

# Public Document Pack



**North East  
Derbyshire**  
District Council

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Scrutiny Officer

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Date: Monday, 21 July 2025

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

Please attend a meeting of the Services Scrutiny Committee to be held on **Tuesday, 29 July 2025 at 10.00 am in Meeting Rooms 1 & 2.**

Yours sincerely

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

**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>North East Derbyshire Independents Group</u></b>
Councillor Kathy Clegg Councillor Carol Lacey Councillor Derrick Skinner Councillor Christine Smith Councillor Mick Smith – Chair	Councillor Richard Spooner Councillor Neil Baker Councillor Kevin Tait	Councillor Ross Shipman

**For further information about this meeting please contact: Thomas Scott - Governance and Scrutiny Officer 01246 217045**

# **A G E N D A**

## **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 - 8)**

To approve as a correct record and the Chair to sign the Minutes of the Services Scrutiny Committee held on 13 May 2025.

## **4 Medium Term Financial Plan - Outturn 2024/25 (Pages 9 - 28)**

To receive the Financial Outturn for 2024/25.

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

## **5 Budget Monitoring Report - Q1 2025/26 (Pages 29 - 41)**

To receive the budget monitoring report for 2025/26 – Quarter 1.

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

## **6 Generative Artificial Intelligence - Task Group Update**

Overview on Generative Artificial Intelligence and steps the Council are taking.

Jayne Dethick, Director of Finance & Resources (S151 Officer) / David Vickers. Communications, Marketing & Design Manager

## **7 Policy Development (Pages 42 - 59)**

To contribute to major Policies being considered by the Council.

- Digital Strategy

David Vickers, Communications, Marketing & Design Manager

## **8 Cabinet Business (Pages 60 - 64)**

To inform Committee of recent and forthcoming Cabinet business.

A digest of Cabinet decisions taken since May 2025. 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

## **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 65 - 70)**

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 2 September 2025 at 10.00 am.



**North East  
Derbyshire**  
District Council

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## **SERVICES SCRUTINY COMMITTEE**

### **MINUTES OF MEETING HELD ON TUESDAY, 13 MAY 2025**

#### **Present:**

Councillor Mick Smith (Chair) (in the Chair)

Councillor Neil Baker (Vice-Chair)

Councillor Ross Shipman  
Councillor Christine Smith

Councillor Derrick Skinner

#### **Also Present:**

L Hickin	Managing Director & Head of Paid Service
D Thompson	Assistant Director of Planning
K Drury	Information and Improvement Manager
J Hayden	Senior Scrutiny Officer
T Scott	Governance and Scrutiny Officer

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

**57/2**  
**4-25** Apologies for absence were received from Councillors K Clegg, M Emmens, M Foster and C Lacey.

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

**58/2**  
**4-25** None.

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

**59/2**  
**4-25** RESOLVED – That the Minutes of the Services Scrutiny Committee held on 25 February 2025 be approved as a correct record and signed by the Chair.

#### **SSC/ People Strategy Action Plan Update (moved forward)**

**60/2**  
**4-25** The Managing Director gave the Committee an update on the People Strategy Action Plan with a presentation which included details on:

- Objectives of the Strategy
- Progress in the four areas of the Strategy vision
- Measuring success
- Next steps

Members discussed the impact of the Local Government Review on recruitment. The Managing Director explained that there had not been any concerns seen as of yet but that recruitment in Local Authorities had been an issue for several years. However, as the unitisation becomes known it may become more of an issue.

Members asked if the Unions had been consulted with on the Strategy. The Managing Director confirmed this to be the case.

Members referred to a mention in the presentation of there being 13 current apprentices, and asked if this was still the case. The Managing Director agreed to investigate this.

RESOLVED – That the Action Plan be included on the 2025/26 Work Programme for a progress update.

**SSC/ Performance Management**

**61/2**

**4-25**

The Information and Improvement Manager 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 2025.

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 paragraph in the report which stated "the Housing Strategy team has proactively reduced the duration homeless applicants spend in temporary accommodation" and asked how this had been achieved. The Information and Improvement Manager explained that the team had received Government funding to temporarily appoint a Move-On Officer, who had done a lot of work within this area to reduce the number of people in temporary accommodation.

Members asked if the Move-On Officer post would continue once the temporary contract ran out. The Information and Improvement Manager agreed to investigate this.

Members referred to the mention in the report of '1<sup>st</sup> responses' to phone calls, and asked if it would be possible to move the call queue to another call line. The Information and Improvement Manager explained that this would not be possible as the system does not work in that way and all calls go through the Contact Centre so that they can be recorded.

RESOLVED – That progress against the Council Plan "A great place to access good public services" objective was noted.

**SSC/ Policy Development (moved forward)**

**62/2**

**4-25**

The Information and Improvement Manager presented a report to inform the Committee on the refreshed Equality and Diversity Policy.

The Information and Improvement Manager explained that the updated version of the Policy included the merging of two policies into one, and also had more elements added around mental health, wider disabilities and neuro conditions.

RESOLVED – That the refreshed Equality and Diversity Policy be noted.

**SSC/ 63/2**     **Update on Pre-Planning Application Fees**

**4-25**

The Assistant Director of Planning presented a report to the Committee which updated them on the early performance, issues arising, income achieved, targets for the year and feedback received following the introduction of a chargeable pre-application advice service, which came into effect on 02 September 2024.

Members enquired if consultation had been carried out with the public. The Assistant Director of Planning explained that an Agents Forum was organised by the Council for that purpose in March.

The Committee asked if charities were exempt from the charge. The Assistant Director of Planning confirmed that they were exempt, and that the other exemption categories were made clear on the Council's website.

RESOLVED – That the report was noted.

**SSC/ 64/2**     **Cabinet Business**

**4-25**

The Senior Scrutiny Officer presented a digest of Cabinet decisions taken since the last Committee meeting on 25 February 2025. The digest set out key information for each decision.

The Senior Scrutiny Officer also presented Members with the Forward Plan of Executive Decisions for the period 15 April to 15 May.

Members referred to the decision in the Forward Plan titled 'Release of Loan to Rykneld Homes Limited' and asked if there was an accompanying report that they could read. The Senior Scrutiny Officer explained that the report was exempt, so if Members had any questions relating to it, she would pass them on to the relevant officer .

Members referred to the decision in the Cabinet Decision digest titled 'Management of Corporate Debt – Write Off of Outstanding Amounts' and asked what the purpose of the write-off was and how much it was for. The Senior Scrutiny Officer agreed to investigate this.

RESOLVED – That the update was noted.

**SSC/ 65/2**     **'Horizon Scanning'**

**4-25**

The Senior Scrutiny Officer updated Members on potential significant changes in the Council's operating environment, including changes to national legislation and regulation.

The Senior Scrutiny Officer explained that there was nothing to bring to the

attention of Members.

RESOLVED – That the update was noted.

**SSC/ Work Programme**

**66/2**

**4-25**

The Senior Scrutiny Officer presented the final Work Programme 2024/25 for the Committee to agree as complete.

Members were informed that this was the final Work Programme of the year, so Members had to consider issues they would like to add to the 2025/2026 Work Programme.

Members requested that 'General Complaints' and 'Information Gathering on Missed Bin Collections' should be included in the next Work Programme. The Senior Scrutiny Officer agreed to add these two issues to the draft 2025/2026 Work Programme.

Members also requested that 'Maintenance of NEDDC Owned Parks' also be added to the next Work Programme.

RESOLVED – That the Work Programme 2024/25 be agreed as complete.

**SSC/ Additional Urgent Items**

**67/2**

**4-25**

None.

**SSC/ Date of Next Meeting**

**68/2**

**4-25**

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



## North East Derbyshire District Council

### Services Scrutiny Committee

29 July 2025

#### Medium Term Financial Plan – Financial Outturn 2024/25

#### Report of the Director of Finance and Resources

Classification: This report is public

Report By: **Justine Wells, Corporate Finance Manager**

Contact Officer: **Justine Wells**

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#### PURPOSE / SUMMARY

To inform the Services Scrutiny Committee of the contents of the attached Financial Outturn 2024/25 report to be presented to Cabinet on 31 July 2025.

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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 to be presented to Cabinet on 31 July 2025.

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#### IMPLICATIONS

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**Finance and Risk:** Yes ☒ No ☐

**Details:**

These are detailed in the attached report.

On Behalf of the Section 151 Officer

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**Legal (including Data Protection):** Yes ☒ No ☐

**Details:**

These are detailed in the attached report.

On Behalf of the Solicitor to the Council

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**Staffing:** Yes ☒ No ☐

**Details:**

There are no staffing issues arising directly from this report.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

<b>Decision Information</b>	
<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 - £125,000 <input type="checkbox"/> Capital - £310,000 <input type="checkbox"/></b> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes/No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	Yes/No
<b>District Wards Significantly Affected</b>	None
<b>Equality Impact Assessment (EIA) details:</b>	
<b>Stage 1 screening undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 1 to be appended if not required to do a stage 2</li> </ul>	No, not applicable, for information only
<b>Stage 2 full assessment undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 2 needs to be appended to the report</li> </ul>	No, not applicable
<b>Consultation:</b> <b>Leader / Deputy Leader <input checked="" type="checkbox"/> Cabinet <input checked="" type="checkbox"/></b> <b>SMT <input checked="" type="checkbox"/> Relevant Service Manager <input type="checkbox"/></b> <b>Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></b>	Yes  Details:

**Links to Council Plan priorities;**

- A great place that cares for the environment
- A great place to live well
- A great place to work
- A great place to access good public services

All priorities

**REPORT DETAILS****1     Background** *(reasons for bringing the report)*

- 1.1 To inform the Services Scrutiny Committee of the contents of the attached Financial Outturn 2024/25 report to be presented to Cabinet on 31 July 2025.

**2.     Financial Outturn 2024/25**

- 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 is to be presented to the Council's Cabinet on 31 July 2025.

**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**

Appendix No	Title
1	Cabinet Outturn Report 2024/25 and Appendices 1 – 4 31 July 2025
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet you must provide copies of the background papers)	
None	

# North East Derbyshire District Council

## Cabinet

31 July 2025

### Medium Term Financial Plan – Financial Outturn 2024/25

#### Report of the Deputy Leader of the Council with responsibility for 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 2024/25 financial year.

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#### RECOMMENDATIONS

1. That Cabinet note the outturn position in respect of the 2024/25 financial year
2. That Cabinet approve the proposed carry forward of capital budgets detailed in **Appendix 4** totalling £16.462m.

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

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#### IMPLICATIONS

**Finance and Risk:** Yes ☒ No ☐

**Details:**

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

Members should note that the budgets against which we have monitored the 2024/25 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 2024/25 and the level of reserves protected.

While the Council has effectively addressed its Strategic Financial Risks during 2024/25 it needs to be recognised that it will need to continue to effectively manage budgets and ensure spending remains sustainable. The Government has launched a consultation on wide sweeping funding reforms and a multi year settlement planned for 2026/27. The consultation does not contain any financial data so future funding remains uncertain.

On Behalf of the Section 151 Officer

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**Legal (including Data Protection):**

**Yes** ☒

**No** ☐

**Details:**

The Statement of Accounts is required to be prepared by 30 June 2025 for 2024/25. The Council has now completed the draft Statement of Accounts and have been signed off by the Chief Financial Officer as at 20 June 2025 which secures compliance with Council's obligations.

On Behalf of the Solicitor to the Council

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**Staffing:**

**Yes** ☐

**No** ☒

**Details:**

There are no staffing issues arising directly from this report.

