

**MEMBERS INTERESTS 2012**

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

	<b>General</b>		
1.	I have a disclosable pecuniary interest.	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>
2.	I have a non-pecuniary interest.	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a pecuniary interest <b>because</b> it affects my financial position or the financial position of a person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest or it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/>          <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>          <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>
4.	I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of:  (i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.  (ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.  (iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay.  (iv) An allowance, payment or indemnity given to Members  (v) Any ceremonial honour given to Members  (vi) Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>	<i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>
5.	A Standards Committee dispensation applies (relevant lines in the budget – Dispensation 20/2/13 – 19/2/17)	<input type="checkbox"/>	<i>See the terms of the dispensation</i>
6.	I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>

**'disclosable pecuniary interest'** (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

**Interest**

**Prescribed description**

Employment, office, trade, profession or vocation

Any employment, office, trade, profession or vocation carried on for profit or gain.

Sponsorship

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

*"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;*

*"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;*

*"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;*

*"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;*

*"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;*

*"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.*

**'non pecuniary interest'** means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**'a connected person'** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

**'body exercising functions of a public nature'** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

**NB** Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

**EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

**HELD: 3 OCTOBER 2013**

Start: 7.30pm

Finish: 8.50pm

**PRESENT:** Greenall (Chairman)

Mrs Atherley	Gagen
Baldock	Kay
Mrs Baybutt	Moran
Bell	Oliver
Blane	O'Toole
Cropper	Pendleton
Delaney	Pope
Mrs R Evans	Savage
Furey	

Officers: Deputy Assistant Director Housing and Regeneration (Mr I Gill)  
Deputy Borough Treasurer (Mr M Kostrzewski)  
Assistant Solicitor (Mr M Hynes)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

**15. APOLOGIES**

There were no apologies for absence.

**16. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 2, Members noted the termination of membership of Councillors Cheetham, Jones and Wilkie and the appointment of Councillors Mrs Baybutt, Mrs Atherley and Delaney, for this meeting only, thereby giving effect to the wishes of the Political Groups.

**17. URGENT BUSINESS**

There were no items of urgent business.

**18. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**19. DECLARATIONS OF PARTY WHIP**

There were no declarations of a Party Whip.

**20. MINUTES**

RESOLVED: That the minutes of the meeting held on 4 July 2013 be received as a correct record and signed by the Chairman.

## **21. RELEVANT MINUTES OF CABINET**

Consideration was given to the minutes of the Cabinet held on 17 September 2013. Questions and comments were raised in respect of the following items:

Minute 28 (Community Infrastructure Levy - Draft Charging Schedule) - use of funds raised and accountancy arrangements.

Minute 32 (Abbey Lane Playing Fields - Transfer to Community Sports Club) - leasing arrangements; fee structure and hire charges; inspection regime; impact on community accessing the facilities; current arrangements with local junior football clubs.

Minute 34 (Sustainable Energy Strategy) - support to the private sector, including financial assistance.

Minute 37 (Licensing Act 2003 - Early Morning Restriction Order) - scrutiny of money being spent and evidence from Counsel to take forward; processes and parameters.

Minute 38 (Risk Management) - terminology used; timescales relating to affordable housing schemes.

Minute 46 (Skelmersdale Town Centre Regeneration - Progress Update) - progress to date.

RESOLVED: A That as a consequence of the discussion on Minute 32 and Minute 37 respectively, it was agreed that the following comments be referred to the relevant Portfolio Holder:

1. That it be recommended, in relation to fee setting for Abbey Lane Playing Fields Community Sports Club, that the charges for use should be in line with other West Lancashire leisure hire charges.
2. That it be recommended, that this Committee scrutinise the evidence based funds for the work being done on the project before a decision to introduce an Early Morning Restriction Order (EMRO); and work is authorised.

B. That the minutes of the Cabinet held on 17 September 2013 be noted.

## **22. CALL-IN ITEMS**

There were no call-in items.

## **23. REVENUE BUDGET POSITION**

Consideration was given to the report of the Borough Treasurer as contained on pages 147 to 156 of the Book of Reports which set out the key features on revenue budget performance for both the General Revenue Account (GRA) and the Housing Revenue Account (HRA).

In discussion comments and questions were raised in respect of the following:

- Outturn position relating to shared service arrangements with One Connect Ltd.
- Contract details relating to WLBC/LCC/One Connect Ltd.

The Deputy Treasurer attended the meeting and responded to questions referencing details in the report. In response to a question on the Contract details relating to the shared service arrangements referred to, it was confirmed that the Council's contract for this service is with Lancashire County Council (LCC).

RESOLVED: That the financial position of the Revenue Accounts be noted.

(Note: Councillor O'Toole asked, in relation to the discussion on One Connect Ltd., that it be noted that he did not use any Officer's name)

#### **24. CAPITAL PROGRAMME OUTTURN 2012/2013**

Consideration was given to the report of the Borough Treasurer, as contained on pages 157 to 170 of the Book of Reports which provided a summary of the capital outturn position for the 2012/2013 financial year.

- Capital Expenditure against Budgets.
- Outturn Programme - monitoring of quality of refurbishments throughout period of contract.
- Allocation of maintenance charges and related concerns - Civic Hall.

The Deputy Treasurer attended the meeting and responded to questions referencing details in the report.

RESOLVED: That the final position on the Capital Programme for the 2012/2013 financial year be noted.

#### **25. CAPITAL PROGRAMME MONITORING 2013/2014**

Consideration was given to the report of the Borough Treasurer, as contained on pages 171 to 178 of the Book of Reports which provided an overview of the current progress on the Capital Programme.

RESOLVED: That current progress on the Capital Programme be noted.

#### **26. TENANTS CASHBACK SCHEME**

Consideration was given to the report of the Assistant Director Housing and Regeneration that advised on the outcome of the three pilot schemes: Together Housing Group; Home Housing Group and Bromford Housing Group.

Members raised comments and questions in relation to:

- The number of participants involved in the pilot schemes.
- Outcome of the Tenant's Task Group work.
- Skills training for tenants.

The Deputy Assistant Director Housing and Regeneration attended the meeting and responded to questions referencing details in the report. He reported that report would be considered by Cabinet on 12 November 2013.

**EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE    HELD: 3 OCTOBER 2013**

RESOLVED:    A    That as a consequence of the discussion on this item it was agreed that the following comments be referred to Cabinet:

1.    The recommendation to Cabinet, as set down at 3.2 of the report, “That a Tenant Cash Back Scheme is not introduced” be supported.
  
- 2..    The recommendation to Cabinet, as set down at paragraph 3.3 “That the Assistant Director Housing and Regeneration work with Tenants to explore further how a scheme could be developed which offered skills training to tenants as outlined in paragraph 5.3 of the report”, be deleted.

