

**To: Deputy Leader and Members of the Resources Board
Councillors D Wright, T Clews, Davey, N Dirveiks,
Farrow, O Phillips, McLauchlan, Simpson, Singh and
Symonds**

For the information of other Members of the Council

For general enquiries please contact Democratic Services on 01827 719221 or via email – democraticservices@northwarks.gov.

For enquiries about specific reports please contact the Officer named in the reports.

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RESOURCES BOARD AGENDA

11 November 2019

The Resources Board will meet in the Committee Room at The Council House, South Street, Atherstone, Warwickshire on Monday, 11 November 2019 at 7pm.

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests.**

- 4 **Minutes of the Resources Board held on 3 September 2019** – copy herewith, to be approved as a correct record and signed by the Chairman.

5 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members. Questions should be submitted by 9.30am two working days prior to the meeting. Participants are restricted to five minutes each. If you wish to put a question to the meeting please contact Amanda Tonks or Emma Humphreys on 01827 719221 or email democraticservices@northwarks.gov.uk.

**ITEMS FOR DISCUSSION AND DECISION
(WHITE PAPERS)**

- 6 **Capital Programme 2019/20 Period 6 Update** – Report of the Corporate Director - Resources

Summary

The report updates Members on the progress of the 2019/20 Capital Programme in terms of expenditure up to the end of September 2019.

The Contact Officer for this report is Daniel Hogan (719337).

- 7 **General Fund Budgetary Control Report 2019/20 - Period Ended 30 September 2019** – Report of the Corporate Director – Resources

Summary

The report covers revenue expenditure and income for the period from 1 April 2019 to 30 September 2019. The 2019/20 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nadeem Afzal (719444).

- 8 **Housing Revenue Account Budgetary Control Report 2019/2020 Period Ended 30 September 2019** – Report of the Corporate Director – Resources

Summary

The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 30 September 2019.

The Contact Officer for this report is Nigel Lane (719371).

- 9 **Internal Audit Half-Yearly Report 2019-20** – Report of the Corporate Director - Resources

The report allows the Board to monitor the progress of the Council's Internal Audit function against the agreed plan of work for the year. It also provides the Board with a summary of the work completed by the Council's Counter Fraud Officer.

The Contact Officer for this report is Sue Garner (719374)

- 10 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2019** – Report of the Chief Executive

Summary

This report informs Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to September 2019.

The Contact Officer for this report is Robert Beggs (719238)

- 11 **Treasury Management Update 2019/20** – Report of the Corporate Director - Resources

Summary

This report shows the Treasury Management activity for the period up to the end of September 2019.

The Contact Officer for this report is Daniel Hogan (719337).

- 12 **Exclusion of the Public and Press**

Recommendation:

That under Section 110A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

**EXEMPT INFORMATION
(GOLD PAPERS)**

13 **Sale of Land** – Report of the Director of Housing

The Contact Officer for this report is Angela Coates (719369).

14 **Sundry Debtor Irrecoverable Debts** – Report of the Corporate Director –
Resources

The Contact Officer for this report is Nigel Lane (719371)

STEVE MAXEY
Acting Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

3 September 2019

Present: Councillor Symonds in the Chair

Councillors T Clews, Davey, Dirveiks, Farrow, O Phillips, McLauchlan, Singh, Simpson and Symonds.

An apology for absence was received from Councillor D Wright (Substitute Councillor D Humphreys).

12 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

13 **Minutes of the Resources Board meeting held on 3 June 2019**

The minutes of the meeting of the Board held on 3 June 2019, a copy having previously been circulated, were approved as a correct record and signed by the Chairman.

14 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – June 2019**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to June 2019.

Resolved:

That the report be noted.

15 **Capital Programme 2019/2020 Period Ended 31 July 2019**

The Corporate Director – Resources updated Members on the progress of the 2019/20 Capital Programme in terms of expenditure up to the end of July 2019.

Resolved:

That the progress made against the 2019/20 Capital Programme be noted.

16 Homelessness Reduction Act 2017

The Assistant Director (Housing) provided the Board with an update on progress being made to deliver the Council's Homelessness Strategy and Action Plan and its legal duties to deliver the requirements of the Homelessness Reduction Act (HRA) 2017.

Resolved:

- a That the progress being made to deliver the requirements of the Homelessness Reduction Act be noted; and**
- b That the update on progress to deliver the actions identified in the Homelessness Strategy Action Plan, as outlined in Appendix 2 to the report of the Assistant Director (Housing), be noted.**

17 General Fund Budgetary Control Report 2019/20 Period Ended 31 July 2019

The Corporate Director – Resources reported on the revenue expenditure and income for the period from 1 April 2019 to 31 July 2019. The 2019/20 budget and the actual position for the period, compared with the estimate at that date were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

18 Housing Revenue Account Budgetary Control Report 2019/20 – Period Ended 31 July 2019

The Corporate Director – Resources reported on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2019.

Resolved:

That the budget for Rent Income from Dwellings be reduced by £217,570, giving an overall use of balances of £13,880 for 2019/20.

19 **Exclusion of the Public and Press**

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

20 **Irrecoverable Local Taxation Debts**

The Corporate Director – Community detailed the amounts recommended for write-off in accordance with the write-off policy agreed by the Resources Board on 23 May 2016.

Resolved:

- a That the write off of balances over £5,750 totalling £16,057.03 in respect of 2 unpaid Non Domestic Rate accounts as outlined in Appendix A to the report of the Corporate Director – Community, be ratified; and**
- b That the total amount of write-offs in the year to date and over the last 8 years which include those written off by the Assistant Chief Executive (Community Services) under delegated powers, summarised in Appendix B, be noted.**

21 **Condition of Council Property – Grendon Road, Polesworth**

The Director of Housing provided the Board with information about the condition of a Council owned house in Polesworth and set out options for consideration.

Resolved:

That the renovation work be undertaken.

22 **Scheme for Young Parents, Meadow House – Atherstone**

The Director of Housing provided the Board with information about a proposal for the Housing Division to support the provision of a support scheme for young parents at Meadow House, Atherstone.

Resolved:

That the Council enter into a lease for 3 years with Bromford Housing Group for Meadow House, Atherstone, and act as the Managing Agent for the premises.

23 **Garage Site – Church Lane, Middleton**

The Director of Housing provided Members of the Board with information and future options for its garage site at Church Lane, Middleton.

Resolved:

- a **That the occupation of the land be offered again to the Parish Council; and**
- b **That should the Parish Council decline the offer to occupy the land the Director of Housing be authorised to consider and pursue the most appropriate option.**

24 **Request to Purchase Land**

The Director of Housing informed the Board about a request to purchase land in the Council's ownership in Old Arley.

Resolved:

That the piece of land in Old Arley, shown at Appendix A of the report of the Director of Housing, be offered to the interested party on a leased basis.

CHAIRMAN

Agenda Item No 6

Resources Board

11 November 2019

Report of the Corporate Director - Resources

Capital Programme 2019/20 Period 6 Update

1 Summary

- 1.1 The report updates Members on the progress of the 2019/20 Capital Programme in terms of expenditure up to the end of September 2019.

Recommendations to the Board

- a That progress made against the 2019/20 Capital Programme is noted; and
- b That the proposed revisions to the 2019/20 HRA Capital Programme, detailed at paragraphs 4.4 and 4.5, be approved.

2 Introduction

- 2.1 The Executive Board approved the Council's Capital Programme of £6,968,020 for 2019/20 in February 2019.
- 2.2 At the Executive Board meeting on 17 June, it was agreed to carry forward £2,820,410 of unspent 2018/19 budget. Additionally, the Executive Board has approved three supplementary increases in the 2019/20 Housing budget.
- 2.3 Supplementary estimates of £500,000 for remedial work to flats, £500,000 for Electrics works and £350,000 for Insulation works were approved in September.

3 Budget Profiling

- 3.1 A schedule of works is arranged by each budget holder and each of the schemes are timetabled for completion throughout the year. This schedule is monitored on a monthly basis and discussed with Budget Holders.

4 Housing Schemes

- 4.1 The original budget for 2019/20 was £5,579,550 and there was an agreed carry forward of £2,254,560 from the 2018/19 budget. Additionally, the Executive Board approved supplementary estimates totalling £1,350,000, which provides a total Housing Capital budget of £9,184,110 (Appendix A).

