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Wednesday, 11 January 2023

Dear Sir/Madam

OVERVIEW & SCRUTINY COMMITTEE

A meeting of the Overview & Scrutiny Committee has been arranged to take place **THURSDAY, 19TH JANUARY, 2023 at 6.00 PM IN THE** District Council House, Lichfield to consider the following business.

Access to the is via the Members' Entrance.

The meeting will be live streamed on the Council's [YouTube channel](#)

Yours faithfully

A handwritten signature in cursive script that reads 'Kerry Dove'.

Kerry Dove
Chief Operating Officer

To: Members of Overview & Scrutiny Committee

Councillors M Wilcox (Chair), Norman (Vice-Chair), Cross, Eagland, Evans, Grange, Gwilt, Leytham, Ho, A Little, Robertson, Silvester-Hall, Mrs Tranter and A Yeates



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AGENDA

1. Apologies for Absence
2. Declarations of Interests
3. Minutes of the Previous Meeting 3 - 6
4. Health Matters 7 - 12
5. Medium Term Financial Strategy 13 - 66
6. Elections Act including Voter Identity 67 - 72
7. Work Programme 73 - 84
8. **Exclusion of Press and Public**

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972"

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9. Notes from Task Groups 85 - 92



OVERVIEW & SCRUTINY COMMITTEE

15 DECEMBER 2022

PRESENT:

Councillors M Wilcox (Chair), Norman (Vice-Chair), Eagland, Evans, Leytham, Robertson, Silvester-Hall and Tranter

23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cross, Grange, A Little, A Yeates and Councillor Strachan, the Cabinet Member for Finance & Commissioning

(In accordance with Council Procedure Rule No.17 Councillor Pullen attended the meeting)

24 DECLARATIONS OF INTERESTS

There were no declarations of interests.

25 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting held on 17 November 2022 were agreed as a correct record. The Chair advised the committee that he had received an update from the SCC Health and Care Overview and Scrutiny committee who had met on 28 November 2022 and they had agreed to put an item on their work programme for early in the new year relating to post pandemic impacts of COVID on young people in relation to mental health and childrens' welfare. This was welcomed. The Chair said they were also trying to develop a healthier communities' strategy and had asked that each Borough and District look at putting together a health & wellbeing plan which could feed into the same agenda to ensure all residents are being looked after. The Chair said he would be talking to the Leader about this and it would be coming to a future O&S meeting for discussion as it could be formulated in to our local plan. The Leader confirmed he would welcome this as LDC had looked at a Health in All policy previously and it would be good to revisit this and proceed.

26 MEDIUM TERM FINANCIAL STRATEGY (MTFS)

The Assistant Director - Finance & Commissioning, Mr Thomas, gave a brief update via a presentation on the policy statement received from the government yesterday and explained that the settlement was due to be released w/c 19 December now looking likely to be 21 December. However, he felt this policy statement was helpful and covered 2 years giving firm figures for 2023/24 and the principles for 2024/25.

The key elements of the Policy Statement were explained:-

- Funding reforms have been pushed back to 2025/26 at earliest;
- New Homes Bonus will be retained for at least 1 year and a further consultation will take place;
- A New Funding guarantee – gives each council at least 3% increase for two years excluding any decisions on council tax increases and use of reserves – additional grant;
- Business Rates pools will continue into 2023/24 and in to 2024/25 as well;

- Ministers have “noted” that local authority reserves have increased significantly in recent years and want local authorities to apply these to funding pressures;
- In 2024-25, the introduction of the Extended Producer Responsibility for packaging (pEPR) scheme will have an impact on both local authority revenues and potentially costs as well. Ministers will consider whether these should be factored into the settlement in 2024-25.

Mr Thomas said the good news was that the assumptions used in the draft MTFS were consistent with the announcements in the policy statement and graphs were presented showing the Pre Settlement MTFS central scenario Total Funding compared to Approved Budget and Pre Settlement MTFS central scenario Funding (Surplus) or Gap. It was noted that the Council was due to get £3.6m & £3m more in funding which is positive and gave options to fund priorities for the council and meant no budget gap for 2023/24 & 2024/25.

The Chair explained that the purpose of this meeting was to discuss and get a better understanding of what the council was trying to do with the budget and discuss the priorities members felt were important to the residents of the Lichfield District. The Chair had also invited members to have a look at the new budget simulator ([Lichfield District Council - Budget Simulator \(lichfelddc.gov.uk\)](https://www.lichfelddc.gov.uk)) which had been trialled this year for members of the public to look at and set their own budgets and list their priorities. It was envisaged the committee could look at this together after the MTFS discussions and offer any solutions going forward to generate more income rather than relying on the council tax base.

Questions/comments were discussed:-

- 1) 6% increase in funding from government – how is this calculated?
- 2) On Extended Producer Responsibility – if this comes in, would the result be fewer recycling credits?
- 3) It was noted in respect of reserves, members have never found it non-transparent at LDC so not an issue for this council - always been very clear.
- 4) In respect of the changes for recycling because of our shared waste service – will we expect all councils to be involved in the consultation as we cannot be the only shared service.
- 5) Business Rates figures – differences revealed in figures now state that the revenue remains revenue neutral, would it be wise to quote sector as impact on increase revenues.
- 6) How much is housing stock impacting the figures?
- 7) Predicted council tax base figures were discussed and debated and Mr Thomas said he would share the calculation with members of the committee and pass on to Cabinet also as anything we can do this year would help not put the additional costs pressure on to residents at the worst possible time.
- 8) Autumn Statement – grant funding growth was queried.
- 9) One-off services grants and lower tier services grants were discussed and explained by Mr Thomas.
- 10) Improvement Relief 2024 – The affect of this for LDC was clarified.
- 11) Capital Investment and Levelling up fund – still awaiting result of this – did we consult with other boroughs and discuss with MPs – if we were unsuccessful, what then?
- 12) An explanation of the extra cost for borrowing in the MTFS reflects the original £5m the council committed to support a leisure centre.
- 13) Budget lines – assumption we will get a dividend from Latco approximately £100,00 per year; cinema in budget on neutral line and being assessed by consultant that this is a true reflection.
- 14) With the government now saying that housing numbers will not be mandatory but advisory – what potential difference could that make to LDC?

The Committee then looked at the new budget simulator ([Lichfield District Council - Budget Simulator \(lichfelddc.gov.uk\)](https://www.lichfelddc.gov.uk)) together. The Leader thanked Anthony Thomas, Tracy Cross and all the teams who were involved in devising this tool as a lot of hard work had gone in to

producing it so quickly which formed part of the budget consultation process this year. It was felt to be a very useful exercise to see where residents want more investment or less investment. The fact that the budget consultation had taken place in advance of several government announcements was discussed and a tolerance in the figures was used to demonstrate the simulator. It was raised that the outcome column only showed one result, i.e. what it would mean when that clearly was not the case. This was noted, but it was agreed the simulator had meant there had been greater engagement with residents as approximately 1000 responses had been received to date with the closing date being tomorrow (approximately 200 responses was usual). It was noted that the 5% increments was limited but it was felt it did give an indication of what the affects of increasing and decreasing budgets would be. It was agreed this was a tool to be used together with members knowledge/experience and opinions and could be improved and built upon next year. It was noted that a summary of the results would be provided in an evaluation of the simulator and would be available at January's O&S meeting and Cabinet and Council meetings thereafter. It would also be shared with residents. It was noted that approximately 60-70% of the budget was providing statutory services.

The Committee considered the options in the MTFs to reduce the funding gap but felt a lot more data was needed before any firm decisions could be made. The potential for freezing the Council Tax again was made; the increase in the garden waste collection prices +2024 was discussed but it was felt this needed to be looked at very carefully as there was a danger that the black bins would be used by residents causing a lot more fees to the council on the tipping gates. A staggered increase was suggested but a lot of data was needed as no one knew what the environment would be like at that time. It was agreed this needed to be addressed before the window opens for 2024/25 collections and it was asked if we could learn from other councils.

Members discussed the potential windfall monies (£3m) from the beneficial settlement re: this year and next years funding settlements. It was suggested this money should be earmarked for the new Leisure Centre project to reduce the amount of external borrowing as interest rates would need to be considered. It was noted this is what the residents of Lichfield district wanted and had waited for and the other alternative projects were not dependent on this funding and members agreed that whatever saved the most money and took pressure off other projects would be beneficial. The Leader said the results of the levelling-up bid were expected this year and he was hopeful but gave his assurance that even if this bid was not successful the new Leisure Centre would be happening; it would just mean another way of funding would have to be sought.

The Committee thanked Mr Thomas for the specific updates and it was agreed that further discussion would take place at January's meeting when more data was available and the simulator summary had been received.

RECOMMENDED:-

(1) The Committee noted the latest Revenue Budget projections and scenarios pending the Provisional Local Government Finance Settlement;

and

(2) The Committee provided views on the options identified in the report.

27 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt

information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

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28 CONFIDENTIAL MINUTES OF THE PREVIOUS MEETING

The Confidential Minutes of the previous meeting held on 17 November 2022 were agreed as a correct record.

(The Meeting closed at 7.35 pm)

CHAIR

Notes from the Chair from the last Health & Care Overview & Scrutiny at County on the 28th November

Developing Healthier Communities

A workshop was held recently on this subject to understand the wider determinants of Health and discuss how and what role District and Boroughs across Staffordshire could play in developing Healthier Communities.

One of the outcomes from this event was the realisation that we as Districts and Boroughs have a vital role in thinking Health in all that we do as an Authority in all of our decisions, policies and processes.

We also need to ensure that Health matters particularly health inequalities are being considered as part of developing our Local Plan.

A further recommendation was that we all commit to reviewing what is already happening in our District and engaging with officers in areas such as planning, licensing and Leisure.

I will be suggesting that in order to take this extremely important area forward that a conversation with the Leader and CEO to identify a key District Lead to act as a conduit between the County and other Districts/Boroughs , and to be the Health Champion or advocate for this work, this does not necessarily have to be an officer it could be a member.

Ultimately, we need create a health profile for the District. This will enable the determining and delineation of local needs which can then form the basis of developing a plan.

We will of course get support and help from the County Council's public health team.

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Health and Care Overview and Scrutiny Committee 28 November 2022 Work Programme 2022/23

This document sets out the work programme for the Health and Care Overview and Scrutiny Committee for 2022/23.

The Health and Care Overview and Scrutiny Committee is responsible for:

- Scrutiny of matters relating to the planning, provision and operation of health services in the Authority's area, including public health, in accordance with regulations made under the Health and Social Care Act 2001 and subsequent guidance.
- Scrutiny of the Council's work to achieve its priorities that Staffordshire is a place where people live longer, healthier and fulfilling lives and In Staffordshire's communities people are able to live independent and safe lives, supported where this is required (adults).

Link to Council's Strategic Plan Outcomes and Priorities

- Inspire healthy, independent living
- Support more families and children to look after themselves, stay safe and well

We review our work programme at every meeting. Our focus in scrutiny is on tangible outcomes for the residents of Staffordshire, to use the data provided and members experience to debate and question the evidence, to provide assurance in what is being done and reassurance that matters within the health and care system are moving in the right direction. Scrutiny of an issue may result in recommendations for NHS organisations in the county, the County Council and for other organisations.

Councillor Jeremy Pert
Chairman of the Health and Care Overview and Scrutiny Committee

Health and Care Overview and Scrutiny Committee Work Programme 2022-23

Date	Topic	Background/Outcomes		
Committee Meetings, Reviews and Consultations				
		Background	Basis	Outcomes from Meeting
Monday 30 May 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Elective Recovery Changes to the Healthy Communities Service from April 2023. Work programme 2022-23 		Risk & Performance Public Health Planning	Considered plans to address backlog & requested further information Noted the increased focus on priority services & outcomes, change to eligibility criteria, impact in communities and early prevention. Planning and prioritisation of work programme items
Tuesday 21 June 2pm	Healthier Communities Day		Public Health	Workshop feedback and findings will form the evidence base for a report to committee.
Monday 11 July 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICS and ICB Update Primary Care Access update Maternity Transformation Health Watch Intro to HW year 1 priorities, focal investigations topics The Families Health & Wellbeing (0-19) service. (Pre-decision) 	ICS ICS ICS Healthwatch Pre-decision	Risk & Performance Risk & Public Concern Transformation Partnership Public Health	Peter Axon Lynn Millar Helen Slater Bas Tazim SoS HealthWatch Karen Coker H&C
Monday 1 August 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICS Transformation – George Bryan – Inpatient Mental Health Services 	ICS	Transformation	Additional information was requested to strengthen the business case. Information arising from scrutiny and comments of the Committee informed discussion of Inpatient Mental Health Services at Integrated Care Board on 18 August 2022.
Monday 19 September 2022 at 10.00 am	Cancelled – Queens Funeral (B/H)			
Thursday 22 September 2022 at 1:30pm.	<ul style="list-style-type: none"> RWT Acute Trust QA performance update 	Joint with Wolverhampton Hybrid link available	Performance	HCOSC invited - joint scrutiny of RWT Quality Account
Monday 3 October 2022 at 10.00 am	<ul style="list-style-type: none"> System Pressure update ICB Performance Social Care Performance The future of Supported Living Services in Staffordshire 	Social Care	<ul style="list-style-type: none"> Risk and performance Performance Performance Pre-decision 	<ul style="list-style-type: none"> ICB ICB Dr Richard Harling Sarah Taylor (Cabinet 19 October)

	<ul style="list-style-type: none"> Clinical Policy Alignment 		<ul style="list-style-type: none"> Transformation 	<ul style="list-style-type: none"> ICB
Monday 17 October 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Workforce Planning <ul style="list-style-type: none"> Health and Care Acute Trusts Ockenden Report Inpatient Mental Health Services 		Workforce Risk & performance Transformation	H&C / ICS/ UHDB/UHNM/ NSCHT ICB
Monday 28 November 2022 at 10.00 am Scheduled	<ul style="list-style-type: none"> Public Health Dashboard Developing Healthier Communities Primary Care Access Plan Update 		Performance Wider determinants Performance	Claire McIver Cllr Edgeller/ Claire McIver Chris Bird
Monday 30 January 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICP Strategy In-patient MH GBC ICH Implementation – update from ICH WG and report 		Performance Risk and public concern	ICB MPFT Clare Trenchard
Monday 13 February 2023 at 10.00 am	<ul style="list-style-type: none"> Draft Mental Health Strategy Mental Health Support Teams in Schools Update CAMHS PH outcomes and services (Children's) 		Policy Performance Partnership working	Jan Cartman -Frost MPFT ICS -Chris Bird/ Ben Richards Karen Coker/ MPFT/ NSCHT
Monday 20 March 2023 at 10.00 am Scheduled	<ul style="list-style-type: none"> ICB Operating Plan Care workforce development strategy 		Risk and Performance	Children's Dentistry – Keep Stoke Smiling (inc. Staffs) Fluoridisation/ orthodontic access, 2023

Work programme for 2023-24 - items		Background	Basis	Target Scheduling Date
<ul style="list-style-type: none"> Impact of air pollution on health Impact of Long COVID Obesity and Diabetes Social prescribing NHS estate – fit for twenty first century 		Work planning	Risk	
			Risk	
		29/11/21	Public Health	
		29/11/21	Public Health	
		13/12/21	Planning, Policy & Processes	
<ul style="list-style-type: none"> End of Life – compassionate communities 			Patient journey	
<ul style="list-style-type: none"> UHMN Critical incident lessons learnt 				
<ul style="list-style-type: none"> Innovation / technology 		30.05.2022		Staffordshire University/ ICS – demonstration of technology TBA
<ul style="list-style-type: none"> Health Visitor Service 		30.05.2022		
<ul style="list-style-type: none"> NHS Visual Impairment Service 		30.05.2022		
<ul style="list-style-type: none"> Adult Social Care Reform 				
<ul style="list-style-type: none"> Dentistry 				(20 March) transfer to ICS commissioning April 2023. possibly 12 June 2023
<ul style="list-style-type: none"> Trusts QA (From January) 				12 June 2023

Item	Focus	Suggested Items
The Role of Community Hospitals within the Wider Health Economy (CCGs, MPFT, D&BUHFT)	Transformation	
Going Digital in Health	Transformation	Requested at meeting on 16 March 2021 Part of transformation programme

Membership

Jeremy Pert Chairman)
Richard Cox (Vice-Chairman - Overview)
Ann Edgeller (Vice-Chairman – Scrutiny)
Jak Abrahams
Charlotte Atkins
Philip Atkins
Keith Flunder
Thomas Jay
Phil Hewitt
Jill Hood
Bernard Peters
Janice Silvester-Hall
Ian Wilkes

Borough/District Councillors

Jill Hood (Stafford)
Philippa Haden (Cannock Chase)
Patricia Ackroyd (East Staffordshire)
Michael Wilcox (Lichfield)
Ian Wilkes (Newcastle-under-Lyme)
Barbara Hughes (Staffordshire Moorlands)
Lin Hingley (South Staffordshire)
Rosemary Claymore (Tamworth)

Calendar of Committee Meetings

at County Buildings, Martin Street, Stafford. ST16 2LH
(at 10.00 am unless otherwise stated)

Monday 30 May 2022 at 10.00 am;
Tuesday 21 June 2022 at 14.00 am – Wider Determinants Workshop
Monday 11 July 2022 at 10.00 am;
Monday 1 August 2022 at 10.00 am;
Monday 19 September 2022 at 10.00 am;
Thursday 22 September 2022 at 3:30 Joint RWT with Wolverhampton Ccl
Monday 17 October 2022 at 10.00 am;
Monday 28 November 2022 at 10.00 am;
Monday 30 January 2023 at 10.00 am;
Monday 13 February 2023 at 10.00 am
Tuesday 20 March 2023 at 10.00 am;

Work Group Meetings

Womens Health WG

Monday 13 June 2022 at 2.30pm

Innovations Day TBC

Integrated Care Hubs

Site visits 4 and 7 November
16 November 2022 at 6pm
11 January 2023 at 6pm

22 May – Work planning session
Health and Care training
Referral power – Secretary of State.
Update on Adult Social Care Reform

2023-24 (to be confirmed) - 12 June; 24 July; 18 September; 16 October; 27 November: 29 January; 18 March

Medium Term Financial Strategy

Report of the Cabinet Member for Finance and Commissioning

Date: 19 January 2023
 Agenda Item: 5
 Contact Officer: Simon Fletcher / Anthony Thomas
 Tel Number: 01543 308001 / 01543 308012
 Email: Simon.fletcher@lichfielddc.gov.uk
Anthony.thomas@lichfielddc.gov.uk
 Key Decision? YES
 Local Ward Members Full Council



Overview and Scrutiny Committee

1. Executive Summary

- 1.1 The ability to deliver the outcomes set out in the **Lichfield District Council Strategic Plan**, and beyond, is dependent on the resources available in the MTFS.
- 1.2 The MTFS was approved by Council on 22 February 2022 and this is refreshed each year to:
 - Remove the previous financial year and in this MTFS this is 2021/22
 - Formally add the new financial year and in this MTFS this is 2026/27 and
 - Refresh and update assumptions to reflect the latest information available
- 1.3 The MTFS is the overall budget framework and consists of the Revenue Budget, Capital Strategy and Capital Programme, Earmarked Reserves and General Reserves.
- 1.4 There have been reports to Cabinet and Council that have updated the MTFS since its initial approval.
- 1.5 The Treasury Management Strategy Statement and Annual Investment Strategy are also important components of the MTFS. These components, under the Constitution, are the responsibility of the Audit and Member Standards Committee and, therefore, will be considered by that Committee as part of the development of the Draft MTFS.
- 1.6 The timetable for consideration of the development is summarised below:

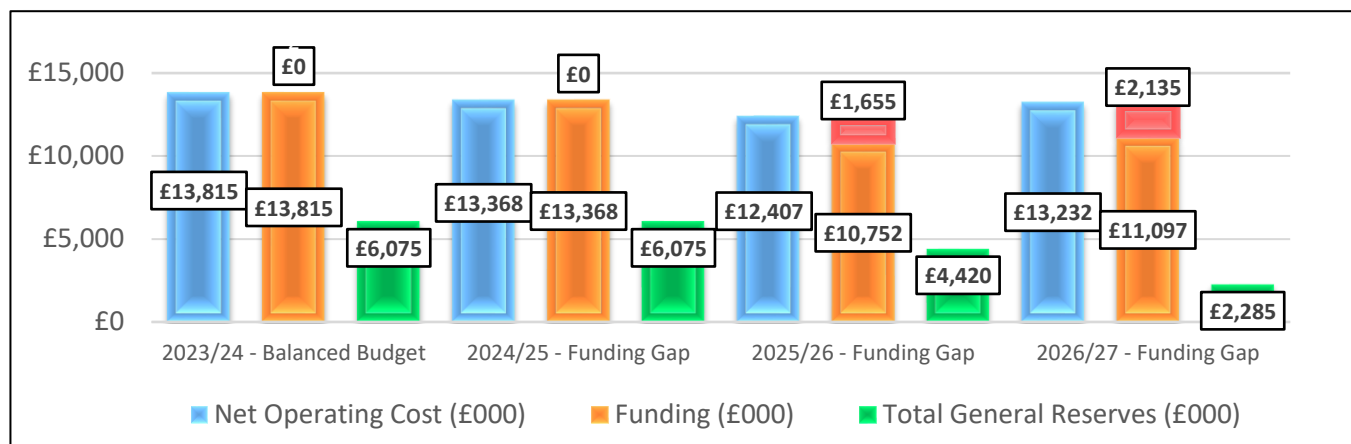
	Date	Meeting	Topics
Budget Consultation (June to December)	05/07/2022	Cabinet	Budget timetable, Budget principles, MTFS update, Budget consultation and Budget assumptions for 2023/24
	15/09/2022	Overview and Scrutiny Committee	To review the Draft Medium Term Financial Strategy
	04/10/2022	Cabinet	An update on the Draft Medium Term Financial Strategy
	17/11/2022	Overview and Scrutiny Committee	To review the Draft Medium Term Financial Strategy
	06/12/2022	Cabinet	Set the Council Taxbase for 2023/24
	NEW 15/12/2022	Overview and Scrutiny Committee	Special Meeting to consider Budget Proposals
	19/01/2023	Overview and Scrutiny Committee	To review the Draft Medium Term Financial Strategy
	02/02/2023	Audit and Member Standards Committee	To review the Treasury Management Strategy Statement
	14/02/2023	Cabinet	To recommend the Medium Term Financial Strategy and Council Tax increase to Council
	28/02/2023	Council	Approve the Medium Term Financial Strategy, updated Local Council Tax Support Scheme and set the Council Tax

- 1.7 There remains an inherently high level of uncertainty surrounding the Local Government Finance Regime with the residual impact of the COVID-19 pandemic, the cost of living and wider economic crisis and other potential Government Policy changes.

- 1.8 The Council has a statutory duty to undertake budget consultation, set a balanced budget and calculate the level of Council Tax for its area.
- 1.9 This report updates forecasts from those provided at the meeting on 15 December 2022 following receipt of the Provisional Local Government Finance Settlement for 2023/24.

The Revenue Budget

- 1.10 The Revenue Budget (in £000) with balanced budgets in 2023/24 and 2024/25 and Funding Gaps (shown in red in the graph below) in later years is shown in detail at **APPENDIX A** and in summary below:



- 1.11 The Original Budget approved on 22 February 2022 budgeted no transfer to or from General Reserves.
- 1.12 A Briefing Note related to financial performance in 2022/23, has been circulated to Members of the Committee. Based on latest in year performance, a contribution from General Reserves of **£1,050,250** is projected.
- 1.13 The MTFS from 2023/24 onwards has been prepared in the context of unprecedented volatility and uncertainty and whilst estimates have been made on the potential impact, there remains significant uncertainty in 2022/23 and subsequent years.
- 1.14 The Council is legally required to balance the budget in the first year of 2023/24 and to set out its proposals to balance the further financial years. In 2023/24 a 'balanced budget' is recommended.
- 1.15 In later years, it is assumed that the Review of Needs and Resources (Fair Funding Review), Business Rates Reform and a new housing incentive scheme will be implemented from 2025/26. It is projected that District Councils including Lichfield DC will be detrimentally impacted by these changes through lower funding and therefore at this stage Funding Gaps are projected.
- 1.16 At the end of 2023/24, the Council is projected to have **£6,376,000** of total general reserves (£4,476,000 after taking account of the Minimum Level of Reserves of £1,900,000) to assist with balancing the budget.
- 1.17 General Reserves, based on current projections, are sufficient to balance the budget until 2026/27. However, this is not a sustainable approach and the Council will need to identify potential options to close the Funding Gap.

