



Contact: Tom Scott

Tel: 01246 217045

Email: [thomas.scott@ne-derbyshire.gov.uk](mailto:thomas.scott@ne-derbyshire.gov.uk)

Date: Monday, 15 July 2024

To: **Members of the Services Scrutiny Committee**

Please attend a meeting of the Services Scrutiny Committee to be held on **Tuesday, 23 July 2024 at 10.00 am in Meeting Rooms 1 & 2**, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG.

Yours sincerely

A handwritten signature in cursive script that reads "Sarah Steuberg".

**Assistant Director of Governance and Monitoring Officer**

**Members of the Committee**

<b><u>Labour Group</u></b>	<b><u>Conservative Group</u></b>	<b><u>Liberal Democrat Group</u></b>
Councillor Kathy Clegg Councillor Carol Lacey Councillor Derrick Skinner Councillor Christine Smith Councillor Mick Smith – Chair	Councillor Neil Baker Councillor Michelle Emmens Councillor Mark Foster	Councillor Ross Shipman

**For further information about this meeting please contact: Tom Scott 01246 217045**

# **AGENDA**

## **1 Apologies for Absence**

## **2 Declarations of Interest**

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

## **3 Minutes of Last Meeting (Pages 5 - 9)**

To approve as a correct record and the Chair to sign the Minutes of the Services Scrutiny Committee held on 7 May 2024.

## **4 Scrutiny - A Practical Overview**

Overview of Scrutiny and remit of the Committee.

Joe Hayden, Senior Scrutiny Officer

## **5 Update on Combined Authority**

An update on the Combined Authority – Who's who and NEDDC's role.

Lee Hickin, Managing Director

## **6 Medium Term Financial Plan (Pages 10 - 29)**

To receive the financial outturn for 2023/24.

Jayne Dethick, Director of Finance & Resources and S151 Officer/Justine Wells, Corporate Finance Manager

## **7 Cabinet Business (Pages 30 - 35)**

To inform Committee of recent and forthcoming Cabinet business.

A digest of Cabinet decisions taken since 23 May 2024. This information is published by Cabinet meeting on the Council's website. Cabinet Agendas, Decisions and Minutes can be viewed at: [Cabinet](#)

The Forward Plan of Executive decisions.

[Plans](#)

These plans are updated to include new business.

Joe Hayden, Senior Scrutiny Officer

## **8 Policy Development (Pages 36 - 109)**

To contribute to major Policies being considered by the Council.

- Joint Information & Cyber Security Policy.

Nicki Astle, Assistant Director of ICT

**9     'Horizon Scanning'**

To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example.

**10    Work Programme (Pages 110 - 116)**

To consider the Committee's Work Programme.

Joe Hayden, Senior Scrutiny Officer

**11    Additional Urgent Items**

To consider any other matter which the Chair of the Committee is of the opinion should be considered as a matter of urgency.

**12    Date of Next Meeting**

The next meeting of the Services Scrutiny Committee is scheduled to take place on 17 September 2024 at 10.00 am.

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# North East Derbyshire District Council

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## **SERVICES SCRUTINY COMMITTEE**

### **MINUTES OF MEETING HELD ON TUESDAY, 7 MAY 2024**

#### **Present:**

Councillor Mick Smith (Chair) (in the Chair)

Councillor Heather Liggett (Vice-Chair)

Councillor Kathy Clegg  
Councillor Carol Lacey  
Councillor Derrick Skinner

Councillor Michelle Emmens  
Councillor Ross Shipman  
Councillor Christine Smith

#### **Also Present:**

L Hickin	Managing Director - Head of Paid Service
J Redfern	Assistant Director of Streetscene
D Mitchell	Streetscene and Waste Services Manager
A Bashir	Improvement Officer
J Hayden	Senior Scrutiny Officer
T Scott	Governance and Scrutiny Officer

#### **SSC/ Apologies for Absence**

44/2

3-24 An apology for absence was received from Councillor Mark Foster.

#### **SSC/ Declarations of Interest**

45/2

3-24 No Declarations of Interest were submitted.

#### **SSC/ Minutes of Last Meeting**

46/2

3-24 RESOLVED – That the Minutes of the Services Scrutiny Committee held on 27 February 2024 be approved as a correct record and signed by the Chair.

#### **SSC/ Policy Development**

47/2

3-24 The Managing Director presented a report to Members seeking endorsement of the draft People Strategy 2024.

The Committee was informed that a steering group had been established to bring the Strategy forward and help oversee its implementation. The group included senior management, service managers, junior staff, Trade Unions and elected Members.

The Committee was also informed that the four main objectives of the Strategy were to nurture a great culture, to ensure wellbeing, to always improve and to effectively communicate and engage. In addition, an Equality Impact Assessment was being prepared to accompany the Strategy.

Members enquired when there would be visible results from the aims of the Strategy. The Managing Director explained that the Strategy would be supported

by a technical action plan which included a number of areas to measure success, and a People Strategy working group would include Members of this Committee to monitor the progress of the Strategy.

Members referred to parts of the 'areas to work on' section relating to empowerment (including how 40% of women at NEDDC feel less empowered in their roles than men, and how 43% of 60–69-year-old employees feel that their opinion counts at work) and asked if there would be any engagement with these people. The Managing Director explained that the employee survey the information was taken from was completed anonymously, so direct engagement was not possible. However, the Council did perform deep dives on specific subjects that might be troubling employees.

Members referred to the 'effectively communicating and engaging' section which included 'Meet the Leader and MD events', and enquired about what happened at these events. The Managing Director gave details of the events, like how they were for employees to ask questions to the Managing Director and Leader, and were mainly directed towards new starters.

Members referred to a number of areas in the Strategy which mentioned agile working, and asked how it worked in departments on the frontline like street cleansing. The Managing Director explained that all departments had different working practices, but emphasised that agile working was not just working from home, but rather finding more flexible ways of working.

Members asked if any further progress had been made on the subject of 4 day working weeks. The Managing Director told Members that the Government had instructed the issue to be put on hold.

RESOLVED – That the Committee endorsed the draft People Strategy 2024.

**SSC/ Talent Pipeline**

**48/2**

**3-24**

The Managing Director delivered a presentation to Members about the Talent Pipeline Strategy 2023. The aim of the Strategy was a longer term approach to recruitment and development.

The presentation summarised the achievements of the Strategy since its launch, and the methods used to promote and market it.

The Chair asked if the results of the employee survey would be reported to Members. The Managing Director explained that the survey was carried out at least every 2 years, and the report summarising the results would be circulated to the Committee.

RESOLVED – That the presentation was noted.

**SSC/ Review of Gully/Drainage Cleaning**

**49/2**

**3-24**

The Assistant Director of Streetscene and the Streetscene & Waste Services Manager circulated a briefing note to Members explaining how the gully and drainage cleaning system operated.

The briefing note explained that keeping gullies clean and fully operational was the responsibility of Derbyshire County Council, who contracted the clearance works through an agency agreement to the Council and received an annual fee for delivering the service. To support the surface build ups of silt and detritus, the Council operated one HGV road sweeper.

The briefing note also explained that the service had changed in January 2024. The frequency of servicing changed to a risk-based approach where the County Council will monitor silt levels from data provided by the Council to determine the required frequency. This change happened to reduce the risk of roads and properties from flooding.

Members asked how Derbyshire County Council were made aware of silt levels in the District. The Streetscene & Waste Services Manager explained that every time the Council cleans out a gully, they report the information to Derbyshire County Council.

Members enquired what the demands were on the Council staff who operate the service. The Streetscene & Waste Services Manager explained that they were expected to clean out approximately 120-140 gullies a day.

Members asked why some drainage pots on the A61 did not appear to be cleaned. The Streetscene & Waste Services Manager explained that the A61 became the responsibility of the Council during the January 2024 changes, so it should receive closer attention soon.

Members referred to the mention of a 'Derbyshire Flood Group' in the briefing note and enquired specifically what this was. The Assistant Director of Streetscene explained that the Group was formed in response to Storm Babet, and its aim was to concentrate resources towards specific areas. Additionally, the Group met the week before this meeting, and it included representatives from the Council and County Council.

Members discussed situations where flooding had occurred on the borders of the District, and asked who was responsible for clearing them. The Streetscene & Waste Services Manager explained that in these situations, the Council would refer the instances to Derbyshire County Council.

