



Cabinet agenda

Date: Tuesday 8 June 2021

Time: 10.00 am

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

Membership:

M Tett (Leader), A Macpherson (Deputy Leader and Cabinet Member for Health and Wellbeing), G Williams (Deputy Leader and Cabinet Member for Planning and Regeneration), S Bowles (Cabinet Member for Communities), S Broadbent (Cabinet Member for Transport), J Chilver (Cabinet Member for Finance, Resources, Property and Assets), A Cranmer (Cabinet Member for Education and Children's Services), C Harriss (Cabinet Member for Culture and Leisure), N Naylor (Cabinet Member for Housing, Homelessness and Regulatory Services) and P Strachan (Cabinet Member for Climate Change and Environment)

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2 Minutes To approve as a correct record the Minutes of the meeting held on 30 March, 2021.	3 - 10
3 Declarations of interest	
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5 Question Time No questions have been received yet.	
6 Forward Plan (28 Day Notice)	11 - 22
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8 Exclusion of the public (if required) To resolve that under Section 100(A)(4) of the Local Government Act	

1972 the public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

Paragraph 3 Information relating to the financial or business affairs of a particular person (including the authority holding the information)

9 Confidential Minutes from the Cabinet Meeting held on 30 March 2021 47 - 50

10 Date of next meeting

Tuesday 29 June, 2021, at 10am

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: Craig Saunders -
democracy@buckinghamshire.gov.uk on 01296 585043, email
democracy@buckinghamshire.gov.uk.



Cabinet minutes

Minutes of the meeting of the Cabinet held on Tuesday 30 March 2021 in Via MS Teams, commencing at 10.00 am and concluding at 11.10 am.

Members present

M Tett, A Macpherson, K Wood, S Bowles, B Chapple OBE, J Chilver, A Cranmer, I Darby, T Green, C Harriss, P Hogan, D Martin, N Naylor, M Shaw, W Whyte, G Williams and F Wilson

Agenda Item

1 Apologies

There were none.

2 Minutes

RESOLVED –

That the Minutes of the meeting held on 18 March, 2021, be approved as a correct record.

3 Declarations of interest

There were no declarations of interest.

4 Hot Topics

Martin Tett, Leader of the Council informed Members that the Council had launched the ADDITIONAL RESTRICTIONS GRANTS Scheme, that was targeted to help local businesses that during February- March 2021 had experienced a downturn in turnover of more than 30%. Details of the grant had been released and were available on the Council's website. The Government had also announced a BUSINESS RE-START GRANT today, details of which would be available on the Council's website.

Warren Whyte, Cabinet Member for Planning and Enforcement informed the meeting that two planning consultations **1. Planning Statement of Community Involvement** and **2. Call for Brownfield sites**, had been extended. The deadline for responses to both consultations was now 6 April 2021.

Clive Harriss, Cabinet Member for Sports and Leisure, welcomed the news that England had reached Step One in its roadmap out of the latest Covid-19 lockdown

which meant that from 29 March people were allowed to meet in groups of up to six people outdoors.

Gareth Williams, Cabinet Member for Communities and Public Health, informed Members that the Helping Hand Scheme would run over the Easter period, which included topping up the Government scheme with £40 digital food vouchers to help those families entitled to free school meals. Physical activity was also being encouraged through £10 vouchers for play schemes, and holiday clubs being held for children aged 5-11 years. Information on these was available on the Council's website.

5 Question Time

Question from Councillor Robin Stuchbury to the Leader of the Council

Could Cabinet inform me as to the current position of the Cambridge to Oxford Arc proposals and specifically (following the announcement on 18 March 2021 by the Transport Secretary that the expressway project had been cancelled) will full Council be given an indicative vote on the remaining issues, i.e. on the environmental challenge and threat from the Cambridge to Oxford arc, and on how the unsustainable and extensive development in Buckinghamshire – with no highway infrastructure – will be managed without leaving the Council open to financial challenge?

Councillor Martin Tett, Leader of the Council, responded to the question as follows:

The Council is delighted that there has been a clear decision to cancel the Expressway proposals. As Robin Stuchbury is aware, beyond the Expressway issue, the Council has always had concerns about the way in which the so called 'Arc' developed and its preoccupation with large scale housing growth. The Council also raised concerns about its governance arrangements. Decisions taken on a majority vote basis, on key issues such as spatial planning and housing numbers, when Buckinghamshire would have only one vote put Buckinghamshire at a significant democratic disadvantage. Because of these issues, the Council took the decision to exit the Arc.

On 18 February 2021, new government policy concerning the Arc was published which referred to a new Spatial Planning Framework and an intention to create a new 'Growth Body' to lead the Arc's development. In response Buckinghamshire has made clear to MHCLG that it believes the correct approach to economic development is a business led one, with its Recovery Proposition at the centre. This would provide both the pace and local democratic mandate needed to help the economy recover strongly from the current Covid recession.

We would urge the Government not to adopt a centrally decided, 'top down' approach similar to that which has failed in the past. This is already council policy and a copy of the Recovery Proposal is on the council's website.

6 Forward Plan (28 Day Notice)

The Leader introduced the Forward Plan and commended it to all Members of the Council and the public, as a document that gave forewarning of exactly what Cabinet would be discussing at forthcoming meetings.

RESOLVED –

That the Cabinet Forward Plan be noted.

7 Home to School Transport Policy including the associated Post-16 Transport Policy Statement Review and Consultation - Outcome

Anita Cranmer, Cabinet Member for Education and Skills, and David Martin, Cabinet Member for Logistics, introduced the report and informed Members that the Council was required to have a published Home to School Transport Policy and an associated Post-16 Transport Policy Statement.

The Home to School Transport Policy set out the Council's approach to providing transport to educational settings for 0 – 19 year olds (and up to 25 years for those with SEND). The Policy aimed to ensure that pupils arrived at their education setting ready to learn. The Post-16 Transport Policy Statement specified the arrangements for transport that the Council considered were necessary to facilitate the attendance of sixth form students receiving education or training. The Statement was published in line with the statutory duties under the Education Act 1996.

The Policy and the Statement had both been reviewed and consulted on in 2018/2019. Changes had included the introduction of charging for transport for 16-18 year olds with SEND. This took effect in the academic year 2019/20. Charges had been paused for the academic year 2020/21 due to the impact of Coronavirus, but under the current policy were set to continue from academic year 2021/22. The Council had a statutory duty to consult annually on the Statement and publish it by 31 May each year.

A Policy Review had been initiated in Summer 2020 with the aim of improving information for parents and carers, taking into account feedback from families received over the last 12 months; and to seek views on options for transport arrangements for students aged 16-19 with SEND who were eligible for transport assistance.

A formal public consultation had been undertaken over eight weeks (12 October – 7 December 2020), using a best practice approach and methods. The communications plan which supported the consultation had been extensive, robust and effective at raising awareness. Having listened to feedback from families, the approach to how transport for 16-19 year olds with SEND was arranged and paid for was a key element of the consultation.

3 potential options had been set out in full in the consultation, and that would

impact on approximately 250 young people in the 16 – 19 age group:

- **Option 1:** Distance banded charging model (Current Model).
- **Option 2:** Choice of a Personal Transport Budget or Council organised transport for an annual fee.
- **Option 3:** Personal Transport Budgets only (Council organised transport by exception). Council organised transport for an annual fee only available by exception.

Cabinet was informed of the key themes arising from the consultation responses:

- A clear preference had been expressed for Option 2, and by the majority of overall respondents.
- Overall, the majority of respondents expressed that the proposed Home to School Transport Policy and proposed Post-16 Transport Policy Statement were felt to be partly or fully clear and easy to understand.
- Some sections of the proposed Policy and Statement were felt to be less clear and as a result, those highlighted areas have been reviewed carefully and amended appropriately with the aim of further improving clarity.
- Parents and carers had shown a preference towards wanting to have more choice and freedom to organise their own transport, although 28% of overall respondents were unsure of this, and 42% of overall respondents agreed on this.

The formal Consultation Evaluation Report was provided at Appendix 1.

Following the consultation, the proposed Policy and Statement had been updated and some clarifications made to both, to take account of feedback from families and to take into account the consultation feedback where possible. This aimed to make the Policy and Statement easier for families to understand. This had included clarification on the Spare Seats Scheme and the way that spare seat allocations were prioritised, to include key vulnerable groups as well as siblings.

The draft Post-16 Transport Policy Statement had been revised to incorporate the preferred recommendation from the consultation, Option 2 - Choice of an annual fee or Personal Transport Budget, for arrangement and payment of transport for eligible 16-19 year old students with SEND. Option 2 provided choice and flexibility for families who wished to take up a Personal Transport Budget, whilst retaining Council organised transport for an annual fee as an alternative. This option also met the consultation objectives of providing a better experience for families using home to school transport through providing more choice and flexibility in terms of transport arrangements; and also to support and promote increased independence for young people with SEND as they become young adults.