The Capital Strategy and the Capital Programme

- 1.18 The Capital Strategy and the Capital Programme are outlined in **APPENDICES B & C**.

The CFO's Report on the Robustness of the Budget and the Adequacy of Reserves

- 1.19 In accordance with the Local Government Act 2003 (Sections 25-27) and to comply with CIPFA Guidance on Local Authority Reserves and Balances, the CFO is required to formally report to Members on the robustness of the Budget and the adequacy of Reserves (**APPENDIX D**).
- 1.20 The 25 year revenue budget model (**APPENDIX E**).

Budget Consultation

- 1.21 The results of the Budget Consultation for 2023/24 are summarised in the consultation section and the executive summary is provided at **APPENDIX F** with the full results on the website.

2. Recommendations

That the Committee scrutinise the MTFS and provide feedback to Cabinet in relation to:

- 2.1 The 2023/24 Revenue Budget of **£13,815,000**, the Council Tax Requirement of **£7,614,000** and a District Council proposed Band D equivalent level of Council Tax for 2023/24 of **£187.85** (no increase on 2022/23).
- 2.2 The MTFS 2022-27 Revenue Budgets set out in **APPENDIX A**.
- 2.3 The MTFS 2022-27 Capital Strategy including the 25 year capital investment model and the Capital Programme shown in **APPENDICES B & C**.
- 2.4 The recommended increase in the Minimum Level of General Reserves from **£1,600,000** to **£1,900,000** based on the current economic climate.
- 2.5 The recommended inclusion of a cost of living contingency budget of **£50,000** in 2023/24 and also provisionally for 2024/25.
- 2.6 The recommended inclusion of an in-year growth/contingency budget of **£100,000** in 2023/24 and also provisionally for 2024/25.
- 2.7 The recommended transfer of 'windfall' income from the Provisional Finance Settlement estimated at **£2,433,000** for 2023/24 and projected at **£1,889,000** for 2024/25 to the strategic priorities reserve.
- 2.8 The 25 year revenue financial planning model shown at **APPENDIX E**.
- 2.9 The results of the Budget Consultation summarised at **APPENDIX F**.

That the Committee notes:

- 2.10 The requirements and duties that the Local Government Act 2003 places on the Authority on how it sets and monitors its Budgets, including the CFO's report on the robustness of the Budget and adequacy of Reserves shown in **APPENDIX D**.

3. Background

MTFS Budget Principles

- 3.1. To assist in preparing the Medium Term Financial Strategy, in common with a number of Councils, a set of principles were established to guide the preparation and management of the MTFS.
- 3.2. Council, on 15 October 2019, approved the budget principles identified below:
 - Council will consider the medium term outlook when setting the level of Council Tax to ensure that a sustainable budget position is maintained;
 - Council will prioritise funding for statutory and regulatory responsibilities to ensure these are delivered in a way that meets our legal requirements and customer needs;
 - Council will continue to seek continuous improvement to enable further savings, efficiencies and income gains and provide budgets that are appropriate to service needs;
 - Council will ensure that all growth in the staffing establishment will be fully understood through robust business cases in order to ensure our resources match service and customer needs. Growth will usually be allowed where costs are offset by external funding, savings or additional income.
 - Council will not add to other ongoing revenue budgets unless these are unavoidable costs or corresponding savings are identified elsewhere.
 - Council will use robust business cases to prioritise capital funding so that we have a sustainable Capital Programme that meets statutory responsibilities, benefits the Council's overall revenue budget position, and ensures that existing assets are properly maintained.
 - Council will maintain an overall level of revenue reserves that are appropriate for the overall level of risks that the organisation faces, in order to overcome any foreseeable financial impact.

The Provisional Local Government Finance Settlement for 2023/24

Introduction

- 3.3. The Provisional Local Government Settlement was announced on 19 December 2022 (earlier than forecast), the Secretary of State for the Department for Levelling Up, Housing and Communities (DLUHC), Rt. Hon. Michael Gove MP, released a written statement to Parliament on the provisional local government finance settlement 2023-24.
- 3.4. The 2023-24 local government finance settlement is for one year only and is based on the Spending Review 2021 (SR21) funding levels, updated for the 2022 Autumn Statement announcements.
- 3.5. The main points impacting this Council are set out below:
- **Council Tax** – As previously announced, the council tax referendum limit will be 2.99% for local authorities. The provisional settlement confirmed that districts will be allowed to apply the higher of the referendum limit or £5.
 - **Business Rates Retention** – As previously announced, the government has changed the inflation measure used to increase the local government funding amount within the Settlement Funding Amount (SFA). CPI (September increase of 10.1%) has been used, instead of RPI (September increase of 12.6%).
 - **Revenue Support Grant** – For those authorities still receiving RSG, this has been increased by 10.1%, in line with what would have been the increase to the multiplier; there have also been existing grants worth £78m rolled into the RSG amounts.
 - **Top Up/Tariff Adjustments (Negative RSG)** – As in previous years, the government has decided to eliminate the negative RSG amounts.
 - **Local Government Funding Reform** – As per the previously published Policy Statement, the Review of Relative Needs and Resources ('Fair Funding Review') and a reset of Business Rates growth will not be implemented in the next two years.

Specific Grants

- **Reduced: Services Grant (Previously the 2022/23 Services Grant)** – This grant has been reduced from £822m to £464m. This reduction is due to the cancellation of the increase in National Insurance Contributions and to move funding to the Supporting Families programme. The methodology for the grant remains unchanged.
- **Reduced: New Homes Bonus** - The 2023/24 allocations have been announced at £291m; a reduction of £265m on 2022/23. There have been no changes to the design of the scheme for 2023/24, with a single year's new allocation. The large reduction in funding from the scheme is due to all prior years' legacy payments having now been paid.
- **Abolished: Lower Tier Services Grant** – This grant (worth £111m in 2022/23) has been removed and replaced by the Minimum Funding Guarantee of 3% for 2023/24.
- **New: Funding Guarantee** – This £136m grant replaces the Lower Tier Services Grant. This grant is intended to provide a funding floor for all local authorities, so that no local authority would see an increase in Core Spending Power that is lower than 3% (before assumptions on council tax rate increases, but includes those on Council Tax base).

Government Core Spending Power Analysis

- 3.6. The Government analyses Local Government Funding using its preferred measure of Core Spending Power. There are several key points to make in relation to this measure:
- It excludes any Business Rate Growth above the Government Set Baseline.
 - It assumes average Council Tax base growth and that all Councils will utilise the maximum available Council Tax increase – for this Council in 2023/24 it is 3% (2.99% for modelling purposes).
 - It excludes any other local income sources such as the benefits of Business Rate Pooling and previous year Collection Fund surpluses or deficits.
- 3.7. The comparison of the Core Spending Power from the Final Settlement in 2022/23 to the provisional Settlement in 2023/24 is shown below:

	Core Spending Power Final 2022/23	Core Spending Power Provisional 2023/24	Variance
Retained Business Rates - Baseline	£2,117,089	£2,195,837	£78,748
Assumed Council Tax	£7,456,725	£7,797,528	£340,803
Other Grants including Funding Guarantee Grant	£564,601	£1,123,621	£559,019
New Homes Bonus	£1,401,106	£992,453	(£408,653)
Core Spending Power Elements	£11,539,521	£12,109,439	£569,918
% Increase in Core Spending Power			4.9%

- 3.8. The Provisional Settlement is subject to the outcome of consultation and the Council responded to this consultation on 10 January 2023 in advance of the deadline of 16 January 2023.
- 3.9. The Provisional Settlement outcome is in line with the assumptions used in the Draft MTFs presented to this Committee on 15 December 2022. This means that the level of uncertainty for 2023/24 and provisionally for 2024/25 can now be reduced to **Medium**.
- 3.10. However, the financial benefits at this stage, impact on 2023/24 and provisionally for 2024/25. The majority of key income streams (Business Rates, Review of Needs and Resources/Fair Funding and New Homes Bonus) will be reviewed for implementation potentially in 2025/26. Therefore the level of uncertainty from **2025/26** remains as **High**.

The Revenue Budget

3.11. The Committee was presented with a Draft Revenue Budget on 15 December 2022 and this has been updated to reflect:

- The inclusion of updated projections from the 8 month Money Matters Report.
- The inclusion of financial implications from any further Approved Reports.
- The Provisional Local Government Finance Settlement with the 'windfall' benefit recommended to be transferred to the Strategic Priorities earmarked reserve.
- Any significant inflationary or other changes identified from the detailed review of base budgets.

3.12. As in previous years, three funding scenarios have been prepared based on the following assumptions:

Funding Stream	Key Assumptions
Business Rates & Grants	
Business Rates Baseline Funding Level	Projected by expert with Finance Reform from 2025/26
Business Rates Growth	Council Business Rate income projections
Services Grant, Funding Guarantee Grant and Transitional Grants	From 2025/26 there will be different levels of transitional grant funding to mitigate the impact of Finance Reform
New Homes Bonus	
Central	Retained until 2025/26, central housing growth and then abolished
More Optimistic	Retained in its current format with higher levels of housing growth
More Pessimistic	Retained until 2025/26, lower housing growth and then abolished
Council Tax	
Central	Projected housing growth, 0% in 23/24, 2.99% in 24/25 then 1.99% annual Council Tax increases
More Optimistic	Higher housing growth and annual 2.99% Council Tax increases
More Pessimistic	Lower housing growth and annual Council Tax freeze

3.13. The estimated inflation and budget variations for all scenarios (with additional income or savings enclosed by brackets) compared to the approved Medium Term Financial Strategy are shown below:

Updated Expenditure Projections	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Updated inflation pressures		0	0	0	0
Additional cost of £5m borrowing for the leisure centre		0	153	147	141
Underwriting rent for former Debenhams		12	0	0	0
External Audit projected fee increase		86	86	86	86
Transitional protection related to the TOM		20	10	0	0
Budget pressures including lower rents less savings		41	66	254	154
Inclusion of a cost of living contingency budget		50	50	0	0
Inclusion of an in year contingency/growth budget		100	100	0	0
Business Rate Revaluation Savings		(30)	(30)	(30)	(30)
One year delay in borrowing £5m for the leisure centre		0	(447)	10	10
Sub Total		279	(12)	467	361

3.14. The central scenario funding changes (with additional income enclosed by brackets) compared to the approved Medium Term Financial Strategy are shown below:

Updated Central Scenario Funding Projections	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Retained Business Rates Baseline Funding		(397)	(533)	(18)	1
Retained Business Rates Growth Allowance		(726)	(478)	765	781
Rolled in Grants		(106)	(114)	0	0
Business Rates Cap Grant		(680)	(671)	0	0
Services Grant		(82)	(82)	0	0
Funding Guarantee Grant		(561)	(582)	0	0
Transitional Funding		0	0	(747)	(782)
New Homes Bonus		(992)	(570)	0	0
Collection Fund (Surplus)/Deficit		(368)	0	0	0
Council Tax Income		79	77	66	(9)
Sub Total		(3,833)	(2,953)	66	(9)

Modelled Changes and their Impact on the Revenue Budget and the Funding Gap

3.15 The Revenue Budget central scenario modelled changes and their impact on the Funding Gap together with scenarios based on more optimistic and more pessimistic funding assumptions are shown in detail at **APPENDIX A** and in summary below:

Updated Central Scenario Funding Projections	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Approved Funding Gap		1,121	1,076	1,122	1,783
Updated Expenditure Projections		279	(12)	467	361
Updated Central Scenario Funding Projections		(3,833)	(2,953)	66	(9)
Projected Central Scenario Budget Funding Gap		(2,433)	(1,889)	1,655	2,135
Transfer settlement 'windfall' to Strategic Priorities Reserve		2,433	1,889	0	0
Projected Central Scenario Impact on General Reserves		0	0	1,655	2,135

More Optimistic Scenario Impact on General Reserves	0	0	0	371
More Pessimistic Scenario Impact on General Reserves	0	0	2,991	3,717

3.16 The key features of the proposed central scenario Revenue Budget are:

- The inclusion of estimated additional borrowing costs based on current interest rates for the approved **£5,000,000** external borrowing for the replacement leisure centre from 2025/26 onwards (a year later than previously estimated).
- The inclusion of additional budgets to address budget pressures related to external audit fees, property rentals and salary transitional protection for changes resulting from the implementation of the Target Operating Model.
- The inclusion of Business Rate savings for Council owned properties as a result of the Business Rate Revaluation from 1 April 2023.
- The proposed inclusion of a specific cost of living contingency budget of **£50,000** in 2023/24 and provisionally in 2024/25.
- The proposed inclusion of an in year more general contingency/growth budget of **£100,000** in 2023/24 and provisionally in 2024/25.
- In line with the approach applied in the last financial year, the proposed transfer of the 'windfall' income from the Provisional Local Government Settlement to the Strategic Priorities Reserve of **£2,433,000** in 2023/24 and **£1,889,000** provisionally in 2024/25.
- A **Council Tax Freeze** for 2023/24 and modelled increases of **1.99%** for 2024/25 and then **1.99%** for each subsequent year. The impact over the four years of this approach compared to the Approved Budget and a maximum **2.99%** increase in 2023/24 and 2024/25 and then annual **1.99%** increases is shown below:

	Total	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Approved Council Tax Income (modelled @ 1.50%)	(£32,225)	(£7,693)	(£7,935)	(£8,190)	(£8,407)
Approved / Modelled Increase		0.00%	1.99%	1.99%	1.99%
Council Tax Band D		£187.85	£191.59	£195.40	£199.29
Approved Council Taxbase		40,534	41,016	41,579	42,233
Modelled MTFs Council Tax Income	(£32,014)	(£7,614)	(£7,858)	(£8,125)	(£8,417)
Change to Approved Budget	£212	£79	£77	£66	(£10)
Council Tax Income @ 2.99% 23/24 and 24/25	(£33,217)	(£7,842)	(£8,172)	(£8,450)	(£8,753)
Change to Approved Budget	(£992)	(£149)	(£237)	(£259)	(£346)

The Capital Strategy

3.17 The Capital Strategy is shown at **APPENDIX B** and sets out the Council’s framework for managing the Capital Programme including:

- **Capital expenditure**, including the approval process, long-term financing strategy, asset management, maintenance requirements, planned disposals and funding restrictions.
- **Debt and borrowing and treasury management**, including projections for the level of borrowing, capital financing requirement and liability benchmark, provision for the repayment of debt, the authorised limit and operational boundary for the coming year and the authority’s approach to treasury management.
- **Commercial activities**, including due diligence processes, the authority’s risk appetite, proportionality in respect of overall resources, requirements for independent and expert advice and scrutiny arrangements.
- **Other long-term liabilities**, such as financial guarantees.
- **Knowledge and skills**, including a summary of that available to the authority and its link to the authority’s risk appetite.

3.18 As the Council’s Chief Financial Officer, I have assessed the current overall risk as **Tolerable (green)**.

The Capital Programme

3.19 The Committee was presented with a Draft Capital Programme on 15 December 2022 and this has been updated to reflect:

- The inclusion of updated projections from the 8 month Money Matters Reports.
- The inclusion of financial implications from any further Approved Reports.
- Any other changes identified from review of the Approved Budget.

3.20 The additional capital investment projections included in the Capital Programme are:

Details	Source	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000
IT Hardware	25 year model					175
Property Maintenance	25 year model					230
Bin Purchases	25 year model					150
Vehicles	25 year model					165
Disabled Facilities Grants	25 year model					914
Home Repair Assistance	25 year model					25
Building a Better Council IT Provision	Virement					(175)
Leisure Centre Reprofiting	Update		(2,260)	2,260		
Removal of Grant from Coach Park	Update		(500)			
Waste Fleet Replacement	Update		(2,818)		6,000	
Vehicle Replacement Programme	Update		79	117	67	(165)

Projected Capital Spend	0	(5,499)	2,377	6,067	1,319
External Funding		3,318		(6,000)	(914)
Existing Revenue Budgets					(150)
Council Funding		(79)	(117)	(67)	(255)
Total Funding	0	3,239	(117)	(6,067)	(1,319)
Shortfall in Funding & Borrowing Need	0	(2,260)	2,260	0	0

3.21 A number of projects contained in the Approved Capital Programme have revenue implications such as operating costs, the cost of debt repayment, revenue funding or savings.

3.22 The Capital Programme revenue implications contained in the Approved Budget (at the 8 month's stage of 2022/23) and the revenue implications of additional capital spend are shown below:

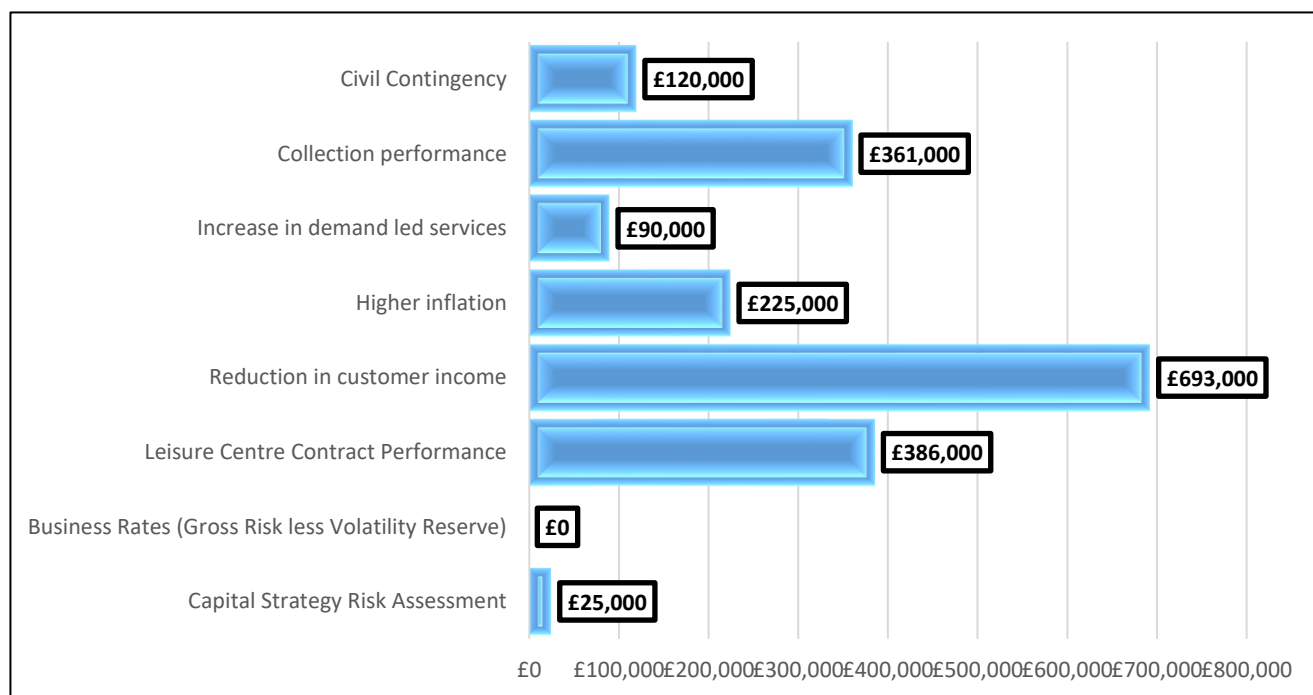
Revenue Implications	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000
Interest on Loan to the LA Company	0	(2)	(2)	(2)	(2)
Friary Grange - Refurbishment	135	135	135	0	0
Coach Park Operation Costs	0	50	50	50	50
Replacement Leisure Centre Debt Costs	0	0	0	447	447
Revenue Budget - Bin Replacement	150	150	150	150	0
Revenue Budget - Corporate	0	238	100	565	0
Sub Total - Approved Budget	285	571	433	1,210	495
Revenue Budget - Corporate	0	0	0	0	183
Revenue Budget - Bin Replacement	0	0	0	0	150
Sub Total - Service and Financial Planning	0	0	0	0	333
Capital Programme Total	285	571	433	1,210	828

3.23 The Capital Programme is summarised below and is shown in detail at **APPENDIX C**:

Strategic Priority	Draft Capital Programme					
	2022/23		2023/24	2024/25	2025/26	2026/27
	Original Budget £000	Approved Budget £000	Budget £000	Budget £000	Budget £000	Projection £000
LEVEL OF UNCERTAINTY / RISK	HIGH	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH
Enabling People	4,792	1,585	5,959	3,575	939	959
Shaping Place	421	864	819	397	6,367	150
Developing Prosperity	1,676	1,405	4,831	2,329	0	10
Good Council	1,064	996	548	340	465	405
Grand Total	7,953	4,850	12,157	6,641	7,771	1,524
Capital Funding	5,604	4,800	9,683	4,381	7,771	1,524
Borrowing Need	2,349	50	2,474	2,260	0	0
General Capital Receipts	(368)	(1,651)	(481)	(266)	(246)	(52)
Housing Capital Receipts	(694)	(1,023)	(663)	(663)	(663)	(663)
Total Capital Receipts	(1,062)	(2,674)	(1,144)	(929)	(909)	(715)

Opinion of CFO on the Adequacy of Reserves and the Robustness of the Estimates

- 3.24 The Chartered Institute of Finance and Accountancy (CIPFA) provided the fourth release of its Financial Resilience Index December 2021 (Lichfield DC's information compared to all District Councils and Nearest Neighbours is shown at **APPENDIX D**). The index showed this Council's position on a range of measures associated with financial risk.
- 3.25 This release is still based on backward looking measures rather than the future financial challenges identified in forward looking Medium Term Financial Strategies. However the significant and ongoing impact of the COVID-19 pandemic and its impact on financial resilience is for the first time included in the measures.
- 3.26 The Resilience Index identified that in the majority of the measures selected, including those related to the level and change in reserves, this Council was at the lower end of the risk spectrum compared to all other District Councils and Nearest Neighbour Authorities.
- 3.27 It remains prudent for the Council to maintain an adequate 'working balance' or Minimum Level that is part of its general reserves. A risk assessment approach in line with Best Practice that has been updated to take account of the challenging economic environment is used to determine the required Minimum Level and the level of general and earmarked reserves.
- 3.28 The main elements of the risk assessment are shown in detail at **APPENDIX D** and below:



- 3.29 The Chief Finance Officer (CFO) has been involved throughout the entire budget process, including revising the MTFs, input to the drafting of the budget, the ongoing financial monitoring and reporting process, evaluation of investments and savings, engagement with Members of the Cabinet and Overview and Scrutiny Committee, advising colleagues, the strategic choices activities, challenge and evaluation activities, and scrutiny of the budget.
- 3.30 I am of the opinion that for a Council of this size and with our recent record of prudent spending, effective Risk Management, robust budgeting and effective Budget monitoring and control, a revised General Minimum Reserve level of **£1,900,000** is adequate.
- 3.31 It is important to note that there level for 2023/24 has increased because of the economic climate. This involves changes to specific risks such as leisure centre contract performance and collection performance. In addition, several risks such as Business Rates have specific earmarked reserves and specific budget risk based reductions related to income streams including sales, fees and charges have been incorporated within the MTFs.

Projected General Reserves

3.32 The total projected level of general reserves is shown below using the central scenario together with projections using the more optimistic and pessimistic budget scenarios:

	2022/23		2023/24	2024/25	2025/26	2026/27
	Original Budget £000	Approved Budget £000	£000	£000	£000	£000
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH
Available General Reserves Year Start	5,246	5,246	4,476	4,476	4,476	2,821
Money Matters Quarter 1	0	(1,050)	0	0	0	0
(Funding Gap) / transfer to General Reserves	0	0	0	0	(1,655)	(2,135)
New Homes Bonus in excess of the 'Cap'	280	280	0	0	0	0
Available General Reserves Year End	5,526	4,476	4,476	4,476	2,821	685
Minimum Level	1,600	1,600	1,900	1,900	1,900	1,900
Central Scenario General Reserves	7,126	6,076	6,376	6,376	4,721	2,585
More Optimistic scenario	7,126	6,076	6,376	6,376	6,376	6,005
More Pessimistic scenario	7,126	6,076	6,376	6,376	3,385	(333)

3.33 There is currently an unprecedented level of uncertainty in relation to Local Government Finance with a number of planned reforms. This unprecedented uncertainty has been amplified by the impact of the COVID-19 pandemic and the current economic climate.

