

Meeting of: The Cabinet

Time: 6.30pm Date 16th June 2021

*Venue: Council Chamber, The Business Centre, Futures Park, Bacup. OL13 0BB



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Supported by: Glenda Ashton, Committee and Member Services Officer Tel: 01706 252423
Email: glendaashton@rossendalebc.gov.uk

ITEM		Lead Member/Contact Officer
A.	BUSINESS MATTERS	
A1.	Apologies for Absence	
A2.	Minutes of the last meeting To approve and sign as a correct record the Minutes of the meeting held on 10 th February 2021.	Clare Birtwistle, Monitoring Officer 01706 252438 clarebirtwistle@rossendalebc.gov.uk
A3.	Urgent Items of Business To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.	
A4.	Declarations of Interest <i>Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</i> Members are requested to indicate at this stage, any items on the agenda in which they intend to declare an interest. Members are reminded that, in accordance with the Local Government Act 2000 and the Council's Code of Conduct, they must declare the nature of any personal	

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ITEM	Lead Member/Contact Officer	
	interest and, if the interest is prejudicial, withdraw from the meeting during consideration of the item.	
B.	COMMUNITY ENGAGEMENT	
B1.	<p>Public Question Time Members of the public can register their question by contacting the Committee Officer. Groups with similar questions are advised to appoint and register a spokesperson.</p> <p>This is an opportunity to ask a question about an agenda matter which the Council may be able to assist with. A time limit applies for each question and you are only able to address the meeting once.</p> <p>To register for public question time your question must be received no later than 9.00am two working days prior to the day of the meeting by emailing democracy@rossendalebc.gov.uk Please give your full name, telephone number and include a copy of your question.</p> <p>At the meeting you will be invited to speak at the appropriate time, please begin by giving your name and state whether you are speaking as an individual member of the public, or as a representative of a group. (Question time normally lasts up to 30 minutes).</p>	<p>Glenda Ashton, Committee and Member Services Officer 01706 252423 glendaashton@rossendalebc.gov.uk</p> <p>Please register an agenda related public question by emailing democracy@rossendalebc.gov.uk no later than 9.00am Friday 11th June 2021</p>
C.	KEY DECISIONS	
C1.	Holiday Activity and Food Programme	Councillor Ashworth/Adam Allen Director of Communities 01706 252428 adamallen@rossendalebc.gov.uk
C2.	Bacup High Street Heritage Action Zone – Cultural Consortium grant	Councillor A Barnes/Cath Burns Director of Economic Development 01706 252429 cathburns@rossendalebc.gov.uk
D.	PERFORMANCE MATTERS	
D1.	Financial Monitoring Report Q4 2020/21 (including Covid Grant Fund Report)	Councillor Walmsley/Karen Spencer Head of Finance/S151 Officer 01706 252409 karenspercer@rossendalebc.gov.uk



Neil Shaw
Chief Executive

Date Published: 8th June 2021

MINUTES OF: THE CABINET

Date of Meeting: Wednesday 10th February 2021

**Present: Councillor A Barnes (Chair)
Councillors Hughes, Lythgoe, Oakes, Serridge and Walmsley**

**In Attendance: Mr N Shaw, Chief Executive
Mrs C Burns, Director of Economic Development
Mr A Allen, Director of Communities
Ms C Birtwistle, Head of Legal (Monitoring Officer)
Ms K Spencer, Head of Finance (S151 Officer)
Mr A Ahmed, Acting Finance Manager
Mrs J Cook, Committee and Member Services Officer
Miss G Ashton, Committee and Member Services Officer**

**Also Present: Councillors Cheetham, Haworth, Kenyon, Neal, Roberts
Mrs C Law, Head of People & Policy
1 member of public**

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES OF THE LAST MEETING

Resolved:

That the minutes of the meeting held on 1st December 2020 were agreed as a correct record.

3. URGENT ITEMS OF BUSINESS

There were no urgent items.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PUBLIC QUESTION TIME

No written questions had been submitted.

6. FINANCIAL MONITORING REPORT 2020/21 Q3

The Portfolio Holder for Resources outlined the report which asked members to note the current adverse variance in the Council's revenue budget and the actions to address this before year end.

Cabinet members were invited to comment on the report:

- It had been a challenging year both in terms of Covid and the reduction in RSG.
- The work of the Finance Team was noted.

Resolved:

1. Cabinet noted the current adverse variance in the Council's revenue budget and the actions to address this before year-end.

Reason for Decision:

For the robust monitoring of the General Fund and MTFs which is essential for controlling risks.

Alternative Options Considered:

None.

7. CORPORATE PRIORITIES, BUDGET, COUNCIL TAX AND MEDIUM TERM FINANCIAL STRATEGY 2021/22

The Portfolio Holder for Resources outlined the report which asked members to recommend that Council approves the revenue budget for 2021/22, a Council Tax increase of 1.99%, the use of Business Rates Retention reserves to support the revenue budget, fees and charges for 2021/22, the technical resolutions and a contribution to the Rossendale Leisure Trust.

Cabinet members were invited to comment on the report::

- The proportion of council tax that the council received was noted.
- The pressure on public services and community volunteers was discussed.
- The Police precept was ring-fenced for visible neighbourhood policing and it was members' duty to ensure that this was upheld.

Resolved:

Cabinet recommended that Council approve:-

1. A revenue budget for 2021/22 of £8.903m, as detailed in the report.
2. A Council Tax increase of 1.99% which equates to a rate for Band D for 2021/22 of £285.13.
3. Use of £606k from the Business Rates Retention reserve to support the 2021/22 revenue budget.
4. The proposed fees and charges attached as Appendix 1.
5. The technical resolutions necessary to give effect to these budget proposals attached as Appendix 4.
6. The proposed £100k contribution to Rossendale Leisure Trust funded from the Council's Covid Local Authority support grant allocation.

Reason for Decision:

There are a number of significant risks outside the Council's control which remain a major concern: Covid, the uncertainty of the Fair Funding Review and the Business Rates scheme from 2022/23 onwards, also the still unknown impact of Brexit. The Council must remain focused on identifying and delivering further savings and income in order to ensure annual balanced budgets over the immediate and medium term. It must also ensure that all its budget resource allocations are directed to the core functions of the Council and that the use of its resources drives the delivery of the Council's Corporate Plan priorities.

Alternative Options Considered:

None.

8. CAPITAL STRATEGY 2021/22 TO 2024/25 AND CAPITAL PROGRAMME 2021/22

The Portfolio Holder for Resources outlined the report which asked members to recommend that Council approve the Capital Programme for 2021/22 and associated expenditure and the Capital Strategy 2021/22 – 2024/25.

Cabinet members were invited to comment on the report::

- Covid had placed additional requirements on the Finance Team.

- The new style of report was easy to read and was a requirement for any PWLB borrowing.
- The commitment to climate change in the Capital Strategy and Programme was welcomed.

Resolved:

Cabinet recommended that Council approve:

1. The Capital Programme for 2021/22 and associated capital expenditure of £6.21m.
2. The Capital Strategy 2021/22 - 2024/25 at Appendix B of the report.

Reason for Decision:

The proposed Capital Programme for 2021/22 and up to 2024/25 represents an affordable plan, as indicated by the prudential borrowing performance indicators the Capital Strategy (Appendix B).

The deficit between capital resources and requirements over the future years looks set to continue. With severe pressures on the Council's revenue resources throughout the Medium Term Financial Strategy it is likely that the Council will need to take out further external borrowing, as reflected in the Capital Programme financing estimates. This will lead to interest costs, which will need to be included within the business case for each investment.

Alternative Options Considered:

None.

9. TREASURY MANAGEMENT STRATEGY & TREASURY MANAGEMENT PRACTICES (UPDATES FOR 2021/22)

The Portfolio Holder for Resources outlined the report which asked members to recommend that Council approves the Treasury Management Strategy Statement and the Treasury Management Policy and Practices. To delegate any further minor amendments to the Head of Finance in consultation with the Portfolio Holder for Resources.

Cabinet members were invited to comment on the report::

- The document met the CIPFA Code of Conduct.
- The Finance Team were formally thanked for their hard working during the past year.

Resolved:

Cabinet recommended that Council approves:-

1. The Treasury Management Strategy Statement and the Treasury Management Policy and Practices.
2. To delegate any further minor amendments to the Head of Finance in consultation with the Portfolio Holder for Resources.

Reason for Decision:

To ensure continued compliance with the Code and continue to manage the Council's exposure to financial risk.

In light of the current economic climate and resultant changing cash flow requirements, Members are asked to delegate any minor amendments required within year to the Head of Finance in consultation with the Portfolio Holder for Resources.

Alternative Options Considered:

None.

_____ CHAIR _____ DATE

Subject:	Holiday Activity and Food Programme	Status:	For Publication
Report to:	Cabinet	Date:	16/06/2021
Report of:	Director of Communities	Portfolio Holder:	Health and Leisure
Key Decision:	<input type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Jackie Flynn	Telephone:	01706 252532
Email:	jackieflynn@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	<p>It is recommended that:</p> <ul style="list-style-type: none"> Cabinet agree that the 2021/22 Holiday Activity and Food Programme be delivered by Rossendale Leisure Trust and a Memorandum of Understanding between Rossendale Council and Lancashire County Council be signed to facilitate this.

2. PURPOSE OF REPORT

2.1 To outline the government funded Holiday Activity and Food Programme and seek permission for the work to be delivered by Rossendale Leisure Trust through a Service Level Agreement between the Trust and Lancashire County Council. Rossendale Council are required to sign a Memorandum of Understanding with Lancashire County Council to accept these arrangements.

3. BACKGROUND

3.1 On 8 November 2020, the government announced that the Holiday Activities and Food Programme (HAF) was to be expanded across the whole of England in 2021. The programme has provided healthy food and enriching activities to disadvantaged children since 2018.

The programme will cover the Easter, Summer and Christmas holidays in 2021. Easter provision has already been provided online, centrally by Lancashire County Council.

3.2 Around £220 million has been made available nationally to upper tier local authorities to coordinate free holiday provision, including healthy food and enriching activities. The programme will be available to children in every local authority in England who receive free school meals and are aged 4 – 16. Lancashire County Council expect each district to deliver its own bespoke programme. Rossendale is to receive c£200k in funding to deliver the programme.

3.3 The expectation is that there will be 4 days of activity per week, providing a minimum of 4 hours daily, for 4 weeks during the school summer holidays and an additional week of activities during the Christmas holiday break. A meal (this can be hot or packed lunch) that meets school meal nutritional standards must be provided with each activity.

3.4 The programme will primarily provide free activities and food to children in receipt of free school meals. 85% of places must be taken by children in receipt of Free School Meals (FSM). Currently there are 2,306 children in Rossendale in receipt of Free School Meals. The funding is based on expected take up of the scheme which is 35%. Lobbying is taking place nationally to increase the funding to cover all children on Free School Meals. Work is ongoing with Food Banks to see what additional provision can be made for

children on FSM that do not want to participate in the activities and those others not on FSM but who may not have enough food.

It is expected that the programme will also deliver places for other children by linking closely with any existing or planned provision (15% of HAF provision can be filled by children not on FSM). The Council do not have the required capacity or skills to deliver the programme in house. Many Lancashire councils are partnering with their Leisure Trusts to deliver the scheme. Rossendale Leisure Trust currently deliver similar holiday programmes, a significant school and holiday coaching programme. They are perfectly placed to deliver this scheme on behalf of the Council. It is therefore recommended that RLT deliver the programme on behalf of the Council and LCC are instructed to assign lead body status to RLT, to ensure successful delivery.

- 3.5 The Trusts proposal for the delivery of the scheme is to be agreed with the HAF Steering Group, which is newly established to support the programme. Currently, the District Coordinator and Head of Partnerships at RLT are using evidence and insight to prepare a recommended delivery model involving community partners and delivery by RLT coaching team, and locations for delivery. Cllr Ashworth is joining the group along with the Council's Communities Team. There is a draft Terms of Reference for the Steering Group which outlines its purpose and responsibilities
- 3.6 Due to the fast pace and expectations to deliver a complex programme, RLT has had to recruit the required District Coordinator at risk. The staff member has been seconded from within RLT. All fellow districts have had to do the same due to the tight timescales attached to the programme. In addition, RLT with RBC support, have had to start the coordination of the programme to ensure the programme is as effective and far reaching as possible.
- 3.7 It is recommended that the Trust deliver the work on behalf of the Council and that Lancashire County Council enter into a Service Level Agreement with the Leisure Trust directly. This benefits the Council in that it will not be the accountable body for the delivery of the scheme and the Council is not required to enter into two separate legal agreements; one with Lancashire County Council and the other with the Trust. Instead the Council will sign a Memorandum of Understanding with Lancashire County Council to agree to the Trust being commissioned directly by Lancashire County Council to deliver the scheme. There will be council officers and an elected member included in the working group to ensure Council input and oversight.
- 3.8 It is important to note that for those Children that are not in receipt of Free School Meals, our excellent local food banks will continue to support families in need at all times and especially during the school holidays. The Council will continue to support this work.

4. RISK

- 4.1 All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:
- Not delivering the programme would result in around 800 children not receiving activity and food support in Rossendale
 - The above arrangement makes Rossendale Leisure Trust the accountable body and responsible for any non-delivery.
 - The Council will have suitable oversight through the working group arrangements

5. FINANCE

- 5.1 The Rossendale HAF programme is allocated £201,946.73 for delivery and an additional

£9,000 to pay for a part time District Coordinator (salary and oncosts) for 2.5 days per week from 1 May to 31 October 2021.

5.2 The District Coordinator role ends before the HAF programme has completed delivery. It is understood that all districts with LCC, are making a case to government for additional funding to cover this essential role for November and December 2021 to complete delivery and evaluation.

5.3 Currently there are no pre-determined KPIs attached to HAF, but LCC are seeking 30-35% of children in receipt of FSM, to access the programme.

5.4 Whilst the Council are a signatory to the tripartite Memorandum of understanding along with LCC and RLT, LCC are paying the grant direct to RLT with the Council having no accountability. However the MOU states that if the Council participates in any aspect of the Project it will become accountable.

6. LEGAL

6.1 The Council will be required to sign a Memorandum of understanding with Lancashire County Council and whilst this is not legally binding, the Council will make best efforts to comply with this.

6.2 Rossendale Leisure Trust will enter into the Grant Funding Agreement with Lancashire County Council, however council officers and members will sit on the HAF steering group to ensure robust governance arrangements are in place and contribute to a successful implementation and delivery of the scheme.

7. POLICY AND EQUALITIES IMPLICATIONS

7.1 The scheme will be delivered in strict accordance with National Government Guidance which has considered equalities implications. Using Free School Meals as the key criteria may exclude some children that are still considered in need. We will continue to work with our local food banks to support all families.

8. CONCLUSION

8.1 The delivery of the HAF programme will contribute to improved health and wellbeing outcomes for many young people in Rossendale. The Trust are well placed to deliver a successful programme given their experience. The Council do not have the necessary staff capacity or experience to deliver such a programme. It is recommended that Rossendale Leisure Trust deliver the programme on the Council's behalf and the Memorandum of Understanding signed to facilitate this.

No background papers.

Subject:	Bacup High Street heritage Action Zone – Cultural Consortium grant	Status:	For publication
Report to:	Cabinet	Date:	16 th June 2021
Report of:	Economic Development and Property Team	Portfolio Holder:	Leader of the Council and Portfolio Holder for Economic Development
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Mhorag Saxon	Telephone:	01706 242577
Email:	mhoragsaxon@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	To note the successful award of £90,000 to the Bacup Cultural Consortium
1.2	To authorise the Monitoring Officer to sign the Grant Funding Agreement with Historic England and enter into a legal agreement with members of the Cultural Consortium CP2 payment certificate and for the Council to act as the Accountable Body for the grant between Historic England and The Horse & Bamboo Theatre (Chair of Bacup Cultural Consortium).
1.3	To authorise the Monitoring Officer to accept the £40,000 grant uplift for the Bacup HS HAZ for public realm professional fees to RIBA stage 3 and all statutory notices, all planning permissions and ready for delivery in year 3 subject to a further uplift and enter into a grant agreement with Historic England.

2. PURPOSE OF REPORT

- 2.1** To update members and agree to authorise entering into legal agreements for local cultural consortia grant and the CP2 grant payment certificate between the Council as Accountable Body and Historic England for £90,000 grant funding for Bacup's Cultural Consortium Cultural Programme. To accept the £40k grant uplift for the public realm professional fees to RIBA stage 3.

3. BACKGROUND

3.1 Project objectives and governance

In December 2019, the Council approved the second stage submission to Historic England for a High Street Heritage Action Zone (HS HAZ) in Bacup Town centre. Following on from the successful Bacup THI project, the Bacup HS HAZ meets the aims and objectives of the wider Bacup 2040 Vision and Masterplan (Appendix A).