The revised and recommended Home to School Transport Policy and associated Post-16 Transport Policy Statement were attached as Appendices 2 and 3 respectively to the Cabinet report.

Members commented on the Policy and Policy Statement as follows:

- That this policy would fit well with the Special Educational Needs and Disabilities (SEND) and Inclusion Strategy 2021-23, that had been approved by Cabinet on 2 March 2021.
- That the Cabinet Members and Service should be congratulated on the thorough consultations that had taken place.
- That it would be very important for the Policy to be communicated to parents, and in clear language that they understood.

Members were informed that should the Policy be agreed, that all parents would be directly contacted. Full information would also be included on the Council's website.

RESOLVED –

- (1) That the Consultation Evaluation Report, draft Home to School Transport Policy and associated draft Post-16 Transport Policy Statement be agreed.

(Note: In particular, this includes the recommendation for Option 2 (Choice of a Personal Transport Budget or Council organised transport) as the proposed option for how transport for 16-19 year olds with Special Educational Needs and Disabilities (SEND) is arranged and paid for.)
- (2) That the recommended annual fee for the Council organised transport element of Option 2 for post-16 SEND students be set at £900 for the 2021-22 academic year. Further, the reduced fee for demonstrated financial hardship be set at £600 for the 2021-22 academic year; both to be applied on a pro-rata basis according to the number of days travelled.

8 Vale Retail Park – Capital Works and New Lease

John Chilver, Cabinet Member for Property and Assets, introduced the report and informed Members that the Vale Retail Park had been acquired by the County Council in 2015. The property had suffered from the recession in retail and the move to online shopping, along with other retail assets. This has resulted in several tenants not renewing leases or entering administration and ultimately leading to a loss of income and increase in voids.

With the onset of the recession in retail, work had been ongoing on potential lettings to replace the retailers lost on the retail park as well as considering other options for the site. A suitable long term tenant had been identified but the terms of the deal would require enabling works to achieve a full market rent. This would include undertaking capital works to the property to reconfigure the existing retail space, providing a shell-and-core unit ready for the tenant to take occupation and undertake their fit-out. Outline details of the enabling work, their cost and anticipated levels of return were included in the confidential appendices.

The proposed works and letting would deliver a high-quality covenant, reduce existing budget pressure by creating a secure income stream and raise the profile of

the Retail Park, improving the prospects of further lettings of the remaining units to high-quality covenants at a full market rent.

At the same time, consideration had been given to the opportunity to bring forward the site for residential development. Such a development could create approximately 148 market flat units and 49 affordable flat units. However, for reasons provided in the confidential appendices it was recommended not to pursue this course at this time.

As the residual value of the site was likely to increase in the future, with an appropriate planning consent for residential, the site would then likely be viable for residential development. The longer-term aspiration for the site was to bring it forward for residential development as part of the evolution of the Aylesbury Town Centre to support the provision of affordable housing and the support of businesses within the town centre. Alternatively, other uses could be considered for the site such as offices or leisure which might release other sites in the town centre for market and affordable housing. Work had been done on the residential development viability and comparisons were set out in the appraisals considered in the confidential appendices.

The meeting then agreed item 10 and went into private session to discuss the confidential appendices set out in item 11. Following a comprehensive confidential discussion, the meeting returned to public session and the recommendations were agreed as follows:

RESOLVED –

- (1) That the Service Director for Property and Assets be authorised, in consultation with the Cabinet Member for Property and Assets and S151 Officer, to finalise and agree the emerging Heads of Terms with the retailer set out in the confidential appendices of this report and subsequently to finalise, agree, exchange and complete the lease documentation.
- (2) That the Service Director for Property and Assets be authorised, in consultation with the Cabinet Member for Property and Assets and S151 Officer, to arrange a loan from the Public Works Loan Board to deliver the enabling works in accordance with the report considered in the confidential appendices and the heads of terms set out there.
- (3) That the longer term strategic option to bring the site forward for residential development as part of the emerging plans for Aylesbury Town Centre be noted.

(Note: More housing would improve the housing mix with more affordable and bring residents into the town centre to support local businesses. Consideration will be given to include the site in the new Local Buckinghamshire Plan. The site could also be considered for other uses for

example leisure or offices to potentially release other sites for residential development in the town centre.)

9 Support to provider market as a result of Covid 19

Angela Macpherson, Deputy Leader and Cabinet Member for Adult Social Care, introduced the report and informed Members that in January 2021 a report relating to this matter had been presented and approved by Cabinet. This had resulted in a package of immediate, short-term financial support and a commitment to ongoing negotiations with a view to reaching an overall conclusion by March 2021 regarding longer term sustainable options.

Through those ongoing negotiations a thorough review of the options had been undertaken and resulted in a recommendation that a further package of support, details of which were outlined within the confidential appendices, was offered for a transition period to stabilise the market during the Covid-19 pandemic.

The implementation of this transition period would allow for some stabilisation within the care market and minimise the risk of provider failure. This would also provide the Local Authority with time to analyse the longer-term impact of Covid-19 on demand for care and support services and will enable the Council to prepare for a comprehensive commissioning exercise.

The proposed option provided the best foundation for service continuity as well as achieving value for money whilst enabling the Council to meet its obligations under the Care Act 2014 in relation to support for providers:

- To promote the efficient and effective operation of a market in services for meeting care and support needs;
- Ensuring the sustainability of the market (in circumstances where it is operating effectively as well as in circumstances where it is not); and
- In the event of provider failure, to ensure continuity of care and support so that all clients (including self-funders) continue to receive services that keep them safe and well

The meeting had previously agreed item 10 and went into private session to discuss the confidential appendices set out in item 12. Following a comprehensive confidential discussion, the meeting returned to public session and the recommendations were agreed as follows:

RESOLVED –

- (1) That a package of support for a transition period, as outlined within the confidential appendices, be agreed to stabilise the provider market during the Covid-19 pandemic.
- (2) That authority be delegated to the Corporate Director for Adults and Health and the Section 151 Officer to finalise the details of the support package.

10 Exclusion of the public

RESOLVED –

That pursuant to Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting during consideration of Minutes No 11 and 12, on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act as defined as follows:

Minute 11: Vale Retail Park – Capital Works and New Lease

Minute 12: Support to provider market as a result of Covid-19

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

(Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972) (The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future process or negotiations)

11 Vale Retail Park - Capital Works and New Lease - Confidential Appendices

This item was undertaken in confidential session as part of Minute item 8 and details of the public discussion and the decisions taken are included within Minute number 8.

12 Support to provider market as a result of Covid 19 - Confidential appendices

This item was undertaken in confidential session as part of Minute item 9 and details of the public discussion and the decisions taken are included within Minute number 9.

13 Date of next meeting

RESOLVED –

That the next meeting scheduled to be held at 10am on Tuesday 27 April 2021, be cancelled due to a lack of substantive business.



Buckinghamshire Council Cabinet/Cabinet Member forward plan

The local authorities (executive arrangements) (meetings and access to information) (England) regulations 2012

This is a notice of an intention to make a key decision on behalf of Buckinghamshire Council (regulation 9) and an intention to meet in private to consider those items marked as 'private reports' (regulation 5).

A further notice (the 'agenda') will be published no less than five working days before the date of the decision meeting and will be available via the [Buckinghamshire Council website](#).

All reports will be open unless specified otherwise.

Item and description	Wards affected	Councillor(s) / contact officer	Private report? (relevant para)	Date notified
Cabinet 8 June 2021				
Budget Monitoring Outturn 2020/21 Quarterly report		Councillor John Chilver Richard Ambrose		8/3/21

Cabinet 29 June 2021				
Children's Social Care Improvement Plan Progress Update Quarterly update		Councillor Anita Cranmer Tolis Vouyioukas		19/3/21
Devolution Update and Community Asset Transfers Devolution update and review of Community Asset Transfers		Councillor Steve Bowles Claire Hawkes		19/1/21
Future Highways Services Contract The current contract which was awarded to Ringway Jacobs in 2009 will expire on 31st March 2023. This paper is to seek agreement of the evaluation criteria and detail for the future delivery of the service.		Councillor Steve Broadbent Rob Smith		15/4/21
National Bus Strategy - Improvement Plan and Enhanced Partnerships To agree to take forward the proposed Bus Service Improvement Plan for central government, and pursue Enhanced Partnerships with Bus Operators, in relation to the National Bus Strategy.		Councillor Steve Broadbent Suzanne Winkels, Sara Turnbull		28/5/21
Cabinet 20 July 2021				
Community Board Governance Framework & Terms of Reference To review and agree Community Board governance and ToR.		Councillor Steve Bowles Katie McDonald		28/4/21