Members referred to gullies in Tupton that filled up very quickly. The Assistant Director of Streetscene explained that the Council was currently undergoing a Street Cleansing Review, which should address instances like this in specific areas.

Members discussed instances of flooding in certain areas, and specified an incident on Hallfieldgate Lane. The Managing Director explained that he would look into this specific incident, but added that Derbyshire County Council investigated flood events in Derbyshire as per the Flood and Water Management Act 2010.

**RESOLVED** – That the update was noted.

**SSC/ Performance Management**

**50/2**

**3-24**

The Improvement Officer presented a report setting out progress on the strategies underpinning the Council Plan objective 'A great place to access good public services' for the period ending 31 March 2024.

Members were updated on progress under the following objective sub-categories in Appendix 1 of the report:

- 1) Assist and influence other public partners to improve their services in the District.
- 2) Continually improve Council services to deliver excellence and value for money.

Members referred to the part of the Appendix which stated "administered Grants of £500 to residents affected by Storm Babet" and enquired where this was distributed to. The Managing Director responded that it went to those severely affected by the Storm, many of which were in the Clay Lane area in Clay Cross..

Some Members felt the document was missing details on specific actions being taken to achieve each objective. The Managing Director emphasised that the document included targets from the Council Plan, and these targets were inward-facing. However, the Managing Director agreed to include more specific actions in future updates.

**RESOLVED** – That the update was noted.

**SSC/ Cabinet Business**

**51/2**

**3-24**

The Senior Scrutiny Officer presented a digest of Cabinet decisions taken since 29 February 2024. The digest set out key information for each decision.

The Senior Scrutiny Officer explained that the digest was now presented in a new format, so that Members are now only seeing decisions made since the last round of Scrutiny meetings.

Members referred to the decision titled 'Unlocking The Avenue Southern Access' and asked what this involved. The Managing Director explained that the decision taken by Cabinet was to approve further officer resource and further investment from the Council to complete the development at The Avenue. In terms of the 'unlocking' of The Avenue's Southern Access, this related to finding the best method to manage access to the South, with roundabouts, signalling systems and T junctions all being considered.

Members discussed the decision titled 'Report on the Future of the Housing Revenue Account Car Parking Strategy'. The Chair advised that this was an issue more within the remit of Communities Scrutiny Committee, and that Committee may discuss the issue further when they consider the digest.

The Senior Security Officer also presented the Forward Plan of Executive Decisions for the period 15 April 2024 to 15 May 2024. The Managing Director



referred to the decision titled 'Risk Management Strategy' and informed Members that this was endorsed by Audit Committee on 15 April 2024.

RESOLVED – That the update be noted.

**SSC/ Work Programme**

**52/2**

**3-24**

The Senior Scrutiny Officer presented the draft Work Programme 2023/24 for the Committee to consider. The Work Programme had now come to the end of the municipal year, and the Senior Scrutiny Officer explained that the Committee must confirm the Programme has been completed.

Members were informed that at the end of the Work Programme document, there were a list of suggested topics for the Committee to include in its new Work Programme.

The Chair stated that he would like to see consideration of gully emptying (discussed at this meeting) continue into the next municipal year.

The Managing Director advised that in terms of the People Strategy Action Plan, this would be best placed to review in September 2024. The Chair responded that this would be considered as part of the drafting of the 2024/25 Work Programme.

RESOLVED – That the 2023/24 Services Scrutiny Committee Work Programme be signed off as complete.

**SSC/ Additional Urgent Items**

**53/2**

**3-24**

None.

**SSC/ Date of Next Meeting**

**54/2**

**3-24**

The next meeting of the Services Scrutiny Committee was scheduled to take place in the new Municipal Year.

**North East Derbyshire District Council**

**Services Scrutiny Committee**

**23 July 2024**

**Medium Term Financial Plan – Financial Outturn 2022/23**

**Report of the Director of Finance and Resources**

Classification: This report is public

Report By: Justine Wells, Corporate Finance Manager (Deputy S151 Officer)

Contact Officer: Justine Wells

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**PURPOSE/SUMMARY**

To inform the Services Scrutiny Committee of the contents of the attached Financial Outturn 2023/24 report presented to Cabinet on 18 July 2024.

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**RECOMMENDATIONS**

1. That the Services Scrutiny Committee note the report and make any comments that they believe to be appropriate with regards to the attached report as presented to Cabinet on 18 July 2024.

Approved by the Portfolio Holder – Cllr Kerry, Deputy Leader

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**IMPLICATIONS**

**Finance and Risk**

**Yes ✓**

**No**

These are detailed in the attached report.

On Behalf of the Section 151 Officer

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**Legal (including Data Protection)**

**Yes ✓**

**No**

These are detailed in the attached report.

On Behalf of the Solicitor to the Council

**Staffing****Yes****No ✓**

These are detailed in the attached report.

On Behalf of the Head of Paid Service

**DECISION INFORMATION**

Decision Information	
<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <b>NEDDC:</b> <b>Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/></b> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No
<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> <b>Leader / Deputy Leader <input type="checkbox"/> Cabinet <input type="checkbox"/></b> <b>SMT <input checked="" type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/></b> <b>Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></b>	Yes  Details:

Links to Council Plan priorities, including Climate Change, Equalities, and Economics and Health implications.
All

**REPORT DETAILS****1 Background**

To inform the Services Scrutiny Committee of the contents of the attached Financial Outturn 2023/24 report presented to Cabinet on 18 July 2024.

**2 Financial Outturn 2022/23**

- 2.1 To update Members of the Services Scrutiny Committee concerning the Council's financial outturn position.

2.2 The report attached as **Appendix 1** was presented to the Council's Cabinet on 18 July 2024.

### **3 Reasons for Recommendation**

3.1 These are detailed in the attached report.

3.2 To ensure that the Services Scrutiny Committee are kept informed of the Council's latest financial outturn position.

### **4 Alternative Options and Reasons for Rejection**

4.1 These are detailed in the attached report.

## **DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1	Cabinet Outturn Report 2023/24 18 July 2024
<b>Background Papers</b>	

**North East Derbyshire District Council**

**Cabinet**

**18 July 2024**

**Medium Term Financial Plan - Financial Outturn 2023/24**

**Report of Councillor P Kerry, Deputy Leader & Portfolio Holder for Strategic Leadership and Finance**

Classification: This report is public

Report By: Jayne Dethick, Director of Finance and Resources (S151 Officer)

Contact Officer: Jayne Dethick

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**PURPOSE/SUMMARY**

To inform Cabinet of the outturn position of the Council for the 2023/24 financial year.

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**RECOMMENDATIONS**

1. That Cabinet note the outturn position in respect of the 2023/24 financial year.
2. That Cabinet approve the proposed carry forward of capital budgets detailed in **Appendix 4** totalling £17.193m.

Approved by the Portfolio Holder – Cllr Pat Kerry Deputy Leader with responsibility for Finance

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**IMPLICATIONS**

**Finance and Risk**

**Yes ✓**

**No**

The financial implications are set out within the body of the report.

Members should note that the budgets against which we have monitored the 2023/24 outturn were those agreed within the Council's Medium Term Financial Plan. The Medium Term Financial Plan gave careful consideration to both the affordability of the budgets that were approved, and to ensuring that the level of balances remained adequate for purposes of enabling sound financial management.

The issue of financial risk is covered throughout the report. The risk of not achieving a balanced budget, together with the risk that the Council's level of financial balances will

be further eroded are currently key corporate risks identified on the Council's Strategic Risk Register. The outturn report shows the budget has been balanced in 2023/24 and the level of reserves protected.

While the Council has effectively addressed its Strategic Financial Risks during 2023/24 it needs to be recognised that it will need to continue to effectively manage budgets and ensure spending remains sustainable. Planned funding reforms or changes to funding distribution are delayed further and are now not expected to be implemented until 2026/27 at the very earliest dependent on the outcome of the forthcoming general election (at the time of writing). This has been an intrinsic part of the budget setting process and will continue to be so.

On Behalf of the Section 151 Officer

**Legal including Data Protection**

Yes ✓

No

The Statement of Accounts is required to be prepared by the 31 May each year. The Council has now completed the draft Statement of Accounts and they have been signed off by the Chief Financial Officer as at 29 May 2024 which secures compliance with the Council's obligations.

On Behalf of the Solicitor to the Council

**Staffing**

Yes

No ✓

There are no staffing issues arising directly from this report.

