

Notice of Meeting

Overview & Scrutiny Committee

Date: Monday, 22 January 2018

Time: 17:30

Venue: The Annexe, Crosfield Hall, Broadwater Road, Romsey, Hampshire,
SO51 8GL

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Legal and Democratic Service

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The recommendations contained in the Agenda are made by the Officers and these recommendations may or may not be accepted by the Committee.

PUBLIC PARTICIPATION SCHEME

If members of the public wish to address the meeting they should notify the Legal and Democratic Service at the Council's Beech Hurst office by noon on the working day before the meeting.

Membership of Overview & Scrutiny Committee

MEMBER

Councillor C Lynn

Councillor I Jeffrey

Councillor D Baverstock

Councillor P Boulton

Councillor J Cockaday

Councillor C Dowden

Councillor B Few Brown

Councillor A Finlay

Councillor K Hamilton

Councillor I Hibberd

Councillor P Hurst

Councillor J Lovell

Councillor J Neal

Councillor P Mutton

Councillor B Page

Councillor T Preston

Councillor I Richards

Councillor C Thom

Chairman

Vice-Chairman

WARD

Winton

Dun Valley

Cupernham

Broughton and Stockbridge

St Mary's

North Baddesley

Amport

Chilworth, Nursling and
Rownhams

Harroway

Romsey Extra

Tadburn

Winton

Millway

Penton Bellinger

Harroway

Alamein

Abbey

Valley Park

Overview & Scrutiny Committee

Monday, 22 January 2018

AGENDA

The order of these items may change as a result of members of the public wishing to speak

- 1 Apologies
- 2 Public Participation
- 3 Declarations of Interest
- 4 Urgent Items
- 5 Minutes of the meeting held on 20 December 2017
- 6 Call in Items
- 7 Urgent decisions taken since last meeting
- 8 **2018/19 Budget Update** 4 - 23
This report provides an update on the budget setting process for 2018/19 and provides information on proposals to close the budget gap (20 minutes)
- 9 **Programme of Work for the Overview & Scrutiny Committee** 24 - 36
To enable Members to keep the Committee's future work programme under review (10 minutes)

ITEM 8 **2018/19 Budget Update**

Report of the Head of Finance (Portfolio: Finance)

Recommended:

- 1. That the savings options, income generation proposals and budget pressures, shown in Annexes 1 - 3, be endorsed.**
- 2. That the budget position for 2018/19 and Medium Term Financial Forecast, shown in Annex 4, be noted.**
- 3. That the feedback from businesses on the budget consultation, shown in Annex 5, be noted.**

SUMMARY:

- This report updates OSCOM on changes to the 2018/19 budget forecast since the budget strategy was presented to the OSCOM Budget Panel in October and Cabinet in November 2017. This includes; the provisional Local Government Finance Settlement, the Local Council Tax Support Scheme, New Homes' Bonus provisional allocations and changes to revenues savings and pressures.
- It also provides an updated Medium Term Financial Forecast covering 2019/20 and 2020/21.
- This report currently shows a balanced budget for 2018/19 but there is still work to be done before figures are finalised in February, 2018.

1 Introduction

- 1.1 The initial budget strategy and forecast for 2018/19 were presented to the OSCOM Budget Panel on 9 October, 2017 and to Cabinet on 15 November, 2017.
- 1.2 Since that time, work has been carried out to revise the current year estimates, prepare original estimates for 2018/19 and update the Medium Term Financial Forecast.
- 1.3 The purpose of this report is to;
 - Provide the latest available information on the provisional Local Government Finance Settlement and how it affects Test Valley.

- Provide an update on the latest savings options, income generation proposals and revenue pressures.
- Update the Medium Term Financial Forecast after considering the above.
- Outline the remaining stages of the budget process.

1.4 Assuming no changes to the figures presented in this report, the Council has achieved a balanced budget for 2018/19.

2 2017/18 Revised Forecasts

2.1 Work is progressing well in preparing the revised forecasts for 2017/18 but detailed figures are not ready at this stage. However, some of the more significant factors that are being considered in the preparation of the forecasts are explained below.

2.2 The original budget for 2017/18 assumed there would be no change in the level of general reserves. This remains the same and general reserves are expected to remain at £2M at the end of the year.

2.3 Cabinet received a mid-year budget report on 18 October that highlighted significant budget variances in the first half of the financial year. The report highlighted additional costs of £52,900 in Services offset by £59,000 additional investment income to the end of September.

2.4 It is anticipated that any further variances that are identified in setting the revised forecasts for 2017/18 will be shown as a transfer to earmarked reserves. The decision on how to allocate this will be taken at the end of the year once the outturn position is known.

3 2018/19 Budget Forecast

3.1 Savings Options, Income Generation Proposals and Budget Pressures

This report identifies a number of new increased income streams and additional pressures. These have been identified by Heads of Service, budget holders and Service Accountants as the estimates for next year have been progressed.

Annex 1 shows all the savings options that have been proposed. The annex contains two parts; the first shows the items considered by the OSCOM Budget Panel in October and Cabinet in November, with the second section showing further savings options of £15,500.

Annex 2 follows the same format as Annex 1 and shows all income generation proposals as at November and also includes some new items of additional income. The net additional income proposals identified in this report total £432,800.

Annex 3 details the budget pressures identified in November along with some new items. Net additional pressures of £312,200 have been included.

3.2 Budget Forecast 2018/19

As with the revised forecast figures for 2017/18, the original estimate figures for 2018/19 are also currently being worked on and there may be further changes.

When the budget forecast was presented in November there was a budget gap of £232,600. The current budget estimates include some major variances, but the gap has been reduced to zero. A reconciliation of the movement in this gap is shown in the table below.

	£'000
Budget gap per November report	233
Additional Council Tax income from increase in tax base	(101)
Reduction in business rates baseline funding – Paragraph 3.3	5
Additional savings options – Annex 1	(16)
Additional income generation proposals – Annex 2	(433)
Additional pressures – Annex 3	312
Current Budget gap	0

There are a number of factors that will impact on the completion of the estimates for 2018/19 that still retain a degree of uncertainty. These are discussed in the following paragraphs.

3.3 Local Government Finance Settlement

The provisional Local Government Finance Settlement (announced on 19 December) has provided the headline grant figures that the Council can expect to receive in core funding (Settlement Funding Assessment (SFA)) in 2018/19 and provides some indicative figures for 2019/20.

