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Monday, 8 November 2021

**Chairman: Councillor R Jackson
Vice-Chairman: Councillor N Mison**

Members of the Committee:

**Councillor L Brailsford
Councillor S Carlton
Councillor M Cope
Councillor D Cumberlidge
Councillor P Harris
Councillor Mrs L Hurst
Councillor J Kellas
Councillor B Laughton
Councillor J Lee
Councillor Mrs Y Woodhead**

Substitute Members:

**Councillor M Brock
Councillor L Goff
Councillor T Smith
Councillor N Mitchell
Councillor Wildgust**

MEETING: Leisure & Environment Committee
DATE: Tuesday, 16 November 2021 at 6.00 pm
**VENUE: Civic Suite, Castle House, Great North Road,
Newark NG24 1BY**

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Catharine Saxton on catharine.saxton@newark-sherwooddc.gov.uk.

AGENDA

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There are none.	
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Confidential and Exempt Items

There are none.

Agenda Item 4

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Leisure & Environment Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 21 September 2021 at 6.00 pm.

PRESENT: Councillor R Jackson (Chairman)
Councillor N Mison (Vice-Chairman)

Councillor S Carlton, Councillor M Cope, Councillor D Cumberlidge,
Councillor P Harris, Councillor Mrs L Hurst, Councillor J Kellas,
Councillor J Lee and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor L Brailsford (Committee Member)

14 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED Councillor S. Carlton declared a personal interest in Agenda Item No. 12 – Active4Today Performance Update Report as he was a Council appointed Director on the Active4Today Board.

15 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

NOTED that the Council would undertake an audio recording and live streaming of the meeting.

16 MINUTES OF THE MEETING HELD ON 22 JUNE 2021

AGREED that the Minutes of the meeting held on 22 June 2021 be approved as a correct record and signed by the Chairman.

17 CHAIRMAN'S REPORT

The Chairman provided an update to the Committee on the developments that had taken place within the Committee's remit since the last meeting held on 21 June 2021.

Dukeries Leisure Centre

The new pool had been completed in July and had been officially opened by Rebecca Adlington. The pool had been delivered on budget and was already having a positive impact in the community. It was also assisting Active4Today to recover from the effects of the pandemic with membership at the Leisure Centre having increased beyond the pre-Covid levels.

The Council's Carbon Footprint

A report included on the Agenda informed Members of the ongoing work to reduce the Council's carbon footprint, of which the leisure centres were one of the main contributors. The Council had procured the support of a specialist consultant to look at options for investing in photovoltaics (PV) on Council buildings, including the leisure centres. This could have a dual effect of reducing energy costs and also reducing the Council's carbon footprint. Castle House already had PV on the roof and did not use gas as an energy supply which was further evidence of how seriously the matter was taken.

During the next committee cycle, the Council would be looking at a major tree planting scheme of 6000 trees at Vicar Water which was in addition to the 6000 plus trees already planted.

The Council had taken delivery of their first 2 electric vehicles and were expanding the range and number of electric vehicle charge points across the district, with 15 becoming available in public car parks in the autumn.

Recycling

As Members would see from the report on the Agenda, nationally, there would be significant changes in how local authorities recycled. Some proposals previously published as part of the National Waste & Resources Strategy were likely to be included in the new Environment Bill which was due to receive Royal Assent in the autumn. If unchanged this would require garden waste to be collected free of charge as well as a common set of recyclables being collected from the kerbside from 2023, including glass and food waste. As yet, the details of the proposed changes remained outstanding.

Regardless of the proposals, the Council was making progress in recycling. Since bringing garden waste in-house, the customer base had risen by almost 4,000 from the initial figure of 12,000 which had led to a significant increase in the recycling percentage for the first quarter of the year, almost 40%, although it was appreciated that the first quarter was when garden activity would have been at its highest.

Living in a Clean and Pleasant Environment

This headline is something which the residents of the district tell us is important to them. The Agenda includes proposals in relation to entering into a one year pilot with a company to increase the Council's enforcement activity.

On the whole, people wanted to do the right thing and dispose of litter, dog fouling and cigarette butts in a responsible manner. In order to promote this the Council had increased the number of bins available and had invested in such things as actions days and litter picks throughout the district.

However, there remained a minority of people who did not follow that example and the proposed initiative was to target those people who spoiled the community with their actions. The Council was determined that the district would remain clean and green and a place to be proud of.

Following the Chairman's report, a Member queried whether it was possible for the public to purchase trees which could then be planted in memory of someone they had lost. She added that due to the pandemic, families were often unable to grieve in the usual way and that planting a tree may give them a location and focus. The Chairman advised that he would raise the question and report back.

18 MENTAL HEALTH WELLBEING PRESENTATION FROM THE HEALTH IMPROVEMENT OFFICER

The Committee received a presentation from the Health Improvement Officer in relation to an overview into Mental Health.

The presentation provided Members with statistical information in relation to how people's mental health was a widespread and common issue, affecting individuals from all walks of life yet people remained reluctant to talk about it. Mental health problems could affect a person's physical health, leading to long term health issues. One in four people experienced problems annually with one in six experiencing common problems in any given week e.g. anxiety or depression. Women were more likely to have suicidal thoughts and make suicide attempts but men were three times more likely to take their own life.

Members were informed that the statistical information was collated prior to the pandemic and only related to individuals over the age of sixteen, living in private housing in England, noting that it excluded a number of groups of people and those currently in hospital, prison, sheltered housing or homeless.

The presentation noted the impact the pandemic had had on children and young people's mental health and how schools were struggling to cope with the complexities of that. The Charity, Young Minds, had undertaken 4 national surveys throughout each part of the pandemic resulting in them recommending to Government that they: make wellbeing a priority in the schools catch-up planning; address the inconsistent mental health support available through schools; ensure that local charities and youth clubs provide vital early mental health help and support; and ensure that all young people know where and how to find support.

Members were provided with information as to what was available for residents locally and the number of referrals each organisation had received. They were also informed as to the work undertaken by the Council in their response to the pandemic and the planned future delivery of services.

In considering the presentation Members agreed that they all recognised the issues surrounding mental health and thanked the Officer for her presentation.

In acknowledging the work done in the community, a Member queried what support was available for members of staff and elected Members. In response, the Health Improvement Officer advised that there had been a programme of training within the Council and that each Business Unit had the support of a Mental Health Champion. This was due to be rolled out to include elected Members, adding that she worked closely with Human Resources to identify and help members of staff when necessary. She noted that bereavement was a particular issue during the pandemic, explaining that working remotely at home had removed the support network of colleagues in the workplace.

A Member queried whether the issue in schools was being addressed at both secondary and primary schools. The Health Improvement Officer advised that there was financial support in secondary schools and that all the Head Teachers in the district were supportive and prepared to pilot initiatives to help their students. Primary schools were provided with a great deal of information and resources and also physical activities to undertake with their students. She confirmed that there were networks for both secondary and primary schools.

In raising the issue of self-harming in schools, a Member queried whether data was collated and if so, what was done with it. The Health Improvement Officer advised that due to General Data Protection Regulations (GDPR) schools were reluctant to share the information they gathered.

In relation to the number of counselling sessions provided free of charge to staff, a Member queried why the Council provided six sessions but Active4Today (A4T) staff were limited to three. The Director – Communities & Environment advised that after A4T staff had received three sessions, managers reviewed the issues to see whether they could assist the individual. If they could not the individual was then entitled to a further three sessions.

In considering the presentation a Member noted his own experiences and the help and assistance he had received. He stated that there was more to do and that the multiple lockdowns, due to the pandemic, had exacerbated the situation.

A Member queried whether there had been any partnership working with Nottingham University who had undertaken a large piece of work on mental health a few years previously. The Health Improvement Officer advised that there had been no direct work with them on mental health but would welcome contact details if available.

In concluding the debate, the Chairman thanked the Officer for her presentation, adding that Members were now better informed on what signs to look out for should a person be suffering mental health issues.

19 ENVIRO CRIME - STRENGTHENING OUR ENFORCEMENT ACTIVITY

The Committee considered a report presented by the Business Manager – Public Protection which sought to provide Members with a proposal for increasing the Authority's enforcement capacity through a 1-year pilot arrangement with a private sector company targeting low-level environmental crime.

The report set out the process of recruitment for Community Protection Officers (CPOs) and a flavour of the range of positive interventions they have been involved with from April 2019 to March 2020. It also set out the work which had been undertaken by the CPOs during the Council's response to the Coronavirus Pandemic with paragraphs 2.5 to 2.7 highlighting how the role had developed since 2019 to present day.

In order to increase the Council's enforcement capacity, Members were asked to consider recommending to the Policy & Finance Committee a one-year pilot with a company called Waste Investigations, Support & Enforcement (WISE), with details of the work which would be undertaken by them being reported in paragraphs 3.2 to 3.8.

In considering the report, Members stated that any additional resource should also cover rural areas and that parish councils be contacted to ascertain whether there were any issues within their area.

A Member sought assurance that, if approved, the Enforcement Officers would be aware of their specific role. In noting the number of Fixed Penalty Notices (FPN) they had issued for other authorities, the Member queried how many had been challenged and upheld. The Business Manager advised that there would be specific criteria of when a FPN could be issued. In relation to the numbers challenged, he advised that of 1800 issued, 88 had been cancelled.

In noting that the Council needed additional enforcement resource, a Member expressed concern about using a company whose business it was to issue FPNs so was pleased to see that a one year pilot scheme was proposed. He commented that he would wish to see the Enforcement Officers also being 'badged' by the Council. He added that he would be particularly keen to see action taken against individuals who did not dispose of cigarette butts correctly and just dropped them on the pavement, suggesting that there was little public awareness that they were not biodegradable. The Business Manager confirmed that the Enforcement Officers would have displayed their company logo together with that of the Council and that they would also have written documentation confirming that they were working on behalf of NSDC.

In response to how the additional resource would be deployed and whether they would deal with fly-tipping, the Business Manager advised that the Enforcement Officers would be deployed as directed by the Council. Their role would mainly focus on low level enforcement and possibly low level fly tipping. The more serious fly tipping cases would be dealt with by the Council as these were far more time consuming. He added that should parish councils contact the Council with a specific issue, resource could be sent to that location.

In noting that the issuing of FPN would be reported and recorded by the Council, a Member queried whether issues of littering found by the Enforcement Officers would also be reported and whether Ward Members would be informed of any issues in their area. The Business Manager advised that not all low level littering would be reported but that low level fly tipping would be. Update reports would be presented to Committee and these could include information as to any particular hotspots in the district. A Member requested that the relevant Ward Members be kept informed of any issues reported by parish councils.

AGREED (unanimously) that the proposals be recommend to Policy & Finance Committee for the implementation of a one year Enviro-Crime Enforcement Pilot Project with WISE.

20 CLIMATE EMERGENCY UPDATE

The Committee considered the report presented by the Environmental Policy & Projects Officer which sought to provide Members with an update on the progress of the Climate Emergency Strategy and associated Action Plan.

The report set out the background to the Council's decision to declare a Climate Emergency and the proposals for future works to achieve the carbon net neutral target date of 2035. The following proposals were listed with supporting information: electric vehicle charge points; electric vehicle transition; data validation; solar pv feasibility; shovel ready projects; tree planting; residential cycle and car parking standards and design guide; carbon footprint; taxi licensing; and climate emergency project meetings.

In considering the report Members agreed that it was pleasing to see the progression on activities all working towards achieving the carbon net neutral target.

In referring to the transition to electric vehicles for the Council's fleet, a Member queried as to which Committee would make the final decision, noting that the Council was working towards a change in governance arrangements in May 2022. The Director – Communities & Environment advised that a working group had been established to look at the issue and was likely to report back to the Policy & Finance Committee in approximately 18 months.

AGREED (unanimously) that:

- (a) the project update be noted; and
- (b) further reports providing additional progress updates on Newark & Sherwood District Council's carbon reduction journey be provided as required.

21 LEISURE & ENVIRONMENT REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2022 AS AT 31 JULY 2021

The Committee considered the report presented by the Business Manager – Financial Services which provided Members with a comparison of Revised Budgets for the period ending 31 March 2022 with the Projected Outturn forecast for the same period. The figures were based on four months' performance information on the Council's revenue and capital budgets, including: general fund revenue and capital programme.

Attached to the covering report was the report being presented to the Policy & Finance Committee on 23 September 2021 which detailed the forecasted financial position to 31 March 2022 of the Council as at 31 July 2021.

It was reported that the current position for the Committee was a favourable variance of £0.182m, with the report noting that these would become more accurate in subsequent months as Officers continued to refine budgets and forecasts.

In considering the report, Members raised no specific questions but commented that the Committee's budget was more favourable than in previous years.

AGREED (unanimously) that the contents of the report be noted.

22 ENVIRONMENT BILL 2021

The Committee considered the report presented by the Business Manager - Environmental Services which sought to update Members on the details of the Government's Waste Resource Strategy through the Environmental Bill and the potential implications for the Council.

The report set out the background to the Waste Resource Strategy and the 3 areas for consideration therein: extended producer responsibility; consistency in recycling collections; and a deposit and return scheme. Paragraph 3 of the report set out the new service standards and the implications of how waste would possibly be collected. The report also set out the new statutory duties placed upon local authorities and how these may be funded, details of which were contained in paragraph 4.

In presenting the report the Business Manager sought to impress upon Members the potential additional human resource which would be required together with the financial implications to carry out the new waste collection and management regulations.

In considering the report, Members agreed that the new regulations would be difficult to manage, given the potential costs to local authorities, without additional funding being made available from Government. The Business Manager stated that it was anticipated that any funding available would be used to pay-off existing waste disposal contracts.

Members agreed that residents would welcome a weekly collection service but would push back on any additional costs to provide that service. A Member queried whether each collection stream would require a resident to have a separate bin. The Business Manager advised that this may not necessarily be the case but noted that if all the bins in the district were changed for one existing collection it would be at a cost of approximately £1.2m. He also highlighted the issue of sourcing additional bins, given that each local authority in the country would be ordering at the same time. This would also extend to the purchasing of new vehicles to manage the additional collections and the recruitment of qualified drivers, of which there was already a national shortage.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) a follow-up report be brought before Members once the Environment Bill had been passed and its implication assessed.

23 ENVIRONMENTAL SERVICES WORK UPDATE

The Committee considered the report presented by the Business Manager – Environmental Services which sought to update Members about the work that had been undertaken by the Environmental Services Street Scene Team and the services they offered.

The report set out that following the establishment of the Environmental Services Team in 2018, had provided opportunities to streamline services and identify new areas of working to increase income for the Council. The internal and external work of the Team was also reported, how they had developed and what services they could provide. The limitations preventing the Team taking on additional work was listed within paragraph 7 of the report.

In considering the report Members welcomed the progress of the team in expanding their work remit.

A Member queried how smaller handheld equipment was powered. The Business Manager advised that at present they remained petrol powered but trials were ongoing with the use of battery powered equipment e.g. lawnmowers. He noted that battery powered equipment for professional use was a little way behind that of the domestic market and that costs remained high. He added that it was his belief that the Council would begin to use battery powered equipment within the next 12 months.

