2 Some income is collected at the point of sale as cash or credit/debit card payments. The rest is subject to an invoice being raised by the Council for an amount due (whether payable as a one-off sum or periodically through the year).
- 1.3 This report, which is a requirement of the Council's Finance Procedure Rules, details progress made in collecting debts raised by the Council during the first six months of 2017-18. It is important to highlight that the figures quoted in this report are at a particular point in time and only reflect transactions up to and including the 30th September 2017.

2. **Collection Data**

- 2.1 Detailed collection performances are included in the main body of the report. The headlines are summarised in the following table;

Income Type	PERFORMANCE		
	2017-18 – IN-YEAR COLLECTION RATE after 6 months	2016-17 IN-YEAR COLLECTION RATE after 6 months	POSITION AGAINST COMPARATOR LAs
Non Domestic Rates	55.7%	55.7%	7 th out of 11 comparator authorities
Council Tax	53.6%	53.4%	5 th out of 13 comparator authorities
Other Income	Debts over 12 months old amounted to £4.4m @ 30 th September 2017 – this compares to £4.8m @ 31 st March 2017.		

2.2 The headline values of debt brought forward, raised, collected, written-off and carried forward at the year-end are shown below;

Income Type	Debts brought forward @ 1/4/2017 £m	Amounts raised 2017-18 (first 6 months) £m	Amounts collected £m	Amounts written off £m	Debts outstanding @ 30/9/2017 £m
Non Domestic Rates	9.65	105.16	(57.07)	(1.17)	56.57
Council Tax	13.39	119.02	(65.34)	(0.41)	66.66
Summons Costs (for NDR and CT)	1.52	0.82	(0.48)	(0.06)	1.80
Housing Benefit Overpayments	17.75	3.06	(2.67)	(0.2)	17.94
Council House Rents – Current Tenant Arrears	1.46	41.87	(41.49)	0	1.84
On and Off-Street Car Parking fines	1.31	1.24	(0.73)	(0.3)	1.52
Bus Lane Enforcement	0.48	1.35	(0.87)	(0.10)	0.86
Other Income	15.84	43.34	(43.84)	(0.44)	14.90
Totals	61.40	315.86	(212.49)	(2.68)	162.09

2.3 The report focuses on the collection performance of each main category of debt. The figures quoted in the narrative below and in Appendix B are, in some cases, slightly different to those quoted above. This is mainly due to debts brought forward as above being shown as gross whereas in the narrative they are shown net of credits. Write-offs in Appendix B are included as gross figures and in the case of Council Tax and NNDR include costs which are shown separately above.

2.4 If a debt is irrecoverable after reasonable effort and expense has been made then it should be written off in accordance with Finance Procedure Rules. This report contains details of debts written off by income category and by reason at Appendix B.

3. Collection Performance details

3.1 Non-Domestic Rates

3.1.1 National non-domestic rates (NNDR) or business rates are collected from businesses by councils. The amount collected is based on the rateable value of individual business properties and a nationally set rate in the pound. Currently 50% of business rates are paid to Government to be redistributed. 50% are retained locally (of which 1% is due to the Combined Fire Authority and 49% is kept by the City Council).

3.1.2 There are approximately 12,000 business premises in Leicester City. Rates due for 2017-18 amounted to £109.9m and together with arrears brought forward of £8.7m mean that £118.6m is due for collection from 1/4/2017.

3.1.3 A key measure of the Council's effectiveness in collecting this tax is the percentage of debt collected in the year in which it is raised (i.e. the

percentage of the 2017-18 business rates actually paid before 31st March 2018). As at 30th September 2017, the collection rate for the year was 55.70%. This compares with 55.72% at the same in 2016-17 and 56.28% in 2015-16.

- 3.1.4 The Council benchmarks collection performance with a number of other authorities. Against those authorities with a population in excess of 250,000 Leicester were 7th highest out of 11 authorities. The collection performance of business rates can be subject to volatility from one year to the next because of empty or void properties. There have also been delays in receiving corrected rateable values from the Valuation Office.
- 3.1.5 The Government has introduced three discretionary measures to help those businesses affected by the revaluation of all non-domestic properties, which came into effect from 1 April 2017. These measures include support to those businesses that have lost their entitlement to small business rate relief because their new rateable value has gone over the threshold limit, eligible pubs have been given a discount of £1,000 for one year and a general grant of £1.3m has been awarded to help those businesses that have seen a large increase in their rate bills because of the revaluation. The net effect will be that some businesses will pay less rates than would otherwise have been the case. These reliefs are fully funded by the Government.
- 3.1.6 The Council employs an external supplier to assist with recovery on difficult targeted cases.
- 3.1.7 In respect of earlier years' charges £1.2m was collected and together with debt reductions (due to rateable value adjustments) and the writing off of irrecoverable debt, there was an overall reduction from £8.7m in April 2017 to £6.4m.
- 3.1.8 During the year £1.2m (including costs) has been written off. The values and reasons for write off are detailed in Appendix 1 of the report.

3.2 Council Tax

- 3.2.1 Council Tax is the means by which local citizens contribute to the net cost of council services. One bill is issued to each home in the City and is based on the valuation band (eight in all) the property has been assessed in. In total the amount required from Council Tax represents approximately 40% of the Council's Net Budget requirement.
- 3.2.2 There are now over 136,000 domestic properties in Leicester. Council Tax due for 2017-18 is approximately £121.1m and together with arrears brought forward of £12.9m mean that £134m was due for collection from 1/4/2017.
- 3.2.3 The amount of debt due to be collected at the same time last year, including the arrears brought forward was £126.8m. This increase is primarily a result of an overall increase in Council Tax of 4.5%, additional properties in the city, and fewer people claiming from the council tax support scheme.

