

Committee Administrator: Democratic Services Officer (01609 767015)

Monday, 28 November 2022

Dear Councillor

Notice of Meeting

Meeting **Cabinet**

Date **Tuesday, 6 December 2022**

Time **9.30 am**

Venue **Council Chamber, Civic Centre, Stone Cross, Rotary Way,
Northallerton, DL6 2UU**

Yours sincerely

J. Ives.

Dr Justin Ives
Chief Executive

To:	Councillors	Councillors
	M S Robson (Chairman)	P R Thompson
	P R Wilkinson (Vice-Chairman)	S Watson
	Mrs I Sanderson	D A Webster

Other Members of the Council for information

Note: Members of the press and public are able to observe the meeting virtually via Teams. Please click on the link on the website or dial 020 3855 5195 followed by the Conference ID: 526 335 950# For further information please contact Democratic Services on telephone 01609 767015 or email committeeservices@hambleton.gov.uk

Agenda

Page No

1. Minutes

To confirm the decisions of the meeting held on 22 November 2022 (CA.32 - CA.34), previously circulated.

2. Apologies for Absence

Resources Management

3. 2022/23 Quarter 2 Capital Monitoring and Treasury Management Report 1 - 18

This report provides the Quarter 2 update at 30 September 2022 on the progress of the capital programme 2022/23 and the treasury management position. A full schedule of the capital programme 2022/23 is attached at Annex A, together with the relevant update on progress of each scheme.

In accepting the recommendations, Cabinet will approve and recommend to Council the net increase of £70,228 in the capital programme to £21,643,093 and all expenditure movements as detailed in Annex B and also in the capital programme attached at Annex A of the report; the increase of capital expenditure of £70,228 funded from borrowing; and the funding allocation to the capital programme as detailed in paragraph 3.1 and 3.2 of the report.

Relevant Ward(s): All Wards

4. 2022/23 Q2 Revenue Monitoring Report 19 - 26

This report provides an update on the revenue budget position of the Council and the reserve funds at the end of September 2022.

In accepting the recommendations, Cabinet will approve and recommend to Council that the budget remains at £11,366,370 as detailed in paragraph 3.3 of the report for 2022/23; any overspend in 2022/23 is financed by an increase in the Transfer from Reserves as detailed in paragraph 3.4 of the report; and the departmental budget movements as detailed in paragraph 3.8 of the report.

Relevant Ward(s): All Wards

5. Distribution of Community Infrastructure Levy Receipts 27 - 38

This report provides an update on the Community Infrastructure Levy expenditure and to review the commitments to funding and a commentary on progress; consider any changes in commitments required; review additional funding available for expenditure; and agree any new schemes.

In accepting the recommendations, Cabinet will reaffirm its commitment to provide Community Infrastructure Levy funding to the schemes and to the amounts previously approved as set out in Appendix A, column (d) of the report; approve Community Infrastructure Levy funding to the new schemes and to the amounts shown as set out in paragraph 2.5 and Appendix A, column (e) of the report; and delegate authority to allocate any remaining Community Infrastructure Levy funds, in accordance with the Council's policies, to the Chief Executive and the Leader.

Relevant Ward(s): All Wards

6. Hardship Relief

39 - 42

This report seeks consideration of three proposals to provide targeted financial support to those facing the greatest impact from the cost-of-living crisis, namely financial support for food banks to increase provision of food for those in food poverty; a Warm Place grant scheme to enable community venues to offer a warm space for people who are in fuel poverty and struggling to heat their home and additional funding to top-up the Discretionary Housing Payment Fund for 2022/23.

In accepting the recommendations, Cabinet will approve £30,000 to support food support organisations identified in 1.4 of the report; £30,000 to create a Warm Places grants fund, with the detail of the terms and conditions being delegated to the Director of Leisure and Communities and £30,000 to top-up existing allocation for the Discretionary Housing Payment Fund for 2022/23.

Relevant Ward(s): All Wards

This page is intentionally left blank

Hambleton District Council

Report To: Cabinet

Date: 6 December 2022

Subject: **2022/23 Quarter 2 Capital Monitoring and Treasury Management Report**

Portfolio Holder: Economic Development and Finance
Councillor P R Wilkinson

Wards Affected: All Wards

1.0 Purpose and Background

- 1.1 The purpose of this report is to provide Members with the Quarter 2 update at 30 September 2022 on the progress of the capital programme 2022/23 and the treasury management position. A full schedule of the capital programme 2022/23 is attached at Annex A, together with the relevant update on progress of each scheme.
- 1.2 Capital expenditure is intrinsically linked with treasury management as the way that the capital programme is funded, directly effects the treasury management arrangements of the Council. The majority of the Council's capital expenditure is funded by grants, capital receipts, reserves and borrowing. The use of the Council's funds affects the daily treasury management cash flow position, as well as the requirement to investment surplus funds.

2.0 Capital Programme Summary:

- 2.1 The 2022/23 capital programme was approved by Cabinet on 8 February 2022 at £18,412,724. This included roll forwards for schemes originally approved in the 2021/22 programme which totalled £14,176,832. At 2021/22 outturn, a further £2,755,992 capital expenditure was carried forward to the new financial year revising the capital programme 2022/23 to £21,168,716.

2.2

Portfolio	Original 2022/23 £	2021/22 Carried Forward £	Revised 2022/23 £
Leisure & Communities	513,250	6,896,993	7,410,243
Environment	60,000	176,232	236,232
Economy & Planning	1,043,110	2,291,101	3,334,211
Finance & Commercial	258,060	103,787	361,847
Corporate Schemes	500,000	9,326,183	9,826,183
Total	2,374,420	18,794,296	21,168,716

Table 1: Capital Programme 2022/23

- 2.3 At Quarter 1, a number of changes were reported which resulted in an increase to the capital programme of £404,149. In this Quarter 2 monitoring report, a further net increase to the capital programme of £70,228 has arisen, resulting in a total revised capital programme of £21,643,093.
- 2.4 The net increase of £70,228 in Quarter 2 to be approved in this report is detailed in Annex B and is made up of:-
- a) increase in expenditure of £83,665 supported from reserves and borrowing;
 - b) increase in expenditure of £78,563 due to schemes rolled back from 2023/24; and
 - c) decrease in expenditure of £92,000 due to scheme rolled forward to 2023/24.
- 2.5 Table 2 below outlines the variances reported against each portfolio area.

Portfolio	Current Approved Expenditure	Revised Expenditure Q2	Variance Increase/ (decrease)	Expenditure at 30 September 2022
	£	£	£	£
Leisure and Communities	7,640,011	7,558,231	(81,780)	3,431,462
Environment	236,232	270,412	34,180	134,168
Economy and Planning	3,478,638	3,566,466	87,828	799,095
Finance and Commercial	361,847	361,847	-	74,334
Corporate Schemes	9,856,137	9,886,137	30,000	2,804,499
Total	21,572,865	21,643,093	70,228	7,243,558

Table 2: Capital Programme Q2 2022/23

- 2.6 To 30 September 2022 capital expenditure of £7,243,558 has been incurred or committed representing 33.5% of the revised Quarter 2 capital programme position of £21,643,093. It is expected that the capital programme will come in on target at the end of the financial year.
- 2.7 The proposed changes to the Capital Programme, which require approval by this Cabinet, are detailed for each of the four portfolio areas and Corporate Schemes at Annex B
- 3.0 Funding the Capital Programme**
- 3.1 For 2022/23, at Quarter 2, the capital programme of £21,643,093 is being funded from £10,330,476 external borrowing, £9,267,443 external grants/contributions, £1,016,850 from reserves, £910,000 from Capital Receipts and £118,324 from revenue contribution.

- 3.2 The capital receipts estimated to be received during 2022/23 are £600,000.
- 3.3 Therefore at year end, in accordance with accounting practice, the capital programme will be financed using all available in year funding prior to using borrowing and the Council's capital reserves. At Quarter 2 it is estimated that £310,000 of reserve funding will be used.
- 3.4 The overall funding position continues to be closely monitored to ensure the overall capital programme remains affordable and sustainable over the 4-year approved capital plan.
- 3.5 It should be noted that the report reflects the capital programme position as if approval has been agreed by Cabinet. This is detailed in the recommendations below.