AGREED (unanimously) that:

- (a) the significant increase in income and work conducted by the Environmental Services Street Scene Team be noted; and
- (b) Members note the capacity for expansion but that the constraints to that expansion still exist.

24 ACTIVE4TODAY PERFORMANCE UPDATE REPORT

The Committee considered the report presented by the Health Improvement & Community Relations Manager which sought to provide Members with an update of Active4Today (A4T) for the period 12 April to 31 August 2021 following the sustained impact of Covid on their operations.

Appendix A to the report set out the headline figures in terms of performance over the period and provided an insight into the rate of recovery that A4T were experiencing. The report also outlined the measures that had been developed or introduced to mitigate some of the losses sustained through the pandemic which would enable it to operate on the front foot going forward. It was reported that a staffing restructure had been implemented to support its financial sustainability. A summary of the Company's budget was reported in paragraph 3.3 of the report with further budget details provided in Appendix A. Appendix B of the report provided Members with usage performance data, showing a comparison of usage in both 2019 and 2020, to give Members an idea of the overall current position.

In considering the report Members agreed that it was important to build back confidence with the public to use the A4T facilities, noting that the increase in members as the Dukeries Leisure Centre was an example of that.

A Member queried whether the maintenance of the Newark Sports & Fitness Centre was as had been anticipated when it had opened or whether it required more attention. The Health Improvement & Community Relations Manager advised that he would contact the Managing Director of A4T for a more detailed response but that it was difficult to do a direct comparison of the Dukeries swimming pool to that at the Newark Sports & Fitness Centre as they were very different, with one being a modern design and the other being a more traditional pool.

AGREED (unanimously) that:

- (a) the Active4Today progress report for year to date be noted;
- (b) the ongoing impacts of Covid on the Company's performance be closely monitored and proposals to support the Company through the pandemic be brought to future meetings of the Committee; and
- (c) the proposed Key Performance Indicators for Membership and Usage for year to date 2021/22 (Appendix B) be noted.

25 YMCA COMMUNITY & ACTIVITY VILLAGE PROGRESS REPORT

The Committee considered the report presented by the Health Improvement & Community Relations Manager which sought to provide Members with an update in respect of building progress at the YMCA Newark & Sherwood Community and Activity Village.

The report provided Members with details of the Phase 1 completion and the current utilisation with the highlights from April to September 2021 including: 1921 football pitch bookings; 51 athletics track bookings; 41 MUGA bookings; and peak utilisation (16:00-22:00) of 95%. Further details in relation to the MUGA; cycling; skate-park; and 5-a-side football pitches was also provided.

The report also provided Members with details of Phase 2 of the development and what facilities would be included in the building, together with information about community investment; community development partners; education partners; community health partners and research partners.

In presenting the report the Health Improvement & Community Relations Manager advised that the YMCA had extended an invitation to Members to visit the facility prior to its official opening.

In considering the report a Member referred to paragraph 3.8 of the report – Community Investment. He requested that details of the retail/crowdfunding Social Investment Bond by YMCA, with the support of Triodos Bank, be highlighted to the Council's Senior Financial Officers. The Business Manager – Financial Services, who was in attendance at the meeting, advised that the matter had been discussed with the Council's Treasury Advisors in November 2020 when a decision had been made not to progress that type of investment, but added that it could be considered again.

In noting the development of the facility and the various activities on offer, a Member queried whether these would be advertised/marketed/promoted. He stated that he was not aware of what the facility offered and that this was likely also the case for parents in the district. The Health Improvement & Community Relations Manager advised that the focus was currently on the capital build but would raise the issue with the YMCA team.

In concluding the discussion, the Chairman stated that the Committee would welcome a visit to the facility.

AGREED (unanimously) that the progress report be noted.

26 PARISH & TOWN COUNCIL INITIATIVE FUND ANNUAL REPORT

The Committee considered the report presented by the Chairman of the Committee which sought to provide Members with an overview of the Parish & Town Council Initiative Fund awards for the 2020/2021 'greener' themed rounds.

The report provided Members with the background to the establishment of the Fund in 2019 with a total budget of £200k, with maximum awards of up to £20k per parish or town council over the 3 year period that the fund would be in operation. The fund focussed on a new theme each year from the Council's Cleaner, Safer, Greener initiative, with the theme for 2020/2021 being the 'greener' theme. Details of how the initiative worked were provided in paragraphs 2.2/2.3 with a summary of the awards made in 2020/2021 being reported in Appendix A.

In considering the report a Member queried what the theme for the next year would be. In response the Health Improvement & Community Relations Manager advised that the current theme was 'safer' with the following year being 'cleaner'. He added that an update report would be provided at the end of the year and that the next Panel to consider applications in relation to the 'safer' theme was due to meet in November.

Members were informed that the period for applications to be submitted for funding for the 'safer' theme would soon be closed and that if required, a reminder could be sent out to the town and parish councils.

AGREED (unanimously) that:

- (a) the report and Appendix be noted; and
- (b) the Parish & Town Council Initiative Fund 2021/2022 Annual Review be reported to Committee in 2022.

27 MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE - ANNUAL STATEMENT OF ACCOUNTS

The Committee considered the report presented by the Business Manager - Financial Services which presented the Annual Statement of Accounts for the Mansfield & District Crematorium Joint Committee. The relevant Minute from 24 May 2021 meeting of the Mansfield & District Crematorium Joint Committee was also appended to the report for information.

AGREED (unanimously) that the Annual Statement of Accounts for the Mansfield & District Crematorium Joint Committee be noted.

28 FORWARD PLAN (OCTOBER 2021 TO SEPTEMBER 2022)

The Committee considered the Forward Plan for the Leisure & Environment Committee for the period 1 October 2021 to 30 September 2021 and were encouraged to subject any areas of work they wanted to address for the forthcoming year.

AGREED (unanimously) that the Forward Plan be noted and that the following item be added:

Update Report on the Role of the Council's Community Protection Officers.

Meeting closed at 8.05 pm.

Chairman

LEISURE & ENVIRONMENT COMMITTEE

16 NOVEMBER 2021

ACTIVE4TODAY – PROGRESS REPORT – 12 APRIL TO 31 OCTOBER 2021

1.0 Purpose of Report

1.1 This report is to update the committee on the performance of Active4Today (the Company) for the period 12 April to 31 October 2021 following the sustained impact of Covid on the Company's operations.

2.0 Background Information

2.1 Active4Today (A4T) is the Council's wholly owned leisure company, which was created to provide leisure and sports development services on the Council's behalf. The Company has now completed its sixth year of trading and is obliged to report its annual performance to the Leisure and Environment Committee, which is responsible for setting the strategic direction of the Company.

2.2 Members will be aware of the impacts of the pandemic on the leisure sector and It was reported at the January Committee that the business focus of A4T should be on rebuilding the membership base to what it was pre-pandemic and this continues to be the priority. Good progress is being made as outlined in the Appendix A which sets out the performance of A4T and its recovery activities over the period 12th April to 31st October 2021.

2.3 Given the unprecedented impacts of the virus and the disruption caused to the leisure offer the current performance indicators as outlined in in Appendix B show the comparison of current data against the corresponding period in October 2019 (pre-pandemic) and October 2020 in order to demonstrate the current position in respect of memberships and user figures.

2.4 In addition to centre based activities, the Sports Development Team has started to re-engage with community partners such as schools, health and sporting organisations and is making good progress in terms of assisting in the regeneration of projects and activities to encourage wider participation in physical activity and sport and further details are provided in Appendix C.

3.0 Update Report

3.1 Members will be aware that the last 20 months has been a very challenging period for all sectors with the lockdown requirements affecting many leisure sector operators not least A4T. However following the implementation of the Government's Roadmap of easing restrictions and the phased re-opening of the leisure sector, A4T has made steady progress in terms of re-engaging with its membership and user base.

3.2 Table 1 below highlights the membership position since the centres re-opened in April 2021 and shows positive uplift in all areas of membership generally which is encouraging. In addition Southwell Leisure Centre memberships are now included in the data following the successful transfer of its management function to A4T with effect from 1st October 2021. As at 31st October 2021 of the 9,608 live members currently paying a direct-debit

membership, there are approximately 112 who have frozen their memberships for either medical reasons or financial reasons in line with the Freeze Policy.

Site	Type	Opening for April	Actual for May	Actual for June	Actual for July	Actual for August	Actual for September	Actual for October
BLC	Adult	510	557	577	601	619	644	651
DLC	Adult	573	620	642	699	845	914	947
NSFC	Adult	2,677	2,762	2,812	2,913	2,985	3,107	3,078
BLC	Child	9	13	15	15	17	18	18
DLC	Child	161	163	209	254	272	350	363
NSFC	Child	1,358	1,364	1,403	1,431	1,446	1,514	1,512
SLC	Adult	NA	NA	NA	NA	NA	NA	1,738
SLC	Child	NA	NA	NA	NA	NA	NA	1,301
Totals		5,288	5,479	5,658	5,913	6,184	6,547	9,608

Table 1 - Table of memberships numbers

- 3.3 On the current live membership base of A4T, it is now operating at 80% of live members against pre-Covid numbers primarily due to its efforts to maintain its relationship with members which has proved to be a successful strategy. After reviewing national industry performance and data available from Sport England and UKActive, the membership nationally is averaging around 55%, which is significantly lower than the position with A4T.
- 3.4 Although users are down as expected the improving membership base and a gradual return to business as usual across all aspects of the leisure offer participation rates are growing and during the period 12th April to 31st October 2021, user visits across all sites reached 468,237 which is very encouraging with notable examples such as the increase in users and memberships at the Dukeries following the opening of the new swimming pool.
- 3.5 Table 2 below sets out the current income and expenditure financial summary of the Company and shows the original, revised and profiled budgeted income and expenditure up to period 07 (October), set against actual income and expenditure for the same period.

	Original 2021-2022 budget: income/exp	Full year revised: 31.10.2021	31.10.21 Variance to 2021-22: original budget
Furlough/ Grant Income	£0	£94,400	-£94,400
Other Income (management fees)	£0	£50,425	-£50,425
Total income	£2,377,420	£2,160,005	£217,415
Staff	£1,985,700	£1,721,110	-£264,590
Premises	£537,400	£516,900	-£20,500
Supplies and services	£691,920	£661,720	-£30,200
Total expenditure	£3,215,020	£2,899,730	-£315,290
Surplus/Deficit	£837,600	£739,725	-£97,875

Table 2 – Income and Expenditure summary

- 3.6 This budget will be subject to further revisions throughout the year, as a result of the lower than expected starting position of the membership. This is significant for A4T, as the

budget for 2021 – 2022 was based on a higher membership and income target starting point. However, conversely expenditure will also continue to be revised as savings (especially in salaries) work through the finance. However, currently the forecast to year end is looking more favourable and it is estimated that the anticipated deficit of £840K will reduce by £98K.

- 3.7 As alluded to within paragraph 3.2 above, Southwell Leisure Centre's operations and management transferred over to Active4Today Ltd on 1st October 2021. This included the remaining 6 months of its budget and all staff under a TUPE arrangement. Accordingly all staff have now been welcomed into A4T with the senior management team of the Company attending the site on a regular basis to meet with staff and understand their current roles and responsibilities and how it can support these staff through the transition to develop within the Company and the wider leisure industry.
- 3.8 At the time of transfer Southwell Leisure Centre's original forecasted budget for the 2021-2022 financial year was estimating a deficit at year end of approximately £230k. However, having revised the current budget and reviewed all staffing, programming and membership income, A4T has forecasted a new budget position, which now shows a deficit of circa £125k, an estimated saving over the original budget of approximately £105k. Over the next several weeks the remaining processes undertaken at Southwell will be investigated and integrated into A4T, with the revised budget position being used to develop a budget for the site, in readiness for the 2022-2023 financial year.
- 3.9 As part of the Company's work to rebuild its operations and membership base to levels which it experienced pre-Covid, the Company has successfully launched the new swimming pool at the Dukeries Leisure Centre. Since the opening of the facility, memberships for both adults and children have increased steadily and sessions now include swimming lessons, laned swimming, parent and toddler sessions and fun swims with an inflatable for the younger swimmers of the community.
- 3.10 A4T will continue to build numbers at this site as the Sports Development Team begin to promote the benefits of regular exercise to the local community. As part of raising the awareness of the new pool, A4T offered schools within the Ollerton area free access to the pool, for one session before they broke up for the summer holidays. This was a success and has now resulted in the A4T negotiating the return of school swimming with Nottinghamshire County Council, which will now commence from January 2022.

4.0 Equalities Implications

- 4.1 There are no adverse equalities implications arising from this report in respect of protected characteristics. In addition the re-provision of a swimming pool at Ollerton will improve access opportunities for the local community thereby making a positive contribution to the equality and diversity agenda.

5.0 Digital Implications

- 5.1 A4T already uses multiple digital solutions in the performance of its operations. Moving forwards A4T will work closely with the Council's ICT team to develop further digital solutions as deemed appropriate to ensure that customers are assisted in self-serve as far

as is reasonably practicable in order to meet the Council's Digital Agenda and Local Digital Declaration.

6.0 Financial Implications – FIN21-22/3218

6.1 There is one additional budget implications for the Council as a result of this progress report, that being the £125k proposed deficit resulting from the transfer of Southwell Leisure Centre to A4T, as detailed in paragraphs 3.7 and 3.8 above. The financial impact of Covid on the Company for the current year 2021/22 has been budgeted for and the initial forecast to year end is improving and would indicate that the outturn will be within the approved budget of £894,590. However, any changes and further impacts from Covid will be closely monitored and reported to the Committee as and when necessary. The impact of this £125k additional requirement has been included within the budget monitoring report elsewhere on this agenda.

7.0 Community Plan – Alignment to Objectives

7.1 The provision of the Council's high quality and accessible leisure centres makes a significant contribution to the health and wellbeing of members of the community. Specifically the role that the Company performs for the Council, by operating the leisure centres and sports development function, attracts regular users each year thereby assisting the Council in the achievement of its objective to 'Improve the health and wellbeing of local residents'.

8.0 RECOMMENDATIONS that:

- (a) the Active4Today progress report for year to date be noted;**
- (b) the ongoing impacts of Covid on the Company's performance be closely monitored and proposals to support the Company through the pandemic be brought to future meetings of the Committee; and**
- (c) the proposed Key Performance Indicators for Membership and Usage for year to date 2021/22 (Appendix B) be noted.**

Reason for Recommendations

To recognise the exceptional challenges and adverse impacts that the pandemic has had on the performance of the Company in respect of its ability to deliver the outcomes required by the Council in the most efficient and effective manner.

Background Papers

Nil

For further information please contact Andy Hardy on Ext 5708.