Q1 Budget Monitoring Report 2021-22 Quarterly report		Councillor John Chilver Richard Ambrose		28/4/21
Q1 Performance Report 2021-22 Quarterly report		Councillor John Chilver Matthew Everitt		28/4/21
Cabinet 14 September 2021				
Director of Public Health Annual Report 2021 Each year the Director of Public Health produces an annual report on the health of the population. This year the annual report focuses on domestic violence and abuse. This report covers some key areas including how to recognise signs of domestic abuse and where to get help, who may be at greater risk of experiencing domestic abuse and when, including research on warning signs leading up to domestic homicides. It also covers what is known about interventions that contribute to reducing the risk and harms of domestic abuse and the need for more work to focus on preventing perpetrators from committing domestic abuse. The report makes recommendations based on our local situation for a range of partners in Buckinghamshire to implement. Cabinet is requested to note the Director of Public Health Annual Report and endorse the recommendations within it.		Councillor Angela Macpherson Dr Jane O'Grady		21/5/21

Cabinet 28 September 2021

Statement of Community Involvement The Statement of Community Involvement (SCI) is a document that we must produce and keep up to date to ensure effective community involvement at all stages in the planning process. It sets out how anyone who lives, works, plays or carries out business in the Buckinghamshire Council area can be involved in local planning decisions and the preparation of planning documents.		Councillor Gareth Williams Darran Eggleton		28/4/21
June 2021 Leader Decisions				
A355 Amersham Road, Beaconsfield Layby Prohibition of Motor Vehicles To prevent the fly tipping of hazardous materials on two laybys located on A355 Amersham Road, Beaconsfield		Councillor Steve Broadbent Ricky Collymore		2/11/20
A41 PPTC Bus Lane Relocation Statutory Consultation Bus Lane relocation on the A41 Bicester Road as part of the A41 PPTC scheme.		Councillor Steve Broadbent Vanessa Silva		14/5/21
Active Travel Tranche 2 Grant Funding – scheme allocation Agreement to allocate Active Travel Tranche 2 Grant Funding, this is funded through a Section 31 Grant from DfT and therefore agreement on allocation is required.		Councillor Steve Broadbent Suzanne Winkels		7/5/21

Agreement of expenditure of Section 31 Grant Funding To agree spending of Section 31 Grant funds as allocated by the Department for Transport		Councillor Steve Broadbent Suzanne Winkels		21/5/21
B482 Marlow Road, Stokenchurch raised table zebra crossing It is proposed that a raised speed table is constructed at the existing zebra crossing point, to act as a traffic calming feature near Hart Moor Close on B482 Marlow Road, Stokenchurch. The aim is to improve road safety for vulnerable users and address concerns of inappropriate vehicle speeds.		Councillor Steve Broadbent Jankin Arsalan		31/3/21
Biodiversity Net Gain Scheme in Buckinghamshire Next steps towards implementation of a biodiversity net gain scheme in Buckinghamshire		Councillor Peter Strachan David Sutherland		5/10/20
Budget Adjustments to the Approved Capital Programme To approve changes to the Approved Capital Programme		Councillor John Chilver Sue Palmer		14/9/20
Castle Street, Marsh Gibbon, Traffic Calming build out This build out and associated has been approved through the planning process. Unfortunately the planning process doesn't contact all of the statutory consultees as set out in the Highways (Traffic Calming) Regulations 1999	Grendon Underwood	Councillor Steve Broadbent Ian Sharp		28/5/21
Chartridge Lane, Chesham Signalised Crossing Decision to proceed to install a Puffin Signalised Crossing on Chartridge Lane, adjacent to Chiltern hills Academy.		Councillor Steve Broadbent Adrian Lane		28/4/21

Choice and Charging Policies Adult Social Care policies		Councillor Angela Macpherson Tracey Ironmonger		17/9/20
Commissioning of Direct Payment Support Service The following 4 contract will be commissioned to support the Councils Direct Payment Offer.		Councillor Angela Macpherson Lisa Truett	Part exempt (para 3)	3/12/20
Department for Transport “Gear Change” & Local Transport Note 1/20 Briefing on new HMG active travel policies and proposal to adopt Local Transport Note 1/20		Councillor Steve Broadbent Suzanne Winkels		7/5/21
Fleet Trading Account Budget To agree the fleet trading account budget for 2021/22		Councillor Steve Broadbent Sara Turnbull		7/5/21
Hackney Carriage Tariffs To approve the maximum fares charged by Buckinghamshire Council licensed hackney carriages. To authorise the Head of Licensing to carry out the necessary advertising requirements to comply with section 65 of the Local Government (Miscellaneous Provisions) Act 1976. Subject to there being no objections following consultation, authority be delegated to the Corporate Director of Communities to adopt the proposed fares.		Councillor Nick Naylor Caroline Steven		28/5/21

High Wycombe Transport Strategy Consultation Request for agreement to conduct public consultation on the draft High Wycombe Transport Strategy once it has been agreed by Wycombe Members.		Councillor Steve Broadbent Suzanne Winkels		14/5/21
Highways Development Management commuted sums Highways Development Management last updated our commuted sums in 2006, this is a proposal to update these not only in line with inflation but to use a slightly different format.		Councillor Steve Broadbent Lee Steadman		15/10/20
Interim Tree Risk Management Strategy Approval of an interim tree risk management strategy with respect to trees that Buckinghamshire Council manages		Councillor Peter Strachan David Sutherland		5/10/20
Lake End Road, Dorney: Proposed mini-roundabout Construction of a mini-roundabout has been proposed for the junction of Court Lane/Lake End Rd, Dorney. This has long been an aspiration of the parish and local member, but has not been a strategic priority for funding. An opportunity has come about because of an offer by Highways England to undertake the construction work free of charge whilst undertaking the M4 Smart Motorway Project. The design and other costs of the scheme are being met through funding from the Parish, Community Board and Buckinghamshire Council.		Councillor Steve Broadbent Dave Roberts		6/4/21

Prohibition of Motor Vehicles - Stocklake and Broughton Lane, Bierton To formalise the new carriageway layout at Stocklake and Broughton Lane, Bierton. The carriageways have been realigned and now has sections where motor vehicles are physically unable to access. The proposed Traffic Regulation Order will formalise the restrictions on motor vehicle movement.		Councillor Steve Broadbent Ricky Collymore		2/11/20
Support to the Provider Market To seek approval for support to ensure the care market continues to be able to respond to the needs of Buckinghamshire residents.		Councillor Angela Macpherson Tracey Ironmonger	Part exempt (para 3)	6/4/21
Town & Parish Charter To agree the Town and Parish Charter		Councillor Steve Bowles Kate Walker		15/10/20
Tree Planting Programme - Year 1 Sites To agree the progression of sites for the first year of the tree planting programme		Councillor Peter Strachan Edward Barlow	Part exempt (para 3)	14/5/21
July 2020 Leader Decisions				
Watchet Lane, Holmer Green Zebra Crossing To proceed with the proposed Watchet Lane Zebra Crossing		Councillor Steve Broadbent Tara Rutland		15/4/21

Wendover Cycleway Improvements Progression of Wendover Cycleways Improvements project to construction following public consultation on 3 cycleway improvement options		Councillor Steve Broadbent Ben Fletcher		14/5/21
September 2021 Leader Decisions				
Aston Clinton - Traffic Calming Vertical traffic calming and speed limit reduction		Councillor Steve Broadbent Zunara Aslam		19/3/20

Individual cabinet member decisions are not discussed at meetings – a report is presented to the cabinet member and they will decide whether to sign the decision. Cabinet members can take key decisions that only affect their portfolio area and can also take joint cabinet member decisions. However, if a decision crosses portfolios, this generally should be agreed by cabinet.

If you have any questions about the matters contained in this forward plan, please get in touch with the contact officer. If you have any views that you would like the cabinet member to consider please inform the democratic services team in good time ahead of the decision deadline date. This can be done by telephone 01296 382343 or email democracy@bucksshire.gov.uk. You can view decisions to be made and decisions taken on the council's website.

The council's definition of a 'key decision' can be seen in part 1 of the council's [constitution](#).

Each item considered will have a report; appendices will be included (as appropriate). Regulation 9(1g) allows that other documents relevant to the item may be submitted to the decision maker. Subject to prohibition or restriction on their disclosure, this information will be published on the website usually five working days before the date of the meeting. Paper copies may be requested using the contact details below.

*The public can be excluded for an item of business on the grounds that it involves the likely disclosure of exempt (private) information as defined in part I of schedule 12a of the Local Government Act 1972. The relevant paragraph numbers and descriptions are as follows:

Paragraph 1 - Information relating to any individual

Paragraph 2 - Information which is likely to reveal the identity of an individual

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Paragraph 4 - Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority

Paragraph 5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

Paragraph 6 - Information which reveals that the authority proposes:

(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or

(b) to make an order or direction under any enactment

Paragraph 7 - Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

Part II of schedule 12a of the Local Government Act 1972 requires that information falling into paragraphs 1 - 7 above is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Nothing in the regulations authorises or requires a local authority to disclose to the public or make available for public inspection any document or part of a document if, in the opinion of the proper officer, that document or part of a document contains or may contain confidential information. Should you wish to make any representations in relation to any of the items being considered in private, you can do so – in writing – using the contact details below.