In April 2020 RBC was awarded a grant of £1.085m for delivery of a HS HAZ over 4 years.

The project includes:

- Capital improvements to up 22 properties in the town centre;
- Public Realm enhancements;
- Community engagement and training initiatives;
- A Cultural Consortium and programme of events (subject to a secondary bidding round);
- Opportunities to bid into an uplift grant fund.

The Council has previously delegated authority for spending decisions to the Project Board. The strategic Bacup 2040 Partnership Board has set up a specialist Bacup HS HAZ Board chaired by a Cabinet member to act as the executive for all expenditure project delivery decisions.

3.2 Cultural Consortium

The cultural consortium funding is awarded separately from the main HS HAZ funding as it is linked to the Arts Council. It is only open for successful High Street Heritage Action Zones and the Council with our partners have had to bid on a competitive basis to secure funding.

The Cultural Consortium for Bacup was developed during the initial bidding phase and has been further refined to include a number of voluntary and community organisations such as: Valley Heritage, Mid Pennine Arts, Rossendale Civic Trust, Dansworks, Bacup Pride, Bacup Royal Court Theatre, amongst others. The Cultural Consortium is voluntarily run and is chaired by The Horse and Bamboo Theatre, Waterfoot, as an official Arts Council England National Portfolio organisation.

The funding for the Cultural Programme will be administered by the Council as Accountable Body instead of the lead member of the Cultural Consortium. The Council will distribute funding to partners within the Consortium who are delivering projects or to external partners of the Consortium if appropriate.

This framework reflects the organisation and processes of the wider HS HAZ Programme, and ensures that the financial administration of the grant is not expected of smaller organisations with limited capacity. The Cultural Consortium lead has ensured that there is a clear governance framework of authority (Terms of Reference) and accountability defined within the grant application. This will ensure that the Consortium works compatibly together and that each organisation acknowledges and agrees to their role in achieving the outputs, outcomes and benefits from all projects and programmes which they may undertake as part of the Cultural Programme. As such, funding decisions will be made independently from the main HS HAZ Board and through the consortium panel, in line with guidance from Historic England and independent of the Council.

The Bacup Portfolio Holder and HS HAZ Officer attend meetings to act as a support and monitoring mechanism and the HS HAZ Project Officer will also be accountable for managing the grant funding expenditure for auditing purposes. Funding will be paid according to agreed milestones and an instalment schedule. Payment requests will be made by the lead partner along with satisfactory proof that the associated milestone has been completed with an accompanying highlight report. All grant funding expenditure will be monitored by the Council's Finance team and the HS HAZ Project Officer will seek their approval prior to release of the grant funds.

The key functions and responsibilities of the Bacup Cultural Consortium are:

- To support the delivery of the Bacup 2040 Vision and Masterplan;
- To develop a diverse and engaging arts and culture events programme within Bacup Town Centre;
- To lead on the development of additional funding bids to support the Cultural Programme;
- To enable the integration of the Cultural Programme into the wider High Street

Heritage Action Zone and its aims and objectives;

- To feedback to the Bacup 2040 Vision Partnership Board and the Bacup HS HAZ Project Board.

In mid-2020, the Bacup Cultural Consortium secured £10,000 to deliver a Pilot Grant in response to the Covid 19 pandemic. This project is nearing completion, with delays caused by national and regional/local lockdown. The HS HAZ Project officer drew down the grant from Historic England at 75% and then 25% of the funds. The project has been monitored effectively to ensure it is meeting its aims and objectives, with opportunities for participants to feedback (yet to be completed) and an evaluation upon its close.

In terms of the wider grant funding, the final agreement for local cultural consortia sets out the expectations of Historic England and criteria that the Council must adhere to during the Cultural programme. These criteria include:

- Allocations of funds as per the grant bid;
- Spend profile as per the grant bid;
- Project design as per the grant bid;
- Publicity;
- Procurement (where necessary);
- Grant payment;
- Grant Repayment;
- Monitoring and Evaluation;
- Staffing.

There is no expectation or requirement for the Council to provide or offer any match or additional funding when entering into the CP2 grant agreement with Historic England, or during the lifetime of the Bacup Cultural Consortium Cultural Programme. However, the Council is required to act as the grant recipient and Accountable Body from Historic England following the instalment schedule as set out by Historic England.

The Bacup HS HAZ Project Officer is required to regularly update Historic England through progress reports on the Cultural Programme funding.

Grant Uplift for Public Realm (Union Street)

- 3.3** In March 2021 a submission was made to Historic England for additional grant funding. Part of this submission was for £40,000 to cover the professional fees for a public realm development to RIBA stage 3 (including all statutory notices, all planning permissions and ready for delivery in year 3 subject to a further uplift) for a scheme focussed on Union Street, Bacup. This is in addition to the public realm scheme already approved as part of the HS HAZ £1.085million project budget.

This funding has now been approved by Historic England and subject to acceptance of the same will form part of the original grant offer/agreement.

4. RISK

- 4.1** All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:

- Discussions with the Monitoring Officer have suggested that in terms of the agreement, the Council should complete a side agreement with the Bacup Cultural Consortium detailing that the Consortium agree to abide by the terms of the grant agreement, that the Consortium will expend the grant on the agreed objectives,

within timescales and that if the Bacup Cultural Consortium breach the situation they will indemnify the Council as Accountable Body.

- The Cultural Consortium do not deliver on the agreed project milestones – it is critical that the HS HAZ Project Officer plays an active role in maintaining project momentum and delivery with a range of key performance indicators set to ensure the Cultural Programme is meeting/exceeding its proposed outputs.
- Possible breakdown in relations between the Council and the Cultural Consortium or within the members of the Cultural Consortium – this is addressed by the Bacup Portfolio Holder and the HS HAZ Project Officer guiding and offering support. The lead of the Consortium is a National Arts Council England recognised body and therefore proactive in engaging with, and working with, a vast range of voluntary and community organisations all of whom have different expectations.
- The Council has financial accountability for the grant and any grant repayments should it be expended and not meet the agreed objectives – clear evidence (physical and electronic) will be recorded prior to any grant being facilitated to the Cultural Consortium – this is for Historic England and The Council auditing purposes.
- Monitoring and a final evaluation will be completed on the project at key stages – during project development, delivery and upon completion and finally upon completion of the full Cultural programme – this is to ensure that the Programme is meeting its aims and objectives and that it is consistent with the wider aims and objectives of the HS HAZ project and also that it is displaying the best value for money.
- That the public realm grant uplift for professional fees will be completed by the end of the 2021/22 financial year and that the project will be required to submit a further grant uplift application to secure the grant to deliver the capital public realm scheme – this is competitive and not guaranteed, however the scheme will have been developed to RIBA 3 with all necessary permissions in place.

5. FINANCE

- 5.1** As outlined in the body of the report the Council will not be required to provide any match funding in relation to this award. It will be responsible as Accountable Body to administer the grant to the consortium member once projects and milestones have been agreed which officers will monitor to ensure compliance with the grant agreement. The grant uplift for the professional fees will be noted within the project financial envelope and monitored against the terms of the agreement.

6. LEGAL

- 6.1** The Council will ensure that all necessary legal agreements are entered into between the parties to provide good governance and indemnity to the Council acting as Accountable Body. The agreements will be closely monitored for compliance to ensure that the terms of the grant funding are not breached. Officers will provide close checks and balances against the funding criteria to ensure all funding is in line with the criteria and that milestones are met in a timely and appropriate manner.

7. POLICY AND EQUALITIES IMPLICATIONS

- 7.1** If successful the funding will support the Council's Corporate Priorities and adopted 2018 Economic Development Strategy. There are no equalities implications.

8. CONCLUSION

- 8.1** To sign and submit all of the required documents for Historic England to begin the grant draw down process and Cultural Programme delivery. To accept the grant uplift of

£40,000 for public realm professional fees.

Background Papers	
Document	Place of Inspection
Appendix A	Online: Item C4: https://www.rossendale.gov.uk/meetings/meeting/1183/council

Subject:	Financial Monitoring Report 2020/21 Draft Out-turn		Status:	For Publication	
Report to:	Cabinet		Date:	16 th June 2021	
Report of:	Finance Manager		Portfolio Holder:	Portfolio Holder for Resources	
Key Decision:	<input type="checkbox"/>	Forward Plan <input checked="" type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>	
Equality Impact Assessment:		Required:	No	Attached:	No
Biodiversity Impact Assessment		Required:	No	Attached:	No
Contact Officer:	Craig Finn		Telephone:	01706 252410	
Email:	craigfinn@rossendalebc.gov.uk				

1. RECOMMENDATIONS

- 1.1. That Cabinet note the contents of the draft out-turn report.
- 1.2. That Cabinet approve the proposed movements to and from reserves as set out in Appendix 1.

2. PURPOSE OF REPORT

The purpose of the report is to update members on the draft out-turn for 2020/21, compared to the original budget set back in February 2020.

3. BACKGROUND

- 3.1 The impact of the Covid pandemic has meant that this years' budget monitoring has been very difficult to forecast, with each quarterly report showing significant variances. As the year progressed the council received various Covid support grants from several different sources, which added to the complexity for monitoring. A copy of the 2020/21 draft out-turn report as at the end of March 2021 is attached as Appendix 1.
- 3.2 During 2020/21 the council redeployed extensive resources towards activities relating to the Covid pandemic, whilst also providing business as close to usual as possible. This has resulted in increased costs along with reduced income for the council. Included in the grants mentioned above is Government funding to cover additional pressure on resources. Therefore, this report proposes utilising Covid grants to support these pressures.
- 3.3 Work is underway to prepare the statutory accounts and may result in minor adjustments to the final out-turn figures reported.

4. REVENUE

- 4.1 The council's 2020/21 draft revenue out-turn, prior to factoring in any Covid support, is an adverse variance of £315k against an original budget of £9,006k. This is primarily due to Covid related additional costs being incurred and lost or reduced income.
- 4.2 The council's original budget was based on a contribution of £686k from the Retained Business Rates Reserve to help fund the gap between income and expenditure. Utilisation of Covid grant support will reduce the call on the Business Rates Reserve to support the

Budget. The council received £1,536k in relevant Covid funding, the application of £987k will fund the adverse variance reported above, and reduce the Business Rates Reserve contribution down from £686k to £14k.

4.3 In line with standard practice a review of outstanding debts has been undertaken. This review has taken into consideration (i) the impact the Covid pandemic has had and is likely to have on all debt recovery and (ii) the Covid related increase in the number of housing benefit claims and overpayments. The outcome of the review has necessitated an increase to the bad debt provision which is detailed in Appendix 1.

4.4 In line with CIPFA advice the council holds an earmarked NNDR reserve (Retained Business Rates Reserve). The primary purpose of which is to smooth the peaks and troughs on the MTFs from having to account for when a surplus or deficit is recognised as per the NNDR legislation. As detailed above the budget anticipated a contribution from this reserve to fund the budget gap. The Covid funds received has enabled the council to reduce the call on this reserve. Details are included in the Appendix 1.

5. CAPITAL

5.1 The Usable Capital Receipts brought forward at the 1st April totalled £2,733k. The original capital programme for 2020/21 including prior year slippage was £7,099k. New projects during 2020/21 added £5,466k, including the repayment of the LEP grant for Spinning Point phase 2, the addition of Futures Park plot 1 and infrastructure, the Waste Transfer Station refurbishment at Henrietta Street depot, the Empty Homes Scheme renovation costs, Victoria Way storm damaged wall and the DFGs. This gives a revised capital programme of £10,162k.

5.2 The total in the Useable Capital Receipts Reserve at the end of 2020/21 is currently expected to be £3,350k. £367k of this is ring-fenced for housing schemes. £100k is ring-fenced for Whitworth projects and £236k is ring-fenced for Haslingden projects.

5.3 The capital financing proposals represent the most cost effective financing to the council and leave it with the greatest flexibility in respect of future years.

6. TREASURY

Due to the Covid pandemic the council's bank resources have seen some extraordinary movements during 2020/21, which were not anticipated when members approved the Treasury Management Strategy back in February 2020. This led to the council's TMPs being breached in the earlier part of the financial year. Details are included in Appendix 1.

7. COLLECTION FUND

7.1 Predictably collection rates for both Council Tax and Business Rates have ended 2020/21 lower than previous years. The Council Tax account is showing an overall deficit (after factoring in the Hardship Fund) for Rossendale. The doubtful debt contribution has been increased to £841k, due to the impact of Covid.

7.2 The Lancashire Business Rates Pool has now reverted to retaining 50% of business rates locally. This year decisions made in response to the pandemic have had an extraordinary effect on the Collection Fund. Due to the coronavirus pandemic the Government extended the 100% Business Rate Relief scheme to include retail, hospitality and leisure businesses. This has reduced the forecast NNDR income due considerably. However, the Government has issued additional s31 grants to cover this lost income. Whilst it was anticipated that Government would introduce legislation to allow these sums to be transferred to the Collection Fund, this has not proven to be the case. Instead, sums received by the council into its General Fund in 2020/21 will be set aside to fund the deficit emanating from the

Collection Fund shortfall in 2020/21, to be realised and made good in future years.

8. EARMARKED RESERVES

The total cash-backed earmarked reserves brought forward at 1st April 2020 were £7,490k. The proposed transfers to and from the earmarked reserves are detailed in Appendix 1. The Earmarked Reserves closing balance at the 31st March 2021 is now predicted to be £12,259k. Planned usage through the life of the MTFs, is projected to reduce this to £5,302k by March 2025.

9. RISKS

All the issues raised and the recommendations in this report involve risk considerations as follows:

- Financial monitoring of General Fund service departments focuses on the key risk areas of employee costs, income, implementation of agreed budget savings, emerging issues and opportunities and in particular service department net expenditure.
- Budget setting for future years is now treated as an integral part of financial monitoring during the current year and the impact of variances being reported here will be considered by officers when preparing the detailed 2022/23 budgets.
- The council must explore ways of bridging its forecast annual funding gap. Amongst other things this may include becoming more commercially aware, aiming to grow its resources alongside the challenges to its cost base.
- The implications of the Fair Funding review and the proposed new national scheme for the local retention of business rates have been postponed again until April 2022.

COMMENTS FROM STATUTORY OFFICERS:

10. SECTION 151 OFFICER

The financial implications are fully set out in Appendix 1.

11. MONITORING OFFICER

Unless specifically commented upon within the report, there are no specific implications for consideration.

12. POLICY IMPLICATIONS AND CONSULTATION CARRIED OUT

There are no specific implications for consideration. Staffing issues have been discussed with colleagues in the People & Policy team.

13. CONCLUSIONS

13.1 Robust monitoring of the General Fund and MTFs is essential to control risks expressed in section 4 above and the council continues to undertake this.

13.2 The 2020/21 budget originally estimated that reserves would be required to fund the gap between what the council spends and the income it receives to fund services. The Covid adjusted outturn position means the council will be able to reduce the contribution required from reserves. The council's overall financial position has improved due to the adjusted outturn position. However, the impact of Covid is still not completely known and remains a risk.

13.3 Despite a continued cost reduction programme, the on-going challenge remains for the council to continue its savings agenda in order to help realise its medium term saving and

targets. Members, collectively, continue to face difficult choices in order to balance expenditure with available resources over the medium term. The council must remain focused on delivering further efficiencies.

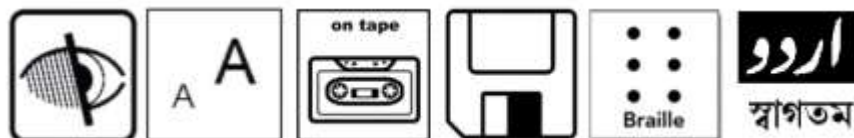
- 13.4 It is uncertain how much Government funding the council will receive from April 2022 onwards. Until the Government publish the results of the Fair Funding Review and the proposed new business rates scheme, also the long term impact of Covid is known there is a significant risk to the MTFS.

Background Papers	
Document	Place of Inspection
Service monitoring statements.	Financial Services.
2021/22 Corporate Priorities, Budget, Council Tax and The Medium Term Financial Strategy.	RBC website - Full Council 24/02/2021

Financial Monitoring Report

2020/21 DRAFT OUTTURN

Including a Glossary of terms on page 29



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General Fund Revenue Operations – pages 5 to 19

The Covid pandemic has had a major influence on the Council's financial performance in 2020/21 resulting in a Q4 adverse variance of £315k on the General Fund, an increase of £55k on the £260k reported in Q3, this is compared to the original budget of £9,006k. The Council has received various Covid Grants to assist with the additional financial pressures Covid has created and the Council has support the budget by recharging Covid related expenditure and replacing Covid related lost income to these grants, eg employee costs incurred in support of the Covid response effort, eligible expenditure initially charged to core services and compensation for budgeted income losses arising as a result of the pandemic.