Suzanne Shead
Director – Housing, Health & Wellbeing



UPDATE REPORT 12 APRIL – 31 OCTOBER 2021

1. REPORT PURPOSE

1.1 To provide the Leisure and Environment Committee with an update on the operations of Active4Today, for the period 12 April 2021 to 31 August 2021, when the leisure centres reopened after the most recent lockdown, which took place on 30 December 2020.

2. BACKGROUND

2.1 The Committee will be aware that Active4Today closed its leisure centres and sports development operations for a considerable time during the 2020-2021 financial year. In addition to the primary leisure centres, the partner sites operated by Active4Today (school academy facilities) also experienced significant periods of closure. As expected, the business was severely affected by the length and frequency of the closures.

2.2 The Company eventually reopened on 12 April 2021 along with the partner sites, however, due to the restrictions still in place, the reopening was phased, with not all activities coming on line straight away.

2.3 Overall, the live membership base of the Company was reduced by approximately 35% and although the staff did an excellent job in retaining approximately 65% of the membership base, the 35% loss was higher than initially anticipated and was more prominent in specific groups.

2.4 During April, no indoor exercise classes could be provided within the centres and no junior activities or group activities either e.g. clubs could not book the sports hall or the pools. In May, both junior activities and indoor classes returned to the sites, which were positively received by customers.

2.5 During the summer, social distancing rules relaxed further and as a result, class numbers could be increased during September. This also coincided with classes moving from the larger sports halls and back into the studios, where the class programmes were initially intended.

2.6 This loss in membership, meant that the starting point for the reopening was lower than expected. This had the knock on effect to the finance of the Company with the income generating point starting at a considerably lower position, than the one which was expected in January 2021, and which was used to develop the budget for the 2021-2022 financial year.

- 2.7 In addition to the financial loss of memberships, pay and play income has also been lower than expected, due to the initial restrictions from sports governing bodies impacting on block bookings.
- 2.8 In view of this, not all staff returned to work, due to the phased reopening approach and the need to conserve expenditure, due to the reduced income position. This method worked for the Company and although certain areas of the business remained closed for periods of time e.g. sports development, dryside coaching and partner site development, it allowed the Company to continue to claim full or part furlough, which assisted with controlling the financial position of the Company in-year.
- 2.9 In addition to the above and to support the financial position of the Company, a restructure was completed. The last person completed their notice period in July 2021, which now means all savings identified can be realised in-year and will form part of the preparation work for the 2022-2023 financial year.
- 2.10 Recently Sport England released the latest information from their activity survey. Several of their headlines from their findings are set out below:
- Compared to the previous 12 months, there are 700,000 (-1.9%) fewer active adults and 1 million (+2%) more inactive adults participating in activities between mid-May 2020 and mid-May 2021
 - There is a clear correlation between falls in activity levels during the pandemic and restrictions, with activity levels dropping as sport and physical activity settings were closed and choice was restricted
 - Activity levels throughout the period were consistently lower than pre-pandemic, however, the drops were less pronounced as restrictions eased and activity levels started to rise
 - In mid-March to mid-May 2021, there was a partial recovery in activity levels. However, the numbers of people taking part in sport or physical activity remain 4.1% (1.6m) down compared to the pre-pandemic levels of 2019 across the same time period
- 2.11 There is evidence that activity levels will start to return to pre-pandemic levels, however, this may be impacted on for several months to come due to the nervousness of the population, a perception of lost fitness and conditioning making a return feel difficult, and the extent to which permanent habits have been broken.

2.12 However, based on the information within the report, it is clear that habit forming, routine and structure is key to increasing participation levels across the country. This would suggest that structured classes and purpose built leisure facilities will be crucial to building back the country's fitness and this is in-line with what the leisure centres have experienced to date.

3. PERFORMANCE TO PERIOD 07, TO 31 OCTOBER 2021

3.1 The Committee will be aware, that the performance for the Company is monitored against an agreed set of indicators. These indicators have been used for the past several months, which has allowed for comparative data to be available. Attached at Appendix B, are the indicators for the Company with comparisons provided to the same period in 2019 and 2020.

3.2 In addition to the quantitative data provided, more qualitative performance is provided to the Committee regarding sports development. However, due to the sports development team only recently returning to the Company from furlough there has been limited sports development work taking place. Attached at Appendix C is the work which has taken place since their return to the Company.

3.3 As previously reported to the Committee, the membership base for both adults and children at all sites, had been in decline since December 2019, with the main reduction in membership being experienced at NSFC. This was further compounded by the impact of Covid-19 and the various lockdowns which have been experienced.

3.4 The Committee will be aware that from July 2020 the live membership base was lower than the pre-opening forecast originally expected. Whilst the Company did an excellent job in retaining a large proportion of its membership base, when it eventually reopened in April 2021 there was a loss of membership of approximately 35% overall (which was better than industry predictions, which ranged between 40% and 60%).

3.5 In addition to the potential loss in membership set out above, pay and play usage has also been lower than expected during the periods of opening, in comparison to previous years. This is mainly due to the initial restrictions from sports governing bodies impacting on block bookings. Whilst this eased during August 2021 and bookings for clubs began to gradually take place, traditionally leisure is quiet during the summer months so the take up from clubs and organisations who are on their summer breaks has been slow.

3.6 On a positive note, since the reopening in April 2021, the direction of travel for all usage is an improving picture. It appears that confidence is growing and users are beginning to return to the facilities.

3.7 The table below provides the Board with membership information from April 2021 and how this has begun to build again since the latest reopening.

Site	Type	Opening for April	Actual for May	Actual for June	Actual for July	Actual for August	Actual for September	Actual for October
BLC	Adult	510	557	577	601	619	644	651
DLC	Adult	573	620	642	699	845	914	947
NSFC	Adult	2,677	2,762	2,812	2,913	2,985	3,107	3,078
BLC	Child	9	13	15	15	17	18	18
DLC	Child	161	163	209	254	272	350	363
NSFC	Child	1,358	1,364	1,403	1,431	1,446	1,514	1,512
SLC	Adult	NA	NA	NA	NA	NA	NA	1,738
SLC	Child	NA	NA	NA	NA	NA	NA	1,301
Totals		5,288	5,479	5,658	5,913	6,184	6,547	9,608

Fig 1 – Table of memberships numbers

- 3.8 Up to 31 October 2021 of the 9,608 live members currently paying a direct debit membership, there are approximately 112 who have frozen their memberships for either medical reasons or financial reasons in line with the Freeze Policy.
- 3.9 The current level of adult membership at DLC has increased and has now surpassed the pre-Covid position of 836, recorded in April 2020. This demonstrates that the swimming pool has had a positive impact on the membership and has encouraged more adults to join by direct debit. This option provides greater value for money for the member, who is looking to participate more regularly in physical activity.
- 3.10 The position at BLC of 651 is positive; however, more work is required on this membership to achieve the pre-Covid position of 739. This targeted work is taking place by a member of the sports development team, who is focussing on the immediate community and the surrounding villages; this will be for a period of 6 months. The focus includes a series of networking events at the neighbouring primary school and the targeting of the local businesses, with a tailored promotion.
- 3.11 The current level of adult membership of 3,078 at NSFC has experienced a slight reduction in October; however, on the whole is once again moving in the right direction. Promotions are regularly targeting this facility as the main ‘income generator’ for the Company.
- 3.12 During the summer months a ‘Summer Fit’ 28 day promotion was used to encourage customers into the facilities for £20. Every customer subsequently received a follow up call, offering an upgrade to the direct debit membership, with no joining fee. Using the newly implemented technology, the upgrades were offered through the ‘Leisure Hub’ system, or activated on the telephone, making the process for the customer simple. Fitness staff and class instructors have also been handing out 3 day passes to customers to bring/refer a friend.
- 3.13 On the current live membership base of A4T, the Company is now operating at 80% of live members against pre-Covid numbers. After reviewing national industry performance and data available from Sport England and UKActive, the membership nationally is averaging around 55%, which is significantly lower than those experienced by A4T.

- 3.14 As expected the number of user visits across all sites is lower than in previous years of operation. However, since 12 April to 31 October 2021, user visits across all sites reached 468,237. This is lower than the same period in a comparable year due to the pandemic and the lower memberships starting point at the commencement of the year. In addition, the delayed opening from 1 April to 12 April and the phased return of a number of groups and activities, due to Government and NGB restrictions.
- 3.15 The return of the over 60's age group to the buildings has been higher than expected, and is demonstrated through swimming data. There are more over 60's regularly swimming on a weekly basis due to the programme capacity; this has been evidenced through the take up in the swim only direct debit, particularly at the new swimming pool at Dukeries.
- 3.16 The return of children to the centres has been significantly reduced due to the decrease in the children's membership base. This reduction of the critical mass has impacted on the participation of children in the leisure centre activities, with NSFC being affected in the main, due to the large membership base which it had. However, this is once again moving in the right direction; however, more work is required to build this membership up once more.
- 3.17 Due to the nature of the close contact and the medical conditions of customers that have been referred from GP's and health professionals, the return of members that have joined on the subsidised membership scheme has been expected due to the cautionary return of this cohort of users. However numbers are increasing compared to the same period in 2020. This work has also been affected by the resignation of the Active Lifestyles Officer during the furlough period. However, this position has now been filled and the post holder has been tasked with reconnecting with the network of GP surgeries and health professionals across the district, in order to raise awareness of the GP referral scheme.
- 3.18 On line membership now make up approximately 90% of the total memberships sold. A new platform on our front of house software called 'Staff Portal' has also been added to the Leisurehub software, which enables staff to sell memberships over the phone and whilst mobile 'on the floor' and out within community settings.
- 3.19 With the installation of 'touch point' screens in all reception areas, customers can now 'self-serve' and buy memberships online without the use of their mobile device. The Company's online technology, in parallel with a very healthy social media presence, has resulted in a total of 5,800 Active4Today Facebook followers. This is set to increase also as several Southwell Leisure Centre members move over to the A4T Facebook site.

4. FINANCIAL HEADLINES UP TO 31 OCTOBER 2021

- 4.1 Set out in the table below (fig 2), A4T has provided the current financial position of the Company, which is monitored by the Board, as part of its role in managing the operations of

the Company. The table below shows the original, revised and profiled budgeted income and expenditure up to period 07, set against actual income and expenditure for the same period.

- 4.2 This budget will be subject to further revisions throughout the year, as a result of the lower than expected starting position of the membership. This is significant for the Company, as the budget for 2021 – 2022 was based on a higher membership and income target starting point. However, conversely expenditure will also continue to be revised as savings (especially in salaries) work through the finance.

	Original 2021-2022 budget: income/exp	Full year revised: 31.10.2021	31.10.21 Variance to 2021-22: original budget
Furlough/ Grant Income	£0	£94,400	£94,400
Other Income (management fees)	£0	£50,425	£50,425
Total income	£2,377,420	£2,160,005	£217,415
Staff	£1,985,700	£1,721,110	£264,590
Premises	£537,400	£516,900	£20,500
Supplies and services	£691,920	£661,720	£30,200
Total expenditure	£3,215,020	£2,899,730	£315,290
Surplus/Deficit	£837,600	£739,725	£97,875

Fig 2 – Income and Expenditure summary

- 4.3 Below are the highlights from the financial information, in a bid to provide some narrative for the Committee, including the variances from the original budget.

4.3.1 **Furlough/Grant Income** – this line represents finance claimed from the government for staff that have been on furlough. This was not budgeted for originally as the Company expected to be trading during Quarter 4 of the 2020 – 2021 financial year, which would have continued from 1 April for the 2021 – 2022 financial year. However, as a result of the last lockdown, the opening was delayed and the Company was able to claim for furlough for the staff not working during this time. In addition, not all staff commenced working on 12 April, as a phased re-opening took place. This meant that several staff either continued on furlough in their full roll or were part furloughed as demand from usage increased.

4.3.2 **Other Income (management fees)** – this section represents the management fee associated with the Company. This includes the services A4T provides to Southwell Leisure Centre Trust and the operation of the A4T leisure centres and sports development team. The original budget for the year was set at zero management fee (and reported to committee in January 2021), as there was uncertainty with the operations of Southwell Leisure Centre and a potential transfer of the services by A4T on 1 April 2021. Since then SLC transferred over to A4T on 1 October 2021; as a result

6 months of their management fee has been paid by the council for the services provided from April to the end of September 2021.

4.3.3 **Total Income** – this includes all income set out in the two sections above, plus the membership direct debit collection and pay and play income. The Committee should note that the total income has reduced and this is due mostly to the delayed reopening in April, the lower than expected starting point of the membership and the slight delay with the opening of the Dukeries swimming pool, which was not known at the time of budget setting.

4.3.4 **Staffing** – as set out above this budget has significantly decreased due to the changes made to the salaries budget. This figure however also includes approximately £100k for redundancy cost, meaning a true saving on salaries is approximately £365k.

4.3.5 **Premises** – this section of the budget has a small saving. This was due to a credit note received from our insurance company as a result of the Covid closure last year. In addition, there are small savings within several budget headings.

4.3.6 **Supplies and Services** – this section of the budget has also realised a small saving. These are made up of several budget headers, of which the Company has made small savings across each one, due to either the closures of various activities, or the reduced programming at the commencement of reopening.

4.3.7 **Transfer from Balances** – this line represents the expected shortfall between income and expenditure for the Company, for the financial year 2020-2021. This is currently forecasted at £739,725. Currently this represents a reduction on the original forecast of £837,600. This is a positive position within the financial year, given the delayed opening and lower starting point in membership. This reduction has in the main been realised through expenditure savings and especially the reorganisation of the staffing structure.

4.3.8 **Reserves** – currently the Company holds approximately £200k in reserve. The Company, as members will be aware used £200k of its reserve to support the 2020 – 2021 in-year shortfall, which was reported to the Leisure and Environment Committee during June 2021.

4.4 As reported above the Company completed its restructure with the final member of staff working out their notice period during July 2021. Whilst redundancies are always a very difficult decision to make for any organisation, the post Covid environment which the Company is now operating in, (with significantly reduced income and usage) required the Company to take the necessary actions, to work towards improving its financial sustainability.

- 4.5 In January 2021, the Company was predicting a deficit for 2021-2022 in the region of £840k. This is approximately £640k over its usual position, based on receiving the usual £200k management fee from the Council. As previously stated, this is a direct result of the impact of Covid and the pension costs associated with the pooled arrangement with the Council which has been reported to Members in previous reports.
- 4.6 The pension issue is currently being discussed with the Council, Nottinghamshire County Council, Barnett Waddingham (the pension actuary) and the Board of Active4Today and a further update report will be provided to Leisure and Environment committee members during 2021 – 2022, as part of the Governance agreement between the Council and the Company.
- 4.7 As set out in the table in fig 2, the Company are making progress in reducing the predicted in-year deficit and is currently forecasting a deficit of £740k. This is an improved picture for both organisations, however, members will be aware that this is based on period 7 information and there continues to be uncertainty surrounding the continued growth of members returning to the leisure centres.