Democratic services, Buckinghamshire Council, The Gateway, Gatehouse Road, Aylesbury, Buckinghamshire HP19 8FF 01296 382343
democracy@buckinghamshire.gov.uk

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Report to Cabinet

Date:	08 June 2021
Title:	Quarter 4 Budget Monitoring Report – Outturn 2020-21
Cabinet Member:	Cllr John Chilver
Cabinet Member for Resources	
Contact Officer:	Richard Ambrose, Service Director – Corporate Finance & S151 Officer
Ward(s) affected:	none specific
Recommendations:	Cabinet are asked to note the outturn for the financial year 2020/21 and the impact and funding related to Covid-19.
Reason for decision:	To understand the financial position of the Council at 31 March 2021.

1. Executive summary

- 1.1 This report sets out the Revenue and Capital outturn position for Buckinghamshire Council for the financial year 2020/21. This is subject to external audit and to continued pre-audit quality checks.
- 1.2 A full analysis of the outturn for each of the Council's six Directorates is contained within the appendices to this report.
- 1.3 The Revenue outturn is an underspend of £0.4m. This is an improvement of £0.5m over the forecast reported for Quarter 3 and has been achieved through additional Covid-19 funding and active management of overspends.
- 1.4 The Capital outturn is £169.5m. This represents £34.4m (16.9%) slippage (£6.7m more slippage than forecast at Quarter 3, partly due to the impact of the third lockdown).

1.5 The Council's first year has been exceptionally challenging for financial management. The challenges of bringing together the different systems, policies and practices of the legacy councils continue and have been exacerbated by the impact of the pandemic on ways of working. Appendix 2 provides an indication of the scale of the Council's response to the pandemic itself and the management and maximisation of the multiple associated funding streams continues to provide a challenge. It is testament to the commitment of staff and the strong budget accountability within the Council that despite these challenges we have achieved a small underspend against budget and retained adequate reserves and balances. These strengths will undoubtedly help us in the years ahead with the likely difficult funding situation in the future following increased government debts.

2. Content of report

2.1 Revenue Budget Outturn

2.2 The revenue budget outturn is summarised in Table 1 below. The key Directorate variances are explained in Appendix 1. The outturn variances are split between Business as Usual and those relating to the Covid-19 response.

2.3 Nationally many Councils find themselves in difficult financial positions, both as a result of existing pressures, and exacerbated by the impact of Covid-19. Whilst Buckinghamshire Council has clearly experienced pressures both in Business as Usual budgets and delivery, and as a result of Covid-19 we continue to hold circa £47m of General Fund Reserves. Given the unpredictability of many of our demand led services it is essential that we have a reasonable level of reserves. This reserve constitutes just over 10% when compared to our net operating budget of £459m.

2.4 In contrast, a significant number of Local Authorities have depleted their reserves in managing pressures over previous years. Relative to the sector we are in a significantly healthier position to address these issues into future years. Additionally, we expect to be able to drive out further efficiency savings as a direct result of becoming a unitary authority over the next few years and these will be considered as part of the Medium Term Financial Plan.

2.5 Across the Council all services have an adverse variance this year, predominantly in relation to the Council's response to Covid-19; the major driver behind this being the loss of income and increased costs. The overall council position is an **underspend of £0.4m** (compared to a £0.5m overspend at Q3), which comprises of an adverse directorate variance of **£47.6m**, offset by a favourable corporate position of **£48.0m**.

2.6 In relation to the impact of the pandemic increased service costs and lost income has meant a directorate overspend of £46.6m. However, this has been completely offset through un-ringfenced government grant meaning a neutral overall impact in relation to Covid.

- 2.7 In terms of Business as Usual activities there is a **£1.0m** Directorate overspend, which is more than offset through a corporate underspend of **£1.4m** in relation to un-ringfenced grants and unreleased contingencies.
- 2.8 The most significant movements in Directorate outturn positions since Q3 are: the allocation of Disabled Facilities Grant (DFG) to fund equipment spend in Adults; an increase in expenditure on Home to School Transport within Children's Services; the impact of COVID 19 on Waste costs within Communities Directorate and increased use of COVID grants to fund pressures. Full details of these may be found in Appendix 1.
- 2.9 **Appendix 1** provides further detail on the revenue forecast outturn by Directorate and of performance relating to Late Payments and Sundry Debts.
- 2.10 **Appendix 2** presents a breakdown of pressures arising from Covid-19.

2.11 **Table 1 – Summary of Council Revenue budget outturn**

	Budget	Outturn	Variance		Change in Forecast Var	Variance: COVID BAU	
	£m	£m	£m	%	£m	£m	£m
Expenditure	229.4	256.3	26.9	12%		22.7	4.2
Income	(84.2)	(103.1)	(18.9)	22%		(13.9)	(5.0)
Adults & Health	145.2	153.2	8.0	6%	(1.7) ↓	8.8	(0.8)
Expenditure	597.3	453.3	(144.0)	(24%)		5.0	(149.0)
Income	(493.1)	(340.5)	152.6	(31%)		0.1	152.5
Children's Services	104.2	112.8	8.6	8%	0.8 ↑	5.1	3.5
Expenditure	90.7	98.0	7.3	8%		7.9	(0.6)
Income	(33.8)	(20.7)	13.1	(39%)		13.6	(0.5)
Communities	56.9	77.3	20.4	36%	0.7 ↑	21.5	(1.1)
Expenditure	26.0	30.1	4.1	16%		1.1	3.0
Income	(2.5)	(6.7)	(4.2)	...		-	(4.2)
Deputy Chief Executive	23.5	23.4	(0.1)	(0%)	-	1.1	(1.2)
Expenditure	52.7	61.0	8.3	16%		3.8	4.5
Income	(40.3)	(40.6)	(0.3)	1%		3.2	(3.5)
Planning, Growth & Sustainability	12.4	20.4	8.0	65%	(0.3) ↓	7.0	1.0
Expenditure	172.2	156.0	(16.2)	(9%)		1.7	(17.9)
Income	(130.8)	(111.9)	18.9	(14%)		1.4	17.5
Resources	41.4	44.1	2.7	7%	(0.5) ↓	3.1	(0.4)
Directorates	383.6	431.2	47.6	12%	(1.0) ↓	46.6	1.0
Corporate Funding	50.8	50.5	(0.3)	(1%)	5.4	-	(0.3)
	(434.4)	(482.1)	(47.7)	11%	(4.8)	(46.6)	(1.1)
Corporate & Funding	(383.6)	(431.6)	(48.0)	13%	0.6 ↓	(46.6)	(1.4)
Total	-	(0.4)	(0.4)	...	(0.4) ↓	-	(0.4)

2.12 **Capital Budget Outturn**

- 2.13 The capital programme outturn position is summarised in Table 2 below. It reflects underspend/slippage of **£34.4m** (16.9%). This represents an increase of £6.7m from Quarter 3. Over 75% of the slippage relates to expenditure on budgets which have not been released. This is primarily due to delays caused by the impact of COVID-19 and the five legacy councils becoming a Unitary Council.

2.14 **Table 2 – Summary of Council Capital budget outturn**

Directorate	Actuals to Date	Released Budget £000's	Unreleased Budget £000's	Total Budget £000's	Variance on Released Budget £000's	Variance on Total Budget £000's	% Variance Total Budget
	£000	£000's	£000's	£000's	£000's	£000's	%
Adults & Health	55	491	0	491	-436	-436	-88.9%
Children's Services	36,135	33,745	3,613	37,358	2,390	-1,223	-3.3%
Communities Directorate	70,294	70,553	10,217	80,770	-259	-10,476	-13.0%
Planning Growth & Sustainability	57,750	69,150	10,856	80,005	-11,400	-22,255	-27.8%
Resources Directorate	5,264	3,992	1,317	5,309	1,271	-45	-0.9%
Grand Total	169,498	177,931	26,002	203,933	-8,433	-34,435	-16.9%

2.15 Significant slippage / underspends are reported in Children's Services (£1.2m), Communities (£10.5m) and Planning, Growth & Sustainability (£22.3m). Children's Services slippage relates to the Secondary School Places programme, where restricted site access has delayed progress. However, it has proved possible to accelerate spend on Primary School Places, thus mitigating some of the impact reported in Q3. Communities slippage relates to Culture, Sport & Leisure of £3.8m, Highways & Technical Services of £4.9m and Neighbourhood Services of £1.8m. The impact of COVID and severe weather has increased slippage since the Q3 forecast. Planning, Growth and Sustainability slippage largely comprises reprofiling of schemes with unrealistic expenditure profiles inherited from the legacy councils.