On Behalf of the Head of Paid Service

**DECISION INFORMATION**

Decision Information	
<p><b>Is the decision a Key Decision?</b>  A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><b>NEDDC:</b>  <b>Revenue - £100,000</b> <input type="checkbox"/> <b>Capital - £250,000</b> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No

<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No
<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Cabinet</b> <input type="checkbox"/> <b>SMT</b> <input checked="" type="checkbox"/> <b>Relevant Service Manager</b> <input checked="" type="checkbox"/> <b>Members</b> <input checked="" type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>	Yes  Details:

**Links to Council Plan priorities, including Climate Change, Equalities, and Economics and Health implications.**

All

## **REPORT DETAILS**

### **1 Background**

The Director of Finance and Resources is responsible for the preparation of the authority's Statement of Accounts which, in terms of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in United Kingdom ("the Code"), is required to present a true and fair view of the financial position of the authority at the accounting date and its income and expenditure for the year ended 31 March 2024.

### **2 Financial Outturn 2023/24**

- 2.1 The Council published its draft Statement of Accounts in respect of 2023/24 on 29 May 2024, ahead of the statutory deadline of 31 May 2024. The draft Statement of Accounts 2023/24 is now subject to the independent audit from the Council's external auditors, Mazars. Until the accounts have been signed off by the external auditors, there remains the possibility that they will be subject to amendment. Whilst the statutory deadline for sign off by the Auditor remains at 30 September this year, draft legislation proposes changing this to 31 May 2025. The draft legislation also proposes changing the deadline for future financial years up to and including 2027/28 to address the external audit backlog. Whilst it is scheduled that the final audited accounts will be reported to and approved by the Audit Committee by 30 September 2024, it is unlikely that the audit will be complete to meet this deadline. The Audit Committee should be presented with an opportunity to scrutinise the accounts in a timely manner, therefore due to the length of time between completion of the accounts and the deadline for audit sign off the draft accounts have been presented to the Committee in July.
- 2.2 International Financial Reporting Standards (IFRS) dictates that the main focus of the Statement of Accounts is on reporting to the public in a format which is directly comparable with every country that has adopted IFRS i.e., not just UK or even other local authorities. By contrast, the focus of this report is on providing management information to Members and other stakeholders to assist in the financial management of the Council.

- 2.3 The following sections of this report will consider the 2023/24 outturn position in respect of the General Fund, Housing Revenue Account (HRA), and Capital Programme. Within the report, consideration is given to the level of balances at the year end and the impact which the closing position has upon the Council's budgets in respect of the current financial year. Treasury Management activities is now presented on a separate report as a result of the changes to CIPFA's Treasury Management in the Public Services Code of Practice (the CIPFA Code).

### **General Fund**

- 2.4 The summary position in respect of the General Fund outturn is detailed in **Appendix 1** and shows the Original Budget that was set in January 2023, together with the Current Budget compared to the final 2023/24 Outturn position. **Appendix 2** provides a more detailed breakdown by directorate.
- 2.5 A subjective breakdown of the variances identified in Appendix 1 can be found in Table 1 below. A detailed breakdown of the amounts making up the transfers to and from reserves can be found in Tables 3 and 4.

Table 1

	<b>Current Budget 2023/24</b>	<b>Outturn 2023/24</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Pay Costs	19,169	19,041	(128)
Premises related costs	2,491	2,512	21
Vehicle related costs	704	601	(103)
Supplies & services	8,401	8,201	(200)
Depreciation & Impairment	1,026	1,016	(10)
Income	(17,757)	(17,862)	(105)
<b>Net cost of services</b>	<b>14,034</b>	<b>13,509</b>	<b>(525)</b>

- 2.6 Table 1 above comprises:
- Pay costs – the under spend is attributable to employee salaries as a result of staff vacancies.
  - Premises related costs – the minor overspend relates mainly to utility costs being slightly higher than budget.
  - Vehicle related costs – the main underspend is due to reduced spend on vehicle fuel as well as underspends on car allowances.
  - Supplies & services – the variance relates to underspends in software costs, reduced costs for the district election (some costs were incurred in 2022/23), and a reduction in the provision for bad debts. Insurance premiums and telephone costs were also less than budgeted. This is offset by increased costs of vehicle maintenance, and the rising cost of bed and breakfast provision.
  - Income - the variance relates mainly to planning fees and licensing fees coming in greater than the revised budget as well as increased income from burial fees and joint crematorium income.

### **Financial Reserves**

#### **Transfers from Earmarked Reserves**

The use of earmarked reserves in 2023/24 was £1.848m comprising:



- £0.882m from revenue grants
- £0.820m from earmarked reserves
- £0.146m from the Invest to Save Reserve

There are ongoing commitments against these reserves in 2024/25 and future years so will continue to be utilised.

The variances in Movement from Reserves can be found in Table 3 below.

Table 2

	<b>Current Budget 2022/23</b>	<b>Outturn 2022/23</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Movements from Reserves:</b>			
Revised Budget	(1,972)	(1,848)	124
Plus:			
Contribution to General Fund balance	(331)	(0)	331
<b>Total movement from reserves – outturn</b>	<b>(2,303)</b>	<b>(1,848)</b>	<b>455</b>

## 2.9 Transfers to Earmarked Reserves

There have been transfers to earmarked reserves during 2023/24 totalling £4.157m. These comprise:

- £1.999m in revenue grants received.
- £2.158m into earmarked reserves.

Table 3

	<b>Current Budget 2023/24</b>	<b>Outturn 2023/24</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Movements to Reserves:</b>			
Revised Budget	2,466	2,466	0
Plus:			
Net Cost of Services Outturn Surplus	0	244	244
Business Rates Growth	0	1,447	1,447
<b>Total movement to reserves – outturn</b>	<b>2,466</b>	<b>4,157</b>	<b>1,691</b>

2.10 The outturn surplus of £0.244m has been transferred to the Resilience reserve.

2.11 Ongoing commitments against the earmarked reserves which will continue in 2024/25 and future years. Should any of the reserves prove unnecessary in the light of subsequent events then they will be moved back into unallocated General Fund resources.

### Invest to Save

- 2.12 The Invest to Save Reserve has a balance at the end of the year of £2.554m. Commitments already made against this reserve for 2024/25 and future years amount to £0.487m leaving £2.067m uncommitted.

### Resilience Reserve

- 2.13 The Resilience Reserve has a balance at the end of the year of £2.513m. This will be utilised to provide financial resilience to the General Fund in future years as required by the Medium Term Financial Plan.

### General Fund Balances

- 2.14 The level of General Fund Balances has been maintained at £2.000m. The General Fund balances are considered to be at an acceptable level rather than generous. The General Fund balance needs to be considered against the background of ongoing reductions in the level of Government funding together with the range of risks facing the Council. With only a limited level of General Fund reserves it is crucial that the Council continues to maintain robust budgetary control in order to safeguard both its reserves and its financial sustainability.
- 2.15 Given the current level of general balances, should either an over spend or an under achievement of income occur then the Council would have a period of time in which to recover the situation. In addition, the earmarked Resilience Reserve can provide short term funding support as needed. In a situation in which the Council were operating at a lower level of balances and an overspend or an under achievement of income occurred which took balances to below minimum level then immediate 'crisis' remedial action would need to be considered. Such a response is not conducive to sound financial management but more importantly would have a significant detrimental impact upon the Council's ability to deliver the planned and agreed level of services to local residents. However, Cabinet will recognise that given a level of General Fund Balances of £2.000m, against the requirement to secure £4.190m in savings by 2027/28, as identified in the Medium Term Financial Plan (MTFP) of January 2024, the need to continue to tackle the underlying forecast budget deficit remains.
- 2.16 The main feature of the 2023/24 financial year is that the Council was successful in removing the need to utilise the resilience reserve to fund the General Fund budget shortfall and was in fact able to contribute £0.244m to the Resilience Reserve at outturn.