5. SOUTHWELL LEISURE CENTRE TRANSFER

- 5.1 As alluded to within para 4.3 in the financial section above, Southwell Leisure Centre's operations and management transferred over to Active4Today Ltd on 1 October 2021. This included the remaining 6 months of its budget and all staff under a TUPE arrangement.
- 5.2 To mark this new chapter for the Leisure Centre, an official opening ceremony was held with the Chairman of the Newark and Sherwood District Council's Leisure and Environment Committee, Councillor Roger Jackson, the Chairman of the Southwell Leisure Centre Trust, Roger Blaney and the Chairman of Active4Today, Keith Girling on Friday 1 October. This was followed by refreshments within the leisure centre, with all trustees and Southwell staff invited. The occasion was well received and feedback from customers and employees has been positive.
- 5.3 All staff have now been welcomed into A4T with the senior management team of Company attending the site on a regular basis to meet with staff and understand their current roles and responsibilities and how A4T can support these staff to develop within the Company and the wider leisure industry.
- 5.4 At the time of transfer Southwell Leisure Centre's original forecasted budget for the 2021-2022 financial year was estimating a deficit at year end of approximately £230k. However, having revised the current budget and reviewed all staffing, programming and membership income, Active4Today Ltd have forecasted a new budget position, which now shows a deficit of circa £125k, an estimated saving over the original budget of approximately £105k.

- 5.5 The above saving in the main is within salaries, with all rotas for the centre having been revised within the first month, in consultation with all staff. This has been supported by the introduction of new technology, which A4T supported Southwell with, in readiness for their reopening in April 2021. This new technology into the facility has assisted with membership sales and sign ups and allowed the staffing supporting these areas to be moved to other areas of the business.
- 5.6 Due to changes within the delivery of the business and the integration with A4T, two vacancies have now not been filled and will be removed from the establishment for the 2022-2023 financial year.
- 5.7 Memberships continue to grow steadily and children's activities memberships have now overtaken its pre-Covid position. This is excellent news and will support the recovery of the Company. Negotiations have also taken place with Southwell Squash Club, with the club planning on returning to the centre (hopefully before Christmas), approximately 21 months after they placed the club on hold due to Covid.
- 5.8 Over the next several weeks the remaining processes undertaken by Southwell will be investigated and integrated into A4T, with the revised budget position being used to develop a budget for the site, in readiness for the 2022-2023 financial year.

6. DUKERIES LEISURE CENTRE

- 6.1 As part of the Company's work to try and rebuild its operations and membership base to levels which it experienced pre-Covid, the Company has successfully launched the new swimming pool at the Dukeries Leisure Centre.
- 6.2 As expected this fantastic new resource for the community was handed over at the end of June 2021, with the first opening event on 30 June 2021, followed by a free open weekend on Saturday 3 and Sunday 4 July 2021, where the community of Newark & Sherwood and specifically Ollerton enjoyed the facility.
- 6.3 Since the opening of the facility, memberships for both adults and children have increased steadily and sessions now include swimming lessons, laned swimming, parent and toddler sessions and fun swims with an inflatable for the younger swimmers of the community. The Company will continue to build numbers at this site as the sports development team begin to promote the benefits of regular exercise to the plethora of target groups within the area.
- 6.4 As part of raising the awareness of the new pool, the Company offered schools within the Ollerton area free access to the pool, for one session before they broke up for their summer holidays. This was a success and has now resulted in the Company negotiating school

swimming with Nottinghamshire County Council, which will now commence from January 2022.

7. BUSINESS PLAN 2021-2022

- 7.1 As Members will be aware the business plan was presented to the Committee in January 2021 for approval. The main focus for the year was the development of memberships once again, to support the sustainability of the Company. This will include work at the Dukeries Leisure Centre and new swimming pool; specifically identifying the various target groups to increase access across the board. Newark Sports and Fitness Centre remains the largest income generator for the Company. As a result a large focus of the Company's work and resource will be at this facility, in order to try and recover this centre back to pre-covid numbers.
- 7.2 Increased advertising has to date taken place and this will continue to happen for the remainder of the financial year. This has, however already provided a return on investment through increased numbers coming through the doors, (provided earlier in the report). Quarter 3 and 4 will be crucial for the development of the Company, as it starts to build its business again. This will also align to all staff returning to their contracted hours, as furlough has now ended.

8. BUDGET IMPLICATIONS

- 8.1 There are significant budget implications contained within this report and this will continue to be discussed with the Council's Senior Leadership team, in order they are fully appraised of the most recent financial position of the Company.
- 8.2 Currently, as set out in para 4.7 'Transfer from Balances' the deficit for the 2021-2022 financial year is forecast at £740k.
- 8.3 Members will however, need to be mindful that currently the deficit of £740k is based on Active4Today's current business and forecast. As reported in para 5.4, based on Active4Today's current forecast of Southwell Leisure Centre's budget, Active4Today are estimating a deficit in this budget of circa £125k. This would mean a total deficit for the Company of approximately £865k, based on period 7.

9. EQUALITY & DIVERSITY IMPLICATIONS

- 9.1 The new swimming pool at the Dukeries Leisure Centre has now provided an excellent resource in the Sherwood part of the district, where no water based activities have taken place since 2017. This has been supported by a pricing strategy offering concessionary pricing, in a bid to ensure that price is not a barrier to entry.

9.2 All information will continue to be available in a number of formats in line with Active4Today's access requirements and those set out in the equalities and diversity policy.

For further information please contact Andy Carolan – Managing Director via email on andy.carolan@active4today.co.uk or via telephone by calling ext.

Pentana PI Ref	Active4Today Performance Indicators (incl SLCT)	31st October 2019	31st October 2020	31st October 2021	Growth (+) Decline (-)	Comments
						CUMULATIVE DATA INCLUDING ALL A4T SITES/ACTIVITIES AND SLC TO ENABLE CORRECT COMPARISONS TO BE MADE
HHC_KI108	No. of User Visits - TOTAL	764,000	195,503	468,237	+139.50%	Significant reduction of user visits due to the Covid-19 pandemic from 2019 to 2020 however an increase due to the period of opening from April 2021 as opposed to July in 2020.
A4T_DI001	No. of Leisure Centre user visits - Children (under 16) - TOTAL	235,238	49,676	90,003	+81.18%	Significant reduction of user visits due to the Covid-19 pandemic from 2019 to 2020 however an increase due to the period of opening from April 2021 as opposed to July in 2020.
A4T_DI002	No. of Leisure Centre user visits - Aged Over 60 - TOTAL	77,967	19,958	50,896	+155.02%	Significant reduction of user visits due to the Covid-19 pandemic from 2019 to 2020 however an increase due to the period of opening from April 2021 as opposed to July in 2020.
A4T_DI003	No. of Leisure Centre user visits - Deprived areas - Total users	12,122	3,554	8,538	+140.24%	Significant reduction of user visits due to the Covid-19 pandemic from 2019 to 2020 however an increase due to the period of opening from April 2021 as opposed to July in 2020.
A4T_DI004	No. of individuals referred to Active4Today from a health professional - Total	254	6	47	+683.33%	Significant reduction of referrals due to the Covid-19 pandemic, but have experienced an increase since reopening. This will continue to increase due to the re-appointment of the active lifestyles officer.
A4T_DI005	No. of individuals referred to Active4Today from a health professional - Attended Session - TOTAL	136	2	25	+1150.00%	Significant reduction of referrals due to the Covid-19 pandemic, but have experienced an increase since reopening. This will continue to increase due to the re-appointment of the active lifestyles officer.
A4T_DI006	No. of Community Groups supported by Sports Development	30	22	65	+195.45%	Increase in contact with community groups and this is now building due to the return of all officers in the team.
A4T_DI008	Live Leisure Centre Membership base (adults) - Total	8,888	6,008	6,414	+6.76%	There has been a significant decrease in the adult membership base across all sites in comparison to August 2019, however as detailed in the attached report, the direction is positive in the covid recovery. This data includes SLCT.
A4T_DI009	Live Leisure Centre Membership base (children) - Total	3,816	2,902	3,194	+10.06%	There has been a significant decrease in the adult membership base across all sites in comparison to August 2019, however as detailed in the attached report, the direction is positive in the covid recovery. This data includes SLCT.
A4T_DI014	% Customer Satisfaction - TOTAL	40	39	54	+38.46%	<p>The customer satisfaction is calculated by an NPS (Net Promoter Score) that is automatically calculated and updated daily based on the survey comments and scores received. This score relates to the 12 month period up to 31st October each year. The groups score across all sites sits at 54, with individual sites achieving the following - BLC - 82, SLC - 54, NSFC - 42 and DLC - 40. The current national benchmark is 45.</p> <p>At 31st October August 2020 the individual sites BLC - 78, SLC - 53, DLC - 36 and NSFC - 39</p> <p>Over 15 customer comments have been received since the last report in September which have been of praise and concern. These have been dealt with on an individual basis and all customers contacted either by phone or email and invited to attend a meeting. This has proved to be a positive approach in dealing with issues and resolved a number of concerns directly with the customers.</p>
A4T_DI015	Number of people on concessionary membership	218	141	257	+82.27%	The number of people taking advantage of the reduced concessionary monthly direct debit has seen a large increase which is encouraging and possibly due to the pandemic.

**PERFORMANCE MANAGEMENT REPORT, FROM 12 APRIL TO 31 OCTOBER 2020
SPORTS DEVELOPMENT UPDATE**

Following the reopening of the centres on 12 April 2021, the Sports Development officers remained on a full and part furlough basis, with limited organised sport and activity taking place in community settings.

When the centres reopened, the Inclusion and Engagement Officer (Place) returned on a part furlough basis to work with the partner sites and reengaging with clubs to support their return offering activities in the community through the local sports club volunteer infrastructure.

Due to the nature of the work undertaken by the Inclusion and Engagement Officer (People) and established links and partnerships in the Ollerton area, he returned on 7 June which coincided with planning of the new swimming pool at Dukeries. A programme was developed to invite local schools to bring along classes of children to the pool when it opened during July.

This was extremely well received and enabled the links to be reconnected with the community and allow local school children the opportunity to experience swimming at the new pool, with qualified staff on hand to offer support.

This has also encouraged the discussions with the Nottinghamshire School Swimming team to ensure that the new pool is utilised for educational swimming provided by the County Council, which is due to start in January 2022.

In order to animate the new swimming pool, a series of holiday activities were offered in the summer and October to local children aged 8 to 12 which included coached activities and fun swims. These were well received by the community and plans are in place to offer similar activities and attract funding through the Healthy Activities and Food programme (HAF), which is free to those children on free school meals.

Plans were in place for the Active Lifestyles Officer (ALO) to return with a focus on reengaging GP surgeries and health professionals working in the community to promote the GP Referral Scheme which is offered at all sites, including Southwell. The ALO would also be working with local organisations and businesses to increase the corporate membership through the staff wellbeing and corporate health agenda. Due to personal circumstances, the ALO was not in a position to return as planned and subsequently resigned from the post. As a result, the post was advertised and the successful person took up their new post on 1 October and has already begun to tackle these areas of focus.

Staff have continued to follow the latest guidance released by the UK Government as well as the detailed documentation from National Governing Bodies of Sport (NGB's).

A virtual Newark and Sherwood Sports Council and AGM is planned for November which it is hoped will again be well attended due to the virtual nature of the meetings. Clubs can join remotely and share their concerns over income, membership levels and the long term sustainability of their club activities. The Inclusion and Engagement Officer (Place), offers support and guidance, and has worked with clubs individually.

Due to the reduced restrictions in school settings, the team has been able to approach local secondary schools and recruit new young people on the VISPA Academy and VISPA volunteering schemes. Swimming teaching and lifeguard qualifications have been offered at reduced prices to these young people to encourage them to achieve a qualification and subsequently, pending successful interview, be recruited to the A4T workforce.

LEISURE & ENVIRONMENT COMMITTEE

16 NOVEMBER 2021

LEISURE & ENVIRONMENT REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2022 AS AT 30 SEPTEMBER 2021

1.0 Purpose of Report

1.1 This report compares the Revised Budgets for the period ending 31 March 2022 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on six months' performance information on the Council's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Capital Programme

1.2 It was requested by Members at the Policy & Finance Committee during February 2020 that reports were presented to individual Committees, for noting, for them to understand the financial position of their Committee.

2.0 Background Information

2.1 Attached is the Policy & Finance report to be tabled at Committee on 23 September which details the forecast financial position to 31 March 2022 of the Council as at 30 September 2021.

2.2 The current position for the Council is a favourable variance outturn against usable reserves of £0.188m. This is prior to any return funding from the Nottinghamshire Business Rates Pool, for which S151 Officers across the County are working to review the position.

2.3 The forecast outturn position for the Leisure & Environment Committee is a favourable variance of £0.124m. **Appendix A** of the attached Policy and Finance Committee report contains the main reasons for this variance, whilst **Appendix B** summarises the changes in variance between this report and the previous report.

2.4 It should be noted that the projected outturn variances are still somewhat indicative, and that these will become more accurate in subsequent months, as officers continue to refine budgets and forecasts in light of the latest information available.

3.0 Financial Implications (FIN21-22/3002)

3.1 The financial implications are all contained within the report to Policy & Finance Committee on 25 November which is attached to this report.

4.0 RECOMMENDATION

That the contents of the report be noted.

Reason for Recommendation

To inform Members of the proposed forecast outturn position for Leisure & Environment Committee as at 30 September 2021.

Background Papers

Nil

For further information please contact Nick Wilson, Business Manager – Financial Services on Ext. 5317

Sanjiv Kohli
Deputy Chief Executive, Director - Resources and Section 151 Officer

POLICY & FINANCE COMMITTEE
25 NOVEMBER 2021

GENERAL FUND, HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL PROJECTED OUTTURN REPORT TO 31 MARCH 2022 AS AT 30 SEPTEMBER 2021

1.0 Purpose of Report

1.1 This report compares the Revised Budgets for the period ending 31 March 2022 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on six months' performance information on the Council's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Housing Revenue Account (HRA)
- Capital Programme

2.0 Background Information

2.1 The Council's Constitution states that the Section 151 Officer shall present to the Policy & Finance Committee, at least twice in each financial year, budgetary control statements showing performance against the approved estimates of revenue expenditure and income. The appropriate Chief Officer will report on any major variances from planned budget performance.

2.2 Where it appears that the amount included under any head of the approved budget is likely to be exceeded or the budgeted amount of income under any head is unlikely to be reached then Business Managers are required to find savings elsewhere in their budget. In circumstances where savings cannot be identified it will be necessary to consult with the Section 151 Officer and ultimately take a report to the Policy & Finance Committee.

3.0 Proposals

Overview of General Fund Revenue Projected Outturn for 2021/22

Current position (as at 30 September 2021): variances

3.1 *Table 1* shows a projected favourable variance against the revised budget of £0.540m on Service budgets, with an overall favourable variance of £0.188m that is transferred to Usable reserves. This is based on meetings which took place with Business Managers by mid-October, therefore does not account for subsequent changes in expenditure/income. Further details of the variances projected against committee budgets are in **Appendix A**.