The cuts continue to be severe, with a reduction in SFA of 11.2% (£294,700) in 2018/19 and a further cut of 15% expected in 2019/20 (£353,000), giving an overall reduction of £647,736 over the next two years.

The Medium Term Financial Strategy presented to Cabinet on 15 November made assumptions about the Finance Settlement. These assumptions were reasonably accurate, but did not take account of the full impact of the way in which the Government has adjusted for the effect of the 2017 business rates revaluation. This has resulted in a reduction in the Council's retained business rates element of the SFA, giving less income than expected of £4,700 in 2018/19 and £35,578 in 2019/20.

3.4 Council Tax Increase – Referendum Threshold

When the Budget Strategy was presented in November, it was assumed that the Band D level of Council Tax would increase by £5 in 2018/19. The Government has now released its Referendum Principles Report for 2018/19 confirming that a £5 increase would be allowable and would not trigger a referendum.

When the Cabinet next meets on the 14 February, the final Local Government Finance Settlement figures will have been announced. Members will then have the opportunity to consider options for Council Tax levels to recommend to Full Council on the 23 February.

It should also be noted that Hampshire County Council will have the ability to increase its share of Council Tax by up to 6% (£67.98 at Band D) and the Hampshire Police and Crime Commissioner by up to £12 (7.25%) without triggering a referendum.

3.5 Local Council Tax Support Scheme

2017/18 is the fifth year that the Local Council Tax Support Scheme has been in operation. Although the gross cost of the Scheme has risen over time due to Council Tax increases, this has been offset by a reduction in caseloads which continue to fall in line with expectations, so the net cost of the scheme is still being contained within the approved budget.

This means that the 2017/18 scheme could continue into 2018/19 without additional cost to the Council.

A detailed report has been prepared for consideration at the Council meeting on 24 January 2018, to approve a final scheme for 2018/19.

The budget forecast has been prepared on the basis that the existing Local Council Tax Support Scheme continues as recommended in that report.

3.6 Localisation of Non-Domestic Rates (NDR)

2013 year saw the introduction of the Business Rate Retention Scheme. This was a significant change for local government that aimed to provide some incentive for local authorities that can achieve business growth, but also carried with it significantly more risk than the previous “pooling” arrangements.

Each year’s local government finance settlement builds upon the business rate retention starting position that was established in the 2013-14 local government finance settlement.

The table below shows this starting position compared with the provisional finance settlement figures for 2018/19:

	£	Comments
Area Business Rates	44,475,312	Average collectable over last 2 years
Less: Govt. share	(22,237,656)	Represents 50% of amount collectable
Local Business Rates Baseline	22,237,656	Represents 50% of amount collectable
TVBC BR Baseline	17,790,125	Represents 80% of above figure
Less: Tariff paid to Govt.	(15,709,857)	
TVBC Baseline Funding 2013/14	2,080,268	Retained share of Business Rates
TVBC Baseline Funding 2014/15	2,120,774	Retained share of Business Rates
TVBC Baseline Funding 2015/16	2,161,298	Retained share of Business Rates
TVBC Baseline Funding 2016/17	2,179,309	Retained share of Business Rates
TVBC Baseline Funding 2017/18	2,223,802	Retained share of Business Rates
TVBC Baseline Funding 2018/19	2,290,611	Provisional share of Business Rates

Work is still being carried out to estimate levels of income, appeals in the pipeline, likely future appeals, discounts and reliefs, etc. By the end of January 2018, it is hoped that the Council will have a better understanding of the likely financial position compared with the baseline funding announced by the Government shown above.

3.7 Revenue Support Grant

Revenue Support Grant (RSG) is a central government grant given to local authorities which can be used to finance revenue expenditure on any service. The amount of Revenue Support Grant to be provided to authorities is established through the local government finance settlement.

The provisional local government finance settlement shows a continuing and expected reduction in the amounts of grant support given to local authorities. The Government's stated intention is to phase out RSG entirely by 2019/20. For this Council, the actual and provisional figures are as follows:

2013/14	£3.127m
2014/15	£2.445m = 21.8% reduction year on year
2015/16	£1.696m = 30.6% reduction year on year
2016/17	£1.012m = 40.3% reduction year on year
2017/18	£0.417m = 58.8% reduction year on year
2018/19	£0.056m = 86.6% provisional reduction year on year
2019/20	£NIL = 100% forecast reduction *

* When the multi-year settlements were announced, some authorities, including this Council, were given "negative RSG" allocations in 2019/20. This is where an authority's Baseline Funding Level (BFL) is

greater than its Settlement Funding Assessment (SFA) and, in order to ensure that these authorities were not “over-funded”, the authority’s tariff was adjusted. The adjustment is often referred to as “negative RSG”. In 2019/20, the Council’s negative RSG is forecast to be £347,856. However, in his statement on the Finance Settlement, the Secretary of State referred to the “strength of feeling” in the sector and said that the Government would review the negative RSG allocations in 2019/20.