- 3.2.4 As with Non Domestic Rates, a key measure of the Council's effectiveness in collecting this tax is the percentage of debt collected in the year in which it is raised. The collection rate target for the year was set at 95.0%, which reflects the difficulties some tax payers face. As at 30th September 2017, 53.64% of the debt due for the current financial year had been collected. The rate compared to 53.42% achieved for 2016-17. Within our recovery process, we have put in safeguards to protect the most vulnerable.
- 3.2.5 In relation to our benchmarking group of authorities, the collection performance to 30th September 2017 placed us 5th out of 11 authorities with populations in excess of 250,000.
- 3.2.6 In respect of earlier years' charges, £2.5m has been collected since 1st April 2017 and together with changes in customer liability and the writing off of debts the overall debts have been reduced from £12.9m to £11.1m.
- 3.2.7 For 2017-18, 136,239 dwellings have been billed for Council Tax. 40,387 reminders have been issued to non-payers and 13,903 summonses have been subsequently issued (16,729 in 2016-17 for the same period). 8,327 cases were referred to Enforcement Agents (Bailiffs) for collection (7,193 in 2016-17) in relation to outstanding debts for all years.
- 3.2.8 The Council has service level agreements with all enforcement agencies it uses and these contain codes of conduct in line with "The Taking Control of Goods Regulations 2013". These agreements detail the procedure which enforcement agents must follow when seeking to take control of goods and selling them to recover a sum of money.
- 3.2.9 During the financial year £0.47m (including costs) has been written off. The values and reasons for write off are detailed in Appendix B of the report.

3.3 Court Summons Costs

- 3.3.1 Costs are added to all local taxation bills when liability orders or other court orders are issued for non-payment. A set rate for costs is determined by the courts and reviewed each year. These are then collected with the local tax in question but are monitored separately. The level of outstanding costs as at 30th September 2017 was £1.8m.

3.4 Overpaid Housing Benefit

- 3.4.1 The main cause of Housing Benefit overpayments are delays in recipients telling the Council of changes in their circumstances. The Council reminds recipients of their obligations in this respect in all letters sent out. Statistics published by the DWP in September 2017 show the total value of outstanding HB overpayments in Great Britain "...continuing to follow an increasing trend." They stood at £2.02bn at January 2017.

- 3.4.2 Between 1st April 2017 and 30th September 2017, £3.1m of new overpayments have been identified and a total of £2.7m of debt collected. In addition just over £0.2m of write-offs has occurred. For accounting purposes, our accounts assume that much of the total sum owing will not be collectible although we robustly pursue this debt until it is deemed non-collectable.
- 3.4.3. Of the total of £17.9m outstanding debt, £4.4m is subject to deductions from on-going benefit, with a further £1m awaiting to be set up to recover from on-going benefit. £10.6m has been invoiced and is subject to recovery action, with a further £1.9m being subject to invoicing in the near future.
- 3.4.4 Leicester is due to go to full service Universal Credit (UC) from March 2018. From that point onwards significant numbers of claimants will transfer over to UC and their Housing Benefit claim will stop. For those Housing Benefit claimants who were having overpayments recovered from ongoing benefit, this method of recovery will stop as soon as they move over to UC. The Council will have to make a request for attachment to benefits. If there are 3 or more attachments already set up against an individual debtor the DWP will decline the request and the Council will seek to recover via alternative means. In practice this means our most important recovery method will dramatically reduce in effectiveness.

3.5 Housing Rents

- 3.5.1 The City Council manages approximately 21,000 tenancies across the City. Most tenants are on low income and some 59.5% of tenants are on full or partial Housing Benefit. This equates to £0.79m per week being paid directly to the Council in Housing Benefit payments.
- 3.5.2 For those tenants not on full Housing Benefit (approx. 14,230), rent payments are due weekly in advance and for 50 weeks of the year (i.e. there are two "rent free" weeks).
- 3.5.3 As para 3.4.4 above states, full service UC is due to commence in March 2018. Tenants who are currently claiming benefits are likely to be affected if they are required to make a new claim for benefits or have a change in circumstances. It is anticipated that UC migration will be completed by 2022. Currently people claiming help with rent receive Housing Benefit which is paid directly to Social Landlords. Moving forward any tenant that will be claiming UC will be expected to pay their Housing Costs themselves from their UC payment. Some vulnerable people may be able to have their rent paid directly to the landlord by applying for an Alternative Payment Arrangement (APA).
- 3.5.4 The ultimate sanction for non-payment of rent is eviction. During the first half 2017-18, 19 evictions for rent arrears took place. For 2016-17 the equivalent figure was 40 and this demonstrates that they have reverted to more normal

levels after a hike in 2016. Management scrutinise all potential eviction cases to ensure that the sanction is only used as a last resort.

3.5.5 For 2017-18 the average rent decreased by 1% (as per the Government's policy). Total collectable debit for the first six months of 2017-18 was £43.3m. After the deduction of Housing Benefit (£22.4m) this left £20.9m to collect. Of this £19.1m had been collected.

3.5.6 Arrears for current tenants at the end of September 2017 were £1.8m. This increase of £0.4m is due to a combination of factors;

- Arrears normally increase over the first half of the year, particularly over the summer holidays. They “recover” over the second half of the year, particularly at the end of December because of the two “free” weeks.
- Less tenants successfully claiming benefits,
- Some 200 tenants being affected by the benefit income cap – On average they have lost £54 per week from their HB entitlement. Those affected will be left with a minimum of 50p per week of HB which entitles them to claim other things, such as discretionary housing payments, prescription charges etc.

3.6 Other Income

3.6.1 The Council's Business Service Centre is responsible for collecting most of the other sources of Council income. Other income includes sums charged for various services such as adult social care, cemeteries and crematorium, and commercial rents for Council owned property. It also includes the recovery of debts owed for things like former council tenant rent arrears. Because substantial sums can also be invoiced at any given time the level of debt outstanding at any point is volatile.

Overall levels of debt outstanding as at the 30/09/2017 are:

Age of Debt	Amount outstanding 30/09/2017 £m
Less than 1 month	5.11
1 to 3 months	2.66
4 to 6 months	1.09
7 to 9 months	1.13
10 to 12 months	0.49
1 to 2 years	1.26
Over 2 years	3.16
Total	14.90

3.6.2 Given the volatility of overall debt outstanding, the best indicator of performance is debt which is over 12 months old. The level of debt over 12 months old has reduced from £4.85m to £4.42m.