Table 1: General Fund revenue outturn for 2021/22 financial year as at 30 September 2021

	Original Budget £'m	Revised Budget £'m	Projected Outturn £'m	Variance £'m
Economic Development	1.880	2.335	1.982	(0.353)
Homes & Communities	2.023	1.957	1.798	(0.159)
Leisure & Environment	5.329	5.176	5.052	(0.124)
Policy & Finance	5.607	5.753	5.849	0.096
Net Cost of Services	14.839	15.221	14.681	(0.540)
Other Operating Expenditure	4.072	4.072	4.061	(0.011)
Finance & Investment Income/Expenditure	(0.375)	(0.375)	(0.148)	0.227
Taxation & Non-Specific Grant Income	(20.801)	(20.801)	(20.891)	(0.090)
Net Cost of Council Expenditure	(2.265)	(1.883)	(2.297)	(0.414)
Transfer to/(from) Usable Reserves	1.646	1.264	1.452	0.188
Transfer to/(from) Unusable Reserves	0.619	0.619	0.845	0.226
Transfer to/(from) General Reserves	0.000	0.000	0.000	0.000

- 3.2 A favourable variance of £0.540m is currently being projected on Service Budgets managed by Business Managers. This represents 3.5% of the total service budgets. This favourable variance of £0.540m includes a favourable variance of £0.156m on employee spend council-wide. Excluding employee spend, therefore, non-employee spend and income have favourable variances totalling £0.384m.
- 3.3 The favourable variance of £0.156m on employee spend includes a budgeted saving of £0.541m for vacancies council-wide during the year which represents 3.5% of the overall salary budget. As it is not known which services will have vacant posts during the year, the whole of the £0.541m is currently budgeted for within the Policy and Finance committee's budget and shows as an unfavourable variance. Conversely, all of the savings from vacant posts show as favourable variances against their respective committees. Details of the services with variances due to vacant posts are in **Appendix A**.
- 3.4 Non-Service expenditure is projected to have an unfavourable variance of £0.126m against the revised budget of £17.104m. The £0.227m unfavourable variance against Finance & Investment Income/Expenditure primarily relates to a reduction in forecast investment interest income. This is largely offset by a £0.090m favourable variance against Taxation & Non-Specific Grant Income from COVID-related Income Support Scheme grant for the period between April 2021 and June 2021.
- 3.5 The variance of £0.226m on the transfer to unusable reserves represents an element of voluntary revenue provision (VRP). VRP is additional to the Minimum Revenue Provision (MRP) charge which councils statutorily make as provision for repayment of past capital debt. The council's VRP in 2021/22 will enable reductions to MRP charges in future years.
- 3.6 The Nottinghamshire Business Rates Pool may also return some funding to the council for 2021/22, though it cannot currently be quantified how much this may be, as it is based on the non-domestic rates (NDR, or 'business rates') income received by all authorities within the pool. Officers across Nottinghamshire are working to review the position, albeit this will be difficult to predict as the landscape for businesses is currently so volatile. Nottinghamshire S151 officers keep this under review during the year to assess the latest

information collated across the County. This will then be fed into future forecast outturn reports.

3.7 It should be noted that the projected outturn variances are still somewhat indicative, and that these will become more accurate in subsequent months, as officers continue to refine budgets and forecasts in light of the latest information available.

3.8 Each year, the government announces which reliefs that business rate payers will be eligible for, and how much grant it will compensate councils with for income councils can no longer directly receive from businesses (because of the aforementioned business rate reliefs). Prior to 2020/21, the council has typically received around £2m annually in compensation grant. In 2020/21, because of the Expanded Retail Discount, the council received more than £18m in compensation grant. In 2021/22, because of the Expanded Retail Discount, the council will receive more than budgeted for in compensation grant. Though the grant relates to the Collection Fund, accounting regulations require it to be paid into the General Fund. There will therefore be a large deficit in the council's Collection Fund at year-end, and, conversely, a large surplus in its General Fund which will need to be transferred to reserves to pay for the Collection Fund deficit. The Department for Levelling Up, Housing and Communities (DLUHC) have guidance for local authorities on the appropriate accounting arrangements.

Current position (as at 30 September 2021): revised budget compared to original budget

3.9 There has been a net transfer of £0.382m from reserves in 2021/22 as at 30 September 2021. Four of these transfers from reserves were each more than £0.050m in value. These total £0.417m:

Policy & Finance Committee approval	Transfer from reserves relates to	Amount (£)	Committee which received transfer
26/11/2020	Feasibility work on relocation of Cattle Market and Lorry Park and options for redevelopment of the site	200,000	Economic Development
01/04/2021	Newark Towns Fund specialist consultancy support regarding business cases for Town Investment Plan (TIP) priority projects	77,000	Economic Development
24/06/2021	Castle Gatehouse condition survey, design reviews and funding application	80,000	Economic Development
24/06/2021	Legal support for regeneration projects (such as Newark Towns Fund)	60,000	Policy & Finance
		417,000	

3.10 The other transfers (to) and from reserves, each less than £0.050m in value, total £(0.035)m:

Economic Development	Homes & Communities	Leisure & Environment	Policy & Finance	Total: Services
(15,959)	(51,214)	11,413	21,123	(34,636)

Current position (as at 30 September 2021) compared to previous position (as at 31 July 2021)

- 3.11 The previous budget monitoring report to this Committee projected a favourable variance against the revised budget of £0.163m on Service budgets. This report projects a favourable variance against the revised budget of £0.540m on Service budgets. *Table 2* summarises the changes in variance against committee budgets between the two reports. Further details of these changes by committee are in **Appendix B**.

Table 2: General Fund revenue outturn: changes in variance by committee between reports

	Variance £'m
Net Cost of Services variance: as at 31 July 2021 (23/09/2021 P&F report)	(0.163)
Economic Development	(0.062)
Homes & Communities	0.005
Leisure & Environment	0.037
Policy & Finance	(0.357)
Net Cost of Services variance: as at 30 September 2021 (25/11/2021 P&F report)	(0.540)

Overview of Projected Housing Revenue Account (HRA) Outturn for 2021/22

- 3.12 With reference to the 'Variance' column in *Table 3*, the HRA accounts show a projected favourable variance against the revised budget of £0.773m as follows:

Table 3: HRA revenue outturn for 2021/22 financial year as at 30 September 2021

	Original Budget £'m	Revised Budget £'m	Projected Outturn £'m	Variance £'m
Expenditure	17.239	17.477	16.596	(0.881)
Income	(25.058)	(25.048)	(24.940)	0.108
Net Cost of HRA Services	(7.819)	(7.571)	(8.344)	(0.773)
Other Operating Expenditure	0.033	0.033	(0.047)	(0.080)
Finance & Investment Income/Expenditure	3.770	3.770	3.770	0.000
Taxation & Non Specific Grant Income	0.000	0.000	0.000	0.000
(Surplus)/Deficit on HRA Services	(4.016)	(3.768)	(4.621)	(0.853)
Movements in Reserves				
Transfer to/(from) Usable Reserves	1.593	1.424	1.424	0.000
Transfer to/(from) Unusable Reserves	(6.837)	(6.837)	(6.755)	0.082
Transfer to Major Repairs Reserve	9.261	9.181	9.952	0.771
Total	0.000	0.000	0.000	0.000

- 3.13 Since February 2020, officers have been working with budget holders in the Housing, Health and Wellbeing directorate to assess the resources required to manage the council's social housing stock.
- 3.14 A report by Savills in 2018/19 identified the potential for the council to realise £0.950m in savings from reintegrating social housing management services back in-house. Officers have

currently identified £1.053m in savings through the deletion of vacant posts and surplus resources within services. £0.363m of this has been reinvested, largely in new posts such as the Director of Housing, Health and Wellbeing's post and the Business Manager posts to be appointed to.

- 3.15 An annual £0.690m is therefore available from savings generated by the reintegration that can be reinvested into the council's social housing management services. As part of the *2021/22 HRA Budget and Rent Setting* report approved by Full Council in February 2021, it was agreed that £0.590m of the £0.690m would be a revenue contribution to capital spend, and that the remaining £0.100m would be available to spend on revenue initiatives. It is currently forecast that this remaining £0.100m for revenue initiatives will be spent this year.
- 3.16 Due to the current pandemic, the plans identified within the report tabled at the Policy & Finance Committee during April 2020 have not yet been realised and hence the £0.690m above remains unallocated in future years. Proposals to reinvest the efficiencies will be put forward to the Homes and Communities Committee on 22/11/2021 for consideration and approval. These proposals are a mixture between reoccurring investment and one-off initiatives. Once agreed these will be built into the base HRA financial Business Plan.
- 3.17 The projected outturn for the year is a net transfer to reserves of £0.853m. The prudent level of reserve set on the HRA working balance is still £2m which would remain constant.
- 3.18 The main reasons for the projected favourable outturn variance of £0.853m are:

Services: a significant number of posts temporarily vacant	(0.494)
One-off insurance-related savings recognised in-year	(0.235)
Reduced rental income from The Broadleaves due to occupancy delays	0.141
Other Operating Expenditure: additional capital-related income	(0.080)
Services: reduced recharge expenditure from General Fund	(0.053)
Yorke Drive: delays in one-off regeneration-related expenditure	(0.042)
Other variances	(0.090)
Total	(0.853)

Overview of Projected Capital Outturn 2021/22

- 3.19 The table below summarises the position for the Capital Programme to the end of September 2021 and is split between General Fund and Housing Revenue Account.

	Revised Approved Budget £'m	Revised budget updated for Approval £'m	Actual Spend to September 2021 £'m	Forecast Outturn £'m
General Fund	26.885	19.712	4.125	19.658
Housing Revenue Account	27.880	24.625	4.357	24.133
Total	54.765	44.337	8.482	43.791

- 3.20 Actual spend to date has been significantly lower than previous years as a proportion of the budget, mainly due to COVID-19 and the subsequent supply issues. However, much of the

spend has started to catch up. As per below a large amount of budget is being profiled to next financial year, though this isn't only due to delays caused by COVID.

- 3.21 As projects are developed and spending commitments are made, budget requirements can change. It is a requirement that Policy & Finance Committee approve all variations to the Capital Programme. Following the meeting of 23 September 2021, the total approved budget was £54.765m including slippage from 2020/21. The additions and amendments that now require approval are detailed in **Appendix C** and summarised as follows:

Additions/Reductions	£1.107m
Reprofiles	£(11.535)m
Total	£(10.428)m

- 3.22 If these variations are approved, then the revised budget will be reduced to £44.337m. A more detailed breakdown at scheme level, including some comments on projects progress, can be found at **Appendices D** (Housing Revenue Account) and **E** (General Fund).

Capital Programme Resources

- 3.23 The Capital resources available to the Council are not static. Capital receipts are generated throughout the year, additional grants and contributions are paid to the Council, and borrowing may be increased to fund some projects.
- 3.24 In summary, the revised budget of £44.337m will be financed as follows, with every attempt to minimise the impact on the Council's revenue budget:

	General Fund £'m	Housing Revenue Account £'m	Total £'m
Borrowing	5.068	8.010	13.078
External Grants & Contributions	6.863	0.648	7.511
Capital Receipts	0.590	2.476	3.066
Community Infrastructure Levy	0.680	0.000	0.680
Revenue Contributions	6.510	13.492	20.002
Total	19.711	24.625	44.337

Capital Receipts

- 3.25 The Council has been successful in securing a number of capital receipts for both general fund and HRA in previous years, and continues to do so. The current level of capital receipts is detailed in the table below:

	General Fund £'m	HRA Receipts £'m	HRA 1-4-1 Receipts £'m	Total £'m
Balance at 1st April 2021	0.549	2.783	0.708	4.041
Received up to end of September 2021	0.162	0.191	0.606	0.959

Estimated receipts for remainder of the financial year	0.000	0.079	0.250	0.328
Approved for financing	0.590	2.476	0.000	3.066
Available Capital receipts balance at 31 March 2022	0.121	0.577	1.564	2.262
Estimated Receipts 2022/23 - 2024/25	3.143	1.130	2.372	6.645
Approved for Financing 2022/23 - 2024/25	3.077	1.984	2.044	7.105
Estimated Uncommitted Balance	0.187	(0.277)	1.891	1.802

3.26 The RTB receipts for Replacement Homes (known as 1-4-1 Receipts) are retained through a RTB agreement. The terms of Retention Agreements have been amended from 1 April 2021. Under the terms of the amended agreements, existing and future RTB receipts have to be spent on new supply of affordable housing within five years of arising (rather than three), or have to be returned to the government with penalty interest payable. Amongst other changes, authorities are also now able to use RTB receipts to fund 40% of the cost of a replacement home, rather than 30%.

4.0 Financial Implications (FIN21-22/5350)

4.1 All of the financial implications are set out in the body of the report.

4.2 As per *Table 3* in paragraph 3.12, the HRA is currently projecting an additional transfer of £0.771m to the Major Repairs Reserve.

4.3 With regard to the General Fund revenue outturn, the favourable variance of £0.540m represents a variance of 3.5% of the overall General Fund budget.

4.4 With regard to capital, any savings on projects will be assessed and used to meet additional demands, or to fund the Council's Capital Programme in future years.

5.0 RECOMMENDATIONS that:

(a) the General Fund projected favourable outturn variance of £0.188m to usable reserves be noted;

(b) the Housing Revenue Account projected favourable outturn variance of £0.771m to the Major Repairs Reserve be noted;

(c) the variations to the Capital Programme at Appendix C be approved; and

(d) the Capital Programme revised budget and financing of £44.337m be approved.

Reason for Recommendations

To update Members with the forecast outturn position for the 2021/22 financial year.

Background Papers

General Fund Monitoring Reports to 30th September 2021
Capital Financing Monitoring Reports to 30th September 2021

For further information please contact: Nick Wilson, Business Manager - Financial Services on Ext. 5317; Mohammed Sarodia, Assistant Business Manager - Financial Services on Ext. 5537; or Mike Marriott, Accountant on Ext. 5327

Sanjiv Kohli
Deputy Chief Executive, Director - Resources and Section 151 Officer

General Fund (GF) Revenue Outturn Variance Analysis by Committee as at 30 September 2021

Favourable variances are bracketed and in red - £(0.123)m. Unfavourable variances are in black - £0.123m.

