

Please ask for: Steve Partridge

Extension No: 4588

E-Mail: stevepartridge@cannockchasedc.gov.uk

31 July, 2019

Dear Councillor,

CABINET

4:00 PM ON THURSDAY, 8 AUGUST, 2019

ESPERANCE ROOM, CIVIC CENTRE, CANNOCK

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,



T. McGovern,
Managing Director

To: Councillors:

Adamson, G.	Leader of the Council
Alcott, G.	Deputy Leader of the Council and Town Centre Regeneration Portfolio Leader
Pearson, A.R.	Corporate Improvement Portfolio Leader
Bennett, C	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Johnson, T.B.	Economic Development and Planning Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Martin, Mrs. C.E.	Health and Wellbeing Portfolio Leader
Kraujalis, J.T.	Housing Portfolio Leader
Woodhead, P.E.	<i>Invitee (non-voting Observer)</i>

Civic Centre, PO Box 28, Beecroft Road, Cannock, Staffordshire WS11 1BG

tel 01543 462621 | fax 01543 462317 | www.cannockchasedc.gov.uk

 Search for 'Cannock Chase Life'  @CannockChaseDC

A G E N D A

PART 1

1. Apologies

2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

To declare any personal, pecuniary or disclosable pecuniary interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

3. Updates from Portfolio Leaders

To receive and consider oral updates (if any), from the Leader of the Council, the Deputy Leader, and Portfolio Leaders.

4. Minutes

To approve the Minutes of the meeting held on 11 July, 2019 (enclosed).

5. Forward Plan

Forward Plan of Decisions to be taken by the Cabinet: August to October 2019 (Item 5.1 – 5.2).

6. Siting of World War One Commemorative Beacon

Report of the Managing Director (Item 6.1 – 6.9).

7. Consultation on Local Council Tax Reduction Scheme

Report of the Head of Finance (Item 7.1 – 7.6).

8. Final Accounts 2018/19

Report of the Head of Finance (Item 8.1 – 8.31).

9. Housing Revenue Account – Final Accounts 2018/19

Joint Report of the Head of Finance and the Head of Housing & Partnerships (Item 9.1 – 9.7).

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CABINET

HELD ON THURSDAY 11 JULY 2019 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Alcott, G.	Deputy Leader of the Council and Town Centre Regeneration Portfolio Leader
Pearson, A.R.	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Johnson, T.B.	Economic Development and Planning Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Martin, Mrs. C.E.	Health and Wellbeing Portfolio Leader
Kraujalis, J.T.	Housing Portfolio Leader

15. Apologies

Apologies were submitted for Councillors C. Bennett, Crime & Partnerships Portfolio Leader, and P.E. Woodhead (*non-voting Observer*).

16. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

17. Updates from Portfolio Leaders

None.

18. Minutes of Cabinet Meeting of 13 June, 2019

RESOLVED:

That the Minutes of the meeting held on 13 June, 2019, be approved as a correct record and signed.

19. Forward Plan

The Forward Plan of Decisions for the period July to September 2019 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered.

RESOLVED:

That the Forward Plan of Decisions for the period July to September 2019 be noted.

20. Summary of Complaints Received: April 2018 to March 2019 (Annual Report)

Consideration was given to the Report of the Managing Director (Item 6.1 – 6.6 of the Official Minutes of the Council).

RESOLVED:

That the information received by the Council in this period and the lesson learnt be noted.

Reason for Decision

Council approved a new Customer Feedback and Complaints Policy on 21 February, 2018; contained within the new policy was a commitment to report complaints information to Cabinet.

21. Annual Report 2018/19

Consideration was given to the Report of the Managing Director (Item 7.1 – 7.21 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The information and achievements as detailed in the Annual Report be noted.
- (B) The Annual Report 2018/19 be approved for publication on the Council's website and sharing with key stakeholders.

Reason for Decisions

The Annual Report 2018/19 presented a summary of the progress and achievements in delivering the Council's priorities in 2018/19. It provided a user-friendly digest of key information to be presented to the Council's residents, partners and communities.

22. Cannock Town Centre Development Prospectus

Consideration was given to the Report of the Head of Economic Prosperity (Item 8.1 – 8.20 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The draft Development Prospectus, as included at Appendix 1 of the report, be approved for use as a marketing tool to attract in new investment into identified opportunity sites in Cannock Town Centre.
- (B) Authority be delegated to the Head of Economic Prosperity, in consultation with the Town Centre Regeneration Portfolio Leader, to take all steps to launch the Prospectus and distribute it to appropriate developers, investors

agents and intermediaries.

Reasons for Decisions

Cabinet was being requested to approve the use of the Development Prospectus in order for the Prospectus to be launched to the market and wider distribution to take place of the document in its current form.

Without the Development Prospectus being in place, there was a risk that development opportunities would not come forward and the town centre could decline further. Crucially, there would be a huge missed opportunity to attract in a proportion of the anticipated 3 million plus visitors per annum from the McArthurGlen Designer Outlet Cannock into Cannock town centre.

23. Revenues and Benefits Collection Report

Consideration was given to the Report of the Head of Finance (Item 9.1 – 9.14 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The information regarding collections be noted.
- (B) The arrears listed in the confidential appendices be written off.

Reasons for Decisions

Efficient collection of the Council's revenues was of major importance to the funding of Council services and those provided by our preceptors.

The report detailed that over £82.5m was collected by the Revenue and Benefits Service in the last financial year.

Collection rates for Council due amounted to £49.5m, of which some 97.4% was collected by the end of the financial year. As at the end of May, the collection rate had increased to 98.1%.

In 2018/19, some £33.7m was due from local businesses, of which 98.9% was recovered by the end of the financial year. By 31 May, the collection rate had reached 99.0%. In addition, the amounts outstanding in respect of periods prior to April 2018 reduced from £1.8m to £944k in the financial year.

Regrettably, not all of the monies owed to the Council could be collected, and the report contained a recommendation to write-off bad debts in the sum £67,864.16, in accordance with the Scheme of Delegation.

The amount attributable to Cannock Chase Council amounted to approximately £800 for Council Tax and £17,809 for Business Rates.

24. Proposed Creation of Single Strategic Commissioning Unit

Consideration was given to the Report of the Head of Economic Prosperity (Item 10.1 – 10.26 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The proposed merger of the six Staffordshire Clinical Commissioning

Groups into a single Strategic Commissioning Organisation from April 2020 be opposed, and the existing structure should be retained.

- (B) The draft response to the consultation document, as detailed in Appendix 3 of the report be agreed, and the Head of Economic Prosperity, in consultation with the Health & Wellbeing Portfolio Leader, be granted delegated authority to prepare a final response for submission.

Reasons for Decisions

There was concern that the proposed merger would compound current issues with regards to the recruitment and retention of local GP services, and appeared to be a cost-cutting exercise rather than being focussed on improving patients' services. It was also feared that any funding arrangements established would be weighted in favour of healthcare services provided in north Staffordshire, to the detriment of residents living in south Staffordshire.

To ensure the Council engaged in the consultation and submitted an informed response to the proposals.

The meeting closed at 4:25 p.m.

LEADER

FORWARD PLAN OF DECISIONS TO BE TAKEN BY THE CABINET: AUGUST – OCTOBER 2019

For Cannock Chase Council, a key decision is as an Executive decision that is likely to:

- Result in the Council incurring expenditure or making savings at or above a threshold of 0.5% of the gross turnover of the Council.
- Affect communities living or working in two or more Council Wards.

Further information about key decisions and the Forward Plan can be found in Sections 10 and 28 of the Council's Constitution.

Representations in respect of any of matters detailed below should be sent in writing to the contact officer indicated alongside each item c/o Democratic Services, Cannock Chase Council, Civic Centre, PO Box 28, Beecroft Road, Cannock, Staffordshire, WS11 1BG or via email at membersservices@cannockchasedc.gov.uk

Copies of non-confidential items will be published on the Council's website 5 clear working days prior to the relevant meeting date.

Item	Contact Officer / Cabinet Member	Date of Cabinet	Key Decision	Confidential Item	Reasons for Confidentiality	Representation Received
Siting of World War I Commemorative Beacon	Managing Director / Leader of the Council	08/08/19	No	No		
Consultation on Local Council Tax Reduction Scheme	Head of Finance / Health and Wellbeing Portfolio Leader	08/08/19	No	No		
Final Accounts 2018/19	Head of Finance / Leader of the Council	08/08/19	No	No		
Housing Revenue Account – Final Accounts 2018/19	Head of Finance and Head of Housing & Partnerships / Housing Portfolio Leader	08/08/19	No	No		
Quarter 1 2019/20 PDPs Performance Update	Head of Governance and Corporate Services / Corporate Improvement Portfolio Leader	19/09/19	No	No		
House to House and Charitable Collections Policy	Head of Economic Prosperity / Health and Wellbeing Portfolio Leader	19/09/19	Yes	No		

ITEM NO. 5.2

Item	Contact Officer / Cabinet Member	Date of Cabinet	Key Decision	Confidential Item	Reasons for Confidentiality	Representation Received
Request for Flexible Retirement	Head of Housing & Partnerships / Housing Portfolio Leader	19/09/19	No	Yes	Information relating any individual and information which is likely to reveal the identity of an individual.	
Cannock Indoor Market Proposals	Head of Economic Prosperity / Town Centre Regeneration Portfolio Leader	19/09/19	Yes	Yes	Information relating to the financial or business affairs of any person (including the Council).	
Updated Community Infrastructure Levy Regulation 123 List	Head of Economic Prosperity / Economic Development and Planning Portfolio Leader	17/10/19	No	No		
Local Plan Issues and Options Consultation Feedback and Next Steps	Head of Economic Prosperity / Economic Development and Planning Portfolio Leader	17/10/19	No	No		
Local Development Scheme Revision	Head of Economic Prosperity / Economic Development and Planning Portfolio Leader	17/10/19	No	No		
Evaluation of Cannock Town Centre Partnership Initiative	Head of Economic Prosperity / Town Centre Regeneration Portfolio Leader	17/10/19	No	No		