3.6.3 The Exchequer Team have achieved the reduction in older debt by a combination of the following initiatives;

- Working with Adult Social Care staff to enforce collection from individuals who have been assessed as having the financial means to pay their care charges and as being competent to understand their obligation to pay.
- The use of high court enforcement officers paid on results, as opposed to salaried county court bailiffs.
- Wednesday Debt Campaigns – Staff focus on outbound calling.
- Utilising other enforcement methods such as charging orders, third party orders and attachment of earnings orders.
- Engaging the services of Bristow & Sutor enforcement agents for door step collection for hard to collect debts or where legal debt recovery is not commercially viable.
- Payment plans terms restricted to 12 months unless there is full disclosure of income and expenditure details, or exceptional hardship can be demonstrated.
- Equifax Trace & Collect service – identifying those who are more likely to pay, allowing targeted debt collection.
- Reviewing existing payment plans.
- Reviewing '**Search a Will**' for copies of Wills or Grants of Probate for deceased customers allowing us to lodge claims against any estate.

3.6.4 The Exchequer Team continues to enforce, high volume, low complexity debt via the HM Courts & Tribunal Service using Money Claim Online. This is used as a final tool for compelling payment when all other collection options fail.

The value of debts subject to legal enforcement activity by the Team amounted to £1.2m at 30th September 2017, and represented 391 judgements or orders for recovery.

3.6.5 At 30th September just over £4m of total debt was subject to payment plans. The value of older debt on payments plans has risen to £2.7m. This reflects an increasing number of households on low incomes which necessitate lengthy payment terms.

3.6.6 For residential care clients a deferred payment scheme exists for residential care charges – this limits how much has to be paid whilst the client is in care – the difference between the amount paid and that chargeable accrues over time and is subject to a charge on their property. Debts are not raised for this until the care service being provided ceases and so are not included in the

above figures. As at 30th September 2017 a total of £1.2m was outstanding and related to 73 clients.

3.7 On and Off-Street Parking and Bus Lane Enforcement Fines

3.7.1 The Council runs eight “pay and display / pay on foot” car parks in the City with a total of 1,632 spaces. In addition there are approximately 1,270 “pay and display” on-street parking spaces. Penalty Charge Notices (PCNs) are issued by enforcement officers for both on street and off street parking charge evasion, as well as for illegal parking (e.g. parking on yellow lines).

3.7.2 PCNs are handed to drivers or fixed to the windscreens of cars and include details of how payment should be made. Two nationally set rates apply (£50 and £70), based on the seriousness of the offence. If payment is made within 14 days, a 50% discount applies (i.e. the fine reduces to £25 or £35) and the ‘debt raised’ amount is reduced accordingly.

3.7.3 Of the tickets issued since 1st April 2017, 65.7% had been paid by the end of September. This is slightly less than at the same point in 2016/17 when the rate was 69%.

3.7.4 Bus Lane Enforcement is now in place on Charles Street - northbound and southbound, Causeway Lane, Rutland Street, Horsefair Street, the A426 Lutterworth Road and Thurcaston Road Bridge. Fines are levied at the rate of £60, which is discounted to £30 if paid within 14 days.

3.7.5 Since September 2017 new enforcement cameras have been in operation outside London Road Railway Station where there is a bus stop clearway. Fines of £70 apply, reduced to £35 if paid within 21 days.

3.7.6 The volume of fines issued is significantly higher than for 2016/17 and reflects the opening of three new bus lanes/gates during the second half of 2016-17 at Soar Valley Way, Middleton Street and Horsefair Street, as well as at Thurcaston Road Bridge since July 2017.

4. Consultations

Revenues & Customer Support and the Business Service Centre are both part of Financial Services. Housing and the Traffic Management Service have supplied the remaining information and have been consulted in the preparation of this report.