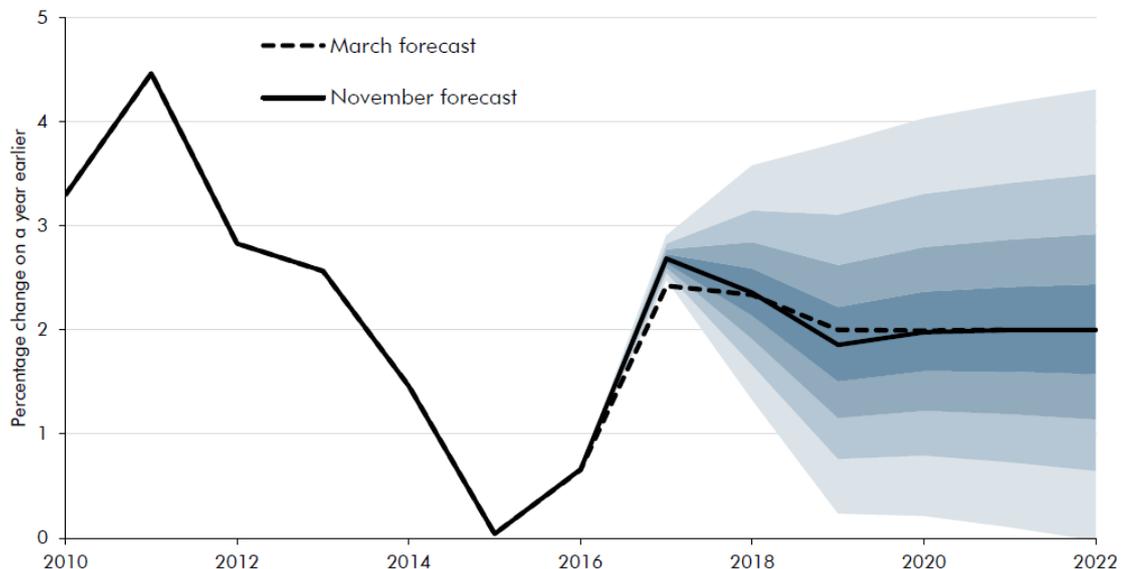
3.8 Inflation

The budget forecast assumes a general zero inflation allowance for all expenditure budgets except for contractual obligations and a possible staff pay award.

These figures are estimates of what may occur during the next financial year and may increase or decrease before the budget is set.

The Bank of England has said Brexit-fuelled inflation is “close to its peak” as it left interest rates on hold during December. The Office for Budget Responsibility supports this view and does not expect inflation to rise further. It expects the rate to decline gradually through 2018 and 2019 as the effects of the fall in the pound around the time of the referendum begin to fade. Inflation is expected to settle close to the 2% target around the middle of 2020.

CPI Inflation fan chart



Source: ONS OBR November 2017

3.9 Investment Income

The income that the Council earns from its investment portfolio is dependent on three key factors; the prevailing base interest rate, the level above or below the base rate that the Council can invest at and the size of the investment portfolio.

The Council regularly receives interest rate forecasts from two external sources. An interest rate rise of 0.25% to 0.75% from the current base rate of 0.5% is currently forecast for the third quarter of 2018.

Investments of up to three months currently attract typical interest rates slightly lower than base rate at 0.45%. A one-year investment attracts an average return of around 0.65%.

The perceived risk in the banking sector has eased over the past five years and there are now more creditworthy counterparties with which investments for periods of up to one year can be placed. The over-riding priority continues to be the security of investments rather than the return on them.

The investment portfolio is estimated to be between £58M and £64M throughout the year. This comprises the Council's normal cash flow balances and both Capital and Revenue Reserves earmarked for specific purposes.

3.10 New Homes' Bonus

When the Budget Strategy was presented in November, the forecast income from the New Homes' Bonus (NHB) in 2018/19 was £3.887M. The provisional figures for 2018/19 have now been announced and the Council can expect to receive £3.837M – some £50,000 less than forecast.

This grant will be transferred into the New Homes' Bonus reserve where it will be used in accordance with the Budget Strategy.

The Government has decided not to implement any further changes to the way that New Homes Bonus (NHB) is calculated. It had been proposed in a recent consultation paper (September 2017) that NHB payments might be reduced where the authority had refused planning permission which was subsequently granted on appeal.

This condition would have been in addition to the threshold on payments that had been set at 0.4% in 2017/18. The threshold meant that NHB payments would only be made on increase in council tax base that exceeded 0.4%. It was expected that this threshold would be increased, partly to ensure that the total funding would remain within the control total of £938M in 2018/19 (down from £1Bn in 2017/18). Instead the Secretary of State has announced that the threshold will remain at 0.4% and no further changes will be made.

3.11 Homelessness Prevention

Councils are responsible for spending their resources according to local priorities and in the interests of their residents. None of the Settlement Funding Assessment received from Government is ring-fenced for specific purposes. However, as part of the Provisional Local Government Finance Settlement, the Government has provided the following indicative figures relating to what was previously paid as a separate grant for Homelessness Prevention:

2016/17	£86,332
2017/18	£86,478
2018/19	£86,667
2019/20	£86,581

This is not new, or additional money as it is included in amounts receivable in Revenue Support Grant (shown in paragraph 3.7) and in the retained share of Business Rates (shown in paragraph 3.6). It should be noted that these notional amounts have been provided “in order to signal the priority the Government attaches to this issue and to encourage local prioritisation of Homelessness Prevention”, but ultimately it is a matter for Full Council to decide on the allocation of scarce and reducing resources as it sets the 2018/19 budget at its meeting on 23 February.

3.12 Changes in local government funding in 2020/21

Two announcements were made that will affect the funding review that will be implemented in 2020/21:

- (a) A consultation on the [Fair Funding Review \(FFR\)](#) - In itself the consultation does not give much away about how the final results of the FFR will impact on the Council. It does, however, give an insight into how thinking is developing within the DCLG. The consultation paper focusses on three closely related strands of work:
- **Relative needs** (looking at cost drivers, including service specific costs such as Adult Social Care and Children’s Services, and how they should be weighted in any funding formula)
 - **Relative resources** (taking into account council tax income, redistributed business rate income and other potential sources of income available to councils), and
 - **Transitional arrangements** (recognising that there may be significant winners and losers in any redistribution of funding).

The Government is seeking to design a new relative needs assessment methodology that will deliver: simplicity, transparency, sustainability, robustness and stability and will be based on the most up-to-date data available.

- (b) An announcement that the local share in the Business Rate Retention Scheme (BRRS) will increase from 50% to 75% in 2020/21 - The increase in local share will be fiscally neutral and will be matched by transfers of Revenue Support Grant, public health grant and other grants. Without further details it is again difficult to gauge the impact on the Council’s finances as the BRRS will be reset and business rates will be redistributed according to the outcome of the new needs assessment.

3.13 Department for Work and Pensions (DWP) Grants

The budget forecast assumes that the Council will receive £568,000 in respect of Local Council Tax Support Admin Subsidy Grant and Housing Benefit Admin Subsidy Grant over the next two years. A letter was received from the DWP on 19 December, 2017, informing the Council that there would be a delay in issuing grant allocations and that it would “issue indicative allocations for 2018/19 early in January 2018, with final allocations at the end of that month”.

3.14 Other risks affecting the budget process

There are a number of other factors that will affect the budget process to a lesser extent. These include items such as: fee and other income streams that are largely outside the control of the Council, and staff vacancy rates.