Report of:	Managing Director
Contact Officer:	Kate McBey
Telephone No:	01543 464270
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Cabinet: 08/08/19

CABINET
8 AUGUST 2019
SITING OF WORLD WAR 1 COMMEMORATIVE BEACON

1 Purpose of Report

- 1.1 To consider the allocation of funds to site the World War 1 commemorative beacon
- 1.2 To grant permission to proceed with the expenditure of the allocated funds

2 Recommendations

- 2.1 That Cabinet approves the allocation of funds required to site the World War 1 commemorative beacon
- 2.2 That Cabinet grants permission to spend and proceed with the project

3 Key Issues and Reasons for Recommendations

- 3.1 Since 2014, the Council has been committed to delivering a 4 year commemorative programme to mark the centenary of World War 1.
- 3.2 To complete this, a World War 1 commemorative beacon, which was specially made for the official beacon lighting ceremony in 2018, will be sited on the grounds of St. Luke's Church as a permanent memorial feature.
- 3.3 A small amount of funds to the value of £2,100 are available in a reserve budget, however, further funding is required to complete this final element.
- 3.4 Up to £6,000 is required to complete this project. This is broken down in appendix 2.
- 3.5 In addition to this, an ongoing maintenance fee payable to St Luke's Church will have to be agreed to cover the cost of the electricity used. This will be up to £50 per annum.

4 Relationship to Corporate Priorities

4.1 This report supports the Council's Corporate Priorities as follows:

The proposal contributes to the Council's 'Improving Community Wellbeing' corporate priority. The World War 1 commemorative beacon will be permanently sited on the grounds of St Luke's Church to provide a lasting legacy, following a four year commemorative programme, to remember those that fought and lost their lives from across Cannock Chase District.

5 Report Detail

5.1 Over the last four years, the Council and Inspiring healthy lifestyles have been committed to delivering a four year commemorative programme to remember those that fought and lost their lives from across Cannock Chase District.

5.2 In 2017, the Council secured funding from the Armed Forces Covenant Fund to help fund the final commemorations. Inspiring healthy lifestyles submitted the application on behalf of the District's World War 1 Working Group, a collaboration of local Armed Forces' organisations and branches, local arts group members of Cannock Chase Arts Council and Cannock Chase Council.

5.3 The group has worked hard over the last four years to engage with local businesses, creative individuals and groups to provide events and activities for local communities to support and participate in.

5.4 Among these was 'The Great War Marches' in 2014 which saw local towns develop parades and services involving hundreds of serving personnel, veterans, military organisations and the wider community.

5.5 In 2015 a District-wide story gathering initiative toured across sheltered housing providers to hear from people whose relations experienced the Great War period, while in 2016 a 'Four Winters at War' outdoor performance was held at Birches Valley and a special 'Stepping into Wartime' event was held in Hednesford.

5.6 In 2017, a special Armed Forces Day event was organised in Cannock which was a great way to honour the local armed forces community as well as commemorating World War 1.

5.7 Finally in 2018, the District marked the 100th year anniversary for the end of the First World War with a special service and beacon lighting ceremony at St Luke's Church in Cannock, remembrance services and parades across the District, a tour of the 'Last Day Legacy – Great War Art Exhibition', and presented performances of 'The Last Day' at Cannock, Rugeley and Hednesford.

5.8 Over the years, these events have been extremely successful with hundreds of local people attending and gaining an experience of wartime within Cannock Chase District.

- 5.9 As a lasting legacy to this commemorative period, the special World War 1 beacon will be permanently sited on the grounds of St Luke's Church. This was approved by the St Luke's Church Committee in June who is now applying to the Diocese for a faculty. This will be considered by the Diocesan Advisory Committee (DAC) in August. In addition to this, a planning application has been submitted to the Council by the Marketing and Campaigns Officer.
- 5.10 The additional funds required will cover the cost of installation, electricity supply and ongoing maintenance. A breakdown down of the budget estimate is shown in appendix 2.
- 5.11 On completion of works, a commemorative ceremony will be held to unveil the commemorative beacon and to remember our local heroes.
- 5.12 The World War 1 commemorative programme has shown the District's commitment to the centenary of the First World War and has truly brought our military, civilian and creative communities together.

6 Implications

6.1 Financial

No specific provision exists for the additional cost of siting the war memorial however bearing in mind the additional funding required (up to £3,900) and the ongoing costs of £50 such costs can be contained within the overall General Fund Budget for 2019/20.

6.2 Legal

Although ongoing maintenance and electricity costs of the monument will need to be budgeted for, this is unlikely to need a written legal agreement given the small amount of these estimated annual costs.

6.3 Human Resources

None

6.4 Section 17 (Crime Prevention)

None

6.5 Human Rights Act

None

6.6 Data Protection

None

6.7 Risk Management

The installation of the structure and electricity supply will be undertaken by specialist contractors who will have their own risk management procedures in place to carry out this type of work.

The sited structure will be covered under the Council's Public Liability insurance and will be listed on the '*Items insured for all risks register*'.

CCTV is limited around St Luke's Church, especially in the summer months due to tree foliage. However, the church wardens will inspect the site and structure regularly and will report any concerns to the Marketing and Campaigns Officer.

6.8 Equality & Diversity

None

6.9 Best Value

None

7 Appendices to the Report

Appendix 1: Image of World War 1 beacon and plans

Appendix 2: Budget estimate

Appendix 3: Siting proposal plan

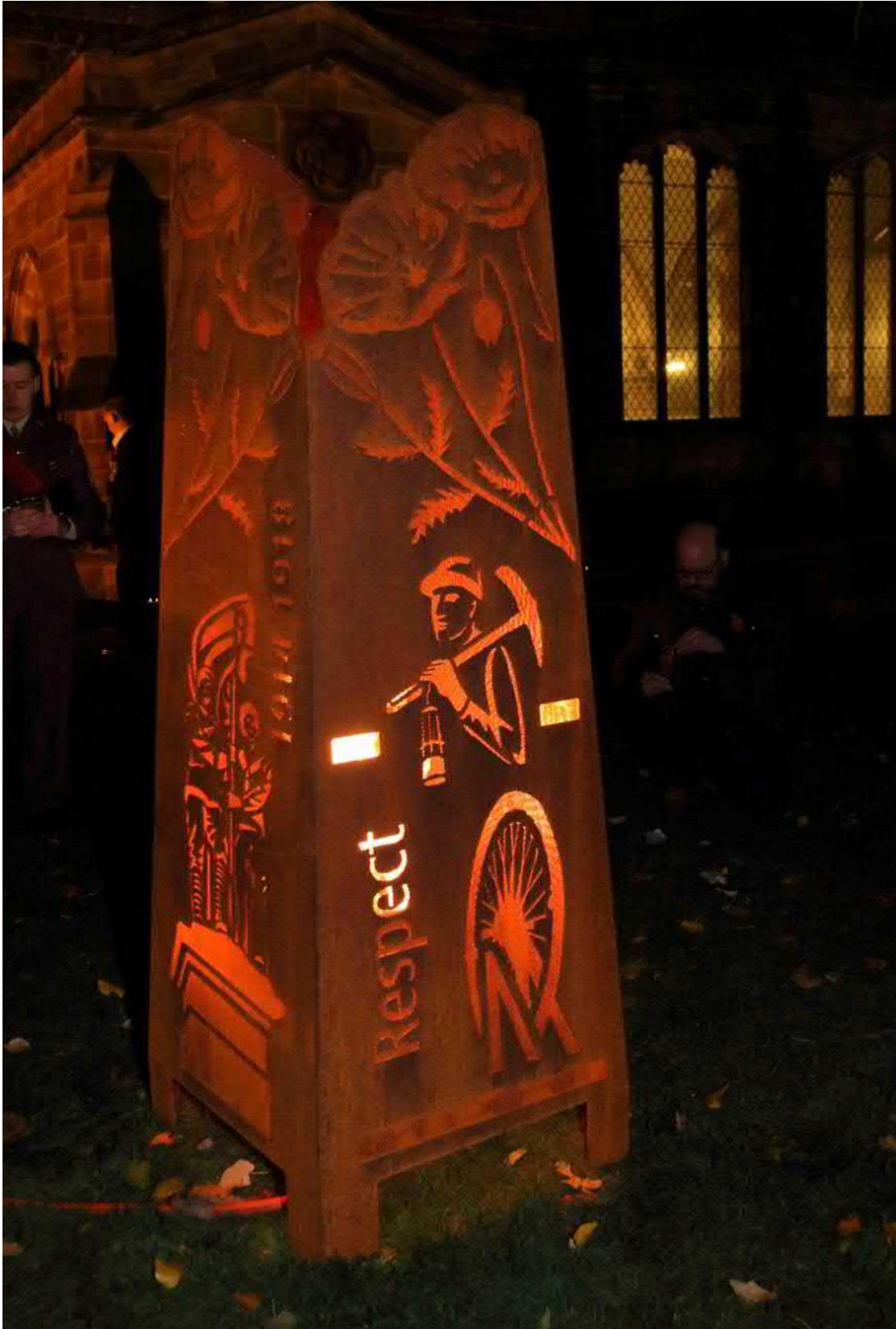
Previous Consideration

Not applicable

Background Papers

None

IMAGE OF WORLD WAR 1 BEACON



ITEM NO. 6.