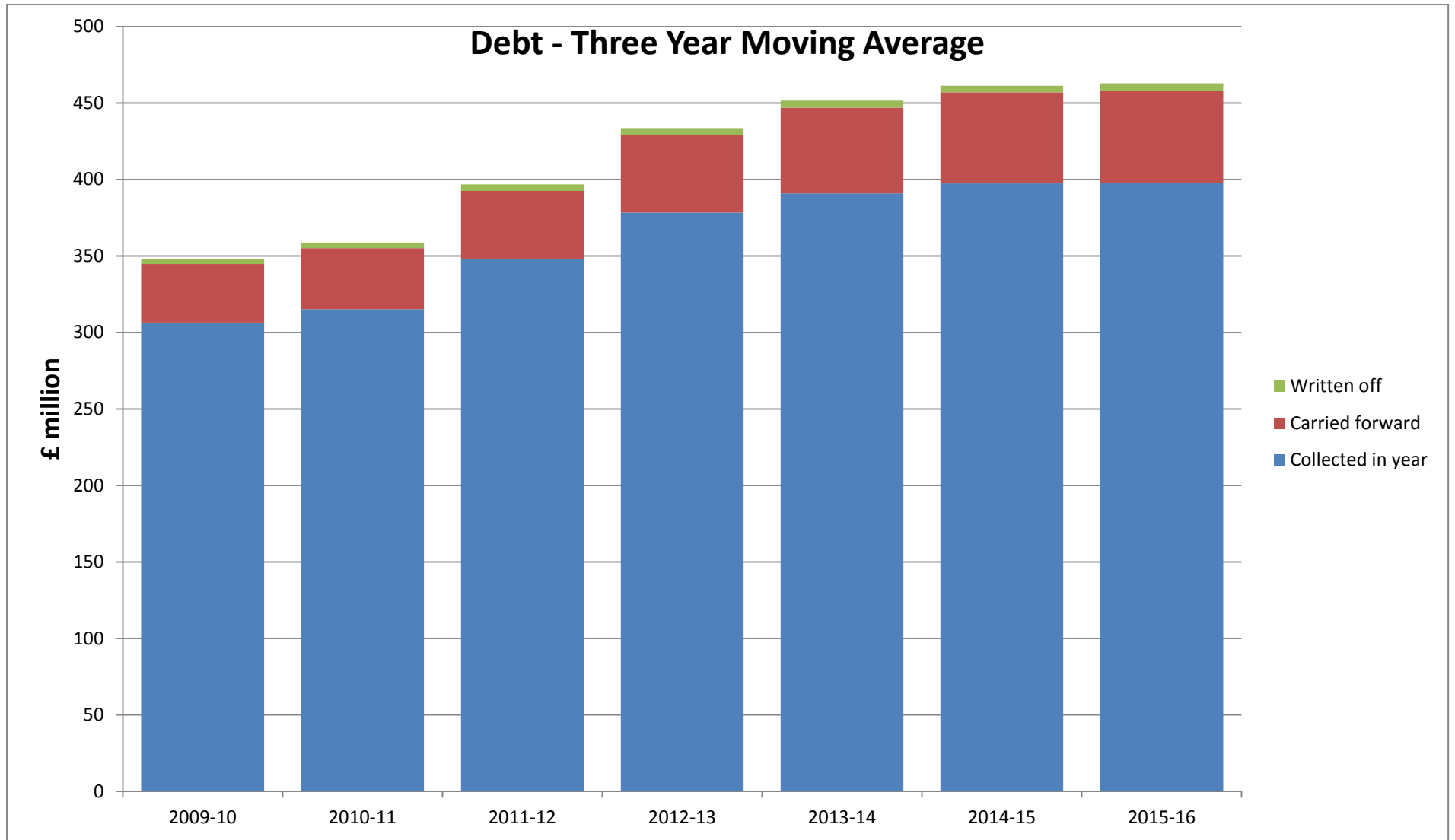
REPORT AUTHOR/OFFICER TO CONTACT

Jon King
Corporate Accountancy
Ext. 374043

Appendix B

Schedule of Debts Written off Under Delegated Authority – 2017-18 (first 6 months)

Debt Type / Location →	Council Tax (Including Costs)		Non Domestic Rates (Including Costs)		Income Collection, Overpaid HB, Former Tenant Arrears, and Car Parking/BLE fines		Total	
	No.	Value £000	No.	Value £000	No.		No.	Value £000
Reason for Write Off ↓								
Unable to Trace	465	316	6	6	4,884	381	5,355	703
Deceased – No Assets	51	18			322	93	373	111
Insolvent / Bankrupt/ Liquidated	95	61	89	886	100	27	284	974
All recovery options exhausted / irrecoverable at reasonable expense	172	52	28	213	4,548	541	4,748	806
Totals	783	447	123	1,105	9,854	1,042	10,760	2,594



Overview Select Committee (OSC) Finance Task Group

Minutes of Meeting held on 4th December 2017

Present

Cllr Baljit Singh, Chair of Task Group
Cllr Ratilal Govind, Vice-Chair
Cllr Jean Khote
Cllr Virginia Cleaver
Cllr Diane Cank
Cllr Malcolm Unsworth
Cllr Inderjit Gugnani
Alison Greenhill, Director of Finance
Amy Oliver, Chief Accountant

Apologies

Cllr Lynn Moore
Cllr Ross Grant
Cllr Nigel Porter
Cllr Elly Cutkelvin

1. Revenue Budget Monitoring Period 6 – 2017/18

- 1.1 Cllr Singh noted the key issues highlighted at the front of the report in relation to Adult Social Care and Children's Services.
- 1.2 Members discussed the continued pressures faced by Adult Social Care from increasing costs in relation to existing service users and the effect of the living wage. Members recognised the achievement of the department in finding one-off savings earlier than planned in very difficult circumstances.
- 1.3 Members discussed the pressures faced by Children's Services and noted the rise in the number of looked after children from 660 at the end of March to 688 at the end of September. Members noted the use of reserves in 2017/18 to meet the anticipated £1.3m pressure on placement costs.
- 1.4 Members were pleased to hear of the success of the Multi –Systemic Therapy teams and that a further team was being introduced. Members discussed the importance of trying to break cycles and of work with families to prevent children ending up in care.
- 1.5 A discussion took place regarding the rise in numbers of children with Special Educational Needs (SEN) (paragraph 14.7) and the pressure this put on the SEN transport budget. Members asked for more detail in relation to the SEN transport budget and numbers of children.

- 1.6 Members discussed the £2m spending review target for Sports Services. Alison Greenhill confirmed there had been a consultation looking at ways to improve the Council's leisure centres and to encourage people to use them through proposed investment. The results of the consultation will be considered by scrutiny in January.
- 1.7 Members discussed the work completed by the Council in relation to sexual health, and asked for more information on preventative work conducted, and of the diversity of the workforce.

2. Mid-Year Review of Treasury Management Activities 2017/18

- 2.1 Cllr Singh introduced the mid-year treasury report.
- 2.2 Alison Greenhill confirmed there was nothing significant to report and that no new borrowing had been undertaken so far in the year.

3. Income Collection April 2017 – September 2017

- 3.1 Cllr Singh introduced the report, noting Council Tax & NNDR collection was in line with previous years.
- 3.2 Cllr Singh highlighted the current level of Housing Benefit Overpayment debt (£17.9m, as shown in paragraph 2.2). Members discussed the various reasons why people receive benefit overpayments. Alison Greenhill confirmed the Council had stringent controls in place, in line with Government requirements, to ensure people who receive Housing Benefits are entitled to these sums. However, she noted the process relies heavily on those receiving Housing Benefits to notify the Council of any changes in their circumstances.
- 3.3 Members raised concerns that when Leicester goes on to full Universal Credit, we will struggle to recover Housing Benefit Overpayments from claimants' ongoing benefit if they have 3 or more attachments. Alison Greenhill confirmed she was petitioning Government on this matter.
- 3.4 Members requested further detail on the number of fines for each bus enforcement area and the total revenue raised.