Economic Development - £(0.353)m	£'m
Heritage & Culture: vacant posts and furlough income not budgeted for	(0.067)
Sherwood Youth Hostel: reduced income because of centre closure	0.011
Growth/Technical Support: vacant posts	(0.037)
Development Management: vacant posts	(0.026)
Building Control: in-year favourable variance to be transferred to a specific reserve to mitigate against future potential increases in expenditure (as determined by South Kesteven District Council (SKDC): the lead authority for the tri-council arrangements)	(0.036)
Sherwood Forest Craft Centre: reduced spend on premises security because of closure of centre	(0.016)
Clipstone Holding Centre: reduced workshop rents income	0.030
Buttermarket: reduced rental income, partly because some units have received concessions in-year	0.017
Economic Growth: vacant post	(0.021)
Parking Services Administration: later than anticipated start date of parking operative	(0.013)
Surface Car Parks Newark: increased income from higher than expected number of customers using cashless system	(0.093)
Newark Lorry Park: increased income, partly offset by increased cleaning and security costs	(0.102)
Other small variances	0.000
Total	(0.353)
Homes & Communities - £(0.111)m	£'m
Private Sector Speech Call: reduced costs, and increased income due to an increase in customer demand	(0.032)
Housing Options: vacant posts and service charge income from in-year occupation of Northgate site	(0.034)
Strategic Housing: vacant posts	(0.051)
CCTV: reduced external income due to contract terminations	0.011
Commissioning Contributions: reduced expenditure on certain community-based organisations	(0.031)
Other small variances	(0.022)
Total	(0.159)
Leisure & Environment - £(0.075)m	£'m
Waste & Recycling: greater than expected increase in number of garden waste collection customers; reduced income from waste disposal, partly offset by reduced payment to Nottinghamshire County Council; and reduced income from trade refuse	(0.021)
Dog Control: savings from bringing warden contract back in-house at end of May 2021	(0.031)
Environmental Health: vacant posts and income from a secondment, partly offset by reduced income such as from licence and registration fees	(0.102)
Neighbourhood Wardens: employee-related underspend and additional Fixed Penalty Notice income	(0.011)
Environmental Service Management: vacant post now filled	(0.021)
Active4Today (A4T): £125k deficit in relation to Southwell Leisure Centre Trust (SLCT)	0.125
Health & Community Relations: vacant post	(0.014)
Street Scene Grounds Maintenance: income from external customers and the trade-in of a vehicle	(0.034)
Other small variances	(0.015)
Total	(0.124)
Policy & Finance - £0.096m	£'m
Electoral Registration: grant from Department for Work and Pensions (DWP) to no longer be received	0.010
Service ICT Applications: additional costs in relation to Paygate (payments solution provider)	0.012
Bank Charges: increased usage, such as of credit cards	0.011
Legal Section: vacant posts	(0.128)
Central Telephones: increased standing charges and usage due to increase in number of employees	0.024
Senior Leadership Team: in-year effect of establishment changes effective from 01/08/2021	(0.052)
Corporate Asset Development: reduced income from less than budgeted recharge of employee costs to capital and Housing Revenue Account (HRA), partly offset by vacant posts	0.036
Financial Services: one-off insurance-related savings recognised in-year, partly offset by costs in relation to the implementation of iTrent (HR & payroll system provider)	(0.111)
Transformation: vacant post	(0.015)
Administration Services: vacant posts	(0.023)
Council Tax: vacant post, plus reduced court fees for summons	(0.043)
Rent Allowances/Rent Rebates: forecast based on year-to-date actuals	0.039
Housing Benefit Administration: vacant post and additional unbudgeted grant income	(0.055)
Castle House: reduced income, largely from partners for cost of desk hire, partly offset by reduced spend on repairs and maintenance	0.022
£540,530 saving budgeted for in-year vacancies council-wide (3.5% of total salaries plus oncosts budget)	0.541
Other Financial Transactions: a COVID-related business grant which was repaid to the council	(0.018)
Test & Trace Support Admin: central government grant received in excess of forecasted spend	(0.032)
New Burden Council Tax Reform: council tax and national non-domestic rates (NNDR) related government grants received in-year which were not anticipated to be received	(0.040)
COVID Compliance Tier 3: additional Contain Outbreak Management Fund (COMF) grant received in-year which was not anticipated to be received and favourable variance against budgeted expenditure	(0.059)
Other small variances	(0.023)
Total	0.096
	(0.540)

General Fund (GF) Revenue Outturn Change in Variance Analysis by Committee as at 30 September 2021

Favourable variances are bracketed and in red - £(0.123)m. Unfavourable variances are in black - £0.123m.

All amounts are in millions of pounds (£'m)

Economic Development - Variance as at 31/07/2021	(0.290)
Growth/Technical Support: changes in assumptions regarding recruitment to vacant posts	(0.023)
Building Control: in-year favourable variance to be transferred to a specific reserve to mitigate against future potential increases in expenditure (as determined by South Kesteven District Council (SKDC): the lead authority for the tri-council arrangements)	(0.036)
Sherwood Forest Craft Centre: reduced spend on premises security because of closure of centre	(0.016)
Buttermarket: reduced rental income, partly because some units have received concessions in-year	0.017
Parking Services Administration: later than anticipated start date of parking operative	(0.013)
Newark Lorry Park: reductions in security costs and increased income	(0.053)
Newark Beacon: reduced spend on employees, advertising, telephones and internet charges	(0.030)
Other small variances	0.091
Economic Development - Variance as at 30/09/2021	(0.353)

Homes & Communities - Variance as at 31/07/2021	(0.164)
Private Sector Speech Call: a transactional review of income received has enabled the projection for income received annually to be distinguished from the projection for income received monthly/quarterly	0.057
Strategic Housing: changes in assumptions regarding recruitment to vacant posts	(0.026)
Customer Services: vacant posts offset by an assumed recharge of most of the costs of the posts which have transferred from the Housing Revenue Account (HRA) to the General Fund (GF)	0.025
CCTV: reduced external income due to contract terminations	0.011
Other small variances	(0.062)
Homes & Communities - Variance as at 30/09/2021	(0.159)

Leisure & Environment - Variance as at 31/07/2021	(0.161)
Environmental Health: changes in assumptions regarding recruitment to vacant posts	(0.051)
Neighbourhood Wardens: employee-related underspend and additional Fixed Penalty Notice income	(0.011)
Active4Today (A4T): £125k deficit in relation to Southwell Leisure Centre Trust (SLCT)	0.125
Street Scene Grounds Maintenance: income from external customers and the trade-in of a vehicle	(0.034)
Other small variances	0.008
Leisure & Environment - Variance as at 30/09/2021	(0.124)

Policy & Finance - Variance as at 31/07/2021	0.452
Electoral Registration: grant from Department for Work and Pensions (DWP) to no longer be received	0.010
Service ICT Applications: additional costs in relation to Paygate (payments solution provider)	0.012
Legal Section: changes in assumptions regarding recruitment to vacant posts	(0.081)
Central Telephones: increased standing charges and usage due to increase in number of employees	0.024
Senior Leadership Team: in-year effect of establishment changes effective from 01/08/2021	(0.052)
Financial Services: one-off insurance-related savings recognised in-year, partly offset by additional costs in relation to implementation of iTrent (HR & payroll system provider)	(0.111)
Transformation: vacant post	(0.015)
Administration Services: changes in assumptions regarding recruitment to vacant posts	0.021
Rent Allowances/Rent Rebates: forecast based on year-to-date actuals	(0.012)
New Burden Council Tax Reform: council tax and national non-domestic rates (NNDR) related government grants received in-year which were not anticipated to be received	(0.040)
COVID Compliance Tier 3: additional Contain Outbreak Management Fund (COMF) grant received in-year which was not anticipated to be received and favourable variance against budgeted expenditure	(0.059)
Beaumont Cross: revised assumptions regarding leasing of rental unit	0.018
Corporate Management: revised assumptions regarding unforeseen costs which arise in-year	(0.010)
Other small variances	(0.061)
Policy & Finance - Variance as at 30/09/2021	0.096

General Fund Revenue Outturn for Services - Variance as at 30/09/2021	(0.540)
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General Fund Additions/(Reductions)

Project	Capital Description	Additions / (Reductions) 2021-22 £m	Comments
TC3153	Places to Ride - Thoresby Vale	0.150	New project approved 1st April 21. Funded 100% through Sport England British Cycling
TB2253	Vehicles & Plant (NSDC)	0.006	Additional budget gained through grants for the purchase of Electric Vehicles
TT1000	Towns Fund - 32 Stodman Street Regeneration	0.284	Grant of £284k. Brownfield Land Release Fund to be utilised/included within Stodman Street project
TC3131	Extension to London Road Car Park	0.139	Additional funding agreed Full Council 12th October. Anticipate spend to full budget
TC3152	Target Hardening - GF	0.107	Additional funding for Target Hardening on GF Land
TB6166	S106 Children and Young People Space	0.111	Additional S106 allocation
TT1005	Towns Fund - Cycle Town	0.200	Allocation to the Cycle Town project
Total General Fund Additions/(Reductions)		0.997	

HRA Additions/(Reductions)

Project	Capital Description	Additions / (Reductions) 2021-22 £m	Comments
S91500	OTHER STRUCTURAL	0.035	Budget realigned - Moved from S91511
S91511	Walls Re-Rendering	(0.035)	Budget realigned - Moved to S91500
S95109	Garages	(0.030)	Budget realigned - Moved to S95115
S95115	Resurfacing Works	0.030	Budget realigned - Moved from S95109
S91115	Roof Replacement Works	0.060	Budget realigned - Moved from S95200
S95200	ENVIRONMENTAL WORKS	(0.060)	Budget realigned - Moved to S91115
SC2001	Asset Data Software Migration	0.091	Additional funding for Asset Migration to new system
S95303	Target Hardening	0.019	Additional funding for Target Hardening on HRA Land
Total HRA Additions/(Reductions)		0.110	
Total Additions/(Reductions)		1.107	

General Fund - Reprofiting

Project	Capital Description	Additions / (Reductions) 2021-22 £m	Comments
TC3148	RHH Units Fit Out	(0.140)	Dependant on interest from prospective tenants. Balance of £140k to be reprofiled to 22-23. Approval sought at P&F Nov 21
TF3228	Homeless Hostel	(2.700)	Contractor appointed additional budget agreed at recent P&F meeting. Reprofiting to be put forward at P&F - £2.650m to 22/23 and remaining £0.050m to 23/24 to cover retention
TA3056	NCWC Tudor Hall	(0.140)	Request at P&F to reprofile and move £140k to 22/23
TT1000	Towns Fund - 32 Stodman Street Regeneration	(1.610)	Planning permission and demo to sort in 2021/22. £2m grant due to be claimed in 2022/23. £750k required in this financial year. Reprofit the remaining budget to 22/23.
TI1002	A1 Overbridge Improvements	(3.580)	Planning permission and demo to sort in 2021/22. £2m grant due to be claimed in 2022/23. £750k required in this financial year. Reprofit the remaining budget to 22/23.
Total General Fund Reprofiting		(8.170)	

HRA - Reprofiting

Project	Capital Description	Additions / (Reductions) 2021-22 £m	Comments
S91218	Kit & Bathrooms	(0.590)	The remainder is this year budget we are yet to touch in a meaningful way following a prolonged re-procurement. Request to reprofile £590k to 22/23 at P&F Nov
S93115	Rewires	(0.400)	The remainder is this year budget we are yet to touch in a meaningful way following a prolonged re-procurement. Request to reprofile £400k to 22/23 at P&F Nov
S93622	PV Invertors	(0.150)	Original budget of £150k plus LADS2 grant of £92k. LADS2 monies to be spent by year end as part of conditions of grant. Reprofit Original Budget
S95250	Communal Lighting	(0.016)	Request to reprofile £16k to 22/23 to P&F Nov
S95254	Estate Remodelling	(0.035)	Anticipate spend of £30k in year. Request to reprofile £35k to 22/23 to P&F Nov
SA1073	Phase 4 Cluster 3	(1.174)	Anticipate two thirds of works to be completed this financial year. Final third to be reprofiled to 22/23
SA1080	Phase 5	(1.000)	Planning permission being progressed. Anticipate spend in year £1.9m. Remaining budget of £1.0m to be reprofiled to 22/23
Total HRA Reprofiting		(3.365)	
Total Reprofiting		(11.535)	
Total Variations		(10.428)	

Project	Capital Description	Project Manager	Original budget 21/22 including slippage	Revised Budget Policy & Finance 23.09.21	Variations Proposed to Policy & Finance Quarter 2	Revised Budget including Variations for Approval	Actuals to 30.09.21	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance Unavourable / (Favourable)	Comments - Spend to date
PROPERTY INVESTMENT PROGRAMME												
S91100	ROOF REPLACEMENTS	D Bamford	400,000	0	0	0	0	0	0	0	0	Monies transferred to S91115 and S91116
S91115	Roof Replacement Works	D Bamford	64,710	264,710	60,000	324,710	20,173	0	304,537	324,710	0	28.10.21 Ongoing - Anticipate overspend on initial budget of £60k (responsive repairs on top of planned). Funded from within HRA - Request made within Budget movements to P&F Nov
S91116	Flat Roof Replacement Wrk	D Bamford	0	200,000	0	200,000	54,554	100,135	45,310	200,000	0	28.10.21 Ongoing - Anticipate spend to budget
S711	ROOF REPLACEMENTS		464,710	464,710	60,000	524,710	74,727	100,135	349,847	524,710	0	
S91200	KITCHEN & BATHROOM CONVERSIONS	A Tutty	1,500,000	0	0	0	0	0	0	0	0	Monies Transferred to S91218
S91218	Kit & Bathrooms	A Tutty	715,330	2,215,330	(590,000)	1,625,330	203,278	718,638	703,414	1,625,330	0	22.10.21 Ongoing, programme slowed down due to isolation. The budget includes the underspend carried forward from last year which we will spend with the current contractor circa £700k. The remainder is this year budget we are yet to touch in a meaningful way following a prolonged re-procurement. Request to reprofile £590k to 22/23 at P&F Nov
S712	KITCHEN & BATHROOM CONVERSIONS		2,215,330	2,215,330	(590,000)	1,625,330	203,278	718,638	703,414	1,625,330	0	
S91300	EXTERNAL FABRIC	G Bruce	300,000	0	0	0	0	0	0	0	0	Monies moved to S91336
S91336	External Fabric Works	G Bruce	0	300,000	0	300,000	45,421	0	254,579	300,000	0	28.10.21 Ongoing - Anticipate spend to budget
S713	EXTERNAL FABRIC		300,000	300,000	0	300,000	45,421	0	254,579	300,000	0	
S91400	DOORS & WINDOWS	D Bamford	170,000	0	0	0	0	0	0	0	0	Monies moved to S91412
S91412	Doors & Windows Works	D Bamford	94,000	264,000	0	264,000	41,175	211,469	11,356	264,000	0	28.10.21 102 jobs provided to contractor 35 completed to date.
S714	DOORS & WINDOWS		264,000	264,000	0	264,000	41,175	211,469	11,356	264,000	0	
S91500	OTHER STRUCTURAL	G Bruce	50,000	50,000	35,000	85,000	26,825	13,557	44,618	85,000	0	28.10.21 Ongoing - Budget Movement of £35k requested from S91511 at P&F Nov
S91511	Walls Re-Rendering	G Bruce	50,000	50,000	(35,000)	15,000	0	0	15,000	15,000	0	28.10.21 Ongoing - Budget Movement of £35k requested to S91500 at P&F Nov
S715	OTHER STRUCTURAL		100,000	100,000	0	100,000	26,825	13,557	59,618	100,000	0	
S93100	ELECTRICAL	A Tutty	600,000	0	0	0	0	0	0	0	0	Monies transferred to S93115
S93115	Rewires	A Tutty	300,000	900,000	(400,000)	500,000	119,532	199,761	180,708	500,000	0	22.10.21 The budget includes the underspend carried forward from last year which we will spend with the current contractor . The remainder is this year budget we are yet to touch in a meaningful way following a prolonged re-procurement. Request to reprofile £400k to 22/23 at P&F Nov
S731	ELECTRICAL		900,000	900,000	(400,000)	500,000	119,532	199,761	180,708	500,000	0	
S93500	HEATING	D Bamford	550,000	0	0	0	0	0	0	0	0	Monies transferred to S93510
S93510	Heating/Boilers	D Bamford	138,000	688,000	0	688,000	170,244	521,032	(3,275)	688,000	0	28.10.21 75 in progress, anticipate spend in full this financial year. Projection to realign orders to budget
S735	HEATING		688,000	688,000	0	688,000	170,244	521,032	(3,275)	688,000	0	