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- 4.2 There has been a total of £2,620,407 spent on the housing capital programme during the first six months of 2019/20; this is compared to a profiled budget of £3,374,460.
- 4.3 The New Build programme consists of a number of schemes. The schemes at Polesworth and Atherstone are complete, although there are some residual costs still to pay. Work on the flats at Long Street and Coleshill Road in Atherstone is due to start in January 2020, following the completion of the tender process this month, although we have repurchased the two previously sold leasehold council flats to enable the scheme to progress. Work at Ansley Common currently has no planning permission and is now expected to commence in 2020/21. One property has been purchased at Trinity Close, Warton to be redeveloped along with other council houses on the site. Further spend to date consists of architects fees and compensation payments made for home loss.
- 4.4 The planned programme for the emergency boiler replacements has gone through quicker than initially anticipated due to increased capacity on the part of contractors. This enabled a greater level of works to be undertaken during the summer months. It has recently been determined that there are two further heating schemes that require a programme of works to be started prior to the end of this financial year. These works will take place at Arden Forest Estate and The Orchard, Baxterley and cannot be programmed unless budget provision is re-allocated. The Windows and Doors programme will not be completed this year as surveys will be required prior to work commencing on some of the remaining fire doors. As the surveys will not be made until 2020/21, it is requested to transfer £300,000 from this scheme to fund the extra heating works.
- 4.5 At Alder and Heather Court, the soil and vent piping works required to the flats have started, although no invoices in relation to these have been received. The next phase of the external wall insulation work at Heather Court is scheduled to begin this month, with similar work at Alder Court to start in January. Balcony walkways and stairwell glazing, are due to commence this month, with completion anticipated in February. Completing essential works only at these flats will provide for an underspend which can be used to support the Multi Trade Contract budget, which is now under pressure due to works required to individual properties. It is therefore requested to transfer £300,000 to the Multi Trade Contract. This will cover the cost of major structural works that are now required at 11 vacant properties that have not been budgeted for. These properties will then be eligible to let to applicants on the Housing Register.
- 4.6 The external wall insulation work at Stratford Avenue is currently ongoing and on completion, work at Welcome Street will begin. Following a delayed start due to the need to meet specific health and safety requirements, the remedial works to flats at Long Street and Church Road Dordon are due to be completed by the end of this month. Once they have been completed, work will begin at Monument View Polesworth.

- 4.7 The Disabled Facility Adaptation scheme is progressing well and has seen certain works take place ahead of schedule. These include the installation of a through floor lift.
- 4.8 Work to increase the car parking capacity at Hunters Park, Baddesley is expected to be complete by the end of January at a cost of £15,000. This will be funded from the Infrastructure Improvements scheme.
- 4.9 The planned Electrics work has been carried out, but some of the invoices in respect of this are yet to be received.
- 4.10 The Roofing scheme is progressing well following a cabling delay early in the year. Additional works have been carried out within the Kitchens and Bathrooms scheme due to damp in kitchens which required new floors to be put in. Electrical upgrading has been carried out too.

5 General Fund Schemes

5.1 The original budget for 2019/20 was £1,388,470 and there is an agreed carry forward of £565,850. This gives a total General Fund Capital budget of £1,954,320 (Appendix A).

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5.2 There has been a total of £419,093 spent against the general fund capital projects for 2019/20, compared to a profiled budget of £442,331.

5.3 The Refurbishment of Council Owned Buildings scheme was completed in September with a window replacement at the Old Bank House, but the invoice in respect of this is still to be received. There have been signs of deterioration to the listed buildings in High Street, Coleshill, following which £3,950 was spent on consultancy fees to assess the extent of this. The cladding works at Innage Park have been deemed to be non-urgent following the completion of visual surveys and this work is now expected to move into 2020/21.

5.4 A new air conditioning system has been installed in the fitness suite at Polesworth Sports Centre, replacing the old system. Following the completion of a tender process that is currently ongoing, a pitch refurbishment works programme will be undertaken. There has already been some consultancy work carried out in relation to this.

5.5 Following consultancy work carried out in May, the upgrade to the CCTV system is awaiting approval from the Planning Board. Work is not expected to commence until December at the earliest. The Life Lines budget has been used to fund the purchase of 54 home alarms, a touch pendant wearing kit, a verso trigger and the replacing of Uninterrupted Power Supply equipment. The replacing of this equipment will reduce maintenance fees throughout the remainder of this financial year.

5.6 New lighting is required at the Atherstone Leisure Complex, and is expected to cost approximately £55,000. Recent adverse weather conditions have

resulted in leaks to the roof, which are expected to cost £20,000 to fix. The remainder of this scheme is to slip into 2020/21.

- 5.7 The initial phase of the Depot Works is now complete, following the refurbishment of the first floor. These works have included new heating, lighting and electrical trunking. The remainder of this budget is expected to be spent within 2019/20.
- 5.8 The first phase of the Payment Management System upgrade took place in September, with further spending on enhanced security features to take place by the end of December. The Sequel system upgrades are expected to take place this month. Infrastructure Improvements are now expected to be made over the winter, with the purchases of servers and core switches.
- 5.9 The replacement of the Revenue and Benefits system is now complete. Following completion it was necessary to purchase additional modelling software for the Council Tax Reduction Scheme that was outside the scope of the initial business case, at a cost of £18,665. This additional modelling software will be funded from the New Burdens Reserve.

6 Report Implications

6.1 Finance and Value for Money Implications

- 6.1.1 Capital schemes will contribute to services provided by the Council, from maintaining decent Council homes, assisting in carrying out adaptations to resident's houses to helping to fund efficient heating systems to promote carbon reduction and encouraging fitness and wellbeing.

6.2 Environment and Sustainability Implications

- 6.2.1 Expenditure incurred as part of the Council's Capital Programme enables the Council to continue to improve and deliver a range of services to the people of North Warwickshire. The implementation of the capital programme will lead to improvements in the quality of life for the communities of North Warwickshire.

6.3 Risk Management Implications

- 6.3.1 Failure to make reasonable adjustments to ensure our buildings and facilities are accessible could expose the Council to potential litigation and risks damage to its reputation.

6.4 Equality Implications

- 6.4.1 The Council is required to ensure it meets the requirements of the Equality Act 2010. The Act brings together all previous equality legislation and includes a public sector duty (the equality duty). The capital programme includes some provision for improving accessibility as required by the current Equality Act 2010 and other relevant legislation.

6.4.2 Failure to make reasonable adjustments could result in limiting access to services provided from our buildings and facilities by disabled people and the potential for legal challenges being taken against the Council.

The Contact Officer for this report is Daniel Hogan (719337).

Capital Budgetary Control Summary 2019/20 - as at period 6 (September)

Cost Centre Description	(A)	(B)	(C)	(D)
	Total 2019/20 Approved Budget £	Profiled Budget £	Total Year To Date £	Total v Profiled Budget £
New Build Housing Project	2,012,800	486,000	402,465	(83,535)
Housing Heating	285,810	175,000	221,306	46,306
Housing Windows and Doors	517,120	330,000	114,435	(215,565)
Housing Alder and Heather Court Flats - Essential Works	603,220	153,000	3,060	(149,940)
Housing Multi Trade Contract	390,650	240,000	321,792	81,792
Housing Insulation	944,630	205,000	132,322	(72,678)
Housing Remedial Work to Flats	1,191,150	410,000	160,652	(249,348)
Housing Disabled Facility Adaptation CH	180,300	74,000	101,961	27,961
Housing Infrastructure Improvements	75,000	0	0	0
Housing Electrics	1,230,120	610,000	465,998	(144,002)
Housing Roofing	495,340	250,000	216,406	(33,594)
Housing Kitchens and Bathrooms	688,420	240,000	278,550	38,550
Housing Replacement DLO Vehicles	131,960	53,745	53,745	0
Housing Replacement Warden Vehicles	76,380	0	0	0
Housing Replacement Housing Vehicles	65,780	0	0	0
Housing Capital Salaries	295,430	147,715	147,715	0
Total HRA	9,184,110	3,374,460	2,620,407	(754,053)
Refurbishment of Council Owned Buildings	1,700	1,700	0	(1,700)
High Street, Coleshill	0	0	3,950	3,950
Innage Park Cladding	195,000	0	0	0
General Leisure Equipment	20,000	9,100	2,789	(6,311)
Parks and Playing Fields	148,500	3,000	5,085	2,085
CCTV System	136,700	136,700	95,829	(40,871)
Life Lines	23,000	12,000	11,064	(936)
Atherstone Leisure Complex Roof Replacement	285,000	0	0	0
Depot Works	100,000	20,000	24,613	4,613
Payment Management System Upgrade	32,500	14,500	8,986	(5,514)
Computer Software	56,000	0	0	0
Computer Hardware	0	0	16,090	16,090
Infrastructure Improvements	25,400	0	0	0
Revenues and Benefits System	13,230	13,230	18,665	5,435
Materials Recycling Facility	100,000	36,659	36,659	0
Disability Discrimination Adaptation	270,240	3,000	2,921	(79)
Transport	389,520	183,677	183,677	0
Community Fund Local Partnership	100,000	0	0	0
Decent Homes Standard Assistance	40,000	0	0	0
Capital Salaries	17,530	8,765	8,765	0
Total General Fund	1,954,320	442,331	419,093	(23,238)
Total Expenditure	11,138,430	3,816,791	3,039,500	(777,291)

Agenda Item 7

Resources Board

11 November 2019

Report of the Corporate Director - Resources

General Fund Budgetary Control Report 2019/20 Period Ended 30 September 2019

1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2019 to 30 September 2019. The 2019/20 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

Recommendation to Resources Board

That the report be noted and that the Board requests any further information it feels would assist it in monitoring the budgets under the Board's control.

2 Introduction

- 2.1 Resources Board is responsible for monitoring the Council's overall financial position on the General Fund, and this report gives details of the position at 30 September 2019.
- 2.2 The Board is also directly responsible for a number of internal and front line services. Accounting rules require front line services to show the total cost of providing the service, which includes support costs such as finance and IT services, as well as costs and income directly incurred.
- 2.3 Internal service costs are therefore recharged to all the services they support, both those that remain within Resources Board and those which are the responsibility of other Boards. This report provides some detail on both the front line services relating to this Board and the internal service costs that are recharged, at 30 September 2019.
- 2.4 Where possible, the year-to-date budget figures have been calculated with some allowance for seasonal variations, in order to give a better comparison with actual figures.