4.0 Treasury Management Position 2022/23:

- 4.1 The Treasury Management Strategy Statement (TMSS) for 2022/23 details the Council's approach to treasury management and was approved by this Council on 22 February 2022. This report provides an update on the progress to date against the agreed Strategy.
- 4.2 The investment position at Quarter 2, 30 September 2022 was £15,450,000 with an average interest rate return of 0.98% for the year to date. This is all invested in short-term investments for liquidity purposes, due to the numerous capital projects that are currently ongoing within the Council and resulting cashflow requirements.
- 4.3 Balances were invested throughout the year in line with the key treasury management principles of security, liquidity and yield and have been spread into different investments, so that the best yield is obtained whilst ensuring the money is available by the Council when required. Balances invested at 30 September 2022 were as follows:

Instant Access - Money Market Funds	£8,360,000
Call Accounts – Santander / Lloyds	£7,090,000

- 4.4 The current economic climate has seen investment interest rates rise throughout the year, due to a number of increases in the Bank of England Bank Rate. To date, there have been five rate increases this financial year, ranging between 0.25% in May and June, 0.50% increases in August and September and more recently a 0.75% increase in November. At November 2022, the official Bank Rate stood at 3.00%.
- 4.5 Latest economic forecasts expect the Bank Rate to be increased to 3.5% in December 2022, with further increases in February and March 2023, taking the projected Bank Rate to a new level of 4.25% by the end of March 2023. Current market forecasts predict a peak for Bank Rate of 4.50% by the middle of 2023. These projections will be dependent upon the strength of inflationary pressures and wider economic data over the coming months.

- 4.6 These increases in Bank Rate have resulted in an increase on interest received and the Quarter 2 Budget Monitoring report estimates an additional £122,980 of interest will be received during 2022/23, in addition to the £87,500 reported in Quarter 1, increasing the Investment Interest Budget for the year to £210,480.
- 4.7 The total borrowing by the Council at the end of Quarter 1 was £36,500,000. £26,500,000 is with the Public Works Loan Board (PWLB) taken in previous financial years over six loans with varying maturity dates. £10,000,000 has been borrowed during Quarter 1 from North Yorkshire County Council. This was taken short-term on 20 April 2022 and is due to be repaid on 1 April 2023.
- 4.8 The borrowing requirement for the rest of 2022/23 will be closely monitored in line with the Council's capital programme and any additional borrowing will be reported if the need arises. It is estimated that there will be a saving of £274,370 relating to borrowing costs that have been reported in the Quarter 1 and Quarter 2 Revenue Monitoring report.
- 4.9 At Quarter 2 the Council had given a total of £33,600,000 of loans to a local Housing Association. This has been made up of eight individual loans with varying maturity dates and fulfils the agreement taken out with the Housing Association.
- 4.10 The interest received from the loans to the local Housing Association is not included in this section of the report because the loan is classed as capital expenditure under economic development to support local businesses. However, the interest earned in the first quarter from the £33,600,000 loaned to the Local Housing association is £357,440 and is on target for the annual budget of £1,429,760.
- 4.11 The Council has operated within the prudential indicators set down in the CIPFA Treasury Management Code of Practice and Prudential Code. The approved limits were not breached during the Quarter 2 in 2022/23.

5.0 Link to Council Priorities

- 5.1 All schemes approved as part of the capital programme have been evaluated against key corporate priorities. Schemes are only undertaken and approved by Cabinet in accordance with the Council Plan and supporting project initiation documentation.
- 5.2 Treasury Management supports all aspects of the Council's priorities as the income earned on investments or increased costs on interest paid on borrowing contributes to the Council's funding position which supports Council services.

6.0 Risk Assessment:

- 6.1 There are no risks associated with approving this report. However, the risks associated with not receiving regular monitoring reports are potentially more serious.

7.0 Financial Implications:

7.1 The financial implications are dealt with in the body of the report.

8.0 Legal Implications:

8.1 Treasury Management activities and the capital programme conform to the Local Government Act 2003 and the Council has adopted the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code and the CIPFA Treasury Management Code of Practice.

9.0 Equality/Diversity Issues:

9.1 The capital programme seeks to address key equality issues that affect the Council and the public. The main scheme that specifically addressed equalities in the first quarter of 2022/23 is the Disabled Facilities Grant scheme.

10.0 Recommendations:

10.1 That Cabinet approves and recommends to Council:-

- (1) the net increase of £70,228 in the capital programme to £21,643,093 and all expenditure movements as detailed in Annex B and also in the capital programme attached at Annex A of the report;
- (2) the increase of capital expenditure of £70,228 funded from borrowing; and
- (3) the funding allocation to the capital programme as detailed in paragraph 3.1 and 3.2 of the report.

David Chefneux
Interim Head of Finance

Background papers: None

Author ref: SC

Contact: Saskia Calton
Corporate Finance Manager
Direct Line No 01609 767226

This page is intentionally left blank

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
		£	£	£	£	£	£	£	£	
Portfolio Leisure	Leisure & Communities									
	BLC - Improvement Project	65,195		65,195	65,195		-	13,051	65,195	Scheme is completed with final invoices awaiting.
	BLC-Air Handling Unit	62,500		62,500			62,500	-	62,500	Scheme to be reviewed in Qtr 3
	BLC - Leisure improvement feasibility study for 3g pitch	3,600		3,600			3,600	-	3,600	Scheme to be reviewed in Qtr 3
	SLC - Swimming Pool Heat Exchangers & Boiler Shunt Pump	17,400		17,400			17,400	-	17,400	Scheme to be reviewed in Qtr 3
	SLC-Flatroof isolated replacement	13,750		13,750			13,750		13,750	Scheme is progressing
	SLC- Glazed roof and entrance lobby	37,500		37,500			37,500		37,500	Scheme to be reviewed in Qtr 3
	SLC- Dry side changing areas and wetside shower areas	150,000		150,000			150,000		150,000	Scheme to be reviewed in Qtr 3
	NLC-AHU and Ductwork replacement	257,250		257,250			257,250		257,250	Scheme is progressing.
	NLC- Roof overlay and rainwater goods improvements	357,208		357,208			357,208	1,500	357,208	Scheme is progressing.
	NLC-Glazed roof replacement	81,250		81,250			81,250	3,168	81,250	Scheme is progressing.
	NLC-Steelwork repairs and redecoration	17,500		17,500			17,500		17,500	Scheme to be reviewed in Qtr 3
	NLC-Sports hall floor replacement	156,750		156,750			156,750		156,750	Scheme to be reviewed in Qtr 3
	NLC-Pressurisation unit	4,210		4,210			4,210		4,210	Scheme to be reviewed in Qtr 3

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	NLC-Domestic hot water tank	22,500		22,500			22,500		22,500	Scheme to be reviewed in Qtr 3
	NLC - Swimming Pool Heat Exchanger	20,000		20,000			20,000		20,000	Scheme to be reviewed in Qtr 3
	NLC - Heating Coils	12,500		12,500			12,500		12,500	Scheme to be reviewed in Qtr 3
	NLC - Sports Hall Control Panel	18,750		18,750			18,750		18,750	Scheme to be reviewed in Qtr 3
	NLC - Staircases to Flume & Studio Repairs	7,351		7,351			7,351		7,351	Scheme is progressing.
	NLC - Cold Water Storage Tank	8,653		8,653			8,653		8,653	Scheme to be reviewed in Qtr 3
	T&SLC - Improvement Project	155,614		155,614			155,614	-	155,614	Scheme completed and waiting for final invoice.
	T&SLC - Replace 3G Pitch	280,513		280,513			280,513	185,983	280,513	Scheme is complete with final invoices awaiting.
	All Leisure Centres - Decarbonisation Fund	2,769,045		2,769,045	2,769,045		-	2,737,440	2,769,045	Scheme is progressing with final invoices to be received.
	Thirsk & Sowerby Sports Village	1,141,571		1,141,571	791,571		350,000	286,934	1,141,571	Scheme is progressing, Pavillion is due ot be finished early February