Utilisation of Covid Grant Support will reduce the call on the Business Rates Reserve to support the Budget. The original, budgeted contribution from the reserve was £686k. Application of Covid Grants in the sum of £987k will fund the adverse variation reported above, and reduce the Business Rates Reserve contribution down from £686k to £14k.

Earmarked Revenue Reserves – page 19 to 21

The total cash-backed Earmarked Reserves brought forward at 1st April 2020 were £7,490k

The opening balance on the Transitional Reserve was £1,730k, to which £302k of New Homes Bonus grant has been added. This funding will be released in full as budgeted, to fund 20/21 Net Service costs. In addition the Council's share of the Council Tax surplus from 2019/20 in the sum of £69k, realised as part of the demand on the Collection Fund in 2020/21, will also be contributed to this reserve, leaving a net balance of £1,799k on the reserve at the end of 20/21.

The Business Rates Retention Reserve reflects the in-year variances discussed in detail on page 28, including the renewable energy income of £173k. As outlined above, the budgeted contribution to Net Service costs from the Business Rates Retention reserve is reduced from £686k to £14k.

The Council received additional S31 Grant income in year in lieu of business rate receipts foregone upon the introduction of the Expanded Retail Relief scheme by Central Government to alleviate the financial pressure on businesses during the pandemic. This in turn has helped the Council to sustain its own cashflows and meet its obligations when due. At the financial year-end these additional sums are to be contributed to the Business Rates Retention reserve to fund the Council's share of the 2020/21 Collection Fund deficits in future years, commencing in 2022/23.

The Planning Reserve is expected to be required to support £182k of costs in relation to the current Local Plan, leaving £51k to fund further costs beyond 2021/22.

In Q3 a new earmarked reserve was set up for the Rawtenstall Bus Station. Rossendale Borough Council received £517k from LCC for the commuted sum for ongoing maintenance.

The remaining balance of the Covid funding the Council has received has been transferred into a new Response & Recovery reserve to meet the ongoing impact and commitments resulting from the pandemic.

The closing balance of earmarked reserves at the 31st March 2021, including sums specifically ring-fenced to fund future deficits on the Collection Fund is estimated at £12,259k, but planned usage, particularly of the Transitional Reserve and Business Rates Retention reserves as outlined above over the life of the MTFs, will reduce this to £5,302k by March 2025.

Government Grants Unapplied – page 22

The opening value of Government Grants Unapplied at the 1st April 2020 was £1,247k, including £1,184k of Disabled Facilities Grant carried forward into 2020/21 which relates to previous

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years slippage. The original allocation of Better Care funding for DFGs in 2020/21 was £1,022k. The final allocation has now been confirmed as £1,161k, giving total resources available of £2,344k

The Council received £734k of Hardship Funding from the Government to provide additional support for all residents currently on the council tax support scheme (previously council tax benefit). As at 31st March 2021 c£641k had been applied to qualifying Council Tax account holders. The balance of funding will be applied in 2021/22.

In addition, the Council received various grants to support its Covid related activities these are detailed on page 33, totalling £4,069k (£38k in 2019/20). Some of these grants are ring-fenced for specific activities with any remaining balance having to be repaid to the originating body whereas others can be released to support the budget. It is proposed to utilise £987k of the available funding to support the budget and reduce the contribution from the Business Rates Retention reserve. The balance of funding is to be transferred to a newly created Response & Recovery Reserve at the year-end to fund on-going commitments and further costs relating to the pandemic incurred beyond 2020/21.

Staff Monitoring – page 22

The table on page 20 shows the cash saved on salaries between April 2020 and March 2021 was £208k. This is made up of approximately £188k from general staff turnover and vacancies, plus £20k from additional leave purchased by staff throughout the year.

Treasury & Cash Management - page 23 to 26

At the end of March, the bank balances were £11,906k, down from the Q3 balance of £17,469k. These resources continue to be higher than normal due to the level of Covid related Government grants being received for distribution to businesses. Due to the pandemic, banking institutions have continued to reduce interest rates. With the uncertainty around income and Covid-19 response requirements, and depressed interest rate levels on offer from approved counterparties, Council officers have retained funds in instant access accounts. Consequently, the interest income forecast has reduced to just £8.9k, against an original budget target of £76.4k.

Of the £2,151k sundry debts raised in 2019/20 the collection rate has now risen to 98.5% with the remaining debt at £36k. Of the £2,815k of debt raised in 2020/21 so far, £400k has not been collected or is being collected monthly on instalment plans. The downturn in the collection rate from 55 to 78 days can be explained by the affect the coronavirus has had on local businesses.

The provision for doubtful debt at the 1st of April 2020 was £162.6k, plus a further £5.4k set aside for licensing debt, against £380k of doubtful debts. Officers have considered both the general impairment rate and some specific older debts which are being pursued through the courts. Despite £26k of the current debts being recorded on the local land charges register, officers expect a significant increase to the doubtful debt provision of £218k to maintain a prudent level of cover for aged debts. This will continue to be monitored into 2021/22.

Capital Receipts – page 27

The Usable Capital Receipts brought forward at the 1st April totalled £2,733.

Capital Grants due for projects in 2020/21 were expected to total £4,494k. This includes an allocation of £2,195k from the Better Care Fund in 2020/21 for Disabled Facilities Grants, as noted in Government Grants Unapplied above.

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The slippage being carried forward will be funded by £3,395k of grant. The Capital Receipts Reserve is expected to total £3,350k at the year-end.

Capital Programme and Funding – page 28 to 29

The original Capital Programme for 2020/21 was £1,526k, including £1,000k for DFGs and £352k for replacement operational vehicles. The slippage from 2019/20 was £5,573k, the bulk relating to Spinning Point, Operational vehicles and the DFGs. Additions to the programme have been Futures Park Plot 1 and Infrastructure, repayment of the Spinning Point LEP grant, the Henrietta Street depot waste transfer refurbishment, Empty Homes Scheme renovation costs and the Victoria way storm damage.

The revised capital programme for 2020/21 is £10,162k

Collection Fund 2020/21 (Council Tax & NNDR) - page 30 to 32

Quite predictably collection rates are lower compared to this time last year. Business Rates is estimated to be 3.59% less than last year, Council Tax collections also continue to lag behind 2019/20 however the final quarter saw a recovery to come in at 0.6% less than last year.

The Council Tax account is showing an overall deficit of £56k (after factoring in the Hardship Fund) for Rossendale, and increasing the doubtful debt contribution to £841k due to Covid. Court Cost income has yet to begin, so officers have reduced the income giving an adverse variance of £300k on page 6.

The Lancashire Pool has now reverted to retaining 50% of business rates locally. This year decisions made in response to the pandemic have had an extraordinary effect on the Collection Fund.

Due to the coronavirus pandemic the Government extended the 100% Business Rate Relief scheme to include retail, hospitality and leisure businesses. This has reduced the forecast NNDR income due considerably. However, the Government has issued additional S31 grants to cover this lost income. Whilst it was anticipated that Government would introduce legislation to allow these sums to be transferred to the Collection Fund, this has not proven to be the case. Instead, sums received by the Council into its General Fund in 20/21 will be set aside to fund the deficit emanating from the Collection Fund shortfall in 20/21, to be realised and made good in future years.

Covid 19 – page 33 to 34

The Council has received various Covid related grants throughout the year these have been itemised on page 33 some of these grants are ring-fenced and any underspend will be recovered by the originating body at the end of the scheme. For the business grants the Council is acting as an agent for the Government and any balances at the end of the schemes have to be repaid, these grants are detailed on page 34.

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General Fund Summary - Period 12 (Quarter 4)

Service Area	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr 4 (Adv)/Fav £000
Communities Directorate					
Customer Services and E-Government	1,424.8	1,841.8	(417.0)	(309.5)	(107.5)
Operational Functions	2,219.3	2,258.3	(39.1)	(76.4)	37.3
Communities	707.6	577.2	130.4	43.7	86.6
Public Protection Unit	157.8	148.6	9.2	(1.5)	10.7
Environmental Health	220.5	165.1	55.4	54.7	0.6
Licensing & Enforcement	123.0	115.6	7.4	2.8	4.6
Housing	202.6	131.4	71.2	69.1	2.1
Economic Development Directorate					
Planning Services	308.7	330.1	(21.4)	0.5	(21.8)
Building Control Services	(8.6)	(19.8)	11.2	(17.1)	28.2
Regeneration	326.2	350.1	(24.0)	32.4	(56.4)
Property Services	493.7	500.5	(6.8)	(12.3)	5.5
Corporate Management Directorate					
Corporate Management	467.0	447.7	19.3	(3.1)	22.4
Legal Services	176.3	164.0	12.3	(3.6)	15.9
Local Land Charges	(20.1)	(12.9)	(7.2)	(15.6)	8.4
Democratic Services	582.7	553.1	29.6	24.0	5.6
Financial Services	503.9	450.1	53.8	13.0	40.8
People and Policy	590.0	544.2	45.8	24.9	20.9
Non Distributed Costs	113.6	238.0	(124.4)	50.9	(175.3)
Capital Financing and Interest	417.2	538.1	(120.9)	(136.6)	15.7
TOTAL Service Cost	9,006.02	9,321.2	(315.2)	(259.6)	(55.5)
Covid Grant Support		(987.3)			
Total including impact of Covid funding	9,006.02	8,333.9	672.1		
LESS Use of Earmarked Reserves					
Retained Business Rates Reserve	(686.0)	(13.9)	(672.1)		
LESS Use of New Homes Bonus Grant	(302.0)	(302.0)	-		
Net Service Cost	8,018.0	8,018.0	0.0		

This indicative outturn report at Q4 20/21 is showing a predicted adverse variance of £315k. The main variances are shown in the table below and these include: -

- Staff cost reductions are forecasting a favourable £188k against the required £150k of vacancy savings, plus staff have bought £20.2k of additional leave.
- Members should be aware that there have been no court sessions throughout 20/21. Forecasted court cost income has been revised throughout the year, and in reports to Cabinet, down from £300k at Q1 to £100k at Q2, to nil at Q3 and Q4. An adverse variance of £300k is therefore included in the indicative outturn. However the Council is able to claim c75% of its 2020/21 irrecoverable Fees & Charges income losses due to Covid from Government. This is estimated to be £219k overall and is included within non-distributed costs on page 18. This estimated loss covers other income budget targets adversely affected by Covid, for example Taxi licences, planning applications and Local Land Charges.
- Vehicle Maintenance costs and temporary vehicle hires are projected to overspend by £111k mainly due to expected works to older fleet vehicles.
- Empty Homes revenue costs forecast have reduced from £455k in Q2 to £339k in Q3. This is £39k over and above the £300k included in the original budget. However in

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December 2020 the Cabinet approved a 2020/21 £950k budget increase in to the scheme. The capital costs of the scheme are shown separately on page 28.

- The interest income forecast has fallen to £8.9k, an adverse variance of £67.5k, with the intention to make good this balance through application of Covid Support Grant for lost 'income'.

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Annual Variances	Q1	Q2	Q3	Q4	Total	
	Fav/(Adv)	Fav/(Adv)	Fav/(Adv)	Fav/(Adv)	Fav/(Adv)	
Customer Services and e-Government						
Staff costs	2.7	(2.8)	(1.4)	-	(1.5)	
Housing Benefits subsidy and admin grant	2.3	-	-	(98.1)	(95.8)	
Housing Benefit Local Council Tax support grant	(4.0)	-	-	-	(4.0)	
Housing Benefit bailiff fees	18.3	-	-	-	18.3	
Court costs recovered (net of bad debt provision)	(20.0)	(200.0)	(100.0)	-	(320.0)	
Business Rates - net costs of collection and s31 grants	2.4	-	1.0	108.2	111.6	
Central IT Costs and Revs and Bens Contract	5.8	-	(5.8)	(6.3)	(6.3)	
Leisure Services - Deferred income from loan	-	-	-	(119.0)	(119.0)	
Other minor variances	(0.3)	(4.2)	(3.5)	7.7	(0.3)	(417.0)
Operations						
Staff costs (including agency and overtime)	94.9	25.1	31.3	(109.2)	42.1	
Fuel, Vehicle Maint and Hire	-	(8.0)	(2.0)	(101.7)	(111.7)	
MRP Savings on Vehicles	-	-	-	29.4	29.4	
General parks and street sweep running costs	(4.3)	(16.7)	4.6	120.1	103.7	
Garden Waste Income	17.0	14.6	1.4	-	33.0	
Markets Income & Running expenses	(0.7)	-	(1.4)	(15.2)	(17.3)	
Trade Waste & Bulks Net income	(24.6)	(25.0)	(12.0)	144.2	82.6	
Cemeteries Net income	(6.6)	3.5	(21.6)	57.9	33.2	
Other minor variances	(4.9)	9.6	0.9	(1.5)	4.1	91.3
Public Protection						
Staff costs	56.0	3.8	(5.8)	10.1	64.1	
Environmental Health administration expenses	41.2	-	-	(31.9)	9.3	
Strategic Housing, Housing Options and Private Ren.	29.6	(37.1)	-	-	60.0	
Extra Income for Enforcement within Environmental Health from MHCLG	-	-	37.0	(37.0)	-	
Hackney income	(11.8)	-	-	2.3	(9.5)	
Private hire income	(13.0)	-	-	(0.9)	(13.9)	
Other Licensing income/costs	19.6	-	-	9.8	29.4	
Other minor variances	1.7	-	4.0	(1.9)	3.8	143.2
Economic Development						
Staff costs (net of grant & fee income)	53.5	3.2	(18.0)	(8.5)	30.2	
Planning Application Fee Income	11.3	10.2	(14.3)	(8.8)	(1.6)	
Planning Consultancy Professional fees	(31.9)	(11.2)	(5.3)	(1.4)	(49.8)	
Building Control Fee Income	(26.5)	8.7	(2.4)	25.0	4.8	
Economic development admin costs and Markets Whitaker Park	(8.3)	-	18.5	(53.5)	(43.3)	
Childrens Partnership Board Grant income	-	-	7.5	(7.5)	-	
Other Property Running costs	6.1	(12.6)	(9.8)	32.8	16.5	
Spinning Point bus station	(53.9)	(5.3)	(20.2)	(120.0)	(199.4)	
Estates Income (Excluding Town Hall, Futures Park, Knowsley Depot)	(17.8)	-	(1.0)	6.0	(12.8)	
Town Hall income	59.5	-	-	16.8	76.3	
Futures Park Plot 5	(0.8)	(73.0)	73.3	-	(0.5)	
MRP charge for Futures Park Plot 5	(68.9)	-	-	68.4	(0.5)	
Knowsley Rd Depot	109.9	39.5	(2.4)	13.5	160.5	
Business Centre rentals	7.3	-	(4.6)	(5.5)	(2.8)	
Insurance	-	-	(25.5)	-	(25.5)	
Other minor variances	5.8	(3.1)	(20.5)	12.8	(5.0)	(40.9)
Corporate Management						
Staff costs	16.2	(7.9)	14.7	30.1	53.1	
Professional Fees / Reference Books	5.3	(0.7)	(1.7)	10.6	13.5	
Democratic Services and Member costs	11.5	-	-	4.8	16.3	
Internal Audit - LCC reduced Audit Plan 20/21	(1.4)	-	20.8	36.6	56.0	
Land Charges income	(12.4)	(2.2)	(0.9)	8.8	(6.7)	
Corporate Subscriptions and contingency	(4.5)	-	-	13.5	9.0	
New Burdens Grant re Transparency Code	-	-	-	8.1	8.1	
Other minor variances	0.4	(2.2)	4.6	1.5	4.3	153.6
Non-Distributed Costs & Capital Financing						
Original staff savings target (actuals now above)	(150.0)	-	-	-	(150.0)	
Purchase of additional leave	20.0	-	0.5	(0.3)	20.2	
Historical pension commitments	11.2	-	-	9.2	20.4	
Interest	(24.7)	(73.8)	1.2	9.0	(88.3)	
Doubtful Debt Provision	(20.0)	-	-	(198.0)	(218.0)	
Empty Homes Recovery Scheme costs	-	(155.0)	115.8	3.6	(35.6)	
Loss of fees and income re Covid grant from MHCLG	-	-	189.1	30.0	219.1	
Transfer of Capital Receipts under deminimus	-	-	-	(19.0)	(19.0)	
Other minor variances	1.0	1.0	(2.0)	5.8	5.8	(245.4)
Favourable/(adverse) variance	58.1	-594.5	250.3	-29.1	-315.2	-315.2

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Communities Directorate

Period 12 (March)

Customer Services & ICT	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr4 (Adv)/Fav £000
Customer Services					
Benefits Administration	(246.3)	(277.8)	31.5	11.8	19.7
Benefits Granted	(23.7)	92.7	(116.4)	1.7	(118.1)
Local Tax Collection	(378.6)	(165.3)	(213.3)	(318.5)	105.2
Revenues & Benefits Partnership	1,171.0	1,150.8	20.2	0.8	19.4
Strategic Functions					
Management and Support	74.5	74.7	(0.2)	(0.2)	-
Service Assurance Team	127.5	125.6	1.9	2.4	(0.5)
Central Telephones	5.2	9.1	(3.9)	(3.8)	(0.1)
Central Printing	3.9	-	3.9	-	3.9
ICT Support	621.0	650.0	(29.0)	(3.0)	(26.0)
Leisure Services	71.0	182.0	(111.0)	-	(111.0)
Pest Control	(0.7)	-	(0.7)	(0.7)	-
Total	1,424.8	1,841.8	(417.0)	(309.5)	(107.5)

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr Forecast £000	R A G
Staff	(1.5)	-	(1.5)	
Housing Benefit administration grant	-	20.6	20.6	
Housing Benefit Subsidy (net grant position)	2.3	(118.7)	(116.4)	
Housing Benefit Local Council Tax support grant	(4.0)	-	(4.0)	
Housing Benefit bailiff fees	18.3	-	18.3	
Revenues & Benefits administration contract	0.1	20.1	20.2	
CTax & BRates - court costs (net of bad debt provision)	(320.0)	-	(320.0)	
Business Rates - net costs of collection	3.4	7.4	10.9	
Renewable Energy Business Rates income	173.0	-	173.0	
Business Rates transfer to Retained Business Rates Reserve	5,737.0	521.0	6,258.0	
Business Rates S31 Grants	(5,910.0)	(420.3)	(6,330.3)	
SAT Team counter fraud work	-	-	-	
SAT Team Grants received (incl Universal Credit)	98.9	3.5	102.4	
SAT Team additional costs (incl Universal Credit) funded by grants	(98.9)	(3.5)	(102.4)	
Central IT Costs	(0.0)	(26.4)	(26.4)	
Switchboard internet telephony costs	(3.8)	(0.1)	(3.9)	
Leisure Services - Deferred income from loan repayments where income originally assumed	-	(101.0)	(101.0)	
Other minor variances	(4.3)	(10.2)	(14.5)	
TOTAL	(309.5)	(107.5)	(417.0)	

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Customer Service & ICT Highlight Report – Q4 (end March 2021)

Historic Issues

- None.