3 Services Remaining Within Resources Board

3.1 The total expenditure for those services that remain within Resources as at 30 September 2019 is £1,304,055, compared with a profiled budgetary position of £1,196,526; giving an overspend of £107,529 for the period. Appendix A to this report provides details of the profiled and actual position for each service reporting to this Board, together with the variance for the period.

3.2 Democratic Process

3.2.1 The current underspend is mainly due to lower spend on mayoral activity.

3.3 Business Rates

3.3.1 The current overspend is mainly due to lower than profiled income from the recovery of legal costs. This is due to having a high NDR collection rate therefore the need to take legal action is lower.

3.4 Council Tax Collection

3.4.1 The current overspend is mainly due to lower than profiled income from the recovery of legal costs. Following the conversion of the system to CIVICA there has been a slight re-profile of recovery action taken to date. Recovery action is now progressing to increase summons.

3.5 Rent Allowances, and Rent Rebates and Administration

3.5.1 The current overspend on Rent Allowances and Rent Rebates of £59,406 relates to lower than expected income from the recovery of housing benefit overpayments. This has been partially off set by an under spend in Housing Rent Allowances and Rebates due to a reduction in the net cost of benefits paid out. The conversion of the system to CIVICA has resulted in a change in the way that overpayment recoveries are identified. The process has recently been reviewed and changes are being made to improve the recovery of overpayments.

3.6 Car Parks

3.6.1 The current spend above profile is due to Business Rates being higher than expected as a result of a reassessment of the rateable value of car parks.

3.7 Community Support

3.7.1 The overspend of £26,156 is due to lower Borough Care income of £19,130 as a result of a number of life line customers going into care, moving in with relatives or passing away. There is also an overspend on telephone costs of £18,980 as a result of switching to the new ISDN lines and concurrently running the old telephones lines. It is expected that as the old lines are cancelled, the additional costs will stop. This has been partly offset by a one-off saving of £7,880 on equipment maintenance due to the call handling system upgrade and therefore covered under warranty, and other savings of £3,810 on equipment and vehicle repairs and maintenance costs.

4 Services Recharged to Other Directorates and Services

4.1 Net expenditure for those services that are recharged to other Directorates and Services, as at 30 September 2019, is £161,865 compared with a profiled budgetary position of £318,110, giving an under spend of £156,245 for the period. However the Council's budget requirement for 2019/20 assumed that there would be a salary vacancy saving in the year of £210,000 and this was included as a central amount. When the appropriate proportion of this is taken into account, there is an under spend of £51,245.

... 4.2 Appendix B shows each service profiled and actual positions for the period, together with the variance. The central vacancy factor has been added into the budget columns shown in Appendix B to enable easier comparison with the actual position.

4.3 The underspend on Council Offices is due to a reduction in the Non Domestic Rates payable as a result of a reduction in the rateable value of the Council House.

4.4 Directorate Budgets

4.4.1 Current vacancy levels within the Directorates are greater than the profile budget after allowing for the use of agency staff to cover some key duties, any recruitment costs resulting from these vacancies and excluding vacancies that relate to the Housing Revenue Account.

4.4.2 The areas with vacancies are Corporate Director – Environment, Democratic Services, Community Support, Planning, Financial Services, and Leisure and Community Development. There is also a small reduction in costs following a flexible retirement within Central Services. This level of vacancies will not continue, following the successful recruitment of staff in Financial Services, Planning and Community Support. The table below relates to the General Fund only.

	£
Current agency staff variance	191,710
Current salaries underspend	(330,329)
Sub Total	(138,619)
Less Central vacancy factor	105,000
TOTAL	(33,619)

4.4.3 In addition to the salary savings identified above there are underspends on officer travel expenses, corporate subscriptions and equipment budgets.

5 Performance Indicators

- ...
- 5.1 In addition to the financial information provided to this Board, when the budgets were set in February, performance indicators were included as a means of putting the financial position into context. These are shown at Appendix C.
 - 5.2 The majority of the Performance Indicators are comparable with the profiled position.
 - 5.3 The main reason for the variance in the performance figures for both business rates and council tax collection is due to lower recovery of legal costs.
 - 5.4 The main reason for the variance in the performance figures for rent allowances is due to lower recovery of housing rent allowance overpayments. In addition there has been a lower number of claimants', therefore resulting in a higher net administration cost per claimant.
 - 5.5 The main reason for the variance in the performance figures for rent rebates is due to lower recovery of housing rent rebate overpayments. In addition there has been a lower number of claimants', therefore resulting in a higher net administration cost per claimant.
 - 5.6 The reason for the variance in the performance figures for Community Support is due to lower Borough Care customers and therefore lower income, and the additional telephone costs as detailed in 3.7.1.

6 Overall General Fund Position

- ...
- 6.1 Appendix D provides an analysis of Board expenditure and the overall position for the General Fund for this report.
 - 6.2 The actual level of Board expenditure for the period to 30 September 2019 is £5,976,527 compared with a profiled budgetary position of £5,880,856 an overspend of £95,671.
 - 6.3 Within the Planning and Development Board, Planning income is currently behind the forecasted budget due to the lower number of applications received to date. There are a number of larger applications expected.
 - 6.4 Within the Community and Environment Board, there is reduced income across the Leisure Centres, which has been partly offset by underspends on employee costs. There is also an over spend within the Green Space Budget due to unavoidable, high priority tree works. Some of these costs will be recharged to the Housing Revenue Account. A review of tree works and the associated costs is currently being undertaken, in respect of which further information will be reported to Members in due course. This however has been offset by underspends on employee costs, and transport maintenance and running costs within Streetscape services.
 - 6.5 Resources Board variances are as detailed earlier in this report.
 - 6.6 As well as expenditure directly attributable to services, and included in the Board totals, there are a number of other amounts that need to be taken into

account that provide the total net expenditure for the General Fund. This includes investment income, external interest payments and adjustments to reverse capital charges included within Board expenditure, from out of Council expenditure.

- 6.7 Taking these amounts into account, net expenditure for the Council to the end of September totals £5,153,007 compared with a profiled position of £5,083,505. This decreases the general overspend for the period to £69,502.

7 Risks to Services

- 7.1 In setting the budget in January 2019, a number of key risks to the overall budgetary position of the Council were highlighted and these are shown below:-

- A pay award of 2% and the revised pay structure has been assumed in preparing the budgets. The pay settlement which has been agreed is in line with the estimates.
- A vacancy factor of £210,000 has been included within the overall estimates. Should vacancies be less than expected, additional costs will be borne by the Authority.
- There are potential additional costs for the Council in carrying out its planning function. If the Council loses a planning appeal, an award of costs can be made against the Council (the appellants costs for the appeal). If the Council consistently loses appeals it will become a designated authority, which means that prospective applicants can submit their applications directly to the planning directorate. This would mean the Council would lose the accompanying planning fee. In addition, any downturn in planning applications would impact on the fee income received.
- Council expenditure on housing benefit is significant, although the majority is recouped through grant. The transfer of housing benefit into the universal credit administered nationally will impact on Council resources.
- A downturn in the current economic situation could have an impact on the industrial rent income that the Council can obtain. In addition, the NDR on vacant commercial properties will impact directly on the Council's costs.
- Legislation, as well as the economic situation, could also impact on other Council services such as Homelessness, with increased demand leading to additional expenditure.
- The Council is promoting recycling activities across the Borough. Reductions in income for recycling materials could add to the existing costs of the service.
- Limited budgetary provision is available for one off spending on areas such as public enquiries on planning, un-adopted roads and contaminated land issues.

- Deterioration of the Council's assets could require costly remedial action, and could also impact on the ability of some services to generate income. Income generation could also be affected more widely by the current economic position.

8 Estimated Out-turn for the General Fund

8.1 The anticipated out-turn for the General Fund is detailed in the table below: -

Board		£
	Original Budget 2019/20	8,245,700
Executive	Supplementary Estimate – Development Control Restructure	15,140
Executive	Supplementary Estimate – Additional Inspector's Fees associated with the North Warwickshire Local Development Framework	65,000
	Approved Budget 2019/20 at 30 September 2019	8,325,840
Overall	Additional Investment Income	(40,000)
	Expected Out-turn 2019/20	8,285,840

9 Report Implications

9.1 Finance and Value for Money Implications

9.1.1 The Council's original budgeted contribution from General Fund balances for the 2019/20 financial year was £565,540. This was then increased to £645,680 to reflect supplementary estimates since approved by the Executive Board. This is expected to decrease by £40,000 as shown above in section 8.1.

9.1.2 Income and expenditure will continue to be closely managed and any further issues that arise will be reported to this Board at future meetings.