B. That the report be noted.

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Chairman

**CABINET****HELD: 12 NOVEMBER 2013**

Start: 7.30pm

Finish: 8.35pm

**PRESENT:**

Councillor I Grant (Leader of the Council, in the Chair)

Councillors		<u>Portfolio</u>
Mrs Hopley		Landlord Services and Human Resources
M Forshaw		Planning and Development
A Owens		Deputy Leader & Housing (Finance), Regeneration and Estates
D Sudworth		Health, Leisure and Community Safety
D Westley		Resources and Transformation

In attendance	Bell	Moran
Councillors:	Dereli	Oliver
	Gagen	Pendleton
		Savage

Officers

Managing Director (Transformation) (Ms K Webber)  
Assistant Director Housing and Regeneration (Mr B Livermore)  
Assistant Director Community Services (Mr D Tilleray)  
Assistant Director Planning (Mr J Harrison)  
Borough Solicitor (Mr T Broderick)  
Borough Treasurer (Mr M Taylor)  
Principal Member Services Officer (Mrs S Griffiths)

**47. APOLOGIES**

There were no apologies for absence.

**48. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of special urgency.

**49. DECLARATIONS OF INTEREST**

1. Councillor Westley declared a non-pecuniary interest in agenda item 5(l) (Use of Section 106 monies in Ormskirk) (with reference to Lancashire County Council owned playing fields adjacent to Ormskirk Cricket Club) as a Member of Lancashire County Council, a co-opted Governor at Ormskirk School and a custodian trustee of the former site of the Comrades Club, Ormskirk.

**50. MINUTES**

RESOLVED That the minutes of the meeting of Cabinet held on 17 September 2013 be approved as a correct record and signed by the Leader.

## **51. MATTERS REQUIRING DECISIONS**

Consideration was given to the reports relating to the following matters requiring decisions as contained on pages 941 - 1083 of the book of reports.

### **52. USE OF S106 MONIES FOR THE SKELMERSDALE & UP HOLLAND DEMAND RESPONSIVE TRANSPORT SYSTEM**

Councillor Forshaw introduced the report of the Assistant Director Planning which reviewed the performance of the pilot demand responsive transport system since the service came into operation in 21 May 2012 and considered the future of the scheme.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the changes set out in paragraph 6.4 of the report be implemented and the pilot scheme be continued for a further 9 month pilot to assess the impact of those changes.
- B. That one months notice be given to all individuals currently on the scheme who do not meet the revised membership criteria.
- C. That the S106 contributions received from the KRM and Walkers (Pimbo) developments be used to support this service.

### **53. USE OF SECTION 106 MONIES IN SKELMERSDALE**

Councillor Forshaw introduced the report of the Assistant Director Planning which advised on the progress made regarding the exploration of a cycle to work scheme which would provide job seekers with a grant to purchase a bicycle, and sought authorisation to proceed with a pilot scheme funded through S106 commuted sums.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That delegated authority be granted to the Assistant Director Planning in consultation with the Portfolio Holder for Planning and Development to take all necessary action to set up and run a pilot 'cycle to work' scheme ("the Scheme") for a period of 9 months and to agree with possible partners, the most cost effective mechanism for administering the Scheme.
- B. That the S106 contribution from the Pepsico Walkers (Pimbo) development be used to develop and run the Scheme.



#### **54. REVENUE BUDGET MID YEAR REVIEW**

Councillor Westley introduced the report of the Borough Treasurer which provided a projection of the financial position on the General and Housing Revenue Accounts to the end of the financial year.

Minute no. 22 of the Landlord Services Committee (Cabinet Working Group) held on 6 November 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the financial position of the Revenue Accounts be noted including the position on reserves and balances.
- B. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 28<sup>th</sup> November 2013.

#### **55. REVISED CAPITAL PROGRAMME AND MID YEAR REVIEW 2013/2014**

Councillor Westley introduced the report of the Borough Treasurer which sought agreement of a Revised Capital Programme for 2013/2014 and provided an overview of the progress against it at the mid-year point.

Minute no. 21 of the Landlord Services Committee (Cabinet Working Group) held on 6 November 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the Revised Capital Programme, including the reprofiling, virements and budget adjustments contained within Appendix A, be approved for consideration by Council.
- B. That the progress against the Revised Capital Programme at the mid-year point be noted.
- C. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 28 November and Council on 18 December 2013.

#### **56. TENANT'S CASHBACK SCHEME - ITEM CONSIDERED BY THE EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

Councillor Mrs. Hopley introduced the report of the Borough Solicitor which advised on the decision of the Executive Overview and Scrutiny Committee, at its meeting on 3 October 2013, following consideration of the report – Tenants Cash Back Scheme, attached at Appendix A.

A motion was circulated by Councillor Mrs. Hopley

Minute no. 19 of the Landlord Services Committee (Cabinet Working Group) held on 6 November 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the motion from Councillor Mrs. Hopley, the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That a Tenant's Cashback Scheme is not introduced.
- B. That the Assistant Director Housing and Regeneration prepare a more detailed report on 'Training Schemes for Tenants' to be considered by the Executive Overview and Scrutiny Committee prior to Cabinet.
- C. That call-in is not appropriate as it relates to an item already considered by the Executive Overview and Scrutiny Committee.

#### **57. HOUSING OPTION APPRAISAL**

Councillor Owens introduced the report of the Assistant Director Housing and Regeneration which reviewed the progress made following the introduction of self-financing in April 2012 and considered whether any change in direction would be beneficial at the current time.

Minute no. 20 of the Landlord Services Committee (Cabinet Working Group) held on 6 November 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: That alternative options not be pursued at the current time and the situation be reviewed no later than 2017.

#### **58. STRATEGIC ASSET MANAGEMENT PROJECT**

Councillor Owens introduced the report of the Assistant Director Housing and Regeneration which updated Members on the progress of the Strategic Asset Management Project and advised on the outcomes of the Scott Ward and sought authority to dispose of assets.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the contents of the report, including the work undertaken by officers to date, and the progress on the assets previously identified for disposal be noted.
- B. That the Assistant Director Housing and Regeneration be authorised to take the actions recommended in Appendix A in relation to the 58 sites in the Scott ward.
- C. That the sites set out in Appendix D are no longer required for their current uses as set out in that Appendix and that they be appropriated as required for regeneration purposes for the reasons set out in paragraph 5.1 of the report.
- D. That the details in paragraph 4.2 relating to the proposed new allotment site off Clucas Gardens be noted.

## **59. HIGH SPEED RAIL (HS2) CONSULTATION RESPONSE**

Councillor Forshaw introduced the report of the Assistant Director Planning which informed Cabinet of the Government proposals regarding phase two of the High Speed Rail route (HS2) and their impact on West Lancashire and sought support to endorse the Liverpool City Region request for a direct high speed link between Liverpool and London.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the proposed consultation response provided at Appendix 2 be submitted to Government in response to its High Speed Rail consultation exercise

## **60. GREENSHOOTS PROJECT**

Councillor Owens introduced the report of the Assistant Director Housing and Regeneration which sought instructions in respect of how the Greenshoots Project should proceed.

Councillor Owens referred to the advantages of option 2 (phased development) as outlined in the report and proposed that this option be adopted for taking the scheme forward.

In reaching the decision below, Cabinet considered the comments of Councillor Owens, the details set out in the report before it and accepted the relevant reasons contained therein.