2.16 Detail of the projects this relates to can be found in **Appendix 1**.

3. Other options considered

3.1 None arising directly from this report.

4. Legal and financial implications

4.1 This is a Finance report and all the financial implications are included in the report.

4.2 There are no legal implications arising from the report.

5. Corporate implications

5.1 Actions resulting from consideration of this report may influence future expenditure in areas of concern / interest.

6. Local councillors & community boards consultation & views

6.1 Not applicable.

7. Communication, engagement & further consultation

7.1 Not applicable.

8. Next steps and review

- 8.1 The outturn position continues to be validated as the accounts are prepared for audit by our external auditors. Audit is due for completion by the end of September.

9. Background papers

- 9.1 Appendix 1 – Directorate level summaries.
- 9.2 Appendix 2 – Covid-19 impacts.

10. Your questions and views (for key decisions)

- 10.1 If you have any questions about the matters contained in this report please get in touch with the author of this report. If you have any views that you would like the cabinet member to consider please inform the democratic services team. This can be done by telephone [01296 382343] or email [democracy@buckinghamshire.gov.uk].

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APPENDIX 1 Directorate Summary (including Debt and Late Payments)**Adults & Health Directorate****Revenue**

£Million

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	199.4	217.2	17.8	9%	14.3	3.5
Income	(54.2)	(63.9)	(9.8)	(18%)	(5.4)	(4.4)
Adult Social Care	145.2	153.2	8.0	6%	8.8	(0.8)
Expenditure	30.0	39.2	9.2	31%	8.5	0.7
Income	(30.0)	(39.2)	(9.2)	(31%)	(8.5)	(0.7)
Public Health & Commissioning	0.0	0.0	0.0	...	0.0	0.0
Total	145.2	153.2	8.0	6%	8.8	(0.8)

The overall Adults & Health Directorate revenue outturn position is an overspend of £8.0m, a reduction of £1m from Q3 forecast. The main reason for the decrease is the allocation of DFG (Disabled Facilities Grant) to equipment spend in Adults. Of the outturn position £8.8m relates to Covid-19 impacts and there is an underspend of £0.8m on Business as Usual activities.

The £8m spend in Adults on Covid-19 relates predominately to the Provider Claims Process (£5.9m) which provided immediate support to providers in the period from April to September 2020 for PPE, staffing and infection control in advance of the government funded schemes; and a net £1.9m spend on care packages put in place to support hospital discharge and clients recovering from Covid-19. This is a reduction since quarter 3 due to lower than expected cost impacts of the second lockdown around Discharge to Access and Domiciliary Care placements, plus increased funding from grants for staff working on COVID response. Ongoing risks remain around ongoing funding of clients from the hospital discharge programme and Provider failure.

On Business as Usual activities the underlying pressure in Learning Disabilities has reduced to +£1.6m due to direct payment clawbacks; and the position on Mental Health has also improved due to additional s117 funding. Underspends are also reported on internal services (due to lower activity levels) and on Older People.

Underspend on Public Health £1.931m due to lower activity levels and the recharge of staff to Covid-19 grants does not impact on the overall position due to the transfer to the Public Health reserve. A programme of Covid-19 recovery projects has been developed at speed, funded from the reserve.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Capital

Service / Project	Actuals to Date		Released Budget		Unreleased Budget		Total	Variance on Released Budget		Variance on Total Budget	% Variance
	£000	£000's	Budget	£000's	Budget	£000's	Budget	£000's	Total Budget	Total	
Respite Care	55	491	0	491		-436		-436		-88.9%	
Adult Social Care Total	55	491	0	491		-436		-436		-88.9%	
Grand Total	55	491	0	491		-436		-436		-88.9%	

The capital outturn position in relation to Seeleys Short Break Service replacement provision totals £55k with £436k expected be carried forward into 2021/22. There is currently a freeze period whilst a review about its suitability in light of Covid-19 takes place.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Children's Services Directorate

Revenue

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	(0.8)	(0.8)	(0.0)	(1%)	0.0	(0.0)
Business Management	(0.8)	(0.8)	(0.0)	(1%)	0.0	(0.0)
Expenditure	75.6	81.6	6.0	8%	3.0	3.0
Income	(2.1)	(4.6)	(2.5) (116%)		0.0	(2.5)
Children's Social Care	73.5	77.0	3.5	5%	3.0	0.6
Expenditure	39.0	43.2	4.2	11%	2.0	2.2
Income	(7.5)	(6.6)	0.9	12%	0.1	0.8
Education	31.5	36.6	5.1	16%	2.2	2.9
Expenditure	483.5	329.3	(154.2) (32%)		0.0	(154.2)
Income	(483.5)	(329.3)	154.2	32%	0.0	154.2
Education - DSG	0.0	(0.0)	0.0	...	0.0	0.0
Total	104.2	112.8	8.6	8%	5.1	3.5

The overall revenue outturn position is an overspend of £8.6m, an increase of £0.8m from the Q3 forecast. Of the total outturn £5.1m relates to the impact of Covid-19, this has increased by £1.4m since Q3.

The main reason for the increase from the Q3 forecast is an increase in expenditure on Home to School Transport.

Children's Social Care budgets are in line with the previous forecast and relate to increased costs of external placements for children in care and accommodation costs for young people leaving care. The impact of the covid-19 pandemic has been to increase demand for support and complexity of need.

Education budgets are £5.1m overspent at the end of the year, an increase of £1m from the Q3 forecast. This increase is due to an increase in expenditure on Home to School Transport which has been partially offset by savings in other Education budgets. Covid-19 has accounted for an additional £1.7m in transport spend during 2020-21 due to loss of income and increased contract spend.

Dedicated Schools Grant budgets are £1.9m overspent. This overspend has been carried into the DSG reserve which has a deficit balance of £1.9m.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Children's Services Directorate (continued)

Capital

Service / Project	Actuals to Date £000	Released Budget £000's	Unreleased Budget £000's	Total Budget £000's	Variance on Released Budget £000's	Variance on Total Budget £000's	% Variance Total Budget
Children's Homes	471	486	485	971	-15	-499	-51.4%
Children's Social Care Total	471	486	485	971	-15	-499	-51.4%
Health Pupil Projects	170	186	0	186	-16	-16	-8.6%
Practically Complete / Final Accounts	160	266	0	266	-107	-107	-40.0%
Primary School Places	9,811	7,696	666	8,362	2,114	1,449	17.3%
Provision for Early Years	522	559	484	1,043	-37	-521	-50.0%
School Property Maintenance	3,278	3,246	0	3,246	32	32	1.0%
Secondary School Places	19,025	18,804	1,878	20,682	221	-1,657	-8.0%
Provision for Special Educational Need	2,287	2,116	100	2,216	171	71	3.2%
School Toilets	263	282	0	282	-18	-18	-6.6%
School Access Adaptations	148	105	0	105	44	44	41.6%
Education Total	35,664	33,259	3,128	36,388	2,404	-724	-2.0%
Grand Total	36,135	33,745	3,613	37,358	2,390	-1,223	-3.3%

Children's Services Capital outturn is a net slippage or underspend of £1.2m compared with a forecast slippage of £3.9m at Q3. The movement is due to accelerated progress against a number of projects.

The net slippage of £1.2m includes:

- Children's Homes slippage/underspend -£0.5m relating to the development of Home 5 which has been paused.
- Secondary School Places slippage/underspend -£1.6m is across a number of secondary school schemes. An overspend of £0.9m against Chesham Grammar school and accelerated spend across a number of other secondary projects (£5.5m) is offset by slippage of £4.9m against other schemes. Covid-19 has been a factor in some of the delayed projects.
- Primary School accelerated spend/overspend of +£1.4m across a number of primary school schemes. Accelerated progress of £3.3m against the Kingsbrook primary scheme partially offset by slippage across a number of other primary school schemes.
- Early Years projects slippage of -£0.5m

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Communities Directorate

Revenue

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	0.2	0.3	0.1	68%	0.1	(0.0)
Income	0.0	(0.1)	(0.1)	...	0.0	(0.1)
Corp Director	0.2	0.1	(0.0)	(17%)	0.1	(0.2)
Expenditure	9.1	13.1	4.0	44%	4.6	(0.6)
Income	(3.8)	(2.2)	1.6	42%	1.6	(0.0)
Culture, Sport & Leisure	5.3	10.9	5.6	106%	6.2	(0.6)
Expenditure	34.2	33.3	(0.9)	(3%)	0.1	(1.0)
Income	(16.3)	(7.0)	9.3	57%	9.1	0.2
Highways & Technical Services	17.8	26.3	8.4	47%	9.2	(0.8)
Expenditure	36.8	40.7	3.8	10%	3.1	0.8
Income	(12.4)	(9.9)	2.5	20%	2.9	(0.4)
Neighbourhood Services	24.4	30.8	6.4	26%	6.0	0.4
Expenditure	10.5	10.7	0.2	2%	0.0	0.2
Income	(1.3)	(1.4)	(0.2)	(12%)	0.0	(0.2)
Transport Services	9.2	9.3	0.1	1%	0.0	0.1
Total	56.9	77.3	20.4	36%	21.5	(1.1)

The overall revenue outturn position is an overspend of £20.4m, of which £21.5m relates to Covid-19.