In light of the variances identified in 2017/18 to date, Heads of Service have continued to be more optimistic in their approach to setting budgets for fee income. In the event that the actual income does not reach budgeted levels it will be possible to draw from the Income Equalisation Reserve at the end of the year to ensure that there is no negative impact on the General Fund balance.

4 Medium Term Financial Forecast

- 4.1 The Medium Term Financial Forecast has been updated to reflect the above changes and the latest version is shown in Annex 4. The position in respect of 2018/19 is addressed in section 3 above.
- 4.2 The figures for 2019/20 and 2020/21 assume that all savings to close the budget gap for 2018/19 are sustainable and will continue in the medium term.
- 4.3 In order to maintain a balanced budget, current forecasts indicate savings of £787,100 need to be found in 2019/20. This amount reduces by £434,100 to £353,000 to close the forecast budget gap for 2020/21.

5 External Consultation on the Budget

Consultation with local business

- 5.1 In previous years, the Finance Portfolio Holder, Head of Finance and Economic Development Officer have met with representatives from local businesses. This consultation has produced very few comments or queries on the Council’s budget strategy.
- 5.2 In view of this, this year the Economic Development Officer sent copies of the Council’s Medium Term Financial Strategy and budget forecast to the Hampshire Chamber of Commerce: Andover & Romsey committees, Stockbridge Business Association, Andover Mutual Business Group, Andover and Romsey Town Centre Managers and to the Federation of Small Businesses (FSB) inviting their (and their members) responses by the 5

January 2018. The comments received are generally positive, especially in relation to: the control of the Council's budget, support for businesses, street cleaning and associated works and freezing car parking charges. All comments received are detailed in Annex 5.

6 The Next Steps in the Budget Process

- 6.1 The Overview & Scrutiny Committee will review the latest budget forecast at its meeting on 22 January 2018. Any recommendations from this meeting will be considered by Cabinet on 14 February when the final budget report will be presented.
- 6.2 The final budget report will be presented to Cabinet on 14 February 2018 for recommendation to Council on 23 February.

7 Risk Management

- 7.1 A risk assessment has been completed in accordance with the Council's Risk management process and has identified some significant (red and amber risks). These are detailed in the Medium Term Financial Strategy report presented to Cabinet on 15 November 2017.

8 Resource Implications

- 8.1 The resource implications of the 2018/19 budget process and the Medium Term Financial Forecast have been discussed throughout the report.

9 Equality Issues

- 9.1 This report is for information purposes, so the Council's EQIA process does not need to be applied.

10 Conclusion and reasons for recommendation

- 10.1 This report provides an update on the budget strategy that was approved in November. It takes into account the latest developments that will affect the budget process and forecasts a balanced budget for 2018/19.
- 10.2 The final budget report will be presented to Cabinet on 14 February 2018.

Background Papers (Local Government Act 1972 Section 100D)

1. "Provisional local government finance settlement 2018 to 2019" - DCLG Consultation December 2017
2. "The Referendums Relating to Council Tax Increases (Principles)(England) Report 2018/19" – DCLG December 2017
3. "Fair Funding Review: A review of relative needs and resources" - DCLG December 2017
4. "100% Business Rates Retention: Further consultation on the design of a new system" – DCLG December 2017

Confidentiality

It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.

No of Annexes:	5	File Ref:	
(Portfolio: Finance) Councillor Giddings			
Officer:	William Fullbrook	Ext:	8201
Report to:	OSCOM	Date:	22 January 2018

SUMMARY OF CORPORATE CHALLENGE SAVINGS OPTIONS

Service / Ref	Service	Function	Savings Option Proposed	2018/19 £	2019/20 £	2020/21 £
<i>Efficiency Savings:</i>						
IT01	IT	Third Party payments	Cancel software escrow accounts	2,040	2,040	2,040
FIN01	Finance	Employee costs	Extend secondment arrangements in Accountancy until March 2019.	15,000	0	0
FIN02	Finance	Supplies and Services	Reduce corporate subscriptions budget following review.	4,000	4,000	4,000
REV01	Revenues	Employee costs	Delete vacant post in Local Taxation/CSU	27,700	27,700	27,700
REV02	Revenues	Employee costs	Delete vacant post and terminate two temporary contracts in Benefits	75,100	75,100	75,100
REV03	Revenues	Employee costs	Reduce temporary staffing budgets	15,000	15,000	15,000
REV04	Revenues	Employee costs	Delete vacant Recovery Officer post	24,700	24,700	24,700
ES01	Environmental	Transport	Reduce annual running costs following installation of vehicle tracking systems	5,000	5,000	5,000
CL01	Community & Leisure	Employee costs	Reduce staffing costs following review of the Community Engagement Team (Cabinet 17/5/17 - Minute 32 refers)	20,000	20,000	20,000
				188,540	173,540	173,540

SUMMARY OF CORPORATE CHALLENGE SAVINGS OPTIONS

Service / Ref	Service	Function	Savings Option Proposed	2018/19 £	2019/20 £	2020/21 £
<i>Budget Realignment Savings:</i>						
IT02	IT	Supplies and Services	Reduce telephone land line charges budget to align with current spend	7,000	7,000	7,000
IT03	IT	Supplies and Services	Reduce corporate printing budget	5,000	5,000	5,000
FIN03	Finance	Supplies and Services	Delete overprovision in Finance Software maintenance budget	3,000	3,000	3,000
				15,000	15,000	15,000
<i>Items to be financed from reserves:</i>						
ES02	Environmental	Transport	Finance cyclical vehicle maintenance from the Asset Management Plan	100,000	100,000	100,000
Total Saving Options in November Budget Strategy				303,540	288,540	288,540
FIN06	Corporate	Supplies and Services	Reduction in external audit fees	10,000	10,000	10,000
FIN07	Corporate	Supplies and Services	Reduce bank charges budget to align with current spend	5,500	5,500	5,500
Total Saving Options in this Update				15,500	15,500	15,500
Total Saving Options				319,040	304,040	304,040