3.34 Financial planning in these circumstances with any degree of certainty is incredibly difficult especially when it is not clear when or if any of the planned reforms will be implemented.

3.35 However the scenarios in this report provide an indication of the impact on the MTFs from the use of different assumptions. The three scenarios utilised all currently project a funding gap in 2025/26 and up to 2026/27. The projected funding gaps are principally due to:

- The projected impact of the Review of Needs and Resources (formerly the Fair Funding Review) and the review of Business Rate Baselines where resources are likely to be redistributed from District Councils to Upper Tier authorities. These reviews reflect the need for additional funding to address the increasing demographic demands in adult social care and children's services.
- The additional costs related to delivering existing services such as inflation, pension costs, an increasing population and more properties.
- The desire to deliver new or enhanced often discretionary services such as a replacement leisure centre.

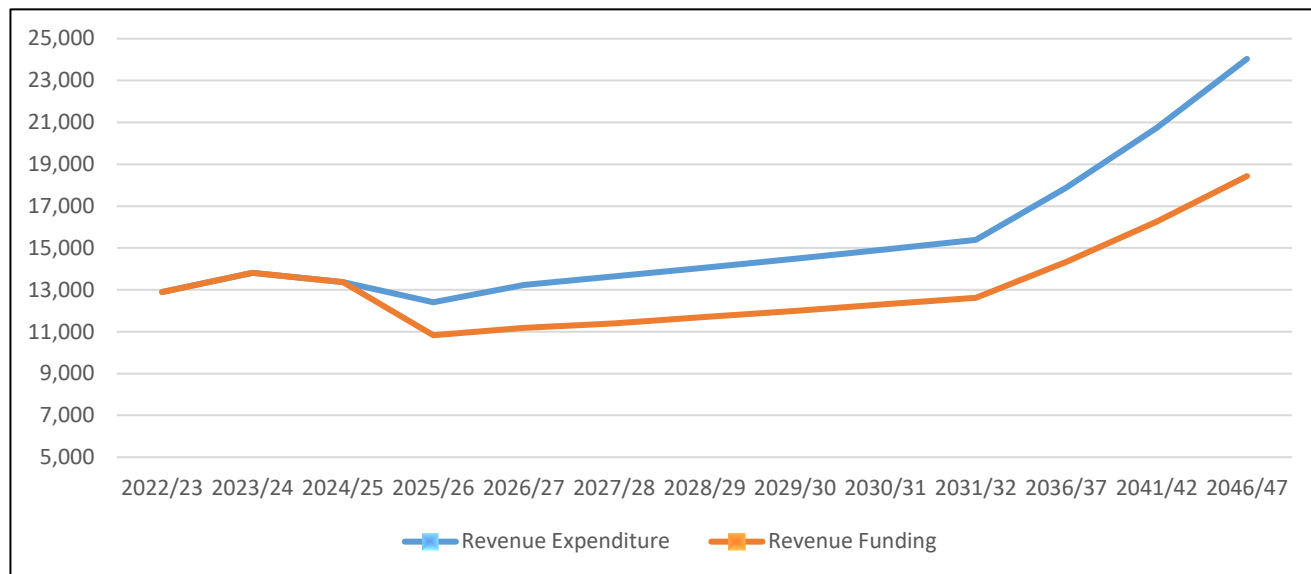
3.36 A replacement leisure centre of **£5,000,000** funded by external borrowing has been included in the Approved MTFs. The estimated cost of borrowing of **£447,000** impacting from 2025/26 onwards (a year later than estimated) for a budgeted period of 25 years has also been included in the Approved Revenue Budget.

3.37 This borrowing will be a long term financial commitment for the Council. Therefore given the range of financial projections at this time of unprecedented uncertainty, Council will need to be aware that to enter into long term commitments of this nature carry a very high risk that a balanced budget cannot be achieved or maintained.

3.38 It is very important therefore to highlight that to mitigate the risk of a statutory notice, focused on the inability to deliver a balanced budget, a robust and deliverable savings plan will need to be agreed together with a commitment to its delivery before any financial commitment can take place.

Longer Term Financial Planning

3.39 The updated longer term financial plan is shown in detail at **APPENDIX E** and in the chart below:



3.40 A funding gap is projected from 2025/26 onwards and this will mean that subject to the outcome of the local government finance reforms, the identification of options to deliver further sustainable savings/additional income will remain necessary.

Alternative Options

In the main, the options are focused on the level of resource allocated to Strategic Priorities and the level of Council Tax increase.

Consultation

The budget consultation was launched on 15 November 2022 and was open until 20 December 2022. The primary method of response to the consultation was via an online tool. This tool enabled respondents to alter the Original Budget for 2022/23 of **£12,551,000** that was allocated in the Medium Term Financial Strategy to service items.

A total of **1,133** people responded to the survey. This represents **1.07%** of the adult population of the district and represents an increase of **869** respondents from the previous budget consultation in 2021.

The outcome of respondent's budget choices (reductions in budgets are enclosed by brackets) is shown below:

Service Item	Average Change %
Planning, Environment and Building Control	(4.73%)
Tourism	(3.57%)
Traffic and Parking	(3.18%)
City Centre Development	(2.99%)
Events and Culture	(2.39%)
Council Tax, Benefits and Business Rates	(1.91%)
Licensing and Public Protection	(1.31%)
Housing Strategy and Homelessness	(1.03%)
Sports and Leisure	(0.93%)
Conservation, Ecology and Woodlands	(0.84%)
Community	(0.03%)
Parks and Open Spaces	0.12%
Street Cleaning, Bins and Recycling	0.37%

The detailed comments also received through the Budget Consultation are included at **APPENDIX F**

Financial Implications	The financial implications are shown in the background section of the report and the Appendices.
Approved by Section 151	Yes

Legal Implications	No specific legal implications. The recommended Medium Term Financial Strategy, is part of the Budget Framework and will therefore require the approval of Full Council.
Approved by Monitoring Officer	Yes

Contribution to the Delivery of the Strategic Plan	The report directly links to overall performance and especially the delivery of the Strategic Plan.
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Equality, Diversity and Human Rights Implications	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.
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Crime & Safety Issues	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.
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Environmental Impact	These areas are addressed as part of the specific areas of activity prior to being included in the Strategic Plan.
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GDPR/Privacy Impact Assessment	There are no specific implications related to the Medium Term Financial Strategy
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	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
Strategic Risk SR1 - Non achievement of the Council's key priorities contained in the Strategic Plan due to the availability of Finance				
A	Council Tax is not set by the Statutory Date of 11 March 2023	Likelihood: Green Impact: Red Severity of Risk: Yellow	Full Council set with reference to when major preceptors and Parishes have approved their Council Tax Requirements.	Likelihood: Green Impact: Red Severity of Risk: Yellow
B	Implementation of the Check, Challenge and Appeal Business Rates Appeals and more frequent revaluations	Likelihood: Yellow Impact: Red Severity of Risk: Red	To closely monitor the level of appeals. An allowance for appeals has been included in the Business Rate Estimates.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
C	The review of the New Homes Bonus regime	Likelihood: Red Impact: Red Severity of Risk: Red	The Council responded to the consultation. In the Approved MTFS, no income is assumed from 2023/24 onwards.	Likelihood: Red Impact: Yellow Severity of Risk: Yellow
D	The increased Localisation of Business Rates and the Review of Needs and Resources	Likelihood: Red Impact: Red Severity of Risk: Red	To assess the implications of proposed changes and respond to consultations to attempt to influence the policy direction in the Council's favour.	Likelihood: Red Impact: Red Severity of Risk: Red
E	The affordability and risk associated with the Capital Strategy	Likelihood: Yellow Impact: Red Severity of Risk: Red	A property team has been recruited via the Company to provide professional expertise and advice in relation to property and to continue to take a prudent approach to budgeting.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
F	Sustained higher levels of inflation in the economy	Likelihood: Yellow Impact: Yellow	To maintain a watching brief on economic forecasts, ensure estimates reflect latest	Likelihood: Yellow Impact: Yellow

	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
		Severity of Risk: Yellow	economic projections and where possible ensure income increases are maximised to mitigate any additional cost.	Severity of Risk: Yellow
Strategic Risk SR3: Capacity and capability to deliver / strategic plan to the emerging landscape				
G	The Council cannot achieve its approved Delivery Plan for 2023/24	Likelihood: Yellow Impact: Red Severity of Risk: Red	There will need to be consideration of additional resourcing and/or reprioritisation to reflect the ongoing impact of the pandemic.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
H	The resources available in the medium to longer term to deliver the Strategic Plan are diminished	Likelihood: Yellow Impact: Red Severity of Risk: Red	The MTFS will be updated through the normal review and approval process.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow
I	Government and Regulatory Bodies introduce significant changes to the operating environment	Likelihood: Red Impact: Red Severity of Risk: Red	To review all proposed policy changes and respond to all consultations to influence outcomes in the Council's favour.	Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow

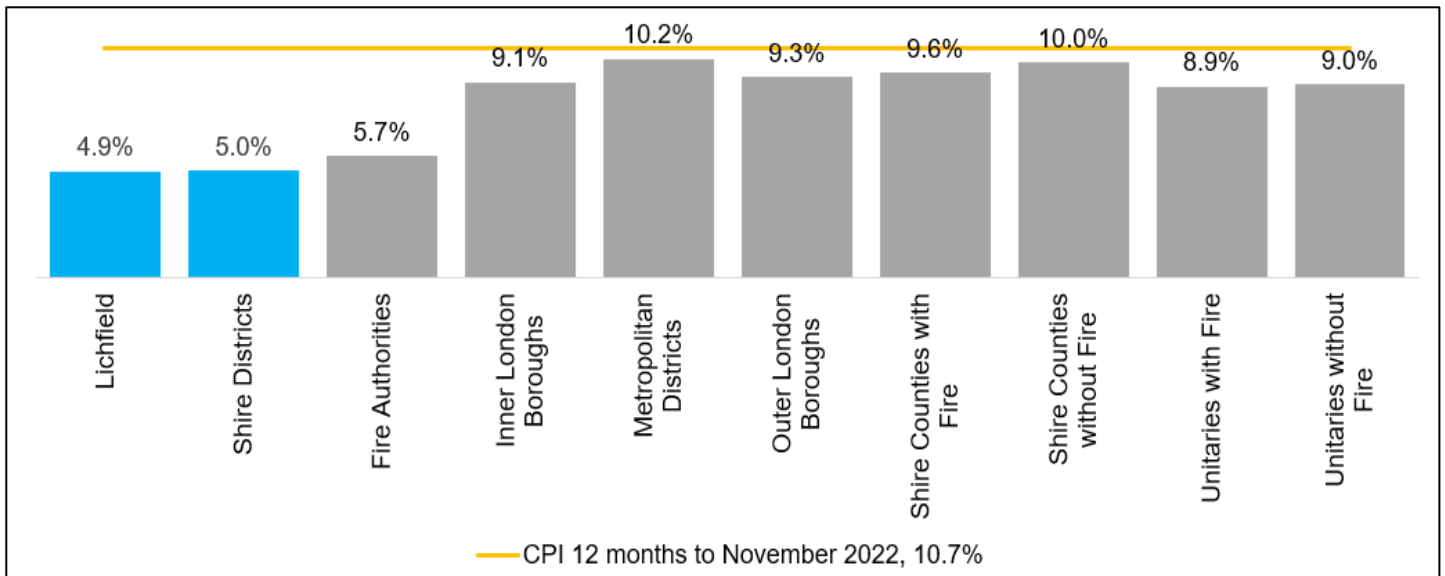
Background documents

- Medium Term Financial Strategy (Revenue and Capital) 2021-2026 (MTFS) – Cabinet 8 February 2022
- Money Matters: 2021/22 Review of Financial Performance against the Financial Strategy – Cabinet 7 June 2022
- Local Council Tax Support Scheme Review – Cabinet 5 April 2022
- Medium Term Financial Strategy (MTFS) – Cabinet 11 July 2022
- Local Council Tax Support Scheme Permission to Consult – Cabinet 11 July 2022
- Money Matters: 2022/23 Review of Financial Performance against the Financial Strategy – Cabinet 6 September 2022
- Money Matters: Review of Reserves – Cabinet 6 September 2022
- Lichfield District Youth Council – Policy Proposal – Cabinet 6 September 2022
- Joint Venture – A cinema for Lichfield District – Cabinet 11 October 2022
- Medium Term Financial Strategy (Revenue and Capital) 2023-27 – Cabinet 11 October 2022
- Money Matters: 2022/23 Review of Financial Performance against the Financial Strategy – Cabinet 6 December 2022
- Money Matters: Calculation of Business Rates 2023/24, Council Tax Base for 2023/24 and the projected Collection Fund Surplus / Deficit for 2022/23 – Cabinet 6 December 2022

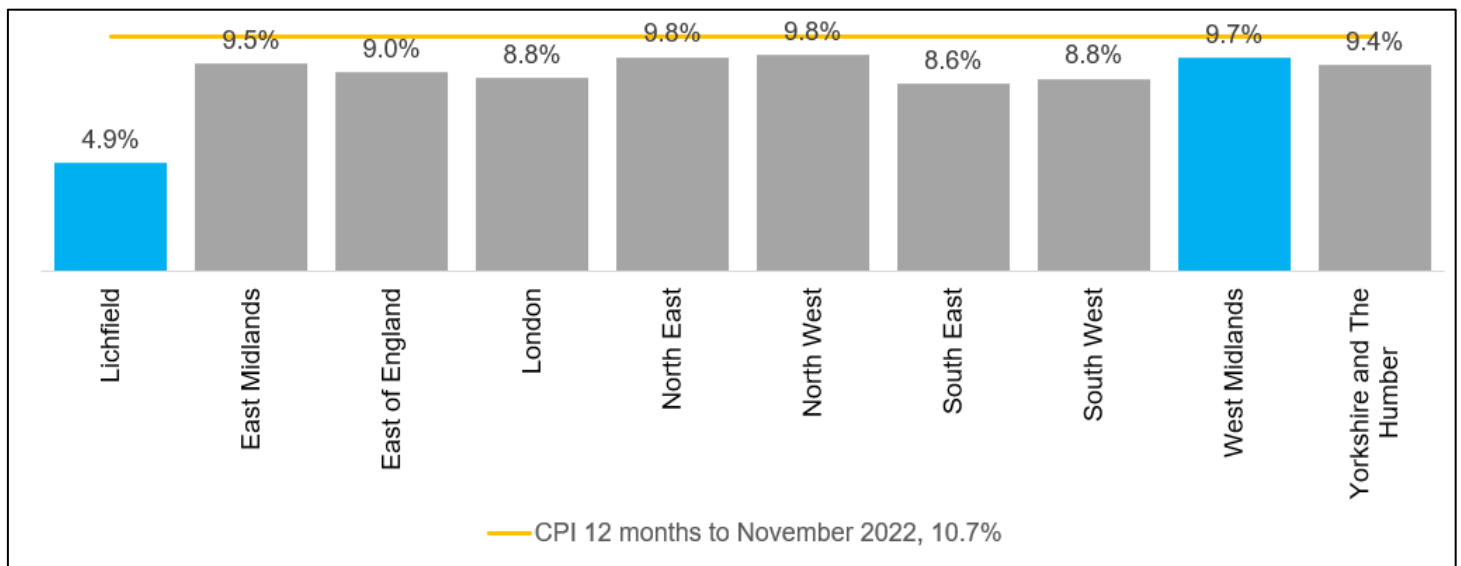
Relevant web links

Core Spending Power Increase Comparators

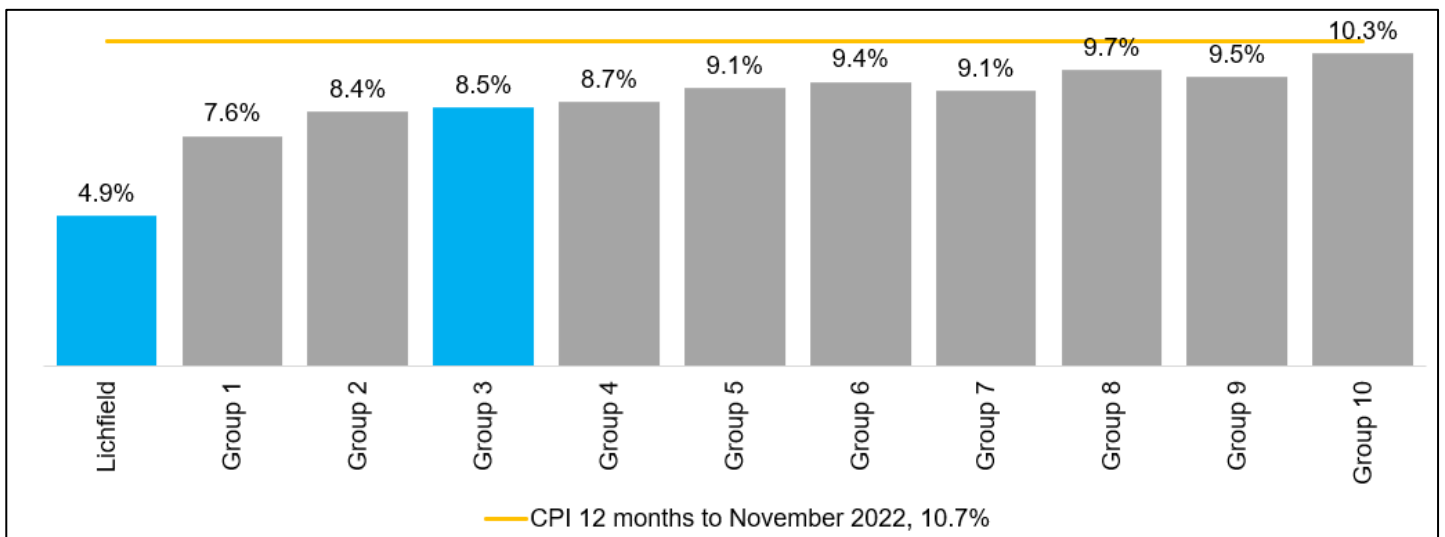
Change in Core Spending Power by Authority Type



Change in Core Spending Power by Region



Change in Core Spending Power by level of Deprivation (IMD deciles)



Draft Revenue Budget 2021/22 to 2025/26

Central Scenario						
	2022/23		2023/24	2024/25	2025/26	2026/27
	Original Budget £000	Approved Budget £000				
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH
Projected Net Operating Cost excluding 'windfall' transfers	12,551	12,902	11,382	11,479	12,407	13,232
Transfer settlement 'windfall' to Strategic Priorities Reserve	0	0	2,433	1,889	0	0
Projected Net Operating Cost	12,551	12,902	13,815	13,368	12,407	13,232

Retained Business Rates Baseline Funding	(2,117)	(2,117)	(2,196)	(2,359)	(1,881)	(1,899)
Retained Business Rates Growth Allowance	(1,194)	(1,330)	(1,268)	(1,132)	0	0
Rolled in Grants	0	0	(106)	(114)	0	0
Business Rates Cap Grant	(174)	(387)	(680)	(671)	0	0
Lower Tier Services Grant	(95)	(97)	0	0	0	0
Services Grant	(146)	(146)	(82)	(82)	0	0
Funding Guarantee Grant	0	0	(561)	(582)	0	0
Transitional Funding	0	0	0	0	(747)	(782)
New Homes Bonus	(1,401)	(1,401)	(992)	(570)	0	0
Collection Fund (Surplus)/Deficit	32	32	(316)	0	0	0
Council Tax Income	(7,456)	(7,456)	(7,614)	(7,858)	(8,124)	(8,416)
Projected Revenue Funding	(12,551)	(12,902)	(13,815)	(13,368)	(10,752)	(11,097)

Projected Budget Funding Gap	0	0	0	0	1,655	2,135
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Business Rates						
Business Rates Reset/Fair Funding Review	No	No	No	No	Yes	Yes
Transitional Funding	No	No	No	No	Yes	Yes
New Homes Bonus						
Band D Housing Growth above the Baseline	451	451	558	343	321	402
Affordable Housing growth	132	132	413	107	103	119
Council Tax						
Modelled Council Tax Increase	1.50%	1.50%	0.00%	1.99%	1.99%	1.99%
Band D Housing Growth	501	501	507	489	567	659

APPENDIX A

Reconciliation of Original Funding Gap to Central Scenario Revenue Budget Funding Gap

	Cabinet or Decision Date	2022/23	2023/24	2024/25	2025/26	2026/27
		£000	£000	£000	£000	£000
Original Budget Council 22/02/2022		0	726	765	732	905
Approved Changes						
Pension Contributions	05/04/2022	0	(32)	(151)	(272)	10
Money Matters 3 Months	06/09/2022	1,050	0	0	0	0
Lichfield District Youth Council	06/09/2022	0	20	30	0	0
Transfer from General Reserves	06/09/2022	(1,050)	0	0	0	0
Money Matters 6 Months	06/12/2022	0	407	432	662	868
Money Matters 8 Months	14/02/2023	0	0	0	0	0
Approved Funding Gap		0	1,121	1,076	1,122	1,783

Updated Expenditure Projections
Updated inflation pressures
Additional cost of £5m borrowing for the leisure centre
Underwriting rent for former Debenhams
External Audit projected fee increase
Transitional protection related to the TOM
Budget pressures less savings
Inclusion of a cost of living contingency budget
Inclusion of an in year contingency/growth budget
Business Rate Revaluation Savings
One year delay in borrowing £5m for the leisure centre
Sub Total

	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Included in Approved Budget	0	0	0	0	0
	0	153	147	141	141
	12	0	0	0	0
	86	86	86	86	86
	20	10	0	0	0
	41	66	254	154	154
	50	50	0	0	0
	100	100	0	0	0
	(30)	(30)	(30)	(30)	(30)
	0	(447)	10	10	10
		279	(12)	467	361

Updated Central Scenario Funding Projections
Retained Business Rates Baseline Funding
Retained Business Rates Growth Allowance
Rolled in Grants
Business Rates Cap Grant
Services Grant
Funding Guarantee Grant
Transitional Funding
New Homes Bonus
Collection Fund (Surplus)/Deficit
Council Tax Income
Sub Total

	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000
Included in Approved Budget	(397)	(533)	(18)	1	1
	(726)	(478)	765	781	781
	(106)	(114)	0	0	0
	(680)	(671)	0	0	0
	(82)	(82)	0	0	0
	(561)	(582)	0	0	0
	0	0	(747)	(782)	(782)
	(992)	(570)	0	0	0
	(368)	0	0	0	0
	79	77	66	(9)	(9)
		(3,833)	(2,953)	66	(9)

Projected Central Scenario Budget Funding Gap
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(2,433)	(1,889)	1,655	2,135
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Transfer settlement 'windfall' to Strategic Priorities Reserve
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2,433	1,889	0	0
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Impact on General Reserves

0	0	1,655	2,135
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More Optimistic Scenario

	2022/23		2023/24	2024/25	2025/26	2026/27
	Original Budget £000	Approved Budget £000				
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH
Projected Net Operating Cost excluding 'windfall' transfers	12,551	12,902	11,382	11,479	12,407	13,232
Transfer settlement 'windfall' to Strategic Priorities Reserve	0	0	2,686	2,303	0	0
Projected Net Operating Cost	12,551	12,902	14,068	13,782	12,407	13,232

Retained Business Rates Baseline Funding	(2,117)	(2,117)	(2,196)	(2,359)	(1,881)	(1,899)
Retained Business Rates Growth Allowance	(1,194)	(1,330)	(1,268)	(1,132)	0	0
Rolled in Grants	0	0	(106)	(114)	0	0
Business Rates Cap Grant	(174)	(387)	(680)	(671)	0	0
Lower Tier Services Grant	(95)	(97)	0	0	0	0
Services Grant	(146)	(146)	(82)	(82)	0	0
Funding Guarantee Grant	0	0	(561)	(582)	0	0
Transitional Funding	0	0	0	0	(1,351)	(1,244)
New Homes Bonus	(1,401)	(1,401)	(992)	(611)	(574)	(712)
Collection Fund (Surplus)/Deficit	32	32	(316)	0	0	0
Council Tax Income	(7,456)	(7,456)	(7,867)	(8,231)	(8,601)	(9,006)
Projected Revenue Funding	(12,551)	(12,902)	(14,068)	(13,782)	(12,407)	(12,861)

