



## Budget Scrutiny Select Committee Inquiry agenda

Date: Tuesday 11 January 2022

Time: 10.00 am

Venue: The Oculus, Buckinghamshire Council, Gatehouse Road, Aylesbury HP19 8FF

### Membership:

R Bagge (Chairman), D Anthony, M Ayub, S Chhokar, T Dixon, T Egleton, D Goss, G Harris, I Macpherson, J Ng, W Raja, M Walsh and S Wilson

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Agenda Item	Time	Page No
1 Apologies for absence / Changes in membership		
2 Declarations of interest		
3 Background Papers		
Please find below links to the Cabinet papers for 6 <sup>th</sup> January 2022, which provide information on the draft budget. There is also a link to the Council Tax Base report.		

### **Draft Budget Report**

<https://buckinghamshire.moderngov.co.uk/documents/s37120/Draft%20Budget%20and%20Capital%20Programme.pdf>

### **Appendix 1 – Buckinghamshire Council Revenue Budget 2022/23 to 2024/25**

<https://buckinghamshire.moderngov.co.uk/documents/s37121/Appendix%201%20-%20Draft%20Revenue%20budget.pdf>

### **Appendix 2 – Buckinghamshire Council Capital Programme 2022/23 to 2025/26**

<https://buckinghamshire.moderngov.co.uk/documents/s37122/Appendix%202%20-%20Draft%20Capital%20Programme.pdf>

### **Appendix 3 – Proposed Budget Changes**

<https://buckinghamshire.moderngov.co.uk/documents/s37123/Appendix%203%20-%20Draft%20Revenue%20budget%20changes.pdf>

### **Appendix 4 – Budget Consultation Results**

<https://buckinghamshire.moderngov.co.uk/documents/s37124/Appendix%204%20-%20Budget%20Consultation%20Results.pdf>

### **Council Tax Base report**

<https://buckinghamshire.moderngov.co.uk/documents/s37118/Council%20Tax%20Base%202022-23.pdf>

### **Appendix to Council Tax Base report**

<https://buckinghamshire.moderngov.co.uk/documents/s37119/Appendix%202%20for%20Council%20Tax%20Base%202022-23.pdf>

<b>4</b>	<b>Planning and Regeneration (Councillor Gareth Willams)</b> <ul style="list-style-type: none"><li>• Welcome by the Chairman to the Cabinet Member, Deputy Cabinet Member and supporting officers</li><li>• Introduction by Cabinet Member of their priorities and the overarching strategy for the budget</li><li>• Inquiry group questioning of the Cabinet Member</li></ul>	<b>10:00</b>	<b>5 - 26</b>
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<b>5</b>	<b>Housing, Homelessness and Regulatory (Councillor Nick Naylor)</b> <ul style="list-style-type: none"> <li>• Welcome by the Chairman to the Cabinet Member, Deputy Cabinet Member and supporting officers</li> <li>• Introduction by Cabinet Member of their priorities and the overarching strategy for the budget</li> <li>• Inquiry group questioning of the Cabinet Member</li> </ul>	<b>11:15</b>	<b>27 - 48</b>
<b>6</b>	<b>Lunch</b>	<b>12:15</b>	
<b>7</b>	<b>Transport (Councillor Steve Broadbent)</b> <ul style="list-style-type: none"> <li>• Welcome by the Chairman to the Cabinet Member, Deputy Cabinet Member and supporting officers</li> <li>• Introduction by Cabinet Member of their priorities and the overarching strategy for the budget</li> <li>• Inquiry group questioning of the Cabinet Member</li> </ul>	<b>13:00</b>	<b>49 - 74</b>
<b>8</b>	<b>Climate Change &amp; Environment (Councillor Peter Strachan)</b> <ul style="list-style-type: none"> <li>• Welcome by the Chairman to the Cabinet Member, Deputy Cabinet Member and supporting officers</li> <li>• Introduction by Cabinet Member of their priorities and the overarching strategy for the budget</li> <li>• Inquiry group questioning of the Cabinet Member</li> </ul>	<b>14:00</b>	<b>75 - 96</b>
<b>9</b>	<b>Date of next meeting</b> Thursday 13 January 2021 at 10 a.m.	<b>15:00</b>	

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Leslie Ashton on 01895 837227, email [leslie.ashton@buckinghamshire.gov.uk](mailto:leslie.ashton@buckinghamshire.gov.uk)

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# Medium Term Financial Plan Budget

## Planning & Regeneration Portfolio Budget Scrutiny



# Agenda

1. Overview of the Portfolio
2. Portfolio Priorities
3. Revenue Budget 2021/22
4. Revenue Budget Qtr. 2 2021/22 forecast
5. Revenue Budget – Savings since April 2020
6. Revenue Budget - Proposed Changes
7. Proposed Revenue Budget 2022-2025
8. Challenges, Risks and Opportunities
9. Top 5 Contracts – values removed if required
10. Fees and Charges
11. Capital Forecast Qtr2 2021/22
12. Current Capital Programme
13. Questions
14. Appendices
  - i. Further Breakdown of Revenue Budget by Spend Type
  - ii. Value for Money Benchmarking

# Overview of the Portfolio

**Cabinet Members:** Gareth Williams, Jocelyn Towns (Deputy Cabinet Member, with focus on Town Centre Regeneration), Gary Hall (Deputy Cabinet Member with focus on Enforcement).

**Service Director for Planning: Steve Bambrick**

## Planning Policy

- The Planning Policy team are responsible for developing and maintaining the policies which set the foundation to enable sound and robust planning decisions. A key area of work for this team is development of the new Buckinghamshire Local Plan for adoption in 2025, and starting to follow the recently adopted Vale of Aylesbury Local Plan (VALP).
- A number of key milestones in developing the Buckinghamshire Local Plan have already been achieved, including Cabinet agreement of the Local Development Scheme, a brownfield “call for sites” (with a second call expected later this year) and a public engagement on the Statement of Community Involvement.
- Supplementary Planning Documents (SPDs) provide more detailed guidance on matters set out in Local Plans. Work is progressing on a number of SPDs including for specific sites such as Aylesbury South, Hollands Farm and Biodiversity Net Gain. The team also support Parish and Town councils in preparing Neighbourhood Plans.

## Planning Enforcement

- The Planning Enforcement and Compliance team offers a reactive service that investigates allegations of breaches of planning control taking enforcement action where appropriate. The Local Enforcement and Monitoring Plan was adopted by Cabinet in June 2020 and gives an overview of the service and sets out how the Council will investigate alleged breaches of planning control and how decisions on formal enforcement action will be made.
- In 20/21, Buckinghamshire Council issued 47 Planning Enforcement Notices (63 formal notices in total). This was the 12<sup>th</sup> highest nationally and the 5<sup>th</sup> highest of all local authorities outside of London.



*Between April and November 2021*

# Overview of the Portfolio

## Development Management

- The Development Management (DM) team use national and local planning policies to determine applications, dealing with around 7,600 planning applications a year, as well as providing additional discretionary services.
- These are determined by officers under delegated arrangements or through the 5 Area Planning Committees and Strategic Sites Committee, which all now meet in person having met virtually for the first year due to the COVID pandemic.
- The DM team ensure sustainable and high-quality development, securing appropriate mitigation in the form of financial contributions or physical improvements through legal agreements.  
Highways DM are responsible for overseeing the delivery of development related highways works and the adoption of new residential roads as public highway.

*In the 12 months from October 2020 to September 2021...*



**7,661**

**Validated  
Planning  
Applications  
Received**



**6,611**

**Planning  
Applications  
Determined**



**83%**

*Target >80%*

**Majors  
determined  
on time**



**78%**

*Target >65%*

**Minors  
determined  
on time**



**86%**

*Target >80%*

**Others  
determined  
on time**

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*In 12 months from December 2020 to November 2021...*



**2,185**

**Full Plan Building  
Control  
Applications  
Received**



**84%**

**Full Plan Building  
Control  
Applications  
Checked within 15  
days**



**21,748**

**Inspections**

## Building Control

- Ensuring compliance with regulations and enforcing standards, the building control team deal with over 2,000 building regulation applications each year and undertake in the region of 22,000 site inspections.
- Building regulations are minimum technical standards set by Government which over the construction, extension and alteration of most buildings. They are intending to protect people's health, safety and welfare in and around buildings.
- The team works in direct competition with the private sector, and in Q4 2021/22 had 78.8% market share.

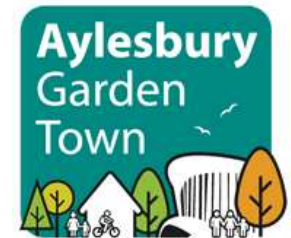


# Overview of the Portfolio

Service Director for Regeneration: Lisa Michaelson

## Town Centre Regeneration

- Teams in the Economic Growth & Regeneration service are working to regenerate and champion our places, ensuring sustainable growth meets the needs of our communities and helps deliver jobs, skills, homes, amenities and ultimately produces economic growth. This local priority is reflected nationally in the support investment in our town centres.
- The current focus of regeneration activity is around Aylesbury (which has Garden Town status and an adopted masterplan) High Wycombe and Chesham. In the past year, engagement has been held the first major project from the Aylesbury Garden Town masterplan – Aylesbury Gardenway, a proposed 18km orbital park that will encircle Aylesbury. High Wycombe Regeneration Board has been established to collectively consider and advise the Council in relation to overall delivery of regeneration in High Wycombe. In the past year, we have been successful in receiving £11.7m of Future High Streets Funds from Government which will be used for key regeneration schemes in High Wycombe.
- Work is underway to explore development of an overarching strategic regeneration framework which will not only cover Aylesbury, High Wycombe and Chesham, but also the other 11 towns across the county including Chesham, Amersham, Buckingham, Princes Risborough and Marlow and the large villages.
- Our proposals and initiatives show the ambition of Buckinghamshire to build on its reputation as an attractive place to live, work and visit.
- Town Centre regeneration features in our proposals for a County Deal, with a focus on post-COVID recovery.



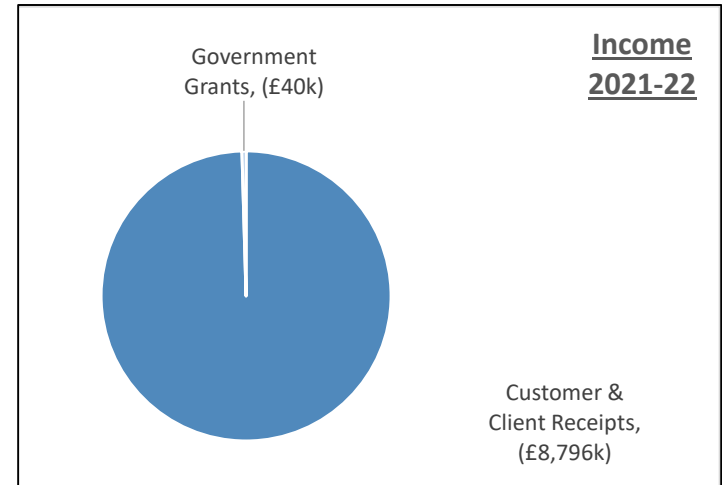
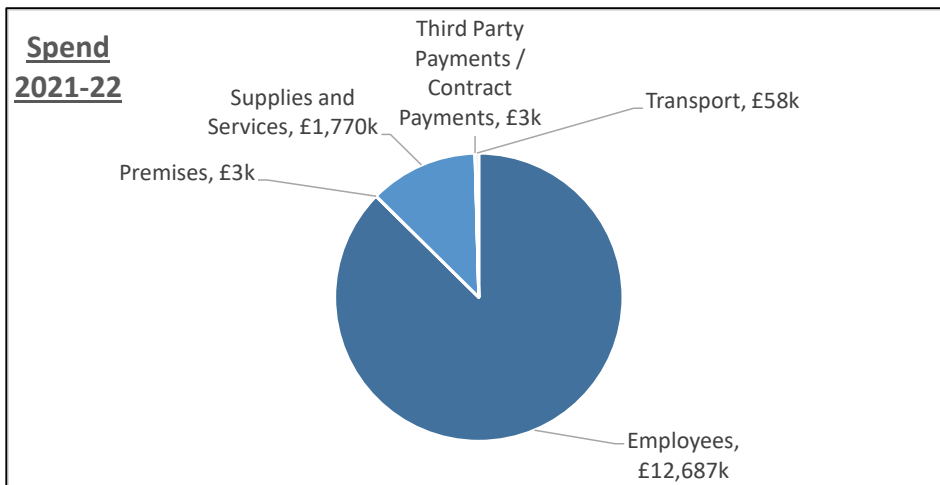
# Portfolio Priorities

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- Progression of the Buckinghamshire Local Plan
- Keeping planning decisions local with five planning committees
- Continue our tough 'no nonsense' approach to planning enforcement, taking actions where necessary on unauthorized buildings or activities
- Focusing our policies and decisions on delivering new, 'green' growth
- Introducing higher, more energy efficient standards for all new developments
- Continuing our commitment to Aylesbury Garden Town and focus on the regeneration of Aylesbury, High Wycombe and other town centres (including the development of a regeneration framework)
- Supporting the continued development of Neighbourhood Plans across the County
- Leading the Planning Improvement Board to deliver lasting and consistent improvements to the planning service

# Revenue Budget 21/22

	2021-22		
	Income £000	Expense £000	Net Budget
Building Control	(2,165)	2,321	155
Development Management	(6,287)	7,561	1,274
Planning Enforcement	(60)	985	925
Strategic Planning Policy & Management	(323)	3,655	3,332
<b>Planning TOTAL</b>	<b>(8,836)</b>	<b>14,521</b>	<b>5,685</b>
<b>Grand Total</b>	<b>(8,836)</b>	<b>14,521</b>	<b>5,685</b>



Regeneration strategy is currently delivered using budget & resources currently listed under the Leader Portfolio, as they are delivered by the Economic Growth & Regeneration team. As the team restructures through their Service Review, the split of budgets between Regeneration and Economic Development activity will be finalised, and the budgets will be amended to reflect this split.

# Revenue Budget 21/22 Qtr 2 Outturn

The table and narrative below shows the breakeven forecast position as reported to Cabinet in Quarter 2 for this portfolio.

	Budget	Y/E Outturn	Variance	Change in Variance
	£000	£000	£000	£000
Expenditure	14,800	16,400	1,600	1,200
Income	(8,900)	(10,500)	(1,600)	(1,200)
Planning & Regeneration	5,900	5,900	0	0

Net Budget £5.9m, Forecast £5.9m, Var **-£0.0m**

- The Planning Service is reporting a break even position.
- Additional Income from Planning applications has increased by £1.1m, to £1.5m - around 15% more than budgeted- due to the large increase in Planning Application numbers.
- Expenditure on additional staff, interims and agency, and non-pay costs associated with planning applications (advertising, printing) have also increased by £1.1m to £1.5m, to process the applications and progress the Planning Service Improvements.

*To Note: the net 2021/22 Revenue budget reported in Qtr 2 monitoring is higher than the MTFP base budget because of the inclusion of one-off budget increases for pay awards.*

# Revenue Budget – Savings made since April 2020

The table below shows the notable budget changes and savings which have been made/delivered since Vesting Day in April 2020 for this portfolio. These budget changes are factored in to the current year revenue budget set out in the previous slide.

	2020/21 £000	2021/22 £000
Better Buckinghamshire Savings - Planning Management Tier Review		(300)
Re-baseline of Planning Budget - Growth put in budget this year, to fund base establishment and unachievable income and savings targets inherited from legacy councils.		3450

# Revenue Budget - Proposed Changes

The table below details the proposed changes to the current budget for the next 3 years of the MTFP. The changes are shown as a cumulative change to the 2021-22 budget, and will reduce the budget of the Planning & Regeneration portfolio by net £154k by 2024-25.