SUMMARY OF CORPORATE CHALLENGE INCOME GENERATION PROPOSALS

Service / Ref	Service	Function	Savings Option Proposed	2018/19 £	2019/20 £	2020/21 £
EST01	Estates & Econ Development	Corporate Properties	Additional income following rent reviews	10,000	10,000	10,000
EST02	Estates & Econ Development	Facilities Management	Additional income from new lettings	50,000	50,000	50,000
ENV03	Environmental Service	Vehicle Workshop	Increase in MOT testing income	2,500	2,500	2,500
ENV04	Environmental Service	Garden Waste	Additional income from increase in garden waste subscriptions	30,000	30,000	30,000
ENV05	Environmental Service	Garden Waste	Increase annual garden waste charge	20,000	20,000	20,000
ENV06	Environmental Service	Street Sweeping	Additional income primarily from returned shopping trolleys and management of new dogs bins	15,000	15,000	15,000
Total Income Generation Proposals in November Budget Strategy				127,500	127,500	127,500
EST07	Estates & Econ Development	Investment Properties	Additional rental income	292,500	292,500	292,500
LD04	Legal & Democatic	Legal Service	Align legal fee income to actuals	7,000	7,000	7,000
EST09	Estates & Econ Development	Transport	Net income from bus shelters	6,500	6,500	6,500
FIN10	Corporate	Investment Income	Increase in investment income due to increase in interest rates	119,900	119,900	119,900
FIN11	Corporate	Investment Income	Interest on loans	6,900	6,900	6,900
Total Income Generation Proposals in this Update				432,800	432,800	432,800
Total Income Generation Proposals				560,300	560,300	560,300

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2018/19 £	2019/20 £	2020/21 £
<i>Pressures previously identified in February 17 Budget Strategy:</i>					
FIN04	Corporate	Withdrawal of Government's transition grant which was paid to ease the reduction in RSG during 2016-18	53,600	53,600	53,600
FIN05	ALL	Increase in Employers' pension contributions resulting from 2016 Pension Fund actuarial revaluation	126,000	252,000	252,000
REV05	Revenues	Reduction in Housing Benefits Administration grant	30,500	64,400	64,400
REV06	Revenues	Reduction in Council Tax Support Administration grant	22,500	32,500	32,500
			232,600	402,500	402,500
<i>Pressures identified in Budget Strategy:</i>					
CEX01	Chief Executives	Ongoing costs of Digital Transformation (originally financed from the Capacity Building Reserve for fifteen months).	26,600	37,900	37,900
EST03	Estates & Econ Development	Various posts regraded following job evaluations.	25,700	25,700	25,700
EST04	Estates & Econ Development	Deferral of Commercial Rent offset by draw from the Income Equalisation Reserve.	91,000	45,500	19,500
CL02	Community & Leisure	The Lights Theatre - Removal of ticket booking fees.	9,000	9,000	9,000

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2018/19 £	2019/20 £	2020/21 £
ALL	ALL	Additional transfer to Asset Management Reserve to cover expected peak in work programme in 2018-2020.	900,000	900,000	0
			1,052,300	1,018,100	92,100
<i>Draw from reserves to offset pressures:</i>					
FIN05a	ALL	Draw from Pension Equalisation Reserve	(100,000)	(100,000)	0
EST04a	Estates & Econ Development	Draw from Income Equalisation Reserve	(91,000)	(45,500)	(19,500)
			(191,000)	(145,500)	(19,500)
Total Pressures identified in November Budget Strategy			1,093,900	1,275,100	475,100
ENV08	Environmental Service	Incremental cost of additional waste collection coverage re. new properties	20,000	40,000	60,000
EST06	Estates & Econ Development	Reduce room booking income to align to actual	13,500	13,500	13,500
EST08	Estates & Econ Development	Independent Retailer Grants (IRGs) to be funded from the New Homes Bonus Reserve	20,000	0	0
EST09	Estates & Econ Development	Additional utility charges	11,100	11,100	11,100
LD01	Legal & Democratic	Reduce land charges income to align with actuals	30,000	30,000	30,000

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2018/19 £	2019/20 £	2020/21 £
LD02	Legal & Democratic	Software licence costs relating to new Electoral Registration tablet PCs	12,500	12,500	12,500
LD03	Legal & Democratic	Temporary additional legal support - 9 months	46,300	0	0
PB01	Planning & Building	Maintenance for S106 / CIL software	6,000	6,000	6,000
PB02	Planning & Building	Reduction in legal fee income	10,000	10,000	10,000
REV07	Revenues	"My Council Services" annual charge offset by reduction in employee costs within the Revenues service	35,500	35,500	35,500
REV08	Revenues	Increase in postage costs	14,800	14,800	14,800
EST10	Estates & Econ Development	Loss of income following termination of contract	15,400	15,400	15,400
EST11	Estates & Econ Development	Reduction in Parking Charge Notice income	9,800	9,800	9,800
FIN08	ALL	Increase in insurance premiums	54,500	54,500	54,500
FIN09	ALL	Net increase in employee costs due to auto enrolment in pension scheme	32,800	32,800	32,800
			332,200	285,900	305,900
<i>Draw from reserves to offset pressures:</i>					
EST08a	Estates & Econ Development	Draw from New Homes Bonus Reserve re. IRGs shown above	(20,000)	0	0
			(20,000)	0	0
Total Pressures identified in this Update			312,200	285,900	305,900
Total Pressures			1,406,100	1,561,000	781,000