Projected Budget Funding Gap	0	0	0	0	0	371
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Business Rates						
Business Rates Reset/Fair Funding Review	No	No	No	No	Yes	Yes
Transitional Funding	No	No	No	No	Yes	Yes
New Homes Bonus						
Band D Housing Growth above the Baseline	537	537	558	368	345	430
Affordable Housing growth	268	268	413	114	110	127
Council Tax						
Modelled Council Tax Increase	1.50%	1.50%	3.00%	3.00%	3.00%	3.00%
Band D Housing Growth	501	501	541	521	605	703

More Pessimistic Scenario

	2022/23		2023/24	2024/25	2025/26	2026/27
	Original Budget £000	Approved Budget £000				
LEVEL OF UNCERTAINTY / RISK	MEDIUM	MEDIUM	MEDIUM	MEDIUM	HIGH	HIGH
Projected Net Operating Cost excluding 'windfall' transfers	12,551	12,902	11,382	11,479	12,407	13,232
Transfer settlement 'windfall' to Strategic Priorities Reserve	0	0	2,227	1,198	0	0
Projected Net Operating Cost	12,551	12,902	13,609	12,677	12,407	13,232

Retained Business Rates Baseline Funding	(2,117)	(2,117)	(2,196)	(2,359)	(1,881)	(1,899)
Retained Business Rates Growth Allowance	(1,194)	(1,330)	(1,268)	(1,132)	0	0
Rolled in Grants	0	0	(106)	(114)	0	0
Business Rates Cap Grant	(174)	(387)	(680)	(671)	0	0
Lower Tier Services Grant	(95)	(97)	0	0	0	0
Services Grant	(146)	(146)	(82)	(82)	0	0
Funding Guarantee Grant	0	0	(561)	(582)	0	0
Transitional Funding	0	0	0	0	0	0
New Homes Bonus	(1,401)	(1,401)	(992)	(270)	0	0
Collection Fund (Surplus)/Deficit	32	32	(316)	0	0	0
Council Tax Income	(7,456)	(7,456)	(7,408)	(7,467)	(7,535)	(7,616)
Projected Revenue Funding	(12,551)	(12,902)	(13,609)	(12,677)	(9,416)	(9,515)

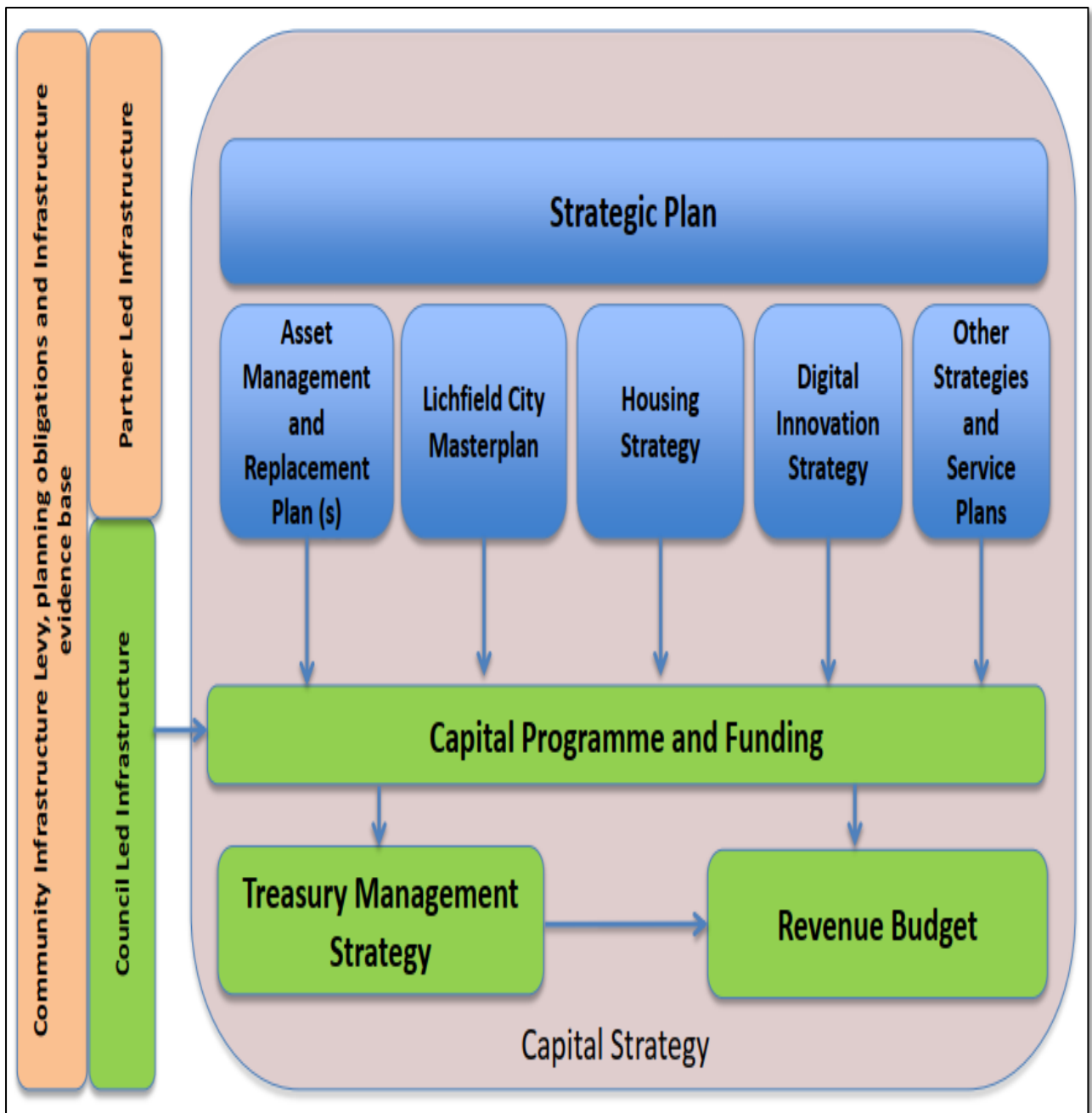
Projected Budget Funding Gap	0	0	0	0	2,991	3,717
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Business Rates						
Business Rates Reset/Fair Funding Review	No	No	No	No	Yes	Yes
Transitional Funding	No	No	No	No	No	No
New Homes Bonus						
Band D Housing Growth above the Baseline	537	537	558	159	145	198
Affordable Housing growth	268	268	413	71	69	80
Council Tax						
Modelled Council Tax Increase	1.50%	1.50%	0.00%	0.00%	0.00%	0.00%
Band D Housing Growth	501	501	338	326	378	439

Recommended Capital Strategy

1. Introduction

- 1.1. The Prudential Code requires the completion of a Capital Strategy that is approved by Full Council.
- 1.2. The Capital Strategy provides a high level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services along with an overview of how associated risk is managed and the implications for future financial sustainability.
- 1.3. It forms part of the Councils integrated revenue, capital and balance sheet planning. The Council already undertakes elements of the requirements although some areas, such as Asset Management Planning, are subject to ongoing development.
- 1.4. The Prudential Code now requires all of this information to be brought together in a single place as shown below:



2. The Capital Programme

2.1. The financial planning process and its Governance is shown below:

The Financial Planning Timetable and Governance Responsibility				
Service and Financial Planning		July	←	Medium Term Financial Strategy
		August		
	→	September	←	Money Matters as at 30 June
Review Medium Term Financial Strategy	→			
		October	←	Medium Term Financial Strategy
Review Medium Term Financial Strategy	→	November		
Mid Year Treasury Management Report	→			
		December	←	Money Matters as at 30 September
			←	Medium Term Financial Strategy
			←	Set Council Taxbase and approve Collection Fund Projections
Review Medium Term Financial Strategy	→	January		
Review Treasury Management and Capital Strategies	→	February	←	Money Matters as at 30 November
Approve the Medium Term Financial Strategy and set the Council Tax	→		←	Recommend Medium Term Financial Strategy and Council Tax to Council
		March		
		April		
Draft Statement of Accounts	→	May		
		June	←	Money Matters as at 31 March
Annual Treasury Management Report	→	July		
		August		
Statement of Accounts (was 31 July but for 2 years extended to 30 September)	→	September		
Key:				
Pink = internal timelines				
Blue = Cabinet				
Salmon = Cabinet & Overview and Scrutiny Committee				
Amber = Overview and Scrutiny Committee				
Green = Audit & Member Standards Committee				
Purple = Council				

The Capital Programme Process

- 2.2. Given our current financial position, our priorities and responsibilities and as Asset Management Plans are developed, it is probable that capital needs will be identified that exceed resources available thus necessitating a more transparent and robust process to inform Members during the development of the MTFs.
- 2.3. The capital bid process has been incorporated into the service and financial planning process to provide a holistic approach. The capital bid element of the process has been designed to ensure consistency, objectivity, equity and transparency to the prioritisation and allocation of capital funding, while ensuring maximum value for money.
- 2.4. A summary of the process is identified below:
- Service identifies a budget requirement and consults with the Finance and Procurement Team.
 - Service requests funding by completing and submitting a funding bid form.
 - Service completes a funding bid financial profile form and submits this with their bid.
 - Service completes a funding bid assessment form and submits this with their bid.
 - The Finance and Procurement Team reviews all bids and assessments and requests clarification where required.
 - The Finance and Procurement Team reviews bids using the assessment criteria and ensure the bids are included in the relevant service and financial planning submission.
 - Leadership Team review all service and financial planning submissions before recommending the allocation of funding either through a Cabinet Report or through the MTFs.
 - Finance and Procurement monitor funding allocations and spend, reporting to Leadership Team as part of Money Matters Reports.
 - Where the project budget or annual allocation is **£500,000 or more**, a review of performance is not already separately monitored, and the service completes the work / project outlined within the bid, the service will undertake a review (i.e. post-project review) within 6 months of work being completed, providing this to Finance and Procurement to include in a report to Leadership Team.

Planning Obligations - Section 106 and Community Infrastructure Levy (CIL)

- 2.5. As part of the planning process, financial contributions from planning obligations, including the Community Infrastructure Levy, are received from new developments. The vast majority is spent directly on infrastructure works or will be spent in line with the Infrastructure Delivery Plan (IDP).
- 2.6. In some cases there is an element of discretion on how they are allocated. These contributions towards social and community facilities are linked to the development proposed.
- 2.7. The Council's Capital Programme includes a number of projects that are to be funded by Section 106 and CIL; this is a significant source of funding and there is a significant level of interest from the community in relation to the allocation of sums to projects.

2.8. The Draft Capital Programme and its funding by Strategic Priority is summarised below:

Strategic Priority	Draft Capital Programme						Corporate £000
	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000	
Enabling People	£1,585	£5,959	£3,575	£939	£959	£13,017	£360
Shaping Place	£864	£819	£397	£6,367	£150	£8,597	£245
Developing Prosperity	£1,405	£4,831	£2,329	£0	£10	£8,575	£1,138
Good Council	£996	£548	£340	£465	£405	£2,754	£2,654
Capital Expenditure	£4,850	£12,157	£6,641	£7,771	£1,524	£32,943	£4,397

Funding Source	Draft Capital Programme					
	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000
Capital Receipts	£1,234	£1,200	£245	£50	£222	£2,951
Capital Receipts - Housing	£0	£360	£0	£0	£0	£360
Revenue - Corporate	£0	£238	£100	£565	£183	£1,086
Corporate Council Funding	£1,234	£1,798	£345	£615	£405	£4,397
Grant	£1,523	£2,572	£2,261	£939	£939	£8,234
Section 106	£135	£184	£0	£0	£0	£319
CIL	£44	£895	£0	£0	£0	£939
Reserves	£1,714	£4,015	£1,625	£67	£30	£7,451
Revenue - Existing Budgets	£150	£150	£150	£150	£150	£750
Sinking Fund	£0	£69	£0	£0	£0	£69
Leases	£0	£0	£0	£6,000	£0	£6,000
Internal Borrowing	£0	£0	£0	£0	£0	£0
Total	£4,800	£9,683	£4,381	£7,771	£1,524	£28,159
External Borrowing	£50	£2,474	£2,260	£0	£0	£4,784
Grand Total	£4,850	£12,157	£6,641	£7,771	£1,524	£32,943

2.9. The Revenue implications of the Capital Programme are shown below:

Revenue Implications	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000
Interest on Loan to the LA Company	0	(2)	(2)	(2)	(2)
Friary Grange - Refurbishment	135	135	135	0	0
Coach Park Operation Costs	0	50	50	50	50
Replacement Leisure Centre Debt Costs	0	0	0	447	447
Revenue Budget - Bin Replacement	150	150	150	150	0
Revenue Budget - Corporate	0	238	100	565	0
Sub Total - Approved Budget	285	571	433	1,210	495
Revenue Budget - Corporate	0	0	0	0	183
Revenue Budget - Bin Replacement	0	0	0	0	150
Sub Total - Projections	0	0	0	0	333
Capital Programme Total	285	571	433	1,210	828

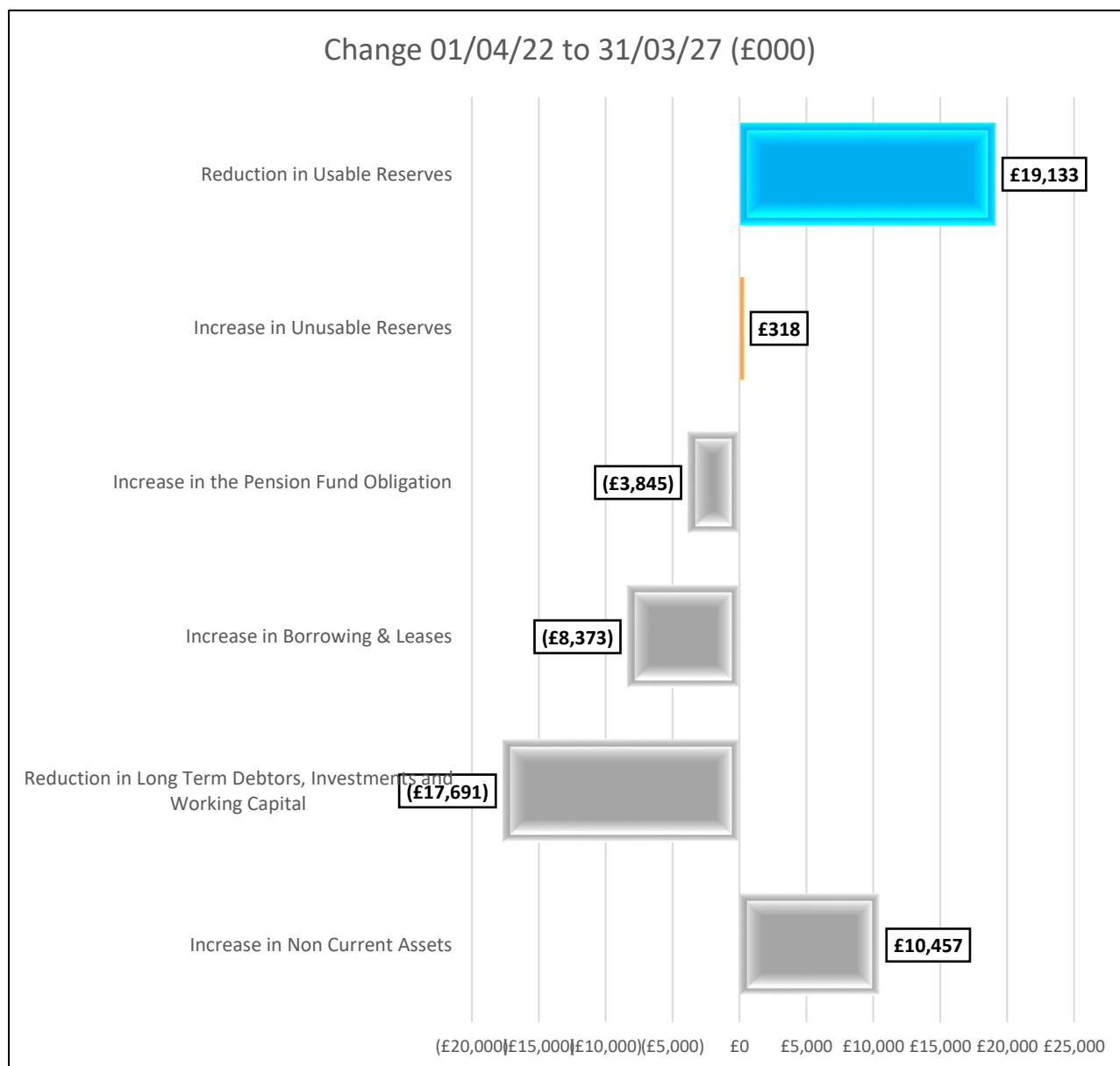
2.10. Projected Capital Receipts are shown in the table below:

General Capital Receipts	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000
Opening Balance	(2,005)	(1,651)	(481)	(266)	(246)	(2,005)
Sale of Venture House	(850)					(850)
Other Receipts	(30)	(30)	(30)	(30)	(28)	(148)
Utilised in Year	1,234	1,200	245	50	222	2,951
Closing Balance	(1,651)	(481)	(266)	(246)	(52)	(52)

Housing Receipts						
Opening Balance	(829)	(1,023)	(663)	(663)	(663)	(663)
Right to Buy Receipts	(194)					(194)
Utilised in Year	0	360	0	0	0	360
Closing Balance	(1,023)	(663)	(663)	(663)	(663)	(497)

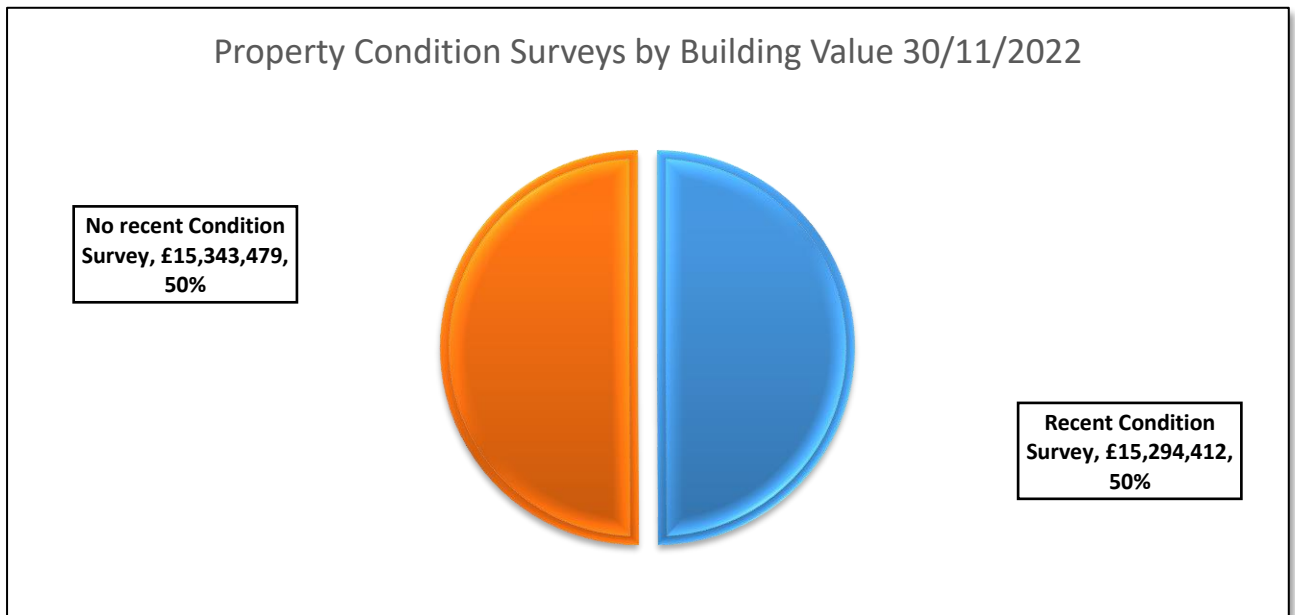
3. The Balance Sheet (in £000s)

3.1. The Revenue Budget, Capital Programme and its funding will impact on the Council’s Balance Sheet:



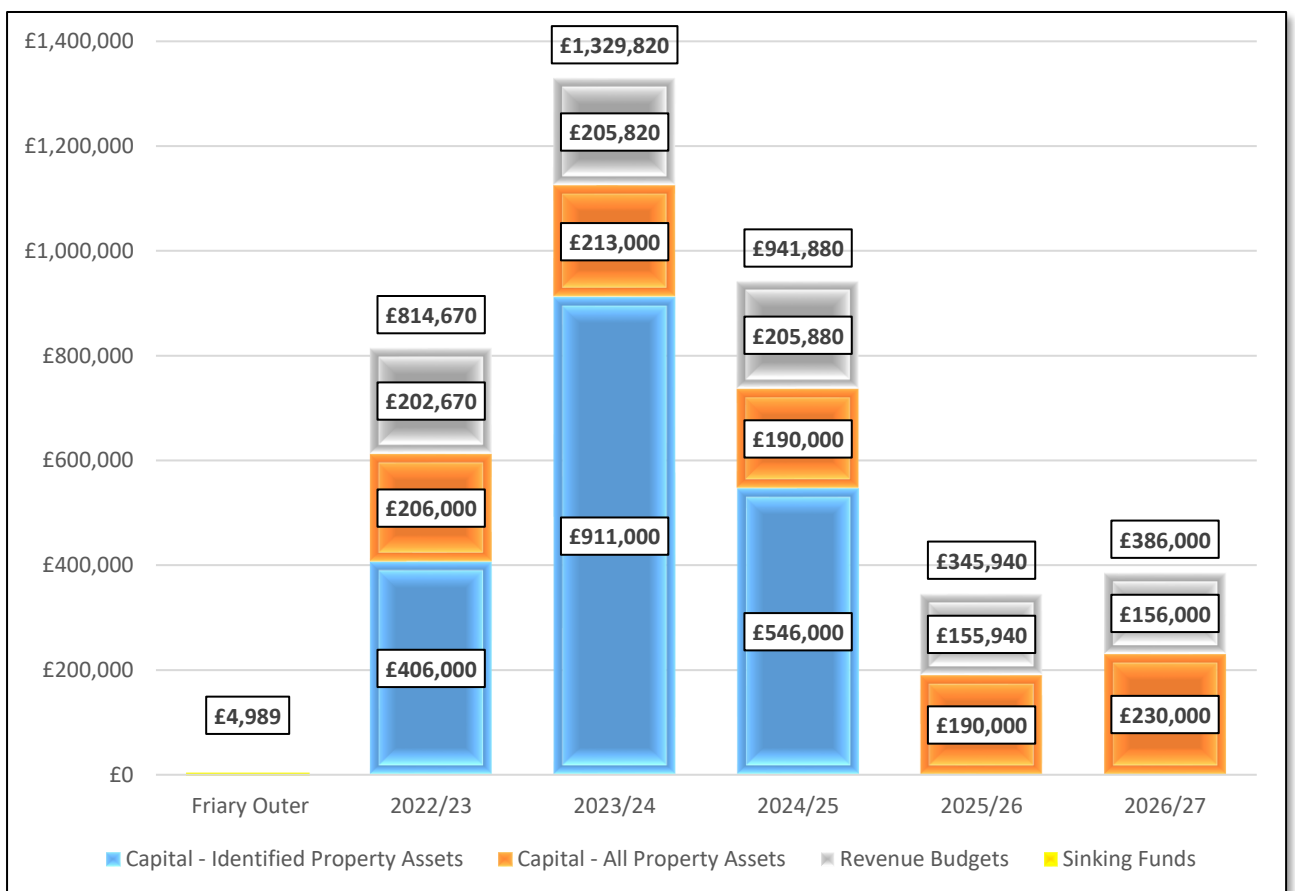
4. Asset Management Planning

4.1. The Property Team is currently in the process of undertaking Property Condition Surveys for Property Assets owned by the Council. Progress to date is shown below:

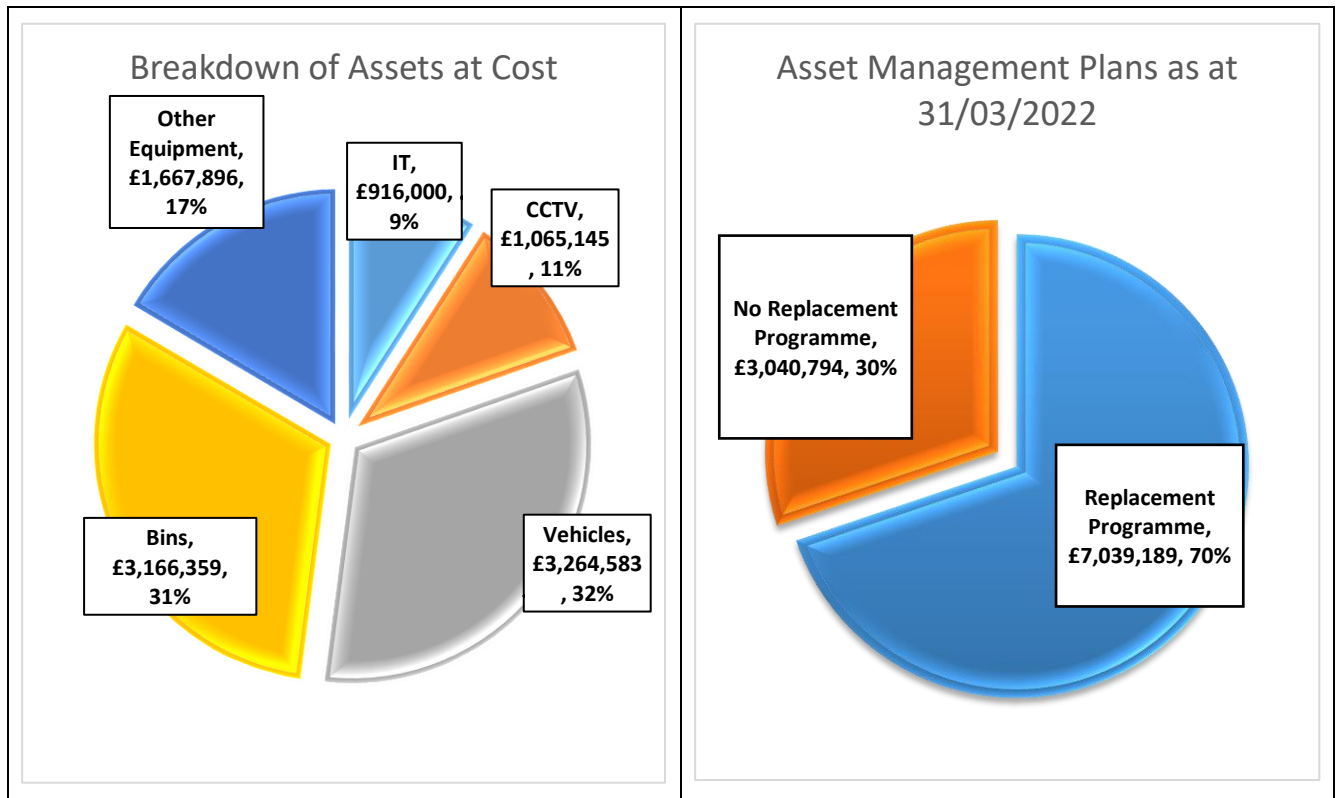


4.2. For financial planning purposes, a budget (based on a % of projected asset value) has been included in the Capital Programme and Longer Term Capital Investment Plan.