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Northallerton Sports Village	1,320,947		1,320,947	1,320,947		-	65,598	1,320,947	Scheme is progressing.
Portfolio Governance										
	Public lighting replacement	22,553		22,553			22,553	22,553	22,553	Scheme is progressing
	Public Lighting LED Upgrade	40,000		40,000			40,000	11,781	40,000	Scheme is progressing
	Civic Centre - Public Lighting LED Upgrade	20,000		20,000			20,000	-	20,000	Scheme is progressing
	CCTV Scheme	5,525	6,220	11,745			11,745	4,594	11,745	Request to move £5,820 from Northallerton Depot Improvement Scheme for CCTV at the depot. Furthermore, a request of £400 additional funding.
	Car Park Reinstatments	95,467		95,467			95,467	25,872	95,467	Scheme is progressing
	Car Park Improvement Scheme	80,000		80,000			80,000	22,338	80,000	Scheme is progressing
	Adoptions - Electric Bollards - Thirsk & Northallerton	24,659		24,659			24,659	-	24,659	Scheme is progressing
	Improve structural support and resurface riverside footpath - Millgate Thirsk	22,000	(22,000)	-			-	-	-	Request of roll forward of £22,000 to 2023/24
	Civic Centre - Electrical Switch Gear	65,000		65,000			65,000	-	65,000	Scheme to be reviewed in Qtr 3
	Forum Air Handling Unit	43,750		43,750			43,750	-	43,750	Scheme is due to commence in quarter 4.
	Forum - Car Park & Access Rd Resurfacing	49,500		49,500			49,500	49,500	49,500	Scheme is completed.

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Forum - Glazing Refurbishment Exterior	30,000		30,000			30,000		30,000	Scheme is being investigated - should commence at quarter 4
	WOJH - Roof Replacement	60,000		60,000			60,000		60,000	Scheme due to commence Qtr 4
	WOJH - Structural Timber	2,000		2,000			2,000		2,000	Scheme due to commence Qtr 4
	WOJH - Brickwork	10,000		10,000			10,000	1,152	10,000	Scheme due to commence Qtr 4
	Thirsk Market place -replace and repoint Yorkstone paving areas	66,000	(66,000)	-			-		-	Request of roll forward of £66,000 to 2023/24
	Thirsk Market Place - Resurface Cobbled Areas	22,000		22,000			22,000	-	22,000	Scheme is due to take place in quarter 4.
	Total Scheme Value Leisure & Communities	7,640,011	(81,780)	7,558,231	4,946,758	-	2,611,473	3,431,462	7,558,231	
Portfolio Environmental Health, Waste and Recycling	Environment									
	Purchase of bins and boxes for refuse and recycling	60,000	40,000	100,000	10,000		90,000	80,135	100,000	Request of £40,000 due to increased oil price rises.
	Northallerton Depot Improvement Scheme	38,312	(5,820)	32,492			32,492	34,857	32,492	Request of £5,820 to be moved to CCTV scheme.
	WASS - Digital Depot System	3,439		3,439			3,439	-	3,439	Scheme is progressing.
	Northallerton Depot Condition Management	109,808		109,808			109,808	18,660	109,808	Scheme is progressing.
	Bedale Garage Asbestos Scheme	20,000		20,000			20,000	517	20,000	Scheme is progressing.
	Energy Efficiency Project	4,673		4,673	4,673		-	-	4,673	Scheme is progressing.
	Total Scheme Value Environment	236,232	34,180	270,412	14,673	-	255,739	134,168	270,412	

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
Portfolio Economic Development & Finance	Economy & Planning									
	Workspaces - Electrical Distribution Replacement	14,000	(14,000)	-			-		-	Request of £14,000 to be moved to Leeming Bar FEC improvement works
	Leeming Bar FEC - Improvements work	-	121,000	121,000			121,000	-	121,000	Requesting of £57,437 to be transferred from existing schemes and an additional spend of £63,563 to be brought back from 2023/24.
	Evolution Roof	-	15,000	15,000			15,000	-	15,000	Request of £15,000 to be rolled back from 2023/24.
	Springboard- Structural steel, louvers and actuators	268,492		268,492			268,492	193,271	268,492	Scheme is progressing.
	Bedale Craft Yard -External and internal redecoration	5,000		5,000			5,000	2,890	5,000	Scheme is progressing.
	Bedale Craft Yard- Lighting internal and external replacement	7,958		7,958			7,958	-	7,958	Scheme is estimated to be commenced at quarter 4.
	Bedale Craft Yard - Gas Unit & Water Heater	33,000	(33,000)	-			-	-	-	Request of £33,000 to be moved to Leeming Bar FEC improvement works
	Binks Close- Water heaters replacement	1,224	(1,224)	-			-	-	-	Request of £1,224 to be moved which of £1,134 to Binks Close Internal Lighting and £90 to Binks Close redecoration scheme.
	Binks Close - Redecoration	3,200	740	3,940			3,940	3,940	3,940	Request of £650 to be transferred from Lumley Close redecoration and £90 from Binks Close redecoration scheme.
	Binks Close- Internal lighting replacement	8,000	1,134	9,134			9,134		9,134	Request of £1,134 to be moved from Binks Close Water heaters replacement
	Lumley Close- Water heater replacement	1,800		1,800			1,800		1,800	Scheme is commencing in quarter 3
	Lumley Close- External works fencing and landscaping	4,000	(4,000)	-			-		-	Request of roll forward to 2023/24 of £4,000

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Lumley Close - Redecoration	3,000	(650)	2,350			2,350	2,350	2,350	Scheme completed and £650 to be used for overspend in the Binks Close redecoration scheme
	Wainstone Court -Water boilers replacement (kitchen)	5,600	(5,600)	-			-	-	-	Request of £5,600 to be transferred to Leeming Bar FEC - Improvements work
	Wainstone Court -guttering and roof works	15,400		15,400			15,400		15,400	Scheme to be reviewed in Q3
	Wainstones Court - Internal Lighting Replacement	6,000	(4,837)	1,163			1,163	1,163	1,163	Scheme completed and request of £4,837 to be transferred to Leeming Bar FEC - Improvements work
	Wainstones Court - Redecoration	2,800		2,800			2,800		2,800	Scheme to be reviewed in Qtr 3
	Evolution - Heating System	198,869	13,265	212,134			212,134	9,277	212,134	Request of £13,265 due to cost increases linked to inflation.
	Market Towns Investment Plans - Bedale	50,000		50,000			50,000		50,000	Scheme is In progress.
	Market Towns Investment Plans - Easingwold	50,000		50,000			50,000		50,000	Scheme is In progress.
	Market Towns Investment Plans - Northallerton	50,000		50,000			50,000		50,000	Awaiting confirmation of schemes
	Market Towns Investment Plans - Stokesley	50,000		50,000			50,000		50,000	Scheme is progressing.
	Market Towns Investment Plans - Thirsk	50,000		50,000			50,000		50,000	Scheme is progressing.
	Heritage Action Zone schemes	143,721		143,721	54,672		89,049		143,721	Scheme is progressing.
	Heritage Action Zone - Cultural Programme	12,250		12,250	1,010		11,240		12,250	Scheme to be reviewed in Qtr 3

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Art trail sculpture	74,000		74,000	36,240.00		37,760		74,000	Scheme is being designed. Awaiting confirmation of Arts Council funding in December 2022.
	Town square enhancement scheme	770,000		770,000	770,000	(770,000)	770,000	500,398	770,000	Scheme mainly complete. Final Account retentions outstanding
	Town centre living	120,000		120,000	120,000		-		120,000	Scheme is progressing.
	Northallerton Complementary Schemes	262,137		262,137			262,137		262,137	Scheme to be reviewed in Qtr 3
	Northallerton Infrastructure Scheme	595,754		595,754	595,754		-		595,754	Awaiting opening of link road to through traffic to enable release of retentions
Portfolio Holder for Planning										
	Disabled Facilities Grant	672,433		672,433	607,321		65,112	85,806	672,433	Scheme is progressing
	Total Scheme Value Economy & Planning	3,478,638	87,828	3,566,466	2,184,997	(770,000)	2,151,469	799,095	3,566,466	