4. Capital Budget Monitoring Period 6, 2017/18

- 4.1 Cllr Singh introduced the Capital Monitoring report, and noted OSC will be asked to make any observations it sees fit, including in respect of the two decisions detailed in the report. Questions regarding individual projects can be asked of the Mayor at the meeting.

Leicester City Council

Scrutiny Review

Engagement with Leicester's arts, culture and heritage offer

A review of the Heritage, Culture, Leisure and Sport Scrutiny
Commission

September 2017



Background to scrutiny reviews

Determining the right topics for scrutiny reviews is the first step in making sure scrutiny provides benefits to the Council and the community.

This scoping template will assist in planning the review by defining the purpose, methodology and resources needed. It should be completed by the Member proposing the review, in liaison with the lead Director and the Scrutiny Manager. Scrutiny Officers can provide support and assistance with this.

In order to be effective, every scrutiny review must be properly project managed to ensure it achieves its aims and delivers measurable outcomes. To achieve this, it is essential that the scope of the review is well defined at the outset. This way the review is less likely to get side-tracked or become overambitious in what it hopes to tackle. The Commission's objectives should, therefore, be as SMART (Specific, Measurable, Achievable, Realistic & Time-bound) as possible.

The scoping document is also a good tool for communicating what the review is about, who is involved and how it will be undertaken to all partners and interested stakeholders.

The form also includes a section on public and media interest in the review which should be completed in conjunction with the Council's Communications Team. This will allow the Commission to be properly prepared for any media interest and to plan the release of any press statements.

Scrutiny reviews will be supported by a Scrutiny Officer.

Evaluation

Reviewing changes that have been made as a result of a scrutiny review is the most common way of assessing the effectiveness. Any scrutiny review should consider whether an on-going monitoring role for the Commission is appropriate in relation to the topic under review.

For further information please contact the Scrutiny Team on 0116 4546340

To be completed by the Member proposing the review		
1.	Title of the proposed scrutiny review	Engagement with Leicester's arts, culture and heritage offer
2.	Proposed by	Cllr Malcolm Unsworth Chair, Heritage, Culture, Leisure and Sport Scrutiny Commission
3.	Rationale Why do you want to undertake this review?	<p>Leicester's arts, culture and heritage profile is on the rise. The discovery of Richard III's remains, 19 Leicestershire organisations being included within Arts Council England's National Portfolio, and Curve receiving the 2015 UK Theatre Award for Promotion for Diversity all highlight the city's offer and the increasing number of opportunities to engage with arts, culture and heritage.</p> <p>The Government's Culture White Paper 2016¹ emphasises a desire for "greater participation among communities who currently do not benefit from many cultural opportunities... particularly... those with young families, and those who are disadvantaged and socially isolated."</p> <p>A previous review by this Commission examined the role of arts and culture in delivering health and well-being outcomes.² In line with the recommendations of that review, it is important to ensure that the city's arts, culture and heritage offer is available to as many people as possible in order to facilitate positive health and wellbeing outcomes.</p> <p>However, it is unclear whether there is proportionate engagement with these opportunities across all of Leicester's communities. As such the review will seek assurances and clarity on this and identify whether there is a problem in engaging certain demographics, why this problem might exist, and how it can be overcome – if, indeed, it is a problem that needs to be overcome.</p>
4.	Purpose and aims of the review What question(s) do you want to answer and what do you want to achieve? (Outcomes?)	<p>The purpose of this review is:</p> <ul style="list-style-type: none"> • To explore <i>how</i> and <i>where</i> arts, culture and heritage is offered to the people of Leicester; • To identify <i>who is and who is not</i> engaging with Leicester's arts, culture and heritage offerings; and if they are not, why not; • To identify barriers to engagement; • To look at <i>how</i> lack of engagement may be addressed, in particular, by identifying examples of good practice in other authorities and agencies; • To provide feedback to appropriate services on good practice in relation to community engagement.
5.	Links with corporate aims / priorities	This review would align with the <u>City Mayor's vision</u> " to enhance people's confidence and pride in our city, because when

¹ Department for Culture, Media & Sport, 'The Culture White Paper', 2016, p20

² Leicester City Council Heritage, Culture, Leisure and Sport Scrutiny Commission, 'The Role of Arts and Culture in Delivering Health and Wellbeing Outcomes', 13 June 2017

	<p>How does the review link to corporate aims and priorities?</p>	<p><i>people feel proud about where they live they become part of it.</i>³</p> <p>Under the ‘Sport and Culture’ Priorities, identified in <u>Leicester’s Economic Action Plan 2016-2020</u>:</p> <p><i>“Priorities for the city council will be to effectively animate these new spaces by creating cultural events and activities that engage all sections of the community and by maximising the scope of arts, culture and sport to tackle social exclusion as well as to celebrate excellence.”⁴</i></p> <p>In the ‘<u>Leicester Tourism Action Plan: 2015-2020</u>’:</p> <p><i>“There is a need to champion culture, heritage and new experiences to draw people to the city. A key priority will be to improve the promotion and awareness of the city’s cultural and heritage offer.”⁵</i></p>
<p>6.</p>	<p>Scope Set out what is included in the scope of the review and what is not. For example which services it does and does not cover.</p>	<p>The scope of this review will include:</p> <ul style="list-style-type: none"> • What is currently available in arts, culture and heritage in the City, for example, festivals and events; • How are these opportunities communicated to residents; • In terms of marketing and communicating these opportunities, what works well and what does not: how effective is print versus social media; does marketing address low literacy/IT access; how can effectiveness be increased and costs reduced; • At whom are the City’s arts, culture and heritage offerings targeted; • Assessing any problems in engaging all communities in Leicester with the arts, culture and heritage opportunities available; • Who is engaging with arts, culture and heritage in Leicester and who is not; • Why certain communities might not be engaging; • How can the problem of lack of engagement be addressed; • Considering the balance of priorities, <i>is</i> lack of engagement a problem that needs to be addressed? • Examples of good practice which can be found in other authorities/cities in terms of engaging hard-to-reach groups. <p>The review will not include:</p>