On behalf of the Head of Paid Service

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## **DECISION INFORMATION**

<b>Decision Information</b>	
<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 - £125,000 <input type="checkbox"/> Capital - £310,000 <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>Equality Impact Assessment (EIA) details:</b>	
<b>Stage 1 screening undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 1 to be appended if not required to do a stage 2</li> </ul>	No, N/A report is factual only.
<b>Stage 2 full assessment undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 2 needs to be appended to the report</li> </ul>	N/A
<b>Consultation:</b> <b>Leader / Deputy Leader <input checked="" type="checkbox"/> Cabinet <input type="checkbox"/></b> <b>SMT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/></b> <b>Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></b>	Yes  Details:

<b>Links to Council Plan priorities;</b> <ul style="list-style-type: none"> <li><b>A great place that cares for the environment</b></li> <li><b>A great place to live well</b></li> <li><b>A great place to work</b></li> <li><b>A great place to access good public services</b></li> </ul>
The financial outturn links to all Council Plan priorities

## REPORT DETAILS

### 1 Background (reasons for bringing the report)

- 1.1 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 2025.

## **2. Financial Outturn 2024/25**

- 2.1 The Council published its draft Statement of Accounts in respect of 2024/25 on 20 June 2025, ahead of the statutory deadline of 30 June 2025. The draft Statement of Accounts 2024/25 is now subject to the independent audit from the Council's external auditors, Forvis 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 November, the statutory backstop date for publishing local government accounts for 2024/25 is Friday 27 February 2026. The published backstop dates are part of legislation brought in to address the external audit backlog. The 2024/25 audit is now underway and the final audited accounts are scheduled to be reported to the Audit Committee by 30 November 2025.
- 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 2024/25 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 2024, together with the Current Budget compared to the final 2024/25 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 2 and 3.

Table 1

	<b>Current Budget 2024/25</b>	<b>Outturn 2024/25</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Employees	20,917	20,422	(495)
Premises	2,076	2,029	(47)
Transport	654	559	(95)
Supplies and Services	9,765	9,248	(517)
Depreciation and Impairment	355	359	3
Income	(17,568)	(17,628)	(60)
<b>Net cost of services</b>	<b>16,198</b>	<b>14,989</b>	<b>(1,209)</b>

2.6 The variances in Table 1 above comprises:

- Pay costs – the under spend is attributable to employee salaries as a result of staff vacancies.
- Premises related costs – the main variance comprises of an overall underspend in utilities offset by an overspend in contract cleaning costs across Council buildings.
- Vehicle related costs – most of the underspend relates to reduced spend on fuel offset by an overspend on vehicle hire.
- Supplies and services – the variance relates to a reduced provision for bad debts, underspends for members allowances, recycling and waste disposal, bed and breakfast accommodation, and ICT costs as well as various smaller underspends across the Council. This is offset by overspends for purchase of materials, building control, and the apprenticeship levy.
- Income – the variance relates to better than forecast income for leisure services and burial fees. There have also been some income streams that were lower than budgeted including recovery of court costs, planning application income, commercial rents and income from the crematorium.

2.7 The interest charged to the HRA as part of the statutory requirements under the Item 8 legislation has been reviewed during 2024/25. This has required an adjustment to the HRA resulting in a reduced charge to the General Fund. The position is overall cost neutral to the Council.

## **Financial Reserves**

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

The use of earmarked reserves in 2024/25 was £2.650m comprising:

- £2.416m from revenue grants.
- £0.016m from earmarked reserves.
- £0.218m from invest to save reserve.



There are ongoing commitments against these reserves in 2025/26 and future years so will continue to be utilised.

The variances in Movement from Reserves can be found in Table 2 below.

Table 2

	<b>Current Budget 2024/25</b>	<b>Outturn 2024/25</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Movements from Reserves:</b>			
Revised Budget	(2,460)	(2,650)	(190)
Plus:			
Contribution to General Fund balance	(664)	0	664
<b>Total movement from reserves – outturn</b>	<b>(3,124)</b>	<b>(2,650)</b>	<b>474</b>

## 2.8 Transfers to Earmarked Reserves

There have been transfers to earmarked reserves during 2024/25 totalling £4.082m. These comprise:

- £2.305m in revenue grants received.
- £1.777m into earmarked reserves.

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

Table 3

	<b>Current Budget 2024/25</b>	<b>Outturn 2024/25</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Movements to Reserves:</b>			
Revised Budget	2,211	2,854	643
Plus:			
Net Cost of Services Outturn Surplus	0	1,084	1,084
Business Rates Growth	0	144	144
<b>Total movement to reserves – outturn</b>	<b>2,211</b>	<b>4,082</b>	<b>1,871</b>

2.9 The outturn surplus of £1.084m has been transferred to the Resilience reserve.

2.10 Ongoing commitments against the earmarked reserves will continue in 2025/26 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

- 2.11 The Invest to Save Reserve has a balance at the end of the year of £2.429m. Commitments already made against this reserve for 2025/26 and future years amount to £0.418m leaving £2.009m uncommitted.

### Resilience Reserve

- 2.12 The Resilience Reserve has a balance at the end of the year of £3.597m. 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

- 2.13 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.
- 2.14 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 £6.4690m in savings by 2028/29, as identified in the Medium Term Financial Plan (MTFP) of January 2025, the need to continue to tackle the underlying forecast budget deficit remains. It should be noted that the high levels of uncertainty around national funding reforms, devolution and Local Government Reorganisation makes future forecasting beyond 2025/26 incredibly challenging at this time.
- 2.15 The main point to note in the 2024/25 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 £1.084m to the Resilience Reserve at outturn.

### Housing Revenue Account (HRA)

- 2.16 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.

- 2.17 The Housing Revenue Account position shows a positive variance to budget of £0.105m. Rental income is £0.167m higher than budget due to additional acquisitions and lower right to buy purchases than forecast in the budget. This is offset by a small reduction in garage rents. The overall expenditure position is £0.062m higher than current budget due to council tax costs for void properties being greater than forecast. Salary costs charged to the HRA are also greater than forecast, this is compensated by a reduction in repairs and maintenance costs for housing shops. Transfers to and from reserves compared to budget include a contribution from the Debt Repayment Reserve to reduce self financing debt and increased contribution to the Major Repairs Reserve.
- 2.18 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**

- 2.19 Details of the capital expenditure incurred by the Council in 2024/25 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	35.601	33.035	(2.837)
General Fund	33.270	20.073	(13.197)
<b>Programme Total</b>	<b>69.765</b>	<b>53.731</b>	<b>(16.034)</b>

### 2.20 HRA Schemes

The variance on the housing capital programme in 2024/25 was £2.837m. The North Wingfield new build scheme was under spent by £1.544m, the scheme is nearly complete, but the remainder of the build has slipped into the next financial year, this is not uncommon in major development schemes. The acquisitions and disposals budget was also underspent by £1.022m, largely due to delays in completion of committed sales on which the Council is wholly reliant on the developers. The funds are all committed and will be utilised in

2025/26. As is the norm with the capital budgets, both will be rolled over into 2025/26 to meet future committed spend. The project at Stonebroom has now commenced with a small overspend of £0.52m, this will be rolled forward into the next financial year, again this is not uncommon as timings of larger projects can be uncertain, particularly in the early stages of the project.

## 2.21 General Fund Schemes

The General Fund element of the Capital Programme during 2024/25 has increased again 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 2024/25 will be rolled over to future years as delivery of the project continues. Asset refurbishment schemes that haven't completed in 2024/25 (£0.199m and £0.316m) will be completed in 2025/26 as will ICT and telephone schemes (£0.390m and £0.097m) The respective budgets will be carried forward into 2025/26. The vehicle replacement scheme shows a variance of £0.897m which is also being carried forward to be available to fund the purchase of vehicles in future financial years as required.

- 2.22 **Appendix 4** details the proposed carry forward amounts to 2025/26 as mentioned in 2.20 and 2.21 above. The total to carry forward amounts to £16.462m. 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 2025/26.

## Capital Financing

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

### HRA Capital Financing

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

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 2024.

## **3 Reasons for Recommendation**

### 3.1 General Fund

During 2024/25 the Council managed its budget effectively securing a favourable financial position on net cost of services of £1.209m underspend despite a continuing challenging financial backdrop. This underspend has meant that rather than having to call on reserves it has been possible to contribute £1.084m 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 2024/25 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 2025/26 financial year.

### 3.4 Capital Financing

Capital expenditure during 2024/25 has been fully financed in line with the approved programme.

## 4 Alternative Options and Reasons for Rejection

- 4.1 The financial outturn report for 2024/25 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.

## DOCUMENT INFORMATION

Appendix No	Title
1	General Fund Summary Outturn 2024/25
2	General Fund Detailed Outturn 2024/25
3	HRA Summary Outturn 2024/25
4	Capital Expenditure Outturn 2024/25
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet you must provide copies of the background papers)	
None	

## GENERAL FUND ACCOUNT - SUMMARY OUTTURN 2024/25

## APPENDIX 1

	Original Budget 2024/25 £	Current Budget 2024/25 £	Outturn 2024/25 £	Variance £
Organisation & Place Directorate	8,270,273	7,958,429	7,583,318	(375,111)
Finance & Resources Directorate	4,917,782	4,571,253	4,227,633	(343,620)
Growth & Assets Directorate	3,021,457	4,287,257	3,796,506	(490,751)
Recharges to Capital and HRA	(618,350)	(618,350)	(618,350)	0
<b>Net Cost of Services</b>	<b>15,591,162</b>	<b>16,198,589</b>	<b>14,989,107</b>	<b>(1,209,482)</b>
Investment Properties	(468,465)	(465,220)	(462,758)	2,462
Bad Debt Provision	40,000	40,000	56,280	16,280
Interest	(616,538)	(686,118)	(1,584,711)	(898,593)
Debt Repayment Minimum Revenue Provision	56,000	56,000	56,000	0
Parish Precepts	3,556,306	3,835,198	3,835,198	0
Transfer To Earmarked Reserves	0	2,210,919	2,998,424	787,505
Transfer From Earmarked Reserves	(471,367)	(2,460,130)	(2,650,219)	(190,089)
Transfer Surplus to Resilience Reserve	(302,708)	(664,057)	1,083,522	1,747,579
<b>Total Spending Requirement</b>	<b>17,384,390</b>	<b>18,065,181</b>	<b>18,320,843</b>	<b>255,662</b>
Business Rates	(5,948,100)	(6,148,100)	(6,292,501)	(144,401)
New Homes Bonus	(600,583)	(600,583)	(600,583)	0
3% Funding Guarantee	(389,000)	(389,000)	(500,261)	(111,261)
Collection Fund (Surplus)/Deficit - Council Tax	(139,347)	(139,347)	(139,347)	0
Collection Fund (Surplus)/Deficit - NNDR	0	0	0	0
NEDDC Council Tax Requirement	(6,751,054)	(6,952,953)	(6,952,953)	0
Parish Council Council Tax Requirement	(3,556,306)	(3,835,198)	(3,835,198)	0
<b>Council Tax Requirement</b>	<b>(17,384,390)</b>	<b>(18,065,181)</b>	<b>(18,320,843)</b>	<b>(255,662)</b>