Planning & Regeneration		Change 2022-23 £000's	Change 2023-24 £000's	Change 2024-25 £000's	Explanation of Change
	Description of Change				
Savings and additional income	Efficiency savings from implementing BOPS and RIPA application systems	-	(70)	(250)	Savings target for reduced pay and non-pay costs, from implementing the BOPS (Back-Office Planning Systems) and RIPA (Reducing Invalid Planning Applications) software, currently being piloted by Bucks Council with Govt. Also, efficiencies from a move to a single instance of the Uniform Planning Application software.
	Additional Planning income	-	-	(150)	Prudent assumption on Planning income increases, which could be obtained through a review of discretionary fees or continued number of increased applications. Planning application numbers are up 25% nationally, but do not know if this is a long term change, and a large proportion of the surplus income this generates is needed to pay for additional staffing & advertising costs to process the higher application volume. Having re-based the Planning budgets in 20-21 to redress the budget gaps from over-optimistic income assumptions, we feel that building a reliance on speculative income increases would, at this stage, not be a prudent budgeting assumption. We will keep this under review, though, for MTFP 22-23.
	<b>TOTAL SAVINGS &amp; INCOME</b>	-	(70)	(400)	
Growth	Planning Enforcement - additional enforcement officers	225	225	225	Creation of 5 new Planning Enforcement Officer posts, to increase enforcement activity.
	Inflation	16	16	16	small contract inflation.
	<b>TOTAL GROWTH</b>	<b>241</b>	<b>241</b>	<b>241</b>	
<b>TOTAL CHANGES</b>		<b>241</b>	<b>171</b>	<b>(159)</b>	

# Proposed Revenue Budget 2022-2025

The table below shows what the budget for the Planning & Regeneration portfolio will be after the budget changes are made. The reduction in the budget by £154k by 24/25 equates to a 3% budget reduction.

	2021-22			2022-23			2023-24	2024-25
	Income £000	Expense £000	Net Budget	Income £000	Expense £000	Net Budget	Net Budget	Net Budget
Building Control	(2,165)	2,321	155	(2,165)	2,321	155	155	155
Development Management	(6,287)	7,561	1,274	(6,287)	7,577	1,290	1,290	1,140
Planning Enforcement	(60)	985	925	(60)	1,210	1,150	1,150	1,150
Strategic Planning Policy & Management	(323)	3,655	3,332	(323)	3,655	3,332	3,262	3,082
<b>Planning TOTAL</b>	<b>(8,836)</b>	<b>14,521</b>	<b>5,685</b>	<b>(8,836)</b>	<b>14,762</b>	<b>5,926</b>	<b>5,856</b>	<b>5,526</b>
<b>Grand Total</b>	<b>(8,836)</b>	<b>14,521</b>	<b>5,685</b>	<b>(8,836)</b>	<b>14,762</b>	<b>5,926</b>	<b>5,856</b>	<b>5,526</b>

Change from base budget	-	241	241	171	(159)
%			4%	3%	-3%

# Challenges, Risks and Opportunities

- The Regeneration team has a lean structure, which will impact on the pace and scale of the Regeneration projects we can deliver. Opportunities for future funding – such as the County Deal or further grants for initiatives like the Future High Street Fund – will enable the team to expand to deliver specific projects.
- Funding for Regeneration activity. Service transformation underway in Autumn 2021 will realign existing resources to the Regeneration Programme; the current activity (both Capital and Revenue) is driven by successful funding bids (Future High Streets Fund and Aylesbury Garden Town). However, the Regeneration Team will need to identify funding and other capacity to deliver ambitions for our places.
- Planning Appeal costs - this year we have had an increase in the number and complexity of Planning appeals, including increases in enforcement appeals arising from the increase in enforcement activity. At present we are able to cover these costs from existing legal budgets and an accumulated earmarked reserve. We will keep the level of spend under review over the coming months, as we may look to increase the annual contributions to the Planning Appeal reserve in future years' MTFP to reduce the financial exposure to risk on appeals.
- Planning Fee income – Planning application fees are set nationally. Application numbers dipped and then spiked nationally due to VODI, and have now returned to pre-COVID levels. We are undertaking a detailed review of the discretionary fee structure, to analyse where the fee structure could be amended to increase income, for consideration in next year's MTFP.
- Building Control income – As part of the Planning Improvement Programme we are reviewing whether we could make our Building Control function completely self-financing, for consideration in next year's MTFP. The challenge, however, will be that Building Control operate in a competitive market, and currently have a 78% market share in Buckinghamshire, and also have to provide a number of non-chargeable, statutory functions, including dangerous structures and enforcement.
- Climate Change Agenda within this Portfolio - Policies relating to climate and energy & their enforcement; Aylesbury Garden Town delivery; new Buckinghamshire local plan.



# Top 5 Contracts

Supplier Name	Description of Contract	Review Date
Origin Transport Consultants Limited	Highways Development Management Consultancy Support	01/03/2024
Planning Inspectorate	Undertaking an Examination in Public of a Local Plan (VALP)	Completed
TMP UK	Placing statutory advertisement in appropriate local paper	To be reviewed in 22/23 as part of the implementation of Planning's public consultation and notification review
JPI Media	Placing statutory advertisement in appropriate local paper	As above
IDOX Group	IDOX CSB digitalisation project and Exacon maintenance	Project scope completed, contact due to complete in 2022.

# Fees and Charges

Each year, as part of the MTFP, we review the schedule of Fees and Charges

Many Planning fees are statutory, and the value amended by Government on an ad-hoc basis. The last review was in 2017, where an increase in 20% was applied to take into account inflationary increases since 2012.

This year, we are proposing that most discretionary (non-statutory) Planning Fees be increased by RPI (3%).

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The Planning discretionary fee structure is being reviewed and analysed in detail as part of the Planning Improvement Programme, in preparation for consideration in next year's MTFP, to ensure a bespoke range of services is provided which meets our clients and customer needs and maximises revenue within available resources, without pricing us out of the market.

# Capital Forecast Qtr 2 21/22

	Actuals to Date £000	Total Budget £000's	Forecast Outturn £000's	Forecast Variance £000's	% Slippage	RAG Rating
Cabinet Portfolio						
Planning and Regeneration	8,566	28,833	23,007	-5,826	20.2%	Amber

Budget £28.8m, Forecast £23.0m, Var **-£5.8m slippage**

- Reporting slippage of £1.7m on Wycombe Air Park infrastructure works
- £1m of slippage on Kingsbury Market Square whilst plans remain in development.
- £1m of slippage on Cressex Island project due to a 3 month delay in contractor starting on site.
- £900k of slippage on Ashwells. A small amount, £150k, of accelerated spend forecast for Walton Street Public Realm works (forecast £3.8m against 21-22 budget of £3.6m).
- A further £1m of slippage on other works on A41 Bicester Road PPTC, Track Works on the Marlow Branch, and Taplow Station.

*To Note: any unspent capital project budgets in 21/22 ( 'slippage' ) will be reprofiled into future years as part of the annual year end process, and approved via the Corporate Capital Investment Board.*

# Current Capital Programme

The table below shows the Capital Programme for Regeneration for the next 4 years.

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Service Area	Project Group / Project	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	MTFP Total £000's
Economic Growth & Regeneration	Amersham Regeneration (St John's Build)	1,200	0	0	0	1,200
	Aylesbury Town Centre	800	2,000	200	0	3,000
	CIL Funded Regeneration	260	0	0	0	260
	Employment & Regeneration Led Opportunity	1,596	500	0	0	2,096
	Future High Street Funds	12,725	88	0	0	12,813
	High Wycombe Town Centre	200	1,455	1,456	0	3,111
	Retasking of Winslow Centre	530	1,000	2,000	5,700	9,230
	S106 Funded Projects	185	0	0	0	185
	Waterside North Development (OCO)	4,050	2,000	0	0	6,050
<b>Regeneration Total</b>		<b>21,546</b>	<b>7,043</b>	<b>3,656</b>	<b>5,700</b>	<b>37,945</b>
<b>Economic Growth &amp; Regeneration Total</b>		<b>21,546</b>	<b>7,043</b>	<b>3,656</b>	<b>5,700</b>	<b>37,945</b>
Strategic Transport & Infrastructure	East West Rail	1,562	1,000	0	0	2,562
	<b>Strategic Infrastructure (Other) Total</b>	<b>1,562</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>2,562</b>
<b>Strategic Transport &amp; Infrastructure Total</b>		<b>1,562</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>2,562</b>
<b>Total Expenditure</b>		<b>23,108</b>	<b>8,043</b>	<b>3,656</b>	<b>5,700</b>	<b>40,507</b>

*To note: East West Rail-funded projects will be moved to Transport Portfolio for the final Budget, as they have a closer portfolio fit with Transport than with Regeneration.*

# Aspirations for future Regeneration Capital Investment

We are currently developing our future Regeneration Strategy, particularly focussing on Town Centre Regeneration, and scoping out future regeneration development work. The financials and funding options have not been worked through, hence why they are not yet able to be included in the MTFP.

Current work and funding options in development include:

- Securing a County Deal
- Aylesbury Garden Town – Town Centre Commission
- Refresh of the High Wycombe Regeneration Strategy and development of a Chesham Regeneration Strategy
- Development of a Regeneration Framework for Buckinghamshire



# Questions



# Appendix 1: Detail of Revenue Budgets

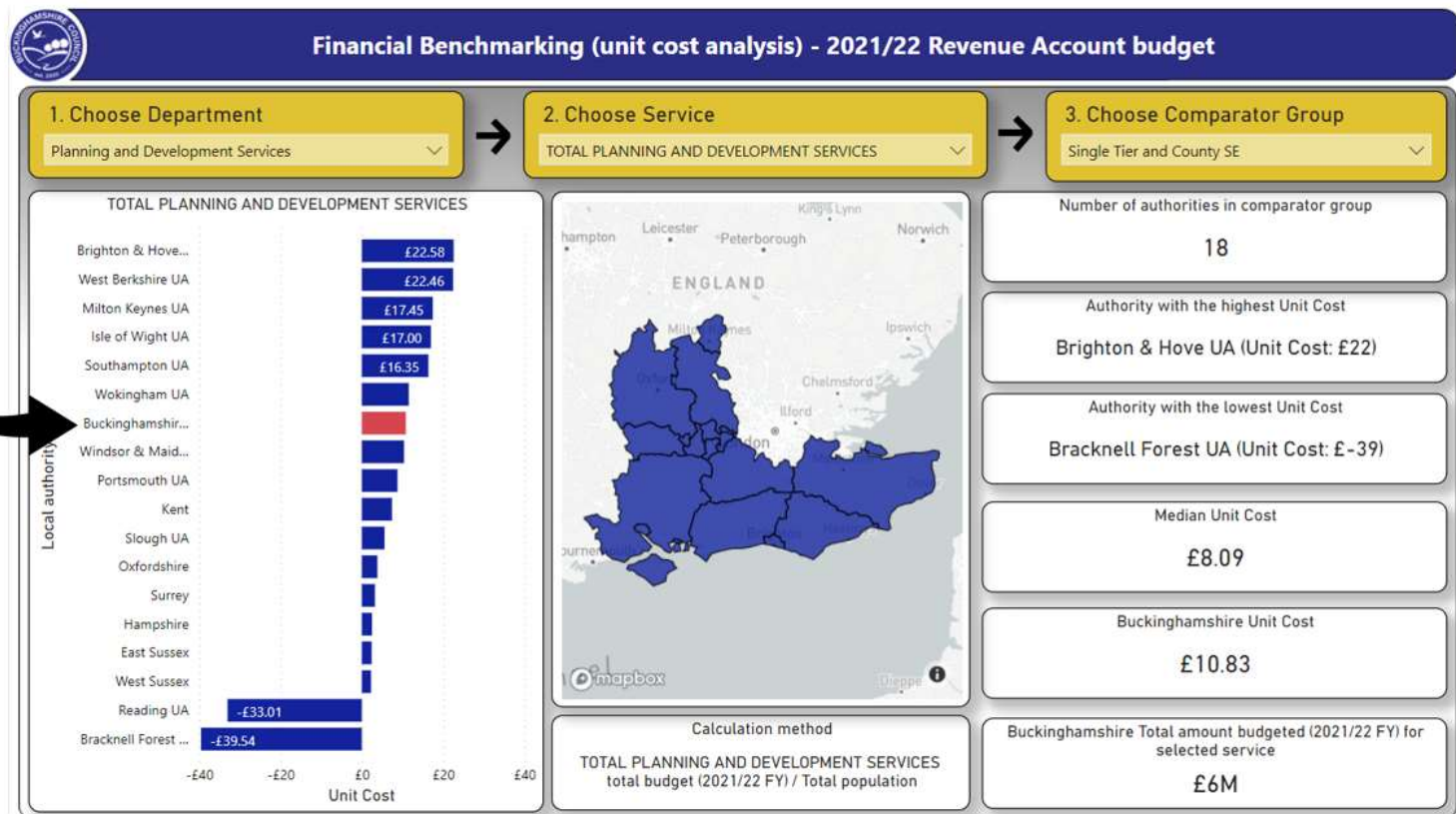
The table below shows a more detailed breakdown of the income and expenditure budgets within the portfolio, split by team:

Planning & Regeneration	Expense						Income			NET TOTAL
	Employees	Premises	Supplies and Services	Third Party Payments / Contract Payments	Transport	TOTAL	Fees and Charges	Govt Grants	TOTAL	
Building Control	2,219	-	82		19	<b>2,321</b>	(2,165)		<b>(2,165)</b>	<b>155</b>
Development Management	6,912		622	3	24	<b>7,561</b>	(6,287)		<b>(6,287)</b>	<b>1,274</b>
Planning Enforcement	953		30		2	<b>985</b>	(60)		<b>(60)</b>	<b>925</b>
Strategic Planning Policy & Management	2,603	3	1,037		13	<b>3,655</b>	(283)	(40)	<b>(323)</b>	<b>3,332</b>
<b>SUBTOTAL</b>	<b>12,687</b>	<b>3</b>	<b>1,770</b>	<b>3</b>	<b>58</b>	<b>14,521</b>	<b>(8,796)</b>	<b>(40)</b>	<b>(8,836)</b>	<b>5,685</b>

# Appendix 2: VfM Benchmarking

The chart below shows a comparison of the cost of our Planning services in relation to the size of the County population, and places us at the mid-point for the South East.

Planning and Development Services (Total budget)  
slightly above average cost per head of population compared to south east comparator authorities.





# Appendix 2: VfM Benchmarking

Below is an analysis of some key performance statistics which we provide to Government on a quarterly basis.

Table 1: Speed at which Major Development Decisions are processed in the past 24 month period

Number of Major Development Decisions in past 24 months:	187
% of these determined within 13 weeks or within agreed time without penalty for missing data:	86.1%
Average performance for England is:	88.3%
	220 LAs perform better
	112 LAs perform worse

Table 2: Top 10 Planning Authorities by total number of planning decisions, June 2020 to June 2021.

Rank	Local Authority	Total Planning decisions (all)	Total decisions (excluding PPAs, EoTs and EIAs)	Of which, decisions made on time	Decisions made on time as %
1	Cornwall	6870	4179	3670	88%
2	<b>Buckinghamshire</b>	<b>6222</b>	<b>3349</b>	<b>2749</b>	<b>82%</b>
3	Leeds	4741	2850	2247	79%
4	Wiltshire	4680	1898	1501	79%
5	Westminster	4604	4039	2876	71%
6	Birmingham	4494	2751	2589	94%
7	Bradford	3665	3092	2886	93%
8	Dorset	3407	1238	483	39%
9	Cheshire East	3016	928	675	73%
10	Bournemouth, Christchurch and Poole	2965	1516	964	64%

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# Medium Term Financial Plan Budget

## Housing, Homelessness & Regulatory Services Portfolio

Budget Scrutiny



# Agenda

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14. Appendices
  - i. Further Breakdown of Revenue Budget by Spend Type
  - ii. Chilterns Crematorium Capital Programme
  - iii. Value for Money Benchmarking

# Overview of the Portfolio

**Cabinet Members:** Nick Naylor, Mark Winn (Deputy Cabinet Member, focussing on Homelessness)

**Service Director for Neighbourhoods (inc. Licensing Cemeteries & Crematoria):** Martin Dickman

## Licensing, Cemeteries & Crematoria

- Licensing teams ensure that taxi providers, gambling licenses, alcohol and entertainment premises in Buckinghamshire are appropriately licensed. The Licensing team cover scrap metal, taxi licensing, personal licenses, gambling licenses, licensed animal establishments and licensing and entertainment premises.
- The new Taxi and Private Hire Licensing Policy for Buckinghamshire, having been adopted by Council in February 2021, will be launched in September this year. Work is underway to develop new Licensing and Gambling Act policies for adoption later on this financial year.
- There are two Committee's for licensing matters: the Statutory Licensing Committee which considers issues under the Licensing Act 2003 and Gambling Act 2005; and the non-statutory Licensing Committee which deals with all other regulatory licensing policy matters such as street trading, fee setting, private hire and hackney carriage licensing.
- Crematoria services are provided at both the Chilterns Crematorium, Amersham and the Birtton Crematorium, Aylesbury. In addition, the team manage a number of other cemeteries and memorial gardens across Buckinghamshire:
  - Stoke Poges Memorial Gardens, Denham
  - Parkside Cemetery, Hedgerley
  - Holtspur Cemetery, Beaconsfield
  - Shepherds Lane Cemetery, Beaconsfield
  - High Wycombe Cemetery
  - Great Missenden Cemetery



## Unauthorised Encampments

- The Enforcement team deals with gypsy and traveller service (GTS), unauthorised encampments (and fly-tipping, held in a different portfolio). The team balances the welfare needs of the travellers and the rights and freedom of the settled community as well as those of landowners that are affected by any unauthorised encampments.