RESOLVED: That the Assistant Director Housing and Regeneration be authorised to continue with the remodelling of 18-24 Gorsey Place in accordance with the option listed at paragraph 5.4 of the report.

## **61. LIVERPOOL CITY REGION SUPERPORT STUDY AND WIDER ENGAGEMENT WITH THE LIVERPOOL LEP**

Councillor Owens introduced the report of the Assistant Director Housing and Regeneration which advised on progress made in relation to the Liverpool City Region Superport project and on the costs and benefits of corporate membership of the LCR Local Enterprise Partnership (LEP).

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That further discussions take place with the Liverpool City Region LEP regarding the benefits of Corporate Membership, or other forms of appropriate membership, and that Lancashire County Council and the Lancashire LEP be approached to see if they are willing to part fund this membership.
- B. That delegation be given to the Assistant Director Housing & Regeneration, in consultation with the Portfolio Holder:
- i) to enter into Corporate Membership, or another form of appropriate membership, of the Liverpool City Region LEP subject to appropriate budgetary provision being made and upon ongoing negotiations and to review this membership in subsequent years.
  - ii) to enter in all other necessary documentation and agreements to facilitate the above arrangement.

## **62. ORMSKIRK MARKET**

Councillor Forshaw introduced the report of the Assistant Director Community Services which advised on the representations that had been made by market traders on Ormskirk Market.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: That rather than accede to the request from market traders to remove the additional space charges currently applied as part of the market charges, the previously agreed 5% increase in market stall charges not be implemented in 2014/15 and the financial implications at paragraph 5, be noted.

## **63. USE OF SECTION 106 MONIES IN ORMSKIRK**

Councillor Sudworth introduced the joint report of the Assistant Director Community Services/Assistant Director Planning which considered proposals from Ward Councillors regarding the use of Section 106 monies received by the Council from housing developers for the enhancement of public open space and recreation provision within the Derby Ward.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the proposed project to open up three principal access points, new footpaths, seating and signage at Ruff Woods be approved and the Section 106 commuted sum of £25,000 generated in the Ormskirk area be made available for the project. This is to co-ordinate with existing allocation of £10,000 and anticipated grant funding for disability access.
- B. That the proposed project to provide new shrub beds and planting to complement existing park provision and support refurbishment of the Victorian water fountain and remedial work to dry stone wall in St Helens Park be approved and the Section 106 commuted sum of £10,000 generated in the Ormskirk area be made available for the project.
- C. That the proposal to provide support for the development of two bowling greens on the L.C.C. owned playing fields adjacent to Ormskirk Cricket Club for the benefit of the local community be approved and the Section 106 commuted sum of £40,000 generated in the Ormskirk area be made available for the project.

#### **64. SCRAP METAL DEALERS ACT 2013**

Councillor Grant introduced the report of the Borough Solicitor which advised on the requirements of the Scrap Metal Dealers Act 2013 and the appropriate delegations in relation to functions determined to be Executive (Cabinet) functions.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That recommendations 2.2 to 2.6 of the Council report attached at Appendix A on the Scrap Metal Dealers Act 2013 dated 17 July 2013 be approved.
- B. That recommendation 2.1 of the Licensing & Appeals Committee report attached at Appendix B on the Scrap Metal Dealers Act 2013 dated 22 October 2013 be approved.

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LEADER





**AGENDA ITEM: 9**

**CABINET: 12 November 2013**

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE:  
28 November 2013**

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**Report of: Borough Treasurer**

**Relevant Managing Director: Managing Director (People and Places)**

**Relevant Portfolio Holder: Councillors D Westley & Councillor A. Owens**

**Contact for further information: Marc Taylor (Extn. 5092)  
(E-mail: [Marc.Taylor@westlancs.gov.uk](mailto:Marc.Taylor@westlancs.gov.uk))**

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**SUBJECT: REVENUE BUDGET MID YEAR REVIEW**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

- 1.1 To provide a projection of the financial position on the General and Housing Revenue Accounts to the end of the financial year.

**2.0 RECOMMENDATIONS TO CABINET**

- 2.1 That the financial position of the Revenue Accounts be noted including the position on reserves and balances.
- 2.2 That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 28<sup>th</sup> November 2013.

**3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

- 3.1 That the financial position of the Revenue Accounts be noted.
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## **4.0 BACKGROUND**

- 4.1 In February the Council approved budgets for the Housing and General Revenue Accounts for the current financial year. It is good practice that monitoring reports are produced on a regular basis to ensure that Members are kept informed of the position of these accounts and of any significant financial issues. This is the second monitoring report for the year and is based on information available in October 2013.

## **5.0 GENERAL REVENUE ACCOUNT**

- 5.1 The Council has set a net revenue budget of £13.972m for the year. In total, current projections forecast that net expenditure will be £435,000 below this target, which represents a favourable variance of 3.1% against budget. The projections have been calculated on a prudent basis and experience from past years suggests that the overall position may improve further over the remainder of the year. The Appendix to this report provides further details on the performance of individual service areas.
- 5.2 The Council's Business Plan sets out a four-year process to save money and protect frontline services within a very challenging financial environment. As part of this process, the Budget that was agreed for this year included a range of savings measures including £0.5m through the Major Service Review (MSR) process. While a number of these initiatives have been delayed, the majority have been delivered on time or ahead of schedule, and as a consequence the MSR savings target should be exceeded.
- 5.3 Employee costs form a significant proportion of the Council's total budget and consequently are very important from a budget management perspective. The budget contains a corporate target for staff efficiency savings of £280,000, and the active management of staffing levels will mean that this target should be achieved by the year end.
- 5.4 The external income that the Council generates can be one of the most volatile areas of the budget, with income going up and down due to factors outside our direct control. However at the current time, while there is some variation in certain areas, income levels are generally in line with budget targets.
- 5.5 There are a number of services where income is currently performing below the budget target including Car Parks pay and display income and Market rents. However these variances are not significant in the context of the Council's overall financial position, and consequently external income levels in general are currently satisfactory.
- 5.6 There remain a number of risk areas within the budget where there is uncertainty at the current time. These areas include Pension Auto Enrolment, Individual Electoral Registration, the impact of Benefit Reform and legal challenges



concerning Local Search income in previous years. These areas will continue to be closely monitored.

- 5.7 The strong financial performance that was delivered in 2012-13 has been carried forward into the current year and it can be confidently expected that the Council will achieve a surplus by the year end. This will continue our strong track record of managing financial performance to meet budget targets. It is intended that this funding will be used for a range of matters including the potential requirements of: the ICT strategy that is being developed, additional investment in the Moor Street project, the Economic Development Strategy, and Skelmersdale Town Centre Environmental Improvements. Consideration will be given to these and any other items that are identified and firm proposals reported back to Members in due course.
- 5.8 Where financial issues have been identified through the mid-year review process, and are expected to persist, they will be given further consideration through the budget setting process for 2014-15.