MEDIUM TERM FINANCIAL PLAN

	Original Estimate 2018/19 £'000	Base Changes £'000	Budget Forecast 2019/20 £'000	Base Changes £'000	Budget Forecast 2020/21 £'000
<u>Service Requirements</u>					
Chief Executive's Office & Planning Policy	549.7	(48.4)	501.3		501.3
Community & Leisure	2,589.7	(718.2)	1,871.5	(344.2)	1,527.3
Environmental Service	4,801.4		4,801.4		4,801.4
Estates, Economic Development & Transport	(5,650.8)	(28.0)	(5,678.8)	(20.0)	(5,698.8)
Finance	13.5		13.5		13.5
Housing & Environmental Health	3,317.3		3,317.3		3,317.3
I.T.	14.7		14.7		14.7
Legal & Democratic	320.4		320.4		320.4
Planning & Building	1,607.0		1,607.0		1,607.0
Revenues	1,403.0		1,403.0		1,403.0
Inflation	415.8	500.0	915.8	500.0	1,415.8
	9,381.7	(294.6)	9,087.1	135.8	9,222.9
<u>Other Requirements</u>					
Net Cost of Benefit Payments	(200.0)		(200.0)		(200.0)
Corporate & Democratic Core	4,048.5		4,048.5		4,048.5
Net Cost of Services	13,230.2	(294.6)	12,935.6	135.8	13,071.4
<u>Corporate Requirements</u>					
Contingency Provision	407.6		407.6		407.6
Depreciation Reversal & Capital Charges	(4,475.4)		(4,475.4)		(4,475.4)
Investment Income	(426.6)		(426.6)		(426.6)
Borrowing Costs	157.5	(4.5)	153.0	(4.6)	148.4
Minimum Revenue Provision	130.8	3.5	134.3	3.6	137.9
Small Business Rate Relief	(680.9)		(680.9)		(680.9)
Other Government Grants	(174.0)	4.9	(169.1)		(169.1)
New Homes' Bonus	(3,836.7)	(29.1)	(3,865.8)	111.6	(3,754.2)
Provision for NDR Levy	1,293.2	(38.7)	1,254.5	(1,254.5)	0.0
100% retention of NDR from Renewable Energy	(926.5)	567.5	(359.0)		(359.0)
Net General Fund Expenditure	4,699.2	209.0	4,908.2	(1,008.1)	3,900.1
Transfer to Earmarked Reserves	3,427.7	171.0	3,598.7	34.4	3,633.1
Transfer to Asset Management Reserves	2,117.1		2,117.1	(900.0)	1,217.1
Transfer to Capital Reserves	1,366.0		1,366.0		1,366.0
Total General Fund Expenditure	11,610.0	380.0	11,990.0	(1,873.7)	10,116.3
Revenue Pressures	663.5	89.4	752.9	(6.0)	746.9
Savings Options	(319.0)	15.0	(304.0)	0.0	(304.0)
Income Generation Proposals	(585.0)	0.0	(585.0)	0.0	(585.0)
Revised Net Budget	11,369.5	484.4	11,853.9	(1,879.7)	9,974.2
Draw from NHB to offset cuts in Government Grant	0.0	0.0	0.0	0.0	0.0
FURTHER SAVINGS TO BE IDENTIFIED	0.0	(787.1)	(787.1)	434.1	(353.0)
General Fund Requirements	11,369.5	(302.7)	11,066.8	(1,445.6)	9,621.2

Business Consultation on the Council's Budget 2018/19

1. Do you think that the Council's approach to managing its finances over the medium term is acceptable?

"We suspect most businesses would like to be in a similar financial position to TVBC: significant reserves, debt free, a good income stream from its commercial portfolio underpinned by the almost guaranteed income from council tax, but we'd also recognise that the strong position comes from prudent council policies over a number of years.

"Our view would be that TVBC medium term plan is sound given the external constraints.

"Several comments from our members along the lines of the council is doing quite a good job of trying to keep the budget under control and at an acceptable level and are doing very excellent things for businesses in the Test Valley".

2. Do you have any comments on the savings/income options as set out in the appendices of the report? (Please note that Councillors have already made the decision to freeze car parking charges for next year)

"So far, where retail units are vacated new businesses have come in, some encouraged by TVBC grants. This churn of units is likely to gather pace so it is important to continue funding enabling grants.

"The resources expended by TVBC on street cleaning and associated works are essential to the town centre - attracting visitors and wanting them to stay awhile. Local businesses contribute to hanging baskets in the town centre I suspect because of the much higher investment by TVBC on planters and baskets, it's a kind of unofficial partnership that delivers.

"Freezing parking charges is a powerful message to the business community that has been well received by those I have spoken too. We need to await results of Carter Jonas research but hopefully there will be justification for car park improvements with at least one (or more) car parks decked to increase capacity. Does the capital budget have capacity for those works?

"I agree that car parking costs should be frozen - the town centre does have a lot of units and the last thing that is needed is a reason for people to go elsewhere over something as trivial as parking costs.

"Several of our Members have commented on the parking charge freeze and the fact that, although it will be welcomed by many families, it will not do a great deal to drive more business/foot fall in the town. We need a niche and/or a reason for people to come. Southampton is particularly good at this with things like the aerial restaurant and flying Santa. A little further afield, Bognor Regis even put a zip-wire down the middle of their High Street in the summer. These things give people a reason to visit and raise the profile of the town".

3. Do you think that the Council could do more to help the business community, and if so, what should it be doing?

"It would be good for the council to help join up the centre of Andover with the big developments - Augusta Park and Picket 20. Augusta Park is (finally) getting a few retail/office units and already has work-at-home businesses. The community centre here is trying to create a network/hub but I think the support of the council could do wonders.

"I think there probably isn't much that can be done from a property point of view, but the council should support more 'pop up' shops. There are large units sat empty and if these could be rented out on a per month basis, divided into smaller units that are really tiny costs to hire, it will give those home-based businesses a chance to try their business out in the 'real' world. This would be a great stepping stone to one day opening an entire store. Currently, rent and lease terms (5 years plus) are just too much for a new business.

"The Council could do more to communicate to businesses the ways in which they can assist.

"Try to find ways to reduce the retail vacancy rates in town

"Encourage business premises landlords to be more helpful to SMEs with regards to rents and services.

"TVBC has historically been very supportive of small businesses in the Romsey area. This has helped new start ups and helped maintain retail occupancy rates. Despite this support, retailers are beginning to falter for reasons outside of a district council's control. These are issues of business rates, commercial rents that don't seem to follow "market forces" conventions, increases in NI and other taxes like apprentice levy.

"It is our opinion that staff recruitment or rather inability to recruit represents a significant threat to some high street businesses and others that employ people at or around minimum wage. This is an area that needs investment to fix - Something for TVBC to fund?

"Footfall in the social space that is Romsey Centre is maintained through events that currently receive limited TVBC funding. It would be good to see more of the economic development budget focused on these events. Currently, most of this activity is resourced by the energy and passion of volunteers. Increasingly, finding volunteers is very hard - we have views on why - but the funding of TVCS volunteer bureaux seems even more critical.

"In summary we appreciate what TVBC have achieved in the recent past but, given some of the excellent ideas coming out of Romsey Future, potentially lots to spend future budgets on".