Overall movement from Q3 is £2.3m, of which £2.9m relates to COVID-19 and underspend of £0.6m for BAU.

The total COVID-19 movement of £2.9m relates to:

- Culture, Sport & Leisure of £0.4m – majority of change relates to COVID salary contributions.
- Neighbourhood Services £1.8m - £0.6m Veolia additional tonnage costs; £0.9m Waste collection increased spend on staff and vehicle hire; £0.3m shortfall on income budget targets
- Highways & Technical Services £0.6m - being impact of further lockdown measures on parking charges, Parking Operations.
- Corporate Director £0.1m staff costs realised as COVID related staff costs

The total BAU movement of -£0.6m relates to:

- Culture, Sport & Leisure of -£0.3m staff costs realised as COVID related staff costs.
- Highways & Technical Services -£0.2m relates to Parking Services due to reduction in expenditure in business rates and IT.
- Corporate Director -£0.1m relates to allowance for debt provision from previous year.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Communities Directorate (continued)

COVID outturn overspend of £21.5m is made up of:

- Culture, Sport & Leisure of £6.2m - due to closure impacts on Leisure Centre's (£4.8m), Arts & Culture (£0.1m), Libraries (£0.6m) and Country Parks & Play Areas (£0.7m).
- Neighbourhood Services £6.0m - due to closure impacts resulting in loss of income on Waste Collection (£3m), Waste Disposal (£0.1m), Waste Strategy Management (£0.5m) Licensing (£0.2m), Cemeteries (£0.1m), HRCs (£0.4), Street Cleansing (£0.1m) and the impact of Covid resulting in a loss of income on the EFW contract (£1.6m).
- Highways & Technical Services £9.2m - due to the impact of suspension of parking charges and subsequent slow recovery in income in Parking Operations (£8.7m), TfB RJ Contract (£0.4m) and Flood Management (£0.1m).
- Corporate Director £0.1m - staff costs recharged as Covid related activities.

BAU outturn underspend is £1.1m is made up of:

- Culture, Sport & Leisure £0.6m underspend – salary recharged as COVID related expenditure (£0.4m), remaining variances are relating to small movements across all areas.
- Neighbourhood Services of £0.3m overspend - Aylesbury waste disposal contract – increasing waste tonnages, increased contract costs and price reduction in mixed recycling credits.
- Highways & Technical £0.8m underspend – due to business rates from legacy district councils being less than budgeted for, savings made from car parking refunds not issued for short stay related visits at certain car parks (Aqua Vale & Waitrose), costs reductions in on-street machines since the introduction of RingGo and staff savings within the Representations & Appeals team.
- Transport £0.1m overspend - due to outstanding bus review.
- Corporate Director £0.1m underspend due to some salary cost recharged to COVID costs.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Communities Directorate (continued)

Capital

Service / Project	Actuals to Date	Released Budget £000's	Unreleased Budget £000's	Total Budget £000's	Variance on Released Budget £000's	Variance on Total Budget £000's	% Variance Total Budget
	£000	£000's	£000's	£000's			
Leisure Centres	23,016	24,013	0	24,013	-997	-997	-4.2%
Country Parks	50	1,921	0	1,921	-1,871	-1,871	-97.4%
Libraries	339	339	280	619	0	-280	-45.3%
Parks & Play Areas	504	1,134	0	1,134	-630	-630	-55.6%
Culture Sport & Leisure Total	23,908	27,407	280	27,687	-3,499	-3,779	-13.6%
Strategic Highway Maintenance	31,556	33,595	0	33,595	-2,039	-2,039	-6.1%
Car Parks	1,188	2,935	100	3,035	-1,746	-1,846	-60.8%
Flood Defence Schemes	1,600	1,789	615	2,404	-189	-804	-33.4%
Rights of Way	172	251	46	298	-79	-126	-42.2%
Highways & Technical Services Total	34,516	38,570	761	39,331	-4,053	-4,815	-12.2%
Waste	9,461	1,402	9,176	10,577	8,059	-1,117	-10.6%
Cemeteries and Crematoria	2,153	2,802	0	2,802	-649	-649	-23.2%
Public Convenience Refurbishment	103	132	0	132	-29	-29	-21.9%
Neighbourhood Services Total	11,716	4,335	9,176	13,511	7,381	-1,795	-13.3%
Other Highway & Technical	153	240	0	240	-87	-87	-36.4%
Other Highway & Technical	153	240	0	240	-87	-87	-36.4%
Grand Total	70,294	70,553	10,217	80,770	-259	-10,476	-13.0%

Communities capital outturn for 2020/21 is £70.3m, an overall variance of £10.5m of which £9.7m is slippage into 2021/22 and £0.8m is an underspend.

Culture, Sport & Leisure - £3,779k - (Slippage £3,779k, no underspend)

South Bucks Country Park £1,871k slippage. The importation of soil to the site has been delayed due to Covid and will not now be complete until September 2022. The main works can then commence and are scheduled for completion in March 2023.

Chiltern Lifestyle Leisure Centre £998k slippage due to delay in spend because of Covid - opening is due for September.

Libraries Self-Service project has been slipped to next year - £280k. Marlow Library has now been completed.

Parks & Play Areas of £580k slippage relates to £127k on play equipment, Marlow Football pitches £43k and £410k relates to Facilities for Young People which did not progress this year . £50k underspend relating to Holmers Farm / Desborough Park as those are both finished now.

Highways & Technical Services - £4,815k (Slippage £4,187k and net underspend £629k)

Car Parks - £1,205k slippage and £641k underspend. The underspend relates to Wycombe area car parks, Swan Theatre car parks scheme as after inspection and review, further works that were initially identified are no longer required this financial year. Slippage relates to several schemes such as car park improvements and enhancements where works have not been required this financial year.

Strategic Highway Maintenance - £2,052k slippage and £13k Overspend. £1,150k slippage relates to DfT challenge fund that has been slipped to 21/22 due to the works not being able to go ahead due to Covid-19. Remaining £902k relates to plane and patch schemes slipped due to weather sensitivity

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

and Streetlighting slippage due to resource limitations and Covid related work practices and absences/stand-downs delaying operation. Overspend of £13k partly relates to brought forward balance from 19/20 also relates to increased costs from initial estimates for Eden Roundabout and drainage once design works were completed.

Flood Defence Schemes £804k slippage. This mainly relates to Pednormead where estimates from suppliers came in late March which significantly reduced spend and Covid has caused delays to works throughout the year.

Rights of Way – £126k slippage. This relates to flooding and weather conditions which have delayed works alongside contractor Covid shielding.

Neighbourhood Services - £1,794 variance - Slippage £1,629k, underspend £177k & accelerated spend of £12k

Waste - £1,116k slippage relating to vehicle costs of the new contract with Southern Waste – Covid has delayed the procurement process of these vehicles. Vehicles and plants project finished in 2019/20 and funding not required from Waste Reserves.

Cemeteries and Crematoria – £649k relates to £484k slippage on cemetery and Stoke Poges Memorials projects and £54k on Crematoria projects now delayed until 21/22. Underspends of £96k on the construction of new Cemetery in Wycombe and £81k underspend on crematory work and the Chilterns Crematoria driveway and car park project. There is plus £12k accelerated spend on the crematorium replacement plant project.

Public Convenience – slippage of £29k (now relates to PGS)

Other Highway & Technical £87k - £33k change - (Slippage £87k)

Fleet Management – £87k slippage on purchase of vehicles, due to client uptake of vehicle renewals.