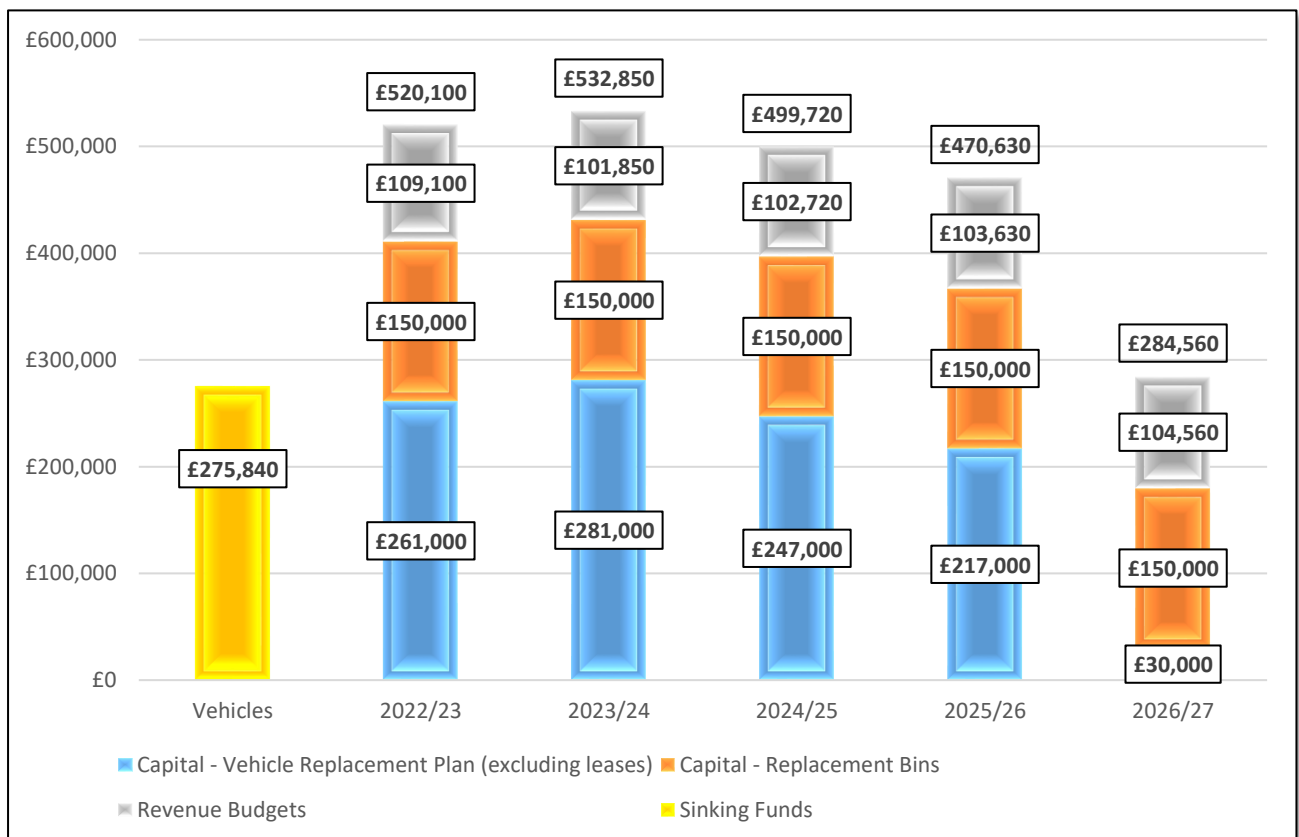
4.3. The resources identified for enhancement and maintenance of property assets are:



4.4. The Asset Management Plans in place for vehicles, plant and equipment assets are:



4.5. The resources identified for replacement and maintenance of vehicles, plant and equipment are:



4.6. There is also a proposed Capital Programme budget of **£6,000,000** in 2025/26 for a new fleet of waste vehicles assumed to be funded through a lease type arrangement.

5. Longer Term Capital Investment Planning

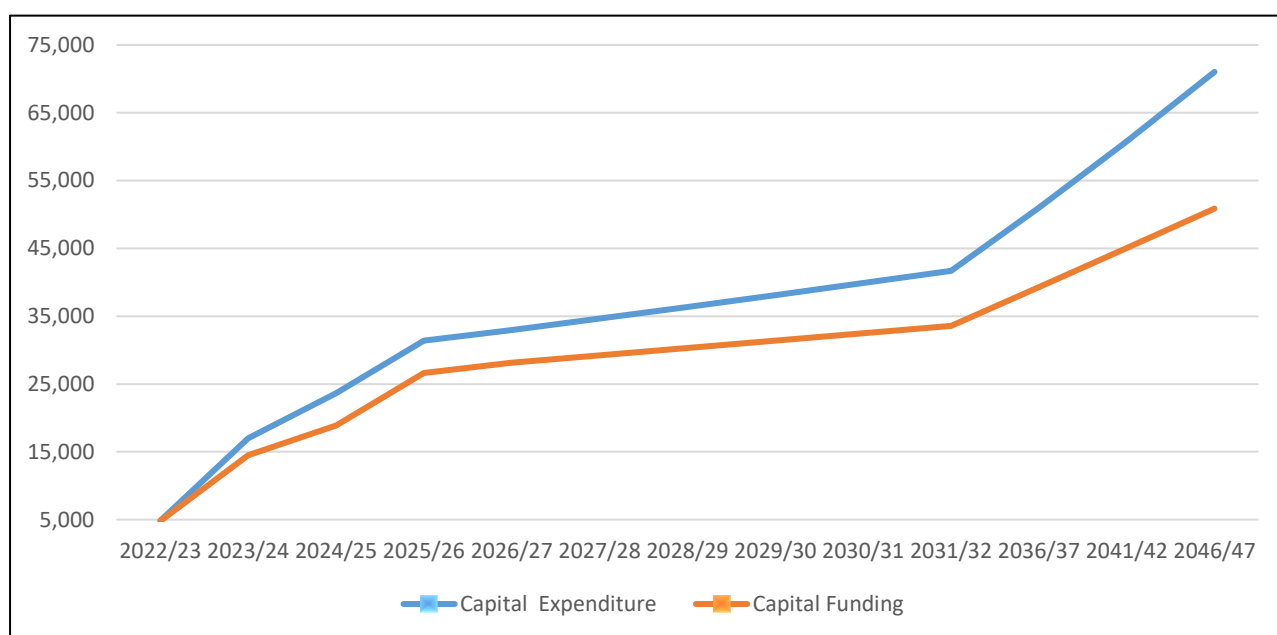
5.1. The Medium Term Financial Strategy covers a relatively short period of time (current financial year plus the next four years) and this short horizon is not reflective of the longer term investment needs associated with asset ownership.

5.2. Therefore it is prudent to also produce financial plans that cover a longer term financial planning horizon such as 25 years.

5.3. The following key assumptions have been utilised in producing the longer term financial plan:

- Annual core inflation of **2%**.
- Population in Lichfield District increases by an annual average of **0.33%**.
- The proportion of the population aged 65 and over increases from **25%** in 2021/22 to **28%** by 2046/47.
- The value of building assets increases from **£32m** in 2021/22 to **£42m** in 2025/26 with the building of a new Leisure Centre.
- An assessment of Property Planned Maintenance budgets at a percentage of building value or **£230,000** per annum has been utilised with annual inflationary increases.
- An assessment of ICT investment using the average level of investment in the last Capital Bid submitted of **£175,000** from 2025/26 has been utilised with annual inflationary increases.

5.4. The longer term capital investment plan is shown in detail at **ANNEX 1** and in the chart below:



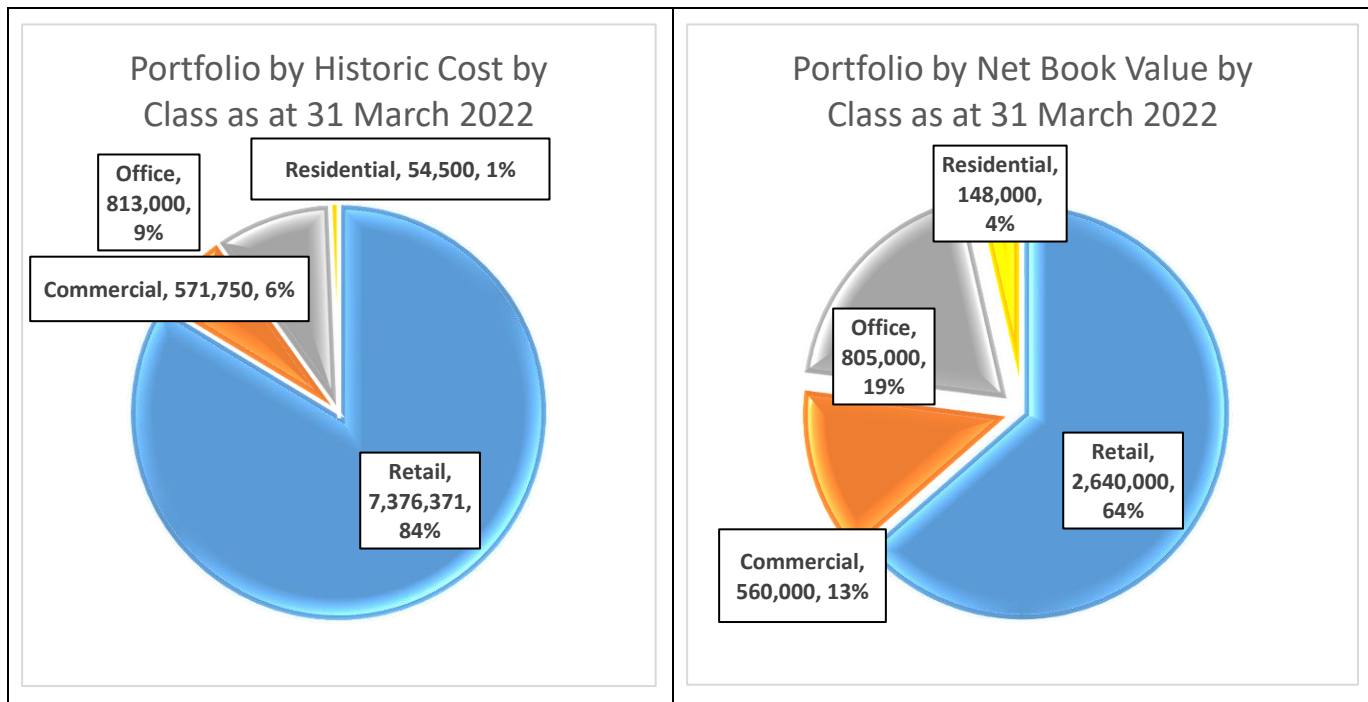
5.5. The difference between capital expenditure and funding would result in an increase in the cumulative level of borrowing need of **£20m** (including £5m approved for the new Leisure Centre).

5.6. This additional borrowing need would result in additional and increasing debt repayment costs in the revenue budget thereby further increasing the Funding Gap.

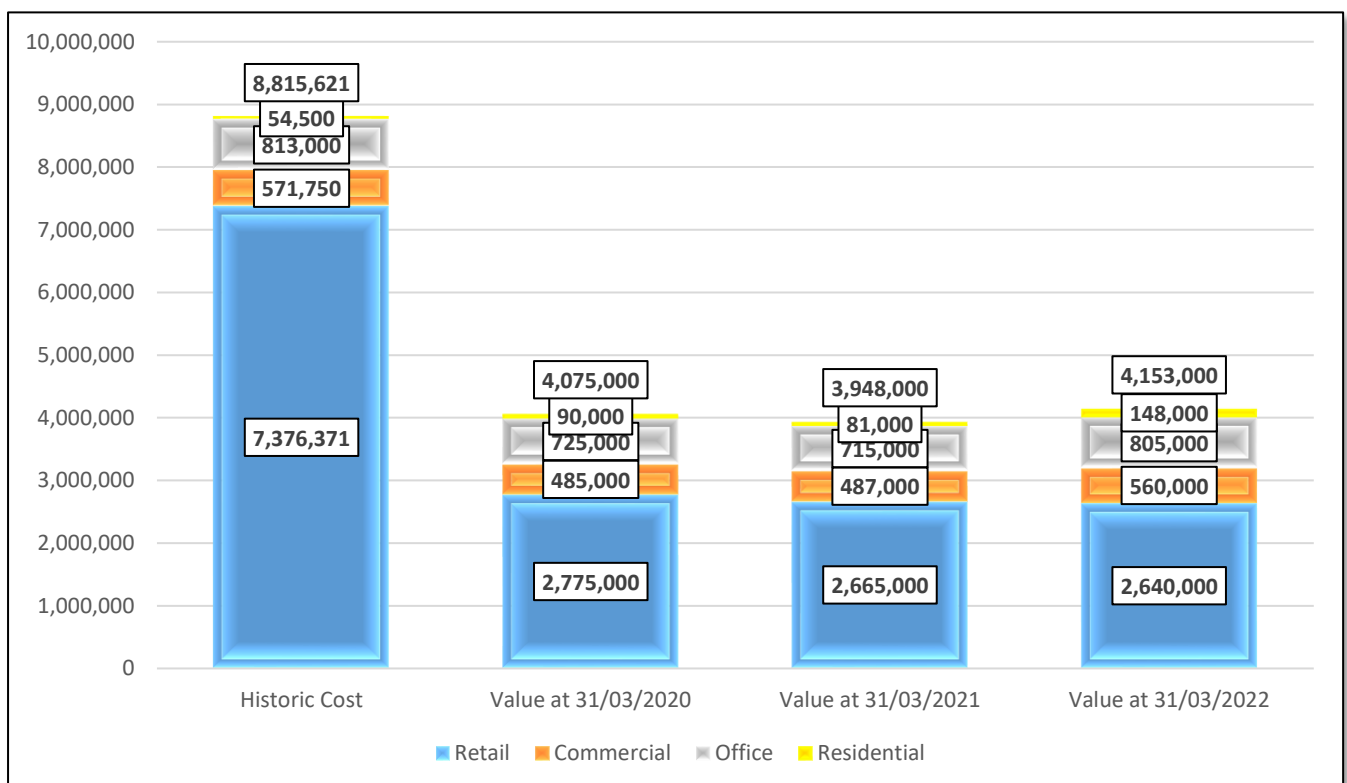
5.7. However the borrowing need can be reduced through actions such as the receipt of external funding or sale of assets.

6. Current Investment in Property

6.1. The Council also owns a number of properties that provide an income return and the composition of the portfolio at 31 March 2022 is shown below:



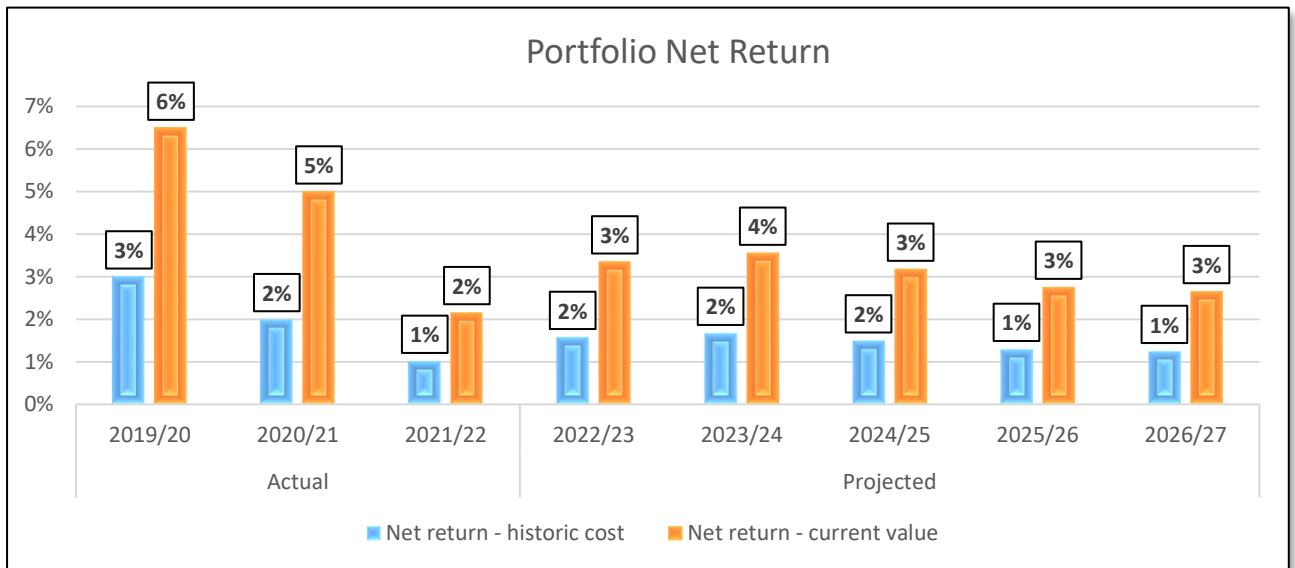
6.2. The value of these properties over the last three years is shown below:



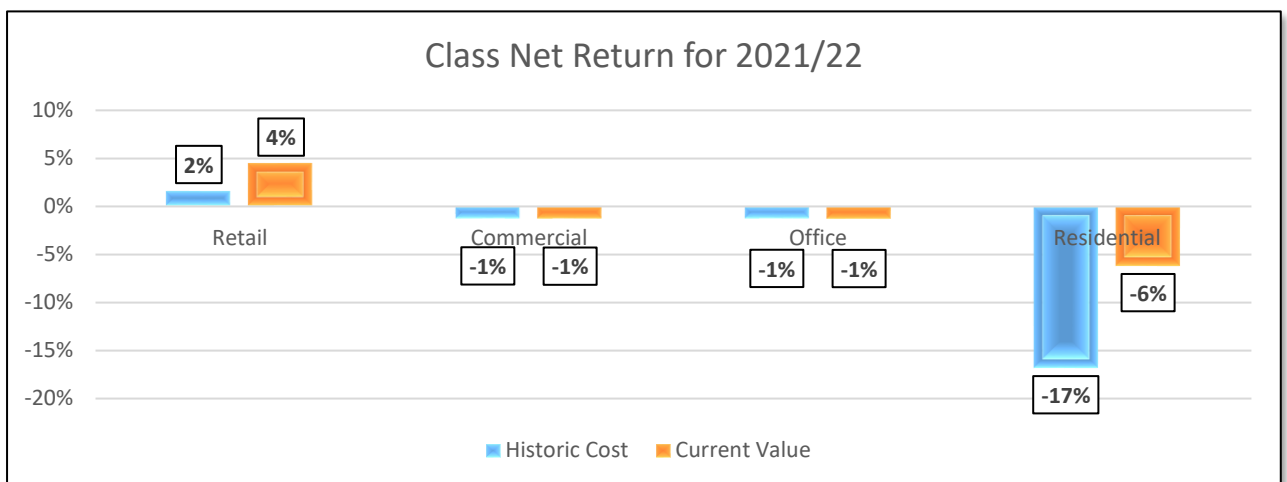
6.3. The value of these properties (mainly those classed as retail) have reduced because the value assessed by the external valuer is based on prevailing rental levels.

6.4. These properties were acquired without the need for borrowing and therefore the loan to value ratio for the portfolio is **0%**.

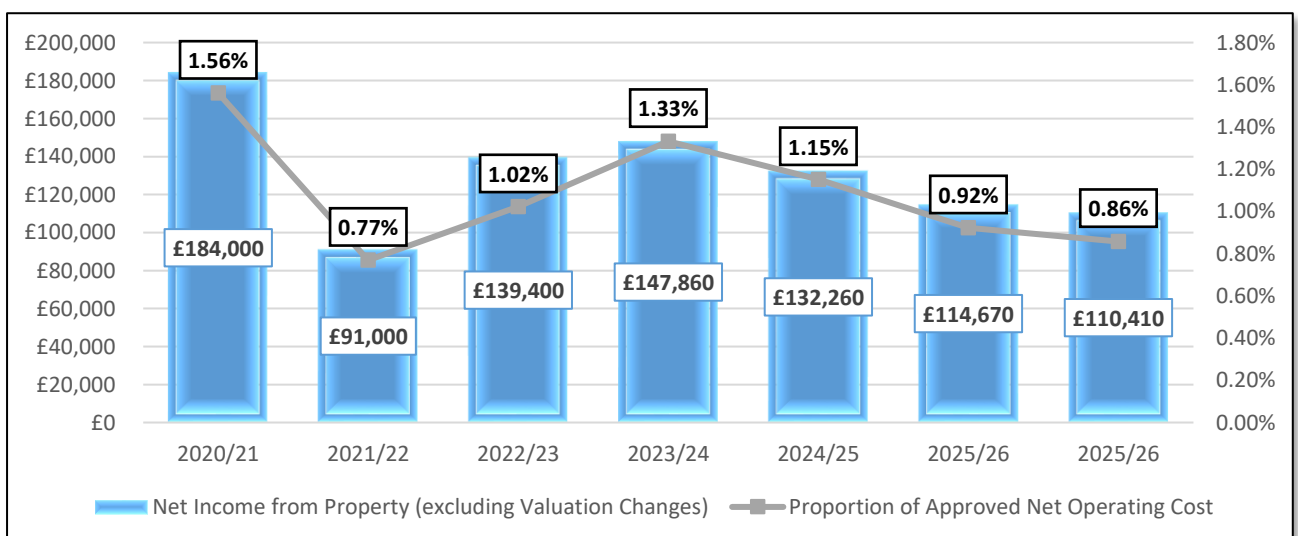
6.5. The portfolio net return based after taking account of management costs using historic asset cost and current value is shown in the chart below:



6.6. The net return is further analysed for 2021/22 by class of investment within the portfolio:



6.7. The proportion of the Revenue Budget supported by income from these properties is shown below:



6.8. The ratio of Treasury Management investments to property asset investments is shown below (show %s please):



6.9. The Council has a Local Authority Trading Company Lichfield West Midlands Trading Services (LWMTS) Limited, which was incorporated in September 2019 with an aim to support local services.