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S93600	ENERGY EFFICIENCY	D Bamford	150,000	0	0	0	0	0	0	0	0	Monies transferred to S93600
S93622	PV Invertors	C Wagstaff	0	241,760	(150,000)	91,760	0	0	91,760	91,760	0	28.10.21 Ongoing - Original budget of £150k plus LADS2 grant of £92k. LADS2 monies to be spent by year end as part of conditions of grant
S736	ENERGY EFFICIENCY		150,000	241,760	(150,000)	91,760	0	0	91,760	91,760	0	
S95109	Garages		34,000	34,000	(30,000)	4,000	0	0	4,000	4,000	0	28.10.21 Ongoing - Anticipate spend to budget. Request to move monies of £30k to Resurfacing works to P&F Nov
S95115	Resurfacing Works		0	75,000	30,000	105,000	0	0	105,000	105,000	0	28.10.21 Currently being re-tendered. Additional monies of £30k to be transferred from S95109
S751	GARAGE FORECOURTS		109,000	109,000	0	109,000	0	0	109,000	109,000	0	
S95200	ENVIRONMENTAL WORKS	M Carman	150,000	266,090	(60,000)	206,090	0	0	196,066	196,066	(10,024)	28.10.21 Ongoing - Anticipate underspend to budget of £60k, monies requested to be moved to Roofs budget at P&F Nov
S95203	Car Parking Schemes	D Roxburgh	216,090	100,000	0	100,000	(5,634)	0	105,634	100,000	0	28.10.21 Ongoing - Anticipate spend to budget
S95206	Chatham Court Target Hardening - Safer Neighbourhoods	A Batty	2,260	3,945	0	3,945	2,183	1,401	0	3,584	(361)	28.10.21 Complete - Underspend back to HRA programmes
S95207	Vineway Gated Access	M Carman	0	0	0	0	246	9,778	0	10,024	10,024	19.08.21 Project now complete
S95208	Roewood Lane Sewerage Treatment Station	D Bamford	10,000	10,000	0	10,000	0	0	10,000	10,000	0	28.10.21 Work is in progress
S95250	Communal Lighting	G Bruce	20,000	20,000	(16,000)	4,000	1,439	0	2,561	4,000	0	28.10.21 Ongoing - Anticipate spend to revised budget - Request to reprofile £16k to 22/23 to P&F Nov
S95252	Flood Defence Systems	D Bamford	10,000	10,000	0	10,000	0	0	10,000	10,000	0	28.10.21 Ongoing - Anticipate spend to budget - Reactionary budget
S95253	Play Areas	L Powell	40,000	40,000	0	40,000	40,000	0	0	40,000	0	28.10.21 Works complete.
S95254	Estate Remodelling	G Bruce	65,000	65,000	(35,000)	30,000	0	0	30,000	30,000	0	28.10.21 Ongoing - Anticipate spend of £30k in year. Request to reprofile £35k to 22/23 to P&F Nov
S95303	Target Hardening - HRA	Andrew Kirk	0	0	18,625	18,625	0	0	18,625	18,625	0	28.10.21 Designs currently been drawn up. Anticipate full spend in year
S752	ENVIRONMENTAL WORKS		513,350	515,035	(92,375)	422,660	38,234	11,179	372,885	422,299	(361)	
S97115	Asbestos Surveys	J Knowles	13,000	43,000	0	43,000	20,680	18,469	3,851	43,000	0	28.10.21 Ongoing - Anticipate spend to budget
S97116	Asbestos Removal	J Knowles	8,000	28,000	0	28,000	2,371	25,000	629	28,000	0	28.10.21 Spend will follow the above surveys
S771	ASBESTOS		71,000	71,000	0	71,000	23,050	43,469	4,480	71,000	0	
S97200	FIRE SAFETY	J Knowles	86,870	0	0	0	0	0	0	0	0	Monies moved to S97221
S97218	Enhanced Fire Risk Assessments	J Knowles	450,000	450,000	0	450,000	73,252	124,232	252,516	450,000	0	28.10.21 Actions from FRAs to complete
S97221	Fire Risk Assessments	J Knowles	0	86,870	0	86,870	0	0	86,870	86,870	0	28.10.21 Amalgamate budgets
S772	FIRE SAFETY		536,870	536,870	0	536,870	73,252	124,232	339,386	536,870	0	
S97300	DDA IMPROVEMENTS	L Powell	20,000	20,000	0	20,000	2,334	166	17,500	20,000	0	28.10.21 Ongoing - Further works planned fitting metal handrails to steep path at The Stackyard plus a mobility scooter storage scheme at Wm Bailey House. Full spend anticipated.
S773	DDA IMPROVEMENTS		20,000	20,000	0	20,000	2,334	166	17,500	20,000	0	

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S97416	Major Adaptations	L Powell	42,000	472,000	0	472,000	225,194	137,981	108,825	472,000	0	28.10.21 Still expect to spend current PO in place with M & T by end of November. We're typically paying £42,000 a month on M & T's PO so this will be enough to pay October and Novembers valuations. We have that spare £108,000 not committed, some of which can be used however i need to use £60,000 for a large extension job.
S97417	Minor Adaptations	L Powell	3,000	33,000	0	33,000	13,552	16,448	3,000	33,000	0	28.10.21 Referrals still similar in number to 20/21 as of end of Sep 2021. Typically £2500 a month therefore might not be quite enough for March 2022 payment on current PO but i see there is £3000 further in budget we can add to that PO which will be enough.
S97418	Adaptation Stair Lift/Ho	L Powell	3,000	43,000	0	43,000	33,041	6,959	3,000	43,000	0	28.10.21 We have 3nr further jobs due which will cost £7275 collectively and therefore take us over the £40,000 order value raised. Will need PO value raising to £43000 in order to pay these and then some additional funds transferring into this budget to take us through the next 6 months. There has been a large volume of stair lift and hoist jobs in first six months, many being of an expensive nature. Signs in last couple of months of a slow down in this type of request
S774	DISABLED ADAPTATIONS		548,000	548,000	0	548,000	271,787	161,388	114,825	548,000	0	
S97500	LEGIONELLA	A Tutty	30,000	30,000	0	30,000	(198)	24,517	5,681	30,000	0	22.10.21 Ongoing - Anticipate spend to budget
S791	UNALLOCATED FUNDING		30,000	30,000	0	30,000	(198)	24,517	5,681	30,000	0	
S99100	PROPERTY INVESTMENT CONTINGENCY	M Carman	50,000	50,000	0	50,000	0	0	50,000	50,000	0	28.10.21 Ongoing - Anticipate spend to budget
S99102	Housing Capital Fees	M Carman	270,680	270,680	0	270,680	0	0	270,680	270,680	0	28.10.21 Ongoing - Anticipate spend to budget
S791	UNALLOCATED FUNDING		320,680	320,680	0	320,680	0	0	320,680	320,680	0	
	PROPERTY INVESTMENT		7,230,940	7,324,385	(1,172,375)	6,152,010	1,089,663	2,129,543	2,932,443	6,151,649	(361)	

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AFFORDABLE HOUSING												
SA1031	Site Acquisition (Inc RTB)	K Shutt / J Sanderson	2,237,129	1,996,632	0	1,996,632	0	750	1,995,882	1,996,632		14.10.21 3 sites with Legal, to be completed by September (2 for phase 4, cluster 4 and 1 potentially phase 5). Firmer idea on potential slippage to be confirmed quarter 3
SA1032	New Build Programme	K Shutt	0	0	0	0	0	0	0	0		14.10.21 - Miscodes corrected - Project complete
SA1033	Estate Regeneration	C Clarkson	4,433,228	1,482,000	0	1,482,000	392,260	63,689	1,026,052	1,482,000		14.10.21 - Currently working on design and planning applications. Monies of £2,951k has been reprofiled to 22/23
SA1036	Affordable Homes Southwell	J Sanderson	0	240,497	0	240,497	0	0	240,497	240,497		14.10.21 - Approved at P&F 23rd October. Anticipate spent in full this financial year. Review to see if sale impacted by Contractor issue.
SA1047	New Build Contingency	K Shutt	109,800	109,800	0	109,800	0	0	109,800	109,800		19.08.21 Ongoing - Anticipate spend to budget
SA1048	Boughton Extra Care	K Shutt	1,213,379	1,213,379	0	1,213,379	501,710	268,922	442,746	1,213,379		14.10.21 Full PC including fit out by august 21, ready for tenants, expecting an underspend against the full budget.
SA1053	Phase 2 Cluster 3 - Hawtonville	K Shutt	0	0	0	0	(3)	0	0	(3)	(3)	14.10.21 - Project complete - No further spend
SA1054	Phase 2 Cluster 3 - 1-4-1 Hawtonville	K Shutt	0	0	0	0	(0)	0	0	(0)	(0)	14.10.21 - Project complete - No further spend
SA1055	Phase 2 Cluster 4 - Sherwood	K Shutt	0	0	0	0	0	0	0	0		14.10.21 - Project complete - No further spend
SA1060	Phase 3	K Shutt	0	0	0	0	15,918	75,475	(91,393)	0		14.10.21 to be moved to appropriate cost centres. Investigation works, planning.
SA1061	Phase 3 - Cluster 1 Stand Alone	K Shutt	0	0	0	0	(23,170)	23,170	0	0		14.10.21 Retention only outstanding, due December 2021.
SA1062	Phase 3 - Cluster 2 Various	K Shutt	0	100,310	0	100,310	27,276	21,604	0	48,879	(51,431)	14.10.21 Retention only outstanding, due Feb 2022. Move remaining budget to contingency
SA1063	Phase 3 - Cluster 3	K Shutt	1,188,513	1,208,513	0	1,208,513	872,424	3,237	32,852	908,513	(300,000)	14.10.21 Expected completion by end of September 2021. Anticipate underspend of £300k on this project. Move remaining budget to contingency
SA1064	Phase 3 - Cluster 4	K Shutt	3,150,120	3,029,810	0	3,029,810	596,130	801,481	1,632,199	3,029,810		14.10.21 Expected completion by April/May 2022.
SA1070	Phase 4	K Shutt	7,113,995	1,921,126	0	1,921,126	70,037	113,283	1,737,807	1,921,126		14.10.21 - Will be redistributed as new clusters for phase 4 come on board
SA1071	Phase 4 Cluster 1	K Shutt	1,050,861	1,480,861	0	1,480,861	693,434	633,753	24,000	1,351,187	(129,674)	14.10.21 Increase budget to allow for contingency (+90,500) expected completion early 2022 (9 units). Anticipate underspend on project. Move remaining budget to contingency
SA1072	Phase 4 Cluster 2	K Shutt	0	1,189,329	0	1,189,329	93,508	967,528	128,293	1,189,329		14.10.21 Expected start on site by end of July (5 units) - Monies to be moved from SA1070 to fund
SA1073	Phase 4 Cluster 3	K Shutt	0	3,573,540	(1,173,540)	2,400,000	0	0	2,400,000	2,400,000		14.10.21 Expected start on site by end of September (20 units). Anticipate two thirds of works to be completed this financial year. To be confirmed in quarter 3 before reprofile request
SA1074	Phase 4 Cluster 4	K Shutt	0	0	0	0	0	0	0	0		14.10.21 Expected start on site by end of October (17 units), Budget to be allocated from Phase 4 once numbers finalised
SA1080	Phase 5	K Shutt	2,900,000	2,900,000	(1,000,000)	1,900,000	0	0	1,900,000	1,900,000		14.10.21 - Planning permission being progressed. Anticipate spend in year £1.9m. To be firmed up in quarter 3 before reprofile request
SA3001	Ollerton Local Office Refurbishment & Repurpose	J Baker	29,610	29,610	0	29,610	28,212	1,018	381	29,611		14.10.21 Works ongoing
SC2000	Careline Analogue to Digital	S Hartley-Hill	80,540	80,540	0	80,540	0	80,540	0	80,540		14.10.21 Works complete just awaiting payment
SC2001	Asset Data Software Migration	C Wagstaff	0	0	90,765	90,765	0	0	80,000	80,000	(10,765)	14.10.21 - Expect completion this financial year. Slight underspend envisaged on project. Balance to be returned to HRA reserve
SUB TOTAL AFFORDABLE HOUSING			23,507,174	20,555,947	(2,082,775)	18,473,172	3,267,735	3,054,449	11,659,116	17,981,299	(491,873)	
TOTAL HOUSING REVENUE ACCOUNT			30,738,114	27,880,332	(3,255,150)	24,625,182	4,357,397	5,183,992	14,591,558	24,132,948	(492,234)	