ITEM 9

**Programme of Work for the
Overview & Scrutiny Committee**

Report of Head of Legal and Democratic Services

Recommended:

The Committee is requested to:

- 1. Review the outcomes on the work programme and recommendations update.**
- 2. Approve the future work programme.**

SUMMARY:

- The purpose of this report is to enable members to keep the Committee’s future work programme and recommendations update under review.

1. Background

- 1.1 The OSCOM Work Programme is presented at Annex 1 for review and approval.
- 1.2 The OSCOM Task and Finish Panels update is presented at Annex 2 for the Committee’s review and comments.
- 1.3 The Cabinet Work Programme is attached at Annex 3 for the Committee to consider.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	3		
Author:	Caroline Lovelock	Ext:	8014
File Ref:			
Report to:	Overview and Scrutiny Committee	Date:	22 January 2018

OVERVIEW & SCRUTINY WORK PROGRAMME 2017/18

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
2017				
20 DECEMBER (ROMSEY)				
Waste Strategy	3	Committee	A general update on waste and recycling in the Borough, (Head of Environmental Services)	To consider performance and initiatives and ask questions and make comments.
Update on the Council Tax Support Scheme	3	Committee	To receive an update on the Council Tax Support Scheme (Acting Head of Revenues, Benefits and Customer Services) (20 mins)	To comment and make recommendations
2018				
22 JANUARY (ROMSEY)				
Round table discussion on the Corporate Plan	4	Committee	To consider the appropriate level of Councillor involvement in the development of the next Corporate Plan and the annual review of the Corporate Action Plan and renewal of the Corporate Indicator Set (Corporate Director)	
Budget Strategy Update (verbal)	1	Committee	To receive a verbal update on the final figures following the Government's announcement of the Council's proposed Grant (Head of Finance) (20 mins)	

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Test Valley Borough Council – Overview and Scrutiny Committee – 22 January 2018

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
21 FEBRUARY (ANDOVER)				
Round table discussion on future plans for the Andover Magistrates Court	1	Committee	To look at the ideas for the use of the Magistrate's Court in Andover and how far the process has progressed (Corporate Director)	Find a suitable use for the magistrates court building with the best outcome for both Test Valley, Andover and the Public.
Development of the Economic Development Action Plan	4	Committee	To look at the Economic Development Action Plan and make suggestions in the formulation of the Action Plan (Economic Development Officer)	To review/consider the Economic Development Action Plan
21 MARCH (ROMSEY)				
Round table discussion Romsey Future update				
Public Involvement Panel	2		Report back on the Public Involvement Panel review (Cllr Baverstock)	
Presentation on Local Policing	5	Committee	Chief Inspector to attend to discuss progress with local policing in Test Valley.	Look at figures for crime and disorder within Test Valley and look for any change in percentages and if so why.
25 APRIL (ANDOVER)				
Annual Review of Corporate Action Plan (full report)	2	Committee	To receive an update on the Key Performance Indicators (Policy Manager) (20 mins)	To consider and make recommendations as appropriate
Planning Panel	2		Report back on the Planning Panel (Cllr Hibberd)	
Chairman's Draft Annual Briefing	2	Committee	To consider the Chairman's draft Annual Briefing prior to being submitted to Council (Cllr Lynn) (15 mins)	Check the draft letter from the Chairman is detailing the actions of the Committee and the outcomes.
23 MAY (ANDOVER)				
Safeguarding Children & Vulnerable Adults	3	Committee	To look at the policy of safeguarding adults and children (Head of Community and Leisure) (20	Check on the progress that the policy is having in the borough and look at any

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Test Valley Borough Council – Overview and Scrutiny Committee – 22 January 2018

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
			mins)	shortfalls etc.
Chairman's Final Annual Briefing	2	Committee	To consider the Chairman's final Annual Briefing prior to being submitted to Council. (Cllr Lynn) (15 mins)	Finalise and agree the Chairman's Annual Briefing.
	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
25 JUNE (ANDOVER)				
25 JULY (ROMSEY)				
Audit Panel at 5pm				
Andover Vision (round table discussion)	3	Committee	Look at the Andover Vision and how far it has developed. (Chief Executive) (20 mins)	What impact will the Vision have on Andover and it's economy and finances and how will it affect the public of the town.

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
DATE TO BE AGREED				
Round table discussion on Tourism	3	Committee	To explore opportunities and ideas for increasing tourism	To consider ideas and opportunities
Housing Strategy (including Homelessness Strategy and Homes Energy Conservation Act Action Plan (full report)	4	Committee	To present the position of these three Housing strategies (Head of Housing and Environmental Health) (20 mins)	To comment and make recommendations

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Test Valley Borough Council – Overview and Scrutiny Committee – 22 January 2018

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
Briefing on Devolution (full report)	5	Committee	Presentation on Devolution (20 mins)	To comment and make recommendations

BRIEFING NOTES

2016		Date Circulated
12 October	Outcomes of the Hampshire Safeguarding Children Board Audit (Community Engagement Manager)	22 September 2016
8 November	Cemetery Rules and Regulations Review (Head of Community and Leisure) Andover Levy (Accountancy Manager)	24 October 2016 27 October 2016
2017		
	The use of the Rendezvous in Andover (Head of Estates)	6 April 2017
March	Car Park Management (Engineering and Transport Manager) Affordable Housing Update (Head of Housing)	18 May 2017 3 March 2017
April	Ways in which the vibrancy of the Town Centre can be measured (Economic Development Manager)	31 March 2017
June	Risk Management (Principal Auditor) Equalities Scheme (Corporate Director) Art Strategy including Public Art Commissions (Head of Community and Leisure)	12 June 2017 25 July 2017
July	Community Toilet Scheme (Corporate Director) The role of Licensing in Test Valley (Licensing Manager)	25 July 2017

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Test Valley Borough Council – Overview and Scrutiny Committee – 22 January 2018

August	Supporting families update (Community Manager) Crime and Disorder update (Community Engagement Manager – Community Safety)	12 June 2017 13 June 2017
October	Shared Services Update (Corporate Director)	
November	Elections discussion Parking discussion (confidential) Flytipping discussion	8 November 2017 8 November 2017 16 November 2017

2018		
January	Recycling (Head of Environmental Services)	
February	New Neighbourhoods Review (Community Engagement Manager/Head of Planning and Building and Head of Planning Policy)	
March	Affordable Housing Update (Head of Housing and Environmental Health)	
April	Glass Recycling (Head of Environmental Services)	
June	Test Valley Partnership Annual Review Risk Management (Principal Auditor)	
July	Complaints Handling (Complaints and Improvements Officer)	
Date to be agreed		
	Hampshire County Waste Strategy	