Portfolio Governance	Finance & Commercial									
	ICT Improvements	201,973		201,973			201,973	51,701	201,973	Scheme is progressing
	IDOX Software Upgrade	8,525		8,525			8,525		8,525	Scheme is under review.
Portfolio Leisure										
	Leisure Centre -Update activity management system	1,248		1,248			1,248		1,248	Scheme is progressing

Capital Programme Schemes 2022/23

Annex A

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Leisure Centre -Update wi-fi	15,135		15,135			15,135		15,135	Scheme is progressing
	Leisure Centre Access Points	64,000	(31,000)	33,000			33,000		33,000	Request to move £24,000 to a new scheme for virtual cycling at Stokesley LC and £7,000 to upgrade Gladston swimming lessons software.
	Virtual Cycling solution SLC	-	24,000	24,000			24,000		24,000	Request to move £24,000 from the Leisure centre Access Points scheme to introduce virtual cycling at Stokesley Leisure Centre.
	Upgrade of Gladstone Swimming lesson solution	-	7,000	7,000			7,000		7,000	Request to move £7,000 from the Leisure centre Access Points scheme to upgrading Gladstone swimming lesson software.
Portfolio Economic Development & Finance										
	ICT - Information@work upgrade	6,701		6,701			6,701	2,132	6,701	Scheme is progressing
	ICT -Civica Estore and Icon Upgrade V17.3/v18	35,765		35,765			35,765	20,500	35,765	Scheme is progressing
	ICT - Civica cash receipting upgrade to Hosted	28,500		28,500			28,500		28,500	Scheme is progressing
	Total Scheme Value Finance & Commercial	361,847	-	361,847	-	-	361,847	74,334	361,847	

Page 14

Portfolio Economic Development & Finance	Corporate Schemes									
	Treadmills Phase 1	94,486		94,486	-		94,486	64,532	94,486	Scheme is progressing.
	Treadmills Phase 2 including eCampus	1,145,000		1,145,000	-		1,145,000	436,847	1,145,000	Scheme is progressing.
	Treadmills Phase 3	8,139,413	180,000	8,319,413	2,901,015		5,418,398	2,303,120	8,319,413	Request of transfer of £150,000 from Crematorium and £30,000 to fund increased fit-out costs linked to rising Inflation.
	Crematorium	477,238	(150,000)	327,238	-		327,238	-	327,238	Request of transfer of £150,000 to Treadmills Phase 3 project.
	Total Scheme Value Corporate Schemes	9,856,137	30,000	9,886,137	2,901,015	-	6,985,122	2,804,499	9,886,137	

Capital Programme Schemes 2022/23

Annex A

Councillor / Officer	Capital Scheme	Qtr 1 + 2022/23	Qtr 2	Qtr 2 + 2022/23	Third Party Cont	Third Party Cont Qtr 2	Cost to the Council £	Expenditure at 30th Sept 2022	Anticipated Expenditure Year End	Explanation
	Total Capital Programme 2022/23	21,572,865	70,228	21,643,093	10,047,443	(770,000)	12,365,650	7,243,558	21,643,093	

This page is intentionally left blank

PROPOSED CHANGES TO THE CAPITAL PROGRAMME:

- 1.1 The proposed changes to the capital programme, detailed for each of the portfolio areas are listed below:
- 1.2 **Leisure and Communities** – 3 schemes affect the capital programme at Quarter 2:
- (a) CCTV Scheme - Request to move £6,220 from Northallerton Depot Improvement Scheme for CCTV at the depot. Furthermore, a request of £400 additional funding.
 - (b) Improve structural support and resurface riverside footpath -Millgate Thirsk-Sports Pavilion refurbishment - Request to roll forward of £22,000 to 2023/24.
 - (c) Thirsk Market place -replace and repoint Yorkstone paving areas - Request of roll forward of £66,000 to 2023/24
- 1.3 **Environment** – 2 schemes affect the capital programme at Quarter 2:
- a) Purchase of bins and boxes for refuse and recycling - Request of £40,000 due to increased oil price rises
 - b) Northallerton Depot Improvement Scheme - Roof & Gutter Integral Unit Replacement - Request of £5,820 to be moved to CCTV scheme.
- 1.4 **Economy & Planning** - 12 schemes affect the capital programme at Quarter 2:
- a) Workspaces - Electrical Distribution Replacement - Request of £14,000 to be moved to Leeming Bar FEC improvement works.
 - b) Leeming Bar FEC - Improvements work - Requesting of £57,437 to be transferred from existing schemes and an additional spend of £63,563 to be brought back from 2023/24.
 - c) Evolution Roof - Request of £15,000 to be rolled back from 2023/24.
 - d) Bedale Craft Yard - Gas Unit & Water Heater - Request of £33,000 to be moved to Leeming Bar FEC improvement works
 - e) Binks Close- Water heaters replacement - Request of £1,224 to be moved which of £1,134 to Binks Close Internal Lighting and £90 to Binks Close redecoration scheme.

- f) Binks Close – Redecoration - Request of £650 to be transferred from Lumley Close redecoration and £90 from Binks Close redecorations scheme.
- g) Binks Close- Internal lighting replacement - Request of £1,134 to be moved from Binks Close Water heaters replacement.
- h) Lumley Close- External works fencing and landscaping - Request of roll forward to 2023/24 of £4,000
- i) Lumley Close – Redecoration - Scheme completed and £650 to be used for overspend in the Binks Close redecoration scheme
- j) Wainstones Court -Water boilers replacement (kitchen) - Request of £5,600 to be transferred to Leeming Bar FEC - Improvements work
- k) Wainstones Court - Internal Lighting Replacement - Scheme completed and request of £4,837 to be transferred to Leeming Bar FEC - Improvements work
- l) Evolution - Heating System - Request of £13,265 due to cost increases linked to inflation.

1.5 Finance & Commercial - 3 schemes affect the capital programme at Quarter 2:

- a) Leisure Centre Access Points- Request to move £24,000 to a new scheme for virtual cycling at Stokesley LC and £7,000 to upgrade Gladstone swimming lessons software
- b) Virtual Cycling solution SLC - Request to move £24,000 from the Leisure centre Access Points scheme to introduce virtual cycling at Stokesley Leisure Centre.
- c) Upgrade of Gladstone Swimming lesson solution - Request to move £7,000 from the Leisure centre Access Points scheme to upgrading Gladstone swimming lesson software.

1.6 Corporate Schemes - 2 schemes affect the capital programme at Quarter 2:

- a) Treadmills Phase 3 - Request of transfer of £150,000 from Crematorium and £30,000 to fund increased fit-out costs linked to rising Inflation.
- b) Crematorium - Request of transfer of £150,000 to Treadmills Phase 3 project.

1.7 Capital schemes are monitored on a monthly basis and reported to Cabinet quarterly, ensuring that the majority of schemes are held within budget or reported to Council at the earliest opportunity.

1.8 New Schemes added to the capital programme all have supporting Project Initiation Documentation to ensure projects are affordable, sustainable and prudent.

Hambleton District Council

Report To: Cabinet

Date: 6 December 2022

Subject: **2022/23 Q2 Revenue Monitoring**

Portfolio Holder: Economic Development and Finance
Councillor P R Wilkinson

Wards Affected: All Wards

1.0 Purpose and Background

- 1.1 The purpose of this report is to update Members on the revenue budget position of the Council and the reserve funds at the end of September 2022.
- 1.2 The Quarter 2 monitoring for the Capital Programme and Treasury Management position is contained in a separate report on this Cabinet agenda.

2.0 Revenue Budget

- 2.1 The Council set its budget on 8 February 2022 for 2022/23 at £11,366,370 in line with the approved Financial Strategy 2022/23 to 2024/25.
- 2.2 At Cabinet on 6 September 2022, the Quarter 1 revenue monitoring report kept the budget at £11,366,370 but recognised that an underspend at Quarter 1 of £200,000 would be transferred to the Local Government Reorganisation Reserve to cover additional costs with the transition. The approved budget at Quarter 1 in accordance with the Council portfolio themes is detailed below:

Economy & Planning	1,121,770
Environment	3,889,160
Finance & Commercial	3,745,830
Law & Governance	1,280,110
Leisure & Communities	1,194,750
Drainage Board levies	<u>134,750</u>
Net Revenue Expenditure	<u>11,366,370</u>

3.0 Budget Position to September 2022

- 3.1 Since the budget for 2022/23 was set in February 2022, adjustments to the budget outlook have occurred. The table below details the changes that have been approved through separate reports to Cabinet and also those that have been identified at Quarter 2 budget monitoring.