BUDGET ESTIMATE

CANNOCK CHASE DISTRICT COUNCIL					
ST LUKES CHURCH YARD - STEEL SCULPTURE June 2019					
ST\4\CC\SL\PR 1 - STEEL SCULPTURE - Schedule of Quantities					
Bill Ref	Description	Quantity	Unit	Rate	Amount
No					
1.0	PRELIMINARIES				
1.1	Allow for complying with all clauses of the Conditions of Contract, Specification, and the other Contract documents not specifically mentioned herein	1	Item	£500.00	£500.00
2.0	MANUFACTURE OF SCULPTURE				
2.1	Allow for manufacture of Corten steel sculpture 2.3m tall, 5mm thick steel laser cut design to include for access panel and covers Refer to drawing number ST/4/CC/SL/PR1 – 001	1	Item	£1,000.00	£1,000.00
3.0	INSTALLATION				
3.1	Allow for Cat & Jenny scan to find existing cable runs, excavate for installation of 100mm diameter plastic ducting with draw cord from existing lights to new sculpture location. Include for orange marker tape Refer to drawing number ST/4/CC/SL/PR1 – 001	36	Lin m	£10.00	£360.00
3.2	Supply only 1 number uplighter for sculpture, include for lamps, photo cells and all connections lamps to be specified by lighting engineer Refer to drawing number ST/4/CC/SL/PR1 – 001	1	Item	£500.00	£500.00
3.3	Allow for collection of sculpture from within the Cannock Chase District and deliver to site	1	Item	£200.00	£200.00

ITEM NO. 6.7

Bill Ref	Description	Quantity	Unit	Rate	Amount
No					
3.4	Install footing for sculpture, GEN 2 concrete base 1260 x 1260 x 300mm depth on well compacted 100mm depth MOT type 1 sub base Allow for all excavations and making good surface on completion Refer to drawing number ST/4/CC/SL/PR1 – 001	1	Item	£1,000.00	£1,000.00
3.5	Install steel sculpture Refer to drawing number ST/4/CC/SL/PR1 – 001	1	Item	£600.00	£600.00
4.0	LIGHTING				
4.1	Allow for all electrical connections to be made BY ICEE engineer to comply with all current regulations and provide certificate upon completion	1	Item	£300.00	£300.00
5.0	MAKE GOOD				
5.1	Contractor to make good all surfaces upon completion and to match to all adjoining surface finishes	1	Item	£100.00	£100.00
	TOTAL TO SUMMARY SHEET				£4,560.00

CANNOCK CHASE DISTRICT COUNCIL									
ST LUKES CHURCH YARD - STEEL SCULPTURE									June 2019
ST4\CC\SL\PR 1 - STEEL SCULPTURE - Schedule of Quantities									
SUMMARY SHEET									
PHASE		DESCRIPTION					COST		
Item 6.0	Costs for general specification items (Preliminaries)						£500.00		
Item 5.0	Bills of quants						£4,060.00		
		SUB TOTAL					£4,560.00		
Item 7.0	10 % CONTINGENCY FIGURE						£456.00		
		TOTAL					£5,016.00		

In addition to this is an annual charge for electricity which St Luke's Church will need to be reimbursed for. This is based on using a 20w LED bulb that is switched on between 8pm and 6am (10 hours per day, 365 days per year).

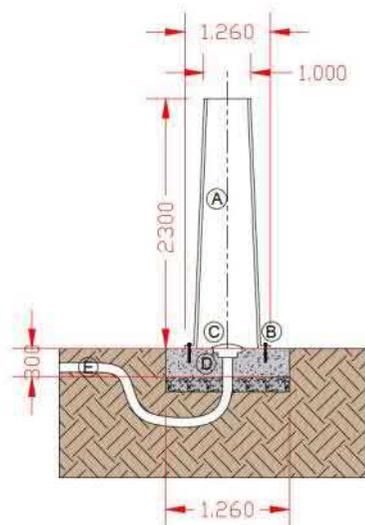
The average price per kilo watt is £0.15p.

This would equate to £11 (based on 0.15p x 73 kilo watts) – Allocate £50 per annum to cover this.

ITEM NO. 6.

SITING PROPOSAL PLAN

CORTEN STEEL SCULPTURE scale 1:25



CORTEN STEEL SCULPTURE

A - 2.3m high above ground level, 1260mm width at base tapering to 1000mm at the top. Constructed from 5mm thick corten steel, engraved / laser cut surface with internal steel mesh to prevent finger traps and pinch points, top to be sealed.

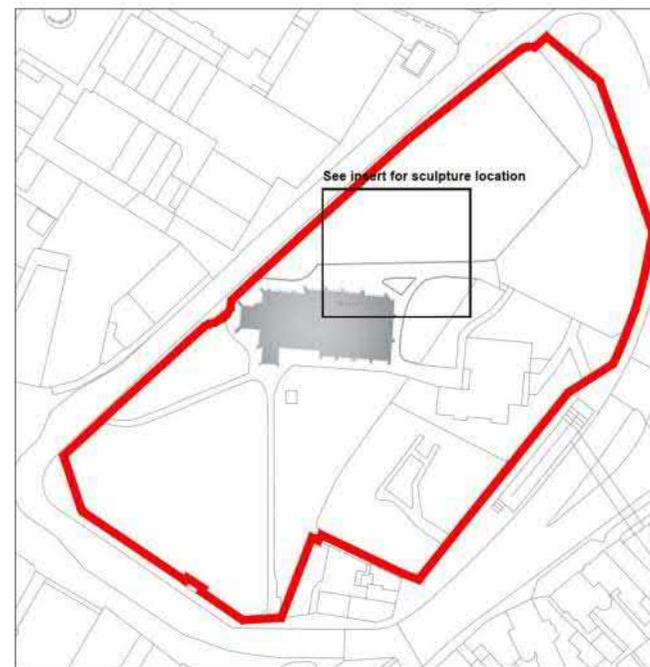
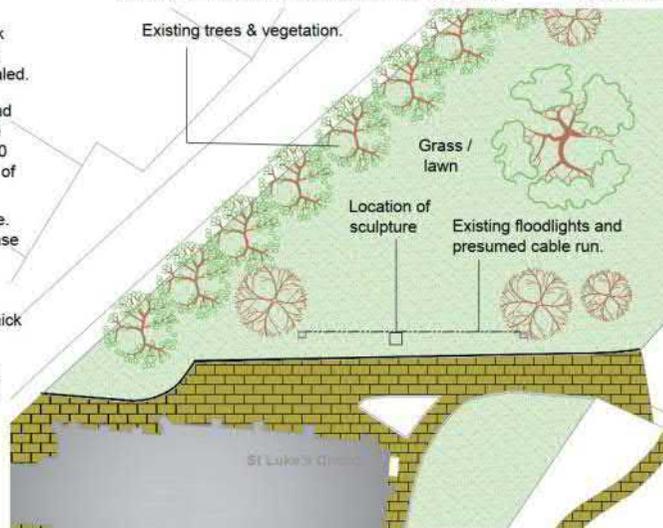
B - Sculpture to include 200mm square base plates surround with 4 No 20mm dia holes located at the corners. Sculpture to be bolted to concrete pad via 4 No 200mm length M20 coach bolts with appropriate washers and anti vandal snap off nuts.

C - LED floor mounted spot light, sunken into concrete base. Concrete base to include 100mm plastic duct for single phase lighting cable and installation. Light unit to be:
Sugg - Solumn 18W LED up lighter, circular shape, finished floor with the floor including 8mm thick clear glass lense

D - Concrete base - GEN 2 concrete pad 1.860m square x 300mm depth, laid on 150mm well consolidated MOT type 1 sub base. On well consolidate sub soil.

E - 100mm plastic duct to link new floor light to existing church spot lights, single phase cable and joint as per electrical engineer specification and advise.

SCULPTURE LOCATION PLAN scale 1:500



SITE LOCATION PLAN scale 1:1250



<p>CANNOCK CHASE COUNCIL Caring for the Community</p> <p>Civic Centre PO Box 28 Beecroft Road Cannock Staffordshire WS11 1BG</p> <p>Tel: (01543) 462621 Fax: (01543) 463317 www.cannockchase.gov.uk</p>	Scheme : St Lukes Church - Cannock Proposed steel sculpture	
	Drawing Title : Location plan and details	
	Drawing No : ST/4/CC/SL/PR1 - 001	Scale : Various @ A3
	Drawn By : CwD	Date : 25 April 2019
Checked By :	Date :	

Report of:	Head of Finance
Contact Officer:	Rob Wolfe
Telephone No:	01543 464 397
Portfolio Leader:	Health & Wellbeing
Key Decision:	No
Report Track:	Cabinet: 08/08/19

CABINET
8 AUGUST 2019
CONSULTATION ON LOCAL COUNCIL TAX REDUCTION SCHEME

1 Purpose of Report

- 1.1 To inform Cabinet of the need to review the Council's Local Council Tax Reduction Scheme (LCTRS).
- 1.2 To explain the proposed features of a new Local Council Tax Reduction Scheme.
- 1.3 To seek the necessary approvals and delegations to instigate a formal consultation process, subject to detailed cost forecasting and the scheme principles explained in this report.

2 Recommendation(s)

- 2.1 That the need to review the Council's Local Council Tax Reduction Scheme be noted and supported.
- 2.2 That authority to instigate a formal consultation process, subject to detailed cost forecasting and the scheme principles explained in this report, be delegated to the Head of Finance, in consultation with the Leader of Council.

3 Key Issues and Reasons for Recommendations

Key Issues

- 3.1 The Council's current LCTRS was implemented in 2013, in partnership with all other Staffordshire councils, when the national Council Tax Benefit scheme was abolished. In common with all other districts and boroughs at that time, the scheme mirrored the council tax benefit and housing benefit schemes, whilst at the same time accommodating a 10% reduction in government funding, and protecting the more vulnerable groups.