Current Quarter's Issues

At Q4 the forecast adverse variance has increased from £309.5k to £417k adverse, the main changes being: -

- A favourable forecast of £20.6k on the benefit subsidy is mainly due to a saving of £18.3k on housing benefit bailiff fees, this is because bailiff activity was put on hold throughout the year. There has been a rise in housing subsidy claims as a result of Covid, this continues to be closely monitored.
- In terms of business rates, the renewable energy income of £173k and budgeted S31 grants will be transferred into the Retained Business Rates and Transitional Budgetary Support Earmarked Reserves respectively. At Q4 a favourable variance of 101k is due to receipt of additional new burdens funding.
- Central Government gives authorities S31 grants to cover small business reliefs and other government-backed schemes. In the NNDR1 estimate for 2020/21 (submitted pre-Covid) those grants totalled £1,292k, being the Council's entitlement. The estimated income to the Council at Q4 outturn (NNDR3) for pre-Covid reliefs granted is £1,317k. These sums will be transferred to the Transitional Budgetary Support Earmarked Reserve as outlined above.
- In addition to pre-Covid reliefs, Central Government expanded relief schemes to certain Retail, Hospitality, and Leisure businesses and also to qualifying Nurseries. The total level of *additional* reliefs granted and paid to the Council was £5,110k, and represented all preceptor shares, to support the Council's cashflows throughout the year, to meet its obligations where income anticipated from Business was replaced by the granting of relief. Of this amount, £3,000k is repayable to Central Government (its share) with the remainder being held by the Council. As reported previously, the additional S31 grant received by the Council will fund future deficit recovery on the Collection Fund in future years, and is specifically earmarked for this purpose, flowing through the Business Rates Retention reserve (see page 28).
- Members should be aware that there have been no court sessions in this financial year, so court cost income has been pulled back from £300k at Q1 to nil at Q4. An adverse variance of £300k. The Council has recommenced pursuing both NNDR and Council Tax debt, and the Courts are now in the middle of going through a backlog.
- The Service Assurance Team has received new burdens and Universal Credit introduction grants of £102k in year. These grants will be used to fund additional work of software changes or administration either in 2020/21 or the beginning of 2021/22, so the net variance being predicted is £nil.
- In Due to deferred income from loan repayments relating to leisure services there has been an adverse movement of £101k in Q4.
- During the year there has been an increase in the cost of internet telephony costs for the Switchboard which has created an adverse variance of £3.9k.

Future Issues

- The loan deferral relating to leisure services has been agreed for a period of two years, with loan repayments to recommence in 2022/23. At this time the MTFs assumes income receipts for the same but this will be adjusted in 2021/22.

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Communities Directorate

Period 12 (March)

Operations & Communities	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr 4 (Adv)/Fav £000
Operational Functions					
Operations Admin & Vehicle Maintenance	344.9	311.2	33.7	69.0	(35.4)
Refuse & Recycling	1,500.5	1,540.7	(40.2)	(128.1)	87.9
Street Sweeping	369.8	415.1	(45.3)	(46.4)	1.1
Markets	4.1	(8.7)	12.7	29.1	(16.4)
Communities					
Parks & Open Spaces	930.2	833.1	97.1	29.2	68.0
Cemeteries	(222.7)	(255.9)	33.2	14.6	18.7
Dog Warden	0.0	0.0	-	-	-
Total	2,926.8	2,835.5	91.3	(32.7)	124.0

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr £000	R A G
Vacancies at Operations Admin Offices	73.5	(11.4)	62.1	G
Parks Salary Variances (Including temporary gardeners)	94.0	5.2	99.2	G
Street Sweeping Salaries	2.0	(1.2)	0.8	G
Refuse Salaries and Agency	(13.0)	(95.0)	(108.0)	R
Fleet Management Vacancy and Agency	(6.6)	(9.7)	(16.3)	R
Markets Salary Vacancies	26.6	-	26.6	G
Overtime Budgets	(25.2)	2.9	(22.3)	R
Vehicle Maintenance (including tyres/ parts)	(57.8)	13.1	(44.7)	R
Vehicle Hire	(50.0)	(7.0)	(57.0)	R
Actions re variances - MRP Savings on Vehicles	-	29.7	29.7	G
Fuel	(10.0)	-	(10.0)	G
Fleet Running Costs	(1.0)	-	(1.0)	G
Extra Costs / Saving on Bags	(4.0)	6.1	2.1	G
Fly Tipping Costs	(4.2)	-	(4.2)	G
Garden Waste income	33.0	-	33.0	G
General Garden Waste Expenditure	(3.4)	-	(3.4)	G
Purchase of Equipment extra cost for Bin Cleaning Service charged to Cap	(10.0)	10.0	-	G
Trade Waste - Tipping Fee Saving	-	18.3	18.3	G
Bulk Item Income	(37.0)	101.3	64.3	G
Cemeteries Net income	(21.6)	54.8	33.2	G
Cemeteries Contractor Costs	3.5	-	3.5	G
Crematorium Feasibility Study	(6.6)	6.6	-	G
Markets Income & Running expenses	(2.1)	(15.2)	(17.3)	R
Parks & Open Spaces	(26.4)	5.0	(21.4)	R
General other Park Running Costs	-	10.3	10.3	G
Parks Income	10.0	4.7	14.7	G
Other Variances	3.6	(4.6)	(1.0)	G
TOTAL	(32.7)	123.9	91.2	G

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Operations Highlight Report – Q4 (end of March 2021)

Historic Issues

The vehicle replacement plan is in progress for 20-21. There will also be some additional maintenance and hire costs in the interim to keep services running.

Current Quarter Issues:

At the end of Q4, the Operations and Communities forecast shows a favourable variance of £91.3k, which is a significant improvement from Q3. This is due to charging eligible Agency and other costs and loss of income associated with the Pandemic into the Corporate Management Directorate, and utilising COVID19 Local Authority Support Grants to fund. There has also been a saving within the MRP provision due to delays in purchasing vehicles totalling £30k

- Overall staffing costs including agency and overtime have underspent by £41k. This was due to a number of vacancies at the start of the year totalling seven. Throughout the year there has been a minor restructure and these vacancies have been filled, including the Head of Service.
- Due to Covid19 the vehicle replacement plan lead times from raising the purchase order to delivery has increased to 8-10 Months. This has had a negative impact on the maintenance budget, running the older vehicles for a longer time has resulted in an extra cost of £29k. Refuse and Recycling suffered fuel cost pressures in 20-21 and exceeded budget by £10k. Vehicle Hire costs in 20-21 are in line with the 3-year agreement and amount to £57k for the two-leased vehicles on Street Sweeping.
- The Garden Waste service continues to grow. The original budget for income in 20-21 is £240k based upon 6,857 subscriptions. There were 7,365 applications, which has resulted in £273k in income for 2020/21, leading to a favourable variance of £33k.
- Within Refuse and Recycling, there has been additional pressure associated with Agency staff in year at a cost of £131k. Some of this is due to an increase on bulky item collections, which has generated extra income of £64k. The budget for private contractors (£31k) that was previously outsourced has been used against this Agency spend resulting in a net Agency overspend of £100k.
- Also within Refuse and Recycling, the Trade Waste Sector has been affected by COVID19 with Businesses being closed. This has resulted in credit notes being raised against the businesses that would have received the services if they had been open. The Council took a decision to credit the Traders for charges at the start of the year for their Bulk Waste Containers. During 20-21, there has been a reduction in tipping fees of £25.3k, and the overall impact on income is £7k less across the Trade Waste Service during the year. Favourable variances for Bulk income (£18k) and Sales of Bins (£2k) are also reported at Q4.
- Within Parks and Open Spaces there have been extra maintenance costs incurred of £25k, offset by extra income of £15k.
- Cemeteries income has exceeded budget due to an increase in interment fee income, memorials and burials totalling £33k.

Futures Issues

- Recycling Arrangements – RBC are currently in the process of creating the facility to transfer recycling material at the main operating depot, which will allow these to be passed into the LCC network. This will ensure that the Council eliminates the risk of high disposal costs within these volatile markets. There will be some additional costs once the facility begins operating. However, due to Covid19 there has been delays with the project.
- Agency Costs – The Council will be looking at tendering for the provision of agency workers in 2021/22.
- Commercial Waste – The Council has now recruited the Commercial Waste Officer, with targets to boost the Council's commercial waste customer base. The increase in the number of customers will lead to the requirement of additional stock of commercial waste/recycling bins, but this will be recovered from additional revenue income.

Vehicle Replacement Programme – There were two vehicles scheduled for replacement in 2020/21, a Luton Van and a Park's Vehicle that were outstanding from 19/20. There has also been an order raised for four Dennis Eagle Refuse Vehicles, however they will not be delivered until 2021/22.

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Communities Directorate

Period 12 (March)

Public Protection & Housing	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr 4 (Adv)/Fav £000
Public Protection Unit	157.8	148.6	9.2	(1.5)	10.7
Environmental Health	220.5	165.1	55.4	54.7	0.6
Licensing & Enforcement	123.0	115.6	7.4	2.8	4.6
Strategic Housing					
Housing Strategy	93.5	46.1	47.4	38.5	8.8
Private Sector Housing Renewals	0.8	47.5	(46.8)	(1.1)	(45.6)
Homelessness	108.3	37.7	70.6	31.7	38.9
Total	703.8	560.7	143.2	125.2	17.9

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr £000	R A G
Environmental Health - staffing and consultant	14.9	7.3	22.2	
Public Protection Unit - staffing and Direct Costs	(1.3)	3.3	2.0	
Housing Strategy - staffing	38.9	3.5	42.4	
Private Sector Renewals - Staffing	-	(0.6)	(0.6)	
Homelessness - staffing	1.1	(2.0)	(0.9)	
Licensing & Enforcement - staffing	0.4	(1.4)	(1.0)	
Environmental Health administration Direct Costs	(1.3)	(25.9)	(27.2)	
Environmental Health Income E&L MHCLG	37.0	(0.5)	36.5	
Other Variances EH			-	
Homelessness - Extra Cost B&B	2.9	(32.2)	(29.3)	
Funeral Fees	(7.0)	15.3	8.3	
Extra				
Extra Income Received on Homelessness (Flexible Homelessness Grant)	24.5	(2.5)	22.0	
Extra Income on Administration Costs	8.0	16.7	24.7	
Extra Income on Housing Benefits	-	15.0	15.0	
Extra Cost on Homelessness (Professional Fees)	(2.3)	0.4	(1.9)	
Extra Income for Cold Winter Payments for Homelessness	-	6.4	6.4	
Return of Bond Payments	7.1	0.1	7.2	
Professional Fees On HOT	3.7	3.8	7.5	
Private Hire income & expenditure	(13.0)	(0.9)	(13.9)	
Hackney income & expenditure	(11.8)	2.3	(9.5)	
Taxi misc income	(3.5)	3.5	(0.0)	
Animal Licensing income	1.7	4.8	6.5	
Skills Test	0.7		0.7	
Computer Software costs	3.7	3.5	7.2	
Professional Fees, DVLA checks, Translation services	7.6		7.6	
Office - General and stationery cost	6.7	(2.0)	4.7	
Other Variances	6.5		6.5	
TOTAL	125.2	17.9	143.1	

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Public Protection and Housing Highlight Report – Q4 (end March 2021)

Historic Issues

- Nothing reported

Current Quarter Issues

At the end of Q4 the Public Protection Unit and Housing Services budgets shows a favourable variance of £143k, with the main movements being: -

- A vacancy in Environmental Health that generated saving of £22.2k. The position has now been filled. Within PPU the vacancy saving £2k.
- There was also a fixed term vacancy within Housing Strategy generating a full year saving of £39k also the Strategic Housing Manager post was vacant for part of the year generating a further £3.4k.
- In Environmental Health administration under funeral fees there has been income generated of £8.3k.
- The Council received funding from MHCLG for Compliance and Enforcement activity (Covid) in the sum of £37k. As at Q4, £9k has been used to fund eligible costs with the balance of funding (£28k) to be carried over into 21-22 to cover continued staffing Costs in this area.
- Additional Flexible Homelessness Grant of £22k has been received into the Housing Options account to support Homelessness activity. Other sources of additional income have been received to cover Administration Costs (£24.7k), Housing Benefits (£15k) and Cold Winter Payments (£6.4k). Further details are included below.
- The Bed and Breakfast budget for Homelessness has reached a total cost of £50k in 20-21, overspending by £29.3k, which, has been offset by the extra funds mentioned above on Housing Benefit, Cold Winter Payments and Rough Sleeping Grant from the MHCLG enabling these costs to be fully recovered in 20-21.
- On Private Sector Renewals, there has been a shortfall of income £48k. This has been due to inaccessibility to the vulnerable clients in respect of the Disabled Facilities Grant due to the COVID19 Pandemic. It has been agreed that the COVID LA Support Fund will meet this shortfall.