	<u>2022/23</u>	
	<u>£</u>	<u>£</u>
Budget Outlook approved at 8 February 2022		11,366,370
Changes to Budget Outlook:		
<u>Quarter 1:</u>		
Corporate Savings		(274,310)
Departmental Variances:		84,310
Transfer from Economic Development Fund		(10,000)
Transfer to Local Government Reorganisation Reserve		200,000
Budget after Quarter 1 monitoring		11,366,370
<u>Quarter 2:</u>		
Corporate Costs		686,420
Departmental Variances:		
Economy & Planning	(47,400)	
Environment	66,590	
Finance & Commercial	(205,410)	
Law & Governance	(18,760)	
Leisure & Communities	538,560	333,580
Budget after Quarter 2 monitoring		12,386,370
Financial Strategy 8 February 2022		11,366,370
Quarter 2 (Surplus) / Shortfall		1,020,000

- 3.2 In 2022/23, the budget started at £11,366,370 as stated in the Financial Strategy and illustrated in the table above. At the end of Quarter 1, the budget remained at £11,366,370 but recognised a saving in Quarter 1 of £200,000 which would be transferred to the Local Government Reorganisation Reserve to cover additional costs with the transition.
- 3.3 At Quarter 2 monitoring, underspends and overspends for the year have been identified totalling a projected overspend of £1,020,000. Additional pressures have arisen due to inflationary increases, utility increases and the cost-of-living crisis which has impacted income levels. It is recommended that the budget remains at £11,366,370, as the table above shows and that the overspend position is noted.
- 3.4 The budgets will continue to be closely monitored in the second half of the year and if an overspend is predicted at the year end, it is recommended that this will increase the original transfer from reserves budget of £437,486 reported to Cabinet on 8 February 2022.
- 3.5 There are three main areas of changes to the 2022/23 budget at Quarter 2 totalling the £1,020,000 overspend:
- (a) Corporate cost pressures of £686,420
 - (b) Departmental overspend of £333,580
 - (c) Department movements which have nil effect on the budget

3.6 The Corporate Costs movements in the budget are:

(i)

Variance	£
Estimated increased salary costs due to the pay award	500,000
Corporate Salary Savings due to vacant posts	(60,580)
Utilities – increase in costs due to the rise of energy prices	247,000
TOTAL	686,420

3.7 Departmental movements create an additional overspend of £333,580 and are detailed as follows:

(i) Economy and Planning – A saving of £47,400 relates to the following areas:

Variance	£
Building Control – Additional income from the partnership relating to the 2021/22 Accounts	(39,480)
Communications – reduced costs	(7,920)
TOTAL	(47,400)

(ii) Environment – An increase to the budget of £66,590 relates to the following areas:

Variance	£
Environmental Health Staffing requirements	33,000
New Waste Collection vehicles	20,140
Departmental Regrades	13,450
TOTAL	66,590

(iii) Finance & Commercial – a saving of £205,410 relates to the following areas:

Variance	£
Investment Interest Income – Additional income due to the rise in the Bank Rate	(122,980)
Borrowing Expenditure Interest – Reduced borrowing requirement in the year results in reduced costs	(74,370)
Reprographics – Reduced copier lease contract and usage of copiers due to staff working from home	(16,200)
Customer Services – Increased charge for the Customer Relationship Manager (CRM) computer system	8,140
TOTAL	(205,410)

(iv) Law & Governance – a saving of £18,760 is due to the following:

Variance	£
Legal – Income from staff secondment	(18,760)
TOTAL	(18,760)

(v) Leisure & Communities – An increase to the budget of £538,560 relates to the following areas:

Variance	£
Leisure Centre Income – Reduced income due to a number of reasons: lower customer numbers compared to pre-covid, the effects of the cost-of-living crisis, staffing issues that results with not being able to offer some activities, the opening of a new gym in Northallerton and closures due to the capital works.	553,000
Market Income – Reduced income due to a number of stall holders reducing the pitch sizes and reduced number of weekly stall holders.	24,500
Thirsk & Sowerby Sports Village – The new pitch opened on 5 September 2022 creating a new income stream.	(29,640)
Tour de Britain – The costs to support the safe passage of part of the Tour of Britain cycling event cost less than anticipated.	(9,300)
TOTAL	538,560

3.8 Departmental budget movements that have nil effect on the overall budget but exceed £20,000, as detailed in the Council's Financial Regulations require Cabinet approval as follows:

- (i) A grant of £16,300 has been received relating to Rough Sleeping. This is for the first six months of a three-year grant. Budgets need to be established for the associated costs, with no effect to the overall budget.
- (ii) The North Yorkshire Home Choice function is moving from York City Council to Hambleton District Council therefore budgets need to be established for a post and associated costs which will be funded by Hambleton and a number of other authorities and partners, with no effect to the overall budget
- (iii) The ICT department has experienced a number of staff vacancies and is covering these vacancies by various means, for example, agency and another Council to cover IDOX Application Support. Therefore, a budget is required to be assigned to agency from the salary budget. Various ICT System contracts have increased significantly higher than budgeted including a move to Microsoft E5 due to Local Government Reorganisation costing an additional £37,130, increased NYNET Costs of £9,300 and increased back-up costs which can all be found within existing ICT budgets including £8,500 income received relating to apprenticeship appointments.
- (iv) An appointment for an Interim Head of Finance post is to be funded from the Finance One-off Fund Budget.
- (v) The Council has received £45,240 relating to the administration of the Government's Council Tax Rebate Scheme – support for domestic energy bills which is required for the additional costs including IT software and increased postages.

- (vi) The amount of Discretionary Housing Benefit Subsidy allocated to the Council is £32,090 less than budgeted, therefore the Council will make reduced payments of the same amount.
- (vii) Professional advice is required relating to Local Government Reorganisation, the estimated costs are £100,000 which will be funded by the Local Government Reorganisation Reserve.
- (viii) The ICT Disaster Recovery processes have been appraised and the estimated £120,000 cost will be financed from the Computer Reserve which received £100,000 funding in 2020/21 from the Government.
- (ix) A Service Level Agreement has been created between the Homelessness Prevention Project and Citizens Advice North Yorkshire for 2 years. A grant of £45,721 will be paid each year to the Citizens Advice Bureau funded by the Flexible Homelessness Support scheme.

4.0 CIL Reserve

4.1 The Community Infrastructure Levy (CIL) balance as at 30 September 2022 is £6,170,717. The Council is committed to using this reserve for priority schemes and to distribute to parishes. The movements in 2022/23 can be seen in the table below.

	Amount £
2022/23 Opening Balance	4,493,124
Add in year income	1,765,306
Less in year payments to Parishes	(87,713)
Closing Balance Quarter 2	6,170,717
6th December 2022 allocations	4,563,385
Balance after allocations as at 30 September 2022	1,607,332

5.0 Other Matters – Grants

The following grants and contributions have been allocated to the Council during Quarter 2.

Description	Amount £
Department for Levelling Up, Housing and Communities:	
Rough Sleeping	16,300
Pavement Licensing New Burdens	3,071
Department for Works and Pensions:	
Housing Benefit Award - Accuracy Initiative	6,063
Total	25,434

6.0 Sensitivity Analysis

- 6.1 Further to the recommendations for changes to the budget in this Quarter 2 monitoring report, this report also highlights where there are areas of budget uncertainty. This can give Members early warning of possible issues in the future. All areas will continue to be closely monitored and an update provided for Quarter 3. Annex 'A' attached details the sensitivity analysis.