## **6.0 HOUSING REVENUE ACCOUNT (HRA)**

- 6.1 The Council approved an external income budget for the HRA of £25.141m for this financial year. Right to Buy sales and void rates heavily influence the amount of income generated and these have caused a number of significant adverse impacts to date.
- 6.2 There were 20 Right to buy Sales allowed for when the budget was set, which was in line with recent trends. However due to government changes on the maximum discount allowable and the increased availability of mortgages, the number of sales at the mid year point has already exceeded the target for the year. While this has the effect of reducing HRA income it does however increase the available receipts for capital investment.
- 6.3 In respect of voids, there have been a number of issues that have impacted on void levels and turnaround in the first half of the year. A decision was taken to improve the standard of kitchens in void properties to bring them into line with those properties being improved within the capital investment programme (where required). While this is a positive new development, it has taken some time to introduce this approach and a number of problems have been encountered. An improvement plan has now been established to resolve these matters and void levels should reduce accordingly in the second half of the year. In addition, several voids have required significant structural works that has also had an adverse impact.
- 6.4 On the positive side, the active management of staffing levels combined with the higher level of professional fees being charged through to the much increased capital programme will ensure a significant favourable budget variance this year. Expenditure in other areas is being effectively controlled, and while there are a range of variances across different budget areas, there is a favourable bottom

line position. This has enabled a £10,000 budget to be allocated towards extra maintenance on garages, which will enable an assessment to be made on how much difference this extra maintenance could have on demand rates. The latest projected outturn figures forecast an overall favourable budget variance of £150,000 although there is still scope for further change to take place over the remainder of the year.

- 6.5 The District Wide Heating Service is a ring fenced account that must break even over the medium term without being subsidised, or in other words the charges for this service must cover its costs. This Service operated at a loss in 2012-13, which was met from the Heating Charges Reserve. It is expected that this reserve will need to be used again to meet a loss in the current year. Consequently consideration will need to be given to how and when charges should be increased to ensure that the Service achieves a break even position over the medium term.

## **7.0 RESERVES AND BALANCES**

- 7.1 The Council is facing a difficult medium term financial position as are all other local authorities. However the latest financial resilience report from our External Auditors shows that the Council has a prudent level of reserves and balances that is comparable to similar authorities.
- 7.2 Further consideration will be given to this area as part of the process for drawing up the Reserves policy, which will be included in the Budget report to Council next February.

## **8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 8.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder. The report has no significant links with the Sustainable Community Strategy.

## **9.0 RISK ASSESSMENT**

- 9.1 The formal reporting of performance on the General and Housing Revenue Accounts is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council.
- 9.2 The projected variances contained in this report reflect current estimates of the likely difference between spending or income and budget for the full financial year. These estimates are based on current data and are subject to change as new information becomes available, and in particular external income levels can be volatile.

### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

### **Appendices**

Appendix 1 – General Revenue Account Projected Outturn Position

Appendix 2 - Minute of Landlord Services Committee Cabinet Working Group 6  
November 2013 (to follow)

**APPENDIX 1  
GENERAL REVENUE ACCOUNT PROJECTED OUTTURN POSITION**

Budget area	Net Budget £000	Variance from Budget £000	Variance %
Community Services	4,598	-70	-1.5%
Corporate Services			
- Borough Solicitor	1,198	-35	-2.9%
- Borough Treasurer	1,104	-35	-3.2%
- Transformation Manager	1,750	-30	-1.7%
Housing and Regeneration	332	-160	See note
Planning Services	1,525	-120	-7.9%
Street Scene	5,017	-75	-1.5%
Service Total	15,524	-525	-3.4%
Central Budget Items	-88	135	See note
Non Service Items	-1,465	-45	-3.1%
<b>TOTAL BUDGET REQUIREMENT</b>	<b>13,971</b>	<b>-435</b>	<b>-3.1%</b>

Table Notes

The budget figures for each Service have been updated to include capital accounting adjustments and the allocation of central budget items to services. These are technical accounting adjustments that do not affect the bottom line budget requirement, which has remained unchanged during the year at £13.971m.

Housing and Regeneration has a relatively small net budget requirement because it contains Property Services which is a support service that recharges most of its costs to other services, and also the Community Related Assets portfolio, which generates a significant amount of external income.

General

It should be recognised that some areas of the budget are within the Council's control, for example the filling of vacant posts to achieve salary savings. However other areas such as external income can be volatile where we are exposed to market forces. In addition some service areas are demand led where it can be difficult to directly control expenditure.

Community Services – Favourable variance £70,000

The financial performance of the Service is progressing well with the largest single contributory factor being managed savings on staffing. The bottom line projection for the Service is to achieve a favourable budget variance of £70,000 at the year end.

Income performance is generally good but with a number of variances. Licensing income is forecast to perform better than budget, while Pay and display income is currently below budget although this will be largely mitigated by additional income from penalty charge notices. Market income levels are currently below target, as they were last year, although the market is still expected to achieve an overall surplus. The lifeline service is progressing in line with budget targets, and this area will be reviewed in detail as part of the process for developing its business plan.

#### Borough Solicitor – Favourable variance £35,000

Income from Local Searches is currently performing slightly above the budget target to date, and there has also been a substantial amount of Legal Costs recovered. Expenditure is being effectively controlled and there are savings in a range of areas including Civic Admin and Supplies and Services. When all of these factors are combined it should ensure that the service has an overall favourable variance.

#### Borough Treasurer – Favourable variance £35,000

The new insurance contract will deliver a 12% reduction in cost while maintaining the same level of cover, and Council have previously agreed that this saving should be used to help finance the new Blue Wheelie Bin scheme.

Staffing and other costs are being effectively managed and controlled, and this should result in an overall favourable variance being delivered over the course of the year.

#### Transformation Manager – Favourable variance £30,000

There is a small favourable budget variance on salary costs across the Service, as well as a range of minor savings on other budget headings that have contributed to the overall positive financial performance. The level of Benefits payments will be kept under review as this is a demand led area that is not under the direct control of the Council.

#### Housing and Regeneration – Favourable variance £160,000

The restructuring of the Housing and Regeneration service has enabled a £60,000 saving to be made this year as previously reported in the MSR report to Council in July. There are a range of other staffing savings also being made particularly in Regeneration and Estates.

The external income being generated on the Commercial Assets Portfolio continues to hold up well in the difficult financial climate. The Investment Centre ring fenced account is expected to outturn better than the budget, although an overall loss is still expected. In line with standard business practice, the method for calculating service charges at the Investment Centre is being amended to include cover for a repairs and maintenance sinking fund in order to ensure that future maintenance requirements can be met. Meanwhile the Langtree ring fenced trading account is forecast to generate its best income levels for a number of years.

The Property Services forecast is for expenditure to match the budget for the year i.e. a budget neutral position. There are a number of spending pressures on utilities including water, gas and electricity. However tight control of other budget lines, notably repairs and maintenance, should assist in mitigating these cost pressures, to enable an overall budget neutral position to be achieved.

#### Planning Services – Favourable variance £120,000

Planning Application Fees and Pre-Application Advice charges are currently performing well above their targets at the mid-year point. This additional income will be sufficient to fund the 2 year fixed term graduate post that was approved at the last Cabinet meeting in September. Building Control income is also now performing in line with its target and there are additional payments due for the Housing survey works that were negotiated towards the end of the last financial year. While this increase in income has been a significant contributor to the projected favourable variance, it should be borne in mind that this income is demand led and volatile.