Licensing:

- The Licensing Salary costs are showing an adverse variance of £2.2k
- The licensing fee income budgets have improved in Q4 but have ended the year with an adverse variance of 16.9k, this shortfall has been covered by Sales, Fees & Charges compensation and Covid grant support.
- Professional fees, DVLA checks and translations services are showing an under spend of £7.6k due to a decline in licenses issued and the DVLA checks are now paid by the taxi drivers.
- There are office cost savings of £4.7k due to slow decline in licenses issued and home working

Future Issues

None

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Economic Development Directorate

Period 12 (March)

Economic Development & Regeneration Services	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr 4 (Adv)/Fav £000
Planning					
Development Control	157.8	185.5	(27.8)	(21.9)	(5.9)
Forward Planning	151.0	144.6	6.4	22.3	(15.9)
Building Control					
Building Control - Fee Earning Account	(44.2)	(47.5)	3.4	(22.4)	25.8
Building Control - Statutory Function	31.5	33.3	(1.7)	0.1	(1.8)
Building Control - Street Signs	4.0	(5.5)	9.5	5.3	4.3
Regeneration					
Regeneration Mangement	92.9	92.9	(0.0)	(2.7)	2.7
Economic Regeneration and Rawtenstall Market	59.9	95.7	(35.9)	35.2	(71.0)
Whittaker Park Museum	71.4	59.5	11.9	(0.0)	12.0
Tourisms	40.0	40.0	0.0	(0.0)	0.0
Area Forums	62.0	62.0	0.0	(0.0)	0.0
Property Services & Facilities Management					
Property Services Team	195.3	172.1	23.2	19.7	3.5
Corporate Estates	(171.2)	(337.6)	166.5	58.4	108.1
Non Domestic Estates	(117.4)	(114.2)	(3.2)	(7.5)	4.2
Office Accommodation	31.9	37.0	(5.1)	(9.8)	4.7
Operational Properties	358.2	327.4	30.8	10.1	20.7
Leisure Properties	54.0	66.4	(12.4)	0.8	(13.2)
Bus Shelters	10.0	213.4	(203.4)	(83.5)	(119.9)
Business Centre	133.0	136.0	(3.0)	(0.3)	(2.7)
Total	1,119.9	1,160.9	(40.9)	3.5	(44.4)

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr £000	R A G
Communities Staffing	(6.6)	6.6	-	
Economic Development staffing	10.6	(1.6)	9.0	
Planning / Forward Planning staffing	45.5	(13.5)	32.0	
Application of 20% additional income - Fixing our broken housing market	-	-	-	
Building Control staffing	1.6	-	1.6	
Property Services staffing	(4.3)	-	(4.3)	
Valuation Fees (Taylor Weaver)	(8.0)	-	(8.0)	
Economic development admin costs	10.2	(13.2)	(3.0)	
Rawtenstall Market Direct Cost Overspend and Less Income	-	(41.8)	(41.8)	
Communities	(1.5)	1.5	-	
Area Forums	-	-	-	
Flood Resilience Costs	-	-	-	
Whittaker Park Museum Utilities Costs - cancelled PO's from PY	-	12.0	12.0	
Communities - Received the Childrens Partnership Funding	7.5	(7.5)	-	
Other Miscellaneous Variances	(3.6)	3.6	-	
Planning/Forward Planning Consultancy fees/ Legal fees	(53.4)	(1.4)	(54.8)	
Planning Application Fee Income (excluding additional 20% broken housing market)	7.2	(8.8)	(1.6)	
Building Control Fees	(25.2)	25.0	(0.2)	
Office savings	9.8	3.2	13.0	
Property Running Costs: Repairs & Maintenance	(0.6)	6.8	6.2	
Electricity, Gas & Water	(21.3)	26.0	4.7	
NNDR - excluding Spinning Point bus station	19.3	-	19.3	
Estates Income - old Town Hall (Together Homes)	59.5	16.8	76.3	
Estates Income - Futures Park Plot 5	(0.5)	-	(0.5)	
MRP charge for Futures Park Plot 5	(68.9)	68.4	(0.5)	
Estates Income - Knowsley Depot	147.0	13.5	160.5	
All other Estates income COVID)	(18.8)	6.0	(12.8)	
Land Drainage	(5.3)	-	(5.3)	
Spinning Point Bus Station running costs	(79.4)	(120.0)	(199.4)	
Boilers, Alarms, Cleaning across sites	(4.6)	-	(4.6)	
Business Centre rentals	2.7	-	2.7	
Business Centre running costs	(1.4)	(5.5)	(6.9)	
Victoria Way Storm damage costs to date	(9.7)	-	(9.7)	
Bus Shelters, Pool Car, Emergency Planning	6.4	-	6.4	
Insurance Premium	(25.2)	-	(25.2)	
Other Miscellaneous Variances	14.5	(20.5)	(6.0)	
TOTAL	3.4	(44.4)	(41.0)	

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Economic Development & Regeneration Highlight Report – Q4 (end March 2021)

Historic Issues

- COVID - Small businesses were given a 3 month 50% rent reduction with a resulting loss of rent of £17.8k, this will be funded by the Covid funding received from Government.
- Salary costs are showing an adverse variance of £4.3k. A new post has been created within Property Services, to be funded from the increased income the post will generate.

Current Quarter Issues

Economic Development & Regeneration are currently forecasting an adverse variance of £24k, which is broken down as detailed below: -

- Overall Staff Costs with ED & Regeneration have incurred savings of £9k as detailed below plus extra costs of £10.5k within Communities for extra work on other areas for COVID19. The Communities costs will be met by the COVID LA Support Fund.
- Within Regeneration/Communities Staff returned from their secondments on the Bacup 2040 project. Within Economic Development, there has been a number of movements between the staff and projects along with the temporary reduction in hours to 0.60 of a member of staff who has returned from maternity leave. This has been offset with a Market Supplement Award for the Manager. The remaining staff saving has funded the extra cost for Professional Fees on the Futures Park Study £1.1k, Spinning Point £1k and ED £1k.
- The Museum has incurred some cancelled orders which has credited Phase 1 with £12k.
- Rossendale Youth Works are looking to carry over a provision for costs in 21-22 £8.8k.
- During 20-21, the Council have been collecting the Market Rentals for Rawtenstall, which has suffered a shortfall of £23k due to the Pandemic. In addition, there has been extra running costs of £19k for maintaining the market. The impact overall is £42k, this will be funded from the Covid grants.

Property Services is currently showing an adverse variance of £5.2k

- Property running costs are showing a favourable variance of £30k. This has moved favourably by £32k. This excludes Business Rates at Spinning Point
- Estates income is showing a favourable variance of £223k. Futures Park plot 5 is now tenanted and paying full rent and Knowsley Road Depot was rented prior to the sale of the property.
- Spinning Point bus station is running at a cost of £199k This includes facilities management charges along with the running costs; Electric, R&M, Business Rates, Cleaning. A portion of the Covid grants has been allocated to cover the lost unit rental income.

Planning and Building Control are showing an adverse variance of £10.2k

- Salary costs are showing a saving of £33.6k. Conservation Officer Post has been disestablished and external specialists appointed to provide advice as needed.
- Planning consultancy/professional fees are showing an over spend of £54.8k, in part relating to salary savings and using the expertise of external sources.
- Planning / Building Control income has delivered to budget due to more fee income being generated in the final quarter of the year.

Future Issues

Officers are reviewing the Whittaker Museum utilities budget overspend, working with the museum to draw up a commercial lease and separate funding agreement.

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Corporate Services Directorate

Period 12 (March)

Corporate Management	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr (Adv)/Fav £000
Corporate Management					
Executive Office	352.9	351.0	1.9	1.6	0.3
Corporate Contingency	50.0	36.5	13.5	-	13.5
Exec Support & Corporate Subscriptions	64.1	60.2	3.9	(4.7)	8.6
Community Safety			-	-	-
Legal Services	176.3	164.0	12.3	(3.6)	15.9
Land Charges	(20.1)	(12.9)	(7.2)	(15.6)	8.4
Democratic Services					-
Electoral Registration	73.4	73.4	(0.0)	(0.0)	(0.0)
Elections	78.8	78.8	0.0	0.0	-
Democratic Support	374.9	359.1	15.8	15.2	0.6
Mayoralty & Civic Events	53.0	41.7	11.3	8.7	2.5
Town Twinning	2.5	-	2.5	0.0	2.5
Financial Services					-
Treasury Management	80.9	87.6	(6.7)	3.8	(10.5)
Insurance, Risk & Audit Fees	64.7	8.6	56.1	18.7	37.4
Financial Services Team	358.3	353.9	4.4	(9.5)	13.9
People & Policy					-
Human Resources	393.6	355.6	38.0	23.4	14.6
Corporate Support	192.4	188.6	3.8	(1.5)	5.3
Publicity	4.0	-	4.0	3.0	1.0
Total	2,299.8	2,146.2	153.6	39.6	114.1

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr £000	R A G
Staff Savings	22.9	30.1	53.0	
Corporate Subscriptions - Local Govt Information Unit	(4.5)	-	(4.5)	
Legal - Professional Fees & Reference Books	2.9	10.6	13.5	
Legal income	(3.5)	3.5	-	
Office savings	3.0	-	3.0	
Members costs	5.0	-	5.0	
Office savings	3.8	-	3.8	
Democratic & Mayoralty savings	2.7	4.8	7.5	
Elections	0.0	-	0.0	
Land Charges Income	(15.6)	8.8	(6.8)	
External Audit - Accountancy	4.5	-	4.5	
Internal Audit - LCC reduced Audit Plan 20/21	19.5	36.6	56.0	
New Burdens Grant re Transparency Code	-	8.1	8.1	
Corporate Contingency	-	13.5	13.5	
Other Misc under / (over) spends	(1.2)	(1.9)	(3.1)	
TOTAL	39.5	114.1	153.6	

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Corporate Management Highlight Report – Q4 (end March 2021)

Historic Issues

- None reported.

Current Quarter Issues

The Corporate Management outturn is now showing an under-spend at £153.6k favourable, the main movements being: -

- Staff changes are £53k favourable.
 - Corporate Management - saving of £5k
 - Legal Services – adverse £5k variance due to temporary restructure
 - Democratic Services - member of staff on reduced hours, saving of £11k
 - Financial Services – adverse £3k variance due to temporary restructure
 - People & Policy - following a recent restructure the part-year reductions have led to £45k saving in 2020/21
- Legal Services and Democratic Services are showing an under spend of £17k and £28.5k respectively in part due to Covid 19 and the result of home working
- Local Land Charges income has seen a drop in recent years and this adverse £6.8k is consistent with the experience in previous years. Covid 19 has had an impact in the early months.
- The Democratic Services has seen a total of £11.3k favourable movement in the variance because most of the events have been cancelled due to the pandemic.
- There is a favourable variance against LCC Internal Audit fees of £56k due to reduced coverage in year as a result of the pandemic, although key financial systems were covered in Q4.

Futures Issues

- None

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Corporate Services Directorate

Period 12 (March)

Non-Distributed Costs & Capital Financing	2020/21 Org Budget £000	2020/21 Forecast £000	2020/21 Variance (Adv)/Fav £000	Variance last reported £000	Change in Qtr (Adv)/Fav £000
Non Distributed Costs					
Employee & Pension Costs	94.1	222.5	(128.4)	(118.3)	(10.1)
Other Non-distributed Costs	19.5	15.5	4.0	169.2	(165.2)
Capital Financing					
Minimum Revenue Provision	371.3	404.8	(33.5)	(39.2)	5.7
Interest (net)	45.9	133.3	(87.4)	(97.4)	10.0
Total	530.8	776.1	(245.3)	(85.7)	(159.6)

Key changes made during the period to the full year forecast	Variance Bfwd £000	Variance this Qtr £000	Full-Yr £000	R A G
Vacancy control savings target	(150.0)	-	(150.0)	
Purchased additional leave	20.5	(0.3)	20.2	
Historical pension costs	11.2	9.2	20.4	
Doubtful Debts Provision	(20.0)	(198.0)	(218.0)	
Interest expenditure/income from bank accounts	(97.4)	9.1	(88.3)	
Empty Homes Recovery Scheme costs	(39.2)	3.6	(35.7)	
Covid Lost fees and Charges grant from MHCLG	189.1	30.0	219.1	
Transfer of Capital Receipts under deminimus	-	(19.0)	(19.0)	
Other minor variances	0.1	5.9	6.0	
TOTAL	(85.7)	(159.6)	(245.3)	

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Non-Distributed Costs & Capital Financing Highlight Report – Q4 (end Mar 2021)

Historic Issues

- Savings on the pension costs fall into two areas; savings on historical pension costs as former employees pass away and the advance payment of pension costs at a discount, which reduce Council costs. The Q4 outturn has resulted in a £20.4k favourable variance.

Current Quarter Issues

This Q4 draft out-turn is forecasting a net adverse variance of £245.3k, with the main movements being: -

- The original budget staff savings target was £150k. Total savings achieved in staff costs have closed the year at £188k. Added to this is around £20k of savings from employees purchasing additional leave. This gives a net saving in staff costs of £58k over and above the total original budget.

Staffing Variances	Q1	Cum Q2	Cum Q3	Cum Q4
Customer Services	2.7	(0.1)	(1.5)	(1.5)
Operations	94.9	120.0	151.3	42.1
Public Protection	56.0	59.8	54.0	64.1
Economic Development	36.6	59.8	38.7	30.2
Corporate Management	6.7	2.0	2.3	4.9
Legal & Democratic	(0.7)	(3.5)	3.3	5.6
Financial Services	3.8	2.3	(7.8)	(2.8)
People & Policy	6.3	7.4	25.0	45.4
Savings in staff costs	206.4	247.8	265.4	188.0
Additional Leave	20.0	20.0	20.5	20.2
Total staff savings	226.4	267.8	285.9	208.2
Original savings target	(150.0)	(150.0)	(150.0)	(150.0)
Staff Variance	76.4	117.8	135.9	58.2

- The Empty Homes Recovery Scheme 2020/21 revenue costs ended £336k. This is £36k over and above the £300k included in the original budget. However in December 2020 the Cabinet approved a 2020/21 £950k budget increase in to the scheme. The capital costs of the scheme are shown separately on page 28.
- Interest income as expected was below the budget by £58k. Due to the Coronavirus Pandemic banking institutions cut the interest rates from March 2020. In addition, the level of uncertainty around income collection has prompted officers to keep cash flow mainly with instant accounts throughout the year.
- The Sundry Debt analysis on page 26 is forecasting a doubtful debt level of £245k, though £52k of this is still being pursued through the courts. The current doubtful debt provision is £163k. An additional £218k provision has been added in Q4. Of the sundry debts £26k are held on the Local Land Charges Register. Officers will monitor any requirement for further doubtful debt provision during 2021/22.

Future Issues

- None

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Earmarked Reserves

Earmarked Reserves (cash-backed items only)	Employment & Transport Reserve	Director Invest Reserve	Local Business Rates Retention Reserve	Transitional Budgetary Support	Planning Reserve	Response & Recovery Reserve
	AN060103	AN060123	AN060144	AN060129	AN060145	AN06
Balance at 01/04/2020	815.7	74.0	2,639.9	1,729.8	232.8	0.0
Funds Received 2020/21						
Collection Fund - relates to 2019/20			390.0	69.1		
Collection Fund - S31 Grants			2,111.0			
Collection Fund - Renewable Energy			173.0			
Business Rates Pooling net gain 2020/21			773.0			
New Homes Bonus				302.0		
Other Revenue income received					10.0	1,287.1
Total Funds Available	815.7	74.0	6,086.9	2,100.9	242.8	1,287.1
2020/21 Published Budget Utilisation						
Retained Business Rates			(13.9)			
New Homes Bonus				(302.0)		
2020/21 Other Utilisation Plans						
Transfers between Reserves		(17.7)				17.7
Support Forward Plan					(130.0)	
Economic Development Projects	(428.1)					
Reserve Estimates 31/3/2021	387.6	56.3	6,073.0	1,798.9	112.8	1,304.8
Future Contributions/Utilisation Plans						
2021/22 Plans	(387.6)	(56.3)	(541.0)	0.0	(105.4)	(1,490.1)
2022/23 Plans	0.0	0.0	(903.7)	(401.0)	(7.4)	0.0
2023/24 Plans	0.0	0.0	(903.7)	(404.0)	0.0	0.0
2024/25 Plans	0.0	0.0	(903.7)	(400.0)	0.0	0.0
Potential Reserve Balances	0.0	0.0	2,820.9	593.9	0.0	(185.3)

Employment & Transport Reserve usage	2020/21 £k
Whitaker HLF Match Funding (Full Council July 2018 £190k less above 70k)	149.5
Rosendale Works- Employability - April 2018	4.6
Rosendale Works- Employability - April 2020 -22	30.0
Haslingden Town Centre- external funding bid	0.0
Haslingden National Lottery Heritage Fund Officer (Jan 2020)	14.8
Bacup Future High Street Project	165.4
Bacup Heritage Action Zone Officer SOD 31/03/19	19.4
Establishment of second Economic Development Officer Town Ctr and Comm	
Buildings - 18 Month fixed term contract	31.3
Rawtenstall Market 2020 tender exercise	6.3
Economic Development Officer - Extra Staff	6.8
Total 20/21 projects	428.1

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Earmarked Reserves (cash-backed items only)	Vehicle Reserve	Leisure Reserve	Rawtenstall Bus Station	Directorate Reserves	General Reserve	Total
	AN060130	AN060118	AN060142	AN060121		
Balance at 01/04/2020	189.0	64.2	0.0	745.0	1,000.0	7,490.4
Funds Received 2020/21						
Collection Fund - Surplus 2019/20				0.0		459.1
Collection Fund - S31 Grants				0.0		2,111.0
Collection Fund - Renewable Energy				0.0		173.0
Business Rates Pooling net gain 2020/21						773.0
New Homes Bonus				0.0		302.0
Other Revenue income received			517.0	0.0		1,814.1
Total Funds Available	189.0	64.2	517.0	745.0	1,000.0	13,122.5
2020/21 Published Budget Utilisation						
Retained Business Rates				0.0		(13.9)
New Homes Bonus				0.0		(302.0)
2020/21 Other Utilisation Plans						
Transfers between Reserves				0.0		0.0
Support Forward Plan				0.0		(130.0)
Economic Development Projects				(9.3)		(437.4)
Reserve Estimates 31/3/2021	189.0	55.5	517.0	763.7	1,000.0	12,258.6
Future Contributions/Utilisation Plans						
2021/22 Plans	0.0			(136.3)		9,541.9
2022/23 Plans	(30.0)			(169.2)		8,030.6
2023/24 Plans	(35.0)			(40.0)		6,647.9
2024/25 Plans	0.0			(42.0)		5,302.2
Potential Reserve Balances	124.0	55.5	517.0	376.2	1,000.0	5,302.2

Current issues

As noted on page 2, the draft favourable variance on the General Fund of £672.1k will reduce the contribution from the Business Rates Retention reserve, originally assumed to support the budget.