		Current Budget 2024/25 £	Outturn 2024/25 £	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	170,901	168,779	(2,122)
5720	Supporting PA's	109,822	113,664	3,842
		280,723	282,443	1,720
<b>Assistant Director Environmental Health</b>				
3400	Environmental Protection	146,439	172,030	25,591
3401	Food, Health & Safety	143,079	139,883	(3,196)
3402	Environmental Enforcement	128,819	113,472	(15,347)
3404	Licensing	31,680	48,403	16,723
3405	Pollution	124,809	117,265	(7,544)
3407	Pest Control	31,519	24,183	(7,336)
3408	Home Improvement	25,566	25,325	(241)
3409	EH Technical Support & Management	273,654	280,817	7,163
3410	Private Sector Housing	82,052	76,501	(5,551)
3419	Destitute Funerals	1,050	(298)	(1,348)
3420	Fly Tipping	3,000	0	(3,000)
3426	Covid Enforcement Team	3,640	3,640	0
3427	Private Water Supply Contract	0	1,580	1,580
3429	Joint Assistant Director Environmental Health	50,867	50,941	74
3726	Works In Default	0	1,126	1,126
		1,046,174	1,054,867	8,693
<b>Assistant Director Streetscene</b>				
3174	Street Scene	338,583	292,453	(46,130)
3227	Materials Recycling	672,125	651,150	(20,975)
3244	Parks Derbyshire County Council Agency	(266,500)	(272,077)	(5,577)
3282	Eckington Depot	172,121	180,882	8,761
3285	Dronfield Bulk Depot	3,840	3,842	2
3511	Hasland Cemetery	(49,345)	(66,414)	(17,069)
3513	Temple Normanton Cemetery	(4,725)	(6,930)	(2,205)
3514	Clay Cross Cemetery	(58,585)	(74,843)	(16,258)
3516	Killamarsh Cemetery	(20,225)	(29,285)	(9,060)
3918	Dog Fouling Bins	(61,495)	(64,692)	(3,197)
3921	Street Cleaning Service	637,313	624,046	(13,267)
3922	Gully Emptying Service	(23,596)	(13,273)	10,323
3943	Transport	775,047	864,117	89,070
3944	Grounds Maintenance	597,302	449,891	(147,411)
3945	Domestic Waste Collection	1,481,084	1,313,629	(167,455)
3946	Commercial Waste Collection	(269,014)	(279,473)	(10,459)
3947	Assistant Director Streetscene	93,365	93,456	91
		4,017,295	3,666,478	(350,817)
<b>Assistant Director Planning</b>				
4111	Applications And Advice	(622,000)	(570,047)	51,953
4113	Planning Appeals	0	30,604	30,604
4116	Planning Policy	350,343	353,117	2,774
4119	Neighbourhood Planning Grant	(12,068)	(12,068)	0
4311	Environmental Conservation	42,330	42,594	264
4511	Assistant Director Planning	92,857	92,519	(338)
4513	Planning	694,541	671,566	(22,975)
4515	Building Control	39,000	54,500	15,500
4522	Section 106 Agreement	(109,287)	(109,287)	0
		475,716	553,498	77,782

		<b>Current Budget 2024/25 £</b>	<b>Outturn 2024/25 £</b>	<b>Variance £</b>
	<b>Assistant Director Governance</b>			
1121	Member's Services	552,030	488,732	(63,298)
1123	Chair's Expenses	7,100	2,810	(4,290)
1131	District Elections	22,912	9,936	(12,976)
1133	Parish Elections	0	202	202
1134	Combined County Authority Mayoral Elections	0	(22,626)	(22,626)
1138	Police & Crime Commissioner Elections	117,646	114,718	(2,928)
1231	Corporate Training	52,305	56,143	3,838
1259	Corporate Groups	1,955	8,349	6,394
1311	Human Resources	282,051	275,148	(6,903)
3121	Health & Safety Advisor	106,900	102,232	(4,668)
5313	Register Of Electors	174,087	178,245	4,158
5321	Assistant Director Governance	111,768	109,984	(1,784)
5353	Legal Section	337,923	381,947	44,024
5354	Land Charges	20,008	5,339	(14,669)
5392	Scrutiny	46,616	42,775	(3,841)
5711	Democratic Services	305,220	272,101	(33,119)
		<b>2,138,521</b>	<b>2,026,032</b>	<b>(112,489)</b>
	<b>Total for Organisation &amp; Place Directorate</b>	<b>7,958,429</b>	<b>7,583,318</b>	<b>(375,111)</b>
	<b>Finance &amp; Resources Directorate</b>			
	<b>Director of Finance &amp; Resources</b>			
1312	Payroll	102,955	102,715	(240)
1315	Design & Print	136,313	143,801	7,488
1321	Communications & Marketing	135,904	135,780	(124)
1323	NEDDC News	25,500	24,804	(696)
3135	Drainage	14,753	(5,429)	(20,182)
3512	CBC Crematorium	(200,000)	(186,000)	14,000
5113	Unison Duties	12,523	102	(12,421)
5611	External Audit	180,869	183,589	2,720
5615	Bank Charges	133,500	142,245	8,745
5621	Contribution to/from HRA	(185,450)	(185,450)	0
5707	Local Government Reorganisation	0	9,375	9,375
5713	Audit	97,810	97,811	1
5714	Financial Support Services	3,000	1,639	(1,361)
5715	Procurement	37,355	36,604	(751)
5716	Director of Finance & Resources	67,331	67,146	(185)
5721	Financial Services	349,554	355,159	5,605
5724	Insurance	410,460	424,545	14,085
5725	Apprenticeship Levy	45,000	69,036	24,036
5727	Cost Of Ex-Employees	131,160	130,703	(457)
		<b>1,498,537</b>	<b>1,548,176</b>	<b>49,639</b>
	<b>Assistant Director ICT</b>			
5215	Telephones	21,200	12,834	(8,366)
5216	Mobile Phones and Ipads	27,590	24,862	(2,728)
5701	Joint ICT Service	(2,159)	(2,160)	(1)
5734	NEDDC ICT Service	679,916	557,219	(122,697)
5735	Cyber Security	(12,984)	(12,984)	0
5736	Business Development	165,150	150,446	(14,704)
5737	Corporate Printing Costs	16,700	12,609	(4,091)
		<b>895,413</b>	<b>742,827</b>	<b>(152,586)</b>
	<b>Assistant Director Communities</b>			
1218	Community Safety	69,271	73,227	3,956
1220	Assistant Director Communities	46,281	46,399	118
3165	Housing Options Team	390,548	336,543	(54,005)



		<b>Current Budget 2024/25 £</b>	<b>Outturn 2024/25 £</b>	<b>Variance £</b>
3740	Strategic Housing	247,818	196,086	(51,732)
3747	Homeless Temp Accomodation	38,372	38,183	(189)
3748	Homelessness Grant	(1,406)	(2,092)	(686)
3749	Empty Properties	1,500	377	(1,123)
3754	Rough Sleepers	(13,500)	(3,248)	10,252
3756	Supported Hosuing Improvement Programme	(5,939)	(5,939)	0
3759	Emergency Welfare Assistance Grant	47,406	47,406	(0)
3760	Asylum Dispersal	(123,250)	(123,250)	0
5221	Customer Services	411,922	410,950	(972)
5223	Franking Machine	47,900	49,983	2,083
5224	Hybrid Mail	17,000	25,306	8,306
5741	Housing Benefit Service	655,311	318,591	(336,720)
5747	Debtors	69,097	69,119	22
5751	NNDR Collection	(3,055)	(7,746)	(4,691)
5759	Council Tax Administration	293,997	480,613	186,616
5825	Concessionary Bus Passes	(11,970)	(13,877)	(1,907)
		<b>2,177,303</b>	<b>1,936,630</b>	<b>(240,673)</b>
<b>Total for Finance &amp; Resources Directorate</b>		<b>4,571,253</b>	<b>4,227,633</b>	<b>(343,620)</b>

#### **Growth & Assets Directorate**

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

1283	Emergency Planning	17,390	17,720	330
4600	Director of Transformation	133,075	132,908	(167)
		<b>150,465</b>	<b>150,628</b>	<b>163</b>

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

3172	Engineers	97,842	64,264	(33,578)
3241	Car Parks	52,213	51,755	(458)
3247	Street Names/Lights	15,500	8,032	(7,468)
3249	Footpath Orders	(400)	146	546
3265	Dams And Fishing Ponds	4,250	4,120	(130)
3281	Clay Cross Depot	0	(10)	(10)
3283	Northwood	0	1,471	1,471
3811	Closed Circuit Television	0	161	161
4412	Midway Business Centre	(84,435)	(46,444)	37,991
4425	Coney Green Business Centre	(86,031)	(106,928)	(20,897)
4428	Manor Farm Redevelopment Design Work	22,284	22,284	0
4523	Estates Administration	216,355	172,455	(43,900)
4525	Miscellaneous Properties	17,950	13,500	(4,450)
5204	Assistant Director Property, Estates & Assets	93,181	93,651	470
5205	Mill Lane	174,389	340,967	166,578
5206	Mill Lane Land	92,823	92,823	0
5209	Facilities Management	213,489	189,065	(24,424)
5210	Pioneer House	217,117	201,135	(15,982)
		<b>1,046,527</b>	<b>1,102,449</b>	<b>55,922</b>

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

1255	Strategy and Performance	153,880	152,471	(1,409)
1256	Corporate Consultation	0	131	131
1331	Strategic Partnerships	243,927	211,538	(32,389)
1333	Healthy North East Derbyshire	45,089	45,089	0
1336	UK Shared Prosperity Fund	542,208	550,958	8,750
4211	Tourism Promotions	41,105	34,749	(6,356)
4238	Working Communities Strategy	76,584	67,184	(9,400)
4351	Alliance	3,725	3,725	0
4443	Elderly Peoples Clubs	4,000	1,358	(2,642)

		<b>Current Budget 2024/25 £</b>	<b>Outturn 2024/25 £</b>	<b>Variance £</b>
4512	Growth Agenda	21,000	8,442	(12,558)
4517	Economic Development	251,955	240,080	(11,875)
4520	Eckington Killamarsh OPE	4,415	4,413	(3)
5748	Ukranian Guests	4,853	4,853	(0)
5750	Assistant Director Economic Development, Regeneration & Housing	99,441	99,463	22
5785	Contributions	136,085	129,088	(6,997)
		<b>1,628,267</b>	<b>1,553,541</b>	<b>(74,726)</b>
	<b>Assistant Director Leisure</b>			
4561	Leisure Centre Management	180,772	179,575	(1,197)
4724	Walking into Communities	27,000	27,017	17
4730	Seated Dancing for Health	0	(700)	(700)
4731	Promotion Of Recreation And Leisure	37,291	37,215	(76)
4736	Derbyshire Sports Forum	14,450	14,450	0
4740	Parkinsons UK Physical Activity Programme	580	580	0
4742	Arts Development	2,570	945	(1,625)
8441	Eckington Swimming Pool	(7,207)	(42,843)	(35,636)
8445	Eckington Pool Cafe	11,240	(10,162)	(21,402)
8451	Dronfield Sports Centre	(35,275)	(163,759)	(128,484)
8455	Dronfield Café	(14,001)	(19,354)	(5,353)
8461	Sharley Park Sports Centre	1,018,249	767,397	(250,852)
8465	Sharley Park Sports Centre Outdoor	(1,000)	(435)	565
8466	Sharley Park Sports Centre Café	12,100	0	(12,100)
8471	Killamarsh Leisure Centre	212,885	207,152	(5,733)
8475	Killamarsh Outdoors	(17,635)	(23,986)	(6,351)
8476	Killamarsh Café	19,979	16,796	(3,183)
		<b>1,461,998</b>	<b>989,888</b>	<b>(472,110)</b>
	<b>Total for Growth &amp; Assets Directorate</b>	<b>4,287,257</b>	<b>3,796,506</b>	<b>(490,751)</b>
	<b>Corporate Charges</b>			
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>16,198,589</b>	<b>14,989,107</b>	<b>(1,209,482)</b>
	<b>Investment Properties</b>			
4411	Stonebroom Industrial Estate	(54,180)	(55,243)	(1,063)
4413	Clay Cross Industrial Estate	(85,050)	(106,768)	(21,718)
4415	Norwood Industrial Estate	(205,410)	(204,609)	801
4417	Eckington Business Park	3,700	3,696	(5)
4418	Rotherside Court Eckington Business Unit	(39,050)	(25,133)	13,917
4423	Pavillion Workshops Holmewood	(93,070)	(89,252)	3,818
4432	Miscellaneous Properties	7,840	14,552	6,712
	<b>Total for Investment Properties</b>	<b>(465,220)</b>	<b>(462,758)</b>	<b>2,462</b>