9.2 Environment and Sustainability Implications

9.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nadeem Afzal (719444).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date

SERVICE REMAINING WITHIN RESOURCES BOARD
Budgetary Control Report 2019/20 as at 30 September 2019

Description	Approved Budget 2019/20	Profiled Budget to September 2019	Actual to end September 2019	Variance to Date	Comments
Cost of Democratic Process	519,550	261,950	254,709	(7,241)	See 3.2
Election Expenses	110,010	15,150	15,136	(14)	
Registration of Electors	70,310	47,120	47,414	295	
Business Rates	89,980	97,233	101,451	4,218	See 3.3
Council Tax Collection	306,260	148,837	170,347	21,510	See 3.4
Miscellaneous Finance	520	(109,882)	(109,751)	130	
Compensation and Pension Increases	287,140	113,838	113,117	(721)	
Assisted Car Purchases	(160)	80	80	-	
Electricity at Work	24,060	15,098	15,126	28	
Finance Unused Land and Assets	1,140	590	378	(212)	
Corporate and Democratic Core	623,610	310,495	311,134	639	
Unallocated Central Support Services	50,050	19,785	17,715	(2,070)	
Coleshill Shops and Flats	(66,840)	(27,925)	(27,680)	245	
The Pavilions, Holly Lane	(77,440)	(42,640)	(42,506)	134	
Carlyon Road Industrial Estate	(123,890)	(60,910)	(60,742)	168	
Innage Park Industrial Estate	(42,820)	7,908	7,294	(615)	
Polesworth Workspace Units	(5,770)	(2,910)	(3,022)	(112)	
Maya Bar and Restaurant	(9,390)	(4,350)	(4,347)	3	
Homeless Persons	108,790	(30,378)	(30,354)	24	
Public Conveniences	58,130	19,354	18,657	(697)	
Customer Contact	97,240	39,707	39,549	(158)	
Rent Allowances and Administration	222,080	84,098	90,218	6,121	See 3.5
Housing Rent Rebates and Administration	57,100	(9,177)	44,107	53,285	See 3.5
Council Tax Support	255,940	118,806	116,306	(2,500)	
Car Parks	93,450	61,519	67,702	6,183	See 3.6
Private Sector Housing Assistance	97,400	70,854	71,146	293	
CCTV	144,020	59,620	62,058	2,438	
Community Support	310,400	(7,345)	18,811	26,156	See 3.7
TOTALS	3,200,870	1,196,526	1,304,055	107,529	

RECHARGED SERVICES
Budgetary Control Report 2019/20 as at 30 September 2019

Description	Approved Budget 2019/20	Profiled Budget to September 2019	Actual to end September 2019	Variance to Date	Comments
Building Maintenance Fund	-	17,968	17,968	-	
Council Offices	60	35,843	24,569	(11,275)	See 4.3
Central Telephones	-	4,927	4,618	(310)	
Recruitment	-	1,230	1,386	156	
Printing and Stationery	210	(3,144)	(5,362)	(2,218)	
Training	-	775	(1,055)	(1,830)	
Depot and Stores	-	12,749	12,381	(368)	
Postal Services	-	(1,140)	-	1,140	
Chief Executive Directorate	2,120	1,045	1,045	-	
Corporate Director - Environment	32,300	33,414	28,996	(4,417)	See 4.4
Corporate Director - Community Services	5,840	(21,507)	(22,191)	(685)	
Corporate Director - Resources	7,110	4,953	(47,211)	(52,164)	See 4.4
Director of Housing	20,740	12,142	(36,334)	(48,476)	See 4.4
Director of Leisure & Community Development	7,490	7,062	(21,139)	(28,201)	See 4.4
Director of Streetscape	2,170	1,088	146	(942)	
Director of Corporate Services	5,000	144,672	138,014	(6,658)	See 4.4
Transport Management Account	1,810	66,034	66,034	-	
TOTALS	84,850	318,110	161,865	(156,245)	
Central Vacancy Factor	(210,000)	(105,000)	-	105,000	
TOTALS	(125,150)	213,110	161,865	(51,245)	

Performance Indicators (PIs) for budgets reporting to the Resources Board

	Budgeted performance	Profiled Budgeted performance	Actual performance to Date
Registration of Electors			
Cost per registered elector	£1.42	£0.95	£0.95
Business Rates			
Business Rate Collection Rate	99.00%	49.50%	56.73%
Cost per NDR Property	£38.40	£41.50	£42.59
Council Tax Collection			
Council Tax Collection Rate	98.00%	58.80%	58.14%
Cost per Household	£10.82	£5.26	£5.99
Coleshill Shops and Flats			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Shop	(£10,164)	(£4,389)	(£4,389)
The Pavilions			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit	(£10,674)	(£5,946)	(£5,946)
Carlyon Road Industrial Estate			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit/Plot	(£8,291)	(£4,146)	(£4,146)
Innage Park Industrial Estate			
Occupancy Rate	98.00%	98.00%	98.00%
Annual Income per Unit	(£5,606)	(£2,949)	(£3,136)
Polesworth Workspaces			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit	(£1,489)	(£744)	(£744)
Rent Allowances			
Number of Claimants	1,500	1,500	1,239
Rent Allowances per Claimant	£4,990	£2,495	£2,493
Cost of Administration per Claimant	£148.05	£56.07	£72.82
Rent Rebates			
Number of Claimants	1,500	1,500	1,174
Rent Rebates per Claimant	£3,777	£1,888	£2,311
Cost of Administration per Claimant	£38.07	-£6.12	£37.57
Council Tax Support			
Number of Claimants	4,000	4,000	4,094
Net Cost of Administration per Claimant	£63.99	£29.70	£28.41
Community Support			
Number of paying lifeline customers	1,715	1,715	1,610
Net expenditure per paying lifeline customer	£180.99	-£4.28	£11.68

CONSOLIDATED GENERAL FUND POSITION
Budgetary Control Report 2019/20 as at 30 September 2019

Board	Approved Budget 2019/20	Expected position at September 2019	Actual position at September 2019	Variance
Executive	841,330	455,519	452,897	(2,622)
Planning and Development	258,860	114,564	119,516	4,952
Licensing Committee	1,180	(13,123)	(13,515)	(392)
Community and Environment	5,658,790	2,894,974	2,932,424	37,449
Resources (including staff vacancies)	3,075,720	1,409,636	1,465,920	56,284
Payments to Parish Councils	-	1,019,286	1,019,286	-
Other Contingencies	4,520	-	-	-
Net Board Expenditure	9,840,400	5,880,856	5,976,527	95,671
Investment Income	(280,000)	(140,000)	(166,169)	(26,169)
Revenue Contribution to Capital Spending	119,000	59,500	59,500	-
Use of Balances	(645,680)	(322,840)	(322,840)	-
Financing Adjustment	(788,020)	(394,010)	(394,010)	-
Net Expenditure	8,245,700	5,083,505	5,153,007	69,502

Agenda Item No 8

Resources Board

11 November 2019

Report of the Corporate Director - Resources

Housing Revenue Account Budgetary Control Report 2019/2020 Period Ended 30 September 2019

1 Summary

- 1.1 The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 30 September 2019.

Recommendation to the Board

To consider if any further information is required.

2 Introduction

- 2.1 Under the Service Reporting Code of Practice (SeRCOP), services should be charged with the total cost of providing the service, which not only includes costs and income directly incurred, but also support costs relating to such areas as finance, office accommodation, telephone costs and IT services and Member costs.

3 Overall Position

- 3.1 The Housing Revenue Account (HRA) includes all costs and income relating to the letting and management of the Council's housing stock. This has to be kept separate from General Fund expenditure. The actual position for the HRA for the period ended 30 September 2019 is a surplus of £623,281, compared with a forecast surplus position for the period of £658,979. Where possible, the forecast position has been profiled to reflect seasonal variations in expenditure and income, in order to give a better comparison with actual figures. The actual position is an unfavourable variance of £35,698 against the forecast position. Appendix A to this report provides details of the profiled and actual position for expenditure and income incurred by the HRA.

- 3.2 The contribution to the Repairs Fund is transferred from the Revenue Account on a monthly basis as profiled. The actual spend on repairs is shown within the Repairs Fund. Similarly budget provision within the Revenue Account for capital expenditure is transferred to capital reserves, which are then utilised to fund HRA capital expenditure included in the capital programme.

- 3.3 There are underspends on utility costs with a potential underspend of £30,000 by the year end from changing suppliers and changing light fittings to LED's in communal areas in Flats and Community Centres. In addition there are underspends on window cleaning and supplies budgets due to timing, all within Supervision and Management Special services.
- 3.4 Rental income is currently lower than expected due to a higher level of voids and an increase in the time duration the property in empty due to the level of repairs required to bring the property back to accepted letting conditions. In addition 15 properties are currently void, due to the proposed new build programme in Coleshill Road/Long Street Atherstone. The loss of rent has been offset slightly, as the Council has only sold 9 Council houses against an expected level of 15 Council houses.
- 3.5 Garage rental income is currently lower than expected, due to a decrease, of 62 further properties in the current financial year being let, relating to the condition of some garages.

4 Housing Repairs Fund

- 4.1 The Housing Repairs Fund covers expenditure on all repairs and maintenance, both day to day and programmed, whether carried out by Housing Direct Works or external contractors. This includes any surplus or deficit on the operation of Housing Direct Works.
- 4.2 The balance on the Fund at the start of the year amounted to £839,672. The balance can be used to cover timing issues between years. In 2019/20 the contribution to the fund is £3,207,940. Any over-spend in the repairs fund would impact on the use of Housing Revenue Account balances if it exceeded the balance on the fund and the contribution in the year. The current overspend mainly relates to vacancies in Housing Direct Works which has increased the need to use subcontractors to complete outstanding works.
- ... 4.3 The position on the fund at the end of September is shown in Appendix B.