The Council's share of pre-Covid S31 grant receipts will now be contributed to the Transitional Budgetary Support Reserve (from the Business Rates Retention reserve). This is shown in the Earmarked Reserves Table 1 as a transfer between the respective reserves.

The additional S31 grant receipts received in respect of expanding eligibility to Retail, Hospitality, Leisure and Nursery reliefs will be contributed to the Business Rates Retention reserve, and then released equally over the next three years, commencing 2022/23, to fund Collection Fund deficits. This is in accordance with recently amended legislation to fund the 'exceptional balance' incurred as a result of the Covid pandemic on the Collection Fund ('re-phasing the deficit').

The Transitional Budget Reserve will also receive the budgeted share of the Council's Council Tax surplus from 2019/20 in the sum of £69.1k.

During the year a new earmarked reserve was set up for the Rawtenstall Bus Station. Rossendale Borough Council received £517k from LCC for the commuted sum for ongoing maintenance.

It is now proposed to retain the balance of Covid grant funding in a new Response & Recovery Reserve.

Agreed detail of the usage of the Employment & Transport Reserve can be seen in the table on page 18.

Grants Unapplied

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Grants Unapplied (* denotes a capital grant)	Disabled Facilities Grants *	Homeless Grant	Domestic Abuse Grant	Hoarding Grant	Covid Grants	Total
	£000	£000	£000	£000	£000	
	AL030132	AL030127	AL030130	AL030129		
Balance at 01/04/2020	1,183.7	52.9	6.8	3.4	0.0	1,246.8
New Funds Received 2020/21						
Grant due/received	1,160.7				4,069.0	5,229.8
Total Funds Available	2,344.4	52.9	6.8	2.1	4,069.0	6,475.3
Utilisation in 2020/21						
DFGs allocation 2020/21 - forecast	(486.2)					(486.2)
Transforming Lives/Hoarding Projects				(0.4)		(0.4)
Homelessness Project						0.0
Domestic Abuse Projects			(6.8)			(6.8)
Covid related expenditure					(2,782.0)	(2,782.0)
Movement to Earmarked Reserves					(1,287.1)	(1,287.1)
Anticipated Balance 31/03/2020	1,858.2	52.9	0.0	1.7	(0.0)	1,912.8
Future Utilisation Plans						
2021/22 plans	(1,000.0)	(52.9)	0.0	(1.7)		(1,054.6)
2022/23 plans	(858.2)					(858.2)
Potential Reserve Balances	0.0	0.0	0.0	0.0	(0.0)	(0.1)

In addition to the £1,184k of unspent DFG grant brought forward, the 2020/21 allocation is £1,161k, giving total DFG resources of over £2,344.4k. Total expenditure in 2019/20 was just under £890k, less than half of the funds available. There is further slippage of £675k into 2021/22 due to the occupational health referrals being affected by Covid. £2.8m from £4.07m of all of the Covid related grants were spent in 2020/21, the balance will be moved to a new Response & Recovery reserve at year end.

Staff Costs, including agency

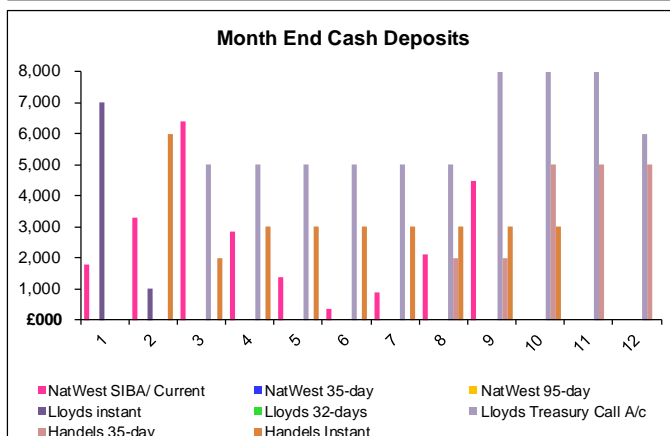
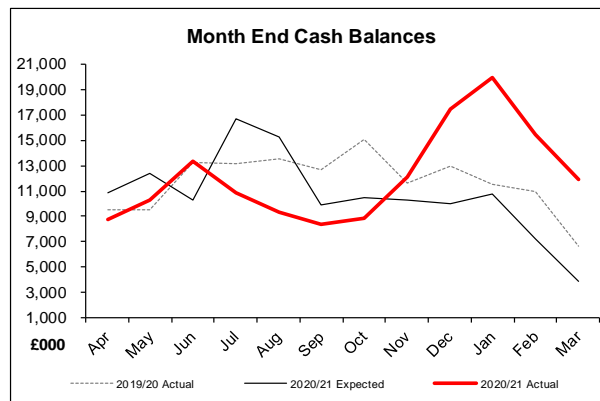
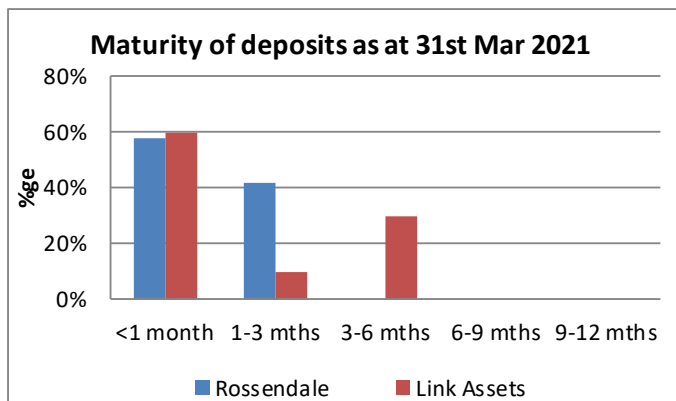
Employment Costs 2020/21 to end Mar	YTD Budget £000	YTD Actual £000	YTD Variance (Adv)/Fav £000	Variance last Qtr (Adv)/Fav £000	Change this Qtr (Adv)/Fav £000	FTE Original Budget 2020/21	FTE Changes during 2020/21	Current Vacant Posts
Communities Directorate								
Customer Services	337	339	(2)	(1)	(1)	7.8	0.0	0
Operations Service	1,673	1,715	(41)	38	(79)	52.3	0.0	0
Communities	702	614	88	70	19	25.2	0.0	0
Environmental Health	184	161	23	28	(6)	7.0	0.0	0
Licensing & Enforcement	309	310	(1)	0	(1)	6.0	0.0	0
Housing	280	274	6	3	4	7.0	0.0	1
Economic Development Directorate								
Planning Services	461	415	46	72	(26)	11.5	0.0	1
Building Control Services	119	119	-	0	(0)	3.0	0.0	0
Regeneration	203	215	(13)	(86)	73	4.0	0.0	0
Property Services	70	73	(3)	2	(5)	4.4	0.0	0
Corporate Services								
Corporate Management	372	405	(33)	(61)	28	4.0	0.0	0
Legal Services	145	150	(5)	(2)	(3)	3.0	0.0	0
Local Land Charges	39	39	(0)	(0)	-	1.0	0.0	0
Democratic Services	264	252	12	23	(11)	7.6	0.0	0
Financial Services	332	335	(3)	0	(3)	7.8	0.0	0
People & Policy	533	466	68	46	22	14.6	0.0	1.6
Total	6,022	5,881	142	133	9	166.2	0.0	3.6

Treasury Management & Cash Flow Monitoring

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At the end of March, the bank balances were £11,906k down from the Q3 balance of £17,469k. The Council received £19.8m in April to fund Covid-19 Grants and to date has paid out over £16.8m. With the continuing uncertainty around Covid-19 support payments officers have kept these funds liquid throughout the year to enable the Council to respond rapidly to the pandemic for the residents of the borough.



Balances & Interest Rates at 31/03/2021	Current Balance £k	Interest Rate %
NatWest SIBA	906	0.01
NatWest 35 day account	-	0.10
NatWest 95 day account	-	0.15
Handelsbanken instant	-	0.00
Handelsbanken 35-day	5,000	0.10
Lloyds instant access	-	0.00
Lloyds 32-day notice	-	0.10
Lloyds Treasury Call A/c	6,000	0.05
Lloyds 12mth Deposit	-	-
Total Bal & Avg interest	11,906	0.07

Due to the Coronavirus Pandemic banking institutions cut the interest rates from March and the Handelsbanken 35-day account reduced to 0.1% from 0.25% in mid-October. As noted above, officers have kept funds liquid to ensure rapid response for payments to businesses and residents. Officers had placed £8m in a Lloyds Treasury instant access Call Account and this reduced to £6m in the final quarter, as sums were withdrawn to support payment of the agreed precepts in March, when traditionally Council Tax and Business Rates income receipts fall. The outturn at Q4 for interest income is an improvement on the forecast reported at Q3. However, the outturn is below our budgeted target.

The average effective interest rate at the end of Q4 was 0.07%, compared to a target of 0.9%

Interest Paid/Received

The budget for interest in 2020/21 is a net cost of £46k.

At Q4, the forecast for interest income is now showing an adverse variance of £59.3k, an improvement of £13.3k from Q3.

Interest Forecast	Budget 2020/21	Forecast 2020/21	Variance Fav/(Adv)	Change Fav/(Adv)
Revenue				
Interest payable (PWLB)	(121.4)	(150.3)	(28.9)	(4.2)
Other interest payable	(1.0)	0.0	1.0	1.0
Misc Interest income	0.0	8.2	8.2	8.2
Bank Interest income	76.4	8.9	(67.5)	5.1
Net Interest	(46.0)	(133.2)	(87.2)	10.1

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Also PWLB interest payable on the loan taken in August 2019 is £28.9k more than allowed for in the original budget.

Economic Outlook

(issued 4th June)

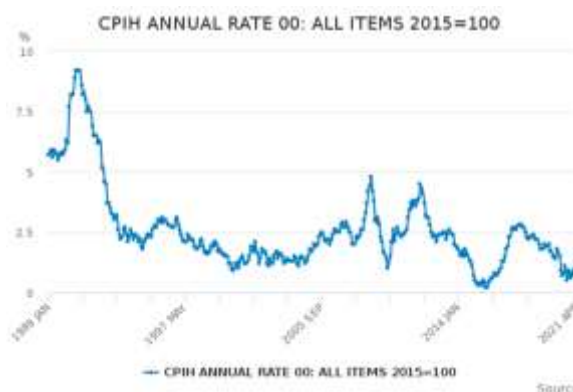
The Consumer Prices Index including owner occupiers' housing costs (CPIH) rose by 1.6% in the 12 months to April 2021, up from 1.0% growth to March. Price movements for household utilities, clothing, and motor fuels are the main reasons for the higher monthly rate this year than a year ago.

Rising household utility, clothing, and motor fuel prices made the largest upward contributions to CPIH growth in April 2021; these were partially offset by a large downward contribution from recreation and culture.

At the time of the last report, downward contributions from clothing, food and non-alcoholic beverages were cited. However, there have been increases between March and April 2021 with clothing and footwear prices rising by 2.4%, compared with a fall of 1.5% a year ago.

As a result of the easing of coronavirus (COVID-19) restrictions, the number of CPIH items identified as unavailable in April 2021 fell to 28, accounting for 3.1% of the basket by weight; this compares to 72 unavailable items as at the last monitoring report.

The May 2021 Purchasing Manger Index (PMI) reflected the largest increase in activity in twenty four years as the hospitality sector opened up. The data adds to the signs that the economy is enjoying a rapid, initial rebound on the relaxation of the COVID rules, and sets the scene for a strong Q2 GDP performance, although the Government's roadmap may be subject to review as COVID cases rise.



Demand was also very much domestically driven, with services exports declining, which businesses put down to a combination of travel restrictions and post-Brexit hurdles faced in selling services to the EU. The Consumer Prices Index including owner occupiers' housing costs (CPIH) 12-month inflation rate was 1.0% in March 2021, up from 0.8% as at December (Q3).

Prospects for the world economy have brightened but this is no ordinary recovery. It is likely to remain uneven and dependent on the effectiveness of vaccination programmes and public health policies. Some countries are recovering much faster than others. Korea and the United States are reaching pre-pandemic per capita income levels after about 18 months. Much of Europe is expected to take nearly 3 years to recover. In Mexico and South Africa, it could take between 3 and 5 years.

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Interest rate forward predictions

The Council's treasury management advisors, Link Asset Services, have issued a very cautious forecast for the Bank Rate in the coming year. Their view is one of no change to the current rate over the next 12 months.

<i>at 31st March 2021</i>	Current Rates	Mar 2021	Jun 2021	Sept 2021	Dec 2021	Mar 2022
Bank Rate	0.10%	0.10%	0.10%	0.10%	0.10%	0.10%
25yr PWLB*	2.19%	2.19%	2.20%	2.20%	2.30%	2.40%
25yr PWLB	2.39%	2.39%	2.40%	2.40%	2.50%	2.60%

Link Asset Services also provide their view of 25 year borrowing rates from the Public Works Loan Board (PWLB). This forecast is based on a concessionary rate reduction to the standard rate for new loans, known as the 'Certainty Rate'. This discount is currently equal to a 20 basis point reduction to the standard rate. For completeness, the above table includes both the Certainty Rate* and standard rate for comparison.

The Council has completed the annual application for access to the Certainty rate for 2021/22 to support its Capital borrowing plans on the most favourable terms available.

The PWLB loan that officers arranged in August 2019 has locked in £2m at 1.34% for 20 years to facilitate the building project on Plot 5 Futures Park.

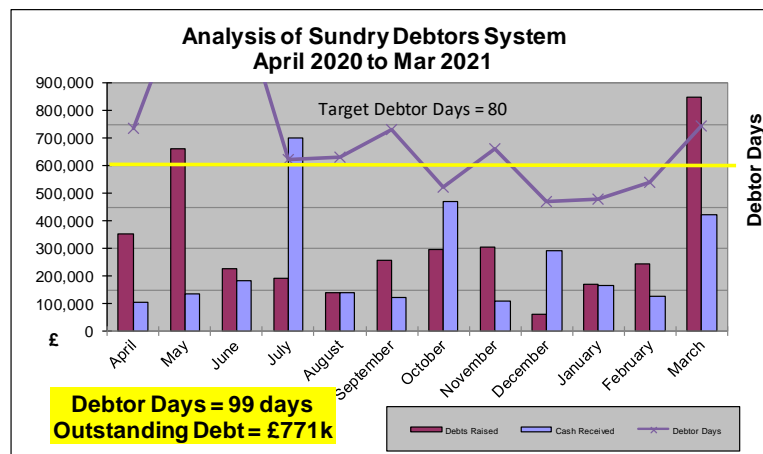
Treasury Management Practices (TMPs) and Prudential Indicators

The Council's bank resources have seen some extraordinary movements during 2020/21 which were not anticipated when Members approved the Treasury Management Strategy back in February. Resources rose to £33.1m in early April and officers placed £15m of this with the DMO over the long Easter weekend. The unprecedented situation meant the Council's cash balances at certain points in the earlier part of the year lead to the TMP's being breached.

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Sundry Debts Monitoring



Invoices raised to the end of Q3 totalled £4,210k, of which £3,760k has already been collected and a further £470k is being sought through through recovery stages.

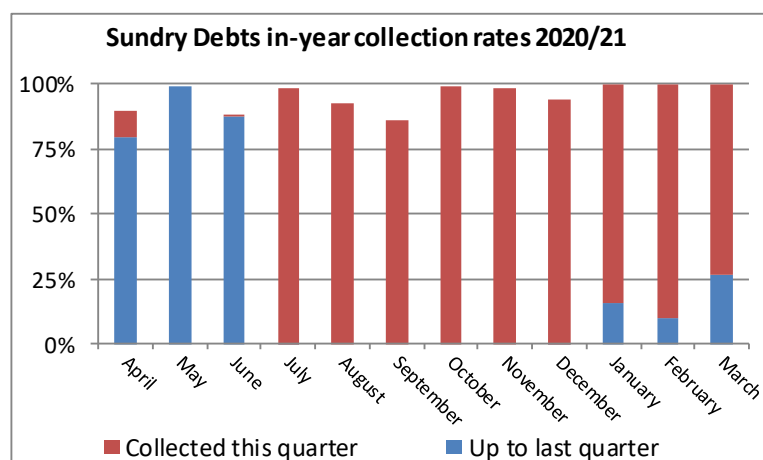
A further £104k of the 2019/20 outstanding debt has now been collected. The 2019/20 year outstanding debt has now dropped to £35k, representing a collection rate for that year of 98.5%.