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Panel	Lead Member	Progress Update	Report back to OSCOM
Community Safety Panel	Councillor Baverstock	Phase 1 complete Phase 2 final report in July	3 August 2016
Planning Panel	Councillor Hibberd	Scoping template agreed Report back	22 November 2017 25 April 2018
Public Involvement Panel	Councillor Baverstock	Scoping document agreed by OSCOM on 20 September 2017 Report back	21 March 2018
Review of Call In Process	Councillor C Dowden	Recommendations to Cabinet on 19 April 2017 and Council agreed recommendations on 6 September 2017.	
Communications and Procurement Panel	Councillor J Cockaday	Considered on 25 October 2017 recommendations to Cabinet agreed on 18 November 2017	
Council Tax Support Scheme	Councillor Baverstock	Meeting to be arranged early January to review the options for the Council Tax Support Scheme 2019/2020	



Cabinet Work Programme

Further information

1. This is a formal notice under Regulation 9 of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012. This edition supersedes all previous editions.
2. Documents submitted to the Cabinet or Cabinet Member(s) for decision will be in the form of a formal report, which if public and non-urgent, will be available for public inspection on this website at least 5 clear working days before the date that the decision is due to be made.
3. Background papers for such reports are listed in this Programme where their identity is known in advance of the report being written.
4. Documents shown will be available from the Democratic Services Manager at Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, Hants, SP10 3AJ. They can also be contacted at admin@testvalley.gov.uk.
5. Please note that additional documents relevant to those matters mentioned in the Work Programme may be submitted to the decision maker.
6. Whilst the majority of the Cabinet's business at the meetings listed in this Work Programme will be open to the public and media organisations to attend, this is formal notice under the above regulations that part of the Cabinet meetings listed in this Work Programme may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.
6. To view details of the members of the Council's Cabinet who will be making these decisions, please click the link below:
[Cabinet Members](#)

KEY DECISIONS

A key decision is one which is likely

1. to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates;

or
2. to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

The Council's thresholds are

- | | | |
|--|---|------------------|
| a. Decisions on spending which are within the annual budgets approved by the Council | NO THRESHOLD | NOT KEY DECISION |
| b. Decisions on cash flow, investments and borrowings. | NO THRESHOLD | NOT KEY DECISION |
| c. Decisions for spending or savings outside the budget, or included in the annual budget with reservations. | SPENDING EXCESS OF £50,000 PER ITEM IS A KEY DECISION | |

Arrangements for making representations to the cabinet regarding decisions contained within the work programme

A member of the public may address the Cabinet in accordance with the Public Participation Scheme. Notice must be given to the Democratic Services Manager by noon on the day before the meeting.

Members of the public are welcome to write to the appropriate Head of Service as listed in the last column of the Work Programme on any matter where a decision is to be made.

Test Valley Borough Council - Overview and Scrutiny Committee - 22 January 2018

Date of Decision (Location)	Item	Key Decision	Decision maker	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service	Notice of proposed decision first published
17 Jan 18 (R)	Waste Strategy	No	Cabinet	No	Report of the Environmental Portfolio Holder	Head of Environmental Services	18 December 2017
17 Jan 18 (R)	Budget Forecast Update	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	16 October 2017
17 Jan 18 (R)	Review of the Council's Constitution	No	Council	No	Report of the Corporate Portfolio Holder	Head of Legal and Democratic	19 December 2017
17 Jan 18 (R)	Definitive Solent Recreation Mitigation Strategy	No	Cabinet	No	Report of the Planning Portfolio Holder	Head of Planning Policy	14 November 2017
14 Feb 18 (A)	Revenue Grants Review	Yes	Council	Yes	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure	18 September 2017

Test Valley Borough Council - Overview and Scrutiny Committee - 22 January 2018

Date of Decision (Location)	Item	Key Decision	Decision maker	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service	Notice of proposed decision first published
14 Feb 18 (A)	Fees and Charges for PfP site for 2018/19	No	Cabinet	No	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure	19 December 2017
14 Feb 18 (A)	Treasury Management Strategy	No	Council	No	Report of the Finance Portfolio Holder	Head of Finance	16 October 2017
14 Feb 18 (A)	Capital Programme Update	No	Council	No	Report of the Finance Portfolio Holder	Head of Finance	16 October 2017
14 Feb 18 (A)	Revenue Budget and Council Tax Proposals	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	16 October 2017
14 Feb 18 (A)	Valley Housing Matters	Yes	Cabinet	Yes	Report of the Finance Portfolio Holder	Acting Head of Revenues (Local Taxation and Project Enterprise)	13 November 2017

Test Valley Borough Council - Overview and Scrutiny Committee - 22 January 2018

Date of Decision (Location)	Item	Key Decision	Decision maker	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service	Notice of proposed decision first published
14 Feb 18 (A)	Housing Strategy Annual Progress Report	No	Council	No	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing & Environmental Health	16 October 2017
14 Feb 18 (A)	Homelessness Reduction Act	Yes	Cabinet	No	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing & Environmental Health	16 October 2017
14 Mar 18 (A)	Public Art – Adanac Park, Nursling	No	Cabinet	No	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure	13 November 2017
14 Mar 18 (A)	Write off of Uncollectable Debts	No	Cabinet	No	Report of the Finance Portfolio Holder	Acting Head of Revenues (Local Taxation and Project Enterprise)	13 November 2017

Date of Decision (Location)	Item	Key Decision	Decision maker	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service	Notice of proposed decision first published
14 Mar 18 (A)	Valley Housing Matters	Yes	Cabinet	Yes	Report of the Finance Portfolio Holder	Acting Head of Revenues (Local Taxation and Project Enterprise)	13 November 2017
18 Apr 18 (A)	Carry Forward of Unspent Revenue Budget	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	18 December 2017

* Members of the public will be excluded from the discussion during the consideration of these reports in the event that they contain information which is not to be made public in accordance with the relevant legal provisions.

DELAYED/DELETED ITEMS

Original Date Of Decision	Item	Delayed/Deleted	Reason For Delay/Deletion	Informed By	Date Informed