Reasons for Recommendations

- 3.2 Over the last 6 years there have been several significant changes that have been applied to the Housing Benefit Scheme through Welfare Reform legislation that, in the main have not been applied to the LCTRS. This has resulted in complex and costly administration with Councils applying different rules to the assessment of Housing Benefit claims compared to the assessment of LCTR. This can lead to confusion for customers as well as for staff.
- 3.3 In particular, the current scheme does not work well for Universals Credit (UC) claimants, who no longer claim other benefits from the Council.
- 3.4 Central government funding for our benefit service will continue to reduce as our Housing Benefit caseloads reduce as a result of Universal Credit.
- 3.5 The rules for LCTR for pensioners continue to be prescribed nationally and we can only consider the scheme insofar as it affects working aged claimants.

4 Relationship to Corporate Priorities

- 4.1 This report supports the Council's Corporate Priorities as follows:
 - (i) By refreshing our LCTRS we will contribute to the objective of improving community wellbeing, in particular by providing support to the less well off and vulnerable people.

5 Report Detail

- 5.1 In 2013 Council Tax Benefit, which was a national scheme, was removed for all working aged claimants and replaced by a localised Council Tax Reduction Scheme. All Staffordshire authorities worked jointly to produce a framework scheme, based on the same set of principles but which contains some variances for each authority depending on their demographics and local priorities. The scheme has not been substantially changed since its inception.
- 5.2 The scheme is means tested and all claimants are required to complete an application form and provide considerable evidence and information within a specific timescale in order for an assessment to be completed enabling a reduction in the amount of council tax payable. Whilst this process sat well alongside the Housing Benefit scheme, it is onerous for claimants who only wish to claim LCTR from the Council.
- 5.3 Our current scheme is "penny specific". We make an award based on exact income and capital of the claimant. Any change must be reported and will require a re-assessment. This in turn generates a revised Council Tax bill. This is cumbersome and frustrating for Benefit Staff, Council Tax Staff and customers alike, particularly when changes are small. Furthermore, the repeated re-issue of bills, delays the recovery of unpaid council tax, which obviously contributes to non-payment issues.

- 5.4 UC payments in particular would be problematic if not addressed. For many claimants, UC payments can change on monthly basis. This could mean that an individual might receive twelve council tax bills during the year with payment schedules being re-profiled each time. This makes it very difficult for claimants to manage their money or understand how changes to their income might affect them, often leading to arrears and debt. This will certainly become more of an issue when UC starts to migrate from next year.
- 5.5 The Council Tax arrears amongst LCTR recipients are proportionately much higher than arrears amongst those not reliant on benefit, and this is no surprise. Whereas in 2018-19 we collected 97.4% of our overall Council Tax within the financial year, the collection rate amongst LCTR recipients was 82%. The current scheme is evidently creating charges which are difficult for the taxpayer to pay and for the Council to recover when not paid. This is clearly inefficient and ineffective and needs to be addressed, without losing fairness and equality from the scheme.
- 5.6 Better use of technology can be adopted in order to simplify the process of claiming, assessing and notifying LCTR, to the benefit of both the council and its customers.
- 5.7 The scheme which we would anticipate implementing from 1 April 2020, will be a “Banded Discount Scheme” which would remove much of the complexity associated with the current scheme, whilst at the same time maintaining fairness and equality in the way in which awards are distributed amongst Council Tax payers. According to their household and financial circumstances, claimants will be placed into bands and an appropriate percentage reduction made from their bill.
- 5.8 An example of a banded scheme can be seen below
(This is for illustration purposes only):

% discount	100%	75%	50%	25%	No discount
Household					
Single Person – no dependents	<£110	110.00 - £150	£150.01- £230	£230.01- £300	£300.01+
Couple - no dependents	<£160	160.00 - £200	£200.01- £270	£270.01- £350	£350.01+
Lone parent with 1 dependant	<210*	£210.00 - £250	£250.01- £330	£330.01- £400	£400.01+
Lone Parent with 2+ dependants	<260	£260.00 - £300	£300.01- £370	£370.01- £450	£450.01+
Family with 1 dependant	<210	£210.00 - £250	£250.01- £330	£330.01- £400	£400.01+
Family with 2+ dependants	<260	£260.00 - £300	£300.01- £370	£370.01- £450	£450.01+

- 5.9 Changing the LCTRS to a Banded Discount Scheme will make it much easier for people to understand and for our staff to administer. Claimants will easily be able to establish if they will qualify and the amounts involved. The claim will be a short, online process, with support available for residents who find it difficult to claim online.
- 5.10 The new income band system would enable people to increase their working hours or get a better paid job knowing in advance how much support we will give them to pay their council tax. They will also get fewer council tax bills even if their Universal Credit changes, provided their income remains within a particular band.
- 5.11 The simplified scheme will result in reduced administration and significant reduction in costs to the Council.
- 5.12 Awards of LCTR are relatively low (an average of £15.35 per week in 2019/20) and do not result in a physical payment being made, but rather a reduction applied to our bill. It is therefore expected that some of the current onerous evidence requirements can be reduced, with our officers' time being more targeted to compliance checks using data access and data matching facilities available to us.
- 5.13 Officers will again work with other Staffordshire councils, to maintain consistency of approach across the county. Similarly, many other councils across the country are adopting the same approach.
- 2013/14 – Only 1 Council in England had a banded scheme
 - 2018/19 – 10 Councils introduced banded or part banded schemes
 - 2019/20 – 25 Councils have introduced banded or part banded schemes
 - 2020/21 – Over 100 authorities are looking to change and simplify their schemes.
- 5.14 A number of principles have been established which we intend to consider incorporating into a new scheme, subject to costing and impact assessments;
- The scheme will be cost neutral. We anticipate the total spend to be as it is now.
 - Significant administrative savings resulting from the streamlined process and use of technology.
 - Improved customer experience, through simplicity of process.
 - As far as is possible, we want to create common schemes across all Staffordshire Districts.
 - Banded discounts, probably increasing in 25% or 20% increments up to 100%
 - No non dependant charges.
 - Child benefit wont be included in income (whereas some sites do at present)
 - Capital cut off. As now, claimants with more than £6,000 in savings will be excluded.
 - Band D cut off. As now, properties in property bands E-H will be assessed at the band D rate.

- Claimants will only need to report changes of income which are sufficient to take them into the next income band.
- Better use of technology, with the development of an on-line /self assessment process.
- Maximum award will be 100%.
- Self employed claimants will be assessed according to their HMRC self-assessed earnings, subject to a minimum of the National Minimum Wage level.
- A contingency fund will be included in the scheme, as now, to address unforeseen circumstances and exceptional hardship.

5.15 Full Council approval is needed for an amended scheme and we are obliged to conduct a comprehensive consultation process prior to this. This will include member briefings as well as consultation with preceptors, voluntary organisations and the public. The next steps in this process are, as follows;

- **Costing** – whilst the principles of an efficient scheme are apparent, the most difficult part of the task must now be undertaken i.e. to establish the correct income bands to be applied within the scheme.
- **Consultation** – An extensive formal consultation will take place, typically for a period of around 8 weeks and including the major preceptors, partners, community groups and other stakeholders as well as Parish Councils and any other interested parties. The billing authorities will undertake this exercise together, sharing the cost of any necessary external expertise.
- **Reporting and Approval** – Full Council approval is needed for the new schemes. A report and proposed scheme will be presented to Council on 8 January 2020.

6 Implications

6.1 Financial

This particular report seeks only to begin a consultation process and so has no significant financial implications.

The scheme that we will consult upon will be budgetary neutral and will be reported and explained to members through the consultation process.

6.2 Legal

We have a legal duty to consult on the changes to our scheme. Schedule 1A of the Local Government Finance act 1992, which was inserted by Local Government Finance Act 2012 states that:

Before making a scheme, the authority must (in the following order)

- (a) consult any major precepting authority which has power to issue a precept to it,*
- (b) publish a draft scheme in such manner as it thinks fit, and*
- (c) consult such other persons as it considers are likely to have an interest in the operation of the scheme.*

6.3 Human Resources

None.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None

6.7 Risk Management

The risk issues contained in this report are not strategic and therefore should not be included in the Strategic Risk Register.

6.8 Equality & Diversity

None.

6.9 Best Value

None.

7 Appendices to the Report

None.

Previous Consideration

None.

Background Papers

None.

Report of:	Head of Finance
Contact Officer:	Bob Kean
Telephone No:	01543 464334
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Cabinet: 08/08/19

**CABINET
8 AUGUST 2019
FINAL ACCOUNTS 2018/19**

1 Purpose of Report

- 1.1 To present to the Cabinet the final accounts position for 2018/19.

2 Recommendations

- 2.1 That the final accounts position for the year ending 31 March 2019 be noted
- 2.2 That the financing of the capital programme as outlined in the report be approved.

3 Key Issues and Reasons for Recommendation

- 3.1 The overall revenue account position shows net expenditure reducing by £406,000 when compared with the budget agreed by Council. The overall impact after taking into account changes in Financing is a reduction in the Transfer from Balances of £48,000.
- 3.2 The portfolio outturn for 2018/19 shows a favourable variance of £128,000 consisting of a number of minor variations
- 3.3 Investment income in year has increased by £89,000. Technical items show a variance of £181,000 however primarily relates to a reduction in the transfer to the business Rates equalisation reserve as a result in a reduction in the amount retained for 2018-19.
- 3.4 Income from the Business Rates Retention Scheme was some £257,000 lower than anticipated, principally as a result of an increase in the provision for appeals and losses.
- 3.5 Council Tax rate collection rates continue to improve and combined with additional properties an in year surplus of £22,000 exists. This combined with the surplus brought forward will provide a distribution to this council of £154,000.