### Housing Revenue Account (HRA)

- 2.17 The Housing Revenue Account is provided in **Appendix 3** to this report. The figures provided include all the statutory accounting transactions that the Council is required to make within the Statement of Accounts. These are accounting transactions which net off to zero and are not included within the HRA management budgets as they do not impact on the overall financial position or balances of the HRA. To allow comparison between budget and outturn these accounting adjustments are included within both the adjusted budget and outturn position.
- 2.18 The Housing Revenue Account position shows a small variance to budget of £0.012m. Income is £0.105m higher than budget due to lower right to buy purchases and lower garage voids than forecast in the budget. The overall expenditure position is £0.093m

above the current budget due to an increase in the depreciation charge partially offset by a reduction in the allowance for bad debts. The overall net cost of services underspend of £0.012m is increased to £0.463m after interest. Transfers to and from reserves compared to budget include a reduced contribution to the Major Repairs Reserve, an increased contribution to the Resilience Reserve and increased use of the Development Reserve.

- 2.19 The HRA balance is being maintained at £3m in line with the level of financial risk facing the HRA. Maintenance of this balance is necessary as it will help ensure the financial and operational stability of the HRA which is essential if we are to maintain the level of services and quality of housing provided to our tenants. Given the changes in social housing regulations and the continued loss of houses under Right to Buy the Council and Rykneld Homes will need to continue to work closely together in order to ensure the continued sustainability of the HRA over the life of the 30 year Business Plan.

### **Capital Investment Programme**

- 2.20 Details of the capital expenditure incurred by the Council in 2023/24 on a scheme by scheme basis is provided in **Appendix 4**

The Capital Programme may be summarised as follows:-

	<b>Current Programme £m</b>	<b>Outturn £m</b>	<b>Variance £m</b>
HRA	35.856	30.387	(5.469)
General Fund	27.900	15.429	(12.471)
<b>Programme Total</b>	<b>63.756</b>	<b>45.816</b>	<b>(17.940)</b>

### **2.21 HRA Schemes**

The variance on the housing capital programme in 2023/24 was £5.469m. The North Wingfield new build scheme was under spent by £3m, this is not uncommon in major development schemes where more certainty over timing of spend is gained as the programme progresses. The scheme is on track to complete in line the programme. The acquisitions and disposals budget was also underspent (£2.8m) largely due to delays in completion of committed sales on which the Council is wholly reliant on the developer. The funds are all committed and will be utilised in 2024/25. As is the norm with the capital budgets, both will be rolled over into 2024/25 to meet future committed spend. The housing investment programme was overspent in the year, largely because of the additional pressures being encountered to meet the rigorous requirements of regulation, particularly in relation to the impact on voids. The longer-term impact of the financial pressures of regulation are being kept under review and will be closely considered as part of the budget setting process for the Medium-Term Financial Plan.

### **2.22 General Fund**

The General Fund element of the Capital Programme during 2023/24 has increased from the previous year. This was largely the continuation of the award of £24.1m New Town Deal funding from the Government for place making works in Clay Cross. The regeneration programme runs until 2026 and the under spend in 2023/24 will be rolled

over to future years as delivery of the project continues. In addition, projects funded by the UK Shared Prosperity Fund have not all been completed in 2023/24 and therefore £1.069m of works will be carried forward to be completed by the scheme closure date of March 2025. Works to refurbish Killamarsh Leisure Centre, and the Dronfield Sports Centre Carbon Efficiencies Programme completed in 2023/24 with small underspends of £0.028m and £0.019m respectively which offset the small overspend of £0.032m for Eckington Pool Carbon Efficiencies Programme. Asset refurbishment schemes that haven't completed in 2023/24 (£0.454m and £0.031m) will be completed in 2024/25 as will ICT and telephone schemes (£0.413m and £0.023m) The respective budgets will be carried forward into 2024/25. The vehicle replacement scheme shows a variance of £2.242m which is also being carried forward to be available to fund the purchase of vehicles in future financial years as required.

- 2.23 **Appendix 4** details the proposed carry forward amounts to 2024/25 as mentioned in 2.22 above. The total to carry forward amounts to £17.193m. It should be noted that all these expenditure requirements will take forward a corresponding level of financial resources and thus have a neutral impact on the financial position in 2024/25.

### **Capital Financing**

- 2.24 **Appendix 4** also details how each scheme is financed. In summary:

#### **HRA Capital Financing**

- 2.25 The HRA Capital Programme is financed from a combination of capital receipts, revenue contributions, prudential borrowing, use of reserves and grants.

#### **General Fund Capital Financing**

- 2.26 The General Fund Capital Programme is financed from a combination of capital receipts, revenue contributions, prudential borrowing and grants. The Prudential Borrowing financing arrangements were agreed by Council as part of the Treasury Management Strategy at its meeting in January 2023.

## **3 Reasons for Recommendation**

### **3.1 General Fund**

During 2023/24 the Council managed its budget effectively securing a favourable financial position on net cost of services of £0.525m underspend despite a continuing challenging financial backdrop. This underspend has meant that rather than having to call on reserves it has been possible to make a contribution of £0.244m to the Resilience reserve at outturn from efficiencies identified during the year.

### **3.2 HRA**

The HRA continues to operate within the parameters set by the 30 Year Business Plan and the MTFP. Officers will be working with Rykneld Homes to ensure that the Business Plan continues to reflect the impact of recent government legislation, particularly around social housing regulation, and that the HRA remains sustainable over the 30 year period of the Business Plan.

### 3.3 Capital Programme

The Capital Programme saw progress on approved schemes during the 2023/24 financial year. There are, however, a number of schemes which are work in progress and this requires that the associated expenditure and funding be carried forward into the 2024/25 financial year.

### 3.4 Capital Financing

Capital expenditure during 2023/24 has been fully financed in line with the approved programme.

## 4 Alternative Options and Reasons for Rejection

- 4.1 The financial outturn report for 2023/24 is primarily a factual report detailing the actual position compared to previously approved budgets therefore there are no alternative options that need to be considered.
- 4.2 The allocation of resources to earmarked reserve accounts has been undertaken in line with the Council's policy and service delivery framework and in the light of the risks and issues facing the Council over the period of the current MTFP. If these risks do not materialise or are settled at a lower cost than anticipated, then the earmarked reserves will be reassessed and returned to balances where appropriate.

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### DOCUMENT INFORMATION

Appendix No	Title
1	General Fund Summary Outturn 2023/24
2	General Fund Detailed Outturn 2023/24
3	HRA Summary Outturn 2023/24
4	Capital Expenditure Outturn 2023/24
<b>Background Papers</b>	

## GENERAL FUND ACCOUNT - SUMMARY OUTTURN 2023/24

## APPENDIX 1

	Original Budget 2023/24 £	Current Budget 2023/24 £	Outturn 2023/24 £	Variance £
Organisation & Place Directorate	7,098,395	7,470,251	7,120,697	(349,554)
Finance & Resources Directorate	4,620,372	4,770,633	4,647,851	(122,782)
Growth & Assets Directorate	3,736,445	2,411,452	2,358,475	(52,977)
Recharges to Capital and HRA	(618,350)	(618,350)	(618,350)	0
<b>Net Cost of Services</b>	<b>14,836,862</b>	<b>14,033,986</b>	<b>13,508,673</b>	<b>(525,313)</b>
Investment Properties	(449,920)	(482,995)	(509,420)	(26,425)
Bad Debt Provision	40,000	40,000	28,185	(11,815)
Interest	(479,180)	(801,564)	(937,209)	(135,645)
Debt Repayment Minimum Revenue Provision	56,000	56,000	56,000	0
Parish Precepts	3,467,459	3,556,306	3,556,306	0
Transfer To Earmarked Reserves	20,000	2,465,940	3,913,209	1,447,269
Transfer From Earmarked Reserves	(232,064)	(1,972,102)	(1,847,864)	124,238
Transfer Surplus to Resilience Reserve	(977,011)	(331,241)	243,733	574,974
<b>Total Spending Requirement</b>	<b>16,282,146</b>	<b>16,564,330</b>	<b>18,011,613</b>	<b>1,447,283</b>
Business Rates	(5,297,035)	(5,297,035)	(6,744,304)	(1,447,269)
New Homes Bonus	(602,080)	(602,080)	(602,080)	0
Lower Tier Services Grant	(367,849)	(367,835)	(367,849)	(14)
Collection Fund (Surplus)/Deficit - Council Tax	(81,168)	(81,168)	(81,168)	0
Collection Fund (Surplus)/Deficit - NNDR	0	0	0	0
NEDDC Council Tax Requirement	(6,466,555)	(6,659,905)	(6,659,905)	0
Parish Council Council Tax Requirement	(3,467,459)	(3,556,306)	(3,556,306)	0
<b>Council Tax Requirement</b>	<b>(16,282,146)</b>	<b>(16,564,329)</b>	<b>(18,011,612)</b>	<b>(1,447,283)</b>