# Overview of the Portfolio

Service Director for Housing, Homelessness & Regulatory Services : Nigel Dicker

## Environmental Health

- The Environmental Health service works to help ensure that Buckinghamshire is a safe and healthy place to live and work in, minimising impacts on the environment & supporting businesses to ensure compliance with the law. Our vision is to provide a trusted & approachable service for local communities, businesses & visitors, ensuring Bucks is a safe place to work, live in & visit. The team monitors food safety (including hygiene ratings), regulates health and safety in many business premises, works with the Public Health team, ensures compliance in privately rented residential accommodation and acts against statutory nuisance.
- Recently, Environmental Health teams have been central in providing a flexible response to the pandemic and Covid activities remain a primary focus of the team. From December 2020, new COVID19 'marshals' offered guidance and support to local residents about Coronavirus rules and staying safe during the ongoing pandemic. The marshals were brought in to support Environmental Health and Trading Standards Officers and provide more detailed additional help to assist Buckinghamshire businesses. Joint working and visits with TVP also took place, often out of hours.

Teams carried out spot checks in businesses such as supermarkets, convenience stores and premises providing close contact services such as hairdressing. Some visits were undertaken in partnership with the Health & Safety Executive. Teams are now responding to a high number of enquiries concerning organised public events which were originally planned for earlier in the summer.

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- Implementation of transformation work in the Environmental Health service has been under way since May 2021, and new structures are in place, with many new posts appointed to. The service is now moving away from the models delivered by the former district councils to a single county wide service.



4,077

COVID enforcement spot  
check visits made to  
businesses in 2020



142

Sites which require  
environmental  
permits to conduct  
business in  
Buckinghamshire



100%

of these sites  
achieved Inspection  
Compliance for 2021



7,023

Social housing  
applications  
received via  
Bucks Home  
Choice in  
2020/21



1,337

Social housing  
lettings made  
via Bucks Home  
Choice during  
2020/21



4,799

Live Social  
Housing  
applications o  
Bucks Home  
Choice, Sept  
2021



323

Households in  
Temporary  
Accommodation,  
30<sup>th</sup> June 2021

## Housing & Homelessness

- The Housing & Homelessness Service operates a waiting list and choice based lettings system in Bucks, and works in partnership with Registered Providers and the Third Sector to provide interventions and support to relieve and prevent homelessness and rough sleeping. The service also delivers disabled facilities grants. There are currently around 5,000 households on the Bucks Home Choice system, with varying degrees of priority, according to individual circumstances.

# Overview of the Portfolio

## Trading Standards

- Trading Standards operate jointly between Buckinghamshire and Surrey and tackles unfair trading practices, scams, rogue traders and serious organised crime. The service seeks to maintain a fair-trading environment and provides a level playing field for local businesses while improving health and wellbeing of people and communities. The team work with organisations such as the National Food Crime Unit, Thames Valley Police and Office for Product and Safety Standards. Trading Standards also offer training for individuals and businesses to protect from and prevent scams, alongside a number of other initiatives.

## Registrars & Coroners

- Registration services cover births, deaths, marriages and civil partnerships. We have Register Offices in Aylesbury, High Wycombe, Beaconsfield, Amersham and Buckingham. As well as four ceremony rooms within Register Offices, our registration service licenses other venues in Buckinghamshire to hold ceremonies with over 80 venues currently licensed. Having been significantly affected by COVID, the registration service has recovered well and birth and death registrations are now operating as usual.
- The service also conducts Citizenship ceremonies – the final step in the process for people who have been successful in gaining British citizenship. Following enablement's put in place by the Home Office, registrars have been running virtual citizenship ceremonies to ensure citizens can receive their citizenship while remaining safe.
- The Coroner's service is based in Beaconsfield Old Town. The Coroner is a post appointed to by the Council but the Coroner is in fact an independent judicial officer. The Coroner's service investigates deaths reported to it, making whatever enquiries are necessary to establish the cause of a death. Investigation processes can include ordering a post-mortem examination, obtaining witness statements and medical records, or holding an inquest.



**1,885**

Ceremonies  
planned for  
2021/22



**4,612**

Births  
Registered in  
2020/21



**3,817**

Deaths  
Registered in  
2020/21

# Portfolio Priorities

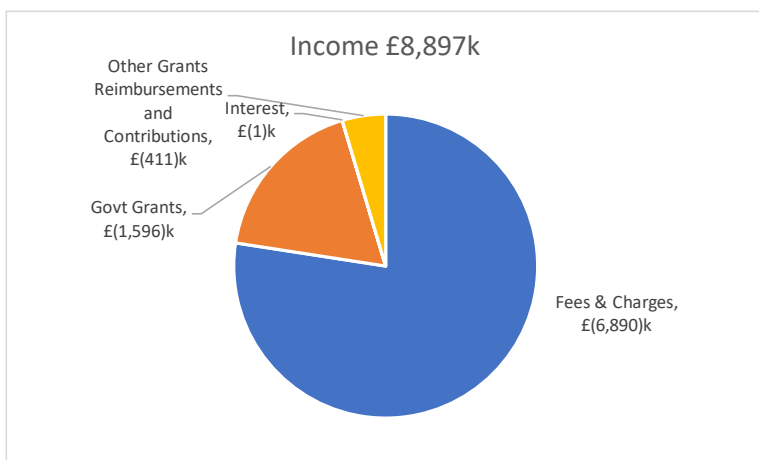
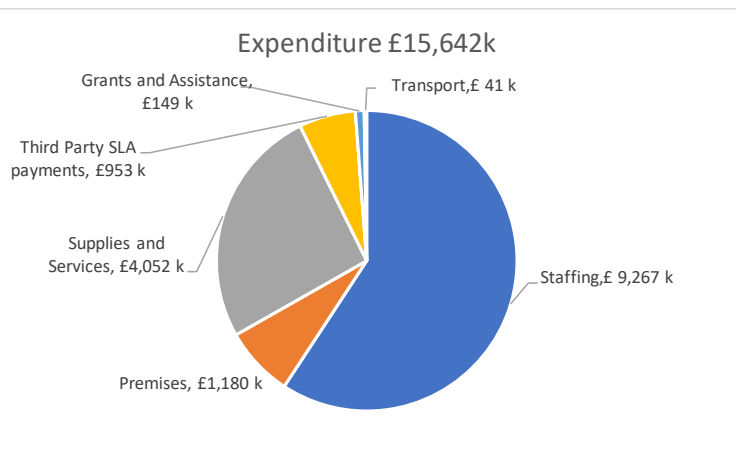
- Identify surplus public sector land and actively develop this for housing that is affordable
- Require new private developments to include affordable housing for local people and key workers
- Maintain virtual elimination of rough sleeping across Buckinghamshire through an integrated public health and wellbeing approach
- Continue to address housing need by working with partners and stakeholders
- Work with private residential residents to address issues such as debt or personal concerns which risk them becoming homeless
- Introduce a new countywide 'Homelessness Action Team' to lead our work
- Development and implementation of key licensing policies
- Delivery of high quality regulatory services for residents and businesses in Buckinghamshire
- Continue investment in the Council's crematoria and cemeteries to maintain service quality and ensure financial sustainability (includes delivery of the cremator replacement project at Chilterns crematoria)
- Development and implementation of Gypsy & Traveller unauthorised encampments policy
- Increase the number of primary authority partnerships registered with Trading Standards



# Revenue Budget 2021-22

The charts and tables below show the current revenue budget for the portfolio, split into different service areas, income and expenditure. For a more detailed breakdown, see Appendix 1 on slide 19.

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	2021-22		
	Income £000	Expense £000	Net Budget
Homelessness	(1,919)	3,724	1,806
Housing	(687)	2,516	1,829
<b>Homelessness &amp; Housing TOTAL</b>	<b>(2,606)</b>	<b>6,241</b>	<b>3,635</b>
Licencing	(1,612)	1,257	(355)
Cemeteries & Crematoria	(3,329)	2,522	(807)
<b>Licencing, Cemeteries &amp; Crem TOTAL</b>	<b>(4,942)</b>	<b>3,779</b>	<b>(1,163)</b>
Coroner		854	854
Environmental Health	(123)	2,484	2,361
Registrars & Celebratory Services	(1,226)	1,373	146
Trading Standards		911	911
<b>Regulatory Services TOTAL</b>	<b>(1,350)</b>	<b>5,622</b>	<b>4,272</b>
<b>GRAND TOTAL</b>	<b>(8,897)</b>	<b>15,642</b>	<b>6,744</b>

# Revenue Budget 2021-22 – Quarter 2 Forecast

	Budget	Y/E Outturn	Variance	Change in Variance
	£000	£000	£000	£000
Expenditure	15,800	18,700	2,900	4,400
Income	(8,900)	(11,500)	(2,600)	(4,300)
Housing & Homelessness & Regulatory Ser	6,900	7,200	300	100

## Budget £6.9m, Forecast £7.2m, Var +£0.3m

- £0.1m of pressure on Coroners' service costs due to COVID (*this will now be an ongoing cost, included as a growth item in the MTFP*)
- £0.1m of pressure in Licensing due to COVID-related shortfall on premises income streams (*this is expected to recover post-pandemic*).
- £0.1m of other pressures in Trading Standards due to COVID-related income loss and unmet income targets on HMO license fees (*COVID income loss expected to recover next year; HMO license fee loss to be addressed through fee review*)
- The large variance and change in forecast on income (£2.6m more income than budgeted, and the increase by £4.3m since the Qtr 1 report) reflects 2 changes in underlying forecast: (1) Homelessness Government Grant income is now included 'gross', whereas Qtr1 only included part-year grants (2) Temporary Accommodation expenditure and corresponding Housing Benefit Income forecasts have been reviewed and increased to reflect the current estimated position for the year. Temporary Accommodation demand and costs remains a key financial risk for this portfolio, as we await to see if the end of the eviction moratorium and furlough impacts on Temporary Accommodation needs.

# Revenue Budget - savings made since April 2020

The 21-22 budget set out in the previous slide incorporates the following savings which have been made since the Unitary vesting day in April 2020:

Actions and Savings in 2020/21 to 2021/22	2020/21	2021/22
	£'000	£'000
<b>Better Buckinghamshire Unitary Savings</b>		
Neighbourhood Services - Crematoria	0	(233)
Housing & Environmental Health Service Review - staffing savings	0	(200)
<b>TOTAL SAVINGS MADE</b>	-	<b>(433)</b>

# Revenue Budget – Proposed Changes

The table below details the proposed budget changes – split into increased income, growth areas, and savings proposals. All changes are cumulative, to be compared to the 2021-22 base budget.

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Portfolio Area	Type of Change	Description of Change	Change 2022-23 £000's	Change 2023-24 £000's	Change 2024-25 £000's
Housing & Homelessness	Increased Income	Bridge Court Temporary Accommodation unit - additional rental income	(150)	(150)	(150)
	Growth	Homelessness Temporary Accommodation medium-term impact of COVID risk-cover	100	100	100
	Savings	Environmental Health Efficiency Savings	-	-	(200)
		Housing Service Efficiency Savings	-	-	(120)
		Trading Standards contract retender savings	-	(45)	(45)
	TOTAL CHANGE		(50)	(95)	(415)
Licencing, Crematoria and Cemeteries	Savings	Licensing - Software application licenses & review of fees and charges and minimum increase by RPI	(5)	(10)	(15)
	Increased Income	Review of Cemeteries' and Crematoria fees and charges	(86)	(156)	(232)
	Growth	Cemeteries' and Crematoria IT and Contract Cleaning pressures	93	103	108
	TOTAL CHANGE		2	(63)	(139)
Regulatory Services	Increased Income	Recovery of Registrars income post-COVID-19	(104)	(274)	(262)
		Additional income from Increase in Registrar's Fees - RPI & uplift	(50)	(50)	(50)
	Growth	Coroners Mortuary Services Contract Price Rise	130	130	130
	Savings	Savings from Review of Registrar's model			(50)
	TOTAL CHANGE		(24)	(194)	(232)
GRAND TOTAL			(72)	(352)	(786)

of which:

Total Savings	88	48	(322)
Total Growth	230	230	230
Total Increased Income	(390)	(630)	(694)

10

# Proposed Revenue Budget 2022-2025

The table below shows what the Revenue budget will be after the proposed budget changes.

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	2021-22			2022-23			2023-24	2024-25
	Income £000	Expense £000	Net Budget	Income £000	Expense £000	Net Budget	Net Budget	Net Budget
Homelessness	(1,919)	3,724	1,806	(2,069)	3,824	1,756	1,756	1,756
Housing	(687)	2,516	1,829	(737)	2,516	1,779	1,734	1,364
<b>Homelessness &amp; Housing TOTAL</b>	<b>(2,606)</b>	<b>6,241</b>	<b>3,635</b>	<b>(2,806)</b>	<b>6,341</b>	<b>3,535</b>	<b>3,490</b>	<b>3,120</b>
Licencing	(1,612)	1,257	(355)	(1,617)	1,257	(360)	(365)	(370)
Cemeteries & Crematoria	(3,329)	2,522	(807)	(3,322)	2,522	(800)	(860)	(931)
<b>Licencing, Cemeteries &amp; Crem TOTAL</b>	<b>(4,942)</b>	<b>3,779</b>	<b>(1,163)</b>	<b>(4,940)</b>	<b>3,779</b>	<b>(1,161)</b>	<b>(1,226)</b>	<b>(1,302)</b>
Coroner		854	854		984	984	984	984
Environmental Health	(123)	2,484	2,361	(123)	2,484	2,361	2,361	2,361
Registrars & Celebratory Services	(1,226)	1,373	146	(1,330)	1,373	42	(128)	(116)
Trading Standards		911	911		911	911	911	911
<b>Regulatory Services TOTAL</b>	<b>(1,350)</b>	<b>5,622</b>	<b>4,272</b>	<b>(1,454)</b>	<b>5,752</b>	<b>4,298</b>	<b>4,128</b>	<b>4,140</b>
<b>GRAND TOTAL</b>	<b>(8,897)</b>	<b>15,642</b>	<b>6,744</b>	<b>(9,199)</b>	<b>15,872</b>	<b>6,672</b>	<b>6,392</b>	<b>5,958</b>
<i>Change in budget compared to baseline as %</i>				(302) 3%	230 1%	(72) -1%	(352) -5%	(786) -12%

# Challenges, Risks and Opportunities

**Temporary Accommodation Budget Risks** – Temporary accommodation is a risk for many authorities at the moment, and will be an increased budget risk for us next year because:

- Uncertainty on whether Temporary Accommodation requests will increase - COVID evictions moratorium recently lifted, and we have had some additional grant from Govt to help with rent arrears for this year only. Unclear what impact on future years will be yet.
- Uncertainty on the level of Govt grant which will be available next year (the past 2 years have seen increased grant levels in response to COVID, but grant announcements for next year will not happen until later in the year); we currently rely on the Homelessness Prevention Grant to subsidise TA expenditure but cannot necessarily bank on this ongoing.
- Move to universal credit system reduces our ability to offset TA-related Housing Benefit overpayment debts in the wider Revs and Bens finances

However, it is difficult to speculate and estimate how much the impact of this could be. As a placeholder, we have added ~~£~~£100k of growth. We are carrying an in-year budget risk on this in 20-21 and keeping close watch.