³ City Mayor, ‘My vision’, Leicester City Council, accessed at: <http://www.leicester.gov.uk/your-council/city-mayor-peter-soulsby/my-vision/> on 21/08/17

⁴ City Mayor, ‘Leicester’s Economic Action Plan 2016-2020’, Leicester City Council, p29, accessed at: <http://www.leicester.gov.uk/media/57817/economic-action-plan-2016-2020.pdf> on 21/08/17

⁵ City Mayor, ‘Leicester Tourism Action Plan: 2015-2020’, Leicester City Council, p24, accessed at: <https://www.leicester.gov.uk/media/180622/leicester-tourism-plan-reduced-size.pdf> on 30/08/17

		<ul style="list-style-type: none"> • An extensive exploration of why it is important to encourage engagement with Leicester’s arts, culture and heritage. This topic will be addressed briefly in order to set the context for the review, but not in any great depth.
7.	<p>Methodology Describe the methods you will use to undertake the review.</p> <p>How will you undertake the review, what evidence will need to be gathered from members, officers and key stakeholders, including partners and external organisations and experts?</p>	<p>The Commission would like to do the following:</p> <ul style="list-style-type: none"> • Gather evidence about how arts, culture and heritage opportunities are marketed to city residents, what works successfully and what is not very effective; • Gather visitor data regarding arts and museums in Leicester in order to identify who attends; • Gather evidence about why communities and individuals engage/do not engage with Leicester’s arts, culture and heritage; • Gather evidence from relevant external organisations and internal staff engaged in outreach work as to how they attract hard-to-reach communities, what difficulties they encounter and how they overcome them; • Identify good practice in engagement with hard-to-reach communities.
	<p>Witnesses Set out who you want to gather evidence from and how you will plan to do this</p>	<p>Internally:</p> <ul style="list-style-type: none"> • Mike Dalzell – Director of Tourism, Culture and Inward Investment • Cllr Piara Singh Clair – Assistant City Mayor, Culture, Leisure and Sport • Sarah Levitt – Head of Arts and Museums • Nisha Popat – Business Development Manager, Tourism, Culture and Investment • Sally Coleman – Heritage Manager • Kerem Cetindamar – Digital Access Officer • Anne Provan – Team Leader (Generic Planning) • Big Mouth Forum, Disabled Children’s Service <p>Externally:</p> <ul style="list-style-type: none"> • Soft Touch Arts • The Y Theatre • The Mighty Creatives • Attenborough Arts Centre • Leicester Print Workshop • King Richard III Visitor Centre • Cllr Danny Myers – in his capacity as Commercial Director for The Mighty Creatives • Chris Stafford – Chief Executive, Curve Leicester • John Rance – Chief Executive Officer, Phoenix Cinema and Art Centre • Anthony Flint – Chief Executive, De Montfort Hall • Pete Groschl – Leicestershire and Rutland Co-ordinator for the Big Country Rural Cinema Network, Phoenix

		<p>Cinema and Art Centre</p> <ul style="list-style-type: none"> • Laraine Porter – Senior Lecturer in Film, De Montfort University • Sue Porter – Part-time Lecturer, De Montfort University • Voluntary organisations • Other relevant arts, culture and heritage organisations in the City • Other local authorities
8.	Timescales How long is the review expected to take to complete?	6 months approx.
	Proposed start date	September 2017
	Proposed completion date	March 2018
9.	Resources / staffing requirements Scrutiny reviews are facilitated by Scrutiny Officers and it is important to estimate the amount of their time, in weeks, that will be required in order to manage the review Project Plan effectively.	The Scrutiny Policy Officer will facilitate the whole review.
	Do you anticipate any further resources will be required e.g. site visits or independent technical advice? If so, please provide details.	It may be useful to make site visits to relevant arts, culture and heritage organisations to observe how they engage in outreach work. The need for this will become more apparent as the review progresses.
10.	Review recommendations and findings To whom will the recommendations be addressed? E.g. Executive / External Partner?	Recommendations will be presented to the City Mayor and the Executive for consideration.
11.	Likely publicity arising from the review – Is this topic likely to be of high interest to the media? Please explain.	It is not expected that the review will be of high interest to the media, however Leicester City Council's marketing and communications team will be kept updated if any media interest arises.
12.	Publicising the review and its findings and recommendations How will these be published / advertised?	<ul style="list-style-type: none"> • A review report will be published on the Leicester City Council website; • The findings and recommendations will be presented as a public meeting of the Heritage, Culture, Leisure and Sport Scrutiny Commission.
13.	How will this review add value to policy development or service improvement?	<p>The review hopes to achieve the following:</p> <p>Service Improvement: the review intends to identify barriers to engagement with arts, culture and heritage, and to formulate</p>

		<p>recommendations regarding how these barriers can be overcome. Examples of good practice within other local authorities will inform the relevant services' approach to engaging all communities. It is hoped that this feedback, in turn, will bolster the Council's applications for arts, culture and heritage funding as it can demonstrate that engagement with hard-to-reach communities is an active priority, thereby making the City's organisations more attractive for funding and investment.</p> <p>Policy Development: ensure that engagement with all communities remains a priority when shaping future arts, culture and heritage initiatives, thereby encouraging a culture of inclusivity.</p>
To be completed by the Executive Lead		
14.	<p>Executive Lead's Comments</p> <p>The Executive Lead is responsible for the portfolio so it is important to seek and understand their views and ensure they are engaged in the process so that Scrutiny's recommendations can be taken on board where appropriate.</p>	<p>I fully agree the theme of this review and would be happy to be involved and support this. I hope it will add value to the involvement of the wider community in Arts and Cultural activities.</p>
To be completed by the Divisional Lead Director		
15.	<p>Divisional Comments</p> <p>Scrutiny's role is to influence others to take action and it is important that Scrutiny Commissions seek and understand the views of the Divisional Director.</p>	<p>I welcome this review. It would be useful to explore and capture what we and other partners in the arts and cultural sector are already doing and what else we could learn from best practice. I think the current scope and objectives are sound and I and my officers look forward to supporting the commission as best we can on this.</p> <p>Encouraging engagement is a priority for key funders such as the Arts Council so there should be an interested audience there too for the outcome of this work. If we have a good story to tell it may prove to be a useful report that supports the ambitions of the wider sector and in future fundraising efforts.</p>
16.	<p>Are there any potential risks to undertaking this scrutiny review?</p> <p>E.g. are there any similar reviews being undertaken, on-going work or changes in policy which would supersede the need for this review?</p>	<p>It would be useful for scrutiny commission members to be aware of the information that many arts and culture organisations are already typically required to provide on the subject of 'engagement' to key funders such as the arts council. There is a risk that the review is perceived as additional or duplicating work. In reality there will be easy access to a fairly rich set of data and information about this subject. The review can benefit from this – without necessarily requiring organisations to commit a lot of extra time – which might otherwise hinder participation.</p>