# APPENDIX 3

## HOUSING REVENUE INCOME & EXPENDITURE ACCOUNT 2024/25

	A	B	C	D	E
	Current Budget 2024/25 £000's	Adjustments to aid comparison 2024/25 £000's	Adjusted Current Budget 2024/25 £000's	Actual 2024/25 £000's	Variance 2024/25 £000's
<b>Income</b>					
Dwelling Rents	(35,733)		(35,733)	(35,937)	(204)
Non-Dwelling Rents	(528)		(528)	(478)	50
Charges for Services and Facilities	(62)		(62)	(75)	(13)
Contributions Towards Expenditure	(50)		(50)	(50)	0
Water Litigation Provision	(75)		(75)	(75)	0
<b>Total Income</b>	<b>(36,448)</b>	<b>0</b>	<b>(36,448)</b>	<b>(36,615)</b>	<b>(167)</b>
<b>Expenditure</b>					
Repairs & Maintenance	5,956		5,956	5,929	(27)
Revenue Expenditure funded from Capital (REFCUS)	0	643	643	643	0
Supervision and Management	8,862		8,862	8,918	56
Rents, Rates & Taxes	113		113	151	38
Capital Charges - Depreciation	8,555		8,555	8,800	245
Increase in Provision for Bad Debts	250		250	1	(249)
Debt Management Expenses	12		12	12	0
Impairments & Revaluations	0	11,180	11,180	11,180	0
<b>Total Expenditure</b>	<b>23,748</b>	<b>11,823</b>	<b>35,571</b>	<b>35,633</b>	<b>62</b>
<b>Net Cost of Services</b>	<b>(12,700)</b>	<b>11,822</b>	<b>(877)</b>	<b>(982)</b>	<b>(105)</b>
Corporate & Democratic Core	185		185	185	0
<b>Net Cost of all HRA services</b>	<b>(12,515)</b>	<b>11,822</b>	<b>(692)</b>	<b>(797)</b>	<b>(105)</b>
(Gain)/Loss on sale of HRA Investment Property	0	(234)	(234)	(234)	0
(Gain)/Loss on sale of HRA fixed assets	0	2,318	2,318	2,318	0
Interest Payable	7,439	(1,693)	5,746	5,746	(0)
Revaluation of Investment Property	0	(782)	(782)	(782)	0
Interest Receivable	(2,723)	2,398	(325)	(325)	0
Capital Grants	0	(5,151)	(5,151)	(5,151)	0
<b>(Surplus)/Deficit on HRA Services</b>	<b>(7,799)</b>	<b>8,679</b>	<b>880</b>	<b>775</b>	<b>(105)</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	449		449	449	0
Transfer to/from HRA Reserves - Debt Repayment Rese	0	(21,939)	(21,939)	(21,939)	0
Adjustments between accounting and funding basis	0	14,780	14,780	14,780	0
Transfers to/from Major Repairs Reserve	7,300	(1,520)	5,780	5,885	105
<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 2024/25 £</b>			<b>Actual 2024/25 £</b>	<b>Variance 2024/25 £</b>
HRA Opening Balance	(3,000)			(3,000)	0
Transfer from Balances 24/25					
Transfer to Balances 24/25					
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>

## North East Derbyshire District Council

### Cabinet

31 July 2025

### Budget Monitoring Report April - June 2025 (Q1)

#### Report of the Deputy Leader of the Council with responsibility for Finance

Classification: This report is public

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

Contact Officer: **Jayne Dethick**

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#### PURPOSE / SUMMARY

To inform Cabinet of the financial position of the Council following the first quarters budget monitoring exercise for the General Fund, Housing Revenue Account and the Capital Programme.

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#### RECOMMENDATIONS

1. That Cabinet note the report and make any comments that they believe to be appropriate with regards to the budget monitoring position outlined.

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

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#### IMPLICATIONS

**Finance and Risk:** Yes ☒ No ☐

**Details:**

It is important that the Council maintains robust budgetary control and monitoring processes in order to safeguard both its reserves and financial resilience.

The issue of financial risk and resilience is covered throughout the report. In addition, it should be noted that not achieving a balanced budget is outlined as a key risk within the Council's Strategic Risk Register.

Members should note that the budgets against which we have monitored the 2025/26 quarter one position were those agreed within the Council's Medium Term Financial Plan.

On Behalf of the Section 151 Officer

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**Legal (including Data Protection):** Yes ☐ No ☒

**Details:**

There are no legal issues arising directly from this report.

On Behalf of the Solicitor to the Council

**Staffing:**

Yes ☐

No ☒

**Details:**

There are no staffing issues arising directly from this report.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

<b>Decision Information</b>	
<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 - £125,000 <input type="checkbox"/> Capital - £310,000 <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>Equality Impact Assessment (EIA) details:</b>	
<b>Stage 1 screening undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 1 to be appended if not required to do a stage 2</li> </ul>	No, not applicable, report is for noting only.
<b>Stage 2 full assessment undertaken</b> <ul style="list-style-type: none"> <li>Completed EIA stage 2 needs to be appended to the report</li> </ul>	No, not applicable
<b>Consultation:</b> <b>Leader / Deputy Leader <input checked="" type="checkbox"/> Cabinet <input checked="" type="checkbox"/></b> <b>SMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/></b> <b>Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></b>	Yes  Details:

**Links to Council Plan priorities;**

- A great place that cares for the environment
- A great place to live well
- A great place to work
- A great place to access good public services

All

**REPORT DETAILS****1     Background *(reasons for bringing the report)***

- 1.1 To update Cabinet on the financial position of the Council following the first quarter's budget monitoring exercise for the General Fund, Housing Revenue account, and the Capital Programme.

**2.     General Fund**

- 2.1 The position in respect of the General Fund as at 30 June 2025 is summarised in Appendix 1 attached to the report. The appendix shows the Original Budget that was set in January 2025, together with the Current Budget compared to the 30 June position.
- 2.2 As at quarter one the overall forecast is for the General Fund to underspend by £0.394m. Variances of note by Directorate are detailed at 2.5 - 2.7 below. Appendix 2 provides a more detailed breakdown by directorate.
- 2.3 The budget approved by Council in January 2025 included a required contribution from the Resilience Reserve of £0.294m, as detailed in the Medium Term Financial Plan Report. Further, the report stated that subsequent underspends be transferred to the Resilience Reserve to 'pay back' contributions this year, increasing resilience for future years. Based on the quarter one forecasts the underspend on General Fund of £0.513m reduces the use of the reserve to nil and forecasts a contribution back to the reserve of £0.219m at outturn this year. This will depend on the actual financial performance out-turning in line with the budgets as the year progresses.
- 2.4 It is worth noting that all salary underspend calculations are net of the 3% salary vacancy savings included in the Medium Term Financial Plan report.
- 2.5 The Organisation and Place Directorate is £0.279m lower than the original forecast. The main variances are in relation to a salary underspend of £0.105m, and underspends on fuel (£0.036m), members allowances (£0.017m) and recycling charges (£0.022m). There is also increased income from grounds maintenance, £0.016m and planning fees of £0.010m.
- 2.6 The Finance and Resources Directorate is £0.167m lower than the original forecast. The main variances are in relation to salary underspends of £0.075m, plus additional new burdens income for external audit fees (£0.023m) and revenues and benefits (£0.040m).

- 2.7 The Growth and Assets Directorate is £0.051m higher than the original forecast. The main variances are in relation to a salary underspend of £0.187m (of which £0.141m relates to leisure). There are also underspends of £0.074m for utilities and leisure expenses for Clay Cross Active £0.029m. These variances are offset by overspends for asset valuations (£0.14m) and reduced income for leisure, £0.368m (£0.312m for Clay Cross Active) and commercial rents £0.020m.

### **Financial Reserves**

#### 2.8 Transfers from Earmarked Reserves

The use of earmarked reserves is 2025/26 to date is £0.701m comprising:

- £0.541m from revenue grants.
- £0.160m from earmarked reserves

#### 2.9 Transfers to Earmarked Reserves

The transfers to earmarked reserves to date is £0.437m comprising:

- £0.218m to revenue grants.
- £0.219m to earmarked reserves

The majority of the transfer to earmarked reserves relate to resilience reserves, see 2.12 below.

- 2.10 There are ongoing commitments against the earmarked reserves which will continue in 2025/26 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

- 2.11 The Invest to Save Reserve had an opening balance of £2.429m at 1 April 2025. Commitments already made against this reserve for 2024/25 and future years amount to £0.418m leaving £2.009 uncommitted and available for future innovations and spend to save initiatives.

#### Resilience Reserve

- 2.12 The Resilience Reserve had an opening balance of £3.597m at 1 April 2025, and planned commitments in the current financial year were forecast to reduce this to £3.303m. The Q1 forecast underspend now reduces this use to nil and forecasts a contribution of £0.218m to the Resilience Reserve. 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**

- 2.13 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 while securing its ongoing savings targets in order to safeguard both its reserves and its financial sustainability.

### **Housing Revenue Account (HRA)**

- 2.14 Appendix 3 shows the HRA position at quarter one. The HRA is showing income above budget by £0.313m and expenditure slightly above budget by £0.088m resulting in an overall income position of £0.225m. The income variance is due to additional rent from 53 week not included in the budget. The expenditure variance includes a £0.090m overspend for subscriptions for the Housing Ombudsman and the Social Housing Regulator.

### **Capital Investment Programme**

- 2.15 Appendix 4 shows the capital position at quarter one which is currently £2.434m lower than the forecast.
- 2.16 The HRA capital programme is lower than forecast by £1.788m, most of which is for the Stone broom Regeneration project but is expected to be on track by the end of the year. The general fund programme is lower than forecast by £0.646m at quarter one. This comprises several small variances across the programme.

## **3 Reasons for Recommendation**

- 3.1 The report summarises the financial position of the Council following the first quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account and Capital Programme

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

- 4.1 This report is concerned with monitoring the position against the Council's previously approved budget. Accordingly, the report does not set out any options where a decision is required by Members.

## **DOCUMENT INFORMATION**

<b>Appendix No</b>	<b>Title</b>
1	General Fund Summary Monitoring Q1 2025/26
2	General Fund Detail Monitoring Q1 2025/26
3	HRA Monitoring Q1 2025/26
4	Capital Programme Monitoring Q1 2025/26

**Background Papers** (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet you must provide copies of the background papers)

None

## GENERAL FUND ACCOUNT - SUMMARY BUDGET MONITORING 2025/26 (QUARTER 1)

	Original Budget 2025/26 £	Current Budget 2025/26 £	Q1 Profiled Budget 2025/26 £	Actuals £	Variance £
Organisation & Place Directorate	9,062,589	9,062,589	2,950,473	2,671,904	(278,569)
Finance & Resources Directorate	5,127,261	5,142,395	1,320,148	1,153,484	(166,664)
Growth & Assets Directorate	3,058,179	3,043,045	1,319,822	1,371,174	51,352
Recharges to Capital and HRA	(618,350)	(618,350)	(154,710)	(154,710)	0
<b>Net Cost of Services</b>	<b>16,629,679</b>	<b>16,629,679</b>	<b>5,435,733</b>	<b>5,041,852</b>	<b>(393,881)</b>
Investment Properties	(467,195)	(467,195)	(116,865)	(151,864)	(34,999)
Bad Debt Provision	40,000	40,000	10,000	10,000	0
Interest	(469,015)	(469,015)	(117,349)	(201,395)	(84,046)
Debt Repayment Minimum Revenue Provision	56,000	56,000	14,000	14,000	0
Parish Precepts	3,835,198	3,835,198	958,800	958,800	0
Transfer To Earmarked Reserves	0	0	217,864	217,864	0
Transfer From Earmarked Reserves	(500,982)	(500,982)	(700,745)	(700,745)	0
Transfer Shortfall From Resilience Reserve	(294,290)	(294,290)	(294,290)	0	294,290
Transfer Surplus to Resilience Reserve	0	0	0	218,636	218,636
<b>Total Spending Requirement</b>	<b>18,829,395</b>	<b>18,829,395</b>	<b>5,407,148</b>	<b>5,407,147</b>	<b>(0)</b>
Business Rates	(6,079,668)	(6,079,668)	(1,519,917)	(1,519,917)	0
New Homes Bonus	(743,488)	(743,488)	(185,872)	(185,872)	0
Recovery Grant	(203,179)	(203,179)	(50,795)	(50,795)	0
Employer National Insurance Contributions	(145,150)	(145,150)	(36,288)	(36,288)	0
Extended Producer Responsibility for Packing (pEPR)	(434,000)	(434,000)	(108,500)	(108,500)	0
Collection Fund (Surplus)/Deficit - Council Tax	(141,491)	(141,491)	(35,373)	(35,373)	0
Collection Fund (Surplus)/Deficit - NNDR	0	0	0	0	0
NEDDC Council Tax Requirement	(7,247,221)	(7,247,221)	(1,811,805)	(1,811,805)	0
Parish Council Council Tax Requirement	(3,835,198)	(3,835,198)	(958,800)	(958,800)	0
<b>Council Tax Requirement</b>	<b>(18,829,395)</b>	<b>(18,829,395)</b>	<b>(4,707,349)</b>	<b>(4,707,349)</b>	<b>0</b>