Savings have also been achieved through strict management of staffing and supplies and services ahead of the implementation of the recently approved Organisational Re-engineering of Planning Services and the continuing Major Services Review.

#### Street Scene – Favourable variance £75,000

The service is expected to achieve a favourable budget variance of £75,000 by the year end, mainly as a result of savings being generated on a range of non salary budget headings.

The budget that was set for this year included £200,000 of budget streamlining savings and these are being delivered. The new arrangements with the vehicle transport contract are progressing well. This has resulted in new vehicles becoming operational, which has afforded efficiencies on hire costs and facilitated new work arrangements. The fuel budget is on target and there has been a reduction in fuel consumption.

#### Central Budget and Non Service Items

This heading covers a range of corporate budgets including savings targets, treasury management, and capital charges. Central savings targets for staff efficiency improvements are held in this area. The actual savings that are made in relation to these items are contained within Services. Consequently savings made elsewhere will help to offset the adverse variances on these budget items.

**MINUTE OF LANDLORD SERVICES COMMITTEE (CABINET WORKING GROUP) - 6 NOVEMBER 2013**

**22. REVENUE BUDGET MID-YEAR REVIEW**

Members considered the draft report of the Borough Treasurer that provided a projection of the financial position on the General Revenue Account (GRA) and Housing Revenue Account (HRA) to the end of the financial year.

The Group Accountant (Public Housing Sector) attended the meeting and responded to questions, referencing details as set down in the report.

The Strategic Housing Manager attended the meeting and provided an account of progress on issues related particularly to void garages. He explained the findings following completion of a technical review of garages, identifying some of the potential areas for change that included: widening the use of garages; advertisement of vacant garages (Homefinder /Parish Councils); aesthetic benefits; utilising the experience of Estates and Regeneration in the management of garages; feasibility of post coding for garages.

In discussion comments and questions were raised in respect of the following:

- Management of the garages within the Housing and Regeneration Service.
- Issues associated with the use of the garages identified including: vandalism; demolition or reconstruction; adaption for other uses (non-vehicle use); resourcing improvements.

The Strategic Housing Manager responded to questions and concluded the update by referring to the development of a Garage Strategy scheduled to come forward in the New Year.

In discussion reference was also made to on-going concerns relating to voids (empty homes) including: delays / time-scales for completion of work and re-lets; prioritising work (basic repairs / structural repairs); re-let standards (definitions); no. of empty homes remaining vacant.

The Assistant Director Housing and Regeneration responded to questions, explaining that a combination of issues had affected the work that needed to be undertaken before re-letting. He stated that arrangements were now in place to respond to these issues, the results of which would be seen in the near future.

The Tenant Representatives related the strong desire that the re-let standard should be reviewed.

RESOLVED: That the report be noted.







**AGENDA ITEM:**

**CABINET: 12 November 2013**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
28 November 2013**

**COUNCIL: 18 December 2013**

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**Report of: Borough Treasurer**

**Relevant Managing Director: Managing Director (People and Places)**

**Relevant Portfolio Holders: Councillor D Westley  
Councillor A Owens**

**Contact for further information: Mrs K Samosa (Ext. 5038)  
(E-mail: karen.samosa@westlancs.gov.uk)**

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**SUBJECT: REVISED CAPITAL PROGRAMME AND MID YEAR REVIEW 2013/2014**

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Wards Affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To agree a Revised Capital Programme for 2013/2014 and provide Members with an overview on the progress against it at the mid-year point.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That the Revised Capital Programme, including the reprofiling, virements and budget adjustments contained within Appendix A, be approved for consideration by Council.

2.2 That the progress against the Revised Capital Programme at the mid-year point be noted.

2.3 That Call In is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 28<sup>th</sup> November and Council on 18<sup>th</sup> December.

**3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the Revised Capital Programme and progress against it at the mid-year point be noted.

## **4.0 RECOMMENDATIONS TO COUNCIL**

- 4.1 That the Revised Capital Programme, including the reprofiling, virements and budget adjustments contained within Appendix A, be approved.
  - 4.2 That progress against the Revised Capital Programme at the mid-year point be noted.
- 

## **5.0 BACKGROUND**

- 5.1 The Capital Programme is set on a three-year rolling basis and the Programmes for 2013/2014, 2014/2015 and 2015/2016 were approved by Council in February, 2013.
- 5.2 In accordance with best practice, the Capital Programme is subject to revision at the mid-year point to ensure that it is based on the latest available information and to make monitoring of the Programme more meaningful. It enables Managers to review their schemes with the most up to date information and to review the resources available. It also provides a base upon which to build future Capital Programmes.
- 5.3 Members are kept informed of the financial position of the Capital Programme through regular monitoring reports. The last such report was presented to Cabinet in September 2013 and Executive Overview and Scrutiny in October 2013 and reported on a Capital Programme of £22.814m for 2013/2014.

## **6.0 REVISED CAPITAL PROGRAMME**

- 6.1 Heads of Service have reviewed their respective schemes and are now proposing that changes are made as a result of more up to date information that has become available. This review process has incorporated a number of considerations including:
  - re-profiling of schemes
  - changes to external funding availability
  - levels of anticipated funding required
  - anticipated levels of demand
- 6.2 The proposed changes to the 2013/2014 Programme are analysed in Appendix A and show an overall reduction of £3.311m. This comprises:
  - a reduction of £3.386m from approvals reprofiled into future years. This does not alter the total amount that will be spent on schemes, but rather the timing of when the expenditure will take place.
  - an increase of £0.517m in external funding mainly from Environment Agency Grants and Disabled Facilities Grants. This more than accommodates a reduction in capital receipt funding for Disabled Facilities Grants of £0.1m per year to reflect reduced demand. The Equality Impact Assessment in Appendix D provides more details on this change.

- an increase of £0.142m in GRA funding mainly as a result of additional monies being made available for investment following the closure of the 2012/2013 Accounts.
- a reduction of £0.879m in Housing Revenue Account schemes for a variety of reasons as set out in Appendix A. This funding is ring-fenced for the HRA and consideration will be given as to how to allocate these resources to other Housing schemes through the Budget process.
- a net increase of £0.188m in Capital receipt funding including £0.25m as first call to finance phase 2 of the blue bin scheme (as detailed in section 8 of this report) less funding no longer required for a range of schemes.
- an additional £0.107m section 106 funding approved at Cabinet for parks and recreation areas during the course of this year.

6.3 The Revised Capital Programme totals £19.503m for 2013/2014. This is analysed by Service in Appendix B along with a summary of the revised capital resources available.

6.4 This is a large Capital Programme compared to previous years which will provide a challenge to meet in full whilst obtaining good value for money for the Council.

## 7.0 CAPITAL EXPENDITURE

7.1 Generally, capital schemes are profiled with relatively low spending compared to budget in the early part of the financial year with increased spending as the year progresses. This reflects the fact that many new schemes have considerable lead in times, for example, because of the need to undertake the tendering process and award contracts at the start of the scheme. Other schemes are dependant on external partner funding and schemes can only begin once their funding details have been finalised. Other schemes include contract retentions or contingencies that will only be spent some time after completion of the contract. Most schemes then progress and spend in line with their approval by the year-end.