5 Housing Direct Works

- 5.1 There is an under spend on employee costs reflecting the current level of vacancies against the agreed budget. This has impacted on the ability to undertake work on capital schemes and for the General Fund, so little income has been generated. There is also a decrease in supplies and services due to a lower use and cost of materials.
- ... 5.2 Appendix C to this report provides the profiled and actual expenditure of Housing Direct Works in more detail.

6 Risks to the Budget

- 6.1 The key risks to the budgetary position of the Housing Revenue Account in 2019/20 include:

- The potential ongoing impact of sustaining rent income levels with the changes from Universal Credit;
- The requirement on the Council to meet statutory housing needs and support tenants to sustain their tenancies as well as manage them in moving on as secure tenancies are replaced with flexible ones;
- A change in interest rates, if funds need to be borrowed;
- A reduction in the rent levels assumed in the Business Plan, as this could impact significantly on the expected surpluses. More attractive Right to Buy conditions could encourage higher sales;
- The requirements of an ageing stock and the need to meet the Decent Homes Standard are likely to continue to increase the demand for capital works. Work to keep the Council's assets in good condition will be prioritised and accommodated within existing budgets;
- Any reduction in the performance of Housing Direct Works will put pressure on the Council to use external contractors and therefore will impact on the level of expenditure;
- Asbestos removal is an ongoing cost pressure over the next few years until the full picture of the level of asbestos contained in council houses and the cost of removal is assessed.

7 Estimated Out-turn

- 7.1 The anticipated out-turn for the Housing Revenue Account for 2019/20 is a deficit of £13,880 as agreed at Resources Board on 3 September 2019.
- 7.2 The estimated out-turn for the Repairs Fund remains the same as that included in the original budget. Measures are in place to prevent the current overspend continuing into the second half of the year. If it does continue, the fund has sufficient capacity to cover the additional costs.

8 Report Implications

8.1 Finance and Value for Money Implications

- 8.1.1 The Council is currently forecasting a contribution from the Housing Revenue Fund balance for the 2019/20 financial year of £13,880.
- 8.1.2 Income and expenditure will continue to be closely managed and any issues that arise will be reported to this committee for comment.

8.2 **Environment and Sustainability Implications**

- 8.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nigel Lane (719371).

HOUSING REVENUE ACCOUNT

	Amended Budget 2019/2020	Expected Spend to September 2019/2020	Actual Spend to September 2019/2020	Variance	Comments
EXPENDITURE					
Repairs and Maintenance	3,207,940	1,610,082	1,610,082	-	Comment 3.2
Supervision and Management - General	1,518,530	812,090	811,215	(875)	
Supervision and Management - Special Services	460,160	219,815	186,615	(33,200)	Comment 3.3
Provision for Bad Debts	288,280	144,140	144,140	-	
Interest on Loans	1,538,850	769,425	769,425	-	
Revenue Set Aside (debt Repayment)	1,750,000	875,000	875,000	-	
Capital Expenditure - New Build	308,310	154,155	154,155	-	Comment 3.2
Capital Expenditure	2,830,570	1,415,285	1,415,285	-	Comment 3.2
Total Expenditure	11,902,640	5,999,992	5,965,917	(34,075)	
INCOME					
Gross Rent Income from Dwellings	(11,313,690)	(6,363,951)	(6,301,244)	62,707	Comment 3.4
Gross Rent Income from Non-Dwellings	(387,490)	(215,941)	(209,075)	6,866	Comment 3.5
Charges for Services and Facilities	(107,660)	(39,119)	(38,919)	200	
Total Income	(11,808,840)	(6,619,011)	(6,549,238)	69,773	
NET COST OF SERVICES	93,800	(619,019)	(583,321)	35,698	
Investment Income- Other	(79,920)	(39,960)	(39,960)	-	
TOTAL (SURPLUS)/DEFICIT FOR THE YEAR	13,880	(658,979)	(623,281)	35,698	

Appendix B

HOUSING REPAIRS FUND (to end of September 2019)

	£
Balance available at 1 April 2019	839,672
Contribution 2019/20 (to September 2019)	1,610,082
Expected Use of Fund (to September 2019)	(1,643,033)
Surplus on the Fund at 30 September 2019	806,721

APPENDIX C

HOUSING DIRECT WORKS

Budgetary Control Report as at 30 September 2019

	Original Budget 2019/2020	Expected Spend 2019/2020	Actual Spend 2019/2020	Variance
EXPENDITURE				
Employee Costs	764,370	384,960	275,334	(109,626)
Supplies and Services	436,700	219,330	160,676	(58,654)
Transport	80,000	36,115	31,169	(4,946)
Income	(40,800)	(20,400)	(1,017)	19,383
Gross controllable Expenditure	1,240,270	620,005	466,162	(153,843)
Central Support	241,020	121,299	121,299	-
Housing Direct Works Expenditure	1,481,290	741,304	587,461	(153,843)

Agenda Item No 9

Resources Board

11 November 2019

Report of the Corporate Director - Resources

Internal Audit Half-Yearly Report 2019-20

1 Summary

- 1.1 The report allows the Board to monitor the progress of the Council's Internal Audit function against the agreed plan of work for the year. It also provides the Board with a summary of the work completed by the Council's Counter Fraud Officer.

Recommendation to the Board

That the report be noted.

2 Progress Against the Internal Audit Plan

- 2.1 The Internal Audit Plan for the current year was approved by the Resources Board in March 2019. A copy of the Plan and the progress to date is attached at Appendix A to this report. Progress on some areas has been affected by staffing absences in the early part of the year, and by changes in the planned timetable of audits.

- 2.2 The timing of financial review work is generally planned taking into account the timetable of the External Auditors of the Authority, so that financial services staff are not providing information for both internal and external auditors at the same time. Normally the External Auditors carry out their Financial Statements work during June and July, so the Internal Audit team plan their work for later in the year. This year, due to staffing and recruitment difficulties, the External Auditors have not achieved the required timetable, and are expected to audit the financial statements in November. Consequently the majority of the planned internal financial review work was brought forward. This required the suspension of a couple of audits that were already underway.

- 2.3 All outstanding work has been allocated to quarters 3 and 4 as shown in the Appendix, although the timing of work may change, depending on progress made. The larger audits have generally been scheduled earlier, with a number of smaller audits planned for the final quarter.

- 2.4 A summary of the work completed to date and the findings is shown in Appendix B to this report but it should be noted that this is only a snapshot of the position at the time of the audit. Where areas for improvement are identified an action plan is agreed which sets out the changes that will be introduced, the responsible officer and the target date for completion. The

team carry out follow-up reviews to ensure that agreed actions have been implemented and, where necessary, they will revise the internal audit opinion to reflect the change in the overall control system. Three follow-up reviews have been completed so far this year and the results of these are shown in Appendix B, other reviews are in progress.

3 Counter Fraud Activity

3.1 The current Counter Fraud Officer has been employed by the Council since June 2018; this is a shared role with Nuneaton and Bedworth Borough Council (NBBC). The Officer spends 40% of his time investigating fraud allegations at NWBC and 60% at NBBC. The types of fraud allegations that he investigates include:

- Right-to-Buy;
- Tenancy fraud such as sub-letting and abandonment of the property;
- Council Tax and Housing Benefit; and
- Single Persons Discount.

3.2 So far this year at North Warwickshire, the Officer has identified cashable savings to the public purse of approximately £21,000, and notional savings of approximately £103,000. Notional savings are the estimated future savings to the public purse as a result of the intervention and successful fraud investigation. For example, it is assumed that had it not been for the investigation a housing benefit claim would continue to have been paid at the higher rate for at least 21 weeks. The notional saving calculations are in line with those used by the Cabinet Office for their data matching exercise, the National Fraud Initiative, which is conducted to assist in the prevention and detection of fraud with data being provided by some 1,200 organisations from both the public and private sector, North Warwickshire being one of them.

3.3 The successful cases in 2019/20 have mainly been in relation to Housing Benefit and Council Tax fraud. However a tenancy fraud was discovered which is included in the notional savings figure shown above.

4 Report Implications

4.1 Risk Management Implications

4.1.1 Failure to provide an effective Internal Audit Service may adversely affect the level of internal control operating within the Council and will attract criticism from external assessors.

4.1.2 Failure to investigate allegations of fraud could result in poor publicity for the Council and some reputational damage.

4.2 Links to Council's Priorities

4.2.1 The audit programme agreed and delivered and the counter fraud activity are aligned to both the priorities of the Council and the requirements of external assessors.

The Contact Officer for this report is Sue Garner (719374).

Appendix A

Audit	Current Position	Audit Opinion
<ul style="list-style-type: none">• Payroll • Rental Income <p>Annual and Other Reviews</p> <ul style="list-style-type: none">• Procurement • Leisure Services	Awaiting Management Review Completed Quarter 4 (if req'd) Quarter 4 (if req'd)	Satisfactory

(*) – indicates – audit in progress, but suspended in order to bring forward the Financial Audit reviews.