		Current Budget 2023/24 £	Outturn 2023/24 £	Variance £
<b><u>Organisation &amp; Place Directorate</u></b>				
<b>Managing Director &amp; Head Of Paid Service</b>				
4500	Managing Director - Operations & Head of Paid Service	143,595	146,820	3,225
5720	Supporting PA's	149,772	149,563	(209)
		293,367	296,383	3,016
<b>Assistant Director Environmental Health</b>				
3400	Environmental Protection	127,854	135,707	7,853
3401	Food, Health & Safety	137,544	154,520	16,976
3402	Environmental Enforcement	147,814	167,292	19,478
3403	Community Outreach	0	0	0
3404	Licensing	11,574	600	(10,974)
3405	Pollution	128,339	126,364	(1,975)
3407	Pest Control	40,895	34,374	(6,521)
3408	Home Improvement	15,428	15,418	(10)
3409	EH Technical Support & Management	259,187	259,417	230
3410	Private Sector Housing	86,952	85,413	(1,539)
3419	Destitute Funerals	1,500	2,840	1,340
3420	Fly Tipping	3,000	2,343	(657)
3426	Covid Enforcement Team	10,338	10,338	(0)
3427	Private Water Supply Contract	0	2,236	2,236
3428	MEES Project	4,476	4,476	0
3429	Joint Assistant Director Environmental Health	45,490	45,980	490
3430	Clean Air New Burdens	(23,420)	(23,420)	0
3726	Works In Default	0	480	480
		996,971	1,024,379	27,408
<b>Assistant Director Streetscene</b>				
3174	Street Scene	298,823	286,009	(12,814)
3227	Materials Recycling	555,220	594,908	39,688
3244	Parks Derbyshire County Council Agency	(360,000)	(383,938)	(23,938)
3282	Eckington Depot	175,635	180,726	5,091
3285	Dronfield Bulk Depot	3,670	3,668	(2)
3511	Hasland Cemetery	(47,820)	(70,233)	(22,413)
3513	Temple Normanton Cemetery	(5,865)	(8,938)	(3,073)
3514	Clay Cross Cemetery	(62,185)	(60,905)	1,280
3516	Killamarsh Cemetery	(19,200)	(31,384)	(12,184)
3918	Dog Fouling Bins	(65,180)	(63,719)	1,461
3921	Street Cleaning Service	632,904	616,948	(15,956)
3943	Transport	679,221	750,291	71,070
3944	Grounds Maintenance	511,083	413,364	(97,720)
3945	Domestic Waste Collection	1,800,330	1,764,799	(35,531)
3946	Commercial Waste Collection	(274,486)	(283,426)	(8,940)
3947	Assistant Director Streetscene	80,390	81,303	913
		3,902,540	3,789,470	(113,070)
<b>Assistant Director Planning</b>				
4111	Applications And Advice	(472,000)	(620,092)	(148,092)
4113	Planning Appeals	46,614	46,614	0
4116	Planning Policy	201,204	184,818	(16,386)
4119	Neighbourhood Planning Grant	12,948	12,948	0
4311	Environmental Conservation	18,630	18,704	74
4511	Assistant Director Planning	64,020	61,152	(2,868)
4513	Planning	861,990	832,627	(29,363)
4515	Building Control	39,000	39,000	0
4522	Section 106 Agreement	(264,875)	(264,875)	(0)
		507,531	310,896	(196,635)
<b>Assistant Director Governance</b>				
1121	Member's Services	503,815	478,330	(25,485)

		<b>Current Budget 2023/24</b>	<b>Outturn 2023/24</b>	<b>Variance</b>
		<b>£</b>	<b>£</b>	<b>£</b>
1123	Chair's Expenses	7,400	3,219	(4,181)
1131	District Elections	190,000	166,765	(23,235)
1133	Parish Elections	0	(31,290)	(31,290)
1137	Parliamentary Elections	0	0	0
1138	Police & Crime Commissioner Elections	(117,646)	(117,646)	0
1139	County Council Elections	0	0	0
1231	Corporate Training	55,280	55,680	400
1259	Corporate Groups	7,500	6,965	(535)
1311	Human Resources	302,818	301,917	(901)
3121	Health & Safety Advisor	96,760	84,606	(12,154)
5273	Brass Band Concert	0	0	0
5313	Register Of Electors	154,251	144,619	(9,632)
5321	Assistant Director Governance	96,648	97,976	1,328
5353	Legal Section	186,708	243,810	57,102
5354	Land Charges	12,611	11,729	(882)
5392	Scrutiny	39,511	16,898	(22,613)
5711	Democratic Services	234,186	235,990	1,804
		<b>1,769,842</b>	<b>1,699,569</b>	<b>(70,273)</b>

<b>Total for Organisation &amp; Place Directorate</b>	<b>7,470,251</b>	<b>7,120,697</b>	<b>(349,554)</b>
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#### **Finance & Resources Directorate**

##### **Director of Finance & Resources**

1312	Payroll	90,712	93,761	3,049
1315	Design & Print	131,524	128,312	(3,212)
1321	Communications & Marketing	127,338	124,815	(2,523)
1323	NEDDC News	38,000	37,768	(232)
1329	Corporate Web Site	2,350	2,323	(27)
3512	CBC Crematorium	(200,000)	(217,000)	(17,000)
5113	Unison Duties	8,612	141	(8,471)
5611	External Audit	174,640	174,564	(76)
5615	Bank Charges	133,500	138,297	4,797
5621	Contribution to/from HRA	(185,450)	(185,450)	0
5713	Audit	115,020	108,193	(6,827)
5714	Financial Support Services	3,500	1,934	(1,566)
5715	Procurement	32,420	44,717	12,297
5716	Director of Finance & Resources	57,419	58,422	1,003
5721	Financial Services	303,540	303,546	6
5724	Insurance	409,820	398,456	(11,364)
5725	Apprenticeship Levy	45,000	53,381	8,381
5727	Cost Of Ex-Employees	169,800	167,186	(2,614)
5728	Covid-19 Response	692,691	692,690	(1)
5745	Covid New Burdens	(17,460)	(17,460)	0
5776	Discretionary Fund	23,950	23,950	0
		<b>2,156,926</b>	<b>2,132,548</b>	<b>(24,378)</b>

##### **Assistant Director ICT**

5215	Telephones	45,260	33,498	(11,762)
5216	Mobile Phones and Ipads	28,300	23,987	(4,313)
5701	Joint ICT Service	(99,904)	(99,904)	(0)
5734	NEDDC ICT Service	682,194	592,325	(89,869)
5735	Cyber Security	0	4,234	4,234
5736	Business Development	122,176	116,747	(5,429)
5737	Corporate Printing Costs	20,665	13,699	(6,966)
		<b>798,691</b>	<b>684,585</b>	<b>(114,106)</b>

##### **Assistant Director Communities**

1218	Community Safety	66,417	62,975	(3,442)
1220	Assistant Director Communities	39,072	41,342	2,270
3165	Housing Options Team	353,919	380,447	26,528
3176	Pool Car	500	161	(339)
3740	Strategic Housing	131,787	135,788	4,001



		<b>Current Budget 2023/24 £</b>	<b>Outturn 2023/24 £</b>	<b>Variance £</b>
3745	Household Support Fund	0	0	0
3747	Homeless Temp Accomodation	36,990	36,907	(83)
3748	Homelessness Grant	(36,382)	(72,382)	(36,000)
3749	Empty Properties	(18,500)	(19,991)	(1,491)
3750	Housing Growth	14,336	14,482	146
3754	Rough Sleepers	(2,962)	(2,962)	(0)
3756	Supported Hosuing Improvement Programme	(101,228)	(98,168)	3,060
3759	Emergency Welfare Assistance Grant	32,674	32,674	0
5221	Customer Services	359,399	355,858	(3,541)
5223	Franking Machine	53,100	53,099	(1)
5224	Hybrid Mail	10,200	10,183	(17)
5741	Housing Benefit Service	629,119	491,842	(137,277)
5747	Debtors	65,525	65,529	4
5751	NNDR Collection	(6,768)	72,712	79,480
5759	Council Tax Administration	199,418	282,901	83,483
5825	Concessionary Bus Passes	(11,600)	(12,679)	(1,079)
		<b>1,815,016</b>	<b>1,830,718</b>	<b>15,702</b>