7.0 Waiver of Procurement Rules

- 7.1 It is the Council's policy to obtain competitive quotations or tenders for the purchase of products, work that is undertaken or for services to be provided. However, a waiver may be agreed by Cabinet (or the Chief Executive in an emergency) if they are satisfied, after considering a written report that the waiver is justified.
- 7.2 The Chief Executive has approved the following three waivers for which Single Quote / Tender Waiver forms have been completed:
- i) The contract with HCS Mechanical is to ensure that the 12 units at Leeming Bar Food Enterprise Centre (LBFEC) have a fully operational and compliant heating system and a supply of hot water. This is required due to the previous occupants vacating the units. The waiver is requested so that the work is carried out as quickly as possible to enable the units to be re-let. HCS Mechanical have provided prices for all the work and are approved contractors to NYCC, they have previously carried out work for the Council at Springboard Business Centre. They are viewed as a local, reliable contractor that have the necessary expertise required for the work and the contract price of £66,000 is deemed to represent best value.
 - ii) The contract with Andrew Garner Electrical Contractors Ltd is to ensure that the 12 units at Leeming Bar Food Enterprise Centre (LBFEC) are at a condition to be re-let. This is required due to the previous occupants vacating the units and leaving it with issues in relation to fire alarms, fire panels and electrics. The waiver is requested so that the work is carried out as quickly as possible to enable the units to be re-let. The Council has worked with the contractor previously and the contract price of £40,000 is in line with the current market and labour rates. They are viewed as a local, reliable contractor with a good track record to prioritise work and the contract price is deemed to represent best value.
 - iii) The work at Treadmills has created the new Campus@Northallerton development in association between the Council, York College and the University of Sunderland. Work continues with the development and it has been identified that the Council will provide strategic leadership to the C@N Partnership until the working arrangements become more established and to ensure the correct level of support is provided. The Council has no experience of working in this field, so would therefore require the work of an experienced consultant with detailed knowledge and experience of working with both higher and further education with positive outcomes. A consultant has been identified with the necessary skills and is able to meet all of the Council's requirements and start work within a short time scale. Following

discussions with key partners there appears to be no local alternatives that could undertake the work and the previous roles of the consultant provides the Council with confidence in relation to value for money and quality of support provided for the contract of £24,000.

8.0 Link to Council Priorities

8.1 The monitoring of the financial budget throughout the year and reporting the financial year end position assists in ensuring the Council's service requirements are met and contributes to the achievement of the priorities set out in the Council Plan.

9.0 Risk Assessment

9.1 There are no major risks associated directly with this report. However, a list of potential pressures on the budget is shown in Annex A.

10.0 Financial Implications

10.1 The financial implications are dealt with in the body of the report.

11.0 Legal Implications

11.1 It is a legal requirement under s25 of the Local Government Act 2003 to set a balance budget and monitor the financial position throughout the year.

12.0 Equality and Diversity Issues

12.1 Equality and Diversity Issues have been considered however there are no issues associated with this report.

13.0 Recommendations

13.1 That Cabinet approves and recommends to Council:

- (1) that the budget remains at £11,366,370 as detailed in paragraph 3.3 of the report for 2022/23;
- (2) that any overspend in 2022/23 is financed by an increase in the Transfer from Reserves as detailed in paragraph 3.4 of the report; and
- (3) the departmental budget movements as detailed in paragraph 3.8 of the report.

David Chefneux
Interim Head of Finance

Background papers: Budget Monitoring Q2 working papers
Author ref: David Chefneux
Contact: David Chefneux
Interim Head of Finance – Tel: 01609 767026

Budget 2022/23 Quarter 2 Sensitivity Analysis – potential savings / costs

Council Directorates	Area of Sensitivity	Commentary
Economy and Planning	Planning Fees	There may be a significant shortfall of income in relation to Planning Fees, this will continue to be closely monitored and reported at Quarter 3.
	Workspace Management Income	This will continue to be closely monitored.
Environment	Bed and Breakfast Accommodation	Accommodation costs will be monitored closely as costs are rising due to Hambleton not having any appropriate accommodation so therefore have to use other areas.
	Green Waste tonnage	Green Waste tonnage varies due to the weather conditions and will be monitored throughout the year as this will impact on both disposal costs and recycling credit budgets.
Finance & Commercial	Housing Benefit Payments	Whilst any increase in Housing Benefit payments will be partly offset by subsidy, the budget is so large that a small increase in percentage terms can lead to a large amount in monetary terms.
Leisure & Communities	All Leisure Centres	The income at the Leisure Centres will continue to be closely monitored due to the current economic climate and various issues being experienced by the centres.
	Car Park Income	There may be a significant shortfall of income in relation to Car Parking charges, this will continue to be closely monitored and reported at Quarter 3.
	Maple Park Crematorium	The costs and income for the first year of trading are being established and monitored. This could reduce the dividend received by the Council and will be reported at Quarter 3.

Hambleton District Council

Report To: Cabinet

Date: 6 December 2022

Subject: **Community Infrastructure Levy Spending Priorities**

Portfolio Holder: Planning
Councillor D A Webster

Wards Affected: All Wards

1.0 Purpose and Background

1.1 The purpose of this report is to update Cabinet on the Community Infrastructure Levy expenditure and to:

- review the commitments to funding and provide an update on progress;
- consider any changes in commitments required;
- review additional funding available for expenditure; and
- agree any new schemes.

1.2 Cabinet has previously approved spending priorities in September 2020, September 2021 and April 2022 (Minutes CA.72, CA.26 and CA.67 refer).

1.3 The details of the previously agreed spending is set out in Appendix A, and this shows the schemes that have progressed to completion, those that are underway and those that have not yet commenced.

2.0 Spending Priorities

2.1 The accumulation of additional Community Infrastructure Levy contributions since 2020 has enabled additional projects to be supported as shown in Appendix A. At the end of 2021-22 £4,493,124 had been received. During the period Q1 and Q2 (April to September 2022), an additional £1,677,593 Community Infrastructure Levy payments have been received giving a total to date of £6,170,717. Estimated additional receipts during Q3 and Q4 (October 2022 to March 2023) are £450,000. It is therefore possible to consider funding of projects with a total value of £6,620,717.

2.2 The funds received are allocated with 15% direct payments to Parish Councils (except Ingleby Arncliffe as it has a neighbourhood plan and receives 25%), 5% to the administration of the system and the remaining 80% to the priorities set by Cabinet.

2.3 The funds collected through the Community Infrastructure Levy are intended to help fund the infrastructure and facilities needed to support new homes and businesses. Community Infrastructure Levy must be spent on the provision, improvement, replacement, operation or maintenance of infrastructure needed to support

development. Community Infrastructure Levy can be used to fund a very broad range of facilities and below are some examples of projects that can be funded by Community Infrastructure Levy.

- Open spaces, parks and play facilities
- Sports, leisure and cultural facilities
- Utilities/waste, for example, drainage improvements
- Healthcare facilities
- Flood defences
- Prevention of crime and anti-social behaviour, for example, CCTV installations
- Public realm enhancements
- Transport/highways e.g. junction improvement measures to improve pedestrian safety and pedestrian/cycle links

2.4 Since April 2014 there has been a large amount of housebuilding in the district with an annual average of 488 homes being completed per year, totalling 4,210 completions. The housing growth has been concentrated in Northallerton (including Romanby and Brompton) and Thirsk (including Sowerby) where 1,756 homes have been built, 41.4% of the total growth. This is in accord with the Local Development Framework spatial strategy which was to concentrate development in these centres. This level of development has put a strain on existing infrastructure and facilities and it is therefore important that CIL collected is spent in a timely fashion to achieve improvements and does not simply accumulate.

2.5 The following additional schemes have been identified for funding.

1. Bedale 3G pitch - to allow for increased costs since the allocation of £250,000 in September 2021, an additional £90,000 is required.
2. Sowerby Sports Village – an additional priority list of projects including hard landscaping, parking and emergency access tracks and land maintenance tracks at a cost of £165,000.
3. To support development by the Huby and Sutton Community Shop Ltd, an award-winning volunteer run shop, registered under the Co-operative and Community Benefits Societies Act 2014. Acquisition of the currently leased property and adjoining dwelling is planned, funded by a Public Works loan. Works to alter, extend and fit-out the premises are required to improve accessibility of the premises and improve the retail function. The costings show a £150,000 funding deficit for the alterations, extensions and shopfitting. Community Infrastructure Levy grant funding would enable the scheme to progress and to achieve benefits for the growing local community, £150,000 of CIL funding is required.
4. Northallerton Town Council – a proposal for new allotments at Bankhead Road, on land owned by the Town Council currently used as open recreational field. The proposal is to create 24 quarter allotments, whilst maintaining playing field use on the remainder. The scheme can be delivered before the end of 2022-23. The works required include secure fencing and preparation of

land, secure storage for allotment holders and provision of a water supply, £80,000 is required to cover the full cost of the scheme.