We also still need to harmonise the approach and methodology for homelessness costs part of Housing Service transformation, which will require re-basing the homelessness budget, as the current budgets are still set as per legacy authority, with the main risk being around Aylesbury who did not have a base budget for homelessness costs and would instead rely on grant funding to fund the shortfall between temporary accommodation and housing benefit income (Wycombe and Chiltern/South Bucks had both re-based their budgets pre-Unitary, and included a base budget provision for Temporary Accommodation funded from LA funds).

**Efficiency Savings challenge**- efficiency savings from staffing reductions in Environmental Health & Housing will be reliant on the successful redesign and implementation of systems and processes via the continuous improvement.

**Double Running Costs for Saunderton Lodge & Desborough Road.** There is likely to be a need to keep Saunderton Lodge open simultaneously with the new Desborough Road site, to facilitate handover and transfer. The current budget for temporary accommodation is only intended to run one of the centres, not both, so there will be a short period of double running which will require funding from a one-off source. The cost (around £80k-£100k) could possibly be met from earmarked maintenance reserves.

# Challenges, Risks and Opportunities

**Cross-Portfolio Consultancy & Capitalisation savings.** There is £550k of Better Bucks savings target, held under the Leader portfolio, which is earmarked for delivery from a 10% reduction in consultancy spend and increased charge of staffing time to externally-funded capital projects. For Housing & Regulatory portfolio we envisage this will be delivered via a review of recharges to Disabled Facilities Grant.

**Licensing Pace of Covid recovery for income streams and Cemeteries & Crematoria increased costs** – for Licensing, currently forecasting shortfall in premises income streams across the County; this also includes temporary event notices and street trading licenses. Also pressure on budgets where social distancing measures have had to be put in place for staff and daily cleaning in Cemeteries & Crematoria. Should adverse Covid impacts continue, outturn will in turn be impacted.

**Income Opportunity from Webcasts** - these were free of charge for Cemeteries & Crematoria whilst Covid restrictions were in place; fees are now being charged, but if further restrictions are reapplied limiting numbers at services then income may be lost.

**Activities aligned with addressing climate change** – Housing standards enforcement; Affordable Warmth Network; Green Homes Grants; Local Authority Delivery programme for domestic retrofit.

# Top 5 Contracts

Supplier Name	Description of service	Review Date
Buckinghamshire Healthcare Trust	Provision of Coroner Service Body Storage, Mortuary Provision & Histology	01/12/2025
Sheffield Teaching Hospitals NHS Foundation Trust	Provision of Coroner Service Toxicology services	01/10/2025
Locata (Housing Services) Ltd	Provision of web-based IT system for Housing Register and Homelessness Case Management	29/03/2022
Rose Project Management Limited	Specialist Project Manager (cremator replacement project)	01/04/2022
Arnold Funeral Service Ltd	Provision on funeral director services	31/10/2023

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To note: this list covers Revenue contracts

BUCKINGHAMSHIRE COUNCIL



# Fees and Charges

Each year, as part of the MTFP, we review the schedule of Fees and Charges. The majority of Fees & Charges are only amended by an RPI increase, which we have taken Corporately to be 3% (same as last year).

The following fees are proposed to be amended differently:

- Registrar's Fees
  - Will increase by RPI + an additional £25-30 for wedding ceremonies, RPI + £15 for Nationality & Citizenship ceremony fees, and RPI + £10 for booking amendment charges. This has been modelled to generate an additional £50k of income per year to help offset growth pressure in Coroners.
  - This increase would put BC in the upper quartile of LA wedding venue fees for the SE. This is not deemed a risk because most of the bookings are made due to venue not due to price, and the wedding fee structure was due for its triennial review.
  - Wedding Fees need to be published for the following 3 financial years, and as MTFP only covers 1 year, the 3 year fee schedule will be agreed by a separate Key Decision in the next couple of months. 3 year fee schedule will be the proposed 22/23 increase + RPI only increase for 23/24 and 24/25
- Pest Control, Dog Control, and Beauty Registration Fees (tattooing, electrolysis and body piercing) – these fees need harmonising across the County, and will be agreed via a separate Key Decision.
- House of Multiple Occupation (HMO) licenses - These fees are contentious and still on legacy basis, and they are due to be reviewed in early 2022/23 with a Key Decision to support changes (delayed due to COVID impact of capacity in the team & service review changes). Proposed we keep the fees the same now, pending the review.
- Some Crematoria and Cemetery fees are proposed to increase by more than RPI following benchmarking review with neighbouring authorities. Fees and charges for High Wycombe and Penn Road cemeteries are due for review at High Wycombe Town Committee in January 2022 with a view to recommending their approval by Full Council in February 2022. The recommendation to the Committee will be that all fees and charges will need to increase by RPI, or above RPI where the price of the related contract costs charged to the Council has increased following award of contract for grounds maintenance.

# Capital Forecast Quarter 2 2021-22

	Actuals to Date £000	Total Budget £000's	Forecast Outturn £000's	Forecast Variance £000's	% Slippage	RAG Rating
Cabinet Portfolio						
Housing, Homelessness & Regulator	2,639	13,253	13,273	20	-0.2%	Green

**Housing & Homelessness & Regulatory Capital:** Budget £13.3m, Forecast £13.3m, Var £0.0m:

- Cemeteries and Crematoria – £0.4m slippage in relation to an underspend of £0.1m for Wycombe cemetery and slippage of £0.3m due to delays in projects for Great Missenden extension, Parkside and Stoke Poges Memorial Gardens.
- All other Affordable Housing projects and DFG budgets are projecting an overall net overspend of £0.4m.

# Current Capital Programme 2022-26

The table below shows the Capital Programme for this Portfolio between 2022 and 2026.

Service Area	Project Group / Project	2022/23	2023/24	2024/25	2025/26	MTFP
		£000's	£000's	£000's	£000's	Total £000's
Page 43	Housing & Regulatory Services					
	Affordable Housing - S106 Funded	158	474	1,264	1,264	3,159
	<b>Affordable Housing Total</b>	<b>158</b>	<b>474</b>	<b>1,264</b>	<b>1,264</b>	<b>3,159</b>
	Homelessness Mitigation	150	0	0	0	150
	Temporary Accommodation	2,860	0	0	0	2,860
	<b>Homelessness Total</b>	<b>3,010</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,010</b>
	Disabled Facility Grants	3,583	3,583	3,583	3,583	14,334
	Home Renovation Grants	100	0	0	0	100
	Raynes Avenue Park Drainage Replacement	1,052	0	0	0	1,052
	<b>Housing Total</b>	<b>4,735</b>	<b>3,583</b>	<b>3,583</b>	<b>3,583</b>	<b>15,486</b>
	<b>Housing &amp; Regulatory Services Total</b>	<b>7,903</b>	<b>4,057</b>	<b>4,847</b>	<b>4,847</b>	<b>21,655</b>
	Neighbourhood Services					
	Cemeteries & Memorial Gardens	600	20	130	380	1,130
	Chiltern & Bierton Crematoria	1,609	120	130	375	2,234
	<b>Cemeteries and Crematoria Total</b>	<b>2,209</b>	<b>140</b>	<b>260</b>	<b>755</b>	<b>3,364</b>
	<b>Neighbourhood Services Total</b>	<b>2,209</b>	<b>140</b>	<b>260</b>	<b>755</b>	<b>3,364</b>
	<b>Total Expenditure</b>	<b>10,112</b>	<b>4,197</b>	<b>5,107</b>	<b>5,602</b>	<b>25,019</b>

**Affordable Housing –S106 funded:** this funding is an indicative profile of the use of all the s.106 developer funding we are holding for Affordable Housing. It is currently uncommitted, pending the finalisation of the Housing Strategy, and will be allocated via a Key Decision or Cabinet level Decision.

**Temporary Accommodation:** This is the Desborough Road development

**Chiltern Crematorium:** the additional investment programme in Chiltern Crem is set out in Appendix 2, slide 20



# Questions



# Appendix 1: Breakdown of Revenue Budget

The table below shows the breakdown of the 2021-22 baseline Revenue budget into types of expenditure and income.

	Expenditure							Income					NET total
	Staffing	Premises	Supplies and Services	Third Party SLA payments	Grants and Assistance	Transport	Expense Total	Fees & Charges	Govt Grants	Interest	Other Grants Reimbursements and Contributions	Income Total	
<b>Housing &amp; Homelessness</b>	<b>3,505</b>	<b>392</b>	<b>2,165</b>	<b>26</b>	<b>149</b>	<b>4</b>	<b>6,241</b>	<b>(1,027)</b>	<b>(1,566)</b>		<b>(13)</b>	<b>(2,606)</b>	<b>3,635</b>
Homelessness	1,677	369	1,529		149	0	3,724	(768)	(1,142)		(9)	(1,919)	1,806
Housing	1,828	23	636	26		4	2,516	(260)	(424)		(4)	(687)	1,829
<b>Regulatory Services</b>	<b>3,928</b>	<b>3</b>	<b>738</b>	<b>927</b>	<b>-</b>	<b>26</b>	<b>5,622</b>	<b>(1,310)</b>	<b>(30)</b>	<b>-</b>	<b>(9)</b>	<b>(1,350)</b>	<b>4,272</b>
Coroner	430		423			1	854						854
Environmental Health	2,220	1	243	17		4	2,484	(84)	(30)		(9)	(123)	2,361
Registrars & Celebratory Services	1,279	2	71			21	1,373	(1,226)				(1,226)	146
Trading Standards				911			911						911
<b>Licensing, Cemeteries &amp; Crematoria</b>	<b>1,834</b>	<b>785</b>	<b>1,149</b>	<b>-</b>	<b>-</b>	<b>11</b>	<b>3,779</b>	<b>(4,552)</b>	<b>-</b>	<b>(1)</b>	<b>(389)</b>	<b>(4,942)</b>	<b>(1,163)</b>
Licensing	1,125	-	128			4	1,257	(1,612)				(1,612)	(355)
Cemeteries & Crematoria	709	785	1,021			7	2,522	(2,940)		(1)	(389)	(3,329)	(807)
<b>Grand Total</b>	<b>9,267</b>	<b>1,180</b>	<b>4,052</b>	<b>953</b>	<b>149</b>	<b>41</b>	<b>15,642</b>	<b>(6,890)</b>	<b>(1,596)</b>	<b>(1)</b>	<b>(411)</b>	<b>(8,897)</b>	<b>6,744</b>

## Notes

- Homelessness grant budget of £1.6m is indicative legacy target – this year actual grant income has been £3.0m. Every year grant income is different; grant income is intended to meet ‘additionality’, meaning increased income is intended to meet increased costs, rather than being used to meet base expenditure.

## Appendix 2: Chilterns Crematorium Capital Programme

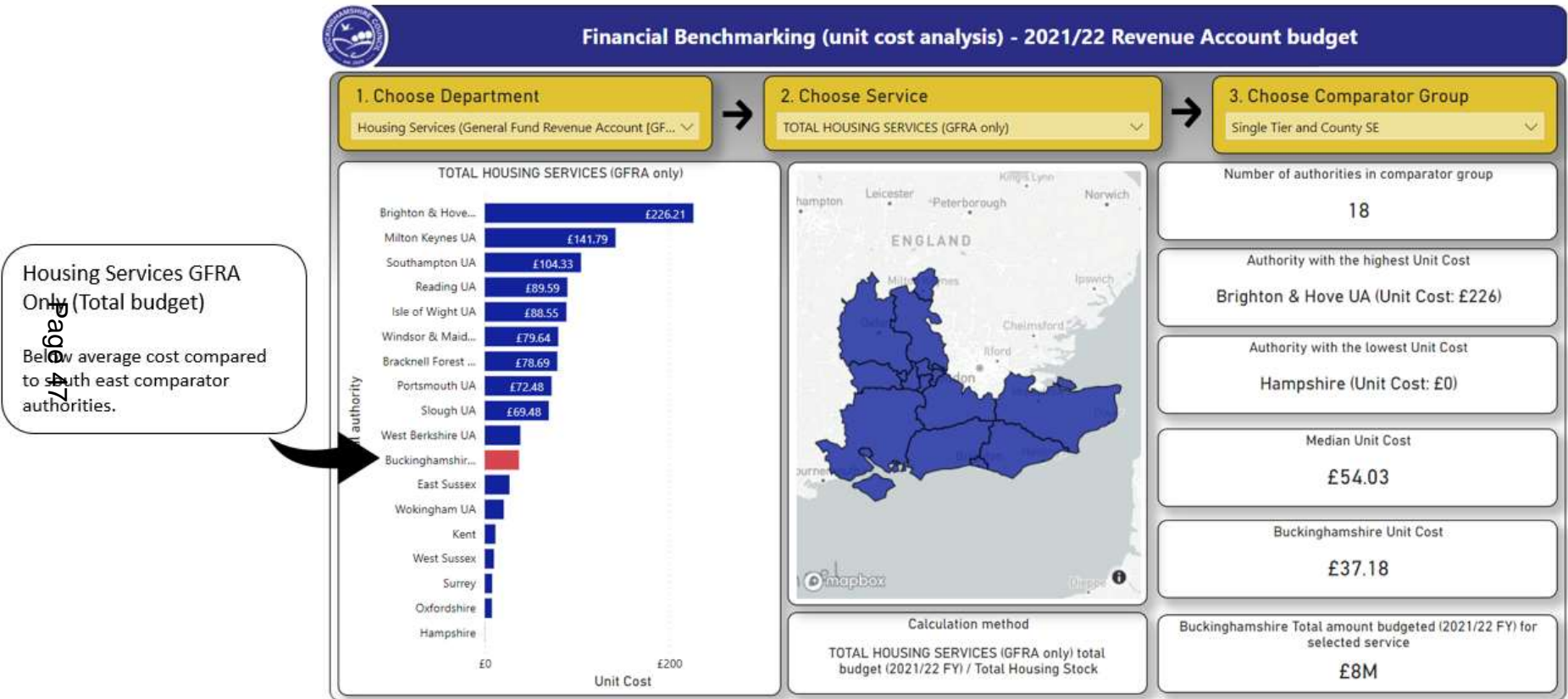
The table below shows the breakdown of additional improvement and refurbishment works for the Chiltern Crematorium, which are being added into the Capital Programme this year:

	YEAR 1	YEAR 2	YEAR 3	YEAR 4
	22/23	23/24	24/25	25/26
Additional costs for cremator replacement (already approved)	250,000			
Hampden Chapel refurbishment	160,000			
Refurbish Crematory shower and toilet area		25,000		
Refurbish Crematory kitchen and rest room		25,000		
New Kubota BX231 with trailer/snowplough	15,000			
Replace generator	15,000			
Milton Chapel Catafalque	10,000			
Replace Milton Chapel chairs	30,000			
Replace Floral Tribute Stands	10,000			
Update water features			10,000	
Upgrade Book of Remembrance Cabinets			20,000	
Crematorium Signage/Digital displays			25,000	
Chilterns office extension to replace portakabin				300,000
<b>TOTAL</b>	<b>490,000</b>	<b>50,000</b>	<b>55,000</b>	<b>300,000</b>

Net capital cost is nil as to be funded from Crematoria Reserve.

# Appendix 3: VfM Benchmarking

The chart below shows that, as a proportion of total housing stock, Buckinghamshire spends below the South East average on Housing Services.



The £8m budget set out in the chart covers both the core housing budget in this portfolio of £6.3m, and some smaller housing benefit budgets within the Finance portfolio.