<b>Total for Finance &amp; Resources Directorate</b>	<b>4,770,633</b>	<b>4,647,851</b>	<b>(122,782)</b>
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#### **Growth & Assets Directorate**

##### **Director of Growth & Assets**

1143	Director of Growth	0	0	0
1283	Emergency Planning	17,390	17,392	2
4600	Director of Transformation	116,832	103,434	(13,398)
		<b>134,222</b>	<b>120,826</b>	<b>(13,396)</b>

##### **Assistant Director Property, Estates & Assets**

3135	Drainage	16,120	(11,248)	(27,368)
3172	Engineers	107,353	88,963	(18,390)
3241	Car Parks	49,300	50,583	1,283
3247	Street Names/Lights	3,500	6,295	2,795
3249	Footpath Orders	(400)	2,117	2,517
3265	Dams And Fishing Ponds	50	48	(2)
3281	Clay Cross Depot	670	(167)	(837)
3283	Northwood	0	2,851	2,851
3811	Closed Circuit Television	0	0	0
4412	Midway Business Centre	(71,615)	(66,581)	5,034
4425	Coney Green Business Centre	(88,552)	(108,276)	(19,724)
4519	The Avenue, Wingerworth	0	0	0
4523	Estates Administration	333,823	356,203	22,380
4525	Miscellaneous Properties	31,148	29,244	(1,904)
5204	Assistant Director Property, Estates & Assets	81,693	82,060	367
5205	Mill Lane	255,808	422,810	167,002
5209	Facilities Management	86,150	80,917	(5,233)
5210	Pioneer House	66,934	60,541	(6,393)
		<b>871,982</b>	<b>996,362</b>	<b>124,380</b>

##### **Assistant Director Regeneration & Programmes**

1255	Strategy and Performance	152,624	147,156	(5,468)
1256	Corporate Consultation	0	128	128
1331	Strategic Partnerships	195,458	195,164	(294)
1333	Healthy North East Derbyshire	(112,645)	(112,645)	(0)
1336	UK Shared Prosperity Fund	(562,758)	(562,759)	(1)
3284	Wingerworth OPE	15,592	15,592	0
4211	Tourism Promotions	33,390	32,087	(1,303)
4237	KickStarter Project	0	0	0
4238	Working Communities Strategy	85,853	83,941	(1,912)
4351	Alliance	3,590	3,584	(6)
4352	LEADER	0	0	0
4443	Elderly Peoples Clubs	4,000	3,571	(429)

		<b>Current Budget 2023/24 £</b>	<b>Outturn 2023/24 £</b>	<b>Variance £</b>
4512	Growth Agenda	15,600	12,877	(2,723)
4517	Economic Development	165,534	165,130	(404)
4520	Eckington Killamarsh OPE	0	0	0
4521	Eckington Masterplan	0	0	0
4524	New Towns Fund - Clay Cross	0	0	0
4526	Sheffield City Region	0	0	0
4527	Dronfield Civic Centre	0	0	0
5748	Ukrainian Guests	2,806	2,806	(0)
5750	Assistant Director Economic Development, Regeneration & Housing	82,395	83,925	1,530
5785	Contributions	136,085	129,345	(6,740)
		<b>217,524</b>	<b>199,901</b>	<b>(17,623)</b>
	<b>Assistant Director Leisure</b>			
4561	Leisure Centre Management	51,577	50,905	(672)
4720	Sportivate	0	0	0
4722	Physical Inactivity Fund	0	0	0
4723	Generation Games	0	0	0
4724	Walking into Communities	10,000	10,000	0
4726	Walking For Health	0	0	0
4727	Five 60	0	0	0
4731	Promotion Of Recreation And Leisure	35,834	35,736	(98)
4732	Schools Promotion	0	0	0
4736	Derbyshire Sports Forum	14,450	14,450	0
4740	Parkinsons UK Physical Activity Programme	(1,402)	(1,402)	0
4742	Arts Development	2,570	2,569	(1)
8441	Eckington Swimming Pool	127,296	120,600	(6,696)
8445	Eckington Pool Cafe	(10,580)	(15,876)	(5,296)
8451	Dronfield Sports Centre	16,399	(6,276)	(22,675)
8455	Dronfield Café	(927)	(15,506)	(14,579)
8461	Sharley Park Sports Centre	690,108	625,799	(64,309)
8465	Sharley Park Sports Centre Outdoor	(1,250)	(382)	868
8471	Killamarsh Leisure Centre	230,951	214,268	(16,683)
8475	Killamarsh Outdoors	(11,200)	(20,324)	(9,124)
8476	Killamarsh Café	33,898	26,826	(7,072)
		<b>1,187,724</b>	<b>1,041,387</b>	<b>(146,337)</b>
	<b>Total for Growth &amp; Assets Directorate</b>	<b>2,411,452</b>	<b>2,358,475</b>	<b>(52,977)</b>
	<b>Corporate Charges</b>			
5790	Savings Target	0	0	0
0001	Recharges to Capital and HRA	(618,350)	(618,350)	0
	<b>Total for Corporate Charges</b>	<b>(618,350)</b>	<b>(618,350)</b>	<b>0</b>
	<b>Net Cost of Services</b>	<b>14,033,986</b>	<b>13,508,673</b>	<b>(525,313)</b>
	<b>Investment Properties</b>			
4411	Stonebroom Industrial Estate	(55,470)	(56,480)	(1,010)
4413	Clay Cross Industrial Estate	(87,180)	(87,045)	135
4415	Norwood Industrial Estate	(200,150)	(201,999)	(1,849)
4417	Eckington Business Park	1,400	(3,600)	(5,000)
4418	Rotherside Court Eckington Business Unit	(25,345)	(37,506)	(12,161)
4423	Pavillion Workshops Holmewood	(100,150)	(100,156)	(6)
4432	Miscellaneous Properties	(16,100)	(22,634)	(6,534)
	<b>Total for Investment Properties</b>	<b>(482,995)</b>	<b>(509,420)</b>	<b>(26,425)</b>

# APPENDIX 3

## HOUSING REVENUE INCOME & EXPENDITURE ACCOUNT 2023/24

	A	B	C	D	E
	Current Budget 2023/24 £000's	Adjustments to aid comparison 2023/24 £000's	Adjusted Current Budget 2023/24 £000's	Actual 2023/24 £000's	Variance 2023/24 £000's
<b>Income</b>					
Dwelling Rents	(33,687)		(33,687)	(33,764)	(77)
Non-Dwelling Rents	(443)		(443)	(469)	(26)
Charges for Services and Facilities	(113)		(113)	(115)	(2)
Contributions Towards Expenditure	(50)		(50)	(50)	0
Water Litigation Provision	0	(526)	(526)	(526)	0
<b>Total Income</b>	<b>(34,293)</b>	<b>(526)</b>	<b>(34,819)</b>	<b>(34,924)</b>	<b>(105)</b>
<b>Expenditure</b>					
Repairs & Maintenance	5,890		5,890	5,947	57
Revenue Expenditure funded from Capital (REFCUS)	0	1,264	1,264	1,264	0
Supervision and Management	8,000		8,000	7,948	(52)
Rents, Rates & Taxes	112		112	120	8
Capital Charges - Depreciation	8,322		8,322	8,555	233
Increase in Provision for Bad Debts	250		250	97	(153)
Debt Management Expenses	12		12	12	0
Impairments & Revaluations	0	3,384	3,384	3,384	0
<b>Total Expenditure</b>	<b>22,586</b>	<b>4,648</b>	<b>27,234</b>	<b>27,327</b>	<b>93</b>
<b>Net Cost of Services</b>	<b>(11,707)</b>	<b>4,122</b>	<b>(7,585)</b>	<b>(7,597)</b>	<b>(12)</b>
Corporate & Democratic Core	185		185	185	0
<b>Net Cost of all HRA services</b>	<b>(11,522)</b>	<b>4,122</b>	<b>(7,400)</b>	<b>(7,412)</b>	<b>(12)</b>
(Gain)/Loss on sale of HRA fixed assets	0	2,995	2,995	2,995	0
Interest Payable	7,025		7,025	6,802	(223)
Revaluation of Investment Property	0	271	271	271	0
Interest Receivable	(2,785)		(2,785)	(3,013)	(228)
Capital Grants	0	(5,145)	(5,145)	(5,145)	0
<b>(Surplus)/Deficit on HRA Services</b>	<b>(7,282)</b>	<b>2,243</b>	<b>(5,039)</b>	<b>(5,502)</b>	<b>(463)</b>
MRP Voluntary Contribution	0		0	0	0
Transfers to/from Rykneld Homes Loss Reserve	0		0	0	0
Transfer to Capital Grant Reserve	0		0	0	0
Transfer to HRA Reserves - Insurance	50		50	50	0
Transfer to HRA Reserves - Development	0		0	72	72
Transfer to/from HRA Reserves - Resilience Reserve	(301)	526	226	850	624
Adjustments between accounting and funding basis	0	(2,770)	(2,770)	(2,770)	0
Transfers to/from Major Repairs Reserve	7,533		7,533	7,300	(233)
<b>Transfer to HRA Balances</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>
<b>Housing Revenue Account Balances</b>	<b>Current Budget 2023/24 £</b>			<b>Actual 2023/24 £</b>	<b>Variance 2023/24 £</b>
HRA Opening Balance	(3,000)			(3,000)	0
Transfer fm Balances 23/24					
Transfer to Balances 23/24					
HRA Closing Balances	(3,000)			(3,000)	0