6.10. The Council undertook an equity investment of **£225,000** in 2020/21 and plans to advance a loan of up to **£150,000** to LWMTS in 2022/23 for a period of up to **5 years**, to support local services.

6.11. The loan to the Company has a budgeted income stream of **4%** from the company (Arlingclose have recently revised the fixed rate based range to between **5.52%** and **5.76%**) and it is assumed the loan repayment will be treated as a capital receipt in 2025/26 in the Medium Term Financial Strategy. At present, no dividend income is assumed to be received from the Company.

7. Debt Management

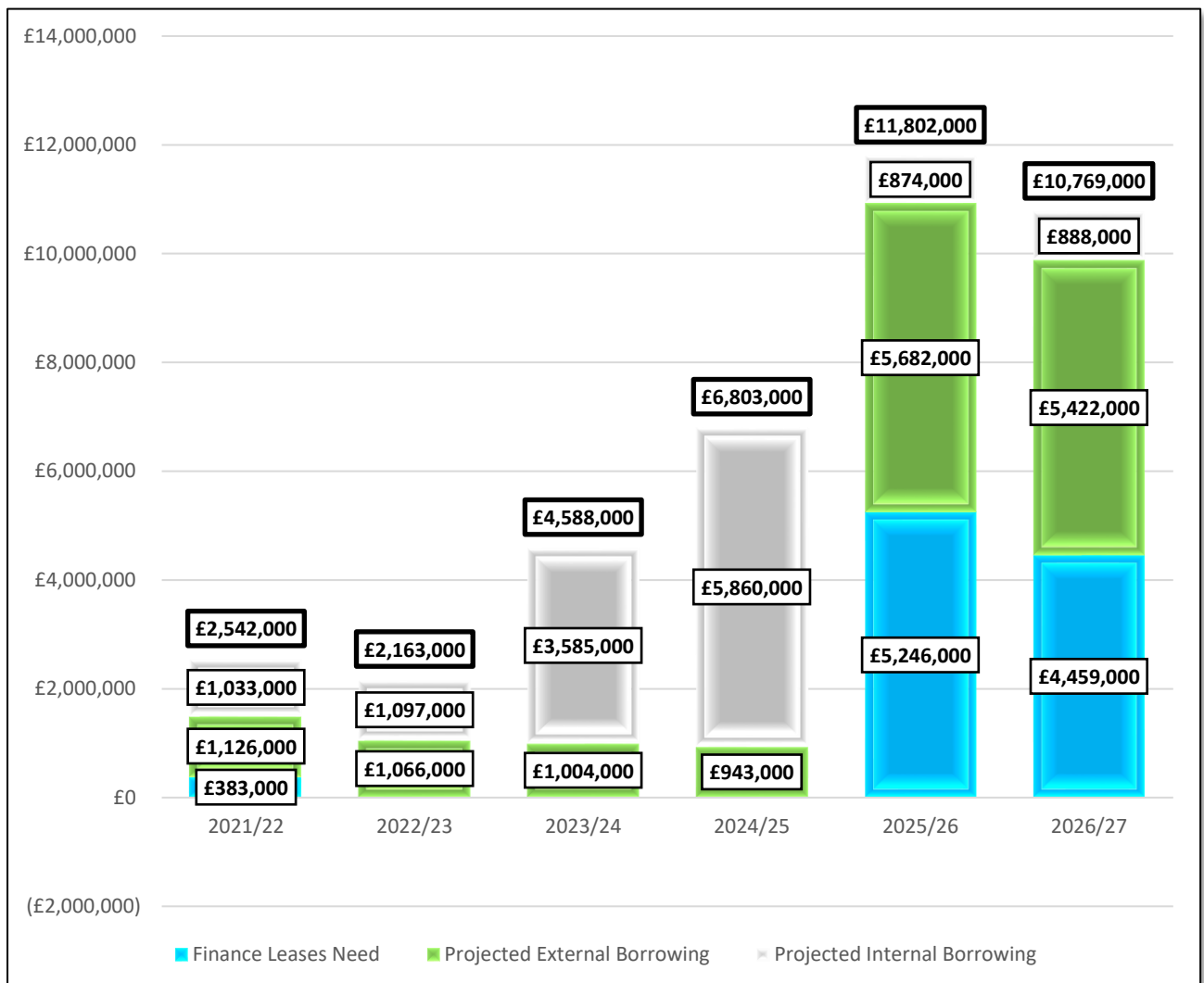
7.1. The Capital Programme is funded from a variety of sources. A number of these sources such as capital receipts, the revenue budget, grants, contributions and reserves utilise resources that are immediately available or are receivable. However, when capital expenditure is approved, and these resources are not available, then a **Capital Financing Requirement** (CFR) or borrowing need results.

7.2. The CFR is managed through the approval by Council of the Medium Term Financial Strategy including the Capital Programme and Prudential Indicators.

7.3. The CFR must be financed through borrowing or finance leases (external debt) or by temporarily utilising internal resources (internal borrowing).

7.4. At 31 March 2022 the Council had a relatively low level of external debt outstanding of **£1.126m**. The new leisure centre and the renewal of the waste fleet will mean external debt is projected to increase to **£10.595m** by 31 March 2026.

7.5. The projected CFR (the total for each column), **external debt** (finance leases and external borrowing) and **internal borrowing** is shown below:



7.6. The CFR is related to:

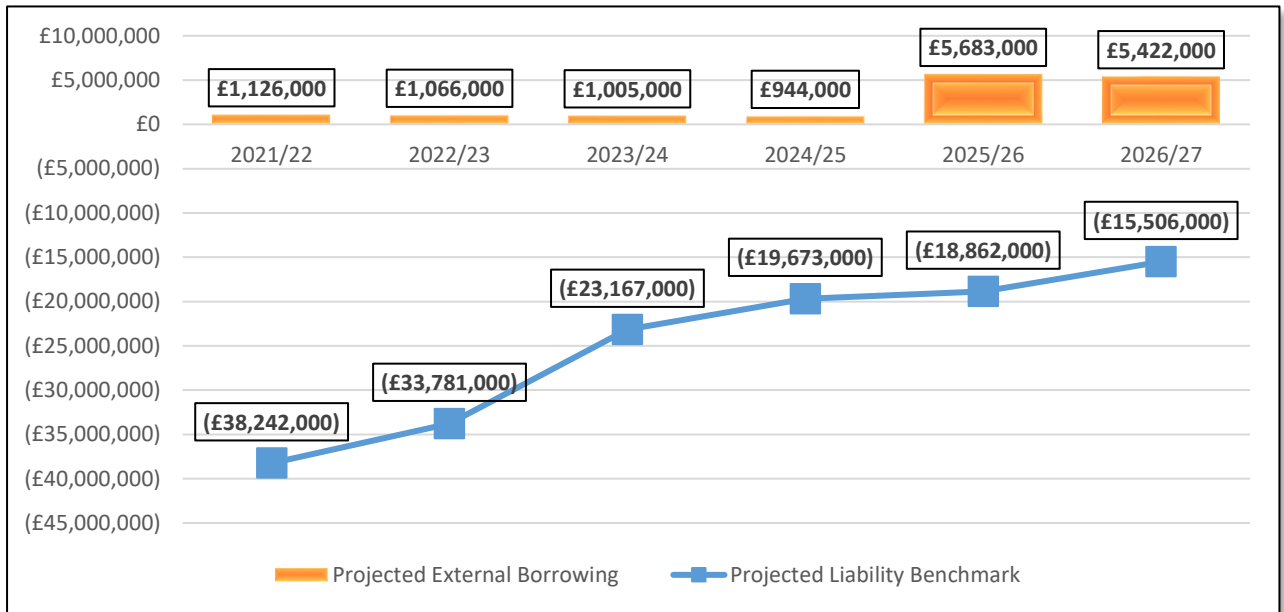
- Historic capital expenditure for the Chasewater Dam, Friary Outer Car Park and vehicles funded by finance leases.
- Planned capital expenditure for the new Leisure Centre and the renewal of the waste fleet funded by a lease type arrangement.

7.7. The Council manages its external debt through setting Prudential Indicators, related to the statutory maximum, known as the **Authorised Limit** and a lower warning level known as the **Operational Boundary**.

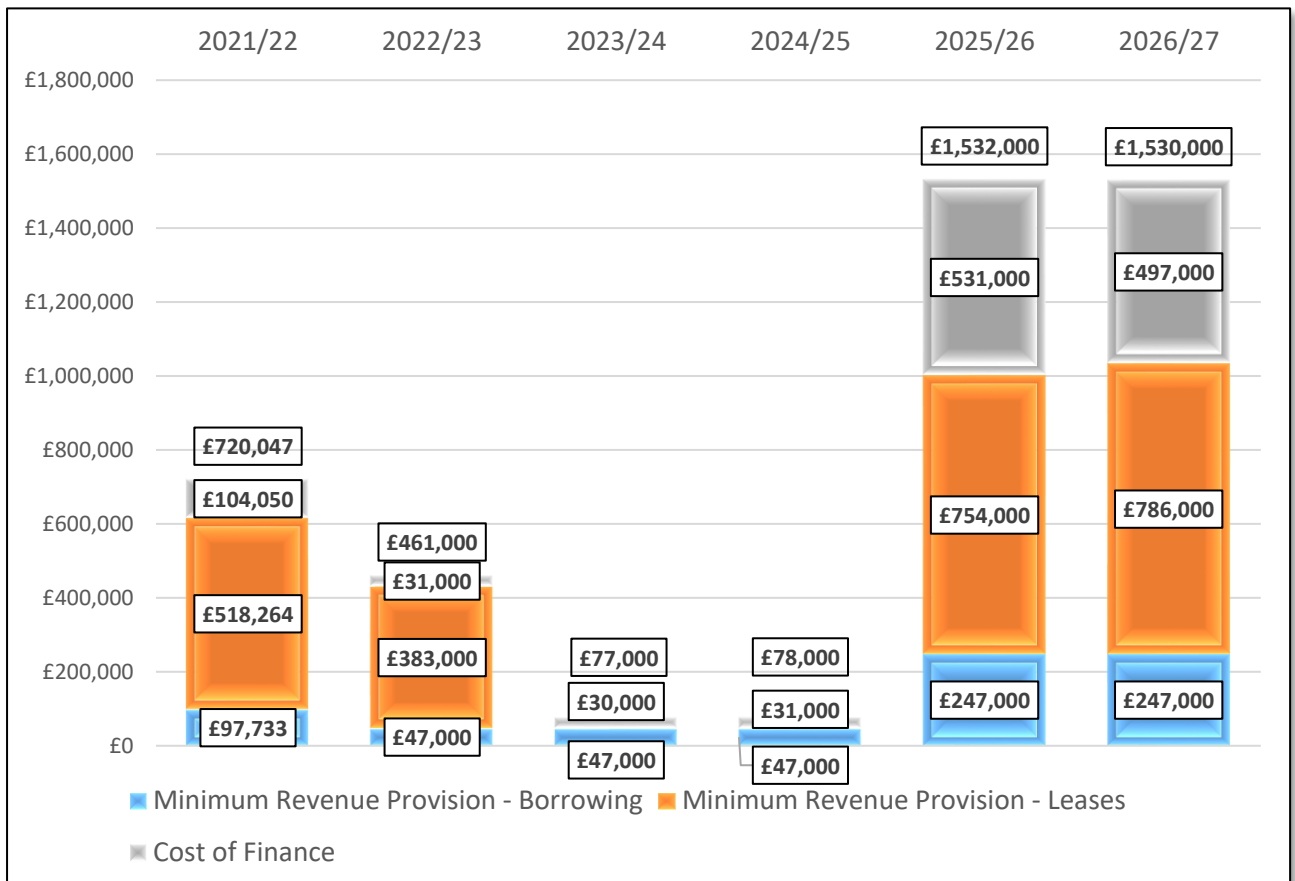
7.8. The external debt projections are based on the approved Capital Programme however to manage unforeseen events, an element of flexibility or ‘headroom’ is included in the Prudential Indicators:

- **Operational Boundary** – flexibility is included to enable internal borrowing to be converted to external debt or for example, to ensure accounting changes such as those proposed for all leases to be classed as finance leases, to be incorporated without breaching the limit.
- **Authorised Limit** – this provides additional flexibility to manage unusual cash flows that necessitate temporary borrowing such as Government Grants not being paid.

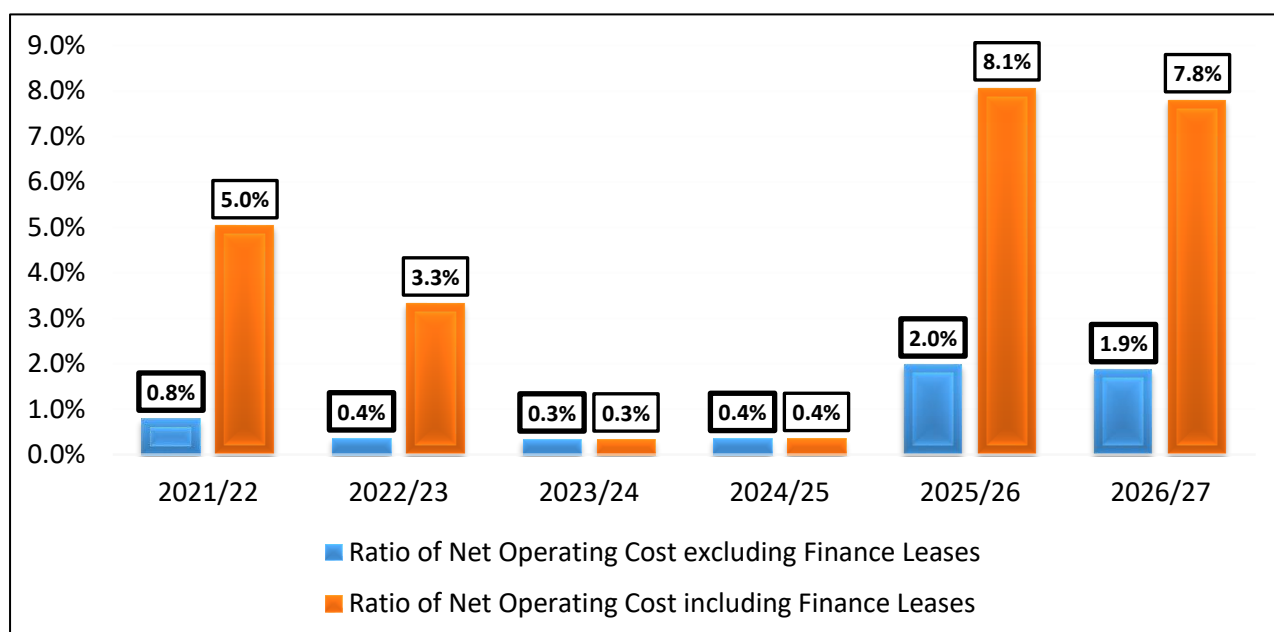
- 7.9. The **liability benchmark** is the lowest risk level of external borrowing by keeping cash and investments to a minimum of **£10m** at each year end to maintain liquidity but minimise credit risk.
- 7.10. The projected level of external borrowing, together with the projected liability benchmark is:



- 7.11. The chart above indicates that based on current Balance Sheet projections where usable reserves are reducing, the Council has sufficient resources to fund additional internal borrowing.
- 7.12. The cost of debt servicing includes the cost of finance and Minimum Revenue Provision (MRP). Debt is only a temporary source of finance since loans and leases must be repaid, and this is therefore replaced over time by other financing, usually from revenue which is known as MRP:



7.13. The proportion of the net budget allocated to financing costs is:



7.14. The Minimum Revenue Provision and therefore the financing costs ratio increases in 2025/26 due to the inclusion of the debt costs commencing at **£200,000** for the new leisure centre.

8. Financial Guarantees

8.1. In addition to the debt projections shown above, in relation to external borrowing and finance leases, the Council also acts as a guarantor for an admitted body that delivers services on behalf of the Council.

8.2. In the event that it is probable that these guarantees will be required a financial provision is created to mitigate the risk. The guarantee identified in the Statement of Accounts under the Contingent Liabilities note is:

- On 1 February 2018, **Freedom Leisure** took over the management of the **Council's Leisure Centres**. 96 staff were transferred by TUPE via a pass through agreement. An assessment has been carried out by management of the risk and potential financial consequences should the Council be called to settle these liabilities. For 2021/22, the risk is assessed as low, between **1% or £22,455** and **5% or £112,274**. This is based on the operating environment nationally, the overall financial position of Freedom Leisure, the contract between Freedom and the Council, and the support provided both by the Government and Lichfield District Council.

8.3. This guarantee is assessed throughout the year, in terms of the financial viability of the organisations for which the guarantee is provided, to determine whether a financial provision will need to be created.

9. The Authority's Risk Appetite, Knowledge and Skills

- 9.1. The Council's risk appetite, along with the majority of Local Government, is increasing due to the need to offset funding reductions from Central Government with income from alternative sources.
- 9.2. The Council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. For example, the Assistant Director - Finance and Commissioning is a qualified accountant with 30 years' experience, the Council uses the Property Team that forms part of the services provided by the Company to the Council to optimise the management of existing property. The Council pays for junior staff to study towards relevant professional qualifications including CIPFA and the Association of Accounting Technicians.
- 9.3. Where Council staff do not have the knowledge and skills required, use is made of external advisers and consultants that are specialists in their field. The Council currently employs Arlingclose Limited as treasury management advisers and has access to property professionals through the Estates Team. This approach is more cost effective than employing such staff directly, and ensures that the Council has access to knowledge and skills commensurate with its risk appetite.
- 9.4. The Council plans to utilise the flexible use of capital receipts for transformation projects such as the Being a Better Council Programme.

10. Prudential and Local Indicators

- 10.1. The Prudential and Local Indicators in relation to the Capital Strategy are included in the Treasury Management Strategy Statement.

11. Chief Finance Officer Assessment of the Capital Strategy

- 11.1. I have assessed the current overall risk as **25** out of **64** based on the following factors:

	Likelihood	Impact	2023/24	2022/23
Minimum			0	0
Capital Strategy				
Slippage Occurs in the Capital Spend	4	2	8	8
Planned Capital Receipts are not received	2	2	4	4
The Capital Programme does include investment to realise all of the Council's Strategic aims	3	3	9	16
Actual Cashflows differ from planned Cashflows	2	2	4	4
Assessed Level of Risk			25	32
Maximum			64	64

- 11.2. Therefore I believe the level of risk is Tolerable (Green).

Burntwood Leisure Centre	18	69											
Beacon Park Pathway													
Bore Street	34	542											
District Council House	354	300	546										
Construction Inflation Contingency	100	100	100	100									
Public Conveniences	147												
Sub Total	1,409	1,909	836	290	230	230	235	239	244	249	275	303	335
Vehicles, Plant and Equipment													
Bin Purchases/Dual Stream Recycling	417	150	150	150	150	150	151	152	153	155	160	166	172
Vehicles - Waste	0	0	0	6,000	0					0			
Vehicles - Other	261	281	247	217	30	207	211	216	220	224	248	273	302
ICT Investment	115	235	50	175	175	175	179	182	186	190	209	231	255
Building a Better Council	490												
Car Park Strategy	376	220											
Car Park Barriers													
Committee Audio-Visual Hybrid Platform	85												
Sub Total	1,744	886	447	6,542	355	532	541	550	559	569	617	671	729
Other Capital Investment													
Disabled Facilities Grants	1,000	1,615	1,272	914	914	914	924	935	944	953	984	992	1,005
Home Repair Assistance / Energy Insulation	0	22	22	25	25	25	25	25	25	25	25	25	25
Other Projects	536	4,598	1,783	0	0								
Sub Total	1,536	6,235	3,077	939	939	939	949	960	969	978	1,009	1,017	1,030
Total Modelled Expenditure	4,850	12,157	6,641	7,771	1,524	1,701	1,725	1,749	1,773	1,796	1,902	1,992	2,094

Key Assumptions	Medium Term Financial Strategy					Additional Projections							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2036/37	2041/42	2046/47
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<u>Corporate Funding</u>													
Capital Receipts	(1,234)	(1,200)	(245)	(50)	(222)								
Capital Receipts - Housing	0	(360)	0	0	0								
Revenue - Corporate	0	(238)	(100)	(565)	(183)								
<u>Other Funding</u>	0	0	0	0	0								
Disabled Facilities Grant - New	(914)	(914)	(914)	(914)	(914)	(914)	(924)	(935)	(944)	(953)	(984)	(992)	(1,005)

Recommended Capital Programme

Project		Recommended Capital Programme (R=>500k, A=250k to 500k and G=<250k)						Total £000	Corporate
		2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000			
New Build Parish Office/Community Hub	R	62	30	0	0	0	92	0	
Burntwood Leisure Centre Sinking Fund Projects	A	0	69	0	0	0	69	0	
Friary Grange - Short Term Refurbishment	R	158	0	0	0	0	158	0	
Replacement Leisure Centre	A	50	2,474	2,260	0	0	4,784	0	
Burntwood Leisure Centre - Decarbonisation Scheme	A	18	0	0	0	0	18	0	
Accessible Homes (Disabled Facilities Grants)	R	1,000	1,615	1,272	914	914	5,715	0	
Decent Homes Standard	R	0	97	0	0	0	97	0	
Energy Insulation Programme	R	0	22	22	25	25	94	0	
Unallocated S106 Affordable Housing Monies	A	4	260	21	0	0	285	0	
Vehicle Replacement Programme - Env Health	A	0	0	0	0	20	20	0	
Burntwood Park Play Equipment	A	75	0	0	0	0	75	0	
Conversion of 36a Bore Street	A	34	542	0	0	0	576	360	
Streethay Community Centre	R	0	600	0	0	0	600	0	
Changing Places Fund	A	94	0	0	0	0	94	0	
Zip Wire in Burntwood	A	30	0	0	0	0	30	0	
Burntwood Community Hub	R	0	250	0	0	0	250	0	
Play Equipment at Chase Terrace Park	A	25	0	0	0	0	25	0	
Play Area at Burntwood Leisure Centre	A	35	0	0	0	0	35	0	
Enabling People Total		1,585	5,959	3,575	939	959	13,017	360	
Loan to Council Dev Co.	A	57	93	0	0	0	150	0	
Lichfield St Johns Community Link (CIL)	R	0	35	0	0	0	35	0	
Staffordshire Countryside Explorer (CIL)	R	44	0	0	0	0	44	0	
Lichfield Public Conveniences	A	40	0	0	0	0	40	40	
Vehicle Replacement Programme (Waste)	A	0	0	0	6,000	0	6,000	0	
Bin Purchase	A	150	150	150	150	150	750	0	
Dual Stream Recycling	A	267	0	0	0	0	267	0	
Vehicle Replacement Programme (Other)	A	261	281	247	217	0	1,006	205	
Burntwood Public Conveniences	A	45	0	0	0	0	45	0	
Falkland Road Fosseyway Canal Walk	R	0	260	0	0	0	260	0	
Shaping Place Total		864	819	397	6,367	150	8,597	245	
Vehicle Replacement Programme (Car Parks)	A	0	0	0	0	10	10	0	
Coach Park	A	50	300	0	0	0	350	288	
Car Parks Variable Message Signing	A	150	0	0	0	0	150	0	
Pay on Exit System at Friary Multi Storey	A	93	0	0	0	0	93	0	
Card Payment in All Car Parks	A	123	0	0	0	0	123	0	
Pay on Exit System at Lombard Street	A	0	150	0	0	0	150	0	
Electric Vehicle Charge Points	A	10	70	0	0	0	80	0	
BRS Enabling Works	A	385	685	0	0	0	1,070	0	
Cinema Development	R	240	3,326	1,783	0	0	5,349	850	
Incubator Space	A	354	300	546	0	0	1,200	0	
Developing Prosperity Total		1,405	4,831	2,329	0	10	8,575	1,138	
Property Planned Maintenance	A	206	213	190	190	230	1,029	1029	
IT Infrastructure	A	115	235	50	0	175	575	475	
ICT Hardware	A	0	0	0	175	0	175	175	
Building a Better Council	A	490	0	0	0	0	490	490	
Committee Audio-Visual Hybrid Meeting Platform	A	85	0	0	0	0	85	85	
Construction Inflation Contingency	A	100	100	100	100	0	400	400	
Good Council Total		996	548	340	465	405	2,754	2,654	
Recommended Capital Programme		4,850	12,157	6,641	7,771	1,524	32,943	4,397	

A = Asset related R = Statutory based

Funding Source	Draft Capital Programme					
	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000
Capital Receipts	1,234	1,200	245	50	222	2,951
Capital Receipts - Housing	0	360	0	0	0	360
Revenue - Corporate	0	238	100	565	183	1,086
Corporate Council Funding	1,234	1,798	345	615	405	4,397
Grant	1,523	2,572	2,261	939	939	8,234
Section 106	135	184	0	0	0	319
CIL	44	895	0	0	0	939
Reserves	1,714	4,015	1,625	67	30	7,451
Revenue - Existing Budgets	150	150	150	150	150	750
Sinking Fund	0	69	0	0	0	69
Finance Leases	0	0	0	6,000	0	6,000
Internal Borrowing	0	0	0	0	0	0
Total	4,800	9,683	4,381	7,771	1,524	28,159
External Borrowing	50	2,474	2,260	0	0	4,784
Recommended Capital Programme	4,850	12,157	6,641	7,771	1,524	32,943

Reconciliation of Original Capital Programme to this Recommended Capital Programme

	Cabinet or Decision Date	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000
Original Budget Council 22/02/2022		7,953	7,247	1,926	1,745	0	18,871
Approved Changes							
Slippage from 2021/22	07/06/2022	1,650					1,650
Allocation of CIL Monies	08/02/2022	860					860
36A Bore Street Briefing note	20/12/2021	360					360
MTFS	05/07/2022	(37)	50	50			63
Burntwood Zip Line	25/07/2022	30					30
Money Matters Qtr 1	06/09/2022	548	532	905	(41)		1,944
Updated Projections	06/09/2022	(50)					(50)
Money Matters Review of Reserves	06/09/2022	77	1,000				1,077
Play Equipment Chase Terrace Park	06/10/2022	25					25
A Cinema for Lichfield District	11/10/2022	427	2,209	1,383			4,019
Play Area Burntwood Leisure Centre	27/10/2022	35					35
Money Matters Qtr 2	06/12/2022	(271)	23			30	(218)
Money Matters Period 8	14/02/2022	(6,582)	6,595				13
Projections							
Long Term Model	22/02/2022					1,659	1,659
Building a Better Council IT Provision	This meeting	(175)					(175)
Leisure Centre Reprofiting			(2,260)	2,260			0
Removal of Grant from Coach Park			(500)				(500)
Waste Fleet Replacement			(2,818)		6,000		3,182
Vehicle Replacement Programme			79	117	67	(165)	98
Draft Capital Programme		4,850	12,157	6,641	7,771	1,524	32,943

CFO Report on Robustness of the Budget and Adequacy of Reserves – Supporting Information

Context

In accordance with the Local Government Act 2003 (Sections 25-27) and to comply with CIPFA Guidance on Local Authority Reserves and Balances, the CFO is required to formally report to Members on the robustness of the Budget and the adequacy of Reserves. The CFO is appropriately qualified under the terms of Section 113 of the Local Government Finance Act 1988.