7.2 This pattern has been repeated in the current year with £4.902m (25%) of expenditure having been incurred by the mid-year. Although the percentage of budget spend is similar to that in recent years, the Programme is significantly larger and actual spend is considerably higher than previous years at this point. Comparisons to previous years' programmes are shown in Table 1:

Year	Expenditure £m	Budget £m	% Spend against Budget
2013/2014	4.902	19.503	25%
2012/2013	4.034	13.362	30%
2011/2012	3.140	12.491	25%
2010/2011	2.673	11.013	24%

7.3 Appendix C provides the Heads of Services' comments on the progress of schemes against the Revised Programme. Housing Public Sector schemes

represent 77% of the overall programme. Consequently, progress in this area will largely determine the overall spending position at the year end.

## 8.0 CAPITAL RESOURCES

8.1 There are sufficient resources identified to fund the 2013/2014 Revised Capital Programme as shown in Appendix B.

8.2 The main area of the capital resources budget that is subject to variation is in relation to capital receipts. These are the useable proceeds from the sale of Council assets (mainly houses under Right to Buy legislation) that are available to fund capital expenditure. These receipts can vary significantly depending on the number and value of assets sold.

8.3 In recent years, receipts from this source have fallen dramatically and the budget for usable capital receipts to be generated from Council House sales in the year is set at £0.120m from 12 sales. However, in the last quarter of 2012/2013 sales increased due to a number of factors including increased right to buy discounts and the greater availability of mortgages. This trend has continued into the current year with 25 sales being completed at the mid-year point generating £0.29m.

8.4 In addition to receipts from council house sales the Council also has a programme to sell plots of its land in line with the Strategic Asset Management Plan. £0.05m is included in the 2013/2014 Capital Programme from this source. To date, there have been 2 land sales generating £0.022m.

8.5 Useable Capital Receipts generated to date are analysed in Table 2:

Year	Estimate £'000	Actual £'000	% Received against Budget
Right to Buy Sales	120	290	242%
Land Sales	50	22	44%
Total	170	312	184%

8.6 The level of capital receipts generated so far this year already exceeds the budget target for the year by £0.142m and it is expected that this position will improve further by the year end. Consequently, it is confidently expected that the additional £0.25m required to complete Phase 2 of the Blue Wheelie Bin scheme will be available. Members are, therefore, asked to approve the expansion of this scheme, as detailed in Appendix A.

8.7 An element of the capital receipts generated from Council House sales has to be paid back to the Government. The Government has now changed these rules to enable the Council to keep a greater proportion of these sale proceeds which is a positive development. These changes are intended to take account of the outstanding debt associated with properties that are sold and to promote "one-for-one" replacement of houses that are sold. Details on these changes will be reported to Council in December.

8.8 A full review of expenditure plans and funding availability for future years will take place as part of the Budget process with a view to ensuring a balanced Programme that will be managed over a medium term timescale.

## **9.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

9.1 The Capital Programme includes schemes that the Council plans to implement to enhance service delivery and assets. Individual project plans address sustainability and Community Strategy issues and links to Corporate Priorities. The Capital Programme also achieves the objectives of the Prudential Code for Capital Finance in Local Authorities by ensuring capital investment plans are affordable, prudent, and sustainable. This report provides an updated position on project plans and shows progress against them.

## **10.0 RISK ASSESSMENT**

10.1 Capital assets shape the way services are delivered for the long term and, as a result, create financial commitments. The formal reporting of performance against the Capital Programme is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council. Schemes within the Programme that are reliant on external contributions and/or decisions are not started until funding is secured. Other resources that are subject to fluctuation are monitored closely to ensure availability. The capital receipts position is scrutinized on a regular basis and managed over the medium term to mitigate the risk of unfunded capital expenditure.

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### **Background Documents:**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

The majority of the budget issues set out in this report have been the subject of previous reports to Committees and consequently an Equality Impact Assessment has already been prepared for them where relevant.

However, the proposed Disabled Facilities Grants changes could have a significant direct impact on members of the public, employees, elected members and / or stakeholders. Therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account when undertaking the actions detailed within this article.

### **Appendices:**

- A Summary of Changes to 2013/2014 Capital Programme
- B 2013/2014 Revised Capital Programme Expenditure and Resource Budgets and Mid Year Performance
- C Heads of Service Comments
- D Equality Impact Assessment (Disabled Facilities Grants)
- E Minute of the Landlord Services Committee Cabinet Working Group held on 6 November 2013 (to follow)



**SUMMARY OF CHANGES**

SCHEME	REASON FOR AMENDMENT	2013/2014	2014/2015	2015/2016
		£'000	£'000	£'000
<b>Previous Monitoring Report to Cabinet September 2013</b>		<b>22,814</b>	<b>12,750</b>	<b>13,780</b>
<b>Reprofiled Expenditure</b>				
Culvert Debris Screens	Design phase only to be carried out in the current year. Works will then be carried out during the summer.	-9	9	
Greenshoots Regeneration	Separate report elsewhere on the Cabinet Agenda provides full information on this scheme.	-550	550	
Estates ICT System	Interface with Housing System under consideration.	-10	10	
Parish Capital Schemes	Demand led projects by the Parishes. Reprofiled to match anticipated time scale for scheme completion.	-15	15	
Contaminated Land	Funding not expected to be required this year.	-10	10	
Play Area Improvements	Re-alignment of Programme in line with the Council's Play Strategy.	-54	54	
Abbey Lane Playing Field	Contribution dependant on Partner match funding which has not yet been secured.	-75	75	
Free Tree Scheme	Re-alignment of Programme to ensure continuation of the scheme.	-2	0	2
Conservation Area Enhancements	Re-alignment of Programme to ensure continuation of the scheme.	-10	-5	15
Skelmersdale Town Centre Vision	Contingency sum for environmental works for Skelmersdale Town Centre Regeneration.	-11	11	
Empty Homes Initiative	Initiative to be reviewed as the original partner is no longer pursuing this option.	-100	100	
Renovation Grants	Reduced demand for this type of grant.	-15	15	
Disabled Facilities Grants	Reduced demand for this type of grant.	-115	115	
Energy Efficiency	Option appraisals for this scheme have not yet been completed.	-66	66	
General Sheltered Upgrades	Schemes under discussion with Planners.	-162	162	
Improvements to Binstores	Some delays due to consultation.	-36	36	
Professional Fees	Fees associated with re-profiled schemes.	-176	176	
Communal Areas	Balance on Programme to be completed in 2014/2015.	-140	140	
Findon and Firbeck	Reprofiled to reflect current position and realistic Programme to complete works.	-1,830	1,830	
		<b>-3,386</b>	<b>3,369</b>	<b>17</b>