17.	Are you able to assist with the proposed review? If not please explain why. In terms of agreement / supporting documentation / resource availability?	As noted above we will be happy to participate in this review and already hold a lot of data on who does and doesn't participate in existing council supported activities.
	Name	Mike Dalzell
	Role	Director, Tourism, Culture and Inward Investment
	Date	4th September 2017
To be completed by the Scrutiny Support Manager		
18.	Will the proposed scrutiny review / timescales negatively impact on other work within the Scrutiny Team? (Conflicts with other work commitments)	The review will be supported by the Scrutiny Policy Officer and is not expected to negatively impact on her work, as it is the first review of the commission in this scrutiny cycle.
	Do you have available staffing resources to facilitate this scrutiny review? If not, please provide details.	The Scrutiny Team, as per my comments above, can adequately support the review.
	Name	Kalvaran Sandhu, Scrutiny Support Manager
	Date	6th September 2017

Overview Select Committee
Draft Work Programme 2017 – 2018

Meeting Date	Topic	Actions Arising	Progress
Special meeting – 22 nd Jun 17	1) Revenue Budget Monitoring Outturn 2016/17 2) Capital Budget Monitoring Outturn 2016/17 3) Income Collection April 2016 - March 2017 4) Review of Treasury Management Activities 2016/17		
14 th Sep 17	1) Tracking of petitions 2) Call-in – Revenue Budget Monitoring Outturn 2016/17 3) Questions to City Mayor 4) Emergency Management & Planning 5) Scrutiny commission reports <ul style="list-style-type: none"> • HCLS: Health and Well-being and arts • EDTT: Bus Services Act 2017 	2) The committee voted to withdraw the Call-in. 4) A visit to the emergency control room located in City Hall and a simulation exercise to be arranged for interested Councillors. 5) Both items were endorsed.	
2 nd Nov 17	1) Tracking of petitions 2) Questions to City Mayor 3) Capital and Revenue Budget Monitoring Reports – Period 4 4) Workforce Representation – Information and trends		
14 th Dec 17	1) Tracking of petitions 2) Questions to City Mayor 3) Capital and Revenue Budget Monitoring Reports – Period 6 4) Income Collection Report 5) Mid-Year Treasury Management Report		

Meeting Date	Topic	Actions Arising	Progress
1 st Feb 18	1) Tracking of petitions 2) Questions to City Mayor 3) LCC Absence Management 4) Capital and Revenue Budget Monitoring Reports 5) Budget 2017/18 6) Treasury strategy 2017/2018		
5 th Apr 18	1) Tracking of petitions 2) Questions to City Mayor 3) Capital and Revenue Budget Monitoring Reports 4) Scrutiny Report 2016-18		

Forward Plan Items

Topic	Detail	Proposed Date
PCC monitoring	Cllr Master to talk about community engagement role in policing (from PCC visit)	
Channel Shift (from NSCI: 20th March 2017)		
Updates on CRM implementation and complaints issues (routinely from audit and risk)		
Oversight on the new process for dealing with non-statutory corporate complaints		
Using Buildings Better update		

Leicester City Council

PLAN OF KEY DECISIONS

On or after 1 December 2017

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 December 2017

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1. A place to do business

What is the Decision to be taken?	MARKET REDEVELOPMENT PROJECT - ACQUISITION OF 11-15 HORSEFAIR STREET Decision to approve funds to progress the market redevelopment project.
Who will decide?	City Mayor (Individual Decision)
When will they decide?	
Who will be consulted and how?	Market development proposals subject to

	public consultation and also through the planning applications process.
Who can I contact for further information or to make representations	Mike.Dalzell@leicester.gov.uk

What is the Decision to be taken?	FUNDING FOR THE REDEVELOPMENT OF JEWRY WALL MUSEUM
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Nov 2017
Who will be consulted and how?	Stakeholder groups- local history /archaeology groups/friends groups/Historic England
Who can I contact for further information or to make representations	Sarah.Levitt@leicester.gov.uk

What is the Decision to be taken?	PIONEER PARK - LOCAL GROWTH FUND ALLOCATION To outline the requirement for capital resources of £4.5m secured from the Local Growth Fund (LGF) to be added to the capital programme.
Who will decide?	City Mayor (Individual Decision)
When will they decide?	Not before 23 Nov 2017
Who will be consulted and how?	Planning application consultation.
Who can I contact for further information or to make representations	Louise.seymour@leicester.gov.uk

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 Dec 2017
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?	BUSINESS RATES POOL FUNDING As accountable body to the LLEP, decision to delegate authority to the Strategic Director City, Development and Neighbourhoods to sign off individual project allocations from the 16/17 Business Rates Pool for economic development investment projects, as recommended by the LLEP.
Who will decide?	City Mayor/Executive

When will they decide?	Not before 1 Dec 2017
Who will be consulted and how?	The appraisal and decision making process for projects to receive investment involves multiple LLEP stakeholders from the public, private and voluntary sectors. The individual projects recommended for investment will be appraised and decided according to process set out in the LLEP's Local Assurance Framework.
Who can I contact for further information or to make representations	David.Wright@leicester.gov.uk