Adequacy of Reserves

The CFO assesses and determines the appropriate level of Reserves and Provisions using a variety of mechanisms, including:

- Being significantly involved in the Budget setting process, the annual financial cycle and engaged in the strategic leadership of the organisation as a member of the Leadership Team including wider corporate roles beyond that of finance;
- Leading and writing on the annual revision of the MTFs;
- Challenging the budget at various stages of preparation, including the reasonableness of the key budget assumptions and sensitivities such as estimates for inflation and corporate financial pressures, realism of income targets and the extent to which known trends and liabilities are provided for:
 - Meetings with specific colleagues to examine particular areas or issues;
 - An in-depth review of the financial risks assessment;
 - Review of the movements, trends (including a comparison to the level at other Councils) and availability of contingency, provisions and earmarked reserves to meet unforeseen cost pressures in the context of future pressures and issues;
 - The use of professional experience and best professional judgement;
 - The use of appropriate professional, technical guidance and local frameworks;
 - Knowledge of the colleagues involved in the process, particularly finance professionals, including their degree of experience and qualifications;
 - Review of the strength of financial management and reporting arrangements, including internal control and governance arrangements. This is undertaken in consultation with relevant colleagues and Members of the Cabinet.

It is prudent for Councils to maintain an adequate 'working balance', that is part of General Reserves. A Risk Assessment approach is used to determine the required level of General Reserves and Provisions.

The Council's aim is to have a prudent level of General Reserves available for unforeseen financial risks. The Council projects available general reserves of **£4,476,000** at 31 March 2023 and at 31 March 2024. This is **32%** of the amount to be met from Government Grants and Local Taxpayers in 2023/24 of **£13,815,000**.

The minimum level of Reserves for 2023/24 onwards is **£1,900,000** and has been determined by Risk Assessment.

In recommending an adequate level of Reserves, the CFO considers and monitors the opportunity costs of maintaining particular levels of Reserves and Balances and compares these to the benefits accrued from having such Reserves. The opportunity cost of maintaining a specific level of Reserves is the 'lost' opportunity for example, of investing elsewhere to generate additional investment income, or using the funds to invest in service improvements.

In assessing this, it is important to consider that Reserves can only be used once and are therefore potentially only "one off" sources of funding. Therefore, any use of General Reserves above the lower minimum threshold is only ever used on one-off items of expenditure.

Expenditure - the level of Reserves is also determined by use of a comprehensive risk assessment to ensure they represent an appropriately robust "safety net" that adequately protects the Council against potential unbudgeted costs.

Use of General Revenue Reserves

The above assessment demonstrates that General Revenue Reserves are at an appropriate level as determined in accordance with the MTFs and the CFO's professional advice. The MTFs allows any Reserves above the level required by the Strategy to be used to fund one-off items of expenditure. No General Revenue Reserves below the minimum threshold are being used to support the 2023/24 budget and beyond.

CIPFA provides guidance for determining the minimum level of Reserves. The Council uses the method based on risk assessment. The approach to the risk assessment of Reserves has taken into account CIPFA guidance (LAAP 99) (Guidance note on Local Authority Reserves and Balances).

The table below shows the financial risk assessment made for **2023/24** with increases in the level of risk shown as positive numbers (red) and reductions in the level of risk enclosed in brackets (green):

Explanation of Risk / Justification of Balances	Severity of Risk	2023/24 Reserve Amounts	2022/23 Reserve Amounts	Change
		£	£	£
Capital Strategy Risk Assessment	Material	£25,000	£5,000	£20,000
Business Rates	Severe	£0	£0	£0
Leisure Centre Contract Performance	Material	£386,000	£153,000	£233,000
Reduction in customer income	Severe	£693,000	£794,000	(£101,000)
Higher inflation	Severe	£225,000	£288,000	(£63,000)
Increase in demand led services	Material	£90,000	£90,000	£0
Collection performance	Material	£361,000	£135,000	£226,000
Civil Contingency	Tolerable	£127,000	£127,000	£0
Other small risks	Tolerable	(£7,000)	£8,000	(£15,000)
		£1,900,000	£1,600,000	£300,000

Other Reserves (in addition to General Reserves)

A review of the level of Earmarked Reserves was undertaken, reported to Cabinet on 6 September 2022 and Council approved on 20 October 2022 the release of **£5,169,000** of earmarked reserves.

The projected levels of earmarked reserves are included as part of the Balance Sheet projections in the Treasury management Strategy Statement. Ongoing review of Earmarked Reserves takes place as part of the Money Matters Reports in line with the approved earmarked reserves policy to ensure we are only holding funds for known and essential purposes.

The Council also holds other Unusable Reserves that arise out of the interaction of legislation and proper accounting practice and the Balance Sheet projections are also included as part of the Balance Sheet projections in the Treasury management Strategy Statement.

The **CFO** has been involved throughout the entire budget process, including revising the MTFs, input to the drafting of the budget, the ongoing financial monitoring and reporting process, evaluation of investments and savings, engagement with Members of the Cabinet and Overview and Scrutiny Committees, advising colleagues, the strategic choices activities, challenge and evaluation activities, and scrutiny of the budget. The following sections of this statement outline particular activities and documents.

Process - a robust budget process has been used within the overall context of the MTFs.

Timetable - the process started in July 2022 and the draft budget was completed in December 2022 prior to the Provisional Financial Settlement for Local Government 2023/24. This enabled formal scrutiny of the budget making process in January 2023. The final budget is due to be set at Council on 28 February 2023, well within the statutory deadline.¹

Member involvement and Scrutiny (including budget monitoring) - formal Member involvement has been extensive, particularly through the Cabinet in conjunction with Leadership Team, Strategic Overview & Scrutiny Committee and Audit and Member Standards Committee, which has fed upwards to Cabinet.

Consultation – from 15 November 2022 to 20 December 2022, we carried out a budget consultation to find out what people who live in the District think about the services we provide.

Challenge - there are various points of challenge at various stages of the Budget, meetings of Leadership Team, Cabinet and the Scrutiny process itself.

Localism Act - Right to approve or veto excessive Council Tax rises - The Secretary of State has determined a **3%** or **£5.00** (whichever is the higher) limit for Council Tax increases for 2023/24. If an Authority proposes to raise taxes above the limit they will have to hold a referendum to get approval for this from the local voters who will be asked to approve or veto the rises.

Ownership and accountability - the budget has progressed through the Service and Financial Planning process including review by management within services and Leadership Team. Budget holders were sent copies of budget estimate working papers for their respective areas of service responsibility.

Current financial position - the budget is a statement of financial intent, reflecting The Council's vision, plans and priorities. It also sets the financial spending parameters for each financial year and as such, the CFO assessment of the adequacy of Reserves, also includes the risk of services overspending and/or under-spending their budgets and the impact of this on the financial health of the Council and its level of Reserves. The current financial position has been reported throughout the year.

Key assumptions - The pay and prices used in the budget are derived from current intelligence, are considered appropriate and compare with those used by other Councils (the minimum level of general reserves has also been increased). Fees and charges have been reviewed and changes are reflected in the overall budget. The Capital Receipts to be used for the Capital Programme are based on estimates of both timing and value.

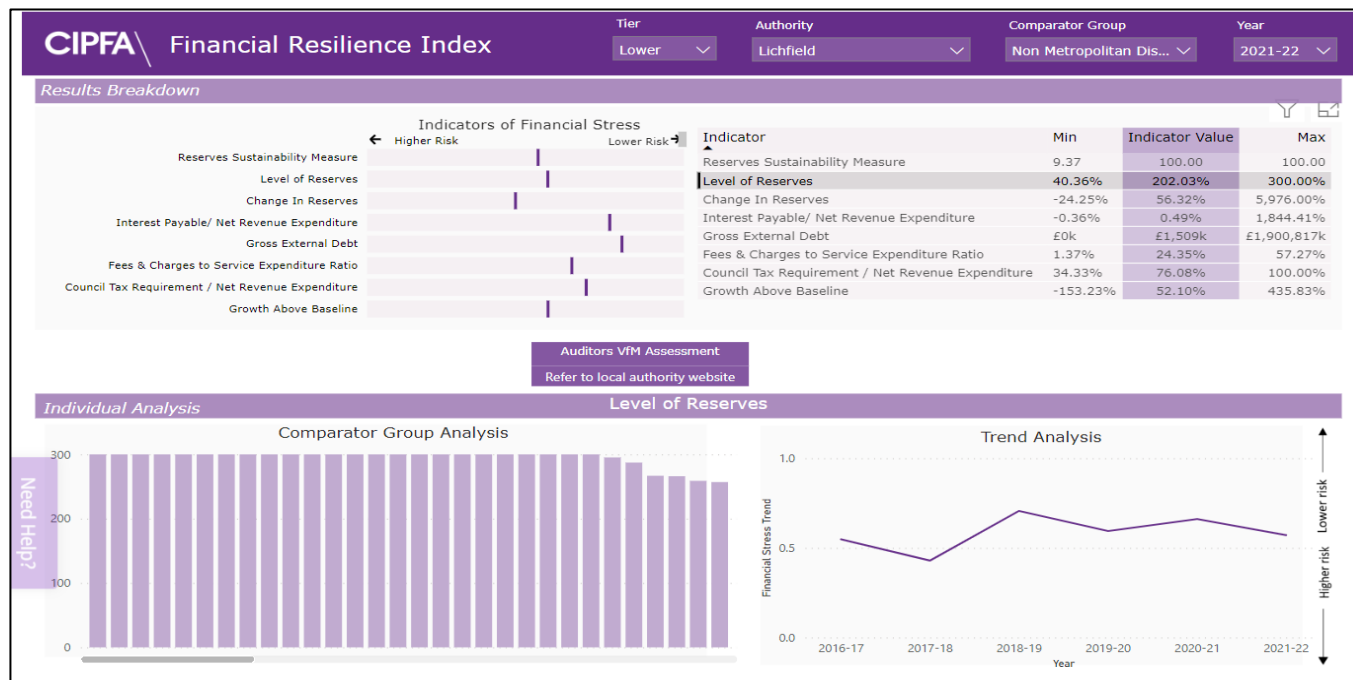
Financial risks – The Council continues to use an embedded good practice Risk Assessment approach both when setting the Budget and in validating estimated outturns. This continues for the 2022/23 outturn and 2023/24 plus Budget. The minimum level of General Reserves is considered to be adequate to cover all but the most unusual and serious combination of risks.

¹ Statutory deadline date for setting Council Tax is by 11 March 2023.

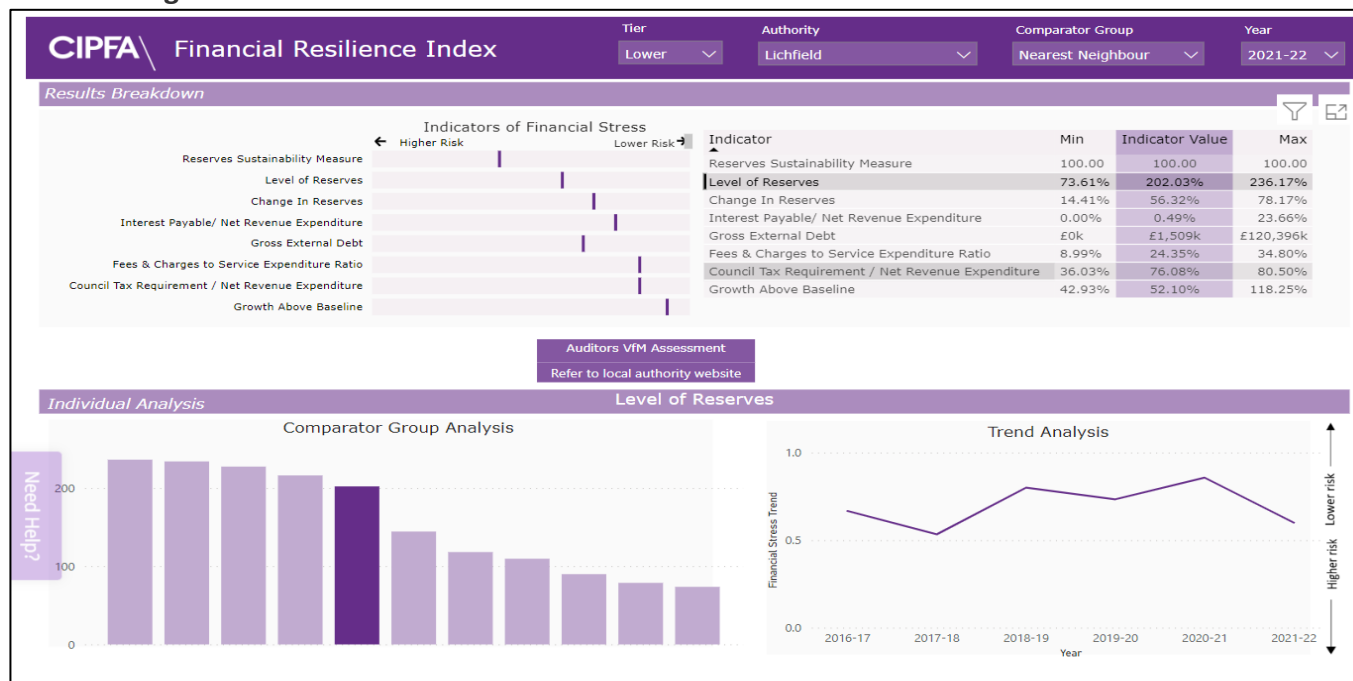
The CIPFA Resilience Index

The Chartered Institute of Finance and Accountancy (CIPFA) provided the fourth release of its Financial Resilience Index in December 2021. Lichfield DC's information compared to all District Councils and Nearest Neighbours using a range of measures associated with financial risk is shown below.

District Councils



Nearest Neighbours



Summary - Opinion of CFO on the Adequacy of Reserves and the Robustness of the Estimates

I am of the opinion that in the current economic climate for a Council of this size and with our recent record of prudent spending, effective Risk Management, robust budgeting and effective Budget monitoring and control, an increased General Minimum Reserve level of **£1,900,000** is adequate.

Revenue Budget – 25 Year Model (1 to 10 years, 15 years, 20 years and 25 years)

Key Assumptions													
Year	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2036/37	2041/42	2046/47
	1	2	3	4	5	6	7	8	9	10	15	20	25
Council Tax Base	39,695	40,534	41,016	41,579	42,233	42,718	42,718	43,047	43,376	43,705	45,350	46,995	48,640
Projected Residential Growth - LHN							329	329	329	329	329	329	329
Projected Council Tax Base							43,047	43,376	43,705	44,034	45,679	47,324	48,969
Council Tax Band D	£188	£188	£192	£195	£199	£203	£207	£211	£216	£220	£243	£268	£296
Modelled Council Tax Increase	1.50%	0.00%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%
LG Futures Property Based Unit Cost	£78	£79	£81	£83	£84	£86	£88	£89	£91	£93	£103	£113	£125
Core Budget Inflation Allowance						2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Funding and Pension Inflation Allowance						2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

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Year	Medium Term Financial Strategy						Additional Projections							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2036/37	2041/42	2046/47	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
	1	2	3	4	5	6	7	8	9	10	15	20	25	
Modelled Total Expenditure	12,902	13,815	13,368	12,407	13,232	13,232	13,386	13,800	14,225	14,662	17,045	19,788	22,943	
<u>Inflation and Budget Variations</u>														
Provision for Pay and Other Inflation						63	333	344	354	365	425	493	572	
Budget Pressure - Residential Growth						42	29	29	30	31	34	37	41	
Provision for Budget Variations														
Revenue Implications of Capital Bids						0								
Sub Total	12,902	13,815	13,368	12,407	13,232	13,336	13,749	14,173	14,609	15,058	17,503	20,318	23,556	
<u>Other Projections</u>														
Annual Increase in Past Service Pensions						50	51	52	53	54	60	66	73	
Total Modelled Expenditure	12,902	13,815	13,368	12,407	13,232	13,386	13,800	14,225	14,662	15,112	17,563	20,384	23,629	

APPENDIX E

	Medium Term Financial Strategy					Additional Projections							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2036/37	2041/42	2046/47
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Modelled Funding:													
<u>Retained Business Rates</u>													
Baseline Funding Level	(2,117)	(2,196)	(2,359)	(1,881)	(1,899)	(1,917)	(1,955)	(1,994)	(2,034)	(2,075)	(2,291)	(2,529)	(2,793)
Retained Growth - full & phased resets	(1,330)	(1,268)	(1,132)	0	0	0	0	0	0	0	0	0	0
<u>New Homes Bonus / Replacement</u>													
New Homes Bonus - total receipt	(1,401)	(992)	(570)										
New Homes Bonus - Replacement				0	0	0	0	0	0	0	0	0	0
<u>Council Tax and Other Funding</u>													
Collection Fund and one off funding	(598)	(1,745)	(1,449)	(747)	(782)	(764)	(779)	(795)	(811)	(827)	(913)	(1,008)	(1,113)
Council Tax	(7,456)	(7,614)	(7,858)	(8,124)	(8,416)	(8,682)	(8,924)	(9,171)	(9,424)	(9,684)	(11,086)	(12,674)	(14,473)
Total Modelled Funding	(12,902)	(13,815)	(13,368)	(10,752)	(11,097)	(11,363)	(11,659)	(11,960)	(12,269)	(12,586)	(14,290)	(16,212)	(18,379)
Modelled Funding Gap/(General Reserves)	0	0	0	1,655	2,135	2,023	2,141	2,265	2,393	2,526	3,273	4,172	5,251

	Medium Term Financial Strategy					Additional Projections							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2036/37	2041/42	2046/47
General Reserves Year Start	5,246	4,476	4,476	4,476	2,821	685	(1,338)	(3,479)	(5,744)	(8,137)	(22,205)	(40,301)	(63,241)
Contributions from Revenue Account	(1,050)	0	0	(1,655)	(2,135)	(2,023)	(2,141)	(2,265)	(2,393)	(2,526)	(3,273)	(4,172)	(5,251)
New Homes Bonus in excess of the 'Cap'	280	0	0	0	0								
Available General Reserves Year End	4,476	4,476	4,476	2,821	685	(1,338)	(3,479)	(5,744)	(8,137)	(10,663)	(25,478)	(44,474)	(68,492)
Minimum Level	1,600	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900			
Total General Reserves	6,076	6,376	6,376	4,721	2,585	562	(1,579)	(3,844)	(6,237)	(8,763)			