**SUMMARY OF CHANGES**

SCHEME	REASON FOR AMENDMENT	2013/2014	2014/2015	2015/2016
		£'000	£'000	£'000
<b><u>Budget Virements</u></b>				
- Contribution to Capital Contingency	Allocation of Capital Contingency to specific projects.	-25		
- Corporate Property		25		
- ICT Infrastructure	Budget realignment to facilitate the new ICT Strategy.	-15		
- ICT Development		15		
- Heating Systems	Respective tenders different to original expectations.	75		
- Communal Heating Areas		-75		
- Bathroom Replacements	Lower than anticipated demand for bathroom replacements	-336		
- Kitchen Replacements	has facilitated additional kitchen expenditure.	336		
- General Contingency	Allocation of Capital Contingency to specific projects.	-265		
- Structural Works	Demand led works higher than originally anticipated.	62		
- Re-Roofing	Newly emerged work requiring inclusion in the Programme.	203		
- Failed Double glazing	Work completed.	-8		
- Sheltered Laundry Equipment	Demand led work lower than anticipated enabling drainage improvements to be undertaken.	-12		
- Gulleys	Work completed.	-9		
- Gutters	Work completed.	-9		
- General contingency	Work completed.	-2		
- Drainage improvements	Newly emerged work requiring inclusion in capital programme.	40		
		0	0	0



**SUMMARY OF CHANGES**

SCHEME	REASON FOR AMENDMENT	2013/2014	2014/2015	2015/2016
		£'000	£'000	£'000
<b><u>Other Adjustments</u></b>				
Gorsey Place Regeneration	New demolition scheme, funded from GRA contribution.	30		
Parish Capital Schemes	Previously approved grant funding that is no longer required.	-10		
Skelmersdale War Memorial	Contribution from Lancashire County Council for additional works.	5		
Blue Bin Replacement	Financing required to deliver Phase 2 of the scheme.	250		
Contaminated Land	Funding no longer required.	-8		
Parish Play Areas	Transfer to revenue to reflect the nature of expenditure.	-5		
Flood Alleviation Schemes	New scheme at Abbey Brook funded from Government Grant.	50		
Disabled Facilities Grants	Budget adjustment to reflect current reduced levels of demand.	-100	-100	-100
	Government grant awarded higher than original budget.	462		
Communal Heating	Tender lower than budget.	-109		
Bathroom Replacements	Lower demand than anticipated.	-201		
Communal Doors	Favourable contract prices secured through a re-tendering exercise.	-198		
Electrical Works	Contingency no longer required.	-119		
Professional Fees	Fees associated with reduced schemes.	-102		
Findon and Firbeck	Funding transferred from capital to revenue to meet costs associated with the scheme that are revenue in nature.	-150		
		<b>-205</b>	<b>-100</b>	<b>-100</b>
<b><u>Total Expenditure Adjustments for Approval</u></b>				
		<b>-3,591</b>	<b>3,269</b>	<b>-83</b>

**SUMMARY OF CHANGES**

SCHEME	REASON FOR AMENDMENT	2013/2014	2014/2015	2015/2016
		£'000	£'000	£'000
<b><u>Previously Approved Adjustments now included in the Capital Programme</u></b>				
Blue Bin Replacement	Financing required to deliver Phase 2 of the scheme.	148		
Parish Play Areas	New Play Area scheme at Down Holland utilising s106 monies	85		
Children's' Play Areas	New enhancement works to Aughton play areas utilising s106 monies.	12		
Tarleton Cricket Nets	New cricket facilities utilising s106 monies.	10		
Planning System Upgrade	Additional financing to complete the implementation of the system upgrade.	25	31	
- Findon and Firbeck - Affordable Housing	Transfer to support the grant scheme encouraging owners to take advantage of enhanced improvement package on the estate	237		
		-237		
Reimbursement of Sale of Equipment	Capital Receipts GRA funding replenished	56		
		-56		
<b><u>Total Expenditure Adjustments</u></b>		<b>-3,311</b>	<b>3,300</b>	<b>-83</b>
<b><u>Funded By:</u></b>				
Reprofiling		-3,386	3,369	17
Increase in Grant Funding		517		
Changes to Revenue Funding		142	31	
Changes to HRA Borrowing Funding		-879		
Additional S106 Funding		107		
Changes to Capital Receipt Funding		188	-100	-100
		<b>-3,311</b>	<b>3,300</b>	<b>-83</b>
<b><u>Revised Capital Programme</u></b>		<b>19,503</b>	<b>16,050</b>	<b>13,697</b>

**2013/2014 CAPITAL PROGRAMME**  
**EXPENDITURE AND RESOURCES BUDGET**  
**as at MID-YEAR**

Service	Budget Approval	Actual		Variance	
	£'000	£'000	%	£'000	%
<b>EXPENDITURE</b>					
Housing and Regeneration					
Public Sector Housing	15,082	3,845	25%	11,237	75%
Housing Strategy	657	0	0%	657	100%
Property Management	312	87	28%	225	72%
Regeneration	184	18	10%	166	90%
Community Services					
Private Sector Housing	692	418	60%	275	40%
Other Community Services	1,338	456	34%	882	66%
Planning	82	4	5%	78	95%
Street Scene	758	0	0%	758	100%
Corporate Services					
Financial Services	60	30	51%	29	49%
Transformation	338	44	13%	294	87%
	<b>19,503</b>	<b>4,902</b>	<b>25%</b>	<b>14,601</b>	<b>75%</b>
<b>RESOURCES</b>					
Capital Grants	858				
HRA	11,104				
HRA Borrowing	3,569				
GRA	1,374				
GRA Borrowing	150				
Capital Receipts	2,448				
	<b>19,503</b>				



**REVISED CAPITAL PROGRAMME 2013/2014**  
**HEADS OF SERVICE COMMENTS**

**Public Sector Housing**

Appendix A sets out details on the re-profiling of £2.410m of current year's funding into the next financial year. This will not alter the total amount that will be spent but the timing of when this expenditure will be incurred.

In addition, Appendix A also provides details on budget changes that will reduce the total value of the capital programme by £0.879m. Of this, £0.150m relates to the Firbeck and Findon scheme where funding needs to be transferred from capital to revenue to meet compensation costs that cannot be capitalised. The remaining funding is ring fenced for the HRA and, consequently, consideration will be given to allocating this funding to other Housing Public Sector capital schemes as part of the budget setting process for 2014/2015.

In December 2012, Council approved the tendering of the Kitchen and Bathroom Programmes. However, the average cost of kitchens and bathrooms has since increased by 11% and 5% respectively. There are a number of factors that have contributed to the increases but the main reasons are: tenants have had the option to structurally alter the property to increase the size of their kitchen, more extensive plastering in kitchens and bathrooms, increased demand for showers with additional costs of pumps, and increased design and licence fees associated with material procurement under the Fusion 21 framework contract. However, due to the lower than expected demand for replacement bathrooms, there will be an underspend on the Bathroom Scheme this year that can be used to fund additional expenditure on Kitchens.

Additional programmes of work relating to Roofing and Drainage have emerged that were not foreseen at the time the budget was agreed. These now need to be incorporated into the programme. Accordingly, savings generated from underspends elsewhere have been transferred to finance additional expenditure on these newly emerged works.

There have been no changes to the Replacement Windows and Doors, Disabled Adaptations, Environmental Improvements, and Lifts schemes which are fully committed.