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# Medium Term Financial Plan Budget

## Transport Portfolio

### Budget Scrutiny

# Agenda

- Overview of the Portfolio
- Portfolio Priorities
- Revenue Budget 2021/22
- Revenue Forecast Quarter 2 2021/22 and Revenue Budget – Savings since April 2020
- Revenue – Proposed Changes
- Proposed Revenue Budget 2022/23 – 2024/2025
- Challenges, Risks & Opportunities
- Top 5 Contracts
- Fees & Charges
- Capital Forecast Quarter 2 2021/22 and Current Proposed Capital Programme 2022/23 – 2025/26
- Questions
- Appendix 1 – Detailed Breakdown of Revenue Budget

# Overview of the Portfolio

Cabinet Members: Cllr Steve Broadbent and Cllr Peter Martin (Deputy – HS2/ East West Rail)

The Transport portfolio is aligned to the:

- Communities Directorate (Richard Barker - Corporate Director Communities), specifically
  - Highways & Technical Services (Rob Smith – Service Director)
  - Transport Services (Sara Turnbull – Service Director)
- PGS Directorate (Ian Thompson – Corporate Director PGS), specifically
  - Strategic Transport & Infrastructure (Transport Strategy) (Richard Lumley – Service Director).

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The portfolio helps to deliver all of the Corporate priorities and is principally responsible for:

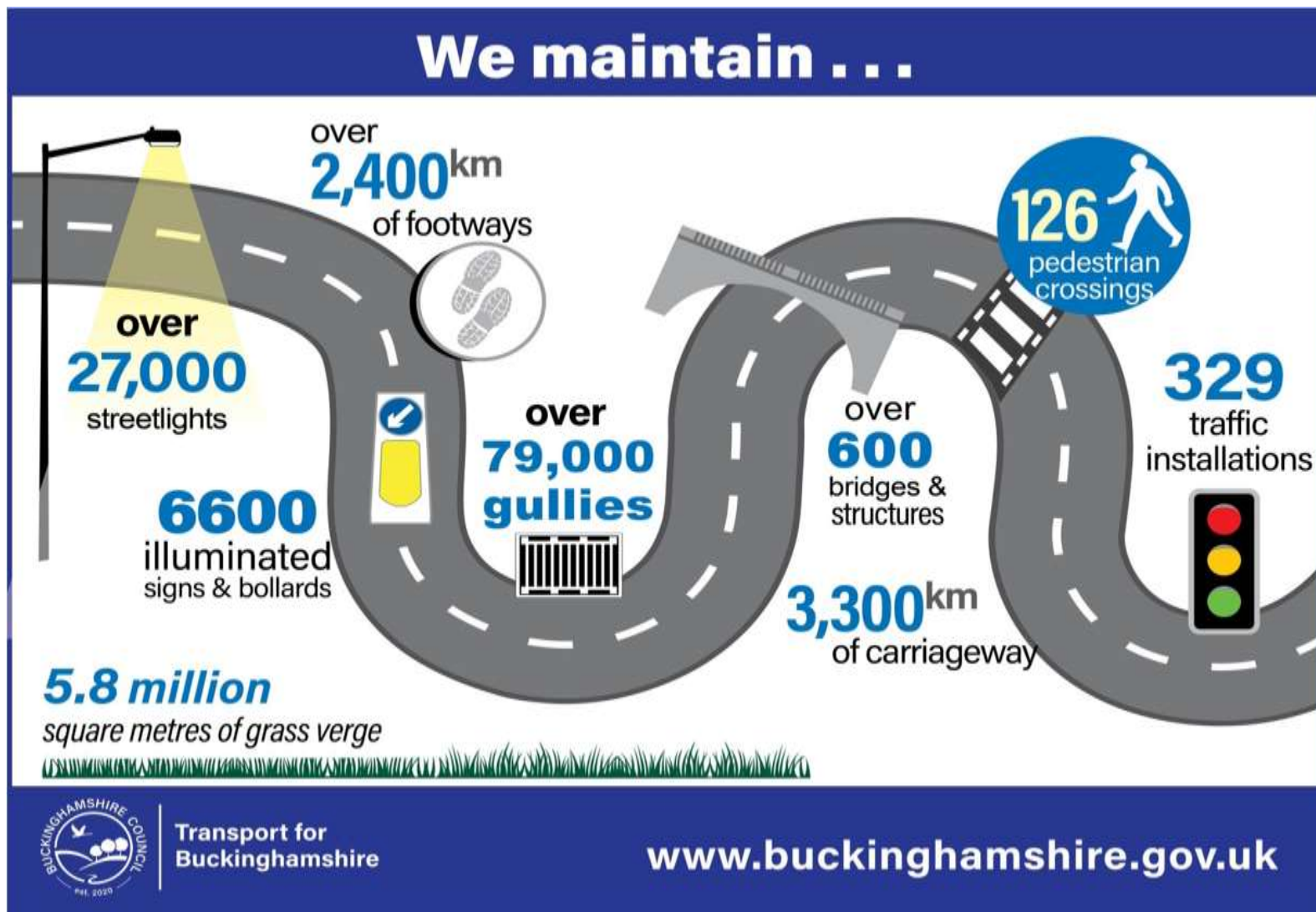
- Highways – including asset management; footpaths, bridges, structures; gullies/drain cleaning
- Rights of Way, Definitive Map & Highway Searches
- Parking
- Transport Services - Home to School Transport Delivery and Policy; Social Care Transport; Public Transport & Fleet
- Strategic Transport & Infrastructure – Transport Strategy

# Overview of the Portfolio

## **Highways – incl. asset management; Footpaths, bridges, structures; Gullies/drain cleaning**

- The Highway service is delivered by Transport for Buckinghamshire (a strategic partnership between Buckinghamshire Council and Ringway Jacobs), with a small in house client and community liaison team.
- The contract with Ringway Jacobs is due to run until March 2023 and work is underway to procure a new contract.
- The Highway service maintains and manages the highway, footway and highways verges. Part of the service includes defect repairs to potholes, safety barriers, streetlights, traffic lights, gullies and bridges.
- The service is also responsible for keeping down grass and weeds in the summer, gritting the roads in the winter and gully cleaning to help prevent flooding. This year there is an additional £4m investment in gully cleaning and drain repairs.
- Transport for Buckinghamshire manages the programme of others who wish to work on our highway (otherwise known as 'street works'). This includes utility providers, road races and even production companies filming on the highway.
- A small number of maintenance services have been devolved to some local councils including urban grass cutting, hedging, siding out and Rights of Way clearance amongst other things.

# Overview of the Portfolio



# Overview of the Portfolio

## **Rights of Way, Definitive Map & Highway Searches**

- The public Rights of Way network spans 3,330km including around 2350 bridges, 4900 signposts, 6550 gates, 4550 stiles and 3200 waymark posts. A capital programme of £442k is in place over the next two financial years to improve the condition of the Rights of Way network.
- The Definitive Map and Highway Searches team ensure the delivery of the Rights of Way Improvement Plan, as well as processing applications and changes to Buckinghamshire's definitive map and carry out highway searches.

## **Parking**

- Parking Services manage the Council's 84 car parks, including 8 multi-storey car parks and parking at the four Country Parks. The service manages 10,894 standard parking bays, 436 Blue Badge Bays and 40 electric car charging spaces – with more planned for the year ahead. On-street, there are approximately 7,355 standard parking bays and 150 Blue Badge bays. Before COVID, the legacy Councils collectively received approximately £1m each month in parking income. This income is yet to recover, and this is being closely monitored. The parking service, having been delivered by several different teams before unitarisation, is in the process of coming together as one parking team and from September this year will be delivered wholly in-house.

# Overview of the Portfolio

## **Transport Services - Home to School Transport Delivery and Policy; Social Care Transport; Public Transport & Fleet**

- Transport Services support and enable high quality, efficient and safe transport solutions so that children and adults are able to get to school, work and access public services.
- The Public Transport & Fleet Team works to support and promote sustainable and accessible public transport and provide a traded account service for fleet solutions for former County Council services. The team are responsible for leading on the partnership arrangements with bus operators to ensure an effective public bus network in Buckinghamshire and supporting the sector to recover post-Covid. This year, a key planned activity is (in collaboration with the Transport Strategy team) to deliver a Bus Service Improvement Plan – as required by the government’s Bus Back Better approach, and to support the public transport network to recover post-COVID.
- The Client Transport Team ensure that passengers for Home to School and Social Care Transport are provided with an appropriate transport solution to meet their needs, and have a safe and high quality experience. Another key role is ensuring that all passengers who need transport have it in place in a timely manner and with good standards. This year the team will be focusing on contract retendering, introducing new software and improving online processes and customer response times.

# Overview of the Portfolio

## Strategic Transport & Infrastructure

- Transport Strategy brings in funding and investment and leads on developing transport strategies. They carry out feasibility, bidding and manage a programme of S106 funded transport schemes.
- This year, the service will work on key transport strategies including a Council-wide Local Walking and Cycling Infrastructure Plan, area transport strategies (e.g. High Wycombe) and the Bus Service Improvement Plan.
- The service also influences and promotes sustainable travel through school travel planning (including School Crossing Patrollers) and delivering initiatives such as Simply Walk and Bikeability. The team supports innovative and sustainable travel initiatives such as Demand Responsive Transport Schemes, Active Travel and the e-scooter trials.
- The Highways Infrastructure Projects team delivers schemes on the ground, including cycleways.
- The Major Projects team seek to manage and mitigate the impact of national strategic infrastructure projects such as HS2 and East West Rail on Buckinghamshire's residents, businesses and special environment. The service continues to seek to mitigate the increasing construction impacts of both projects including environmental measures, traffic management and engaging with communities along the routes of both schemes. Recruitment of two HS2/EWR marshals (new posts) completed and they will monitor the projects on the ground and engage with communities, as well as a HS2 Community Officer and a EWR Community Officer. A further post is being recruited to in TfB to support HS2/EWR response.



# Portfolio Priorities

- Prioritise investment of at least another £100m+ in roads and pavements over the next 4 years
- Delivery of other capital programmes including Rights of Way, Highways Infrastructure Projects (including completion of SEALR Phase 1 and 2 and Abbey Barn Lane Improvements, with other schemes underway), amongst others
- Doubling the number of electric charging points across the county (*jointly with Environment & Climate Change portfolio and also links to Communities Portfolio*) and adoption of an EV Charging Strategy
- Developing and adopting a Parking Strategy for Buckinghamshire
- Introducing and supporting sustainable travel options through school travel planning, developer travel plans, promoting the Rights of Way Network, implementation of active travel schemes; and initiatives such as Simply Walk and Bikeability
- Delivery of major investment in gully clearing and drainage repair programme
- Should HS2 not be cancelled, appoint our own stewards to monitor compliance with assurances during construction
- Procurement, delivery and effective operation of the new Buckinghamshire Highways Service Contract
- Refreshing transport policies including Local Transport Plan 5 and introducing new policies such as the Local Cycling and Walking Infrastructure Plan and Area Transport Strategies
- Improving the customer experience on school transport, delivering continuous improvements to the home to school transport service and ensuring value for money services are delivered through the retendering of all contracts, introduction of new software, data and processes

# Portfolio Priorities (contd.)

- Driving forward the Buckinghamshire Bus Service Improvement Plan – *also links to Communities Portfolio*. Promoting and supporting the public bus network to recover post-Covid
- Introduction of Independent Travel Training for SEND Students and promote Personal Transport Budgets
- Continue to scrutinise and process the HS2 applications and seek to secure benefits for Buckinghamshire
- Holding HS2 and East West Rail to account, including on road repairs, communications and ensuring contractor compliance
- Allocation of the HS2 Road Safety Fund to ensure schemes are put in place

# Key Elements of Portfolio Revenue & Capital Budgets

Slides 13 – 25 provide further information about the Portfolio's 2021/22 controllable Expenditure budget (Employees, Supplies & Services), Income and Capital Programme.

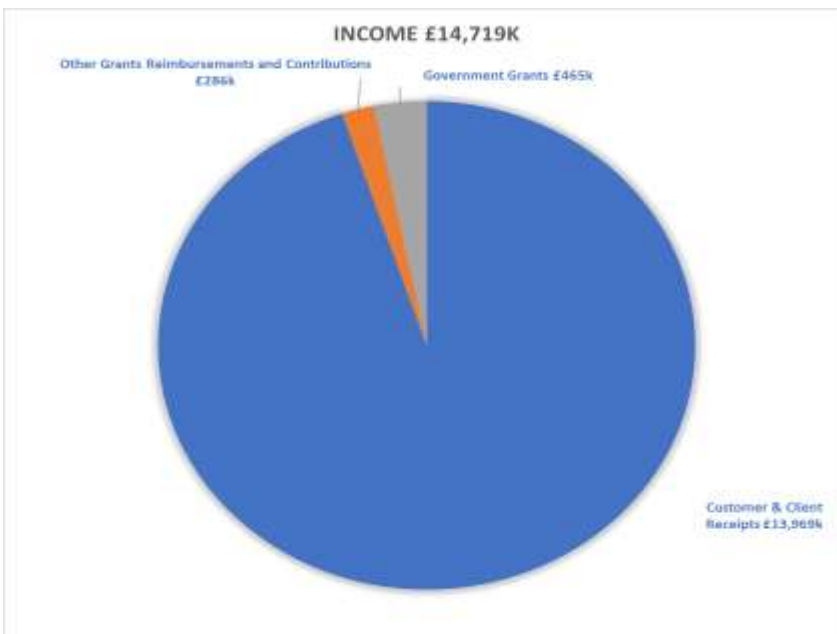
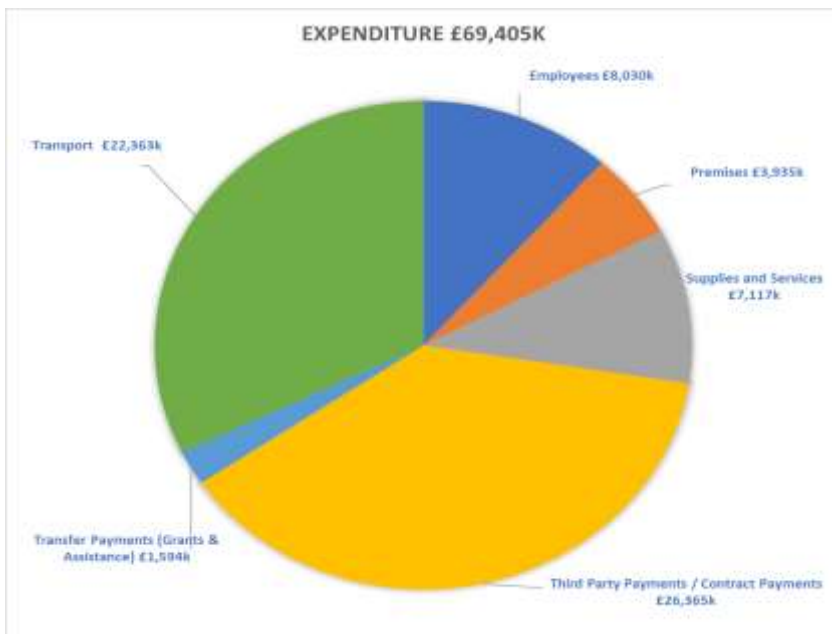
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Key Elements of the Portfolio Revenue Budget				
Revenue Expenditure	£'000	% of Total	Slide No.	Comments
Third Party Payments/ Contract Payments	26,365	38%	13	TfB contract is the main cost driver for this line. Balance is mainly Subsidised Bus Services for Public Transport.
Transport	22,363	32%		Relates mainly to Home to School Transport.
Employees	8,030	12%		Direct costs of Employees is c99% of Employees budget
Supplies & Services	7,117	10%		Mainly driven by Parking Operations.
Revenue Income	£'000	% of Total	Slide No.	Comments
Customer & Client Receipts	13,969	95%	13	Mainly driven by Parking Operations.

Capital programme 2021/22	£'000	% of Total	Slide No.	Comments
Car Parks	3,545	3%		
Highways & Cycleway Funded Schemes	10,009	7%		
Other Highways & Technical	1,152	1%		
Strategic Highway Maintenance	120,479	86%		
Strategic Infrastructure (Other)	5,327	4%		
Transport Services	225	0%		
<b>Total</b>	<b>140,737</b>	<b>100%</b>		

# Revenue Budget 2021-22

The charts and tables below show the current revenue budget for the portfolio, split into different service areas, income and expenditure. For a more detailed breakdown, see Appendix 1 on slide 27.