4 Relationship to Corporate Priorities

4.1 The final accounts for 2018/19 cover all of the Council's priorities.

5 Report Detail

5.1 This report provides an analysis of the final accounts position for 2018/19. It covers the following accounts:-

- General Fund Revenue account – which bears the net cost of providing day-to-day services;
- Business Rates Retention
- Capital expenditure and how it is financed;
- Collection Fund.

5.2 The Council's statutory Statement of Accounts were drafted and presented to the Grant Thornton in accordance with the new deadline of the 31 May with the audit undertaken during June and July 2019. The audited Statement of Accounts were approved without amendment by the Audit and Governance Committee on 29 July 2019 and published in advance of the 31 July statutory deadline.

General Fund Revenue Outturn

5.3 The table overleaf summarises the outturn position of the General Fund Revenue Account for the year compared with the budget position.

5.4 The Council's Net Expenditure (Portfolio Budgets) in relation to revenue budget for 2018/19 financial year was set by the Council in February 2018 at a net expenditure of **£11.411 million**. In determining the 2018/19 Budget in February 2019 Council approved the Forecast Outturn for 2018/19 of **£11.879 million**, an increase of £0.468 million as compared to the Original Budget.

in the transfer to the earmarked Business Rates equalisation reserve rather than a true underspend /saving.

- 5.7 The major variation relating to a shortfall of business rates income, including distribution from the Greater Birmingham and Solihull business rates pool being some £0.345 million lower than anticipated principally in relation to an increase in the provision for appeals and losses.
- 5.8 The overall position, actual net expenditure and financing, resulted in a transfer from working balances of £0.220 million as compared to the budgeted figure of £0.268 million, a saving to the general fund of some £0.048 million

Net Portfolio expenditure

- 5.9 Net portfolio expenditure was £0.128 million lower than the budget .The principal cost variations, on each portfolio are as follows ((+) is an unfavourable variance (-) is a favourable variance):

Corporate Improvement

- Social alarms – additional residual costs of service £28,000 (+)
- Supplies and Services variations £20,000 (-)

Environment

- Waste and Recycling- reduced recycling income partly offset by reduced gate fees £14,000 (+), staffing variations £11,000 (+) and sale of materials £16,000 (-)
- Regulatory – additional pest control income £22,000 (-) and contribution to staffing costs £37,000(-)
- Off Street Parking – higher than anticipated income £30,000 (-)
- Private Sector Housing – recharge of salaries to capital £22,000 (-)
- Grounds maintenance – additional income from agency services £42,000(-)

Culture and Sport

- Parks – reduced grounds maintenance and street cleansing cost £39,000 (-) and additional income £9,000 (-)
- Leisure management contract – Share of discretionary rate relief £39,000 (-)
- Cemeteries – higher than anticipated income £15,000(-)

Economic Development

- Development control – lower than anticipated planning fee income £168,000 (+) , inclusive of potential refund of £82,000
- Staffing variations £25,000 (+)

Housing (Housing General Fund)

- Housing services –staffing variances £23,000 (-)

Health and Wellbeing

- Taxation – net additional income from recovery of legal costs £27,000 (-)

Town Centre Regeneration

- Markets reduced income £24,000 (+) together with increased utility costs (£24,000)
- Town Centre Management increased rent income £6,000 (-) together with reduced premises costs £19,000(-)

Leader of the Council

- Reduction in bad debts provision £59,000 (-)
- Corporate management – asset valuation cost £17,000 (+)

Crime & Partnerships

- Supplies and services variation - £5,000 (-)

5.10 A summary of performance of the main streams of income against budget is set out in the following table:

Main Streams of Income				
	Forecast	Actual	Acc Adj	Outturn
	£'000	£'000	£'000	Variance
				£'000
Waste & Recycling	(1,047)	(1,051)		(4)
Off Street Parking	(745)	(773)		(28)
Markets	(347)	(337)		10
Building Control	(374)	(318)	(75)	(19)
Local Taxation	(354)	(425)		(71)
Development Control	(332)	(214)	(59)	59
Licensing	(263)	(263)		-
Public Buildings	(227)	(270)		(43)
Cemeteries	(176)	(192)		(16)
Social Alarms	(91)	(73)		18
Town Centre Management	(170)	(175)		(5)
Grounds Maintenance	(106)	(124)		(18)
Industrial Sites	(110)	(123)		(13)
Land Charges	(93)	(99)	(3)	(3)
Bus Shelters	(38)	(35)		3
Total Main Sources	(4,473)	(4,472)	(137)	(130)

5.11 Variations in income have been reflected in the budget for 2018/19 where appropriate. It should be noted however that the income from Taxation relates to court and penalty costs which has necessitated an increase in the provision for bad debts. Income from Development Control reflects lower than anticipated

planning activity and has been offset by a contribution from planning equalisation reserve reflecting the volatile nature of this income stream.

- 5.12 More detailed explanations for all expenditure and income variances greater than £10,000 and 10% are attached for each portfolio at **APPENDIX 1**.
- 5.13 No material variations other than service demand have occurred at outturn reflecting the ongoing detailed budget exercise undertaken each year. Any further variations that have arisen during the current year will be reflected, where appropriate, in the preparation of the financial plan 2020/21 – 2022/23 which will form the basis for the preparation of the detailed base budget for 2020/21 this Autumn.

Business Rates Retention

- 5.14 The Business Rates Retention Scheme forms part of the new Funding regime for Local Government and incentivises Councils to promote economic growth in their area as they are entitled to retain a share of business rates growth.
- 5.15 The scheme came into operation with effect from April 2013; therefore 2018/19 is the sixth year of operation.
- 5.16 The budget for 2018/19 included additional resources of around £1.040 million estimated Business Rates net Growth in the District since the scheme commenced. The final growth position was £0.257 million lower than anticipated.
- 5.17 The change primarily relates to an increase in the provision for Appeals and losses in the year. Increases have been experienced in Small Business Rates Relief and Mandatory relief however no material changes are anticipated in relation to the assumptions contained in the 2019/20 estimates.
- 5.18 The distribution from the Greater Birmingham and Solihull Business rates pool reflect this final growth position and therefore shows at outturn £239,000 return compared with a budget of £373,000.

Working Balances

- 5.19 The final accounts overall show a contribution from working balances to the General Fund of £220,000. The General Fund balance was £3.136 million at 1 April 2018 and after the transfer of £220,000 for 2018/19, the balance at 31 March 2018 is £2.916 million. The Council's policy is to retain a minimum General Fund balance of 5.5% of net expenditure, or the calculated risk factor whichever is the greater to cover contingencies and emergencies. The prudent level of Working Balance for 2018-19 is currently set at £1.000million. In light of the great deal of uncertainty that exists in relation to the proposed changes to the Governments Funding Regime for local government and in particular Business Rates and New Homes Bonus the maintenance of the surplus on the working balance of £1.9 million is considered prudent.

Capital Outturn

- 5.20 The Council approves the Capital Programme for the financial year as part of the budget process and the amount that can be spent is limited by the amount of capital resources available to the Council. The 2018/19 capital programme was approved in February 2017.
- 5.21 Many of the schemes within the Capital Programme take some time to develop and implement so the detailed programme can experience many changes. Considerable variation will therefore arise over the 18 month period from the time the Capital Programme for the financial year is initially considered, right through to the end of March of the relevant year.
- 5.22 The Council spent £2.907 million on General Fund capital projects in 2018/19 which was £0.446 million less than the budget of £3.353 million. This is primarily as a result of timing delays in bringing projects to fruition.

<u>Capital Outturn Position</u>			
	Budget	Actual	Variance
	£'000	£'000	£'000
Corporate Improvement	510	439	(71)
Environment	204	391	187
Culture and Sport	637	450	(187)
Economic Development	519	526	7
Housing (Housing general fund)	957	661	(296)
Town Centre Regeneration	526	440	(86)
Crime& Partnerships	-	-	-
Total	3,353	2,907	(446)

5.23 The major items of capital spend in the year were:

- **£0.661 million** on Disabled Facilities Grants;
- **£0.500 million** contribution to Engineering Training Facility
- **£0.441 million** acquisition of Market shops
- **£0.372 million** on new pay and display car park Civic Centre (part completed)

The detailed Capital Programme outturn for 2018/19 is attached at **APPENDIX 2** along with explanations for major variations.

5.24 The capital programme of £2.907 million was financed in the following way:

Capital Financing	£'000
Capital grants and contributions	1,061
Capital receipts	1,776
Direct Revenue Financing	70
Total	2,907

5.25 Additional expenditure has been incurred as a result of scheme slippage with the result that uncommitted resources is now estimated to be £0.566 million as at 31 March 2022 as compared to £0.596 million as previously reported.

Collection Fund

5.26 Cannock Chase is the billing authority and as such has a statutory requirement to establish and maintain a separate fund covering the collection and distribution of amounts due in respect of council tax and national non-domestic rates (NNDR). Net Business Rates attributable to the Council are accounted for as part of the General Fund under the new Business Rates regime.

Council Tax

5.27 The net position on the Collection Fund for the year was a deficit of £0.473 million for Council Tax, however this includes the distribution of previous years surpluses (Estimated £0.695 million), leaving an in year surplus of £0.222 million. The overall surplus for Council tax, after taking account of previous years' surpluses leaves a net surplus on the fund of £1.150 million at 31 March 2019 (of which £0.154 million relates to this Council).

National Non Domestic Rates

5.28 A deficit of £0.129 million exists in relation to Business Rates as at 31 March 2019. The deficit is however notional and represents a timing difference between estimated Business Rates returns and actual returns. This Council's actual retained Business Income is in line with the Income and Expenditure account after taking into account the timing deficit required as part of the Collection Fund Statutory requirements

6 Implications

6.1 Financial

The financial implications have been referred to throughout the report.