2. Getting about in Leicester

What is the Decision to be taken?	<p>VAUGHAN WAY / GREAT CENTRAL STREET HIGHWAY AND CONNECTIVITY IMPROVEMENTS</p> <p>To consider the proposal to deliver a further phase of the Connecting Leicester programme which focusses on enhanced pedestrian and cycle links between the City Centre and the Waterside area. Specifically this includes a new super crossing on Vaughan Way and highway and public realm works to create a new pedestrian environment on part of Great Central Street.</p> <p>This requires capital resources of £2.9M to be allocated towards highway, pedestrian and cycleway improvements.</p>
Who will decide?	City Mayor (Individual Decision)
When will they decide?	21 Nov 2017
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.l.smith@leicester.gov.uk

What is the Decision to be taken?	LEICESTER NORTH WEST MAJOR TRANSPORT SCHEME PHASE 2
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
Who will be consulted and how?	Public consultation undertaken of scheme design. Ongoing engagement with stakeholders and County Council.
Who can I contact for further information or to make representations	John.Dowson@leicester.gov.uk / Joanna.Aitken@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 disposals.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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?	WATERSIDE OFFICE LETTING SPACE Decision to take an option to lease up to 17,000sqft of new office space in Waterside for onward letting to external businesses and organisations to promote economic development.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
Who will be consulted and how?	Consultation is not required to take an option to lease.
Who can I contact for further information or to make representations	louise.seymour@leicester.gov.uk

What is the Decision to be taken?	THE REFURBISHMENT/ RECONFIGURATION OF GOSCOTE HOUSE
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
Who will be consulted and how?	Housing Scrutiny Commission
Who can I contact for further information or to make representations	Simon.Nicholls@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 Dec 2017
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

What is the Decision to be taken?	SPORTS AND LEISURE SERVICES REVIEW
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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	Andrew.Beddow@leicester.gov.uk

6. Providing care and support

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

7. Our children and young people

What is the Decision to be taken?	ADDITIONAL SCHOOL PLACES To approve capital funding for additional school places for 2017/18 and 2018/19 academic years.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
Who will be consulted and how?	Schools.
Who can I contact for further information or to make representations	Rob.thomas@leicester.gov.uk

8. Our neighbourhoods and communities

What is the Decision to be taken?	TRANSFORMING NEIGHBOURHOOD SERVICES - EAST AND CENTRAL AREA To: <ul style="list-style-type: none"> • Provide an overview of progress to date of the Transforming Neighbourhood Services (TNS) Programme.
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	<ul style="list-style-type: none"> • Present a summary of the results of engagement work and consultation carried out in the East and Central area of the city. • Present a model for the East and Central area of the city for approval to proceed into delivery phase.
Who will decide?	Assistant City Mayor - Neighbourhood Services
When will they decide?	Not before 1 Nov 2017
Who will be consulted and how?	Public and stakeholder consultation will be carried out online.
Who can I contact for further information or to make representations	Lee.Warner@leicester.gov.uk / Shilen.Pattni@leicester.gov.uk

What is the Decision to be taken?	<p>PUBLIC SPACES PROTECTION ORDER (NEW PSYCHOACTIVE SUBSTANCES & STREET DRINKING)</p> <p>To introduce a city wide Public Space Protection Order for New Psychoactive Substances & Street Drinking.</p>
Who will decide?	City Mayor (Individual Decision)
When will they decide?	Not before 1 Nov 2017
Who will be consulted and how?	<p>The decision to consult was taken in response to a large number of complaints received by the city council from both members of the public and partners (inc the police). The city council as a result has undertaken a public consultation (both online and via the use of hardcopy questionnaires);</p> <p><u>Continuation of Street Drinking PSPO</u> 765 responses received; 664 (86.80%) stated that they considered that street drinking was still an issue in the city. Furthermore, 682 of the respondents (89.15%) stated that they supported the continuation of the street drinking order.</p> <p><u>NPS PSPO</u> 658 responses were received, the majority 86.02% of the 658 respondents stated that they supported the use of citywide NPS order.</p>
Who can I contact for further information or to make representations	Daxa.Pancholi@leicester.gov.uk

What is the Decision to be taken?	SOCIAL WELFARE ADVICE SERVICE To approve the Social Welfare Advice provision for City residents from October 2018.
Who will decide?	City Mayor/Executive
When will they decide?	Not before 22 Dec 2017
Who will be consulted and how?	None.
Who can I contact for further information or to make representations	Marie.Galton@leicester.gov.uk

9. A strong and democratic council

What is the Decision to be taken?	REVENUE BUDGET MONITORING PERIOD 4 2017/18 To implement decisions consequential to the monitoring of expenditure in 2017/18 Period 4.
Who will decide?	City Mayor (Individual Decision)
When will they decide?	Not before 24 Nov 2017
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 2017/18 - PERIOD 4 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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 2017/18 PERIOD 6 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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 2017/18 PERIOD 6
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	Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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 2017/18 PERIOD 9 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 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 2017/18 PERIOD 9 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 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 OUTTURN 2017/18 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 May 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 OUTTURN 2017/18 Decisions consequential to the monitoring of expenditure in 2017/18 (if any).
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 May 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 PROGRAMME 2018/19 to 19/20 To recommend a capital programme to the Council
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Dec 2017
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?	HOUSING REVENUE ACCOUNT 2018/19 BUDGET AND CAPITAL PROGRAMME To recommend a budget, rent level and capital programme to the Council
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Jan 2018
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?	GENERAL FUND REVENUE BUDGET 2018/19 TO 2020/21 To recommend a revenue budget to the Council
Who will decide?	City Mayor/Executive
When will they decide?	Not before 1 Feb 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?	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 Dec 2017
Who will be consulted and how?	None.
Who can I contact for further	Matthew.Wallace@leicester.gov.uk

information or to make representations	
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