		Current Budget 25/26 £	Q1 Actuals 25/26 £	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	46,428	44,432	(1,996)
5720	Supporting PA's	28,962	39,837	10,875
	Vacancy Savings Target	(86,454)	0	86,454
		(11,064)	84,269	95,333
<b>Assistant Director Environmental Health</b>				
3400	Environmental Protection	71,900	70,851	(1,049)
3401	Food, Health & Safety	80,217	58,512	(21,705)
3402	Environmental Enforcement	75,077	61,334	(13,743)
3403	Community Outreach	21,165	21,026	(139)
3404	Licensing	47,763	57,541	9,778
3405	Pollution	68,709	66,346	(2,363)
3407	Pest Control	19,790	16,474	(3,316)
3408	Home Improvement	19,349	18,882	(467)
3409	EH Technical Support & Management	144,453	142,042	(2,411)
3410	Private Sector Housing	45,367	36,874	(8,493)
3419	Destitute Funerals	999	4,155	3,156
3420	Fly Tipping	1,500	0	(1,500)
3426	Covid Enforcement Team	0	4,442	4,442
3427	Private Water Supply Contract	0	0	0
3429	Joint Assistant Director Environmental Health	26,568	25,793	(775)
3726	Works In Default	1	3,611	3,610
		622,858	587,882	(34,976)
<b>Assistant Director Streetscene</b>				
3174	Street Scene	97,550	86,364	(11,186)
3227	Materials Recycling	205,615	183,799	(21,816)
3282	Eckington Depot	74,465	68,460	(6,005)
3285	Dronfield Bulk Depot	990	0	(990)
3511	Hasland Cemetery	(9,347)	(10,515)	(1,168)
3513	Temple Normanton Cemetery	(898)	(3,979)	(3,081)
3514	Clay Cross Cemetery	(14,776)	(16,469)	(1,693)
3516	Killamarsh Cemetery	(4,752)	(10,019)	(5,267)
3918	Dog Fouling Bins	(16,434)	(17,685)	(1,251)
3921	Street Cleaning Service	171,212	149,773	(21,439)
3922	Gully Emptying Service	24,756	20,715	(4,041)
3943	Transport	201,454	215,365	13,911
3944	Grounds Maintenance	202,275	148,074	(54,202)
3945	Domestic Waste Collection	514,653	476,796	(37,857)
3946	Commercial Waste Collection	(78,266)	(87,236)	(8,970)
3947	Assistant Director Streetscene	26,655	25,859	(796)
		1,395,152	1,229,301	(165,851)
<b>Assistant Director Planning</b>				
4111	Applications And Advice	(148,122)	(169,686)	(21,564)
4113	Planning Appeals	28,987	28,987	0
4116	Planning Policy	189,824	184,212	(5,612)
4119	Neighbourhood Planning Grant	(20,000)	(20,000)	0
4311	Environmental Conservation	750	0	(750)
4511	Assistant Director Planning	26,523	25,743	(780)
4513	Planning	282,464	265,027	(17,437)
4515	Building Control	9,756	9,756	0
		370,182	324,039	(46,143)

<b>Assistant Director Governance</b>				
1121	Member's Services	146,827	130,407	(16,420)
1123	Chair's Expenses	1,779	323	(1,457)
1131	District Elections	0	146	146
1133	Parish Elections	0	0	0
1134	Combined County Authority Mayoral Election	0	0	0
1137	Parliamentary Elections	0	(0)	(0)
1138	Police & Crime Commissioner Elections	0	0	0
1139	County Council Elections	0	(33,473)	(33,473)
1231	Corporate Training	10,503	14,157	3,654
1259	Corporate Groups	2,127	(24)	(2,151)
1311	Human Resources	86,620	82,716	(3,904)
3121	Health & Safety Advisor	4,823	928	(3,895)
5313	Register Of Electors	69,589	60,441	(9,148)
5321	Assistant Director Governance	29,167	28,717	(450)
5353	Legal Section	88,779	76,545	(12,234)
5354	Land Charges	11,142	6,283	(4,859)
5392	Scrutiny	12,122	0	(12,122)
5711	Democratic Services	109,867	79,248	(30,619)
		<b>573,345</b>	<b>446,413</b>	<b>(126,932)</b>

<b>Total for Organisation &amp; Place Directorate</b>	<b>2,950,473</b>	<b>2,671,904</b>	<b>(278,569)</b>
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#### **Finance & Resources Directorate**

<b>Director of Finance &amp; Resources</b>				
1312	Payroll	38,355	40,076	1,721
1315	Design & Print	60,788	52,925	(7,863)
1321	Communications & Marketing	37,055	36,604	(451)
1323	NEDDC News	9,756	11,251	1,495
1329	Corporate Web Site	0	1,278	1,278
3135	Drainage	34,163	1,601	(32,562)
3512	CBC Crematorium	0	0	0
5113	Unison Duties	5,679	17	(5,662)
5611	External Audit	45,252	22,296	(22,956)
5615	Bank Charges	36,276	30,918	(5,358)
5621	Contribution to/from HRA	0	0	0
5707	Local Government Reorganisation	0	113	113
5713	Audit	29,623	30,758	1,135
5714	Financial Support Services	750	245	(505)
5715	Procurement	21,730	25,388	3,658
5716	Director of Finance & Resources	18,512	17,799	(713)
5721	Financial Services	135,402	139,451	4,049
5724	Insurance	(2,085)	0	2,085
5725	Apprenticeship Levy	11,256	16,414	5,158
5727	Cost Of Ex-Employees	27,171	27,170	(1)
	Vacancy Savings Target	(44,684)	0	44,684
		<b>464,999</b>	<b>454,304</b>	<b>(10,695)</b>

<b>Assistant Director ICT</b>				
5215	Telephones	5,241	1,027	(4,214)
5216	Mobile Phones and Ipads	7,126	4,781	(2,345)
5701	Joint ICT Service	12,298	(21,974)	(34,272)
5734	NEDDC ICT Service	189,997	180,138	(9,859)
5735	Cyber Security	0	0	0
5736	Business Development	64,716	61,201	(3,515)
5737	Corporate Printing Costs	5,177	5,355	178
		<b>284,555</b>	<b>230,528</b>	<b>(54,027)</b>

<b>Assistant Director Communities</b>				
1218	Community Safety	21,257	20,056	(1,201)
1220	Assistant Director Communities	13,233	12,763	(470)
3165	Housing Options Team	102,093	79,733	(22,360)
3176	Pool Car	186	0	(186)

3740	Strategic Housing	39,399	40,420	1,021
3745	Household Support Fund	0	0	0
3747	Homeless Temp Accomodation	10,089	9,802	(287)
3748	Homelessness Grant	15,510	15,510	0
3749	Empty Properties	375	(40)	(415)
3754	Rough Sleepers	11,541	15,269	3,728
3756	Supported Housing Improvement Programme	23,925	19,969	(3,956)
3759	Emergency Welfare Assistance Grant	10,689	10,689	(0)
3760	Asylum Dispersal	(89,300)	(89,300)	0
5221	Customer Services	102,506	100,688	(1,818)
5223	Franking Machine	11,982	8,000	(3,982)
5224	Hybrid Mail	4,251	13,034	8,783
5741	Housing Benefit Service	194,061	123,272	(70,789)
5742	Test & Trace	0	(0)	(0)
5747	Debtors	18,291	17,686	(605)
5751	NNDR Collection	28,253	32,949	4,696
5759	Council Tax Administration	52,253	38,517	(13,736)
5825	Concessionary Bus Passes	0	(365)	(365)
		570,594	468,652	(101,942)
<b>Total for Finance &amp; Resources Directorate</b>		<b>1,320,148</b>	<b>1,153,484</b>	<b>(166,664)</b>

### **Growth & Assets Directorate**

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

1283	Emergency Planning	252	0	(252)
4600	Director of Transformation	36,621	35,498	(1,123)
	Vacancy Savings Target	(43,086)	0	43,086
		(6,213)	35,498	41,711

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

3172	Engineers	58,265	32,933	(25,333)
3241	Car Parks	35,230	32,440	(2,790)
3247	Street Names/Lights	1,752	63	(1,689)
3249	Footpath Orders	(99)	(1,000)	(901)
3265	Dams And Fishing Ponds	690	(684)	(1,374)
3281	Clay Cross Depot	0	0	0
3283	Northwood	0	328	328
3811	CCTV	0	0	0
4412	Midway Business Centre	(18,923)	(10,867)	8,056
4425	Coney Green Business Centre	(9,173)	(9,522)	(349)
4428	Manor Farm Redevelopment Design Work	21,713	21,713	0
4523	Estates Administration	61,851	59,584	(2,267)
4525	Miscellaneous Properties	5,646	866	(4,780)
5204	Assistant Director Property, Estates & Assets	26,612	25,937	(675)
5205	Mill Lane	138,177	129,471	(8,706)
5206	Mill Lane Land	0	1,688	1,688
5209	Facilities Management	65,377	52,036	(13,341)
5210	Pioneer House	14,037	26,682	12,645
		401,155	361,666	(39,489)

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

1255	Strategy and Performance	62,170	60,109	(2,061)
1256	Corporate Consultation	0	0	0
1331	Strategic Partnerships	33,734	28,086	(5,648)
1333	Healthy North East Derbyshire	(75,941)	(75,941)	(0)
1336	UK Shared Prosperity Fund	7,864	7,864	(0)
1339	Explore the District	2,691	2,691	(0)
1340	Inclusive Communities	26,578	26,578	0
1345	UKSPF Management & Admin	792	792	(1)
4211	Tourism Promotions	6,390	7,118	728
4238	Working Communities Strategy	15,781	10,554	(5,227)

4351	Alliance	963	3,911	2,948
4443	Elderly Peoples Clubs	1,002	2,400	1,398
4512	Growth Agenda	5,457	8,902	3,445
4517	Economic Development	68,698	41,507	(27,191)
4520	Killamarsh/Eckington OPE	0	0	0
5748	Ukrainian Guests	0	0	0
5750	Assistant Director Economic Development, Regeneration & Housing	26,568	25,769	(799)
5785	Contributions	136,085	136,085	(0)
		318,832	286,422	(32,410)