6.2 Legal

The legal implications have been referred to throughout the report.

6.3 Human Resources

There are no human resource implications arising from this report.

6.4 Section 17 (Crime Prevention)

There are no implications arising from this report.

6.5 Human Rights Act

There are no identified implications in respect of the Human Rights Act 1998 arising from this report.

6.6 Data Protection

There are no implications arising from this report.

6.7 Risk Management

The formal reporting of the Council's financial position is part of the overall control framework that is designed to minimise the financial risks facing the Council.

6.8 Equality & Diversity

There are no identified implications arising from this report.

6.9 Best Value

The Council's financial planning processes and financial procedure rules ensure that best value is achieved.

7 Appendices to the Report

Appendix 1 Detailed Revenue Outturn 2018/19

Appendix 2 Capital Outturn 2018/19

Previous Consideration

None

Background Papers

Available in Financial Services

ITEM NO. 8.

CORPORATE IMPROVEMENT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Legal Services						
Expenditure	237,550	237,550	237,550	-	0.0%	
Income	(155,920)	(155,920)	(155,920)	-	0.0%	
Net	81,630	81,630	81,630	-		
Technology						
Expenditure	754,190	754,190	755,578	1,388	0.2%	
Income	(167,970)	(167,970)	(167,970)	-	0.0%	
Net	586,220	586,220	587,609	1,389		
Governance						
Expenditure	128,540	128,540	128,486	(54)	0.0%	
Income	(30,000)	(30,000)	(30,000)	-	0.0%	
Net	98,540	98,540	98,486	(54)		
Human Resources						
Expenditure	227,980	229,980	229,980	-	0.0%	
Income	(132,330)	(134,330)	(134,330)	-	0.0%	
Net	95,650	95,650	95,650	-		
Customer Services						
Expenditure	301,860	312,360	278,059	(34,301)	(11.0%)	Reduced CRM system cost (£28k) and general underspends
Income	(85,000)	(85,000)	(85,019)	(19)	0.0%	
Net	216,860	227,360	193,040	(34,320)		
Corporate Services						
Expenditure	191,770	198,770	202,964	4,194	2.1%	
Income	(36,700)	(33,100)	(32,590)	510	(1.5%)	
Net	155,070	165,670	170,374	4,704		

CORPORATE IMPROVEMENT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget	
	£	£	£	£	%
Communications					
Expenditure	194,310	210,470	215,801	5,331	2.5%
Income	(3,580)	(24,740)	(24,747)	(7)	0.0%
Net	190,730	185,730	191,054	5,324	
Policy & Performance					
Expenditure	199,910	180,480	168,844	(11,636)	(6.4%)
Net	199,910	180,480	168,844	(11,636)	
Land Charges					
Expenditure	69,580	67,880	73,592	5,712	8.4%
Income	(69,580)	(92,580)	(99,433)	(6,853)	7.4%
Net	-	(24,700)	(25,841)	(1,141)	
Audit					
Expenditure	229,240	229,240	229,240	-	0.0%
Income	(107,780)	(107,780)	(107,780)	-	0.0%
Net	121,460	121,460	121,460	-	
Risk					
Expenditure	795,570	781,340	770,195	(11,145)	(1.4%)
Income	(659,040)	(664,040)	(657,715)	6,325	(1.0%)
Net	136,530	117,300	112,481	(4,819)	
Resilience					
Expenditure	83,870	78,870	78,083	(787)	(1.0%)
Income	(49,490)	(49,490)	(48,703)	787	(1.6%)
Net	34,380	29,380	29,380	-	

Comments £5,000 and 10%

CORPORATE IMPROVEMENT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Customer Serv Mgmt (incl Social Alarms)						
Expenditure	330,160	424,540	434,620	10,080	2.4%	
Income	(340,340)	(307,300)	(289,733)	17,567	(5.7%)	Reduced social alarms income non recoverable
Net	(10,180)	117,240	144,887	27,647		
Portfolio Total	1,906,800	1,981,960	1,969,054	(12,906)		

ENVIRONMENT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Waste & Recycling						
Expenditure	2,574,080	2,705,020	2,718,862	13,842	0.5%	
Income	(1,109,880)	(1,075,220)	(1,090,524)	(15,304)	1.4%	
Net	1,464,200	1,629,800	1,628,338	(1,462)		
Regulatory Services						
Expenditure	508,170	519,030	516,260	(2,770)	(0.5%)	
Income	(25,380)	(27,680)	(95,144)	(67,464)	243.7%	Recharge of staff costs to Ministry of Defence (£37k), additional pest control income (£22k) and minor variations
Net	482,790	491,350	421,116	(70,234)		
Cleansing Services						
Expenditure	341,600	341,600	338,365	(3,235)	(0.9%)	
Income	-	-	(150)	(150)	n/a	
Net	341,600	341,600	338,215	(3,385)		
Drainage Services						
Expenditure	8,360	8,360	2,572	(5,788)	(69.2%)	Reduced flood drainage cost
Net	8,360	8,360	2,572	(5,788)		
Street Cleansing						
Expenditure	521,870	618,870	654,508	35,638	5.8%	Staffing variations £13k and spend of additional grant £18k
Income	(521,870)	(525,870)	(552,459)	(26,589)	5.1%	Streetcleansing grant (£18k) and minor variations
Net	-	93,000	102,048	9,048		
Countryside Management						
Expenditure	213,190	249,570	245,071	(4,499)	(1.8%)	
Income	(47,910)	(70,290)	(62,640)	7,650	(10.9%)	Reduced use of Higher Level Stewardship reserve
Net	165,280	179,280	182,431	3,151		

ENVIRONMENT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Grounds Maintenance						
Expenditure	851,350	866,350	877,760	11,410	1.3%	
Income	(851,350)	(870,650)	(915,067)	(44,417)	5.1%	
Net	-	(4,300)	(37,307)	(33,007)		
Conservation Areas						
Expenditure	152,010	152,010	154,506	2,496	1.6%	
Net	152,010	152,010	154,506	2,496		
Public Clocks						
Expenditure	4,690	4,690	5,091	401	8.6%	
Net	4,690	4,690	5,091	401		
Off Street Parking						
Expenditure	389,620	509,240	524,467	15,227	3.0%	
Income	(809,020)	(868,640)	(898,715)	(30,075)	3.5%	
Net	(419,400)	(359,400)	(374,248)	(14,848)		
Hawks Green Depot						
Expenditure	118,880	128,480	129,792	1,312	1.0%	
Income	(131,820)	(141,420)	(134,300)	7,120	(5.0%)	
Net	(12,940)	(12,940)	(4,508)	8,432		
Bus Shelters						
Expenditure	31,760	31,760	32,219	459	1.4%	
Income	(47,380)	(38,380)	(34,988)	3,392	(8.8%)	
Net	(15,620)	(6,620)	(2,769)	3,851		
Private Sector Housing						
Expenditure	244,330	245,040	250,820	5,780	2.4%	
Income	(42,590)	(42,590)	(69,832)	(27,242)	64.0%	Recharges to capital (£22k) and additional income
Net	201,740	202,450	180,988	(21,462)		

ENVIRONMENT PORTFOLIO

Final Accounts 2018-2019

Comments £5,000 and 10%

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget	
	£	£	£	£	%
Vehicles					
Expenditure	173,800	173,800	178,664	4,864	2.8%
Income	(206,870)	(206,870)	(220,119)	(13,249)	6.4%
Net	(33,070)	(33,070)	(41,455)	(8,385)	
Portfolio Total	2,339,640	2,686,210	2,555,018	(131,192)	

CULTURE AND SPORT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Parks & Open Spaces						
Expenditure	1,201,770	1,220,020	1,256,413	36,393	3.0%	Additional parks government grant (£16k) and fee income
Income	(174,960)	(183,210)	(208,508)	(25,298)	13.8%	
Net	1,026,810	1,036,810	1,047,905	11,095		
Stadium						
Expenditure	109,380	87,380	72,706	(14,674)	(16.8%)	Staffing variations
Net	109,380	87,380	72,706	(14,674)		
Cemeteries						
Expenditure	171,010	176,410	193,955	17,545	9.9%	Contribution to reserves Insurance reimbursement Insurance reimbursement for stolen equipment (£19k) and additional income
Income	(177,970)	(175,970)	(210,493)	(34,523)	19.6%	
Net	(6,960)	440	(16,538)	(16,978)		
Contract Monitoring						
Expenditure	207,570	207,570	198,411	(9,159)	(4.4%)	
Income	(42,980)	(42,980)	(42,980)	-	0.0%	
Net	164,590	164,590	155,431	(9,159)		
Leisure Management Contract						
Expenditure	1,883,300	1,899,750	1,911,244	11,494	0.6%	
Income	(171,930)	(171,930)	(171,216)	714	(0.4%)	
Net	1,711,370	1,727,820	1,740,027	12,207		

CULTURE AND SPORT PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Leisure, Planning & Marketing						
Expenditure	103,960	123,920	156,291	32,371	26.1%	Contribution to Environmental services review £16k and reserves pension bond and equipment £21k Additional discretionary rate relief reimbursement (£39k), pension bond and equipment (£21k) and additional use of reserves Environmental services review (£16k)
Income	(18,520)	(38,480)	(114,142)	(75,662)	196.6%	
Net	85,440	85,440	42,150	(43,290)		
Allotments						
Expenditure	2,500	2,500	4,103	1,603	64.1%	
Income	(4,640)	(4,640)	(5,717)	(1,077)	23.2%	
Net	(2,140)	(2,140)	(1,614)	526		
Portfolio Total	3,088,490	3,100,340	3,040,066	(60,274)		

ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Economic Development						
Expenditure	205,890	392,420	343,716	(48,704)	(12.4%)	Rephased spending re Economic Development Projects
Income	(41,510)	(228,040)	(173,156)	54,884	(24.1%)	
Net	164,380	164,380	170,560	6,180		
Management & Support						
Expenditure	536,130	493,960	474,982	(18,978)	(3.8%)	
Income	(151,470)	(114,300)	(107,266)	7,034	(6.2%)	
Net	384,660	379,660	367,716	(11,944)		
Development Control						
Expenditure	261,860	377,860	531,517	153,657	40.7%	Staffing variations £61k, potential refund £82k and minor variations
Income	(288,390)	(377,390)	(352,534)	24,856	(6.6%)	
Net	(26,530)	470	178,983	178,513		
Building Control						
Expenditure	613,990	568,990	528,156	(40,834)	(7.2%)	
Income	(502,270)	(486,770)	(445,936)	40,834	(8.4%)	
Net	111,720	82,220	82,220	-		
Industrial Sites						
Expenditure	8,400	8,400	3,299	(5,101)	(60.7%)	General underspends
Income	(117,000)	(117,000)	(122,506)	(5,506)	4.7%	
Net	(108,600)	(108,600)	(119,207)	(10,607)		
Public Buildings						
Expenditure	782,650	1,096,530	1,077,561	(18,969)	(1.7%)	
Income	(326,250)	(632,610)	(607,706)	24,904	(3.9%)	
Net	456,400	463,920	469,855	5,935		

ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Civic Ballroom						
Expenditure	600	600	-	(600)	(100.0%)	
Income	(13,700)	(9,300)	(9,281)	19	(0.2%)	
Net	(13,100)	(8,700)	(9,281)	(581)		
Caretakers and Cleaners						
Expenditure	220,270	240,260	230,979	(9,281)	(3.9%)	
Income	-	(5,510)	-	5,510	(100.0%)	Planned use of reserve rephased
Net	220,270	234,750	230,979	(3,771)		
Portfolio Total	1,189,200	1,208,100	1,371,824	163,724		

HOUSING GENERAL FUND PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Circular 8/95						
Expenditure	35,550	35,550	37,632	2,082	5.9%	
Net	35,550	35,550	37,632	2,082		
Housing Services						
Expenditure	469,670	586,970	691,554	104,584	17.8%	Contribution to reserves of housing grants partly offset by staffing variations (£23k)
Income	(119,830)	(249,130)	(377,661)	(128,531)	51.6%	Additional grants contributed to reserves
Net	349,840	337,840	313,893	(23,947)		
Portfolio Total	385,390	373,390	351,525	(21,865)		

HEALTH AND WELLBEING PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Benefits Payments						
Expenditure	24,139,160	23,024,620	23,213,116	188,496	0.8%	
Income	(24,220,480)	(23,105,940)	(23,294,436)	(188,496)	0.8%	
Net	(81,320)	(81,320)	(81,320)	-		
Food Safety						
Expenditure	356,050	357,360	361,115	3,755	1.1%	
Income	-	(6,880)	(13,170)	(6,290)	91.4%	Additional primary authority agreement income
Net	356,050	350,480	347,945	(2,535)		
Management & Administration						
Expenditure	50,270	54,270	66,738	12,468	23.0%	Staffing variations
Net	50,270	54,270	66,738	12,468		
Mortuary						
Expenditure	79,620	79,620	80,562	942	1.2%	
Income	(93,480)	(93,480)	(96,906)	(3,426)	3.7%	
Net	(13,860)	(13,860)	(16,345)	(2,485)		
Taxation						
Expenditure	3,052,870	3,055,170	3,113,588	58,418	1.9%	
Income	(2,497,720)	(2,461,020)	(2,546,993)	(85,973)	3.5%	
Net	555,150	594,150	566,595	(27,555)		
Licensing						
Expenditure	195,170	195,170	187,926	(7,244)	(3.7%)	
Income	(266,990)	(262,990)	(262,933)	57	0.0%	
Net	(71,820)	(67,820)	(75,007)	(7,187)		
Portfolio Total	794,470	835,900	808,606	(27,294)		

TOWN CENTRE REGENERATION PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Markets						
Expenditure	337,510	352,510	382,825	30,315	8.6%	
Income	(342,630)	(347,130)	(336,699)	10,431	(3.0%)	
Net	(5,120)	5,380	46,126	40,746		
Town Centre Management						
Expenditure	254,860	254,860	235,178	(19,682)	(7.7%)	
Income	(186,170)	(170,170)	(174,846)	(4,676)	2.7%	
Net	68,690	84,690	60,331	(24,359)		
Miscellaneous Properties						
Expenditure	7,040	7,040	5,295	(1,745)	(24.8%)	
Income	(14,110)	(14,110)	(13,510)	600	(4.3%)	
Net	(7,070)	(7,070)	(8,215)	(1,145)		
Portfolio Total	56,500	83,000	98,242	15,242		

LEADER OF THE COUNCIL PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Democratic Services						
Expenditure	543,490	561,010	550,936	(10,074)	(1.8%)	
Income	-	(5,400)	-	5,400	(100.0%)	
Net	543,490	555,610	550,936	(4,674)		
Elections						
Expenditure	264,930	269,850	287,170	17,320	6.4%	
Income	(1,130)	(19,050)	(24,205)	(5,155)	27.1%	
Net	263,800	250,800	262,966	12,166		
Executive Management & Support						
Expenditure	335,950	383,020	354,818	(28,202)	(7.4%)	
Income	(50,000)	(85,070)	(64,946)	20,124	(23.7%)	Rephased use of reserves
Net	285,950	297,950	289,872	(8,078)		
e-Government						
Expenditure	20,110	20,110	15,530	(4,580)	(22.8%)	
Net	20,110	20,110	15,530	(4,580)		
Grants & Contributions						
Expenditure	177,730	167,730	164,370	(3,360)	(2.0%)	
Net	177,730	167,730	164,370	(3,360)		
Finance						
Expenditure	1,019,020	1,035,020	1,035,010	(10)	0.0%	
Income	(760,070)	(760,070)	(760,060)	10	0.0%	
Net	258,950	274,950	274,950	-		

LEADER OF THE COUNCIL PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Corporate Management						
Expenditure	93,880	85,380	108,235	22,855	26.8%	Additional asset valuation costs £17k and minor variations
Income	(36,270)	(36,270)	(36,270)	-	0.0%	
Net	57,610	49,110	71,965	22,855		
Non Distributed Costs						
Expenditure	327,500	311,500	307,911	(3,589)	(1.2%)	
Income	(40,000)	(40,000)	(40,000)	-	0.0%	
Net	287,500	271,500	267,911	(3,589)		
Excluded Items						
Expenditure	85,000	40,000	(19,919)	(59,919)	(149.8%)	Reduced sundry debtors bad debts provision
Income	(682,770)	(682,770)	(682,770)	-	0.0%	
Net	(597,770)	(642,770)	(702,689)	(59,919)		
Portfolio Total	1,297,370	1,244,990	1,195,810	(49,180)		

CRIME & PARTNERSHIPS PORTFOLIO

Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
Partnerships						
Expenditure	193,000	389,690	386,574	(3,116)	(0.8%)	
Income	-	(193,690)	(198,562)	(4,872)	2.5%	
Net	193,000	196,000	188,013	(7,987)		
CCTV						
Expenditure	207,830	223,860	229,719	5,859	2.6%	
Income	(48,090)	(55,120)	(57,378)	(2,258)	4.1%	
Net	159,740	168,740	172,340	3,600		
Portfolio Total	352,740	364,740	360,353	(4,387)		

CORPORATE IMPROVEMENT CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Civic Centre Car Park	443,410	371,667	-71,744	£71k budget slipped to 19-20
Vehicle Workshop	66,230	66,955	725	
Portfolio Total	509,640	438,621	-71,019	

ENVIRONMENT CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Wheelie Bins	51,000	51,974	974	
Home Security Grants	10,000	10,117	117	
Grounds Maint Vehicles	103,500	259,617	156,117	Purchase of vehicles brought forward from 19-20
Street Cleansing Vehicles	40,000	40,613	613	
Countryside Vehicles	0	28,764	28,764	Purchase of vehicles brought forward from 19-20
Portfolio Total	204,500	391,085	186,585	

CULTURE AND SPORT CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Additional Cemetery Provision	0	1,090	1,090	
HLF Stage 2 - Hednesford Park	9,550	13,862	4,312	
Hednesford Signal Box	3,390	28,861	25,471	£21.5k budget brought forward from 19-20
Hednesford ATP	0	13,896	13,896	Additional works funded from reserves
Stadium Development	307,010	229,892	-77,118	£77k budget slipped to 19-20
Ravenhill Park (Brereton Millions)	142,720	146,381	3,661	
Addit car park 5's Pavilion	100,000	1,978	-98,022	£98k budget slipped to 19-20
Stile Cop Cemetery Modular Build	60,000	0	-60,000	£60k budget slipped to 19-20
Wolsley Road Imps	0	0	0	
Cannock Park Repl Equipment	14,000	13,812	-188	
Portfolio Total	636,670	449,771	-186,899	

ECONOMIC DEVELOPMENT & PLANNING CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Let's Grow Grants	0	0	0	
Broadwalk Laburnum Avenue	18,720	25,645	6,925	Revised budget reflected an anticipated reduced cost of £6k
Engineering Training Facility	500,000	500,000	0	
Portfolio Total	518,720	525,645	6,925	

HOUSING GENERAL FUND CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Private Sector Decent Homes	0	0	0	
DFG Private Grants	957,220	661,216	-296,004	£296k budget slipped to 19-20, spend reflects activity and additional grant received
Portfolio Total	957,220	661,216	-296,004	

TOWN CENTRE REGENERATION CAPITAL PORTFOLIO

Final Accounts 2018-2019

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
Cannock Town Centre	441,000	440,735	-265	
Anson Street	85,000	0	-85,000	£85k budget slipped to 19-20
Portfolio Total	526,000	440,735	-85,265	

Joint Report of:	Head of Finance Head of Housing & Partnerships
Contact Officer:	Bob Kean Nirmal Samrai
Telephone No:	01543 464334 01543 464210
Portfolio Leader:	Housing
Key Decision:	No
Report Track:	Cabinet: 08/08/19

**CABINET
8 AUGUST 2019
HOUSING REVENUE ACCOUNT – FINAL ACCOUNTS 2018-19**

1 Purpose of Report

- 1.1 To present to the Cabinet the final accounts position for the Housing Revenue Account (HRA) 2018/19.