Capital slippage position shows an overall increased movement from Q3 of £3.9m on gross expenditure:

- Movement of £1.5m slippage within Highways & Technical Services relates to severe weather and COVID of which: £0.4m car park scheme improvements and enhancements works; £0.8m on strategic highway maintenance and £0.2m on flood defence schemes; £0.1m on Rights of Way.
- Movement of £1.m slippage in Neighbourhood Services includes (£0.7m) in Waste and (£0.3m) in Cemeteries & Crematoria.
- Movement of £1.4m slippage within Culture, Sport & Leisure includes: £1m to Leisure Centres; (£0.2m) relating to Country Parks and (£0.2m) relating to Libraries.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Deputy Chief Executive Directorate

Revenue

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	7.6	10.9	3.3	44%	0.8	2.5
Income	(1.4)	(4.2)	(2.8)	(201%)	0.0	(2.8)
Legal & Democratic Services	6.2	6.7	0.5	8%	0.8	(0.3)
Expenditure	9.3	10.1	0.8	8%	0.0	0.7
Income	(0.6)	(1.9)	(1.3)	(206%)	0.0	(1.3)
Localities & Strategic Partnership	8.7	8.2	(0.5)	(6%)	0.0	(0.6)
Expenditure	4.4	4.2	(0.2)	(5%)	0.0	(0.2)
Income	(0.4)	(0.5)	(0.1)	(31%)	0.0	(0.1)
Policy & Comms	4.0	3.7	(0.3)	(8%)	0.0	(0.3)
Expenditure	1.0	1.2	0.3	27%	0.0	0.3
Income	0.0	0.0	0.0	...	0.0	0.0
Senior Management	1.0	1.2	0.3	27%	0.0	0.3
Expenditure	3.7	3.6	(0.1)	(1%)	0.2	(0.3)
Income	(0.1)	(0.0)	0.0	19%	0.0	0.0
Service Improvement	3.6	3.6	(0.0)	(1%)	0.2	(0.3)
Total	23.5	23.4	(0.1)	(0%)	1.1	(1.2)

The overall revenue outturn position is an underspend of (£0.1m), of which £1.1m relates to Covid-19 and (£1.2m) relates to BAU.

The service has managed significant COVID pressures, there was a £1.1m financial pressure mainly attributable to the delay to elections impacting on the cost of member allowances and an impact on service delivery including deploying staff to deliver essential COVID services. This has resulted in some BAU activity not yet underway which has generated the £1.2m underspend. This underspend is not likely to continue in the new financial year once BAU starts in earnest.

Overall movement from Q3 is (£0.1m) underspend. There was a circa £0.1m additional COVID-19 spend in relation to additional member IT costs offset by further savings in BAU staffing through vacant posts.

Capital

No current programmes

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Planning Growth & Sustainability Directorate

Revenue

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	3.8	3.6	(0.2) (6%)	0.2	(0.4)	
Income	(0.4)	(0.9)	(0.5) (143%)	0.0	(0.5)	
Economic Growth & Regeneration	3.5	2.7	(0.7) (21%)	0.2	(0.9)	
Expenditure	12.6	13.6	0.9 7%	0.5	0.4	
Income	(4.6)	(4.9)	(0.3) (6%)	0.3	(0.6)	
Housing & Regulatory Services	8.0	8.7	0.7 8%	0.9	(0.2)	
Expenditure	14.3	22.5	8.1 57%	2.5	5.6	
Income	(11.0)	(14.8)	(3.8) (35%)	0.0	(3.8)	
Planning & Environment	3.4	7.7	4.3 129%	2.5	1.8	
Expenditure	19.0	19.8	0.8 4%	0.6	0.2	
Income	(23.3)	(20.2)	3.0 13%	2.8	0.2	
Property & Assets	(4.3)	(0.5)	3.8 89%	3.4	0.4	
Expenditure	3.0	1.7	(1.3) (43%)	0.0	(1.3)	
Income	(1.1)	0.1	1.2 112%	0.1	1.2	
Strategic Transport & Infrastructure	1.9	1.8	(0.0) (2%)	0.1	(0.1)	
Total	12.4	20.5	8.0 65%	7.0	1.0	

The overall revenue outturn position for PG&S is an overspend of £8.0m, of which £7.0m is COVID-related, and £1.0m was business as usual pressure. This is an overall improvement of £0.9m since Qtr. 3.

Business as Usual overspends occurred in Planning & Environment (£1.8m) and Property & Assets (£0.4m). Property & Assets pressures relate to a combination of staffing and non-COVID-related voids impacting property rental income targets. Planning & Environment pressures are staffing related and have been addressed through the MTFP.

COVID-related overspends occurred in Property & Assets (£3.4m, of which £2.5m relates to rental income loss), £2.5m in Planning & Environment (Planning income loss), Housing & Regulatory Services (£0.9m, including loss of Registrar's income and increases in Homelessness TA costs), Economic Growth & Regeneration (£0.1m, Markets income loss), and Strategic Transport & Infrastructure (£0.1m from loss of capitalisation of staffing time).

The reduction of £0.9m since Qtr. 3 materialised largely as we were able to utilise COVID Outbreak Management Grant to meet pressures in Homelessness, Environmental Health, Coroners, and cleaning for the Crematoria and main offices (net total improvement of £0.3m), through higher-than-usual staffing vacancy factor in Strategic Transport & Infrastructure and Housing & Regulatory Services, and a reduced use of feasibility budget (£0.6m improvement).

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

PGS Directorate (continued)

Capital

Service / Project	Actuals to Date	Released Budget £000's	Unreleased Budget £000's	Total Budget £000's	Variance on Released Budget £000's	Variance on Total Budget £000's	% Variance Total Budget
	£000	£000's	£000's	£000's			
Economic Growth & Regeneration	13,341	26,738	4,537	31,275	-13,397	-17,934	-57.3%
Housing & Regulatory Services	14,286	14,396	1,200	15,596	-110	-1,310	-8.4%
Property & Assets	17,043	18,810	0	18,810	-1,766	-1,766	-9.4%
Strategic Transport & Infrastructure	13,079	9,206	5,119	14,325	3,873	-1,245	-8.7%
Grand Total	57,750	69,150	10,856	80,005	-11,400	-22,255	-27.8%

There was slippage of 27.8% on the Capital Programme, driven largely by the way inherited Regeneration and Development project budgets were set in legacy councils, and by some postponement of planned projects following Unitary (e.g. the regeneration of Kingsbury and Market Square). All other capital spend areas – Strategic Transport, Housing (inc. DFG), and Property Maintenance – reported slippage of less than 10%, in line with the corporate target.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Resources Directorate

Revenue

	Budget	Outturn	Outturn variance	%	Of which COVID	Of which BAU
Expenditure	13.1	13.1	0.0	-	0.0	
Income	(0.7)	(0.8)	(0.0)	-	(0.0)	
Business Operations	12.4	12.4	(0.0)	-	(0.0)	
Expenditure	8.8	8.9	0.1	1%	0.4	(0.3)
Income	(3.0)	(2.8)	0.2	7%	-	0.2
Corporate Finance	5.8	6.1	0.3	5%	0.4	(0.1)
Expenditure	5.2	4.9	(0.3)	(6%)	0.1	(0.4)
Income	(0.7)	(0.5)	0.2	34%	0.0	0.2
HR/OD	4.5	4.5	(0.1)	(1%)	0.1	(0.2)
Expenditure	13.0	20.0	7.0	54%	0.9	6.1
Income	(0.7)	(6.8)	(6.1)	(908%)	-	(6.1)
ICT	12.3	13.2	0.9	7%	0.9	(0.0)
Expenditure	131.9	108.6	(23.4)	(18%)	0.1	(23.5)
Income	(125.7)	(101.0)	24.6	20%	1.3	23.3
Service Finance	6.3	7.5	1.2	20%	1.4	(0.2)
Expenditure	0.1	0.5	0.4	630%	0.3	0.1
Income	-	0.0	0.0	-	-	0.0
Resources Directorate	0.1	0.5	0.5	672%	0.3	0.2
Total	41.4	44.1	2.7	7%	3.1	(0.4)

The overall Resources Directorate revenue outturn position is an overspend of £2.7m. £3.1m of the overspend is due to the impact of Covid-19. The main Covid costs are:

- +£1.348m lost income on Council Tax and Business rates Court Costs recovered, with the Council expected to be reimbursed for c.71% under the Government's income protection scheme.
- +£897k on ICT Home-working costs

The £0.4m Business as Usual underspend is the result of:

- -£204k additional Revenue and Benefits non COVID grants and -£50k COMF grant
- -£183k in HROD service underspend on pay and non-pay budgets

Movement from Q3:

- COVID movement £0.1m of which in +£230k is from an additional loss of Council Tax and Business rates Court Costs recovered as this was reliant on the Courts' ability to process cases and clear the backlog.
- BAU movement -£0.2m of which -£680k is in HROD due to forecasts at Q3 being held at a prudent level until detailed work could be undertaken on pay following the VR exercise and on schools' income as schools reopen. The balance of the movement c£500k are accounted for in movements in the other five service areas.