All of the remaining schemes are progressing and should be substantially completed by the end of the financial year.

**REVISED CAPITAL PROGRAMME 2013/2014**  
**HEADS OF SERVICE COMMENTS**

<b>Housing Strategy</b>
<p>Part of this budget was transferred into the Findon and Firbeck scheme at Council in July. The balance is to be used to fund the Regenda Partnership of developing up to 77 units of Affordable Housing. It is envisaged that this scheme will also attract Housing and Community Agency funding and provide some £1.6m of inward investment to the Borough along with New Homes Bonus.</p>
<b>Regeneration and Estates</b>
<p>The Estates ICT budget has been reprofiled into 2014/2015 as an interface with the Housing Simdell system is being investigated. The Culvert Debris Screens will be designed during the remainder of the current year and built during next summer when there is a reduced chance of flooding. The Greenshoots project is the subject of a separate report elsewhere on the Cabinet agenda but it is anticipated that some of the approval will be spent towards the end of the financial year. Demolition works at Gorsey Place are nearing completion.</p>
<b>Property Management</b>
<p>The Corporate Property Programme comprises a number of projects within Property Services. Most of the projects have commenced or are soon to commence and the Programme will be largely delivered by 31<sup>st</sup> March.</p>
<b>Community Services - Private Sector Housing</b>
<p>Our Partner (Helena Housing) is no longer pursuing the Empty Home Initiative with the Council so the approvals have been reprofiled whilst a new initiative is investigated.</p> <p>Renovation Grants and Disabled Facility Grants are both demand led and demand for both is lower than anticipated. Both budgets have, therefore, had an element of reprofiling to finance future demand. The Disabled Facility Central Government Grant was higher than anticipated and has facilitated a reduced capital pot requirement.</p> <p>The Clearance Programme is now completed.</p>

**REVISED CAPITAL PROGRAMME 2013/2014**  
**HEADS OF SERVICE COMMENTS**

**Other Community Services**

Contaminated Land schemes are completed for the current time and a small contingency has been reprofiled into 2014/2015.

The CCTV schemes are progressing and will be completed this financial year as will the Parish Children's Play projects. The Leisure Trust funding is part of an on-going agreement and the budget will also be fully spent.

The Play Area Improvements Budget is an ongoing Capital Programme in line with the Council's Play Strategy. Three new schemes, utilising section 106 monies, have been included in the Programme and should be completed this financial year. Three Parishes Children's' Play schemes will also be completed this year.

A new Flood Alleviation scheme at Abbey Brook has been added to the Programme and will be complete by the end of the financial year. This additional expenditure has been funded by Government Grant.

It is unlikely that Moor Street Improvements will be completed this year and a further review will take place later in the year. Sandy Lane Car Park Extension, however, will be completed this year.

**Planning**

The remaining approval for the Skelmersdale Town Centre/Skelmersdale Vision Project is a contingency for environmental improvements following the acquisition of land and has been reprofiled into next year.

The remaining Planning schemes are demand led and budgets on the Free Tree Scheme, Conservation Area Enhancement Grants and Buildings at Risk have been re-aligned to match anticipated demand.

The full cost of upgrading the Planning ICT System was higher than anticipated and funding has been agreed to ensure its phased completion.

**Street Scene**

The tender exercise for the procurement of the replacement Blue Bins is complete and an order has been placed for their acquisition. Additional funding has also been secured for Phase 2 of this scheme and significant investment should take place this year.

**REVISED CAPITAL PROGRAMME 2013/2014**  
**HEADS OF SERVICE COMMENTS**

**Corporate Services**

Progress made on delivering Parish Capital Schemes rests with individual Parishes and is not within the direct control of the Borough Council. Part of this budget has been reprofiled into the new financial year and part has been given back to the Capital Pot.

ICT Infrastructure Development is rated at a "concerned" level in the Council's Key Risk Register, and a new ICT strategy is being drawn up to ensure that this risk is effectively controlled. Expenditure to date in this area has been limited but will increase significantly once the strategy has been put in place. Work on the new Website Content Management System has also commenced and a number of purchase orders have been raised for this project.



<p>1. Using information that you have gathered from service monitoring, surveys, consultation, and other sources such as anecdotal information fed back by members of staff, in your opinion, could your service/policy/strategy/decision (including decisions to cut or change a service or policy) disadvantage, or have a potentially disproportionately negative effect on, any of the following groups of people:  <i>People of different ages – including young and older people</i>  <i>People with a disability;</i>  <i>People of different races/ethnicities/ nationalities;</i>  <i>Men; Women;</i>  <i>People of different religions/beliefs;</i>  <i>People of different sexual orientations;</i>  <i>People who are or have identified as transgender;</i>  <i>People who are married or in a civil partnership;</i>  <i>Women who are pregnant or on maternity leave or men whose partners are pregnant or on maternity leave;</i>  <i>People living in areas of deprivation or who are financially disadvantaged.</i></p>	<p>The recommendations in this report would not disadvantage or have a negative effect on any of the groups listed.</p> <p>The current level of capital grant funding from Government plus a £0.1m capital pot top up is sufficient to meet current demand for adaptations in the private sector.</p> <p>The reprofiling of sums reflects the fact that although all of the funding will be committed in a financial year, some will not actually be spent during that year as some works can take months to complete e.g. extensions.</p>
<p>2. What sources of information have you used to come to this decision?</p>	<p>The report is not recommending any material changes to the scheme therefore only internal data on spend has been considered.</p>
<p>3. How have you tried to involve people/groups in developing your service/policy/strategy or in making your decision (including decisions to cut or change a service or policy)?</p>	<p>No consultation has been carried out.</p>
<p>4. Could your service/policy/strategy or decision (including decisions to cut or change a service or policy) help or hamper our ability to meet our duties under the Equality Act 2010? Duties are to:-  <i>Eliminate discrimination, harassment and victimisation;</i>  <i>Advance equality of opportunity (removing or minimising disadvantage, meeting the needs of people);</i>  <i>Foster good relations between people who share a protected characteristic and those who do not share it.</i></p>	<p>The recommendations in this report do not hamper our ability to meet such duties.</p>
<p>5. What actions will you take to address any issues raised in your answers above</p>	<p>None at this time</p>



**LANDLORD SERVICES COMMITTEE (CABINET WORKING GROUP) - 6  
NOVEMBER 2013**

**21. REVISED CAPITAL PROGRAMME AND MID-YEAR REVIEW 2013/2014**

Members considered the draft report of the Borough Treasurer, introduced by the Group Accountant (Public Sector Housing) that provided an overview on progress against the Revised Capital Programme at the mid-year point.

In discussion comments and questions were raised in respect of the following:

- Funding related to Phase 2 of the Blue Wheelie Bin scheme.
- Rights to Buy - legal obligations / processes related to receipts and payments to central government.
- Kitchen / Bathroom Replacements (Summary of Changes) - detail related to the amendment.
- Gas Fire Installations - current tenancy preferences; future budget spending.

The Group Accountant (Public Housing Sector) attended the meeting and responded to questions, referencing details as set down in the report.

RESOLVED: That the report be noted.