Housing Rent Debts

Of the £324k of housing rent debts brought forward in April 2020 the Council has a provision of £288.5k brought forward for doubtful debts, leaving a net £36k debt still to chase.

Doubtful debts

The debtor days in Q4 has ended on 99 days. The debtor days in Q1 hit 165 due principally to one large invoice issued in May and collected in July. However, the coronavirus pandemic has affected local businesses paying charges such as trade waste and commercial rent, resulting in a



current collection debtor days of 78, compared to 55 in Dec 2019 and 45 at the end of March 2020.

Of the £771k outstanding, the doubtful element is now £245k of which £52k is owner contributions due from Bacup THI property owners.

Debts Outstanding	Mar 2019	Mar 2020	31 Dec 2020		31 Mar 2021		Doubtful Debts	
	£k	£k	£k	£k	£k	£k	rate	value
Earlier Debt	60.5	60.2		57.6	56.3		100%	39.4
2016/17 Debt	32.2	19.7		19.9	19.9		100%	19.9
2017/18 Debt	73.5	71.9		71.6	72.0		100%	45.2
2018/19 Debt	415.8	72.8		73.6	69.4		100%	69.4
2019/20 Debt								
Q1		8.0		5.3	5.9		100%	5.9
Q2		10.0		6.4	6.6		100%	6.6
Q3		13.1		7.7	7.4		100%	7.4
Q4		107.8		17.0	15.5		100%	15.5
2020/21 Debt								
Q1 Apr			76.2		39.4		75%	29.5
Q1 May			7.3		7.3		75%	5.5
Q1 Jun			31.5	115.0	30.3	77.0	75%	22.7
Q2 Jul			7.4		3.9		60%	2.3
Q2 Aug			11.2		11.2		35%	3.9
Q2 Sept			80.8	99.4	57.2	72.2	30%	17.2
Q3 Oct			9.5		3.5		30%	1.0
Q3 Nov			125.3		4.9		30%	1.5
Q3 Dec			51.0	277.8	3.7	80.5	30%	1.1
Q4 Jan			51.0		28.9		30%	8.7
Q4 Feb			51.0		36.0		30%	10.8
Q4 Mar			51.0		223.5	288.4	30%	67.1
Total Debt o/s	582.0	363.5		751.2		771.1		380.6

The general impairment provision brought forward in April 2020 was £162.6k, with an additional £5.4k for Licensing debts. An additional £218k provision has been added in 20/21 Q4 on the grounds of prudence.

Of the sundry debts opposite £26k are held on the Local Land Charges Register.

Officers will monitor any requirement for further doubtful debt provision during 2021/22.

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Capital Resources

Table 1 - 2020/21 receipts

Major Receipts:	Original Budget £000	Year to Date £000	Outturn £000
Capital Receipts			
Land & Property Sales	50	2,482	2,482
Obsolete refuse vehicles	53	-	-
Net receipts to table 2	103	2,482	2,482

Current issues

During Q3 the sale of Knowsley Park Depot completed for £2.5m.

Financing the Capital Programme

The Useable Capital Receipts Reserve holds the balance of funds from the sale of Council assets the balance brought forward at the 1st April 2020 was £2,733k.

The original capital programme for 2020/21 approved in February was £1,526k, to which £5,573k of slippage was added from ongoing projects at the end of March 2020. This included £1,222k for Futures Park Plot 5 building works, £1,855k for Whittaker Park Museum Refurbishment and £355k for replacement vehicles.

New projects during 2020/21 added £5,466k, including the repayment of the LEP grant for Spinning point phase 2, the addition of futures Park Plot 1 and infrastructure, the Waste Transfer Station refurbishment at Henrietta Street depot, the Empty Homes Scheme renovation costs, Victoria Way Storm Damage and the DFG's, to give a revised capital programme of £12,565k

The total grant income expected for the revised capital programme is £6,402k. The slippage being brought forward will be funded by £3,395k of grant. Revenue resources being applied in 2020/21 are expected to be £242k, but £191k of which relates to slippage brought forward.

The total in the Useable Capital Receipts Reserve at the end of 2020/21 is currently expected to be £3,350, of which £367k is ring-fenced for housing schemes, £100k is ring-fenced for Whitworth projects and £236k is ring-fenced for Haslingden regeneration.

Future issues

None

Table 2 - Useable Capital Resources

Useable Capital Resources	£ 000
Balance at April 2020	2,733
Capital Grants in 2020/21	3,007
Capital Receipts in 2020/21	2,482
	8,221
Revenue Contributions	
from Earmarked Reserves	137
from Revenue Operations	100
Total Capital Resources 2020/21	8,458
Capital Prog funding applied	(5,108)
Total Capital Resources March 2021	3,350
Capital Receipts Reserve (housing)	367
Capital Receipts Reserve (Whitworth)	100
Capital Receipts Reserve (Haslingden)	236
Capital Receipts Reserve (unalloc)	2,647

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Capital Programme Spending

Capital Programme 2020/21	Original Cap Prog	Revised Cap Prog	Spent/ Ordered	Full-Year Forecast	Forecast Funding Arrangements				
	£000	£000	£000	£000	Grants/ Contrib'n	Capital Receipts	Reserves /RCCO	RBC Int Borrow	MRP Impact
Communities Directorate									
IT Software & Equipment	0	0	0	0	0	0	0	0	0
Operations	352	562	348	348	107	0	0	241	28
Communities	30	637	309	309	265	43	0	0	0
Housing	1,000	2,980	1,036	1,036	486	0	0	550	0
Economic Dev Directorate									
Whittaker	0	1,525	1,144	1,144	1,006	0	138	0	0
Ski Rossendale	0	118	79	79	0	79	0	0	0
Futures Park	0	1,909	1,332	1,332	992	340	0	0	0
Spinning Point Ph1 & 2	0	1,724	1,191	1,191	41	1,150	0	0	0
12 Market Street	0	63	63	63	0	63	0	0	0
Property Repairs & Maint	144	716	642	641	0	192	95	355	0
Bacup Historic England	0	2,315	95	95	95	0	0	0	0
Town Square Public Realm	0	4	4	4	4	0	0	0	0
Junction on the LEP Growth Deal	0	12	12	12	12	0	0	0	0
	1,526	12,565	6,254	6,254	3,007	1,867	234	1,146	28

Capital Programme 2020/21	£000	Funded by	Slippage items fwd at end of 2019/20	Costs £000	Funding Arrangements				
Original Capital Programme	1,526				Grants/ Contrib'n	Capital Receipts	RCCO (reserves or S106)	RBC Int Borrow	
Slippage from 2019/20	5,573	see list							
New capital projects in 2020/21									
Additional DFGs Grant	161	Extra 2020/21 DFG Grant							
Wheeled & Litter Bins	17	Internal Borrowing							
Vehicle Replacement - Moved into 2021/22	-374	Internal Borrowing							
Waterside Mill Emergency Works	100	Capital Receipts							
Rising Bridge play area	54	External grants							
Waste Transfer Station Henrietta St	212	External grant and internal							
Victoria Way Storm Damage	350	Capital Receipts							
Rock View culvert head rebuild	31	Capital Receipts							
Futures Park Infrastructure & Plot 1	703	External grants & capital receipts							
Spinning Point	1,440	External grant and Internal							
Empty Homes Renovation	625	Capital Receipts							
12 Market Street	63	Capital Receipts							
Communities area projects - moved to 21/22	-14	External grants							
Whittaker - moved into 2021/22	-330	External Grants							
Ski Rossendale Asset Purchase	113	External grants & capital receipts							
Bacup Historic England	2,315	External grants							
Revised Capital Programme	12,565								
			Communities Directorate						
			Operational Vehicles	355					355
			Playgrounds (community projects)	276	188		88		
			Cemeteries	50		50			
			Pathways	40		40			
			Sports Playing Fields	206		206			
			DFGs	1,173	1,173				
			CPOs	21		21			
				2,121	1,361	317	88	355	
			Economic Development Directorate						
			Whittaker Park Museum Refurb	1,855	1,670		186		
			Ski Rossendale	5	5				
			Spinning Point Phase 1	284	284				
			Futures Park Plot 5	1,222				1,222	
			Emergency Works	6		6			
			Building Maint (uncommitted)	0					
			Whitworth land remediation	21		21			
			CCTV	59		54		5	
				3,452	2,034	6	191	1,222	
				5,573	3,395	323	279	1,577	

Programme

The original Capital Programme was £1,526k, including £352k of vehicles and £1,000k of DFGs.

To this was added £5,573k of slippage, including the balances of Spinning Point Phase 1 & DFG's.

The repayment of the LEP grant for Spinning point phase 2 and the addition of futures Park Plot 1 and infrastructure along with the other schemes listed above brings the revised capital programme up to £12,565k.

Capital project activity

- Total DFG spend to Q4 ended £486k
- Total spend to Q4 on the construction of Plot 5 Futures Park was £1,049k
- Total spend to Q4 Whittaker Park Museum Refurbishment was £1,144k
- Emergency demolition works to Waterside Mill costs are £75k and Rock View Whitworth culvert head rebuilding costs are £31k spent to Q4. Emergency works to Victoria Way Wall by storm damage have cost £355k to Q4.

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Minimum Revenue Provision (MRP)

Minimum Revenue Provision (MRP)	MRP Budget	Revised MRP	Potential
	2020/21	Required	(Additions) / Savings
	2020/21	2020/21	2020/21
Refuse Collection	315	290	26
Street Sweeping	45	47	-2
Parks	20	14	6
Facilities/Property	0	10	-10
Leisure Investment	126	112	14
Housing	300	335	-35
Non-distributed Costs	71	70	1
	878	878	0

MRP is the annual revenue repayment of internal funds used to support capital work.

The MRP Outturn has ended break even.

The delays in purchasing operational vehicles has given rise to a provision applied against costs to be added next year when most vehicles will be expected to be replaced.

Section 106 Receipts Monitoring

Section 106 Agreements	Third Party Projects	RBC Revenue Projects	RBC Capital projects	RBC Total Held
2020/21	£000	£000	£000	£000
Balance b fwd at 1st April 2020	276.5	117.8	509.8	904.1
Deposits received in 2020/21	57.0	1.1	269.0	327.1
Deposits applied in 2020/21	(9.0)	(11.1)	(103.9)	(115.0)
Current Balance	324.5	107.8	674.9	1107.2

The value of S106 agreements brought forward on the 1st April was £904.1k. To the end of March £327.1k of new S106 charges have been received and invoices issued for a further £327k but funds of £68k have not yet been received, therefore they are not included in the above table, but they are part of the outstanding debts on page 23.

Planning Ref	Area	Site	Purpose	Time Period	Current Balance
RBC Maintenance:-					
2004/401	Bacup	Douglas Rd/ Tong Lane	Land Maintenance	no time limit	104,846
2006/696	Whitwell Bot	Edgeside Park / Millenium Steps	Edgeside Park / Millenium Steps	no time limit	1,968
2008/587	Borough	PCT, Bacup Rd, Rawtenstall	Irwell Sculpture Trail	no time limit	977
2018/0039	Edenfield	Horse & Jockey. 85 Market St, Edenfield	Refuse bins £100 x 10	Exp 19/06/25	(0)
					107,791
RBC Capital:-					
2010/0667	Whitworth	Cowm Park Way/ Hall St	Public & Open Spaces	Exp July 2020 / May 2021	19,220
2010/0667	Whitworth	Cowm Park Way/ Hall St	Public & Open Spaces	Exp Mar 2023	10,264
2011/0046	Helmshore	Holmefield House	Affordable housing (Deed of Variation)	Legal to determine poss Sept 2020	25,800
2013/0041	Cloughfold	Land at 449-457 Bacup Rd,	Play Space/Open Space and/or pedestrian/cycle way	no time limit	0
2015/0238	Edenfield	Horse & Jockey. 85 Market St, Edenfield	Local recreational/play facilities	Exp July 2023	14,759
2015/334	Rawtenstall	Land off Oaklands Drive & Lower Cribden Ave, R's	Affordable Housing	Exp March 2024	162,893
2015/334	Rawtenstall	Land off Oaklands Drive & Lower Cribden Ave, R's	Affordable Housing	Exp June 2024	165,886
2016/0228	Edenfield	Land at Croft End Mill, Stubbins	POS - Chatterton Play area	Exp Oct 2023	7,024
2016/0563	Newchurch	Dark Lane	Replacement Football Pitch		243,999
2019/0318	Bacup	Slack Farm, Bacup	Affordable Housing Off site	10 Years	25,000
					674,846

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Council Tax & NNDR Collection Rates

Collection Rates	Council Tax					Business Rates				
	2016/17	2017/18	2018/19	2019/20	2020/21	2016/17	2017/18	2018/19	2019/20	2020/21
April	10.60	10.39	10.41	10.51	10.04	11.25	10.34	11.26	12.22	10.24
May	19.73	19.53	19.72	19.70	18.96	19.20	19.14	18.93	21.07	18.89
June	30.12	28.81	28.79	28.63	27.62	28.26	27.51	27.28	28.68	25.62
July	37.97	37.91	37.97	37.86	36.56	35.55	36.85	36.25	37.37	33.92
August	47.21	47.10	47.03	46.90	45.24	43.60	48.98	49.93	50.82	48.55
September	56.35	56.20	56.05	56.01	54.29	58.92	57.60	58.43	58.34	57.84
October	65.58	65.58	65.32	65.23	63.29	67.00	65.57	67.95	67.52	68.97
November	74.73	74.81	74.52	74.78	72.30	74.40	74.28	74.77	74.26	77.15
December	83.85	84.03	83.55	83.33	80.90	82.08	82.46	83.00	82.70	85.92
January	93.01	92.93	92.72	92.48	89.90	90.20	91.18	91.11	90.91	90.17
February	94.84	94.90	94.90	94.60	92.37	94.06	95.10	95.73	95.00	93.66
March	96.20	96.40	96.70	96.32	95.72	97.20	98.40	98.47	97.78	94.19

Quite predictably collection rates for Council Tax are lower compared to this time last year. Council Tax collections have continued to lag behind 2019/20 moving from 1.72% down at Q2 to 2.42% by the end of December before recovering to 0.6% at the end of Q4. Collection of Business Rates improved during the year but as forecast at Q3 ended the year down on 2019/20 levels by 3.59%.

Council Tax Collection Fund

At the time of this report the estimated deficit on the Council Tax collection fund is £393k. This year RBC's share is 14.61%, equating to £56k.

Members should be aware that there were no court sessions throughout the year. The original budget income on page 6 was £300k, but with the continued impact of Covid-19 it no court cost income will materialise before April 2021. This adverse variance is included in the outturn position.

Council Tax Forecast 2020/21	Q1 £'000	Q2 £'000	Q3 £'000	Q4 £'000
Council Tax Collectable (after Discounts & Exemptions)	40,430	40,439	40,434	40,963
less Doubtful Debt Provision	(300)	(300)	(300)	(809)
	40,130	40,139	40,134	40,154
less Precepts for 2020/21				
Lancashire County Council	(28,896)	(28,896)	(28,896)	(28,896)
Police	(4,363)	(4,363)	(4,363)	(4,363)
Fire	(1,462)	(1,462)	(1,462)	(1,462)
Rossendale Borough Council	(5,826)	(5,826)	(5,826)	(5,826)
	(40,547)	(40,547)	(40,547)	(40,547)
Surplus / (Deficit)	(417)	(407)	(412)	(393)
RBC Share = 14.61%	(60)	(59)	(59)	(56)

Local retention of Local Business Rates (NNDR)

Under the new business rates scheme, variances from the original budgets fall into two categories – those arising from changes to the collection fund and those arising from grants and levies received or charged to the General Fund. In 2020/21 the Lancashire Business Rates Pool has reverted to 50% local retention of business rates.

Due to the coronavirus pandemic the Government extended the 100% Business Rate Relief scheme to include retail, hospitality and leisure businesses. This has reduced the forecast NNDR income due considerably. However, the Government has issued additional S31 grants to

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cover this lost income. Whilst it was anticipated that Government would introduce legislation to allow these sums to be transferred to the Collection Fund, this has not proven to be the case. Instead, sums received by the Council into its General Fund in 20/21 will be set aside to fund the deficit emanating from the Collection Fund shortfall in 20/21, to be realised and made good in future years. The tables below and overleaf are to be considered working assumptions on how those grants may be applied to reduce the potential cash deficit on the Fund in future years.