		2021-22		
		Income £000	Expense £000	Net Budget
Highways & Technical Services	Other Highways & Technical	401	3,201	3,602
	Parking Operations	(7,972)	7,638	(334)
	Rights of way	(132)	960	828
	Transport for Bucks	(3,643)	21,472	17,829
<b>Highways &amp; Technical Services Total</b>		<b>(11,345)</b>	<b>33,271</b>	<b>21,926</b>
HS2	HS2	(391)	1,089	698
<b>HS2 Total</b>		<b>(391)</b>	<b>1,089</b>	<b>698</b>
Transport Services	Transport Services	(2,265)	32,800	30,535
<b>Transport Services Total</b>		<b>(2,265)</b>	<b>32,800</b>	<b>30,535</b>
Transport Strategy	Transport Strategy	(717)	2,245	1,528
<b>Transport Strategy Total</b>		<b>(717)</b>	<b>2,245</b>	<b>1,528</b>
<b>Grand Total</b>		<b>(14,719)</b>	<b>69,405</b>	<b>54,686</b>

# Revenue Forecast Quarter 2 2021/22

	Budget	Y/E Outturn	Variance	Change in Variance
	£000	£000	£000	£000
Expenditure	69,400	71,300	1,900	(1,100)
Income	(14,700)	(14,900)	(200)	1,300
Transport	54,700	56,400	1,700	200

## Budget £54.7m, Forecast £56.4m, Var +£1.7m

- **Definitive Maps and Land Charges – Budget £0.3m Favourable Var £0.04m** - Increased income from Highway Searches and diversions as income target has already been reached for the year and expecting activity levels to remain.
- **Other Highways & Technical – Budget £3.4m, Adverse Var £0.9m** - Adverse variance arising from allocation of permit scheme surplus income to be transferred to reserve relating to TfB. Journal adjustment to be processed to reflect all entries relating to permit scheme under TfB cost centres.
- **Rights of Way – Budget £0.5m, Minor Var**
- **Parking Operations – Budget -£0.3m, Adverse Var £0.7m** - Variance is due to a projected loss of parking income for April 21 – March 22. Despite income targets being reduced this year (45% reduction for off street and 20% reduction for on street) there is still a slight reduction in income due to COVID. However, income has increased over the past couple of months which has exceeded the reduced monthly income targets. Furthermore, a proportion of the unachieved income for parking will be offset through income secured through the Government's Covid Income Recovery Fund. MTFP parking savings will not be achieved in-year due to a delay on the service review and time needed to implement changes.
- **TfB RJ Contract Budget £17.8m, Favourable Var £1.3m** - Reduced costs relating to staffing and vacancies and some costs moved to Permit Scheme. Also, £0.9m surplus income forecast for the Permit Scheme for which any surplus is ringfenced and will move to an earmarked reserve.
- **Home to School Budget £21.1m, Adverse Var £1.34m** - Variance due to the retendering of all school transport contracts and updated contract price information available after the completion of the retendering exercise and contract awards made. Following the start of the school academic year, the increase in demand and complexity of need from the new annual intake for statutory transport provision has led to higher demand and costs forecast. In addition, the forecast now includes an amount to account for an overspend on the 2020/21 accrual in particular in regard to increased mileage claims from parents for SEND Transport submitted after the end of the financial year as a result of Covid. Within Home to School Transport, an estimated risk of c£1.8m overspend has been flagged and logged on the risk register due to demand and complexity pressures with children's transport provision.
- **Client and Public Transport Budgets £9.4m, Adverse Var £0.03m** - Variance relates to an additional post within the Business Finance Team.
- **Transport Strategy & HS2 Budget £2.2m, Var Favourable £15k** - There is a £15k underspend due to staffing vacancies.

\* Note: the net 2021/22 Revenue Budget reported for Quarter 2 monitoring is higher than the MTFP base budget on slide 13 due to the inclusion of various one-off budgets changes.

# Revenue Budget 2021-22: Savings since April 2020

The 21-22 budget set out in the previous slide incorporate the following savings which have been made since the Unitary vesting day in April 2020:

Transport	Actions and Savings in 2020/21 to 2021/22	2020/21 £'000	2021/22 £'000
	<b>Contract Harmonisation</b>		
	Highways & Technical Services - Parking Management System		-30
	Highways & Technical Services - Cash Collection		-44
			<b>-74</b>
	<b>Better Buckinghamshire</b>		
	Highways & Technical Services:		
	TfB/RJ Contract Overhead efficiencies		-35
	Amalgamation of Off Street and On Street Parking		-125
			<b>-160</b>
	Increased Income from Network Strategy and claims	<b>-350</b>	
	<b>Other Savings</b>		
	Transport Strategy - Mitigations for unmet inherited income targets (holding vacancies, using project budgets)		<b>-200</b>
<b>TOTAL SAVINGS MADE</b>		<b>-350</b>	<b>-434</b>

# Revenue – Proposed Changes

The table below details the proposed budget changes – split into increased income, growth areas, and savings proposals. All changes are cumulative, to be compared to the 2021-22 base budget.

Transport			Change 2022-23 £000's	Change 2023-24 £000's	Change 2024-25 £000's
	Change Type	Description of Change			
Communities Directorate Savings					
Communities Directorate Savings	Savings	Better Bucks Savings	-	-	(537)
		Contract harmonisation	(14)	(114)	(269)
Highways & Technical Services					
Other Highways & Technical	Change in Income	Changes in Fees and Charges - Definitive Map	(17)	(22)	(27)
	Growth	Increased Client Team capacity to manage contract re-procurement	100	100	100
	Savings	New highways contract and general highways maintenance efficiencies	(150)	(160)	(210)
	Special Items	New Contract (Highways)	-	(300)	(300)
Parking Operations	Change in Income	Recovery of Off Street parking income post-Covid	(1,041)	(2,597)	(2,697)
		Recovery of On Street parking income post-Covid	(261)	(520)	(520)
	Savings	Contract harmonisation - Cash Collection, Parking Systems and Team	(156)	(156)	(156)
		Efficiency of amalgamation of Off Street and On Street Parking	(125)	(125)	(125)
Transport for Bucks	Change in Income	Changes in Fees and Charges - Green claims, Carbon efficient vehicles and Penalty Charge Notices	(25)	(65)	(65)
	Growth	Growth in extent of Highway following adoptions and contract inflation	805	2,096	2,988
		Gully emptying	1,525	1,460	1,460
		Increased maintenance on footways and cyclepath	170	170	170
		Winter salination tanks maintenance	50	50	50
		Savings	Fleet efficiencies and street lighting energy savings	(100)	(125)
	Special Items	Demolition of A41 Waddesdon Toilet Facility	(150)	(150)	(150)
		Investment in additional drainage maintenance	(2,000)	(2,000)	(2,000)
		One-off saving for Intelligent Transport Systems - Critical Junctions Assessments	10	10	10
Tree Maintenance		10	10	10	

# Revenue – Proposed Changes (contd.)

Transport			Change 2022-23 £000's	Change 2023-24 £000's	Change 2024-25 £000's
	Change Type	Description of Change			
Transport Services					
Transport Services	Growth	Demographic growth and complexity	1,550	3,256	5,129
		Increased taxi and bus contract costs	434	876	1,320
		Rebasing based on 21/22 forecast	3,586	3,586	3,586
	Savings	Actions to reduce demand and supply for SEND Transport	(100)	-	-
		Personal Transport Budgets	(122)	(332)	(419)
		Retendering savings	(3,148)	(3,006)	(3,006)
		SEND Transport and new delivery initiatives	-	(160)	(270)
		Structure Changes	-	(142)	(142)
Transport Strategy					
Transport Strategy	Change in Income	Simply walk - change to community led project	-	(60)	(60)



# Proposed Revenue Budget 2022/3 – 2024/25

The table below shows what the Revenue budget will be after the proposed budget changes.

Changes Summary	2022-23 £000	2023-24 £000	2024-25 £000
Change in Income	(1,344)	(3,264)	(3,369)
Growth	8,220	11,594	14,803
Savings	(3,915)	(4,320)	(5,284)
Special Items	(2,102)	(2,402)	(2,402)
<b>Grand Total</b>	<b>859</b>	<b>1,608</b>	<b>3,748</b>

## Transport

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		2021-22			2022-23			2023-24	2024-25
		Income £000	Expense £000	Net Budget	Income £000	Expense £000	Net Budget	Net Budget	Net Budget
Highways & Technical Services	Other Highways & Technical	401	3,201	3,602	384	3,165	3,549	3,234	3,179
	Parking Operations	(7,972)	7,671	(301)	(9,274)	7,390	(1,884)	(3,699)	(3,799)
	Rights of way	(132)	960	828	(132)	960	828	828	828
	Transport for Bucks	(3,643)	21,472	17,829	(3,668)	21,792	18,124	19,285	20,152
<b>Highways &amp; Technical Services Total</b>		<b>(11,345)</b>	<b>33,303</b>	<b>21,958</b>	<b>(12,689)</b>	<b>33,306</b>	<b>20,617</b>	<b>19,648</b>	<b>20,360</b>
HS2	HS2	(391)	1,089	698	(391)	1,089	698	698	698
<b>HS2 Total</b>		<b>(391)</b>	<b>1,089</b>	<b>698</b>	<b>(391)</b>	<b>1,089</b>	<b>698</b>	<b>698</b>	<b>698</b>
Transport Services	Transport Services	(2,265)	32,800	30,535	(2,265)	35,014	32,749	34,627	36,747
<b>Transport Services Total</b>		<b>(2,265)</b>	<b>32,800</b>	<b>30,535</b>	<b>(2,265)</b>	<b>35,014</b>	<b>32,749</b>	<b>34,627</b>	<b>36,747</b>
Transport Strategy	Transport Strategy	(717)	2,245	1,528	(717)	2,245	1,528	1,468	1,468
<b>Transport Strategy Total</b>		<b>(717)</b>	<b>2,245</b>	<b>1,528</b>	<b>(717)</b>	<b>2,245</b>	<b>1,528</b>	<b>1,468</b>	<b>1,468</b>
Communities Directorate Savings	Communities Directorate Savings	-	-	-	(14)	(14)	(14)	(114)	(806)
<b>Communities Directorate Savings Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(14)</b>	<b>(14)</b>	<b>(14)</b>	<b>(114)</b>	<b>(806)</b>
<b>Grand Total</b>		<b>(14,719)</b>	<b>69,437</b>	<b>54,718</b>	<b>(16,063)</b>	<b>71,640</b>	<b>55,577</b>	<b>56,326</b>	<b>58,467</b>

# Challenges, Risks and Opportunities

## Risks and Challenges

- Market forces impact on Home to School Transport costs - Home to School Transport overspend could be higher than MTFP growth projections due to demand and complexity of transport provision for children.
- Uncertainty around post-Covid impact on parking income.
- Within Rights of Way, there is an increase in network usage due to Covid which has increased the need for maintenance – this could cause budget pressures for materials. Spend and additional costs associated are being closely monitored.
- Impact of the HS2 and EWR programme on Buckinghamshire, both unplanned (protestors) and planned (construction).
- Insufficient technical staffing capacity in-house to fully support HS2 planning approvals and HS2 & EWR highway functions (coordination, traffic management & maintenance).
- Ongoing affordability of highway infrastructure projects – impact of Brexit, Covid and inflation on supply and cost of materials and availability of resource.

# Challenges, Risks and Opportunities (contd.)

## Opportunities

- The Fees and Charges schedule has been reviewed in detail along with a benchmark exercise against other LAs, to review whether there are any new or increased income opportunities including further harmonisation (e.g. with parking), where appropriate.
- Potential for more savings from Transport Services initiatives within the service.
- Climate Change is a cross-Council endeavour which has serious investment and financial implications for the Council as a whole. Collaboration across Council is key for successful outcomes and the budget, spend and benefits for Climate Change will also be spread across various portfolios including, for example, Transport where electric charging vehicles and charging points are introduced. Activities aligned with addressing climate change - Street lighting upgrades; Electric Vehicle (EV) charging infrastructure; active travel routes; fleet management support clients with zero emission vehicles; Bus Service Improvement Plan covers move to low emission vehicles; school bus provision prevents private car journeys, additional 14 commercial school routes created in September 2021.

# Parking Income 2021-22

	Budget (£'000)	Budget P1 – P8 (£'000)	Actuals P1 – P8 (£'000)	P1-P8 Income Received %	Y/E Outturn (£'000)	Total Variance (£'000)
Off-Street Income	-5,684	-3,789	-4,438	117%	-5,866	-182
On-Street Income	-2,175	-1,450	-1,199	83%	-1,830	345
Total Parking Income	-7,859	-5,239	-5,637	108%	-7,696	163

Parking income budget has been reduced as per MTFP Covid impact. Off Street – 45% reduction to budget in 21/22. On Street – 20% reduction to budget in 21/22.

# Top 5 Contracts

Vendor	Annual Contract Value £k	Description (inc. Contract End Date)
Ringway Jacobs	46,665	Highways & Technical Services contract for Strategic Highways Maintenance; end date 31 <sup>st</sup> March 2017; 8 years plus 7 years extension; contract extension end date 31 <sup>st</sup> March 2023
Gilberts Taxis	199	Transport Services contract for passenger transport; end date 21 <sup>st</sup> February 2026; 5 years plus 2 years extension
VixTechnology	171	Transport Services contract for maintenance agreement (software); end date 31 <sup>st</sup> March 2019; extended to 31 <sup>st</sup> March 2024
Carousel Buses Ltd	160	Transport Services contract for passenger transport; end date 31 <sup>st</sup> July 20; 4 years 6 months plus 3 years; extendable to 30 <sup>th</sup> July 23
Red Rose Travel Ltd	109	Transport Services contract for local bus transport; end date 31 <sup>st</sup> October 19; 4 years 10 months plus 3 years; extendable to 31 <sup>st</sup> October 22

# Fees and Charges

Each year, as part of the MTFP, the schedule of Fees and Charges is reviewed.

The majority of Fees & Charges are only amended by an RPI increase (confirmed in September, 3%).

The Fees and Charges schedules for Highways & Technical Services and Transport Services have been reviewed in detail as part of the MTFP project timeline. Where harmonisation opportunities are identified e.g. for Parking, these have been optimised.

It should be noted that any fees and charges relating to Transport Services follow the academic calendar year and would take effect from September of each year.

# Capital Forecast Quarter 2 2021/22

Cabinet Portfolio	Actuals to Date £000	Total Budget £000's	Forecast Outturn £000's	Forecast Variance £000's	% Slippage	RAG Rating
Transport	14,764	44,576	42,980	-1,596	3.6%	Green

**Budget £44.6m, Forecast £43.0m, Var -£1.6m**

- Strategic Transport projects have net slippage of £334k, predominantly on Globe Park Marlow due to a 6-month delay in construction start as the scheme design is not yet approved by Highways England.
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- Highways & Technical Services forecast slippage (£0.8m) being:
- Marlow Bridge (£0.5m) as scheme is expected to start in November 2021 and continue into 2022/23 following programmed junction improvement works at Westhorpe Roundabout.
  - Car parks (£0.3m) of which £0.2m slippage relating to work commencing in 2022/23 for CCTV and On-Street Burnham project and an underspend of £0.1m on Eastern Street car park.
- Transport Services forecast slippage (£0.1m) being:
- Fleet Management slippage on vehicle purchases not forecast to be spent due to delays with suppliers.