Summary of Internal Audit Findings

Reviews Brought Forward from 2018-19 Plan

Purchasing Cards

Audit Scope.

A '**Limited Assurance**' level was originally given. The follow-up audit work was structured to assess whether the agreed actions arising from the 2017/18 Purchasing Cards audit have been fully implemented.

Audit Findings

Internal Audit can now give a '**satisfactory assurance**' following the implementation of the majority of the agreed actions arising from the original audit report, although there are a few actions still outstanding. The review also highlighted a few further areas for improvement, which were agreed.

Safeguarding

Audit Scope

The purpose of this audit was to confirm that:-

- the Authority has safeguarding policies in place which comply with relevant legislation and best practice;
- referrals are being made when applicable and in a timely and appropriate manner;
- all officers and Councillors have been appropriately trained;
- involvement in and funding of the Warwickshire Safeguarding Children & Adult Boards is appropriate;
- information regarding referrals to, and shared via the Mash, is dealt with appropriately and securely;
- relevant data is shared in accordance with GDPR.

Audit Findings

A '**Satisfactory Assurance**' level was originally given. Safeguarding policies are in place, and were being reviewed at the time of the audit. A wording change around the retention period for photographs was required in the revised policy, to comply with GDPR guidelines. Recording what information had been provided in the logs of cases was also recommended to strengthen control. Records held on training and DBS checks were well kept.

A recent follow-up review found that all of the recommendations had been implemented and consequently, the audit opinion has been changed from '**Satisfactory**' to '**Significant Assurance**'.

Flexi Time / Home Working / Lone Working

Audit Scope

The purpose of this review was to establish the effectiveness of the controls in place to mitigate the key risks to the Council's Flexible / Home / Lone Working arrangements and also compliance by Council employees with the Flexible Working Policy (FWP) and also 'Management of Lone Working and the Risk of Violence Policy & Procedure'.

Audit Findings

A '**Satisfactory Assurance**' level was given because the controls in place over the Council's 'Flexible, Home and Lone Working' arrangements are adequate and operating satisfactorily. There are, however, a few areas where improvements can be made which will strengthen control, such as ensuring all records are maintained on the electronic document record management system.

Improvements are also recommended to ensure compliance with s3 of the 'Management of Lone Working & the Risk of Violence Policy & Procedure'. A corporate approach to personal alarm and tracker fobs and their monitoring will be considered, with a view to strengthening control over the personal safety of job roles involving 'lone working'.

Leisure Promotions

Audit Scope

To check that promotions for Leisure memberships and activities are appropriately planned and managed.

Audit Findings

The initial overall audit opinion was '**Limited Assurance**'. The key controls were given limited assurance primarily due to their recent introduction at the time of the audit, with just one business case completed using a newly agreed format.

A follow up review confirmed that the majority of the audit recommendations had already been implemented, and the controls were operating satisfactorily. Consequently the audit opinion has been amended to '**Satisfactory Assurance**'.

Procurement Cards

Audit Scope

The purpose of this review was to establish the effectiveness of the controls in place to mitigate the key risks to the Council's procurement arrangements.

Audit Findings

A '**Satisfactory Assurance**' level was given because generally, the controls in place over the Council's Procurement and Contracts arrangements are adequate and operating satisfactorily, albeit there is scope for some improvement. The Standing Orders require updating for the latest General Data Protection Regulations and changes in the management structure. Additional detail would allow full compliance with Standing Orders to be confirmed. A pro forma template for exemptions is recommended, as well as a review of the current procurement thresholds which are comparatively low.

2019-20 Audit Plan

Capital Project Management and Capital Accounting

Audit Scope

The purpose of the audit was to provide assurance that the Council's management, handling and control of capital projects and associated expenditure meets statutory regulations, conforms with the Council's own strategy and policy, adheres to Financial Regulations (FRs) and Contract Standing Orders (CSOs) and provides adequate evidence of effective internal control.

Audit Findings

A '**Significant Assurance**' level was given as the controls in place over the Council's capital accounting process and also management of its Capital Programme are adequate and operating satisfactorily.

Rental Income

Audit Scope

The purpose of the audit was to ensure that:-

- Reconciliations of the number of properties and the rent debit are carried out correctly to ensure that all relevant rents are collected.
- Accurate calculations and reconciliations of the correct rent amounts have been carried out.
- Current Tenant Arrears are identified promptly with recovery action taken in a timely manner.
- Former Tenants Arrears are recovered wherever possible and only written off after all viable investigations have taken place and with proper authorisation.
- Refunds are only made when appropriately checked and authorised and the risk of money laundering has been appropriately addressed.

Audit Findings

Overall, Internal Audit can give '**Satisfactory Assurance**' on the controls in place for Rents procedures. A few areas for update or improvement were identified, including strengthening arrears letters to former tenants and providing refresher training on the Anti Money Laundering Policy for relevant employees.

Follow Up Reviews

Follow up reviews on the implementation of agreed actions are currently being undertaken on Petty Cash, Trees, Walls and Fence Management and Pest Control. Updates will be included in the next report.

Assurance Level	Definition
Significant	There is a sound system of internal controls that are being consistently applied
Satisfactory	There is basically a sound system of internal controls although there are some minor weaknesses and/or there is evidence that the level of non-compliance may put some minor system objectives at risk.
Limited	There are some weaknesses in the adequacy of the internal control system and/or the level of non-compliance puts some of the system objectives at risk.
No Assurance	Control is weak leaving the system open to significant error or abuse and/or there is significant non-compliance with basic controls.

Agenda Item No 10

Resources Board

11 November 2019

Report of the Chief Executive

Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2019

1 Summary

- 1.1 This report informs Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to September 2019.

Recommendation to the Board

That Members consider the performance achieved and highlight any areas for further investigation.

2 Consultation

- 2.1 Consultation has taken place with the relevant Members and any comments received will be reported at the meeting.

3 Background

- 3.1 This report shows the second quarter position with the achievement of the Corporate Plan and Performance Indicator targets for 2019/20. This is the second report showing the progress achieved so far during 2019/20.

4 Progress achieved during 2019/20

- 4.1 Attached at Appendices A and B are reports outlining the progress achieved for all the Corporate Plan targets and the performance with our local performance indicators during April to September 2019/20 for the Resources Board.

- 4.2 Members will recall the use of a traffic light indicator for the monitoring of the performance achieved.

Red – target not achieved (shown as a red triangle)

Amber – target currently behind schedule and requires remedial action to be achieved (shown as an amber circle)

Green – target currently on schedule to be achieved (shown as a green star)

5 Performance Indicators

- 5.1 The current performance indicators have been reviewed by each division and Management Team for monitoring for the 2019/20 year.

6 Overall Performance

- 6.1 The Corporate Plan performance report shows that 88% of the Corporate Plan targets and 47% of the performance indicator targets are currently on schedule to be achieved. The report shows that individual targets that have been classified as red, amber or green. Individual comments from the relevant division have been included where appropriate. The table below shows the following status in terms of the traffic light indicator status:

Corporate Plan

Status	Number	Percentage
Green	16	88
Amber	1	6
Red	1	6
Total	18	100%

Performance Indicators

Status	Number	Percentage
Green	8	53%
Amber	7	47%
Red	0	0%
Total	15	100%

7 Summary

- 7.1 Members may wish to identify any areas that require further consideration where targets are not currently being achieved.

8 Report Implications

8.1 Safer Communities Implications

- 8.1.1 There are community safety performance indicators which are reported to Executive Board.

8.2 Legal Data Protection and Human Rights Implications

8.2.1 The national indicators were specified by the Secretary of State for Communities and Local Government. They have now been ended and replaced by a single list of data returns to Central Government from April 2011.

8.3 Environment and Sustainability Implications

8.3.1 Improvements in the performance and quality of services will contribute to improving the quality of life within the community. There are a number of actions and indicators which contribute towards the priorities of the sustainable community strategy including financial inclusion, improving broadband access, providing adaptations and preventing homelessness.

8.4 Risk Management Implications

8.4.1 Effective performance monitoring will enable the Council to minimise associated risks with the failure to achieve targets and deliver services at the required performance level.

8.5 Equality Implications

8.5.1 There are a number of equality related actions and indicators highlighted in the report including improving broadband access, the borough care review and providing adaptations and preventing homelessness.

8.6 Links to Council's Priorities



















8.6.1 There are a number of targets and performance indicators contributing towards the priorities of responsible financial and resource management, supporting employment and business, creating safer communities and promoting sustainable and vibrant communities.















The Contact Officer for this report is Robert Beggs (719238).





Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
National Indicators for Local Authorities and Local Authority Partnerships	Department for Communities and Local Government	Statutory Guidance	February 2008





Resources Board 19/20						
	Action	Priority	Reporting Officer	Quarter 2	Status	Direction
36	To continue to contribute to the effective provision of services through implementing the actions and projects which help deliver the ICT Strategy and to report on progress to the Resources Board by March 2020	Responsible Financial & Resource Management	Linda Bird	Information Services staff are focusing on the implementation of Office 365 which will provide the Council with opportunities to adopt modern work practices and work differently. Progress on all projects will be reported to the March Resources Board.	 Green	
37	To continue to seek opportunities to rationalise the Council's property portfolio including:- a) Working with partners in the public and voluntary sectors and reviewing the Council's property assets to ensure they support the Council's priorities and deliver key services in the most efficient and cost-effective way, including delivery of the One Public Estate Programme (see also (d) below)	Responsible Financial & Resource Management	Richard Dobbs	Initial scoping meetings looking at projects in Atherstone and Coleshill have been held with input from NWBC, WCC, NHS and others. Also links to Leisure Provision through the LeisureFacilities Strategy. Progress is, however, slow.	 Amber	
	b) Continue to work through a programme of capital and maintenance improvements to key Council buildings, community buildings, shops and industrial units, including seeking ways to reduce, where possible, our carbon footprint.	Responsible Financial & Resource Management	Richard Dobbs	Work continues in these areas	 Green	
	c) identify any land or property which is surplus to requirements (and dispose of, as appropriate) but also look to identify opportunities to expand the Council's corporate property portfolio where that would generate additional revenue income	Responsible Financial & Resource Management	Richard Dobbs	Work continues in these areas with property kept under review. 1st phase of depot project is complete while Police accommodation and OBH are ongoing	 Green	
	d) Develop a Local Authority Housing Company and explore alternative housing development models such as Off-site Modular Housing	Responsible Financial & Resource Management	Richard Dobbs/Angela Coates/Sue Garner	Progress is still limited, due to other work requirements.	 Green	
38	To work in partnership with the County Council and other agencies to bring forward the timetable for CPE implementation in order to introduce a comprehensive new off-street parking strategy to ensure that the service is sustainable and continues to meet local demand	Promoting Sustainable & Vibrant Communities	Richard Dobbs	This is now being raised with senior staff at DfT and MHCLG in order to press ahead with implementation	 Red	
39	To work to improve broadband access for the people and businesses of North Warwickshire through the work of the Council and specifically the Coventry, Solihull and Warwickshire BDUK Project and report on progress by January 2020	Supporting Employment & Business	Linda Bird	The CSW Broadband Team have been working to assess and mitigate any negative impact, on partners, of Coventry City Council's withdrawal from the CSW Contract 3. The CSW team are working to remodel the programme to take fibre broadband to even more communities within the Solihull and Warwick region. A progress report will be prepared for January 2020 Resources Board.	 Green	
40	To participate in the review of the HEART Partnership and report to Board in September 2019	Promoting Sustainable & Vibrant Communities	Angela Coates	The review is complete and will be reported to the Resources Board when recommendations have been considered.	 Green	
41	To deliver the agreed Asset Management Plan from April 2018 and report to Resources Board on progress annually	Responsible Financial & Resource Management	Angela Coates	This will be reported in 2020.	 Green	

	Action	Priority	Reporting Officer	Quarter 2	Status	Direction
42	To ensure good collection rates of rent revenue for the Council's Housing Revenue Account by taking action to mitigate risks to income from changes to welfare benefits and to report quarterly to Board	Responsible Financial & Resource Management	Angela Coates	Collection rates remain positive and better than this time last year in a difficult environment.	 Green	
43	To continue to ensure that all debts due to the Council, wherever possible, are recovered efficiently in accordance with the Council's Corporate Debt Framework	Responsible Financial & Resource Management	Bob Trahern	This is a continuing project in partnership with WCC. CFISO approach continues to show best practice as highlighted nationally. Project due to be reviewed in Q4. Collection rates are starting to improve with improved training and amendments to system and officer understanding.	 Green	
44	To report by September 2019 on progress on the take-up of online services, the increased take-up of online forms and the success of driving channel shift electronic payments and social media	Promoting Sustainable & Vibrant Communities	Bob Trahern/Steve Maxey/Linda Bird	A report will be prepared based on performance information that is monitored on a monthly basis by the internal Communications Group . The annual report providing trend data and future work plans will be taken to the Resources Board by the Director of Corporate Services in January 20.	 Green	
45	To review the Local Council Tax Reduction Scheme, to ensure that it remains affordable and fit for purpose by December 2019	Responsible Financial & Resource Management	Bob Trahern	Public consultation is underway to leave the LCTRS as is at present but to make some technical changes, to save time on administration. The result of the consultation will be reported to Executive board in November.	 Green	
46	To deliver digitally compliant equipment in Boroughcare by the end of 2019	Creating Safer Communities	Angela Coates	This is complete	 Green	
47	To deliver the actions set out in the Homelessness Strategy and report on progress by September 2019	Promoting Sustainable & Vibrant Communities	Angela Coates	The progress report was reported to the Resources Board at is September meeting. The service is performing well.	 Green	
48	To update the 30 Year HRA Business Plan by January 2020	Responsible Financial & Resource Management	Sue Garner/Angela Coates	Stock condition data is being gathered, so that the Plan can be updated later in the year.	 Green	

	Action	Priority	Reporting Officer	Quarter 2	Status	Direction
49	To continue to improve cyber security measures and implement the Action Plan developed from the 2018 LGA Cyber Security Stocktake and report progress to the Resources Board by March 2020	Responsible Financial & Resource Management	Linda Bird	Work on Cyber Security is progressing as planned and will be reported to Resources Board in March 2020.	 Green	
50	To report on the implications of new legislation with regard to standards and licensing in the private sector by September 2019	Promoting Sustainable & Vibrant Communities	Angela Coates	A report is being prepared for the Resources Board.	 Green	

NWPI Resources 19/20

Ref	Description	Section	Priority	Year End Target 2019/20	Outturn 2018/19	April - Sep Performance	Traffic Light	Direction of Travel	Comments
NWLPI 052	The % of invoices for commercial goods and services which were paid by the authority within 30 days of such invoiced being received by the Authority (former BV8)	Management Accountancy	Public Services & Council Tax	98	97.76%	98.05%	 Green		
NWLPI 57	Percentage of calls answered through the Central Control system within 180 seconds. (TSA national standard 99%):	Community Support	Housing	99	99.83%	98.79%	 Amber		The figure is slightly down on expectation. This is due to the service being outsourced for the the months of April, May June and part of July. The performance is now showing recovery.
NWLPI 135	Percentage of response repairs completed right first time	Housing Maintenance	Housing	85.00%	84.64%	81.29%	 Amber		A significant number of jobs have required return visits due to the need for materials to complete them. The average turn around for most front line jobs is 7 days.
NWLPI 068	Gas certificates completed	Housing Maintenance	Housing	100.00%	100.00%	99.84%	 Amber		4 services were overdue because of access problems
@NW:NI156	Number of households living in temporary accommodation (snapshot at end of each quarter)	Housing Management	Housing	6	4	6	 Green		
NWLPI 136	Number of tenants with more than 7 weeks rent arrears - as an average over the year	Housing Management	Housing	2.75%	-	2.93%	 Amber		
NWLPI 070	Average time taken to re-let local authority housing (former BV212)	Housing Management	Housing	35 daya	36.52 days	47.82 days	 Amber		A significant number of properties are being returned in poor condition and are therefore taking longer to get to a lettings standard. We will be underataking a review of the voids process during November.
NWLPI 039	The percentage availability of corporate systems available to users Monday to Friday 8.30 am to 5.30 pm :	Computer Services	Public Services & Council Tax	99.7	99.91%	99%	 Green		
NWLPI 040	The percentage of initial response to helpdesk calls within two hours of a call being placed :	Computer Services	Public Services & Council Tax	95	99.00%	99%	 Green		
NWLPI 041	Percentage of Service Desk Calls resolved in target (total of IS3 to IS6)	Computer Services	Public Services & Council Tax	95	95%	95%	 Green		

Ref	Description	Section	Priority	Year End Target 2019/20	Outturn 2018/19	April - Sep Performance	Traffic Light	Direction of Travel	Comments
NWLPI 096	The Percentage of Calls answered in 20 seconds in the contact centre	Contact Centre	Public Services & Council Tax	75%	73%	84%	 Green		
NWNI181	The average time taken in calendar days to process all new claims and change events in Housing Benefit and Council Tax Benefit	Revenues & Benefits	Public Services & Council Tax	7.5	9.97	20.82	 Amber		Improvements to the new system with automation and increase in staff training and confidence, filling of posts with qualified officers. Plus a better understanding of the new system has all shown a very good improvement in these stats. Now all in place there will be a continuing improvement in this area.
NWLPI 106	The percentage of non-domestic rates due for the financial year which were received by the authority (former BV10)	Revenues & Benefits	Public Services & Council Tax	98.6	99.13	56.73%	 Amber		slightly under target by 0.47%, however main collection is done in the later part of the financial year, so should show continued increase in Q3 and then major growth in Q4 .
NWLPI 107	Proportion of Council Tax collected (former BV9)	Revenues & Benefits	Public Services & Council Tax	97.8	98.02	58.14%	 Green		Above target
NWLPI 161	Percentage of abandoned calls in the Contact Centre	Contact Centre	Public Services & Council Tax	5%	5%	3%	 Green		

Agenda Item No 11

Resources Board

11 November 2019

Report of the Corporate Director - Resources

Treasury Management Update 2019/20

1 Summary

- 1.1 This report shows the Treasury Management activity for the period up to the end of September 2019.

Recommendation to the Board

That the Treasury Management Report for the period up to the end of September 2019 be noted.