Project/Scheme	Current Programme 2023/24 £000	Outturn 2023/24 £000	Variance 2023/24 £000	Amount Carried Forward to 2024/25 £000	Original Programme 2024/25 £000	Current Programme 2024/25 £000
<b>Housing Investment</b>						
Housing Capital Works	21,337	22,637	1,300	(1,300)	21,128	19,828
Garage Demolitions	83	0	(83)	0	23	23
Pine View, Danesmoor	110	110	0	0	0	0
Parking Solutions	703	271	(432)	0	288	288
LADS3 Scheme	437	53	(384)	0	0	0
Stonebroom Regeneration Project	0	4	4	(4)	502	498
North Wingfield New Build Scheme	7,402	4,351	(3,051)	3,051	5,555	8,606
Stock Purchase Programme	4,964	2,133	(2,831)	2,831	1,000	3,831
	35,036	29,559	(5,477)	4,578	28,496	33,074
Private Sector Spending - DFG	820	828	8	0	820	820
<b>Total Housing Investment</b>	<b>35,856</b>	<b>30,387</b>	<b>(5,469)</b>	<b>4,578</b>	<b>29,316</b>	<b>33,894</b>
<b>Other Capital Projects</b>						
Asset Refurbishment - General	566	112	(454)	454	500	954
Asset Refurbishment - Mill Lane	870	839	(31)	31	450	481
Roller Shutter Doors	1	0	(1)	0	0	0
Eckington Pool Carbon Efficiencies Programme	4	36	32	0	0	0
Killamarsh Leisure Centre Refurbishment	36	8	(28)	0	0	0
Dronfield Sports Centre Carbon Efficiencies Programme	98	79	(19)	0	0	0
Coney Green Telephony System	36	13	(23)	23	80	103
Lottery Funded Schemes	9	0	(9)	9	0	9
Replacement Vehicles	3,786	1,544	(2,242)	2,242	2,685	4,927
Contaminated Land	42	0	(42)	42	0	42
ICT Schemes	519	106	(413)	413	80	493
CX Active 3G Pitch	0	0	0	0	1,000	1,000
CX Town Market Street Regeneration	5,871	1,047	(4,824)	4,824	6,000	10,824
CX Town Sharley Park Active Community Hub	12,655	10,385	(2,270)	2,270	8,605	10,875
CX Town Low Carbon Housing Challenge Fund	1,300	226	(1,074)	1,074	650	1,724
CX Town Rail Station Feasibility	150	106	(44)	44	0	44
CX Town Programme Management	423	303	(120)	120	241	361
CX Acc Fund School Demolition	0	1	1	0	0	0
UK Shared Prosperity Fund	1,534	465	(1,069)	1,069	0	1,069
Loan Commitments - ECL	0	(5)	(5)	0	0	0
Section 106 Capital Expenditure	0	164	164	0	0	0
<b>Total Other Capital Projects</b>	<b>27,900</b>	<b>15,429</b>	<b>(12,471)</b>	<b>12,615</b>	<b>20,291</b>	<b>32,906</b>
<b>Total Capital Expenditure</b>	<b>63,756</b>	<b>45,816</b>	<b>(17,940)</b>	<b>17,193</b>	<b>49,607</b>	<b>66,800</b>
<b>Housing Investment Funding</b>						
HRA Capital Investment Reserve	(886)	(964)	(78)	661	(311)	350
Major Repairs Reserve	(15,974)	(16,236)	(262)	262	(15,755)	(15,493)
Prudential Borrowing - HRA	(9,628)	(5,945)	3,683	(3,683)	(8,095)	(11,778)
External Grant	(5,632)	(5,612)	20	363	(3,005)	(2,642)
Useable Capital Receipts	(2,916)	(802)	2,114	(2,181)	(1,330)	(3,511)
	(35,036)	(29,559)	5,477	(4,578)	(28,496)	(33,074)
Disabled Facilities Grant	(820)	(828)	(8)	0	(820)	(820)
<b>Total Housing Investment Funding</b>	<b>(35,856)</b>	<b>(30,387)</b>	<b>5,469</b>	<b>(4,578)</b>	<b>(29,316)</b>	<b>(33,894)</b>
<b>Other Capital Projects Funding</b>						
Useable Capital Receipts	(3,157)	(1,941)	1,216	(1,260)	(1,761)	(3,021)
Prudential Borrowing	(8,846)	(4,140)	4,706	(4,628)	(10,359)	(14,987)
RCCO - General Fund	(803)	(926)	(123)	97	(530)	(433)
External Grant	(15,094)	(8,422)	6,672	(6,824)	(7,641)	(14,465)
<b>Other Capital Project Funding</b>	<b>(27,900)</b>	<b>(15,429)</b>	<b>12,471</b>	<b>(12,615)</b>	<b>(20,291)</b>	<b>(32,906)</b>
<b>Total Capital Financing</b>	<b>(63,756)</b>	<b>(45,816)</b>	<b>17,940</b>	<b>(17,193)</b>	<b>(49,607)</b>	<b>(66,800)</b>

<b>HRA Development Reserve</b>					
Opening Balance	(892)	(892)	0	(6)	0
Amount due in year	0	(72)	(72)	(349)	(349)
Amount used in year	886	964	78	311	(350)
<b>Closing Balance</b>	<b>(6)</b>	<b>0</b>	<b>6</b>	<b>(44)</b>	<b>(699)</b>
<b>Major Repairs Reserve</b>					
Opening Balance	(970)	(970)	0	(851)	(589)
Amount due in year	(15,855)	(15,855)	0	(15,755)	(15,755)
Amount used in year	15,974	16,236	262	15,755	15,493
<b>Closing Balance</b>	<b>(851)</b>	<b>(589)</b>	<b>262</b>	<b>(851)</b>	<b>(851)</b>
<b>Capital Receipts Reserves</b>					
Opening Balance	(1,680)	(1,680)	0	(23)	(1,369)
Income expected in year	(1,500)	(1,630)	(130)	(3,000)	(3,000)
Debt Repayment/Other Expenses	0	0	0	1,000	0
Amount used in year	3,157	1,941	(1,216)	1,760	3,159
<b>Closing Balance</b>	<b>(23)</b>	<b>(1,369)</b>	<b>(1,346)</b>	<b>(263)</b>	<b>(1,210)</b>
<b>Capital Receipts Reserves 1-4-1 receipts</b>					
Opening Balance	(2,183)	(2,183)	0	(267)	(2,273)
Income expected in year	(1,000)	(892)	108	(1,100)	(1,100)
Debt Repayment/Other Expenses	0	0	0	0	0
Amount used in year	2,916	802	(2,114)	1,330	3,373
<b>Closing Balance</b>	<b>(267)</b>	<b>(2,273)</b>	<b>(2,006)</b>	<b>(37)</b>	<b>0</b>

## CABINET DECISIONS 2024/25

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
23 May 2024	People Strategy 2024 <i>Relevant to Services Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet approved the adoption of the People Strategy 2024	Developing our people and our organisation is integral to the successful delivery of our Council Plan and strategic ambitions. We aim to provide an environment that produces a positive employee experience and through this helping us to further attract, develop and retain more people, talented and loyal people, at all levels throughout the organisation.
23 May 2024	Council Plan Objectives – Update January to March 2024 <i>Relevant to All Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet noted the progress against the Council Plan 2023-2027 objectives.	This is an information report to keep Members informed of progress against the Council Plan objectives.
23 May 2024	North East Derbyshire UK Shared Prosperity Fund – Update <i>Relevant to Business Scrutiny</i>	Councillor J Barry, Portfolio Holder for Growth & Assets	Non Key & Open	That Cabinet noted the content of the report.	To note progress of the activity funded by UK Shared Prosperity Fund.
23 May 2024	Risk Management Strategy 2024 <i>Relevant to Services Scrutiny</i>	Councillor P R Kerry, Deputy Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet approved the adoption of the new/reviewed Risk Management Strategy and Action Plan 2024.	The Council is committed to maintaining, developing and actively monitoring the operation of a formal and systematic approach to Risk Management.