#### Assistant Director Leisure

4561	Leisure Centre Management	57,204	59,920	2,716
4720	Sportivate	0	(1)	(1)
4723	Generation Games	0	182	182
4724	Walking into Communities	0	275	275
4726	Walking For Health	0	213	213
4727	Five 60	0	744	744
4729	Active Neighbourhood Pilot	0	(636)	(636)
4730	Seated Dancing for Health	0	200	200
4731	Promotion Of Recreation And Leisure	9,836	9,497	(339)
4732	Schools Promotion	2	2,307	2,305
4736	Derbyshire Sports Forum	3,615	0	(3,615)
4740	Parkinsons UK Physical Activity Programme	0	480	480
4742	Arts Development	644	0	(644)
8441	Eckington Swimming Pool	46,112	23,589	(22,523)
8445	Eckington Pool Cafe	(1,560)	(5,856)	(4,296)
8451	Dronfield Sports Centre	51,012	34,750	(16,262)
8455	Dronfield Café	(1,041)	(3,229)	(2,188)
8461	Sharley Park Sports Centre	329,713	462,852	133,139
8465	Sharley Park Sports Centre Outdoor	(14,426)	0	14,426
8466	Sharley Park Sports Centre Café	(14,647)	(31,865)	(17,218)
8471	Killamarsh Leisure Centre	136,221	130,961	(5,260)
8475	Killamarsh Outdoors	(4,668)	(3,863)	805
8476	Killamarsh Café	8,031	7,068	(963)
		606,048	687,588	81,540

#### Total for Growth & Assets Directorate

1,319,822 1,371,174 51,352

#### Corporate Charges

0001	Recharges to Capital and HRA	(154,710)	(154,710)	0
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#### Total for Corporate Charges

(154,710) (154,710) 0

#### Net Cost of Services

5,435,733 5,041,852 (393,881)

#### Investment Properties

4411	Stonebroom Industrial Estate	(13,531)	(17,375)	(3,844)
4413	Clay Cross Industrial Estate	(21,267)	(26,470)	(5,203)
4415	Norwood Industrial Estate	(51,304)	(69,259)	(17,955)
4417	Eckington Business Park	(174)	(1,731)	(1,557)
4418	Rotherside Court Eckington Business Unit	(9,491)	(7,156)	2,335
4423	Pavillion Workshops Holmewood	(23,222)	(26,284)	(3,062)
4432	Miscellaneous Properties	2,124	(3,589)	(5,713)

#### Total for Investment Properties

(116,865) (151,864) (34,999)

# HOUSING REVENUE ACCOUNT: SUMMARY 2025/26

## APPENDIX 3

	Current Budget 2025/26 £	Profiled Qtr 1 Budget £	Actuals with Accruals £	Variance £
<b>INCOME</b>				
Dwelling Rents	(37,007,918)	(9,259,380)	(9,536,978)	(277,598)
Non-Dwelling Rents	(526,958)	(131,856)	(168,556)	(36,700)
Charges for Services and Facilities	(64,250)	(16,074)	(14,959)	1,115
Contributions Towards Expenditure	(50,000)	(12,500)	(12,500)	0
Water Litigation Provision	(150,375)	(37,623)	(37,623)	0
<b>INCOME TOTAL</b>	<b>(37,799,501)</b>	<b>(9,457,433)</b>	<b>(9,770,617)</b>	<b>(313,184)</b>
<b>EXPENDITURE</b>				
Repairs & Maintenance	6,080,977	1,469,663	1,465,358	(4,305)
Supervision and Management	9,233,813	2,310,271	2,402,290	92,019
Rents, Rates & Taxes	114,000	28,521	28,521	0
Capital Charges - Depreciation	8,555,485	2,140,581	2,140,581	0
Provision for Bad Debts	250,000	62,500	62,500	0
Debt Management Expenses	11,500	2,875	2,875	0
<b>EXPENDITURE TOTAL</b>	<b>24,245,775</b>	<b>6,014,411</b>	<b>6,102,125</b>	<b>87,714</b>
<b>NET COST OF SERVICES</b>	<b>(13,553,726)</b>	<b>(3,443,022)</b>	<b>(3,668,492)</b>	<b>(225,470)</b>
Corporate & Democratic Core	185,450	46,363	46,363	0
<b>NET COST OF HRA SERVICES</b>	<b>(13,368,276)</b>	<b>(3,396,660)</b>	<b>(3,622,130)</b>	<b>(225,470)</b>
Interest Payable	8,103,612	2,027,523	2,027,523	0
Interest Receivable	(2,611,497)	(653,395)	(653,395)	0
Revenue Contribution to Capital	6,944,515	1,737,516	1,737,516	0
Contribution to Development Reserve	2,171,709	543,360	543,360	0
Contribution to/(from) Resilience Reserve	(1,290,063)	(322,773)	(322,773)	0
Contribution to Insurance Reserve	50,000	12,510	12,510	0
Capital Grant			(207,929)	(207,929)
<b>(Surplus)/Deficit on HRA Services</b>	<b>0</b>	<b>(51,919)</b>	<b>(485,318)</b>	<b>(433,399)</b>



Project/Scheme	Current Programme 2025/26 £000	Profiled Budget £000	Actual and Commitments £000	Variance £000
<b>Housing Investment</b>				
HRA Capital Works	16,490	4,123	3,587	(536)
Garage Demolitions	30	8	0	(8)
Stonebroom Regeneration Project	9,701	2,425	764	(1,661)
North Wingfield New Build	1,559	390	669	279
Stock Purchase Programme	3,022	756	904	149
Private Sector Spending	894	224	212	(12)
<b>Total Housing Investment</b>	<b>31,696</b>	<b>7,924</b>	<b>6,136</b>	<b>(1,788)</b>
<b>Other Capital Projects</b>				
Asset Refurbishment - General	699	212	212	0
Southern Vehicle Hub	250	63	34	(29)
Asset Refurbishment - Mill Lane	316	79	3	(76)
Dronfield LC Carbon Efficiencies Programme	0	0	(9)	(9)
Coney Green Telephony System	162	41	4	(37)
Fuel island Project	420	222	222	0
Sharley Park 3G Pitch	968	242	0	(242)
Sharley Park 3G Pitch - Replacement Fund	27	7	0	(7)
Lottery Funded Schemes	9	2	0	(2)
Replacement Vehicles	4,144	2,031	2,031	0
Contaminated Land	42	11	0	(11)
ICT Schemes	500	125	17	(108)
CX Town Market Street Regeneration	10,533	9,828	9,828	0
CX Town Sharley Park Active Community Hub	2,828	2,794	2,794	0
CX Town Low Carbon Housing Challenge Fund	655	164	9	(155)
CX Town Rail Station Feasibility	44	11	0	(11)
CX Town Programme Management	373	100	100	0
UK Shared Prosperity Fund	0	0	(7)	(7)
Pride in the Public Realm	0	0	2	2
Quality Parks and Play Areas	0	0	45	45
<b>Total Other Capital Projects</b>	<b>21,970</b>	<b>15,931</b>	<b>15,285</b>	<b>(646)</b>
<b>Total Capital Expenditure</b>	<b>53,666</b>	<b>23,855</b>	<b>21,421</b>	<b>(2,434)</b>
<b>Housing Investment Funding</b>				
Major Repairs Reserve	(15,545)	(3,886)	(3,587)	299
HRA Capital Investment Reserve	(2,230)	(558)	(162)	396
Usable Capital Receipts	(1,000)	(250)	0	250
External Grant	(945)	(236)	0	236
Prudential Borrowing	(11,082)	(2,771)	(2,175)	596
	(30,802)	(7,701)	(5,924)	1,777
Private Sector Spending				
Disabled Facilities Grant	(894)	(224)	(212)	12
<b>Total Housing Investment Funding</b>	<b>(31,696)</b>	<b>(7,924)</b>	<b>(6,136)</b>	<b>1,788</b>
<b>Other Capital Projects Funding</b>				
Prudential Borrowing	(4,232)	(2,980)	(2,980)	0
External Grant	(14,036)	(11,131)	(10,743)	388
RCCO	(866)	(508)	(396)	112
Useable Capital Receipts	(2,836)	(1,312)	(1,166)	146
<b>Other Capital Project Funding</b>	<b>(21,970)</b>	<b>(15,931)</b>	<b>(15,285)</b>	<b>646</b>
<b>Total Capital Financing</b>	<b>(53,666)</b>	<b>(23,855)</b>	<b>(21,421)</b>	<b>2,434</b>

# Digital Strategy – Draft

Foreword – Secretary of State for Science, Innovation and Technology, NEDDC Leader and Managing Director

*"It's not enough for government to just 'keep up' with the scale of change happening all around us. We have to understand it, use it, and shape it. And we must grasp every opportunity to drive greater value for money for the taxpayer."* **Secretary of State for SSIT.**

*"A key principle of our Digital Strategy is that it's not about technology, it's about great service design, utilising the tools of the digital age to make it easier, faster, inclusive and a more fulfilling experience when residents and businesses work with us."* **Lee Hickin, Managing Director.**

As an organisation we embrace innovation, creativity, new ideas and new ways of working to ensure our Council succeeds. We challenge functional barriers, encourage, coach, and empower our colleagues to engage, develop talent from within, create an environment where people want to be successful and take ownership and most importantly – be ONE TEAM.

I truly believe that the adoption and development of our ONE TEAM ethos, coupled with our 'collaborative leadership' approach, sets the organisation up to succeed in helping to shape the future of the communities that we serve.

The digital agenda provides an opportunity to grow, to innovate, to make data led decisions through analysis and evaluation. It can provide digital inclusion to our communities, which in turn can support us becoming a smart, well-connected and inclusive district.

Digital supports the efficient and effective running of our business. It can generate efficiencies in ways of working, help innovate and enable us to partner well with others. It can make our services simpler, easier to access and more straightforward to use. Users of our services, regardless of age, gender, race, ability or disability rightly expect a user experience from their council that is fair and comparable to that which they experience in other parts of their lives and we aim to meet this expectation.

***"Customers need ways of getting things done 24/7 in ways that suit them. We recognise the importance of the 'customer journey' with us and recognise that it needs to be as simple, intuitive, accessible and efficient as possible. "***  
**Cllr Nigel Barker Leader of the Council**

We run a large, complex range of services, many of which face significant financial pressures and increasing demand. Navigating this complexity and challenge to deliver our digital ambitions in an

ever-changing world is no small task, and one which this strategy helps us address. Our digital plans over the next five years are carefully designed to achieve the right balance.

We need to keep operating costs down whilst maximising the security, quality, and effectiveness of our services. Improved technology will fundamentally change how we deliver our services, and we will support this with a culture that ensures we use it well. our Council Plan, sets the roadmap for this, ensuring we engage with our residents, our businesses, and our staff. Our ONE TEAM ethos is at the core of everything we do, along with ensuring our decisions are data driven, evaluated and feedback is sought and then acted on

There is more work to do, but we are in a strong position to improve in ways that will make a real difference. As we do this, it is important that we leave no-one behind. Accessing digital services of course requires people to be digitally enabled, and we will work to help tackle digital exclusion in our communities whilst respecting individual choice over how customers and residents choose to access council services.

We will seek to support digital equity by providing our residents with more effective digital options, as well as supporting those who struggle to access digital services and still want to contact us in other ways.

**Cllr Nigel Barker, Leader of the Council and Lee Hickin, Managing Director**

## Contents

Foreword - Leader and Managing Director.....	1
Contents.....	3
Introduction .....	4
Where NEDDC is at now .....	5
Our Digital Vision .....	6
Digital Ambitions .....	7
Action Plan .....	10

## Introduction

Digital transformation is a fundamental reality for local government today.

Our digital strategy is essentially a roadmap of how we will use digital technologies to support the ambitions of our council plan making North East Derbyshire a great place to live, work, access public services and care for the environment

This strategy will update and evolve as the changing world around us does. We set out a five-year plan to improve how we serve our residents and businesses in a digital world, not just for now, but also for the future.

As we learn from feedback and evidence we gather, we will adapt, using the action plan that forms part of this strategy to monitor our achievement and adapt to changes.