*\*Note: any unspent capital project budgets in 21/22 ( 'slippage') will be reprofiled into future years as part of the annual year end process, and approved via the Corporate Capital Investment Board.*

# Current Proposed Capital Programme 2022/23 to 2025/26

Service Area	Project Group / Project	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	MTFP Total £000's
Highways & Technical Services	Car Parks	2,237	696	0	0	2,933
	<b>Car Parks Total</b>	<b>2,237</b>	<b>696</b>	<b>0</b>	<b>0</b>	<b>2,933</b>
	Berryhill Footbridge Repair	334	0	0	0	334
	Denham Bridleway Bridge Replacement	108	0	0	0	108
	Improvements to Rights Way	200	200	200	200	800
	<b>Rights of Way Total</b>	<b>642</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>1,242</b>
	Bridge Maintenance	1,020	1,020	1,020	1,020	4,080
	Failed Roads Haunching & Reconstruction	3,000	0	0	0	3,000
	Footway Structural Repairs	2,050	2,100	2,150	2,150	8,450
	Maintenance Principal Rds - Drainage	2,000	2,000	2,000	2,000	8,000
	Plane & Patch	4,425	4,425	4,425	4,425	17,700
	Replacement Traffic Signals	490	490	490	490	1,960
	Road Safety - Casualty Reduction	750	1,000	1,000	1,000	3,750
	Safety Fences	250	250	250	250	1,000
	Strategic Highway Maintenance Program	15,400	15,400	15,400	15,400	61,600
	Street Lighting	2,100	2,100	2,100	2,100	8,400
	<b>Strategic Highway Maintenance Total</b>	<b>31,485</b>	<b>28,785</b>	<b>28,835</b>	<b>28,835</b>	<b>117,940</b>
	<b>Highways &amp; Technical Services Total</b>	<b>34,364</b>	<b>29,681</b>	<b>29,035</b>	<b>29,035</b>	<b>122,115</b>
Strategic Transport & Infrastructure	Active Travel Tranche 2 (Emerald Way)	800	548	0	0	1,348
	Haydon Hill Cycle Way	27	0	0	0	27
	Highways & Cycleway Funded Schemes	1,490	979	553	0	3,022
	HS2 Funded Schemes	163	0	0	0	163
	NPIF Schemes	125	0	0	0	125
	<b>Highways &amp; Cycleway Funded Schemes Total</b>	<b>2,605</b>	<b>1,527</b>	<b>553</b>	<b>0</b>	<b>4,685</b>
	Electric Vehicle Charging Points	200	200	200	200	800
	Other Highway & Technical	200	0	0	0	200
	<b>Other Highway &amp; Technical Total</b>	<b>400</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>1,000</b>
<b>Strategic Transport &amp; Infrastructure Total</b>		<b>3,005</b>	<b>1,727</b>	<b>753</b>	<b>200</b>	<b>5,685</b>
Transport Services	Public Transport	125	0	0	0	125
	Purchase of Fleet Vehicles	240	0	0	0	240
	<b>Transport Services Total</b>	<b>365</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>365</b>
<b>Transport Services Total</b>		<b>365</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>365</b>
<b>Total Expenditure</b>		<b>37,734</b>	<b>31,408</b>	<b>29,788</b>	<b>29,235</b>	<b>128,166</b>





# Questions



# Appendix 1: Detailed Revenue Budget Breakdown

The table below shows the breakdown of the 2021-22 baseline Revenue budget into types of expenditure and income.

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	Expenditure						Income				Net Total	
	Third Party Payments / Supplies and Contract Payments (Grants & Assistance)					Expense Total	Other Grants Customer & Reimburseme Client nts and Government Receipts Contributions Grants			Income Total		
Transport Portfolio £k	Employees	Premises	Services	Payments	Transport							
Definitive Map & Land Charges	374		33	16		2	425	(131)			(131)	294
Highways & Technical Services	374		33	16		2	425	(131)			(131)	294
HS2	975		113			1	1,089	(391)			(391)	698
Strategic Transport & Infrastructure	975		113			1	1,089	(391)			(391)	698
Transport Services	1,843		1,463	5,729	1,594	22,171	32,800	(1,697)	(104)	(465)	(2,265)	30,535
Transport Services	1,843		1,463	5,729	1,594	22,171	32,800	(1,697)	(104)	(465)	(2,265)	30,535
Other Highways & Technical	1,689	21	573	853		65	3,201	401			401	3,602
Highways & Technical Services	1,689	21	573	853		65	3,201	401			401	3,602
Parking Operations	1,335	2,404	3,773	86		41	7,638	(7,972)			(7,972)	(334)
Highways & Technical Services	1,335	2,404	3,773	86		41	7,638	(7,972)			(7,972)	(334)
Rights of way	258	1	2	243		31	535	(1)			(1)	534
Highways & Technical Services	258	1	2	243		31	535	(1)			(1)	534
Transport for Bucks	1	1,510	479	19,438		43	21,472	(3,643)			(3,643)	17,829
Highways & Technical Services	1	1,510	479	19,438		43	21,472	(3,643)			(3,643)	17,829
Transport Strategy	1,556		682			7	2,245	(535)	(182)		(717)	1,528
Strategic Transport & Infrastructure	1,556		682			7	2,245	(535)	(182)		(717)	1,528
Grand Total	8,030	3,935	7,117	26,365	1,594	22,363	69,405	(13,969)	(286)	(465)	(14,719)	54,686

**Transport expenditure** of £22.4m relates mainly to payments to transport suppliers for Mainstream, SEND Pre- and Post-16 and PRU transport.

**Third party / Contract payments** of £26.4m relates mainly to the TfB contract and smaller amounts relating to Transport Services, Other Highways & Technical Services, Parking Operations and Rights of Way.



# Medium Term Financial Plan Budget

## Climate Change & Environment Portfolio

Budget Scrutiny



# Agenda

- Overview of the Portfolio
- Portfolio Priorities
- Revenue Budget 2021/22
- Revenue Forecast Quarter 2 2021/22 and Revenue Budget – Savings since April 2020
- Revenue – Proposed Changes
- Proposed Revenue Budget 2022/23 – 2024/2025
- Challenges, Risks & Opportunities
- Top 5 Contracts
- Fees & Charges
- Capital Forecast Quarter 2 2021/22 and Current Proposed Capital Programme 2022/23 – 2025/26
- Questions
- Appendix 1 – Detailed Breakdown of Revenue Budget

# Overview of the Portfolio

Cabinet Members: Cllr Peter Strachan and Cllr Jilly Jordan (Deputy - Environment)

The Climate Change & Environment portfolio is aligned to the:

- Communities Directorate (Richard Barker - Corporate Director Communities), specifically Neighbourhood Services (Waste Strategy & Management) (Martin Dickman – Service Director) and
- PGS Directorate (Ian Thompson – Corporate Director PGS), specifically Environment (Climate Change & Environment) (Steve Bambrick – Service Director)

The portfolio helps to deliver all of the Corporate priorities and is principally responsible for:

- Waste Strategy & Management
- Climate Change & Environment

# Overview of the Portfolio

## Climate Change & Environment

The Climate Change & Environment service have produced a draft Climate Change Strategy which sets out 60 different actions the Council can take to become carbon neutral by 2050. The strategy will work at a local level to tackle environmental damage and improve air quality across the Buckinghamshire Council area. The strategy will have a cross-cutting impact on all Council services. The service is also developing a programme to plant over 500k trees on council-owned land over the next 10 years.

Over the past year, the Council has participated in a pilot scheme for developing Local Nature Recovery Strategies - one of five local authorities to do so nationally. The strategies are designed to map, plan and help drive a more coordinated, practical and focussed action and investment to help nature thrive.

The Strategic Flood Management function has a £6.1m capital programme to deliver over the next two years including key projects at Pednornmead End and in Marlow. Following the flood events in 2020, the service are undertaking a number of section 19 flood investigations. The team have also been successful in securing funding for a the GRACE (Groundwater Resilience & Community Engagements) project which will seek to prevent and alleviate groundwater flooding incidents using innovative monitoring techniques. The team will work collaboratively partners to deliver the projects over the next 6 years.

This service also includes environmental specialisms such as ecologists, archaeologists, heritage and urban design specialists all of whom support the protection and enhancement of the integrity of the natural and historic landscape in Buckinghamshire.

# Overview of the Portfolio

## Waste strategy and management

Buckinghamshire Council, as the Waste Collection Authority, has a statutory duty to collect household waste from the kerbside of residential properties. The service also includes all wheelie bin collections, bulky and clinical waste collections, street cleansing, grounds maintenance and the commercial collection services. The waste collection service and street scene services are delivered in-house in the north of the County, and are delivered under contract in the south of the County.

The service covers the management and disposal of waste. This includes through the Council's nine Household Recycling Centres (HRCs) and through the Energy from Waste facility at Greatmoor. The facility was built to generate electricity from the non-recyclable waste produced by Buckinghamshire homes and is on course to save taxpayers more than £150m over 30 years.

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Tender and mobilisation of a new contract for management of HRC's will be delivered by March 2022, and that new contract will consider needs for the future.

An important function of the team is to encourage residents to reduce and reuse, as well as recycle. Initiatives supported include the Real Nappy Library and Community Fridges (as well as others) which help to reduce waste and save residents money.

The service continues to support the SCRAP fly-tipping campaign, and enforces against fly-tipping. On average, more than one fly-tipper is caught and convicted every week in Buckinghamshire.

# Overview of the Portfolio



## Household Recycling Centres



## Energy from Waste



## Fly-tipping enforcement



## Waste Promotions & Education





# Portfolio Priorities

- Net carbon zero by 2050 and potentially earlier by:
  - Delivery the key actions set out in the Council's Climate Change & Air Quality Strategy
  - Moving towards electric vehicles for Council use
  - Seeking opportunities to generate solar energy by putting photovoltaic electric generation on Council land
- Significantly progressing Council's ambition to plant over 500,000 trees and creating a new woodland in North Buckinghamshire
- Producing a Tree Strategy for Buckinghamshire
- Continued delivery of recycling initiatives and increasing recycling and energy recovery rates in Buckinghamshire
- Double the number of electric vehicle charging points in Buckinghamshire – *also links to Communities*
- Increased recycling and energy recovery rates
- Continue 'zero-tolerance' policy towards fly-tipping
- Introduce a new fleet of cleaner, greener waste collection vehicles across much of the county and trialling new electric vehicles where possible
- Continuing to take action on flood prevention through delivery of key capital schemes and progressing the GRACE programme
- Discouraging anti-social idling by cars
- Successfully implement a two-yearly Design Awards scheme and undertake a programme of Conservation Area Appraisal work
- Establish a fully-functioning biodiversity net gain scheme
- To progress the Waste Strategy Review

# Climate Change Strategy - £5m Investment pot

A £5m pot has been set aside to invest in priority projects, to deliver the Council's Climate Change Strategy. Allocations made to date are listed below:

Scheme	£Investment	Objective
Tree Planting	£ 3,290,000	Undertaking a programme of large-scale tree planting, which will absorb carbon and help us to achieve net-zero carbon emissions whilst also providing other environmental benefits such as supporting biodiversity and reducing flood risk.
Fleet - emissions reduction	£ 600,000	Reducing emissions from our fleet including by moving toward electric vehicle equivalents
Solar Car Ports	£ 340,000	Installing solar car ports at suitable car park locations, to produce renewable energy
Invest to Save recycling fund - for Street Lighting & Building improvements.	£ 350,000	Energy efficiency improvements for our buildings and more renewable generation. This is will include improving the efficiency of lighting by upgrading to LED systems, improving the efficiency of heating systems and installing further solar photovoltaic (PV) systems on suitable buildings. Continuation of the street lighting upgrades to highly efficient LED equivalents, which can reduce energy consumption by over 70%
<b>Total allocated for investment</b>	<b>£ 4,580,000</b>	

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This investment will also leverage in grant funding of around £2.85m. The remaining £420k of the investment pot will be allocated as future projects come forward.

For more details on the Council's Climate Change Strategy, follow the link to the recent Cabinet Paper:

<https://buckinghamshire.moderngov.co.uk/documents/s33624/Report%20for%20Climate%20Change%20and%20Air%20Quality%20Strategy.pdf>

# Key Elements of Portfolio Revenue & Capital Budgets

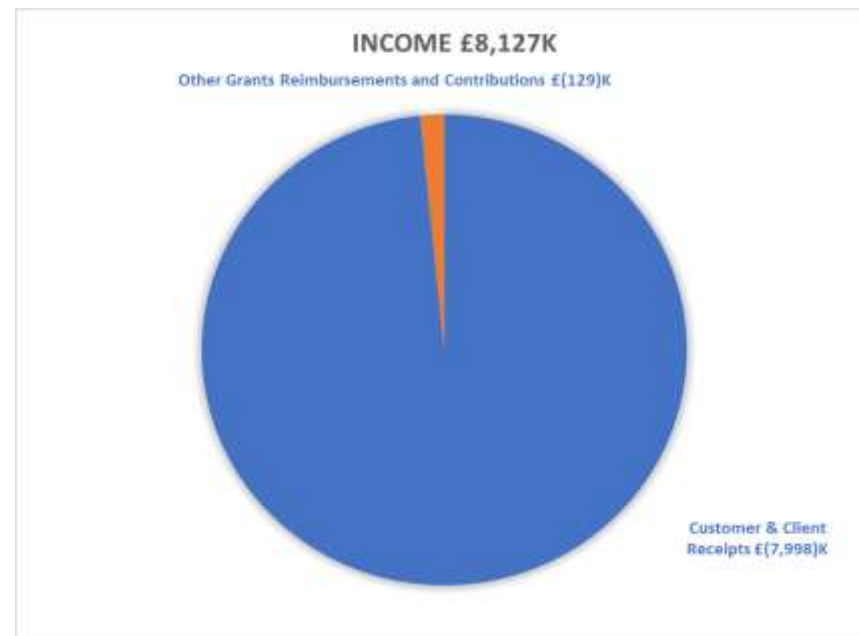
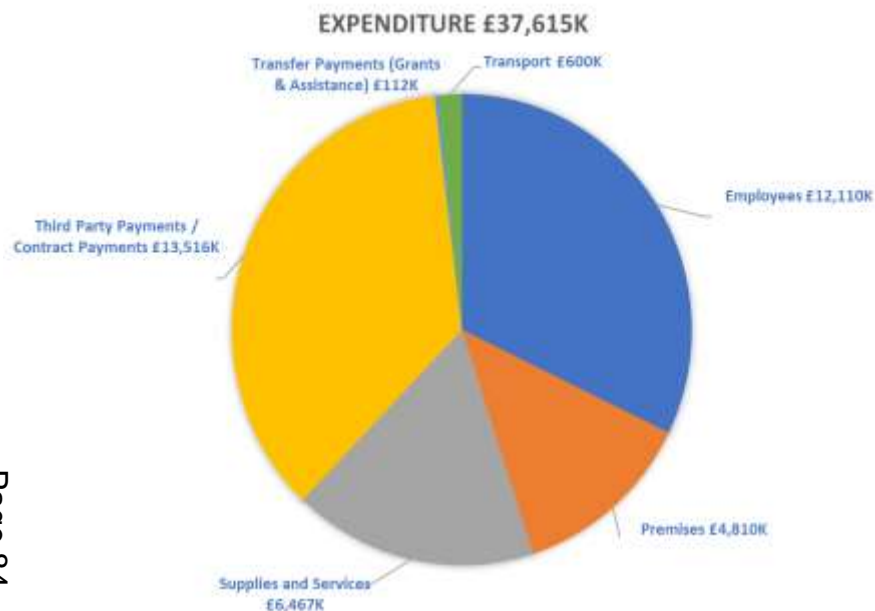
Slides 10 – 20 provide further information about the Portfolio's 2021/22 controllable Expenditure budget (Employees, Supplies & Services), Income and Capital Programme.

Key Elements of the Portfolio Revenue Budget				
Revenue Expenditure	£'000	% of Total	Slide No.	Comments
Third Party Payments/ Contract Payments	13,516	36%	10	Mainly waste contract payments £13,47m (99.6%) of total contract payments. Relates to Southern Waste.
Employees	12,110	32%		Direct costs of Employees is 99% of Employees budget
Supplies & Services	6,467	17%		Mainly within Household Waste Recycling Centres and Waste Disposal.
Revenue Income	£'000	% of Total	Slide No.	Comments
Customer & Client Receipts	7,998	98%	10	
Capital 2021/22 programme	£'000	% of Total	Slide No.	Comments
Flood Management	7,109	29%		
Waste	17,560	71%		
<b>Total</b>	<b>24,669</b>	<b>100%</b>		

# Revenue Budget 2021-22

The charts and tables below show the current revenue budget for the portfolio, split into different service areas, income and expenditure. For a more detailed breakdown, see Appendix 1 on slide 22.