The value of refunds issued in year has been recorded as in excess of £1,300k. Of this amount, c£787k is considered to be as a result of successful appeals in favour of the ratepayer and has been charged against the Appeals provision. Based on an analysis of outstanding appeals and assessment of exposure to future successful appeals, it is considered prudent to increase the balance on the provision by an additional £799k. At the same time, the Council has reviewed the provision for doubtful debts on the fund and has increased this by £592k to a more prudent level given the impact of the pandemic on local businesses.

As previously mentioned, Central Government gives authorities Section 31 grants to cover small business reliefs and other government-backed schemes. In the NNDR1 estimate those grants totalled £1,292k, but the total level of additional reliefs received 'on account' was c£6,561k.

At the time of this report, work continues on finalising the NNDR3 outturn position, with a working assumption that Section 31 grant receipts in excess of need for the year, and not required by the Council to fund its share of future deficits, will be returned to Central Government as part of the annual reconciliation process. The Council is grateful to the Pool Lead Authority for an informal view of how the Pooling calculation will operate following the unprecedented impact on the Collection Fund, and Business Rates in particular, during 2020/21 but it is important to note that this calculation is yet to be finalised.

The estimated outturn on the Collection Fund is a significant deficit as shown below, which is to be funded in future years from the additional Section 31 grants received in 2020/21.

Business Rates Collection Fund 2020/21 (50% Pool)		NNDR1 £000	Q1 £000	Q2 £000	Q3 £000	Out-turn £000
Net Liability Due		13,336	7,994	7,034	6,965	6,935
Less Transitional Payments due to MHCLG		(15)	(15)	(15)	(15)	(15)
Less Cost of Collection Allowance		(97)	(97)	(97)	(97)	(97)
Less Doubtful Debt Provision		(300)	(300)	(300)	(300)	(592)
Less Appeals Provision		(530)	(400)	(300)	(300)	(799)
Less Renewables 100% to RBC		(173)	(173)	(173)	(173)	(173)
Estimated S31 Grants - pre Covid			4,174	4,174	5,110	1,292
Net NNDR due	A	12,221	11,183	10,323	11,190	6,551
Less Trans surcharge	B	0	15	15	15	15
Less Precepts		(12,236)	(12,236)	(12,236)	(12,236)	(12,236)
Cash Surplus/(Deficit)	C	(15)	(1,038)	(1,898)	(1,031)	(5,670)
RBC Share = C x 40%	D	(6)	(415)	(759)	(412)	(2,268)
Central Government share 50%			(519)	(949)	(516)	(2,835)
LCC and Fire share 10%			(104)	(190)	(103)	(567)

It should be noted that the methodology for calculating the Pooling position is different, and assumes the additional Section 31 grant received in year for future years, is accounted for as 'income' to the Fund in year. Thus, the Pooling calculation is based on a surplus position at outturn.

Due to the timing differences and legislative arrangements, the exceptional deficit position anticipated due to COVID will unwind over future years. Thus the additional in-year Section 31 Grant received into the Council's General Fund is to be transferred to reserves at the year end and released in future years to finance repayment of the deficit when due.

Consequently, there is a marked difference to how the outturn assumptions are presented below, compared to how these assumptions have been reported in year. Most notably is the

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growth in additional reliefs, which now includes the value of reliefs paid on account following the expansion of qualifying schemes by Government in response to the pandemic, and an assumption around ongoing loss compensation relating to previous technical changes in respect of Small Business Rate Relief.

For the purpose of the pooling calculation only, the Council is now forecasting a surplus position that will carry forward to the Levy calculation and Retained Business Rates Summary position.

As outlined in the report, Officers continue to firm up the outturn position on the Collection Fund following technical changes to the accounting framework as a result of changes introduced to support ratepayers in the face of the pandemic. Factoring in the estimated S31 Grants attributable to Rossendale Borough Council in year and compensation for Small Business Rate Relief adjustments, the estimated surplus on the Pooling position is £814k. The estimated Levy payable to the Pool under the agreed arrangement is £41k. The S31 grants omitted from the outturn estimate below, are now included in the calculation of Net NNDR due in the earlier table.

RBC General Fund / Pooling gains		NNDR1	Q1	Q2	Q3	Out-turn
		£000	£000	£000	£000	£000
Business Rates Income	A+B	12,221	11,198	10,338	11,205	6,566
Additional S31 Reliefs - Covid		-	-	-	-	5,269
Small Business Relief Loss Compensation		-	-	-	-	2,433
RBC Share = 40%		4,894	4,479	4,135	4,482	5,707
less tariff paid to Lancashire Pool		(2,714)	(2,714)	(2,714)	(2,714)	(2,714)
add S31 Grants	E	1,293	1,563	1,563	1,563	0
Subtotal		3,473	3,329	2,985	3,331	2,994
RBC Baseline Funding Level used in Budget		2,180	2,180	2,180	2,180	2,180
Surplus/(Deficit) for Levy Calculations	F	1,293	1,149	805	1,151	814
Levy due to Lancs Pool = F under 50% Pool	G	(65)	(57)	(40)	(58)	(41)

To summarise, on current estimates, this creates a net pooling gain of £946k. This includes payment of the estimated Levy and receipt of income resulting from renewable energy sources in the borough.

When added to the Reserve balance brought forward of £2,640k along with the £390k retained surplus from 2019/20, this gives a resource position of £3,976k. The estimated actual deficit on the Fund (non-pooling methodology) is £2,268k, for which the Council has estimated additional Section 31 grant receipts of £2,111k to carry forward. Application of Covid Grant Support in year has resulted in a reduction to the budgeted utilisation of the reserve (now £13.9k, down from £686k) to support the General Fund, leaving an implied carry forward resource position of £3,805k.

Business Rates Summary		NNDR1	Q1	Q2	Q3	Out-turn
		£000	£000	£000	£000	£000
Business Rates Surplus/(Deficit) 2020/21	F	1,293	1,149	805	1,151	814
less Lancashire Pooling Levy	G	(65)	(57)	(40)	(58)	(41)
Renewable Energy		173	173	173	173	173
Overall Gain/(Loss)	H	1,402	1,264	938	1,267	946
Business Rates Retention Reserve Bfwd		2,640	2,640	2,640	2,640	2,640
Business Rates Surplus/(Deficit) 2019/20		390	390	390	390	390
Business Rates Cash Surplus/(Deficit) 2020/21*	D	(6)	(415)	(759)	(412)	(2,268)
Business Rates Cash - Additional S31 Grant		-	-	-	-	2,111
Business Rates Surplus/(Deficit) 2020/21	H	1,402	1,264	938	1,267	946
Less Budgeted Utilisation		(686)	(686)	(686)	(686)	(14)
Total Retained Business Rates Resources Cfwd**		3,740	3,193	2,523	3,199	3,805

*The £2,268k deficit is realised over 3 years commencing 2022/23.

**The £3,805k is the available balance on the reserve after allowing for the above.

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Covid Grants

During the year the Council has received a number of grants to support the Council and the community through the Covid pandemic. The table below itemises the grants received and the amounts the Council has used within the year.

Covid Grants	Amount Received £	Amount Allocated £	Remaining Balance £	Description
LA Covid Support	1,180,709	978,683	202,026	This is to support the Council's Covid related costs and supplement lost income.
Covid New Burdens	355,300	355,300	0	To cover the cost of administering the various business grant schemes.
Sales Fees & Charges	219,088	219,088	0	Partial compensation for the loss of sales, fees & charges income the Council has suffered.
Hardship Fund	734,634	641,169	93,465	Payment of £150 each to Council tax accounts of Local Council Tax support recipients. Remaining balance has been allocated to accounts in 2021/22
Containing Outbreak Management Fund (COMF)	786,302	143,577	642,725	Department of Health funding to cover specific expenditure relating to the pandemic. There is potential that ultimately any unspent funding will have to be returned.
Compliance & Enforcement	37,678	8,754	28,924	To be spent on Covid compliance & enforcement measures. There is potential that ultimately any unspent funding will have to be returned.
Track & Trace - Self Isolation Support	293,281	183,669	109,612	Self isolation support grants and the Council administration grant. Any support grant funding remaining at the end of the scheme will be returned to DWP.
Emergency Assistance	87,794	83,210	4,584	For provision of emergency assistance to members of the community.
Clinically Extremely Vulnerable	202,648	138,461	64,187	To support the Council in delivering support to people shielding and the community hub.
Covid Winter Grant	6,833	6,833	0	To support those most in need with cost of food, energy, utilities etc.
High Street Recovery	23,233	23,233	0	ERDF funding to support High Street Recovery. Grant claimed based on expenditure incurred.
Leisure Recovery Fund	141,542	0	141,542	Sport England Grant. This grant is to be passed to the Leisure Trust based on claims made. The Council is the accountable body for this grant.

The remaining balances will be moved to reserves or provisions to support Covid related expenditure in 2021/22.

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In addition to the grants detailed above the Council has acted as agent for the Government in delivering the grants to local businesses. The various different grant schemes are listed in the table below.

Business Grants - The Council is acting as Agent for these grants, any funding remaining will be reclaimed or reimbursed by Government.				
Covid Business Grants	Amount Received £	Amount Allocated £	Remaining Balance £	Description
Covid Business Support Grants	19,080,000	16,787,750	2,292,250	This was the 3 original grant schemes Apr-Sept 2020.
LRSB (pre 5 Nov)	75,119	76,655	-1,536	Scheme now closed
LRSB Closed (Nov Lockdown)	1,101,474	696,284	405,190	Scheme now closed
LRSB (Open)	543,873	543,873	0	Scheme now closed
ARG Grants	2,064,618	1,204,905	859,713	Scheme ongoing
LRSB (Tier 3 Post Lockdown)	129,563	245,246	-115,683	Scheme now closed
LRSB (Tier 4)	361,742	77,771	283,971	Scheme now closed
Xmas Wet Led Pubs	38,400	51,000	-12,600	Scheme now closed
2021 Closed Business Lockdown	3,303,000	2,121,000	1,182,000	Scheme now closed
LRSB Closed (Jan - Feb 2021)	1,652,211	1,060,932	591,279	Scheme now closed
LRSB Closed (Feb - Mar 2021)	1,730,888	1,077,801	653,087	Scheme now closed
Total	30,080,888	23,943,217	6,137,671	

The Council is currently processing the business Restart Grants along with the Additional Restrictions Grants.

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Glossary

Accrual

An adjustment at year-end to charge costs or income due in the old year, regardless of whether the cash has been paid or received. Accounts are prepared on an accruals basis in order to match the income for each financial year with the costs attributable to the same time period.

Capital expenditure

Spending on the acquisition or maintenance of assets either directly by the Council or indirectly in the form of grants to other persons or bodies. Expenditure that does not fall within the definition must be charged to a revenue account.

Capital Grants Received in Advance

Grants received in cash during the year, but not spent or committed, are held on the Balance Sheet in the Short-term Liabilities area as Capital Grants Received in Advance, acknowledging the potential requirement to pay these grants back should the related project not go ahead or underspend.

Capital Receipts

Proceeds from the sale of fixed assets, such as land or buildings, or the repayment of capital grants or advances. These funds form part of the Council's Useable Reserves, though they are ring-fenced for capital projects rather than revenue costs.

Cash & Cash Equivalents

Cash deposits are those which provide instant access to the funds without significant penalty or loss of interest. For the Council this is the balance on the NatWest accounts and two other instant access accounts with Lloyds and Handelsbanken. This is in comparison to short- and long-term *Investments* in which funds are untouchable during the life of the deposit.

Collection Fund

Rossendale Borough council collects funds on behalf of other precepting bodies, Lancashire County Council, Fire and Police as well as central government and Whitworth Town Council from domestic and commercial properties in the borough. These amounts are formally ring fenced in the Collection Fund and then distributed amongst the precepting bodies in line with their demands as set in the February budget setting meeting. At the end of the year each precepting body has their share of the arrears, the doubtful debt provision or appeals provision and the accumulated surplus or deficit. Rossendale Borough Council accounts for its own share, but holds the other preceptors shares separately on an agency basis. Hence, within the Council Tax and Business Rates monitoring members will see the overall position and the RBC share clearly identified.

Compulsory Purchase Order (CPO)

Compulsory acquisition of key properties in accordance with the Council's regeneration agenda. Compensation must be paid to the property owners, but where they cannot be traced the Council must deposit the funds with the courts for a minimum of 12 years.

Consumer Price Index (CPI)

The consumer price index (CPI) is a measure estimating the average price of consumer goods and services purchased by households. It is a price index determined by measuring the price of a standard group of goods meant to represent the typical market basket of a typical urban consumer and how this changed in the previous 12 months.

Earmarked Reserves

Cash-backed funds identified to fund specific projects in the future.

Full Time Equivalent (FTE)

Each full-time post within the Council works 37 hours per week. Part-time posts are expressed in relation to this, for example a post working 4 days a week would be 0.8FTE.

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General Fund

The main revenue fund of the Council.

Grants Unapplied

Unlike Capital Grants Received in Advance, there is no requirement to repayment of these grants. The unspent balance will be released into capital or revenue in the coming years as projects come online. These funds form part of the Council's Useable Reserves.

Homes and Communities Agency (HCA)

The Homes and Communities Agency (HCA) is the non-departmental public body which helps to fund new affordable housing in England. It was established by the Housing and Regeneration Act 2008 as one of the successor bodies to the Housing Corporation, and became operational on 1 December 2008. In 2012 the HCA approved the East Lancashire Empty Homes Scheme.

Investments

The Council invests surplus cash in short- and long-term deposits in accordance with the Treasury Management Strategy and Practices revised in February each year. In this context short-term includes anything up to 365 days, and long-term is for more than one year. Funds deposited in such investments are not accessible until the end of the agreed terms.

Link Asset Services (formerly Capita & Sector)

Link Asset Services (formerly Capita & Sector) is the company which provides the Council with Treasury Management advice, including daily market reports and predictions, credit rating updates, interest rate forecasts and annual reviews of our strategy and practices ahead of the February reports to Full Council.

Medium Term Financial Strategy (MTFS)

The Council's financial planning document for the foreseeable future.

Minimum Revenue Provision (MRP)

The minimum amount which must be charged to the Council's revenue account each year and set aside as provision for credit liabilities, as required by the Local Government and Housing Act 1989.

Ministry of Housing, Communities and Local Government (MHCLG)

The former Department of Communities and Local Government (DCLG) has been redesignated as the Ministry of Housing, Communities and Local Government, or MHCLG.

National non-domestic rates - now Business Rates (NNDR)

National non-domestic rates for commercial premises are set annually by the government and collected by all local authorities. The localisation of business rates in April 2013 meant that the National pool no longer exists, but the acronym NNDR is still widely used in local government circles.

Provision

Cash 'put aside' for expenditure on an intended project which has not commenced or is not complete at the year-end, but which has been contractually committed.

Provisional

Best forecast given current knowledge.

Public Works Loans Board (PWLB)

The PWLB is a central government statutory body which lends funds to local authorities with advantageous interest rates. Interest rates are published daily and local authorities provide the PWLB with annual estimates of cash requirements in return for certainty on the availability of funds and the interest rates being charged.

Reserve

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Amounts included in one financial year's accounts to provide for payment for goods or services, whether revenue or capital, in a future financial year.

Revenue account

An account that records an authority's day-to-day expenditure and income on such items as salaries and wages and other running costs of services.

Section 106 Agreement

Planning agreement whereby developers make a contribution towards specific projects linked to their development as a condition of planning application approval. Deposits may be for revenue or capital schemes, but application of the funds are dependent on firstly the developer, and then the Council, pursuing the projects specified within the agreement.

Rossendale Borough Council

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آپ کو ان معلومات کا خلاصہ سے صرف میں، ڈیولپمنٹ پروگرامنگ کے علاوہ کسی اور زبان میں درکار ہے۔ اس کے
میری میں ہیں، ہم آپ کے لئے اس کا انتظام کریں گے۔
ہمارے میرا پی 01706 217777 پر ٹیلیفون کریں یا بھرنے کی تہن سیشن سے اس پتہ پر رابطہ کریں۔

আপনি যদি এসব তথ্যের সার সংক্ষেপ বড় হরফের ছাপায়, অডিও ক্যাসেটে অথবা ইংরেজী ছাড়া
অন্য কোন ভাষায় পেতে চান তাহলে অনুগ্রহ করে আমাদেরকে জানালে আমরা অত্যন্ত খুশী মনে
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অফিস, রটেপটল বি.বি.৪ ৭এল.জেড, এই ঠিকানায় যোগাযোগ করুন।

Other formats available on request.

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Rossendale Borough Council

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