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TA3053	Museum Improvements	C Coulton-Jones	231,808	231,808	0	231,808	0	35,283	196,525	231,808	0	28/10/21 On target to spend in year
TA3056	NCWC Tudor Hall	C Coulton-Jones	200,000	200,000	(140,000)	60,000	986	0	59,014	60,000	0	28/10/21 Meeting with Woodheads end of July to discuss apportionment of costs. Review following scope of works. Request at P&F to reprofile and move £140k to 22/23
TB3154	Castle Gatehouse Project	C Coulton-Jones	1,006,288	25,000	0	25,000	0	967	24,033	25,000	0	28/10/21 Purely planning and permission applications this financial year. Main costs in 22/23 - Request a reprofile for £982k
TB3160	Castle Electrical Upgrade & Fire Alarm	C Coulton-Jones	85,000	85,000	0	85,000	44,735	26,433	13,832	85,000	0	28/10/21 Works to be completed by the end of the summer.
TC3131	Extension to London Road Car Park	N Cuttell	107,407	107,407	138,593	246,000	0	0	246,000	246,000	0	28/10/21 Tenders received - report to P&F in September. Additional funding agreed Full Council 12th October. Anticipate spend to full budget
TC3134	Works to SFACC	M Eyre	23,560	23,560	0	23,560	11,556	1,660	10,344	23,560	0	28/10/21 Will be spent in the current year.
TC3135	Works to Buttermarket	P Preece	699,331	693,571	0	693,571	6,487	9,974	677,111	693,571	0	28/10/21 Estimated costs in place - meeting with prospective tenant before progressing other works.
TC3140	Car Park Ticket Machine Replacement	B Rawlinson	60,000	60,000	0	60,000	0	0	60,000	60,000	0	28/10/21 On target to spend in year. An apportionment of original allocation of £60k is actually one off revenue costs. Budget to be reallocated once final invoice received. Funded from Reserve so no impact on Financing
TC3141	Improvements to Newark Beacon	M Eyre	52,000	52,000	0	52,000	2,300	5,100	44,600	52,000	0	28/10/21 Works are underway. Anticipate completion this financial year
TC3142	Common Lighting at Industrial Estates	M Eyre	25,000	25,000	0	25,000	0	0	25,000	25,000	0	28/10/21 Discussions to take place regarding procurement options. Update to be provided next meeting
TC3143	Roller Shutter Doors at Industrial Units	M Eyre	90,000	90,000	0	90,000	0	0	90,000	90,000	0	28/10/21 Discussions to take place regarding procurement options. Update to be provided next meeting
TC3144	Fire & Security Rear Entrance Doors at Industrial Units	M Eyre	40,000	40,000	0	40,000	0	0	40,000	40,000	0	28/10/21 Discussions to take place regarding procurement options. Update to be provided next meeting
TC3145	Fire Signage and Emergency Lighting at Industrial Units	M Eyre	75,000	75,000	0	75,000	0	0	75,000	75,000	0	28/10/21 Discussions to take place regarding procurement options. Update to be provided next meeting
TC3146	Electrical Upgrades to Industrial Units	M Eyre	100,000	100,000	0	100,000	0	0	100,000	100,000	0	28/10/21 Discussions to take place regarding procurement options. Update to be provided next meeting
TC3148	RHH Units Fit Out	M Eyre	350,000	275,000	(140,000)	135,000	0	0	135,000	135,000	0	28/10/21 Dependant on interest from prospective tenants. Balance of £140k to be reprofiled to 22-23. Approval sort at P&F Nov 21
TC3149	Onstreet Residential Chargepoint Scheme	B Rawlinson	12,759	25,509	0	25,509	0	25,491	18	25,509	0	28/10/21 On target to spend in year
TC3150	RHH Stamp Duty on Finance Lease	M Eyre	0	71,000	0	71,000	71,239	0	0	71,239	239	28/10/21 lease is now in place. Scheme complete
TC3153	Places to Ride - Thoresby Vale	Richard Huthwaite	0	0	150,000	150,000	0	0	150,000	150,000	0	28/10/21 Funding agreed at P&F 1st April 21. Works have commenced, to be completed this financial year in line with grant conditions
TE3268	Southern Link Road Contribution	Matt Lamb	2,000,000	2,000,000	0	2,000,000	0	0	2,000,000	2,000,000	0	28/10/21 Some funding due to be released in the current year, may then need to reprofile depending on outcome of other funding opportunities. Update on projects to be delivered at Nov P&F
TC3152	Target Hardening - GF	Andrew Kirk	0	0	107,250	107,250	0	0	107,250	107,250	0	28/10/21 Designs for works currently been drawn up. Will be able to quantify potential slippage at the next meeting
Economic Development Committee			5,158,153	4,179,855	115,843	4,295,698	137,303	104,908	4,053,727	4,295,937	239	

Project	Capital Description	Project Manager	Original budget 21/22 including slippage	Revised Budget Policy & Finance 23.09.21	Variations Proposed to Policy & Finance Quarter 2	Revised Budget including Variations for Approval	Actuals to 30.09.21	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance Unavourable / (Favourable)	Comments - Spend to date
TA1221	SLC Fire Safety Remedial Works	S Young	0	77,000	0	77,000	535	4,850	41,615	47,000	(30,000)	28/10/21 Instructed some of the works, still awaiting quotes for others. Currently anticipate a £30k underspend on project
TA2210	Purchase of Alms Houses	M Cook	0	0	0	0	(96)	96	0	0	0	28/10/21 - Project complete
TA3097	Yorke Drive Regeneration and Community Facility	C Clarkson	3,358,000	110,000	0	110,000	0	0	110,000	110,000	0	27/08/2021 currently working on design and planning applications. Requested £3,248k to be reprofiled to next financial year. Update to be provided at next meeting, including the award of £1m from Leveling Up Fund (Brown Field Land) to be split between HRA and GF project
TA3286	Information Technology Investment	D Richardson	550,500	748,850	0	748,850	91,997	257,290	399,562	748,850	0	28/10/21 On target to spend in year
TF2000	CCTV Replacement Programme	A Batty	140,500	140,500	0	140,500	0	0	140,500	140,500	0	28/10/21 Taking a report to H&C in September with a full review of CCTV.
TF3221	Southwell Flood Mitigation	A Batty	453,421	453,421	0	453,421	0	0	453,421	453,421	0	28/10/21 Requested info from NCC re drawing down funding.
TF3228	Homeless Hostel	K Shutt / M Cook	2,953,590	3,303,590	(2,700,000)	603,590	46,922	28,056	528,612	603,590	0	28/10/21 Contractor appointed additional budget agreed at recent P&F meeting. Reprofiting to be put forward at P&F - £2.650m to 22/23 and remaining £0.050m to 23/24 to cover retention
TF6011	Private Sector Disabled Facilities Grants	A Batty	700,000	700,000	0	700,000	223,303	6,871	469,826	700,000	0	28/10/21 £600-£700k spend in the current year will review as year progresses.
TF6012	Discretionary Disabled Facilities Grants	A Batty	90,000	90,000	0	90,000	5,198	0	84,802	90,000	0	28/10/21 Dependant on applications. Not all flooded properties have taken up the opportunity to claim. Nov 19 & Feb 20 floods, grant dates have been extended.
TF6020	Flood Grants - 2020 - 2022	A Batty	429,901	429,901	0	429,901	37,448	0	392,454	429,901	0	28/10/21 Covid caused delays but enquires have picked up. will review again in following quarters.
TF6807	Warm Homes on Prescription	H Richmond	70,000	70,000	0	70,000	39,470	6,958	23,572	70,000	0	28/10/21 Project is now complete
TF6809	Fairholme Park (Ollerton) Conversion to Mains Gas	H Richmond	9,289	9,289	0	9,289	5,992	0	0	5,992	(3,297)	28/10/21 delivery agents (NEP and E-ON) are still undertaking marketing and engagement activities. The project (along with the rest of the Country's LAD2 projects) has been extended so is now scheduled to conclude by the end of this financial year. This is a very ambitious target, particularly considering the shortage of contractors to undertake external wall insulation and the fact that it can't really be installed in very wet or very cold conditions
TF6810	PV Units - EON	H Richmond	0	567,854	0	567,854	0	0	567,854	567,854	0	
Homes & Communities Committee			8,755,201	6,700,405	(2,700,000)	4,000,405	450,770	304,120	3,212,218	3,967,108	(33,297)	

Project	Capital Description	Project Manager	Original budget 21/22 including slippage	Revised Budget Policy & Finance 23.09.21	Variations Proposed to Policy & Finance Quarter 2	Revised Budget including Variations for Approval	Actuals to 30.09.21	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance Unavourable / (Favourable)	Comments - Spend to date
TA1216	Dukeries LC New Pool	A Hardy	1,581,356	1,581,356	0	1,581,356	1,416,317	68,505	66,534	1,551,356	(30,000)	28/10/21 PC signed off and the pool is operational. Waiting on final invoices. Changing village is complete.
TA1217	Southwell Leisure Centre Improvements	A Hardy	1,500,000	1,500,000	0	1,500,000	0	0	1,500,000	1,500,000	0	28/10/21 Works have been paused while user base is reviewed following covid.
TB2253	Vehicles & Plant (NSDC)	A Kirk	624,916	658,916	6,000	664,916	232,830	424,947	7,138	664,916	0	28/10/21 On target to spend in year
TB6154	S106 Community Facilities Provision Community & Activity Village	A Hardy	56,183	56,183	0	56,183	0	0	56,183	56,183	0	28/10/21 Linked to PC on the community hub, which will be spring 22. Will review progress throughout the year.
TB6162	Loan to Newark Academy	A Hardy	240,000	240,000	0	240,000	0	0	240,000	240,000	0	28/10/21 Community use agreement being discussed. Will need to review in the next quarter.
TC3136	Climate Change	M Finch/M Eyre	105,000	105,000	0	105,000	0	20,700	84,300	105,000	0	28/10/21 Currently Solar works to be completed £30k. Other projects still been built up. Still anticipate full spend in year
TC3137	Brunel Drive Door Entry System	A Kirk	0	0	0	0	(1,395)	1,395	0	0	0	28/10/21 Accrual from 20/21 still to be offset
TC3147	Street Scene Building Upgrade	Andy Kirk / Stephen Young	43,000	43,000	0	43,000	29,973	9,560	3,467	43,000	0	28/10/21 Works complete, waiting on final invoice.
TA3057	Palace Theatre Lighting	Carys Coulton-Jones	0	42,280	0	42,280	0	33,017	9,263	42,280	0	28/10/21 Added as an Urgency Item - On target to complete this year
TB3142	Binrastructure Wrap Grant	Andy Kirk	0	20,466	0	20,466	17,595	0	2,871	20,466	0	28/10/21 On target to spend in year
TB3143	Vicar Water Embankment Works	Stephen Young	0	60,000	0	60,000	0	58,289	11,711	70,000	10,000	28/10/21 Ground investigations are due to be carried out before works can start. Currently anticipating an overspend of £10k
TB6164	S106 Community Facilities and CPS to Edwinstowe PC	Andy Hardy	0	43,480	0	43,480	0	0	43,480	43,480	0	28/10/21 Anticipate completion in year
TB6165	S106 Community Facilities to SOT	Andy Hardy	0	239,620	0	239,620	0	0	239,620	239,620	0	28/10/21 Anticipate completion in year
TB6166	S106 Children and Young People Space	Andy Hardy	0	0	111,271	111,271	0	0	111,271	111,271	0	28/10/21 Anticipate completion in year
	Leisure & Environment Committee		4,150,454	4,590,300	117,271	4,707,571	1,695,320	616,413	2,375,838	4,687,571	(20,000)	

Project	Capital Description	Project Manager	Original budget 21/22 including slippage	Revised Budget Policy & Finance 23.09.21	Variations Proposed to Policy & Finance Quarter 2	Revised Budget including Variations for Approval	Actuals to 30.09.21	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance Unavourable / (Favourable)	Comments - Spend to date
TC2005	Land Acquisition - Dukeries	M Eyre	70,000	70,000	0	70,000	0	0	70,000	70,000	0	28/10/21 Update at next meeting.
TC2006	Purchase of Land at Bowbridge Road	M Lamb	1,020,760	1,020,760	0	1,020,760	0	0	1,020,760	1,020,760	0	28/10/21 Discussions still taking place.
TC3016	Legionella Remedial Works	M Eyre	20,975	20,975	0	20,975	(754)	2,412	19,316	20,975	0	28/10/21 Large accrual to be offset, anticipate spend in full
TC3138	Lord Hawke Way Remedial Work & Bond	M Eyre	384,150	384,150	0	384,150	192,290	0	191,860	384,150	0	28/10/21 CCTV surveys carried out. All connections into the Arkwood site are complete. Discussions to take place with Severn Trent.
TG1003	Housing Regeneration Loan Facility	N Wilson	11,409,849	1,300,000	0	1,300,000	886,040	0	413,960	1,300,000	0	28/10/21 Arkwood will draw down the money as and when required. £11m is the maximum head room, currently anticipated that only £1.3m is required this financial year
TI1001	Joesph Whittaker School Contribution	M Norton	620,000	620,000	0	620,000	620,000	0	0	620,000	0	19/08/21 Project complete
TI1002	A1 Overbridge Improvements	M Norton	3,640,000	3,640,000	(3,580,000)	60,000	0	0	60,000	60,000	0	28/10/21 Under review - Not anticipating spend in full this financial year. Update on projects to be delivered at Nov P&F. Reduced allocation in year to £60k to match design fees
TT1000	Towns Fund - 32 Stodman Street Regeneration	N Cuttell	2,076,524	2,076,524	(1,326,000)	750,524	88,755	10,056	651,714	750,524	0	28/10/21 Planning permission and demo to sort in 2021/22. £2m grant due to be claimed in 2022/23. £750k required in this financial year. Reprofile the remaining budget to 22/23.
TT1003	Towns Fund - Newark Gateway Cattlemarket Ph1	N Cuttell	249,365	249,365	0	249,365	47,893	130,181	71,291	249,365	0	28/10/21 Demo tenders have been received. Budget will be spent by March 2022.
TT1004	Towns Fund - YMCA Community & Activity Village	Neil Cuttell	0	2,000,000	0	2,000,000	0	0	2,000,000	2,000,000	0	28/10/21 Funding approved at P&F 24/06/21.
TT1005	Towns Fund - Cycle Town	Neil Cuttell	0	0	200,000	200,000	0	0	200,000	200,000	0	28/10/21 Added to programme in September. Timescales currently been reviewed. Will update for next meeting
TC3151	Lorry Park access turnstile	Mark Eyre	0	32,000	0	32,000	7,175	21,525	3,300	32,000	0	28/10/21 Urgency item added to capital programme, works to commence asap, fully anticipate completion this year
Policy & Finance Committee			19,491,623	11,413,774	(4,706,000)	6,707,774	1,841,399	164,174	4,702,201	6,707,774	0	
TOTALS			37,555,431	26,884,334	(7,172,886)	19,711,448	4,124,792	1,189,615	14,343,983	19,658,390	(53,058)	

Forward Plan of the Leisure & Environment Committee Decisions from 1 December 2021 to 30 September 2022

This document records some of the items that will be submitted to the Leisure & Environment Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for the Leisure & Environment Committee meetings are published on the Council’s website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
25.01.22	Physical Activity and Sports Plan 2021 – 2024 and Facilities Improvement Plan and Playing Pitch Strategy 2021 – 2024	andy.hardy@newark-sherwooddc.gov.uk
25.01.22	Presentation from Trent Valley Internal Drainage	nick.wilson@newark-sherwood.gov.uk
25.01.22	Presentation Regarding Public Health/Active Notts. Physical Insight Project	andy.hardy@newark-sherwooddc.gov.uk helen.ellison@newark-sherwooddc.gov.uk
25.01.22	Adoption of the Health and Wellbeing Partnership Plan	andy.hardy@newark-sherwooddc.gov.uk
25.01.22	Update Report on the Role of the Council’s Community Protection Officers	alan.batty@newark-sherwood.gov.uk
22.03.22	Annual review of the exempt reports considered by the Leisure & Environment Committee	nigel.hill@newark-sherwooddc.gov.uk catharine.saxton@newark-sherwooddc.gov.uk
July 2022	Mansfield & District Crematorium Joint Committee - Annual Statement of Accounts	nick.wilson@newark-sherwood.gov.uk
Sept 2022	Reappoint to Working Parties/Task & Finish Groups (<i>decision item</i>)	catharine.saxton@newark-sherwooddc.gov.uk