5. Northallerton Green Corridors - to include landscaping and cycle racks led by Northallerton Town Council. The scheme will include paths on Willowbeck as identified in the Hambleton Local Plan, tree planting and the provision of secure covered cycle storage in the town centre, £8,000 is required as a contribution towards the costs of the works. The scheme can be delivered before end of 2022-23.
6. Topcliffe Parish Council - for full refurbishment of the playpark, including an access track to enable access by people with a disability and replacing play equipment, also to allow full access. The scheme also involves works to the allotments by provision of secure fencing and improvements to create an accessible pathway and wildlife planting. Grant applications have been made for a phased approach, however, full funding is sought to enable the scheme to progress without delay and £103,438 is sought.
7. Thirsk and Sowerby Flatts Trust – the project seeks to alter the changing facilities building that stands between the Thirsk Leisure Centre and Chapel Street to provide a new community space, £60,000 is sought to refurbish the building.
8. Watson Scout Centre, Carlton-in-Cleveland – the project is to undertake improvement works to replace the ‘Activity Hut’ and 8 bed dormitory with a new building comprising two smaller bedrooms to disabled access standards with disabled access bathroom. The full costed works are £300,000, the request is for £50,000 but there is a current funding gap of £100,000.
9. Northallerton Town Council – the project is to install public toilets to serve the Town Centre by conversion of part of the ground floor of the Town Hall, additional funding of £40,000 is sought. About £49,000 Bounce Back funding has previously been allocated. The works have been revised since the Bounce Back funding was approved to increase the scheme from 3 ladies and 3 gents toilets to also include a fully accessible toilet. A planning application has been submitted and a decision is pending. Contractors are ready to deliver the scheme before the end of 2022-23.
10. Tollerton Parish Council – the project is to provide enhancements to the play area to include disabled access improvements to surfaces and play equipment, £45,000 is sought.
11. To support Thormanby Parish Meeting – the project is to install two speed reminder signs beside the A19 in the village. A 30mph speed restriction applies through the village on the A19, beyond the built-up area the restriction is 40mph before reverting to the national speed limit. A costing of £8,208 has been provided for the provision of the two signs. The signs would contribute towards road safety and improving the amenity of the village.

12. Thirsk Primary School MUGA – the project is to provide a multi-use games area within the Primary School land as part of the Hambleton Local Facilities Football Plan. £40,000 Community Infrastructure Levy funding is sought which would lever in additional funding from the Football Foundation.
13. Easingwold District Community Care Association (EDCCA) – the project is for a Community Hub to address social isolation by providing a cabin for a “Man Shed” in partnership with the Easingwold Football Club as a place to meet and undertake activities. A cabin and associate infrastructure costs amount to £60,864.
14. Brafferton and Helperby Parish Council seek to restore a high priority area of cobbles (88sqm) costing £15,840 as part of a large ongoing project to restore the 5000sqm of cobbles in the village. The Parish Council also wish to part demolish and renovate the remainder of a building at the allotment site to make it safe for use and to improve the allotment site by sub-division of a single large allotment to create 4 smaller allotments that will better meet community needs. The total figure requested is £22,190.
15. Easingwold Market Place – to allow for increased cost since the allocations in September 2021 and April 2022 an additional £47,093 is required.

2.6 The distribution of Community Infrastructure Levy funding to the schemes listed will support the provision and improvement of community infrastructure and facilities needed for growing communities. This closely relates to Council priorities.

3.0 Links to Council Priorities

3.1 Community Infrastructure Levy funds can support the provision of key projects identified in the Council Plan, for example, under the priority of ‘Enhancing Health and Wellbeing’. Provision of improved community facilities also enhances the vibrancy of, and the attractiveness of the area to residents and visitors. The schemes will contribute to the aim of ‘Providing a Special Place to Live’ and helping to ‘Drive Economic Vitality’. The Council plays a major role in improving public health and wellbeing, and the continued improvement of facilities will help to improve and promote the physical and mental activity needs of the local population.

4.0 Risk Assessment

4.1 The key risks in not approving the recommendations are:

Risk	Implication	Gross Prob	Gross Imp	Gross Total	Preventative action	Net Prob	Net Imp	Net Total
Infrastructure and facilities needed, as a result of new development are not provided.	Pressure on existing services and facilities is unsustainable.	4	5	20	Agree recommendation	2	2	4

Risk	Implication	Gross Prob	Gross Imp	Gross Total	Preventative action	Net Prob	Net Imp	Net Total
If communities do not receive funding they may feel let down.	Negative impact on the Council's reputation.	5	4	20	Agree recommendation	2	2	4

4.2 The key risks in approving the recommendations are:

Risk	Implication	Gross Prob	Gross Imp	Gross Total	Preventative action	Net Prob	Net Imp	Net Total
Communities think other worthwhile schemes have been missed from CIL funding.	Criticisms of how schemes have been selected.	3	4	12	Add further schemes should the funds allow.	2	2	4

5.0 Finance implications

- 5.1 There are no financial implications to the Council by following the recommendations of this report.
- 5.2 The sums received from developers are held for expenditure on Community Infrastructure Levy projects and are not part of the Council's funds.
- 5.3 If the proposals in this report are approved approximately £2,010,238 of Community Infrastructure Levy funds are likely to be available to March 2023 and are currently uncommitted.

6.0 Legal Implications

- 6.1 To be funded by Community Infrastructure Levy, a project must meet the requirements set out in national legislation and the Community Infrastructure Levy (Amendment) (England) (No 2) Regulations 2019. Community Infrastructure Levy funding must also be informed by local policy such as Hambleton's Local Plan.

7.0 Equality/Diversity Issues

- 7.1 Equality and diversity issues have been considered and significant funding is recommended to be allocated to schemes that specifically seek to improve access for people with disabilities and will improve access for all. There are no other issues of equality or diversity associated with this report.

8.0 Recommendations:

8.1 That Cabinet:-

- (1) reaffirms its commitment to provide Community Infrastructure Levy funding to the schemes and to the amounts previously approved as set out in Appendix A - column (d);

- (2) approves CIL funding to the new schemes and to the amounts shown as set out in paragraph 2.5 and Appendix A - column (e) of this report;
- (3) delegates authority to allocate any remaining Community Infrastructure Levy funds, in accordance with the Council's policies, to the Chief Executive and the Leader.

Mick Jewitt
Deputy Chief Executive

Background papers: None

Author ref: TW

Contact: Tim Wood
Development Manager South and Planning Policy
Tel: 01609 767113

Appendix A

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Thirsk and Sowerby Leisure Centre	To improve the health and fitness offer at the centre	£1,034,860 (£1,034,860 spent)	-	-	£1,034,860	-	Spending and works complete	-
Bedale Leisure Centre	To improve the health and fitness offer at the centre	£206,961 (£206,961 spent)	-	-	£206,961	-	Spending and works complete	-
North Northallerton Primary School	Creation of a new primary school within the North Northallerton Development Area	£2,000,000	-	-	£2,000,000	-	Land transferred to the Education Authority	High
Bedale 3 G pitch	Provision of 3G pitch at Bedale School	-	£250,000 (£2,200 spent)	-	£250,000	£90,000 cost increases since start of project.	Business case completed. Awaiting Football Foundation work and then planning approval from NYCC	Low

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Sowerby 3G pitch and changing facilities	Provision of 3G pitch and changing facilities at the Sowerby Sports Village	£517,403	£250,000 (£214,000 spent)	-	£767,403	£165,000 Priority list of additional projects; hard landscaping, parking, emergency access and maintenance tracks	Scheme commenced on site. 3G pitch completed, pavilion under construction and handover Feb 2023. Spending to be completed by March 2023	High
Northallerton Sports Village	Creation of sports facilities as approved	£310,442	£250,000	-	£560,442	-	Scheme commenced on site, spending to be completed by March 2023	High