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
23 May 2024	Adaptations Policy <i>Relevant to Communities Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet endorsed the amendments to the Adaptations Policy.	The Policy complies with legislation and provides a framework for administering adaptations funded through the HRA. The policy amendments are in line with the Local Government & Social Care Ombudsman decision and is based on legislation and case law.
23 May 2024	Decision on the Shirland and Higham Parish Neighbourhood Plan <i>Relevant to Environment Scrutiny</i>	Councillor S Pickering, Portfolio Holder for Environment & Place	Non Key & Open	<p>(1) That Cabinet accepted the Examiner's report and recommended modifications to the Plan as set out in the Decision Statement at Appendix 1 in their entirety and the Plan, as amended, is taken forward to a referendum within the Parish as outlined in the report.</p> <p>(2) That Cabinet requires the Managing Director to exercise his existing delegation to make the Shirland and Higham Parish Neighbourhood Plan, if more than half of those voting in the referendum vote in favour of the Neighbourhood Plan.</p>	<p>The Shirland and Higham Neighbourhood Plan has been subject to examination by an independent examiner. The Examiner's view is that subject to specified modifications, the Plan meets the Basic Conditions and other relevant legal requirements.</p> <p>Officers have considered each of the recommendations made in the Examiner's report and agree with the Examiner's findings in all cases.</p>

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
20 June 2024	<p>Environment Scrutiny Committee Review into becoming a 100% Plant Based Council in the Procurement and Provision of Food</p> <p><i>Relevant to Environment Scrutiny</i></p>	Councillor C Smith, Chair of the Environment Scrutiny Committee	Non Key & Open	That Cabinet approved the review of the Environment Scrutiny Committee's into becoming a 100% plant-based Council in the procurement and provision of food.	The Review will enable the Council to develop further its Plan Objective as being A Great Place that cares for the Environment. It highlights what the Council is already doing to provide food/drink options to customers and recognises the changing demand for vegan food.
20 June 2024	<p>Corporate Property Estates Maintenance Contract 2023-25</p> <p><i>Relevant to Communities Scrutiny</i></p>	Councillor J Barry, Portfolio Holder for Growth & Assets	Key & Exempt	That Cabinet approved the acceptance of the tender received and to award the contract to Gary Fletcher (Surfacing Ltd).	Agreeing to contract with the identified company will mean that a quality experienced provider can be commissioned to meet the objectives of the contract.





## **Forward Plan of Executive Decisions for the period 15 May 2024 – 30 September 2024**

This Forward Plan sets out all of the decisions that are expected to be taken over the next four months by either: (i) The Cabinet, or (ii) an officer on an Executive function of the Council.

Some of the decisions listed in this plan are 'Key Decisions'. A Key Decision is one that is likely to:

- (a) Result in the Council spending or receiving income of over £100,000 revenue or £250,000 capital, or
- (b) Have a significant impact on two or more wards in the Council's area.

At least 28 calendar days' notice must be given before they are due to be taken by the Cabinet or an officer under delegated powers.

The Cabinet can make urgent decisions which do not appear in the Forward Plan. A notice will be published at the District Council Offices and on the Council's website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

The Forward Plan also lists those 'Exempt' Decisions which are going to be taken over the next four months. Exempt Decisions are those decisions which have to be taken in private. This is because they involve confidential or exempt information which cannot be shared with the public.

The contact details for the officers or senior employees responsible for producing the reports and reports for these decisions are included in the plan. Please contact them if you would like more information. If you have any queries about why something is a Key Decision or is going to be taken in private then please contact the Governance Team on 01246 217391 or email: alan.maher@ne-derbyshire.gov.uk.

Published under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Sarah Sternberg  
Assistant Director of Governance & Monitoring Officer

**Published on: 15 May 2024**

**Cabinet members and their responsibilities**

Member	Portfolio of responsibilities
Councillor N Barker	Leader and Portfolio Holder for Strategic Leadership & Finance
Councillor P R Kerry	Deputy Leader and Portfolio Holder for Strategic Leadership & Finance
Councillor J Barry	Portfolio Holder for Growth & Assets
Councillor J Birkin	Portfolio Holder for Council Services
Councillor S Pickering	Portfolio Holder for Environment & Place
Councillor K Rouse	Portfolio Holder for Health & Leisure

DECISION TO BE TAKEN	DECISION-MAKER	DATE OF DECISION	KEY DECISION	EXEMPT DECISION (INCLUDING GROUNDS FOR EXEMPTION)	RESPONSIBLE PORTFOLIO HOLDER	RESPONSIBLE OFFICER
DLUHC Productivity Plan <i>Relevant to Services Scrutiny</i>	Cabinet	18 Jul 2024	Non-Key	Open	Councillor Jayne Barry	Director of Growth and Assets

# Agenda Item 8

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

# SERVICES SCRUTINY WORK PROGRAMME 2024/25

TUESDAY/10:00HRS

CHAIR: CLLR MICK SMITH

VICE CHAIR: CLLR NEIL BAKER

AGENDA ITEM	BRIEF DESCRIPTION	LEAD OFFICER/ORGANISATION
<b>Meeting Date: 23 July 2024</b>		
Scrutiny – A Practical Overview	Overview of Scrutiny and remit of the Committee	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To have a clear understanding of the role of Scrutiny</i>	
Update on Combined Authority	An update on the Combined Authority – who's who and NEDDC's role	Lee Hickin, Managing Director
	<b>Outcomes:</b> <i>To be better informed on the role of the CA</i>	
MTFP Financial Outturn 2023/24	To receive the financial outturn for 2023/24	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To understand the Council's financial outturn position for 2023/24</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<ul style="list-style-type: none"> <li>Joint Information &amp; Cyber Security Policy</li> </ul>	Nicki Astle, Assistant Director of ICT
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	

Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees’ work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 17 September 2024</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
4-Day Working Week Update	Update on the 4-day working week	Sarah Sternberg, Assistant Director of Governance and Monitoring Officer - <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To understand the position of the implications of a 4-day working week</i>	
People Strategy Action Plan	To receive the People Strategy Action Plan	Lee Hickin, Managing Director
	<b>Outcomes:</b> <i>To get an understanding of the actions in place to help towards achieving the Council’s objective of “A great place to access good public services”</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer

	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees’ work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 19 November 2024</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Medium Term Financial Plan	To receive the revised Medium Term Financial Plan	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager - <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To understand the current position of the Council’s budget</i>	

The Relationship between NEDDC and Rykneld Homes	An overview of Rykneld Homes Management Agreement, Management Fee and Financial Reporting	Jayne Dethick, Director of Finance & Resources (S151 Officer) <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To gain a better understanding of the working relationship between NEDDC and RHL</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 25 February 2025</b>		
Second Green Bin Collections	To receive an overview of the data from the second green bin collections	<b>TBC</b>
	<b>Outcomes:</b> <i>To get an understanding of what the charging of a second green bin has meant for the Council, including financially, any issues and increase in disposable green waste</i>	



Update on Gully/Drainage Works	To receive an update on the Council's gully and drainage works	TBC
	<b>Outcomes:</b> <i>To get an update and understanding on the works being undertaken on the gullies and drains across the District</i>	
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	

<b>Meeting Date: 13 May 2025</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	

## Notes

- Review of EH Improvement Plan

- Access to Health Services – Doctors and Dentists
- Public transport provision
- Productivity Plan (Sept)
- Housing Inspectors report