Digital technology underpins practically all elements of council operations. It helps colleagues to work efficiently and focus their efforts on the practical things our residents need. It supports access to services and provides the systems that capture the information we need to understand how we are doing and how we can improve.

In recent years we have invested significantly in our technology, developing an enterprise-level Microsoft 365 environment. This has already begun to improve our technological foundations, and it is on this base that our next phase will be built. This strategy sets this continuing digital journey out.

***"Our ethos and ONE TEAM culture means we are agile and can look inwards at what we do. We are confident to self-critique our processes together, so we follow best practice.***

***We remain innovative and always open to change, we balance risks with innovation, with our goal to be well equipped, capable and forward thinking to provide outstanding services now, and in the future." Lee Hickin, Managing Director***

## Where we are now -

- Over 50% of transactions with us are digital
- 14,000 residents (out of 50,000 homes) in the district signed up to receive our email news bulletins
- Collectively over 22,000 people follow us on our social media channels
- Our website has 750,000 interactions each year
- Accessibility ratings of over 90% on our website
- 54,000 calls answered annually
- Answered 11,000 emails annually
- 7,700 online forms completed annually
- Manual based transactions are common place across the organisation
- Digital working is still being embedded
- Culture change is still needed to embrace the digital revolution
- There are skills and knowledge gaps across the council in digital expertise
- Progression with speed is a barrier due to back office complexities and security restrictions
- Staff survey perceptions (snapshot) RS add detail
- Residents survey perceptions (snapshot) RS add detail

## Current Strengths

1. **Comprehensive Vision and Goals:** Our strategy outlines a clear vision for digital transformation, aiming to enhance service delivery, boost efficiency, and engage citizens effectively
2. **Action Plan:** The inclusion of a detailed action plan with specific goals, timelines, and measures is commendable
3. **Focus on Digital Inclusion:** Addressing the digital divide and promoting digital literacy is a strong point
4. **User-Centric Design:** Emphasizing the importance of user experience and accessibility in service design is crucial

## Our Digital Vision:

Our vision is simple, to embrace digital transformation to provide better services and outcomes for the residents and businesses of North East Derbyshire.

### Our approach to digital improvement

#### Prioritising customer needs

Service improvement will focus on meeting the needs of our residents and businesses, particularly those who are most vulnerable. By using research and data to better understand this in our district we will use this to develop services and ways of working to meet those needs.

Our services will be accessible to all and will be working to improve digital inclusion. Services will be simple, intuitive and support those who aren't online to be digitally enabled.

#### Creativity and Innovation

Embracing new ways of delivering improvements to our services, backed up by research, data and feedback. We will invest in reducing manual based tasks and paperwork, utilising AI and embracing new technologies, enabling quick, data driven decision making.

#### Driven by data

The data we collect about our residents, businesses and staff will support every aspect of our digital engagement and improvement. We will engage through research and analytics which will guide what we do and when. We will invest in meeting the ambitions in our council plan and ensuring we invest our resources effectively, ensuring successes are measured and continuously improve our services through feedback and evaluation.

#### Leadership and Culture

We will become a digital council by facilitating cross functional project teams, sharing goals and working in a more collaborative way. Employees will be given the space to deliver, be empowered to share knowledge and work together rather than in silo's to best support our needs and those of our residents and businesses

## Digital Ambitions

We have a clear understanding of the needs to our residents, local businesses, partners and visitors, both qualitatively and quantitatively, so that we can improve outcomes for and with them.

This understanding helps set our digital ambitions which cover four key areas, underpinning what we want to achieve over the next five years and beyond:

### **Our Aim: Easy, engaging, and inclusive.**

To do this we will:

Provide easier digital access to council services and encourage people to use it. Take a user-centred approach to design and maximise accessibility. Take action to improve digital inclusion.

### **Our Aim: Simple, stable, and secure.**

To do this we will:

Work in a prioritised and systematic way to simplify and modify our digital estate to make it as secure, resilient, and reliable as practical.

### **Our Aim: Well-used and used well.**

To do this we will:

Support colleagues to make the best, fullest use of the tools and technologies available to them, developing high levels of digitally skilled collaboration. Provide robust data and insights to ethically improve effectiveness and efficiency.

### **Our Aim: Collaborate, share, innovate.**

To do this we will:

Adopt the right technologies, systems, processes, culture, and governance to provide a safe and productive environment for wider collaboration, automation and problem-solving, using technology.



## **Our digital vision and ambitions translate into real digital enhancements:**

### **Real-Time Interactivity**

We will integrate more real-time communication tools, leveraging the power of ai by looking to utilise live chat, government digital service ai resources such as 'minute' for removing the need for human manual tasks to free up capacity to focus on adding quality and value to our digital services.

We will also ensure we are providing more interactive social media campaigns to enhance resident engagement which align to our council plan outputs and what resonate with our residents by analysing the data from our social media channels to provide interesting, engaging and relevant campaigns.

### **Data-Driven Decision Making**

We will incorporate more robust data analytics tools (ai) and provide training for staff to leverage data for informed decision-making

- **Example:** Using AI-driven data analysis to improve decision-making processes, as seen in Camden Council's RentSense system

### **Cybersecurity and Data Privacy**

Our strategy includes comprehensive cybersecurity measures and protocols to protect residents' data

- **Example:** Implementing multi-layered security measures including firewalls, anti-virus software, and regular security audits, similar to the approach taken by Howden Group

### **Stakeholder Engagement**

We will engage stakeholders, including residents, in the transformation process. Regular feedback and consultation will help tailor services to meet their needs

- **Example:** Conducting regular surveys (twice a year) to gather feedback from residents.

### **Agile Implementation**

We will adopt an agile approach to implementation, allowing for iterative processes and continuous improvement

- **Example:** Using agile methodologies to develop and deploy new digital services, as demonstrated by the AI implementation plan at NEDDC

### **Continuous Monitoring and Evaluation**

We will establish a framework for continuous monitoring and evaluation of the strategy's impact. Key performance indicators (KPIs) will be used to measure success and make necessary adjustments

- **Example:** Regularly reviewing and updating the digital strategy based on performance data and feedback, similar to the approach taken by NEDDC and the Council Plan reporting and metrics framework

### **Digital Literacy Programs**

We will sign post to digital literacy programs and leverage funding and grants where possible to ensure all residents can access and benefit from digital services. Partnerships with local NGOs will help reach vulnerable populations

- **Example:** Sign posting to digital skills workshops in our printed magazine and via online channels, similar to the initiatives run by the Government Digital Service

### **Unified Digital Platform**

We will implement a unified digital platform, utilising cloud services such as OneDrive and ensure our data is of high quality and integrates all services, providing a seamless experience for residents and increased usability and interrogation for internal use and ai data decision making.

## Digital Inclusion

Ensuring that all residents have access to digital resources and can participate fully in a modern digital society is a key part of our digital strategy. Making sure that vulnerable groups are able to participate and learn digital skills are crucial to ensuring the future is accessible for all.

On the face of it, addressing digital exclusion should be easy – you simply need to identify who's excluded, find out why, put measures in place to close the gap and implement the change.

The challenge is that the reasons for exclusion are more complicated than this – and evidence increasingly points to exclusion as a spectrum. Rather than someone being either digitally included or excluded, they might be somewhere in between – and depends on context.

What we do know in the UK, is that the older you are and the poorer you are, the more likely you are to be digitally excluded.

People over the age of 70 are significantly more likely not to use the internet than younger age groups.

Other factors like disability, skills, income, motivation and confidence also play a part, and when someone has more than one of these factors, the likelihood of them being digitally excluded increases even more. (Source: [Four essential steps for delivering digital inclusion projects and initiatives | Local Government Association](#))

### Objectives

We have three clear objectives, where we will work with partners to reduce inequalities in the digital world in North East Derbyshire and help facilitate:

- Access to digital services
- Enhancing digital skills
- Increasing digital participation

### Inclusion Plan

In order to meet our objectives, we have set out a clear plan to understand who are digitally excluded, why that is and how we can help change things for the better. To do this, we will:

- Identify target groups – use resident surveys to identify those who are most likely to be digitally excluded such as older adults, low income households, people with disabilities and those with low digital literacy.
- Understand barriers - Assess the specific barriers these groups face, whether they are related to access, skills, confidence, or motivation.

### Implementation and Support

We will implement our inclusion plan by:

- Identifying digitally excluded groups through resident surveys and regional and local datasets
- Understand their needs from the data and engage with our partner organisations to signpost to digital training programmes to improve digital literacy and skills, tailored to the needs of specific groups of people.

- Provide a support service – support given to our residents to help navigate digital services and build confidence in understanding and undertaking online transactions such as paying council tax online, understanding how to report issues in the district for example. This will be done on an individual basis where customers interact with our staff to help them be more digitally confident.
- Lobby the government and regional EMCCA authority to ensure everyone has access to affordable and reliable internet services and digital devices.

## Monitoring and Evaluation

In a world that is increasingly reliant on technology – having digital literacy, access and connectivity is more important than ever. The 'digital divide' – which separates those who don't have access to digital technologies or the ability to use them from those who do – has real implications not just for individuals, but for communities and the public purse too.

There is an increasing reliance on digital participation in nearly every aspect of our lives – from securing and holding down a job, to accessing education and services. Without widespread digital inclusion our economic success as a country and our personal health, wellbeing and attainment are all at risk of compromise and existing societal inequalities risk being compounded.

When analysing the digital divide there is usually a close correlation between digital exclusion and poverty. 'Digitally literate' people will end up having more and remaining better off financially and socially; where 'digitally impoverished' people will be at an even greater disadvantage.

People who have characteristics that are protected under the Equality Act 2010 (age and disability in particular) are also more likely to be excluded. So, not only is there a strong economic and societal rationale for investing in inclusion – there's a moral compulsion too.

The United Nations has identified internet connectivity as a basic human right and yet, even in developed countries like the UK, there remains a persistent gap between people who can easily access the internet and have the skills to use it – and those that don't or can't.

When considering the business case for inclusion at a local level, it is critical to look at potential benefits in a holistic way and in the medium to long term. Although digitally included people are more likely to use online services, channel shift is only one of the benefits of inclusion and is rarely its core, or most impactful outcome.

## Action Plan

Provide easier digital access to council services and encourage people to use it. Take a user-centred approach to design and maximise accessibility. Take action to improve digital inclusion.