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

Resources Directorate (continued)

Capital

Service / Project	Actuals to Date	Released Budget £000	Unreleased Budget £000's	Total Budget £000's	Variance on Released Budget £000's	Variance on Total Budget £000's	% Variance Total Budget
Delivery of Technology Strategy	1,661	1,953	989	2,942	-292	-1,281	-43.5%
ICT Hardware	3,125	1,021	250	1,271	2,104	1,854	145.9%
Social Care Systems	478	1,018	78	1,096	-540	-618	-56.4%
Recent Old Codes	0	0	0	0	0	0	#DIV/0!
ICT Total	5,264	3,992	1,317	5,309	1,271	-45	-0.9%
Grand Total	5,264	3,992	1,317	5,309	1,271	-45	-0.9%

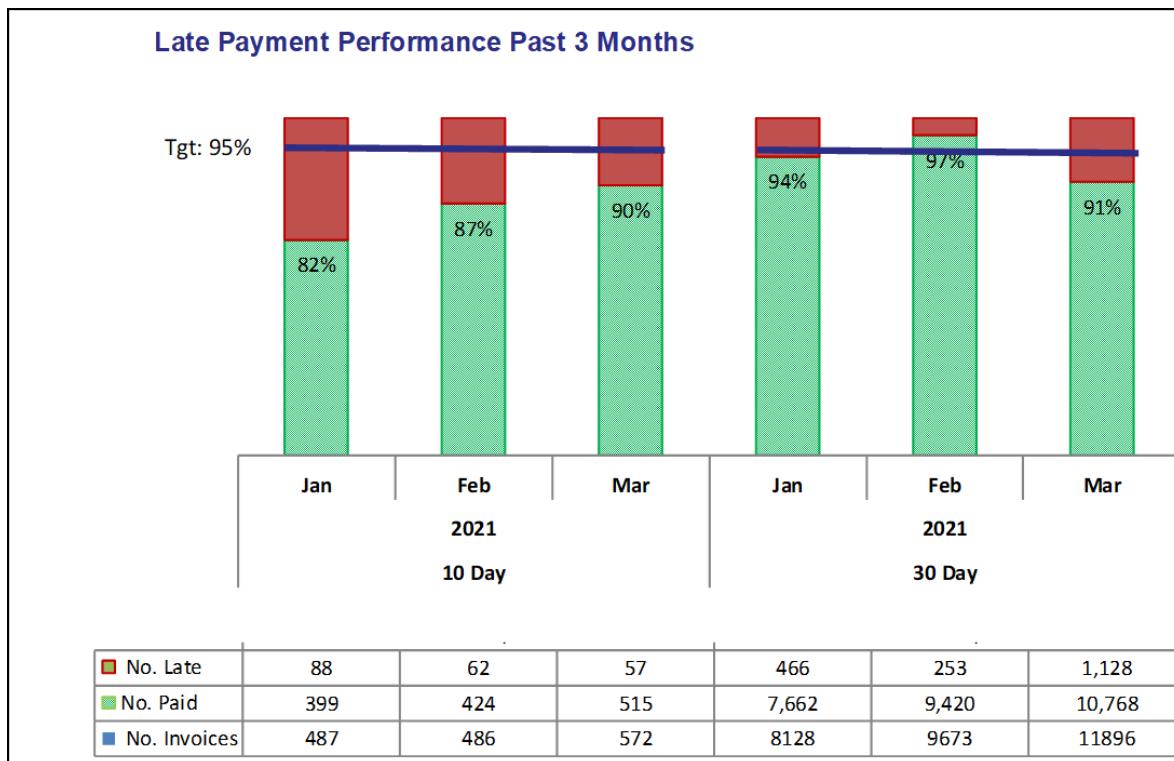
ICT capital programme Outturn position is net -£45k slippage, of which:

- Delivery of Technology Strategy -£1,281k slippage mainly due to -£989k unreleased budget for projects not yet started and -£238k slippage on ICT devices
- ICT Hardware projects +£1,854k accelerated spend on the One Network project with BHT/CCG
- iCares Social Care Systems programme -£618k slippage due to COVID impacting on staff availability

Movement from Q3 +£51k is accelerated spend on ICT Hardware projects

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

3. Late Payments



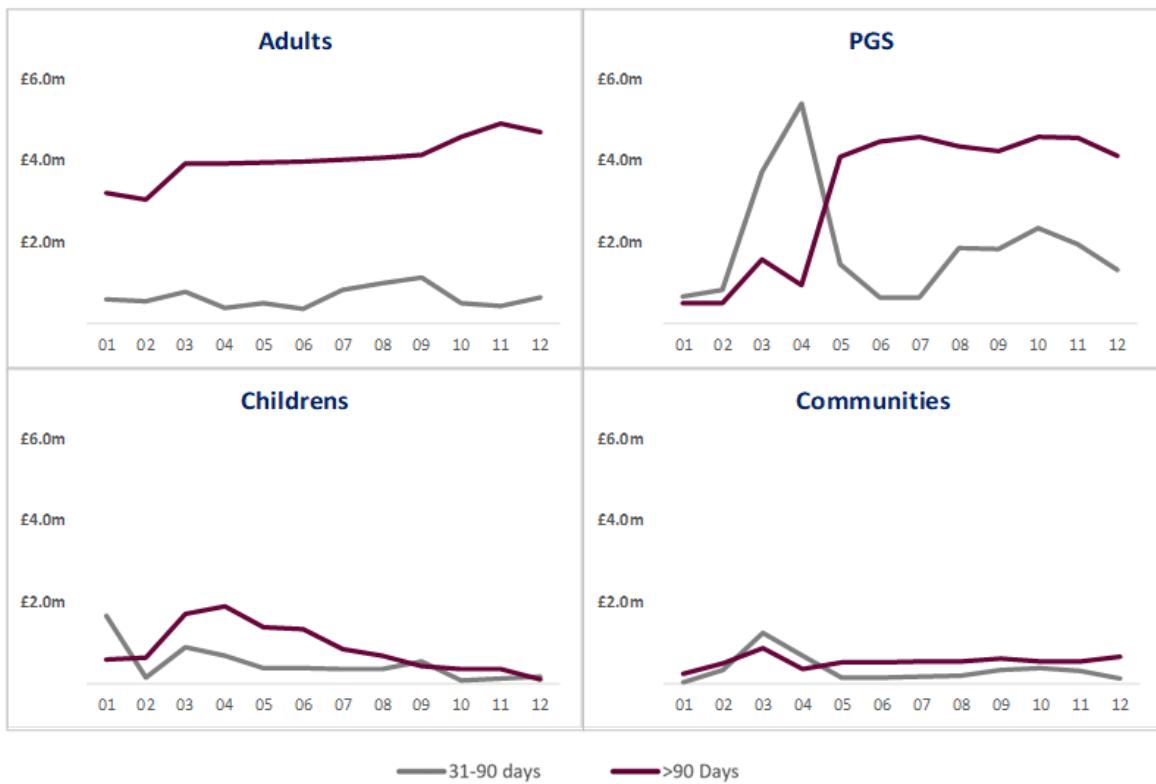
The performance for invoice payments is below target overall at the end of Q4. This has been reviewed and finance understand the reasons for this drop in performance.

Performance has been impacted by a reduction in invoices being paid within 30 days in Planning, Growth and Sustainability due to a system error with downloading and processes invoices of one supplier. The invoices were of high volume which is why a significant impact on performance has occurred, this has now been resolved. Excluding the 906 invoices affected by the system error we achieved 97.6% on-time in March and 96.2% for the quarter which is above the performance target

APPENDIX 1 Directorate Summary (including Debt and Late Payments)

4. Outstanding debt

Unsecured Debt >30 Days and >90 days by Directorate



Q4 performance for unsecured debt over 90 days is at £8.5m, which is a reduction of £0.1m since Q3 and below the target of £10m.

The Debt Team continue to focus on areas of high value or high demand, reductions have been seen across Directorates, Adult Social Care, Planning, Growth and Sustainability and Children's Services and Communities.

The central debt team will be working with each directorate to refine debt strategies and refine debt reporting to improve both visibility and risk of debt for each directorate.

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APPENDIX 2 COVID IMPACTS**Summary of pressures, lost income and funding**

Expenditure Pressures	Outturn £000
Adults & Health	22,723
Children's Services	5,013
Communities	7,871
Deputy Chief Executive	1,065
Planning, Growth & Sustainability	3,767
Resources	1,722
National policy responses	203,881
Total Expenditure Pressures	246,042

Income Losses	Outturn £000
Adults & Health	2,096
Children's Services	1,031
Communities	13,632
Deputy Chief Executive	8,408
Planning, Growth & Sustainability	23,083
Resources	1,394
Total Income Lost	49,644

Funding	Outturn £000
Emergency Funding - Ring-Fenced	(249,055)
Emergency Funding - unringfenced	(46,559)
Total Funding	(295,614)

UNFUNDED PRESSURE	72
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The Government made £336.5m of Covid-19 pandemic funding available to the Council in the financial year. The Council utilised £295.6m of this grant assistance in the year, of which £46.6m related to un-ringfenced grants. The majority of unspent funding will be carried forward into 2021/22.

Significant efforts and focus throughout the year provided services to the Council's residents and businesses, key highlights included £35m provided through business grants, 36,000 families supported through the Winter Grant and c18% of total grant money used to support the Arts, Entertainment and Recreation Sector.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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