2 Recommendations

- 2.1 That the final accounts position of the HRA for the year ending 31 March 2019 be noted.
- 2.2 That the financing of the capital programme as outlined in the report be approved.

3 Key Issues and Reasons for Recommendation

- 3.1 The overall revenue account position shows net expenditure reducing by £0.042 million when compared with the budget agreed by Council.
- 3.2 Income at 31 March, 2019 was £19.681 million, broadly in line with the revised budget position of £19.714 million reported to Cabinet in February 2019.
- 3.3 Expenditure at 31 March 2019 was £19.847 million compared to the revised budget position of £19.922 million reported to Cabinet in February 2019. The £0.0750 million decrease in expenditure relates primarily to savings in supervision and management, repairs and maintenance, provision for bad debts partly offset by net additional capital financing costs.

- 3.4 The final accounts therefore show a use of working balances of £0.166 million compared with a planned use of £0.208 million, a reduction of £0.042 million.
- 3.5 Working balances at 31 March 2019 are now £1.573 million compared to the £1.531 million reported to Cabinet in February 2019.
- 3.6 The report sets out the capital outturn of £6.349 million compared to a budget of £7.682 million a reduction of £1.333 million. Details of financing for the current year and resources available are also included.

4 Relationship to Corporate Priorities

- 4.1 The implementation of the 2018-19 HRA budget contributed to a number of the service aims within the Housing section of the 2018-19 Promoting Prosperity Priority Delivery Plan.

5 Report Detail

- 5.1 This report provides an analysis of the final accounts position for 2018-19. It covers the following accounts:-
- Housing Revenue Account – which bears the revenue cost of providing day-to-day services to housing tenants;
 - Housing Revenue Account Capital expenditure and how it is financed.
- 5.2 The Council's statutory Statement of Accounts was drafted and presented to the Grant Thornton team to complete the financial statements audit during June and July 2019. The audited Statement of Accounts was then presented to and approved by the Audit and Governance Committee 29 July, 2019.

Housing Revenue Account Outturn

- 5.3 The table below summarises the provisional outturn position of the Housing Revenue Account for the year compared with the budget position.

Housing Revenue Account Outturn 2018-19			
	Revised Budget	Actual Outturn	Variance
	2018-19	2018-19	2018-19
	£'000	£'000	£'000
Income			
Dwelling Rent	(19,308)	(19,282)	26
Non Dwelling Rent	(355)	(346)	9
Interest	(2)	(0)	2
Other	(12)	(15)	(3)
General Fund Contribution	(37)	(38)	(1)
Total Income	(19,714)	(19,681)	33
Expenditure			
Repairs and Maintenance	4,638	4,545	(93)
Bad Debt Provision	75	15	(60)
Supervision & Management			
General	3,380	3,289	(91)
Special	915	831	(84)
Total Management	4,295	4,120	(175)
Capital Financing	6,299	7,051	752
RCCO	4,615	4,116	(499)
Total Expenditure	19,922	19,847	(75)
Working Balance Transfer	(208)	(166)	42

- 5.4 The Housing Revenue Account Net Expenditure for the 2018/19 financial year was set by the Cabinet in February 2018 with a transfer from Working Balances of £0.030 million. In determining the 2019/20 Budget in February 2019 Council approved the Revised Budget transfer from working balances for 2018/19 of **£0.208 million**.
- 5.5 The table shows that net expenditure was (£0.166 million), (£0.042 million) less than anticipated.
- 5.6 The principal variations (greater than £10,000) are as follows ((+) is an unfavourable variance (-) is a favourable variance):

Repairs and Maintenance

- Level of responsive repairs £93,000(-)

Bad Debts Provision

- Review of requirement

Supervision and Management General

- Staff vacancies £19,000(-)
- Level of repairs £10,000(-)
- Supplies and Services General underspends £52,000(-)
- Other (9,000)-

Supervision and Management Special

- Lower decorations spend £63,000(-)
- Lower minor works spend on sheltered schemes £25,000(-)
- Reduced income Leasehold flats £14,000
- Other underspends £10,000(-)

Capital financing

- Additional depreciation arising from revaluation of plant & machinery – sheltered schemes

RCCO

- Balancing transfer following calculation of minimum working balance

5.7 As a result of the changes in income and expenditure outlined above, the net deficit, which was estimated in respect of the 2018-19 HRA, has reduced by £0.042 million.

5.8 This has resulted in a change to working balances, which at 31 March 2019 are now £1.573 million compared to the £1.531 million reported to Council in February 2019.

Capital Outturn

5.9 The 2018-19 HRA Capital Programme was determined by Council in February 2018 and was reviewed as part of the 2019/20 Budget in February 2019.

5.10 Details of the outturn expenditure in relation to the 2018-19 HRA capital programme is outlined in Appendix 1. This shows that total spend was £6,349 million in 2018/19 which was £1.333 million less than the revised budget set in February 2019 of £7.682 million.

5.11 The main items of capital slippage are;

- £0.444 million External Envelope Works
- £0.194 million Housing Service Vehicles
- £0.198 million Kitchen Replacement
- £0.132 million Moss Road Estate New Build

5.12 Details of the achievements against the targets in respect of dwelling improvements which resulted from the implementation of the 2018-19 HRA capital programme are detailed below.

Improvements	Target Outputs 2018-19	Actual Outputs (31 March)	Variance
External and Environmental Works	725	725	-
Kitchen Improvements	45	30	-15
Bathroom Improvements	120	174	54
Central Heating Improvements	400	411	11
Electrical Upgrades	500	540	40
Window Refurbishment and Double Glazing	20	4	-16
Provision of Council Dwellings	28	28	-

5.13 The capital programme of £6.349 million was financed in the following way.

Capital Financing	£'000
Capital grants and contributions	407
Major Repairs Reserve	2,273
Capital receipts	405
Direct Revenue Financing	693
Borrowing	2,571
Total	6,349

5.14 After financing the HRA capital programme, the HRA has £6.914 million of capital resources as at 31 March, 2019 to finance the programme up to 2022/23.

5.15 The uncommitted resources as at 31 March, 2023 are now estimated to be £1.081 million, a £0.209 million increase on the forecast as included in the Approved Budget. This is primarily due to additional affordable housing and 1-4-1 receipts, partly offset by a reduction in RCCO together with resources released as part of the 2018/19 outturn.

6 Implications

6.1 Financial

The financial implications have been referred to throughout the report.

6.2 Legal

The legal implications are set out throughout the report.

6.3 Human Resources

None

6.4 Section 17 (Crime Prevention)

None

6.5 Human Rights Act

None

6.6 Data Protection

None

6.7 Risk Management

There are a number of risks associated with the management of the Housing Revenue Account.

These risks are managed through a prudent approach to budgeting and regular monitoring of actual and forecast income and expenditure.

An adequate level of working balances is also maintained which comprises 10% of net operating expenditure.

6.8 Equality & Diversity

This report presents the outturn position in respect of the 2015-16 Housing Revenue Account budget and as such does not require an Equality Impact Assessment as this was undertaken when the agreed budget was determined.

6.9 Best Value

None

7 Appendices to the Report

Appendix 1: HRA Capital Outturn 2018-19

Previous Consideration

Housing Revenue Account Budgets 2018-19 to 2020-21	Cabinet	25 January 2018
--	---------	-----------------

Housing Revenue Account Budgets 2018-19 to 2020-21	Cabinet	7 February 2019
--	---------	-----------------

Background Papers

None

Housing Revenue Account Capital Programme 2018-19 Outturn

Scheme	Revised Budget £000	Outturn £000	Variance £000	Explanation
Demolition of Garages	89	0	(89)	Delays in works, budget to slip to 2019-20
Moss Rd Estate New Build	411	219	(192)	Reflects works delivered, £132k of budget to slip to 2019-20
Former Garage Sites Development	1,240	1,457	217	Planned spend brought forward from 2019-20 reflecting delivery
DFG Public Grants	539	519	(20)	Reflects activity
Kitchen Replacement	458	260	(198)	Reflects tenant take up, balance of budget to slip to future years
Bathroom Replacement	574	804	230	Planned spend brought forward from 2019-20, additional units delivered
Central Heating Upgrades	1,335	1,171	(164)	Replacement numbers achieved, balance of £65k to slip to 2019-20
Void Properties-Decent Homes	344	-	(344)	Budget and costs transferred to revenue
External Envelope Works	1,711	1,267	(444)	Balance carried forward to 2019-20
Provision of Double Glazing	50	-	(50)	Reflects tenant take up, balance of budget to slip to future years
New Alarms - HRA Stock	40	-	(40)	Budget to be slipped to 2019-20
Upgrading of Electrical Systems	597	537	(60)	Balance carried forward to 2019-20
Asbestos Testing and Removal	86	106	20	Reflects activity
Provision of Dropped Kerbs	9	5	(4)	Reflects tenant take up and SCC approval
Replacement of Housing Service Vehicles	194	-	(194)	Delay in delivery by service provider, budget carried forward to 2019/20
Fire Assessments	5	4	(1)	
TOTAL	7,682	6,349	(1,333)	