2 Introduction

- 2.1 The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before maximising investment return.
- 2.2 The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 2.3 The Council uses the Code of Practice for Treasury Management issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) to ensure best practice is followed. The Code suggests minimum requirements for informing Members of Treasury Management activities, and this report follows the guidance of the Code.

3 Economic Forecast

- 3.1 The 2019/20 financial year to date has continued to see uncertainty, with the prolonged negotiations to leave the European Union. UK GDP unexpectedly reduced by 0.2% in quarter 1 (April to June) of 2019/20, before growth of

0.3% was reported for the 3 month period from June to August 2019. The decline in quarter 1 represented the first quarterly decline in UK GDP since 2012. It has been attributed to the running down of stock levels, following an increase in stockpiling in the opening months of 2019 in anticipation of Brexit taking place in late March. UK manufacturing experienced particularly low output levels in the month of April, with many car plants opting to take an early annual closedown. The Bank of England is anticipating UK GDP growth to remain relatively soft in the remaining months of 2019/20.

- 3.2 The UK's CPI inflation rate reduced to 1.7% in August, and remained at that level in September, its lowest level since December 2016. This was mainly due to a fall in prices within the recreation and culture industries, with games, toys and hobbies experiencing particular decline. The Monetary Policy Committee voted unanimously to maintain the Bank of England base interest rate at 0.75% on 18th September 2019. There is not expected to be a further interest rate rise until late 2020 at the earliest.
- 3.3 The Bank of England has predicted that the UK inflation rate will rise above its target of 2% in 2020, although this prediction is based upon the assumption that, in the meantime, the UK will have left the EU with a deal. The Governor of the Bank of England, Mark Carney has warned that a no deal Brexit scenario could lead to interest rates needing to be cut to stimulate the economy in the immediate aftermath.
- 3.4 The Council's Treasury Advisor, Link Asset Services, is not anticipating a further interest rate increase within the current financial year.

4 Treasury Management Strategy Statement

4.1 Review of Annual Investment Strategy

4.1.1 The Treasury Management Strategy Statement (TMSS) for 2019/20 was approved by Resources Board on 28 January 2019. The Council's Annual Investment Strategy, which is incorporated in the TMSS, outlines the Council's investment priorities as follows:

- Security of Capital
- Liquidity
- Yield

4.1.2 The Council will aim to achieve the optimum return on investments commensurate with the proper levels of security and liquidity. In the current economic climate it is considered appropriate generally to keep investments short term, and only invest with highly rated financial institutions, including sovereign credit rating and Credit Default Swap (CDS) overlay information provided by Link Asset Services.

4.1.3 The Council's weighted average at the end of September was at a similar level to that at the end of the 2018/19 financial year. Since September there has been a general decrease in yield rates meaning that a few maturing investments have had to be re-invested at slightly lower rates.

4.1.4 Whilst interest rates are not expected to rise again within the current financial year, it is a difficult prediction to make due to the current political uncertainty surrounding the EU departure negotiations. Taking this into account, the Council will consider the timing of investments, so as to reduce the risk of being locked in at a relatively low rate of return in the event of a further interest rate rise.

4.1.5 The average level of funds available for investment purposes during the April to September period was £35.404 million. The level of funds available for investment purposes was mainly dependent on the timing of precept payments, the NDR Appeals provision, the receipt and payments of grants and the timing of both capital and revenue expenditure. Officers can confirm that the approved limits within the Annual Investment Strategy have not been breached.

4.1.6 Interest gained on investments up to the end of September 2019 totalled £166,169, compared to the profiled budgetary position of £140,000. The average interest rate on investments for this period was 0.98% compared to the benchmark of the 7 day LIBOR rate of 0.69% (See Appendix A). Going forward we would expect our average interest rate on investments to reduce below the current level as nine of our current investments are due to mature in the current financial year, with interest rates having dropped recently.

4.2 Borrowing

4.2.1 The Council's Capital Financing Requirement (CFR) for 2019/20 was estimated at £62.073 million. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions.

4.2.2 The table below shows the Council's external borrowings and the utilisation of cash flow funds in lieu of borrowing. This is a prudent and cost effective approach in the current economic climate.

	2019/20 Original Estimate £m	2019/20 Estimated Out-turn £m
External borrowing – Housing	48.394	48.308
Internal borrowing – General Fund	13.679	13.659
CFR (year end position)	62.073	61.967

4.2.3 The Council has not needed to borrow any funds on a short term basis during the year to date.

4.3 Prudential Indicators

4.3.1 It is a statutory duty for the Council to determine and keep under review its “Affordable Borrowing Limits”. The Council’s Authorised Borrowing Limit and Operational Boundary Limits for 2019/20 were set at £82.089 million and £62.073 million respectively. Activity has remained within these limits for the months from April to September 2019.

5 Report Implications

5.1 Finance and Value for Money Implications

5.1.1 Up to 30 September 2019, interest earned on investments was £166,169. The Council has not needed to borrow during the first six months of the year to fund any temporary shortfalls in the day to day cash flow.

5.1.2 Temporary internal borrowing has been possible due to the revenue and capital reserves currently being held. Once these are used, the Council will need to replace internal borrowing with external borrowing. The use of temporary internal borrowing for capital expenditure has reduced the cost of capital in the General Fund in the short term.

5.2 Environment and Sustainability Implications

5.2.1 Having effective and prudent treasury management contributes towards sustainability and provides services that improve the quality of life for the communities of North Warwickshire.

5.3 Risk Management Implications

5.3.1 Credit ratings are used in assessing the institutions on the authorised lending list and the maximum investment level permitted.

5.3.2 Specialist advice was taken from our Treasury Management consultants to ensure that our debt profile for HRA self-financing has an appropriate balance between long and short term borrowing.

5.3.3 Continuous monitoring of the Council’s treasury position will allow external borrowing to be taken out to cover the loss of internal borrowing, at the appropriate time.

The Contact Officer for this report is Daniel Hogan (719337).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date

INVESTMENT OUTSTANDING

CURRENT LOANS & INVESTMENTS

30-Sep-19

Name of Borrowing Authority Investment General Account	Investment or Loan No.	Amount	% Invested	Type of Investment	Current Interest Rate	Date of Investment	Maturity Date
Lloyds	14167169LS	1,000,000.00	2.67%	Fixed	1.10	06-Sep-19	04-Sep-20
Lloyds	13108165LS	1,000,000.00	2.67%	Fixed	1.10	07-Dec-18	06-Dec-19
Lloyds	13230995LS	1,000,000.00	2.67%	Fixed	1.10	09-Jan-19	09-Jan-20
Lloyds	13592553LS	1,000,000.00	2.67%	Fixed	1.25	10-Apr-19	09-Apr-20
Lloyds	14058522LS	1,000,000.00	2.67%	Fixed	1.10	09-Aug-19	10-Aug-20
Toronto Dominion Bank	Cert of Deposit	1,500,000.00	4.00%	Fixed	1.0025	11-Oct-18	11-Oct-19
Toronto Dominion Bank	Cert of Deposit	1,500,000.00	4.00%	Fixed	1.0525	26-Oct-18	25-Oct-19
Santander	10668760	1,000,000.00	2.67%	Fixed	1.25	03-Jan-19	03-Jan-20
Santander	10736980	1,000,000.00	2.67%	Fixed	1.10	12-Sep-19	11-Sep-20
Santander	10849796	1,500,000.00	4.00%	Fixed	1.15	16-Aug-19	17-Aug-20
Standard Chartered	Cert of Deposit	1,500,000.00	4.00%	Fixed	0.96	05-Apr-19	04-Oct-19
Standard Chartered	Cert of Deposit	1,000,000.00	2.67%	Fixed	0.74	30-Aug-19	28-Feb-20
Credit Industriel et Commercial	Cert of Deposit	1,500,000.00	4.00%	Fixed	1.12	17-Jan-19	17-Jan-20
Credit Industriel et Commercial	Cert of Deposit	1,500,000.00	4.00%	Fixed	0.81	09-Sep-19	08-Sep-20
National Westminster Bank Plc	Cert of Deposit	1,500,000.00	4.00%	Fixed	0.93	29-Jun-19	26-Jun-20
National Westminster Bank Plc	Cert of Deposit	1,500,000.00	4.00%	Fixed	0.88	16-Sep-19	15-Sep-20
Rabobank International	Cert of Deposit	1,500,000.00	4.00%	Fixed	0.9525	10-Oct-18	09-Oct-19
Federated Cash Plus	0000228LQ	3,000,000.00	8.00%	USDBF	0.58	25-Aug-16	
RLAM Cash Plus	0000057323	3,000,000.00	8.00%	USDBF	0.91	22-Jan-14	
Federated MMF	0000228LQ	5,000,000.00	13.82%	MMF	0.73		
Aberdeen Liquidity Fund MMF	57290	5,000,000.00	13.33%	MMF	0.73		
TOTAL CURRENT GENERAL INVESTMENTS		37,500,000.00			0.98		

Agenda Item No 12

Resources Board

11 November 2019

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

Agenda Item No 13

Sale of Land – Report of the Director of Housing

Paragraph 3 – by reason of the report containing financial information

Agenda Item No 14

Sundry Debtor Irrecoverable Debts

Paragraph 1 – by reason of the report containing information relating to an individual

The Contact Officer for this report is Amanda Tonks (719221)