<b>Easy, engaging, and inclusive</b>				
Action/Target	Outcome	Measure	When	Lead
Map current systems used at the council (major systems review)	Log of all our systems, how they interact with each other and if they are fit for purpose or need to change in line with technology advances, improved customer journey, efficiencies in time and money. Leading to an improvement roadmap	<p>Process map of systems in place across the council , what is used by whom and how they integrate together. Record of innovations possible and barriers to delivery.</p> <p><b>What it delivers against the ambition –</b> simplification of back office systems – increase efficiency, easier to use for the customer journey – goal to increase digital take up and streamline resources and efficiencies and understand where we are as a council and where we need to be</p>	Dec 2025	KOG
One gov keep on top of agenda so we can utilise as it gets expanded	Improved customer journey, simplified sign on for council transactions	<p>Customer satisfaction</p> <p><b>What it delivers against the ambition –</b> ease of use for the customer – streamlined datasets, centralise data – higher quality data – enabling use</p>		

		with ai/automation functions. Customer journey improved by simplification – increase digital take up of online transactions		
Measure customer satisfaction with digital services	Understand the needs of our residents, businesses and staff (for those who take part)	Satisfaction survey statistical data and comments qualitative data  <b>What it delivers against the ambition</b> – gives us a greater understanding of our customers wants and needs, helping to shape policies plans an strategies and forward vision. Completes feedback and evaluation loop of best practice	Ongoing each year	Customer Services/Informatio n & Improvement/Com ms
Seek hard to reach groups (non digital residents) identify them and provide digital skills through partners	Engage on digital transformatio n Ensure/improv e compliance with Accessibility regulations	Decreasing percentage of people not accessing digital surveys through our own surveys and census data <b>What it delivers against the ambition</b> – inclusivity, inclusion and accessibility of services to all	Ongoing	Information & Improvement/Com ms
Simplify our digital services for the customer single sign on for all services	residents and businesses can effectively engage with council services when and where it is most	Numbers using services (quantitative) user surveys/feedback integrated into forms (qualitative) <b>What it delivers against the</b>	December 2027	All service managers

	convenient for them (Improve customer journey)	<b>ambition</b> – ease of use for the customer – streamlined datasets, centralise data – higher quality data – enabling use with ai/automation functions. Customer journey improved by simplification – increase digital take up of online transactions		
Providing quick and easy access to information and online services. Simplify our website to access info within 3 clicks	High performing, accessible website with less than 3 clicks to information. AI bots to help guide users	Google analytics, user feedback  <b>What it delivers against the ambition</b> – improves customer journey – increases confidence and ease of use. Increases accessibility and inclusivity to all	December 2027	Comms
Implement a tell us once service	Remove the need for residents to complete several forms to inform separate services of changes in their circumstances and support an improved customer experience.	Feedback on the service, survey data, usage stats <b>What it delivers against the ambition</b> – improves customer journey – increases confidence and ease of use. Increases accessibility and inclusivity to all (customer journey improved through simplicity. Datasets centralised for	December 2028	TBD

		forward progression of automation/ai)		
Keep our systems and digital technology up to date and relevant to their purpose – ensure systems are using latest versions of software that are most appropriate to the functions performed	We will test the services to make sure they are simple and intuitive and follow best practices.	Maintenance of Major systems review data  <b>What it achieves against the ambition</b> – improves customer journey – increases confidence and ease of use. Increases accessibility and inclusivity to all (customer journey improved through simplicity. Datasets centralised for forward progression of automation/ai)	Ongoing	All service managers, ICT/KOG
<b>Simple, stable, and secure</b>				
Simplify and modify our digital estate to make it as secure, resilient, and reliable as practical	Systems being utilised to their full potential	Usage statistics for platforms  <b>What it achieves against the ambition</b> – robust, safe and secure for staff and residents	Ongoing	All SM's
Achieve/maintain compliance with relevant cyber accreditations	Secure and stable ICT infrastructure	Statistical data to evidence security/compliance <b>What it achieves against the ambition</b> – fit for purpose, safe and secure systems	Ongoing throughout	ICT
Back office systems and infrastructure that are resilient against cyber attack	Stability and security of data which is online and resilient to attack	Data breach analysis <b>What it achieves against the ambition</b> – robust, safe and secure for staff and residents	2027	ICT



<b>Well-used and used well</b>				
Improve staff customer journey Undertake surveys, review, consider outcomes	Through training videos on the intranet	New systems have walkthroughs on how to use – collaboration working to ensure systems are fit for purpose  <b>What it achieves against the ambition –</b> increase staff knowledge and confidence in using digital and automation	2026	All service areas
We will make further use of Power apps and AI to integrate channels, applications and workflows to enable seamless end-to end transactions across a wider range of services and maximise the first touch capability of council officers.	AI Roadmap and strategy with AI and automation integrated as part of the workflow	Cost savings, resource efficiencies, improved customer satisfaction/staff skills increased in digital  <b>What it achieves against the ambition –</b> increase staff knowledge, awareness, confidence and ability to innovate to streamline workloads and add quality to outputs	2026	DV/ICT/All service areas
Build a roadmap of digital services in a data-driven priority order, focusing on high-volume services, and highly manual processes	AI strategy delivered goals with automation and ai integrated into the workforce, with reduced manual processes	Measure to be identified <b>What it achieves against the ambition</b> developing high levels of digitally skilled collaboration. Provide robust data and insights to ethically improve	2026	KOG

		effectiveness and efficiency		
Transform the work of our customer service teams and across the council by continuing to utilise technology, ai and automation with one telephone number for those that must speak to an agent	Reduction in manual based interactions, increased automation	Stats to show reduction in calls, emails and webchats <b>What it achieves against the ambition</b> developing high levels of digitally skilled collaboration. Provide robust data and insight	tbd	Customer Services, Revs and Bens
Put payments online for all payable services, making the council cashless for all but the most vulnerable	Online payment systems	Online transaction monitoring <b>What it achieves against the ambition</b> Provides data and insight into our customers to better serve their needs whilst ensuring they have digital skills	2025	Customer services
<b>Collaborate, share, innovate</b>				
invest in reducing manual based tasks and paperwork, and enable quick, data-driven decision making.	Streamlines work processes, innovative and collaborative and upskilled workforce	Increase in outputs/quality measured through management dashboard and staff surveys for confidence in skills surveys <b>what this achieves against the ambition</b> automation and problem-solving, using technology.	2026	DV/all/Information & Improvement
Streamline the number of ways colleagues contact each other – reduce the need for deskphones, utilise microsoft apps and	Single points of contact/clear direction on staff contact and customer contact to	Contact methods reduced <b>What this achieves against the ambition</b> Adopt the right technologies,	2026	All/SMT

teams for calls to simplify and innovate with staff	minimise duplication and increase quality of data and outputs	systems, processes		
We will use research and data to better understand our residents and businesses needs identify new ways of working – align with ai/automation/national approach to digital and ai	use/build and develop products and services to meet simplify and automate	Reduction in number of back office systems, better utilisation of systems through feedback/evaluation surveys <b>What this achieves against the ambition</b> Adopt the right technologies, systems, processes	December 2026	Information & Improvement, Comms, Developers, Project Lead

## CABINET DECISIONS 2025/26

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
9 June 2025	<p>Five Year Housing Land Supply Statement</p> <p><i>Relevant to Communities Scrutiny</i></p>	Councillor S Pickering, Portfolio Holder for Environment & Place	Non Key & Open	<p>(1) That the annual assessment of the five-year land supply of deliverable sites for housing be noted.</p> <p>(2) That the five-year land supply of deliverable sites for housing be published on the Council website.</p>	To ensure Members were aware of the Council's latest position on the Five Year Housing Land Supply, prior to publication of the information on the Council's website.
	<p>Public Consultation on Issues and Options for the New Local Plan and Proposed Update to the Adopted Statement of Community Involvement</p> <p><i>Relevant to Communities and Environment Scrutiny</i></p>	Councillor S Pickering, Portfolio Holder for Environment & Place	Non Key & Exempt	<p>(1) That the contents of the report and the pre-publication Issues and Options consultation material that will be made available, be approved for use for the public consultation.</p> <p>(2) That the proposed arrangements for the public consultation on the Issues and Options for the Local Plan be approved.</p>	<p>To ensure that Cabinet had the chance to review the progress of preparation of a new Local Plan against the timetable set out in the LDS and the proposed approach to the Issues and Options consultation.</p> <p>To ensure that Cabinet had the opportunity to consider the emerging Issues and Options consultation material (and feedback from members of the Local Plan Working Group on the material) before public consultation commenced later in June 2025.</p>

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
				<p>(3) That responsibility be delegated to the Assistant Director of Planning, in consultation with the Portfolio Holder for Environment and Place, for approving the detailed wording of the Issues and Options consultation material and final arrangements for public consultation including the organisation of Focus Groups.</p> <p>(4) That the proposed update to the Council's adopted Statement of Community Involvement to reflect the use of new technology and communication methods that will be used in consultations on the Local Plan and for providing more regular updates on plan making be approved.</p>	



North East Derbyshire  
District Council

## **Forward Plan of Executive Decisions for the period 15 June 2025 to 15 July 2025**

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 £125,000 revenue or £310,000 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: amy.bryan@ne-derbyshire.gov.uk.

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Sarah Sternberg  
Assistant Director of Governance & Monitoring Officer

**Published on: 15 June 2025**

### **Cabinet members and their responsibilities**

<b>Member</b>	<b>Portfolio of responsibilities</b>
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
Award of Contract for Financial Software  <i>Relevant to Services Scrutiny</i>	Director of Finance and Resources, Section 151 Officer	Not before 30th Jul 2025	Key	Open	Councillor Pat Kerry	Director of Finance and Resources, Section 151 Officer
Disposal of Land to Enable Extra Care Facility  <i>Relevant to Business Scrutiny</i>	Cabinet	31 Jul 2025	Key	Fully exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Councillor Jayne Barry	Director of Growth and Assets
Simpler Recycling  <i>Relevant to Environment Scrutiny</i>	Cabinet	31 Jul 2025	Key	Open	Councillor Stephen Pickering	Assistant Director of Streetscene



**SERVICES SCRUTINY WORK PROGRAMME 2025/26**  
**CHAIR: CLLR MICK SMITH**  
**VICE CHAIR: CLLR RICHARD SPOONER**

AGENDA ITEM	BRIEF DESCRIPTION	LEAD OFFICER/ORGANISATION
<b>Meeting Date: 29 July 2025</b>		
Financial Outturn 2024/25	To receive the financial outturn for 2024/25	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Gain an overview of the outturn for 2024/25</i>	
Medium Term Financial Plan Budget Monitoring Q1 2025/26	To receive the budget monitoring report for 2025/26 – Quarter 1	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Gain an understanding of the Council's financial outturn position for 2024/25</i>	
Generative Artificial Intelligence – Task Group Update	Overview on Generative Artificial Intelligence and steps the Council are taking	Jayne Dethick, Director of Finance & Resources (S151 Officer) / David Vickers. Communications, Marketing & Design Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Gain an understanding of AI and steps being taken</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 <ul style="list-style-type: none"> <li>Digital Strategy</li> </ul>	David Vickers, Communications, Marketing & Design Manager - <b>ACCEPTED</b>

	<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: 2 September 2025</b>		
Performance Management	Council Plan Targets Performance Update – Quarter 1	Kath Drury – Information and Improvement 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: 25 November 2025</b>		
Performance Management	Council Plan Targets Performance Update – Quarter 2	Kath Drury – Information and Improvement 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 Budget Monitoring Q2 2025/26	To receive the financial outturn for 2025/26 – Quarter 2	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Gain an understanding of the Council's financial outturn position for 2024/25</i>	
Local Plan Update	Update on the Local Plan	David Thompson, Assistant Director of Planning – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To hear about the Local Plan and any changes/issues that have arisen</i>	
NEDDC Park Equipment	Overview of NEDDC owned parks/play areas	Joy Redfern, Assistant Director of Streetscene / Cate Harris, Streetscene Coordinator – <b>CONFIRMED (invite sent)</b>
	<b>Outcomes:</b> <i>To gain an insight into parks/play areas owned by NEDDC, maintenance schedules and plans for upgrades</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: 24 February 2026</b>		
Performance Management	Council Plan Targets Performance Update – Quarter 3	Kath Drury – Information and Improvement 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 Budget Monitoring Q3 2025/26	To receive the financial outturn for 2025/26 – Quarter 3	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Gain an understanding of the Council’s financial outturn position for 2024/25</i>	
Annual Local Government Ombudsman Report	To receive and discuss the Annual Ombudsman Report	Rachael Pope, Customer Service Manager – <b>TBC</b>
	<b>Outcomes:</b> <i>Informed of any major complaints logged with the LGO.</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: 12 May 2026</b>		
People Strategy Action Plan - Annual Update	Update on progress made against the Action Plan	Lee Hickin – Managing Director / Sara Gordon – HR & OD Manager - <b>TBC</b>
Performance Management	<b>Outcomes:</b> <i>To understand the progress made to date on the action plan</i>	Kath Drury – Information and Improvement 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	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement 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

- Overview of Complaints procedure (process, how compl are logged, stats, key problem areas etc)
- Missed bins – tie in with complaints procedure
- NEDDC parks – how many and location, age of equipment, who maintains them, maintenance schedule, grants for updating
- Employment Rights Bill