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		2021-22			
		Income £000		Expense £000	
Environment	Energy & Resources	(260)		650	390
	Natural Environment	(94)		1,014	920
<b>Environment Total</b>		<b>(354)</b>		<b>1,664</b>	<b>1,310</b>
Flood Management	Flood Management	(38)		651	613
<b>Flood Management Total</b>		<b>(38)</b>		<b>651</b>	<b>613</b>
Street Cleaning & Safety	Street Cleaning & Safety	(422)		2,837	2,415
<b>Street Cleaning &amp; Safety Total</b>		<b>(422)</b>		<b>2,837</b>	<b>2,415</b>
Waste	Waste	(7,313)		32,463	25,149
<b>Waste Total</b>		<b>(7,313)</b>		<b>32,463</b>	<b>25,149</b>
<b>Grand Total</b>		<b>(8,127)</b>		<b>37,615</b>	<b>29,487</b>

# Revenue Forecast Quarter 2 2021/22

	Budget	Y/E Outturn	Variance	Change in Variance
	£000	£000	£000	£000
Expenditure	37,700	37,600	(100)	(2,300)
Income	(8,200)	(8,900)	(700)	1,700
Climate Change & Environment	29,500	28,700	(800)	(600)

Budget £29.5m, Forecast £28.7m, Var **-£0.8m**

- **Dog Control – Budget £0.1m – No Variance**
- **EFW & Residual Waste - Budget £0.8m, Var Favourable £0.2m** Underspend in contract costs due to rates and gate fees at EfW and North Landfill gate fees.
- **Grounds Maintenance – Budget £0.8m, No Variance**
- **Household Recycling Centres - Budget £2.1m, Var Adverse £0.2m** Adverse movement relates to loss of budgeted income for household disposal charges, recharge to Slough Borough Council and trade charges offset by underspend due to reduced waste stream costs.
- **Waste Collection - Budget £18m, Favourable Var £0.5m** Absorption of on-going Covid impact on businesses offset by reduction in contractor costs from Southern Waste contract transfer Sept 21.
- **Street Cleansing – Budget £1.5m Favourable Var £0.04m** Reduction in grounds maintenance expenditure costs relating to amenity areas, Parishes and Town Council grounds.
- **Waste Disposal – Budget £2.5m, Favourable Var £0.1m** Underspend in contract costs in Green Food Bulky Wood (GFBW) contract and in other hazardous waste contracts.
- **Waste Strategy & Management – Budget £1.8m, Favourable Var £0.4m** Increased dry recyclables income from the Southern Waste Contract. Savings on legacy recycling budgets offset by an increase in agency staff costs.
- **Energy, Arboriculture & Natural Environment - Budget £1.3m, No Variance**
- **Flood Management – Budget £511k, No Variance**

\* Note: the net 2021/22 Revenue Budget reported for Quarter 2 monitoring is higher than the MTFP base budget on slide 9 due to the inclusion of various one-off budgets changes.

# Revenue Budget: Savings since April 2020

The 21-22 budget set out in the previous slide incorporate the following savings which have been made since the Unitary vesting day in April 2020:

CCE	Actions and Savings in 2020/21 to 2021/22	2020/21 £'000	2021/22 £'000
	<b>Contract Harmonisation</b>		
	Environmental Health Services - Dog Waste Contract		-65
	<b>Better Buckinghamshire</b>		
	Neighbourhood Services:		
	Garden waste increased income		-300
	Service Improvements - Southern Waste Contract		-20
	Grounds Maintenance Wycombe		-18
	Bulky Waste charging		-190
	Bringing servicing of waste and recycling fleet in-house & Taxi MOT		-10
			<b>-538</b>
	Horticulture Contract brought in house	-400	
	New Green Waste Contract	-25	
		<b>-425</b>	
<b>TOTAL SAVINGS MADE</b>		<b>-425</b>	<b>-603</b>

# Revenue – Proposed Changes

The table below details the proposed budget changes – split into increased income, growth areas, and savings proposals. All changes are cumulative, to be compared to the 2021-22 base budget.

Climate Change & Environment			Change 2022-23 £000's	Change 2023-24 £000's	Change 2024-25 £000's
	Change Type	Description of Change			
<b>Environment</b>					
Natural Environment	Change in Grant funded expenditure	Tree Planting	150	200	450
	Change in Grant Income	Tree Planting - Grant income	(63)	(84)	(188)
	Growth	Flood Team - additional budget for staffing	90	90	90
	Savings	Efficiency Savings in Environment budgets	-	-	(100)
	Special Items	Tree Planting - use of Climate Change reserve	(87)	(116)	(262)
<b>Street Cleaning</b>					
Street Cleaning	Growth	Member priority street cleaning	400	400	400
		Salary pressures and contract inflation	244	244	244
	Savings	Grounds Maintenance contract changes	(15)	(23)	(23)
<b>Waste</b>					
Waste	Change in Income	Dry Recyclates income South	(100)	(100)	(100)
		EfW waste income generation	(800)	(800)	(800)
		North Waste income changes (including bulky waste)	(170)	(170)	(170)
		Wycombe Garden Waste Charges	(750)	(1,000)	(1,100)
	Growth	Additional costs (contract inflation, housing and tonnage growth) - for Strategic Waste budgets	939	1,491	1,973
		Improved HRC Provision in Princes Risborough area	360	270	280
		Increase HRC contracts	400	425	450
	Savings	Changes from Southern Waste contract supplier change	(837)	(837)	(897)
		Contract Harmonisation - Dog waste collection	(130)	(130)	(130)
		Dry Recyclates contract North	(100)	(100)	(100)
	Special Items	Home Working	14	14	14
		Increased cost of removal of unauthorised encampments & Fly-Tipping enforcement. Also funding for the development of an Unauthorised Encampment Strategy	(100)	(100)	(100)

# Proposed Revenue Budget 2022/23 – 2024/25

The table below shows what the Revenue budget will be after the proposed budget changes.

Changes Summary	2022-23 £000	2023-24 £000	2024-25 £000
Change in Income	(1,820)	(2,070)	(2,170)
Change in Grant Income	(63)	(84)	(188)
Change in Grant funded expenditure	150	200	450
Growth	2,433	2,920	3,437
Savings	(1,096)	(1,117)	(1,291)
Special Items	(253)	(729)	(975)
<b>Grand Total</b>	<b>(649)</b>	<b>(880)</b>	<b>(737)</b>

## Climate Change & Environment

		2021-22			2022-23			2023-24	2024-25
		Income £000	Expense £000	Net Budget	Income £000	Expense £000	Net Budget	Net Budget	Net Budget
Environment	Energy & Resources	(260)	650	390	(260)	650	390	390	390
	Natural Environment	(132)	1,637	1,505	(195)	1,710	1,515	1,068	868
<b>Environment Total</b>		<b>(392)</b>	<b>2,287</b>	<b>1,895</b>	<b>(455)</b>	<b>2,360</b>	<b>1,905</b>	<b>1,458</b>	<b>1,258</b>
Street Cleaning	Street Cleaning	(422)	2,837	2,415	(422)	3,466	3,044	3,036	3,036
	<b>Street Cleaning Total</b>	<b>(422)</b>	<b>2,837</b>	<b>2,415</b>	<b>(422)</b>	<b>3,466</b>	<b>3,044</b>	<b>3,036</b>	<b>3,036</b>
Waste	Waste	(7,313)	32,398	25,084	(9,036)	32,832	23,796	24,020	24,363
	<b>Waste Total</b>	<b>(7,313)</b>	<b>32,398</b>	<b>25,084</b>	<b>(9,036)</b>	<b>32,832</b>	<b>23,796</b>	<b>24,020</b>	<b>24,363</b>
<b>Grand Total</b>		<b>(8,127)</b>	<b>37,522</b>	<b>29,394</b>	<b>(9,913)</b>	<b>38,658</b>	<b>28,745</b>	<b>28,515</b>	<b>28,658</b>



# Challenges, Risks and Opportunities

## Risks

- Challenges - responding to any potential future changes in government policy on Climate Change, and adapting our strategy and capacity.
- Flooding - additional, dedicated technical skills and capacity are needed to improve resilience of the team and improve response of the Council to major flooding incidents.
- Continued impact of Covid on Income, additional costs and service delivery for waste commercial collections (trade waste), street cleansing, Household Recycling Centres and waste transfer stations.
- Volatility in market pricing for waste stream materials / textiles.
- Influence over local/ national climate change agenda.
- HGV drivers shortage and impact on Waste service delivery.
- Supply chain issues e.g. recent fuel supply challenges.

# Challenges, Risks and Opportunities (contd.)

## Opportunities

- The Fees and Charges schedule will be reviewed over the Summer along with a benchmark exercise against other LAs, to review whether there are any new or increased income opportunities including further harmonisation, where appropriate. This may yield a small amount of additional income.
- External Funding opportunities on Climate Change and Environment Projects.

## Cross-portfolio impact

- Climate Change is a cross-Council endeavour which has serious investment and financial implications for the Council as a whole. Collaboration across Council is key for successful outcomes and the budget, spend and benefits for Climate Change will also be spread across various portfolios including, for example, Transport where electric charging vehicles and charging points are introduced.
- Activities aligned with addressing climate change – Support and coordination across portfolios; tree planting support and programme delivery; energy efficiency advice and project delivery; upcoming trials for electric refuse collection vehicles (RCV), bid for electric RCV funding; waste minimisation and recycling support; EfW avoids landfill methane emissions; High Heavens Waste Transfer Station saves over 130,000 delivery miles of waste transport; separation of food and green waste diverts waste from landfill / EfW.

# Top 5 Contracts

Vendor	Description (inc. Contract End Date)
Veolia Environmental Services	Joint waste, recycling and cleansing contract; stabilisation of Serco contract takeover in progress and Biffa contract to be taken over in November 2021; end date Sept 2030 (5 year break clause within this 10 year contract); 10 year extension length (10 +10).
N Power	Electricity Provider majority of Council assets, including Corporate Estate, Street Lighting. Harmonisation across legacy contracts nearly complete. Budgets largely held in other Portfolios (e.g. Property); Energy team manage the contract and monitor usage, drive efficiencies, etc. Re-tender due Sept 2022.
Total Gas	Gas provider for majority of Council Assets. Harmonisation across legacy contracts nearly complete. Re-tender due Sept 2024.
FCC Recycling	Integrated household waste recycling centre; end date March 2022; extension option used with extension length 3 years (1+1+1).
FCC Recycling	Green, Food and Bulky Waste contract; end date Jan 2026; extension length is 5 years with option of individual period(s) of no shorter than 1 year.

# Fees and Charges

Each year, as part of the MTFP, we review the schedule of Fees and Charges.

The majority of Fees & Charges are only amended by an RPI increase (currently at 3%).

The Fees and Charges schedule for Climate Change & Environment team (Environmental Specialist Service fees, for e.g. Ecology screening visits, Archaeology monitoring visits and other environmental specialist advice) has been reviewed in detail as part of the Service Review. This will include full absorption costing check (does the fee we charge cover the cost to deliver the service?) and benchmarking against other LAs (do we charge a fair, competitive rate?). If any changes are recommended from this review, they will be implemented via a separate key decision in the Spring.

The Fees and Charges schedule for Waste Strategy & Management service has been prepared with most fees and charges increasing by 3%, except where there's a need for a decision to be made e.g. for Green and Bulky Waste. Trade waste fees are charged for in the North (AV) but not yet in the South – this is under review (including pricing for all).

# Capital Forecast Quarter 2 2021/22

Cabinet Portfolio	Actuals to Date £000	Total Budget £000's	Forecast Outturn £000's	Forecast Variance £000's	% Slippage	RAG Rating
Climate Change & Environment	465	8,071	5,966	-2,106	26.1%	Amber

**Budget £8.1m, Forecast £6.0m, Var £- 2.1m**

- Waste - Biowaste project slippage of £2.4m due to delay in construction start date – build to commence Nov 21 - includes landscaping and retention costs. Household Recycling Centres upgrades and Pembroke Rd Depot facilities slippage of £0.7m – issues with sourcing contractors for the refurbishment of kitchens and toilets and unavailability of materials in stock. Offset with accelerated spend of £1.3m regarding container purchase and vehicle replacement.
- Flood defence schemes reporting slippage of £330k due to delays in installing culverts.

*\*Note: any unspent capital project budgets in 21/22 ( 'slippage') will be reprofiled into future years as part of the annual year end process, and approved via the Corporate Capital Investment Board.*

# Current Proposed Capital Programme 2022/23 to 2025/26

Service Area	Project Group / Project	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	MTFP Total £000's
Neighbourhood Services	Waste					
	Aylesbury Waste Vehicles Replacement	4,716	2,400	1,700	0	8,816
	Buckingham HRC & WasteTransfer St	275	1,275	250	4,600	6,400
	Recycling Centres Drainage EA Compliance	700	420	0	0	1,120
	Recycling Centres Vehicles & Plant	360	0	2,106	0	2,466
	Recycling Initiatives & Waste Containers	205	150	150	150	655
	Replacement Bulk Shreader	0	551	0	0	551
	Southern Waste Contract - Vehicles	4,034	0	0	0	4,034
	<b>Waste Total</b>	<b>10,290</b>	<b>4,796</b>	<b>4,206</b>	<b>4,750</b>	<b>24,042</b>
	<b>Neighbourhood Services Total</b>	<b>10,290</b>	<b>4,796</b>	<b>4,206</b>	<b>4,750</b>	<b>24,042</b>
Planning and Environment	Climate Change & Air Quality					
	Solar Car Port and Fleet	2,790	0	0	0	2,790
	<b>Climate Change &amp; Air Quality Total</b>	<b>2,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,790</b>
	Flood Management					
	Flood Defence Schemes	4,935	0	0	0	4,935
	Strategic Flood Management	50	50	50	50	200
	<b>Flood Management Total</b>	<b>4,985</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>5,135</b>
	<b>Planning and Environment Total</b>	<b>7,775</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>7,925</b>
	<b>Total Expenditure</b>	<b>18,065</b>	<b>4,846</b>	<b>4,256</b>	<b>4,800</b>	<b>31,967</b>



# Questions



# Appendix 1: Detailed Breakdown of Revenue Budget

The table below shows the breakdown of the 2021-22 baseline Revenue budget into types of expenditure and income.

Climate Change & Environment Portfolio £k	Expenditure							Income			Net Total
	Employees	Premises	Supplies and Services	Third Party Payments / Contract Payments	Transfer Payments (Grants & Assistance)	Transport	Expense Total	Customer & Client Receipts	Other Grants Reimbursements and Contributions	Income Total	
<b>Neighbourhood Services</b>	<b>10,226</b>	<b>4,648</b>	<b>6,209</b>	<b>13,516</b>	<b>112</b>	<b>588</b>	<b>35,299</b>	<b>(7,636)</b>	<b>(99)</b>	<b>(7,735)</b>	<b>27,564</b>
CCTV		-					-			-	-
Dog Control		55	207				262	(133)		(133)	129
EFW & Residual Waste		1,241	494				1,735	(988)		(988)	747
Grounds Maintenance	117	1,124	(378)	33	112	0	1,009	(123)	(92)	(215)	795
Gypsy & Travellers	-	-	-				-			-	-
Household Waste Recycling Centres		23	3,165			2	3,189	(1,092)		(1,092)	2,097
Street Cleansing	1,704	170	(392)	3		80	1,565	(74)		(74)	1,491
Waste Collection	6,009	2,001	(23)	13,480		467	21,934	(3,943)	(7)	(3,950)	17,985
Waste Disposal	-	31	2,505	-			2,536	(38)		(38)	2,498
Waste Strategy & Management	2,396	4	630	-		39	3,068	(1,247)		(1,247)	1,821
<b>Planning &amp; Environment</b>	<b>1,884</b>	<b>161</b>	<b>258</b>	<b>-</b>	<b>-</b>	<b>12</b>	<b>2,315</b>	<b>(362)</b>	<b>(30)</b>	<b>(392)</b>	<b>1,923</b>
Energy & Resources	469	124	56			1	650	(260)		(260)	390
Environmental Specialists	12	8	17			6	43		-	-	43
Flood Management	611		37			4	651	(38)	-	(38)	613
Natural Environment	791	29	148		-	2	971	(64)	(30)	(94)	877
<b>Grand Total</b>	<b>12,110</b>	<b>4,810</b>	<b>6,467</b>	<b>13,516</b>	<b>112</b>	<b>600</b>	<b>37,615</b>	<b>(7,998)</b>	<b>(129)</b>	<b>(8,127)</b>	<b>29,487</b>