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Aiskew Community Hall	Construction of a community hall in the centre of Aiskew to serve the growing community	-	£100,000	£14,520	£114,520	-	Parish Council appointing consultants to undertake a feasibility study including public consultation.	Low
Easingwold Market Place footways and accessibility	Improvements to existing footways to increase the accessibility of the Market Place, particularly by people with mobility difficulties	-	£100,000	£14,520	£114,520	£47,093	Parish Council have issued tenders to be received by 24 th November 2022.	Medium

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Huby and Sutton Community Shop	To construct an extension to the community operated shop to achieve improved accessibility	-	-	-		£150,000	Bid for funding, planning approval required for building alterations.	Medium
Northallerton Town Allotments	Provision of new allotments	-	-	-		£80,000	Scheme details prepared	High
Northallerton Green Corridors	Landscaping and cycle racks	-	-	-		£8,000	Scheme details prepared	High
Topcliffe playpark and allotments	Accessibility to play park and allotments	-	-	-		£103,438	Scheme details prepared	High
Thirsk and Sowerby Flatts	Convert old changing rooms to community building	-	-	-		£60,000	Not started	Medium
Watson Scout Centre	Improvement works to disabled standard dormitory	-	-	-		£100,000	Scheme details prepared	Medium

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Northallerton Town Centre toilets	Install public toilets in ground floor of Town Hall – some funding already approved under Bounce Back Fund	-	-	-		£40,000	Planning and Listed Building Consent applications submitted decision due before year end.	High
Tollerton play area	Enhancements including disabled access	-	-	-		£45,000	Scheme details prepared	High
Thormanby Parish Meeting	Speed limit reminder signs	-	-	-		£8,208	Scheme details prepared	High
Thirsk Primary School MUGA	Multi-use games area at the Thirsk Primary School as in Hambleton Local Facilities Football Plan.	-	-	-		£40,000	Lever in £125,000 from Football Foundation. Planning approval from NYCC required.	Low
Easingwold Community Hub	To provide a community meeting space - a “Man Shed”					£60,864		High

Scheme	Project detail	(a) Funding approved September 2020	(b) Funding approved in September 2021	(c) Additional funding approved in April 2022	(d) Total approved	(e) Proposed additional funding at December 2022	Current status	Confidence to draw down funds in 2022-23
Brafferton and Helperby cobbles and allotments	To restore cobbles and improve allotments and building					£22,190	Contractor available to undertake works during 2022-23	High
Totals		£4,069,666	£950,000	£29,040	£5,048,706	£1,019,793		
Total allocated (not drawn-down) including additional schemes					£3,590,685	£4,610,478		
Balance remaining after allocations (as 30 th Sept 2022)						£1,560,238		
Estimated CIL income in Q3 and Q4						£ 450,000		
Remaining funds likely to be available to allocate						£2,010,238		

Hambleton District Council

Report To: Cabinet

Date: 6 December 2022

Subject: **Hardship Relief**

Portfolio Holder: Leisure
Councillor P R Thompson

Wards Affected: All Wards

1.0 Purpose and Background

- 1.1 For Cabinet to consider the following three proposals to provide targeted financial support to those facing the greatest impact from the cost-of-living crisis:
- 1.1.1 Financial support for food banks to increase provision of food for those in food poverty.
 - 1.1.2 A Warm Place grant scheme to enable community venues to offer a warm space for people who are in fuel poverty and struggling to heat their home.
 - 1.1.3 Additional funding to top-up the Discretionary Housing Payment Fund for 2022/23.
- 1.2 Whilst all households are affected by the current cost of living crisis the impact is most severe in lower income households who have to pay a greater proportion of their income on essentials such as food and fuel.
- 1.3 The current crisis is exacerbating pre-existing financial difficulties affecting many of those still recovering from the effects of the pandemic.
- 1.4 Across Hambleton there are three key organisations who are providing food support; Hambleton Foodshare which provides food parcels for residents in Northallerton, Bedale, Stokesley and Great Ayton; Community Works providing food parcels for residents in Thirsk; and Easingwold and District Community Care Association who provide a hot meals service for local residents. The proposal is therefore to provide some additional funding to assist them during this cost-of-living crisis.
- 1.5 Also, during the last few months several community organisations have asked for support to provide warm spaces this winter for vulnerable people who are struggling to heat their homes. A community grants scheme, for between £100 and £500, to support community venues that wish to provide a warm welcoming space for people to socialise, and perhaps enjoy some additional activities, would greatly benefit those who need it most.

- 1.6 Discretionary housing payments provide extra financial support towards housing costs and are paid by the Local Authority to customers who can demonstrate they are unable to meet their housing costs from their available income or they have a shortfall in their housing costs. Customers must be receiving Housing Benefit or Universal Credit to be eligible for support.
- 1.7 The budget is set year each year and the number of applicants varies due to changing economic and social factors. Although the Department for Works and Pensions has allocated £78,091 to Hambleton for the 2022/23 financial year, this is a reduction of 29% on the previous year's allocation.
- 1.8 The scheme has been in place for several years and the team have built up local knowledge and expertise to help profile the DHP budget to meet demand during the year and does explore and work with other departments such as Housing, to see what alternative support is available to avoid potential overlap and reduce demand.
- 1.9 To date, the Council has spent or is committed to spend £61,000 leaving £17,000 for the remainder of the financial year 2022/23.
- 1.10 Monitoring of the spend shows that requests for support have increased for the following reasons:
- landlords issuing notices seeking possession of the property, now the suspension in place during the pandemic has been lifted
 - removal of the £20 per week Universal Credit uplift
 - increase in fuel costs, including those on prepayment meters
 - current cost of living crisis, impacting on customers' ability to feed their family and pay the shortfall in their rent liability
- 1.11 It is expected that this fund will have been used up by the end of December and therefore additional funds will be needed to support residents for the remainder of this financial year.
- 1.12 In addition to the government funding provided, local authorities can top-up the funding to a maximum of 2.5 times of the allocated amount. For Hambleton this would be a maximum £191,263, however, based on the current monthly expenditure it is estimated that £30,000 should be sufficient to support applications to 31 March 2023, taking the overall total for the year to circa £108,000.
- 1.13 Due to economic and social factors, is difficult to predict the number of future applications and the level of financial support needed, however is not anticipated that funding will be needed to the full level of top-up that can be made.

2.0 Link to Council Priorities

- 2.1 These three proposals link to the Council's Enhancing Health and Wellbeing priority as they will provide support for those residents in most need with food, places to keep warm and housing costs which will have a positive impact on people's physical and mental health.

3.0 Risk Assessment

3.1 The key risk is in not approving these proposals:

Risk	Implication	Gross Prob	Gross Imp	Gross Total	Preventative action	Net Prob	Net Imp	Net Total
Vulnerable people's health will decline	Poor physical health leading to other impacts that affect mental wellbeing	3	4	12	Additional support for food banks and warm places.	2	3	6

Prob = Probability, Imp = Impact, Score range is Low = 1, High = 5

4.0 Financial Implications

4.1 The proposal is to provide £30,000 financial support for the food support organisations identified in 1.4 and up to £30,000 for a Warm Places fund for voluntary and community groups seeking to provide warm venues for vulnerable people. A further £30,000 is required to top-up the Discretionary Housing Payment Fund for 2022/23.

4.2 It is proposed that these three initiatives would be funded from reserves.

5.0 Legal Implications

5.1 All grant recipients must adhere to terms and conditions to ensure they comply with relevant legal requirements and the Council's terms and conditions associated with their grant.

6.0 Equality/Diversity Issues

6.1 Equality and diversity issues have been considered, however there are no issues associated with this report.

7.0 Recommendations

7.1 It is recommended that Cabinet:

- (1) approves £30,000 to support food support organisations identified in paragraph 1.4 of the report;
- (2) approves £30,000 to create a Warm Places grants fund, with the detail of the terms and conditions being delegated to the Director of Leisure and Communities; and
- (3) approves £30,000 to top-up the existing allocation for the Discretionary Housing Payment Fund for 2022/23.

Steven Lister
Director of Leisure and Communities

Background papers: None
Author ref: LW/DC
Contact: Lisa Wilson
Service Manager (Communities), Tel: 01609 767149
David Chefneux
Interim Head of Finance Tel 01609 767024