Priorities and Budget Consultation Feedback report

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January 2023

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
Every business is cutting costs and driving out inefficient processes and waste in the economic downturn. The council should be making savings in exactly the same manner	35 - 44	Male	Yes
Please for christ sake do something with burntwood. We've been promised so so so much. The kids are running riot.... we're all falling into a spiral of depression cause there's nothing to do!! Other then have an Indian and get your hair done. It's disgusting	25 - 34	Female	Yes
need to find efficiencies, these are the lower impact areas	55 - 64	Male	Yes
THE COUNCIL SHOULD BE ASHAMED OF THEMSELVES OVER THE FRIASGATE PROJECT.HOW LONG HAS IT BEEN GOING ON,TWENTY OR SO YEARS AND NOTHING HAS BEEN DONE APART FROM RESURFACING THE BUS STATION.YOU JUST CONCENTRATE ON BUILDING OLD PEOPLES APPARTMENTS TO MAKE AS MUCH MONEY AS YOU CAN PLUNDER. DISGRACEFUL.	65 - 80	Male	Yes
please don't go woke	55 - 64	Male	Yes
not enough spent on road maintenance. not enough spent on after care for the elderly to live in their own homes (nationwide problem) .	81+	Male	No
I would be prepared to pay higher tax if public transport and city centre amenities and services would be improved.	45 - 54	Male	No
Reduce the frequency of black bin collections to every month, as so little goes in there these days. Increase car parking charges by more than inflation to create a fund to help support improved public transport, to start to encourage modal shift.	55 - 64	Male	Yes
There needs to be more active policing in the area.	65 - 80	Female	Yes
no mention of road repairs and maintenance	81+	Male	No
Money needs to be prioritised on important stuff and not wishy washy tat.	25 - 34	Male	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
From what I have heard and read the impression I get is that there are employees in the council and certain councillors who are not 'up to the job' they are doing. Some appear to be receiving remuneration and expenses that are disproportionate. Questionable decisions are being made about things such as organisation, role and furnishing of the offices. Certain areas in the district are so neglected. I accept that this 'tone' is being set by central government but I am unable to accept that the council does not challenge this.	65 - 80		Yes
No council tax rises please	35 - 44	Male	Yes
Letting grass grow could be beneficial; removing all support for Friary Leisure centre would save money and private enterprise could take over while being incentivised to offer discounts to low income people.	55 - 64	Female	Yes
This is very hard to do Im not sure I have done it justice I have picked areas that I think need improvement	65 - 80	Male	Yes
This whole exercise will mostly be ignored unless the council want to blame the people for their constant failure for the whole community. A little bit of inspirational thinking and ownership would be rather refreshing!	45 - 54	Male	Yes
i think too much is said about about the leisure centre situation in Litchfield. If we are properly invested in the leisure centre we had already maybe we wouldn't need to spend all our budget on a new one. I don't think there's any necessity to overly increase housing in Litchfield as we don't have the resources to make the city any bigger, to be honest I think the new housing estates aren't necessary and just makes it a bit more overcrowded.	18 - 24	Male	Yes
the city is blighted by patches of tarmac amongst the cobble and pavers making the city looked uncared for and reflects badly on the council	65 - 80	Male	Yes
The continued success is about bring money and visitors into the city. Stop opening 2nd hand shop they are making the place look less attractive and impacting growth of younger / middle age people.	35 - 44	Female	Yes
Save £5.7 million by scrapping plans for a cinema. It will never pay its way and will become a burden for taxpayers through subsidies. Footfall in Lichfield is bucking the trend. Promote the old Debenhams store to the likes of Primark etc.	65 - 80	Male	Yes
Great idea to see the implications spelled out well done 🙌	45 - 54	Male	Yes
A leisure Centre is NEEDED.	65 - 80	Male	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
Scrap the bower it is under appreciated and creates more expensive policing and clean up. Reduced the budget for migrants living in hotels. At a cost of 1.3bn annually this money could be better spent on home problems such as repairing the state of our roads.	45 - 54	Male	Yes
Stop building bloody houses everywhere	55 - 64	Male	Yes
Council taxes are very high and rising rapidly.	65 - 80	Male	Yes
Lichfield District Council seems to lavish expenditure on Lichfield itself, but villages such as Harlaston seem to be ignored. The lanes around our villages are not maintained, and while I realise this is a matter for Staffordshire County Council, surely you as our local council could petition them to improve response times when potholes are reported. It is a tiresome procedure to report, especially because a separate report has to be filed for each pothole regardless of how close to one another they are, and takes months before they are marked for attention and many more before anything is actually done.	65 - 80	Female	Yes
In the current financial climate and pressures on those who are less well off or vulnerable needs to influencing Council policies, services and its overall costs. Provision of warm spaces is commendable but what else is the District doing in conjunction with SCC, parishes and the voluntary sector to help those in need of support or financial assistance?	65 - 80	Male	Yes
Three Spires car park needs complete overhaul - the stairwells are disgusting and the operator issues fines when people are legitimately parked and have paid.	45 - 54	Female	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
<p>Parking is a big issue for Lichfield, that would attract more visitors to the area, hence the lack of finding for events. Planning permission has always been slow anyway!</p> <p>Spending more on local parks and wildlife would also create a healthy and safe environment for the community to utilize for their fitness needs as well as social activities.</p> <p>I can't comment on the housing strategy.</p> <p>Sports activities would be affected by the cut in funding but again creating a better park/open space environment would assist this.</p> <p>Personally with my grandparents living in Lichfield for many years including myself and a family member owning a business here for 40+ years, Lichfield always attracts people due to the atmosphere, how nice the city looks and the eatery's, cafes and small pubs/bars we have. I would not be worried about this.</p>	25 - 34	Male	No
<p>Stop wasting money on schemes which come to nothing. Long term planning would be welcome. Put some pressure on central government for more powers locally and more funding. I know highways are county council but the road conditions are very poor. Push them to do more.</p>	65 - 80	Male	Yes
<p>I'm finding the questions and categories limited and do not always provide the choices that I would want to see when allocating local priorities</p>	65 - 80	Female	Yes
<p>A greener festival city full of events drawing in tourists will give us more income. Lichfield is lucky to have many attractions already. Play to your strengths</p>	35 - 44	Male	Yes
<p>Where's social care budget and nursery budget??</p>	35 - 44	Male	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
It is possible to balance the budget and going forward to increase incomes by looking at more events and community support across the whole council not just the city centre. To change the way you look at planning to be more open to changes and new scheme, to offer help and not negative hurdles. Parks need more funding to create bright and open areas that people will want to use. Town centres need to be vibrant for younger people and needs afternoon/evening entertainment. Developments have taken place, but little thought to more shops, restaurants and doctors surgeries all of which would bring in more money for the area. Mere green have done a lot to revamp the area and this could be done in other places around lichfield.	35 - 44	Male	Yes
A delay to planning decisions is a small price to pay for improving homelessness at the moment. You can shift the balance back in the future when the economic outlook is better	45 - 54	Female	Yes
Cost to create car park former Kennings site near traffic lights opposite city station . Annual revenue from completed project?	81+	Male	Yes
How much did you waste on this idea?	35 - 44	Male	Yes
More investment should be considered outside the city to the smaller communities to help them develop, and become more self-sustaining. There are far too many empty buildings/ shops/units that can help rebuild an infrastructure. Smaller rent costs could encourage small business owners to utilise these spaces, rather than them being empty and falling into disrepair and not bringing in an income. Having these occupied would bring in more revenue all round, and would therefore not be wasted. Specifically, Burntwood “shopping centre”, could be redeveloped to have many additional facilities/shops/units, bringing in more revenue for the community.	35 - 44	Female	Yes
We all have to accept that because of terrible mismanagement by our government we are in a parlous financial position. The council needs our support to deliver as good a service as they can. Good luck to all who have to manage this over the coming year.	65 - 80	Male	Yes
I don't see the point in this survey/consultation if the only thing you can do is kept the levels at what they currently are because the truth of the matter is that services need a lot more investment as currently alot of then fall below satisfactory levels and there in no investment been made to improve the city in a way that shows that it is looking forward to the future and making plans now to make the changes that will not only benefit businesses and tourism in the city but will also benefit the people living in the city. But as usual it is stuck in time and not willing to move forward.	35 - 44	Male	Yes
City centre development inappropriate during a time of huge retail uncertainty	65 - 80	Male	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
<p>I think it is good to try and gain the public viewpoint however, I feel this is a fruitless exercise because the public are not aware of the intricacies of how each budget is spent and how any efficiencies and savings could be made and what any increased budget would be spent on.</p> <p>I appreciate the Council is forced to spend a large portion of budget conforming to regulations and legislation so this dictates a certain amount of expenditure and that apportioning the remaining budget is very complex.</p> <p>Gaining the views of the public is important but in my opinion it would be better to gauge what is most important to people and then try and apportion your budget to meet those wishes. I appreciate that would also be a difficult task and somehow you would need to feedback how the budget would need decreased and increased to meet those wishes and then you would need to get views on what the public would want to do once they had that feedback, as I say, a fruitless task, so in summary, don't bother asking the public how to spend budgets, just ask them what is most important to them and then try and do your best to meet those wishes!</p>	55 - 64	Male	Yes
<p>It really is a case of Hobson's choice- damned if you do and damned if you don't. I've fiddled with the sliders but I think the theoretical negative risks outweigh the possibility of improvements elsewhere. That being the case it may be preferable to maintain the status quo but explore where efficiencies could be made in administration and operations.</p>	65 - 80	Male	Yes
<p>Nature based solutions are the key to a healthier, more inclusive environment for everyone, including investors and tourism.</p>	45 - 54	Female	Yes
<p>There is nothing in here for more cycle lanes. In such a small city, we need to make it safe for cyclists and pedestrians and get around, taking local car traffic off the roads. At the moment, there are so few cycle lanes, and they are generally used for cars to park in e.g. Walsall road</p>	25 - 34	Female	Yes
<p>It is a difficult budget to balance but an increase in the Council Tax on the higher bands of domestic property should bring in extra funding.</p>	65 - 80	Male	
<p>Road repairs please</p>	55 - 64	Male	Yes
<p>There really isn't anything that can readily have its budget reduced so it's a question of cutting some aspects that maybe will have less impact on people's lives. Feel it's important to maintain parks and green spaces for mental health support. Bin collection and street cleaning essential, the latter helping keep drains clear to reduce flooding.</p>	65 - 80	Female	Yes

APPENDIX F

	Your age group	Which of these most accurately describes yourself?	Do you live or work in the Lichfield District?
seeing how lichfield is supposed to be a historic city i feel that it does not be as attractive as other cities perhaps you could make it more welcoming	65 - 80	Male	Yes
LDC needs modernisation. It does not meet the needs of the district by miles. More compassion more expertise more democracy needed	65 - 80	Male	Yes
There is a lot that needs to change and the efficient use of the budget to be managed locally , with extra funding t I pick up the mess from planning that has been left	45 - 54	Female	Yes
We need a better swimming pool & leisure centre	45 - 54	Male	Yes
Everyone will have different views but with the massive increase in crime this last year and GPs getting worse, those are where I would focus my budget over the next 2 years. Stop building plans, stop bringing more people to an area that you cannot control at its current size. Slow down and work everything else out before you start trying to grow your population numbers	35 - 44	Male	Yes

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Briefing paper

Elections Act including Voter Identity

For: Overview & Scrutiny Committee, Cabinet

Date: January 2023

Key facts

Voter Identification Regulations 2022 were recently laid before Parliament for approval and business change instructions have now been received by officers. The launch of the new Voter Authority Certificate is scheduled nationally for 16 January 2023 ready for voter identity to be checked at polls undertaken from May 2023 onwards.

The Assistance with Voting for Persons with Disabilities (Amendments) Regulations were also debated on 15 November and further guidance on how to conduct elections is expected from the Electoral Commission in the coming weeks, with team members booked on training with the Association of Electoral Administrators in February to obtain the detailed knowledge required to meet the new requirements.

A project plan is in place to deliver the Elections Act outcomes over the next 2 years and all key milestones for the regulations are detailed at Appendix A. Initial new burdens funding has been announced and Lichfield will receive £19,443 to implement these changes in time for the next elections in May, with a further £40,013 for costs incurred during 2023/24.

Background

The [Elections Act](#) scope is wide ranging covering the following areas:

By May 2023

- Require voters to show photo ID at polling stations before a ballot paper is issued.
- Require Electoral Registration Officers (ERO) based in local authorities to issue free voter identification documents to those without a valid form of photo ID.
- Extend election accessibility to support voters with a disability in polling stations.

NOTE Postal Vote Handling and Secrecy measures have been delayed until after the May 2023 polls.

By August 2023

- Require postal voters to reapply for a postal vote every three years, replacing current rules whereby a postal voter must refresh their signature every five years.
- In addition, it will seek to restrict the handling of postal votes by campaigners and limit the number of postal votes an individual can hand in at a polling station.
- Further limit the number of people someone may act as proxy.
- Allow all British citizens living overseas to vote in UK Parliamentary elections, regardless of when they left the UK (currently 15year cut off).
- Change the voting and candidacy arrangements for EU voters.

- Extend accessibility to elections including requiring Returning Officers to take all reasonable steps to provide support for those with a disability in polling stations.

By November 2023

- Simplify and clarify the offence of undue influence as well as introducing a new offence around intimidation of candidates, campaigners and elected office holders from intimidation and abuse.
- The introduction of a new digital imprints' regime requiring campaigners to explicitly show who they are and on behalf of whom they are promoting (in a similar way to printed material).
- It will also cover other areas such as improving the accountability of the Electoral Commission and setting up a new framework around expenditure and party-political financing.

Voter Identification

Electors will be required to identify themselves by showing an approved form of photographic identification before being issued with a ballot paper in a polling station from May 2023.

Passports, Driver's licence, immigration documents Proof of Age Standards Scheme (PASS) cards, Government funded bus passes are all acceptable forms of identity and do not have to be in date, but do need to still bear a picture that is recognisable. Legislation defines the list of acceptable documentation and makes it clear that polling station staff will not have latitude to accept other documents in lieu of those specified by the Act. This list can be updated in future, if necessary, through secondary legislation.

For electors in GB who do not have an accepted form of photographic identification, EROs will be required to provide a Voter Authority Certificate - a photographic identification document free of charge for the purposes of voting in polling stations.

Issues

Future actions

The Voter Authority Certificate Service will launch on Monday 16 January 2023 to comply with the requirements of the Elections Act and to enable online applications for the Voter Authority Certificate.

Customer Services and the Governance team have received initial training and will have a role to locally administer the applications including reviewing and accepting all of the photographs. This ranges from checking alternative forms of identity necessary for online validation (attestations) and administering

any application which does not match the criteria, providing individualised feedback on the steps required to be issued with a certificate.

All Polling locations must be re-assessed for their accessibility to the new standard (we have over 100 possible polling locations). Any changes to polling locations must be ratified by Regulatory & Licensing Committee in February 2023.

Remaining actions for implementation after May elections will be programmed into the project plan as further details are available from the Electoral Commission and will be provided to members in future briefing notes. An audit of our readiness has also been requested by Audit and Member Standards Committee and is underway to provide assurance.

Risk

We have identified risks around the levels of applications that will not pass automatically through the Voter Authority Certificate Service (approximately 6% via pilot projects) and the impact this will have on Customer Service and Governance teams at already peak periods in the run up to a district-wide elections in May. Basic grant funding has been provided for additional resources to cover this on a temporary basis (12 weeks) and we will be actively recruiting in the New Year for this so it does not impact normal functions.

Data sharing agreements and processing assessments are underway to manage the risks of sharing our Electoral data with the national portal to allow validation.

Risks have been flagged at the highest level by the LGA and AEA of the late implementation of the practical guidance so close to the upcoming elections for both Voter ID procedures and supporting voters with a disability. We do not expect final guidance on procedures to be applied at polling stations to be available until 9 January 2023. This is far later than we had anticipated to update and deliver training and provide certainty to Presiding Officers on the expectations and legal responsibilities of their role. As much planning as possible has been undertaken to anticipate the guidance for swift implementation once details are confirmed.

As part of the Target Operating Model, the authority no longer employs a separate specialist Electoral Services team, but operates as a multi-functional governance team. As such, specific projects pull resources from the clerking and member support functions to deliver election activity, limiting capacity for other governance functions as a result which is why the backfill is essential to minimise disruption.

APPENDIX A

A guide to the key milestones of the Elections Act

2021	
5 July 2021	First reading of the Elections Bill in the House of Commons
2022	
18 January 2022	Launch of first Business Change Network Event
February - March 2022	Passage of the Elections Bill through the House of Lords
28 April 2022	Royal Assent of the Elections Act 2022
5 May 2022	Local elections in England, Scotland and Wales and Assembly election in Northern Ireland
From July 2022	Secondary Legislation in Parliament
November 2022	Political Finance statutory instruments made – changes will apply to polls from May 23 onwards
	First Past the Post statutory instruments made – changes will apply to relevant polls from 4 May 23 onwards
December 2022	Accessibility statutory instruments made – changes will apply to polls from May 23 onwards
	Notional Expenditure statutory instruments made – changes will apply to polls from May 23 onwards
2023	
January 2023	Electoral Commission Strategy and Policy Statement (SPS) laid before Parliament
January 2023	Voter Identification statutory instruments made – voter identification will be required in polling stations for polls held from May 23 onwards
	Go Live of application service for Voter Authority Certificates
By 4 May 2023	First Past the Post voting system introduced for any Mayoral elections in England and Police & Crime Commissioner (PCC) elections in

	England and Wales held on or after 4 May 2023 (including by-elections)
4 May 2023	Local elections in England (including Local Authority Mayoral), and other applicable elections including local elections in Northern Ireland
June 2023	EU citizens' Voting and Candidacy Rights (EUVCR) changes take effect
	EC Strategy and Policy Statement takes effect
July 2023	Postal Voting rule changes statutory instruments made and changes take effect
	Proxy Voting rule changes statutory instruments made and changes take effect
	Overseas Electors statutory instruments made and changes take effect
	Online absent vote applications statutory instruments made and take effect
	Online Absent Vote Applications Service Go Live
Autumn 2023 (date TBC)	Postal Vote Handling rules statutory instruments made and changes take effect
	Absent Vote Secrecy rules statutory instruments made and changes take effect
November 2023	Clarification of Undue Influence statutory instruments made and changes take effect
	Intimidation: new electoral sanction statutory instruments made and sanction takes effect
	Digital imprints statutory instruments made and new regime takes effect
December 2023	EUVCR - Final removal of ineligible EU nationals on publication of Revised Register
2024	
2 May 2024	Local elections in England and Wales (including PCC elections, Mayoral and Combined Authority Mayoral, Greater London Authority, and other applicable elections)

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OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2022-23

AGENDA ITEM	DETAILS/REASONS	15.06.22	19.07.22	15.09.22	17.11.22	15.12.22	19.01.23	16.03.23	25.05.23	TASK GROUP REQUIRED YES/NO	OFFICER LEAD	MEMBER LEAD
Terms of Reference	To remind the Committee of the terms of reference and suggest any amendments	√								NO	CLL	
Councillor Community Fund	To follow and monitor the scheme	√								NO	Gareth Davies	Cllr R. E Cox
Corporate Peer Challenge 6 month review	To consider update recently received	√									Christie Tims	Cllr A. Smith
Economic Prosperity Strategy	To consider the Strategy	√									David Moore	Cllr I. Eadie
Dual Waste Recycling	Consider the review being undertaken and way forward				√						Ben Percival	Cllr E. Little
Local Council Tax Support Scheme (now in with the MTFS report)	To consider the consultation and options			√	√		√				Anthony Thomas	Cllr R. Strachan
UK Shared Prosperity Fund	To discuss the received briefing paper			√							Jonathan Percival	Cllr I. Eadie
Joint Venture	To receive information and give views (confidential item)			√							Simon Fletcher	Cllr D. Pullen
DFG Delivery Options	To consider options (confidential item)			√							Christie Tims	Cllr A. Lax
Burntwood Town Deal	To receive an update		√								David Moore	Cllr I. Eadie

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME FOR 2022-23

AGENDA ITEM	DETAILS/REASONS	15.06.22	19.07.22	15.09.22	17.11.22	15.12.22	19.01.23	16.03.23	25.05.23	TASK GROUP REQUIRED YES/NO	OFFICER LEAD	MEMBER LEAD
Notes from Task groups	Lichfield City Masterplan Task Group New Leisure Centre Task Group Climate Change Task Group Dual Stream Recycling Task Group Councillor Community Fund	√				√ √ √						
Medium Term Financial Strategy				√	√		√				Anthony Thomas	Cllr R. Strachan
Lichfield Youth Council	To consider proposals		√								Simon Fletcher	Cllr R. Cox
Area Panels	To consider proposals		√								Simon Fletcher	Cllr R. Cox
Budget Proposals	Special Meeting to consider proposals for the budget					√					Anthony Thomas	Cllr R. Strachan
Elector Voter ID Cards							√					
BRIEFING PAPERS:-												
Money Matters											Anthony Thomas	Cllr R. Strachan

**LICHFIELD DISTRICT
COUNCIL**

FORWARD PLAN

Published: 09.01.2023

Effective for the Period 1 January 2023
– 1 July 2023

Representations in respect of all the matters shown should be sent in writing to the contact officer indicated at Lichfield District Council, District Council House, Frog Lane, Lichfield, Staffs. WS13 6YU no later than one week before the decision is due to be made.

Copies of documents can also be obtained by contacting the relevant Officer.
Facsimile: 01543 309899; Telephone: 01543 308000

- Key decisions are:
1. A decision made in connection with setting the Council Tax
 2. Expenditure or savings if they exceed £75,000
 3. A decision which significantly affects the community in two or more wards

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MATTER FOR CABINET DECISION (PLEASE MARK KEY DECISIONS WITH AN ASTERIX) ^{(1)(*)}	CONFIDENTIAL YES/NO ⁽⁸⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DECISION TO BE TAKEN BY AND DATE ⁽³⁾⁽⁶⁾	CONSULTATION ⁽⁴⁾ INCLUDING OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
*Printing Services - Council Tax	No	To approve the award of contract for Council Tax Printing Services	Cabinet Member Decision January 2023	N/A	N/A	<p>OFFICER: Sarah Carrington, Procurement Manager</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>

* DENOTES KEY DECISION

MATTER FOR CABINET DECISION (PLEASE MARK KEY DECISIONS WITH AN ASTERIX) ^{(1)(*)}	CONFIDENTIAL YES(EXEMPT)/ NO(OPEN) ⁽⁸⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DECISION TO BE TAKEN BY AND DATE ⁽³⁾⁽⁶⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
*Provision of Fuel Supplies	No	To approve the award of a framework contract for Fuel Supplies.	Cabinet Member Decision January 2023	N.A.	N.A.	<p>OFFICER: Nigel Harris, General Manager of Joint Waste Services Tel: 01543 687549, Darren Phillips, Operations Manager</p> <p>CABINET MEMBER: Cabinet Member for Waste & Recycling</p>
*Supply of Mobile Telephones Connection and Associated Voice and Data Services	No	Award of contract to supply goods and services.	Cabinet Member Decision February 2023	Replacement and optimisation of existing contract.	Procurement documents	<p>OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>

MATTER FOR CABINET DECISION (PLEASE MARK KEY DECISIONS WITH AN ASTERIX) ^{(1)(*)}	CONFIDENTIAL YES(EXEMPT)/ NO(OPEN) ⁽⁸⁾	DECISION EXPECTED TO UNDERTAKE ⁽²⁾	DECISION TO BE TAKEN BY AND DATE ⁽³⁾⁽⁶⁾	CONSULTATION ⁽⁴⁾ INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY (If no consultation has been undertaken please briefly explain why)	DOCUMENTS AVAILABLE	CONTACT OFFICER/CABINET MEMBER ⁽⁷⁾
Local Council Tax Reduction Scheme Related Write Offs	No	Approve council tax write offs.	Cabinet Member Decision February 2023			<p>OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>
*Money Matters 2022/23 : Review of the Financial Performance against the Financial Strategy April to November 2022	No	To note the report and the issues raised on this	Cabinet 14 Feb 2023	Overview and Scrutiny Committee	Medium Term Financial Strategy 2022-2026 Money Matters Report for 3 and 6 Months	<p>OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>

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*Medium Term Financial Strategy (Revenue and Capital) 2023-27	No	To approve and recommend to Council: • The MTFS including the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • Prudential Indicators.	Cabinet 14 Feb 2023	Overview and Scrutiny Committee Audit and Member Standards Committee	Medium Term Financial Strategy 2022-2026 Money Matters Report for 3, 6 and 8 Months	OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012 CABINET MEMBER: Cabinet Member for Finance and Commissioning
*Approve New Local Council Tax Reduction Scheme (LCTRS)	No	To note the progress to date on the review.	Cabinet 14 Feb 2023	Residents, Stakeholders and Major Preceptors	Consultation documentation/results and financial modelling.	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Nicola Begley, Income Manager CABINET MEMBER: Cabinet Member for Finance and Commissioning

* DENOTES KEY DECISION

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*Review of Communications	No	To consider and determine options and recommendations arising from the review.	Cabinet 14 Feb 2023		Committee Report	OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council
*To Approve a Revised Housing Allocations Scheme	No	To approve the revised Allocations Scheme and delegate authority to the Cabinet member to make future minor amendments.	Cabinet 14 Feb 2023	Consultation taking place with all registered providers that use Lichfield District Homes to advertise social rented homes in the district.	Revised allocations scheme	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710 CABINET MEMBER: Cabinet Member for Housing, Ecology and Climate Change
Public Space Protection Order	No	A PSPO for Burntwood to tackle vehicle related anti social behaviour	Cabinet 14 Feb 2023	The report will bring forward the consultation for members to approve		OFFICER: Christie Tims, Chief Operating Officer Tel: 01543 308100

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						CABINET MEMBER: Cabinet Member for Community Engagement
*Community Infrastructure Levy (Round 2)	No	To consider the allocation of Community Infrastructure Levy (Round 2).	Cabinet 14 Feb 2023		Cabinet Report	OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services CABINET MEMBER: Deputy Leader and Cabinet Member for Economic Growth and Development
*Funding a New Leisure Centre for the District	No	To consider funding for a new leisure centre for the District.	Cabinet 14 Feb 2023		Cabinet Report	OFFICER: Simon Fletcher, Chief Executive CABINET MEMBER: Leader of the Council

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*Consideration of Contract of a replacement HGV fleet for Operational Services	No	Approve the direct award of a seven year contract to SFS Ltd to provide and maintain a fleet of heavy goods vehicles for Operational Services.	Cabinet 14 Feb 2023	Tamworth Borough Council – Joint Waste Service partner.	Appraisal of procurement options undertaken by Link Treasury Services.	<p>OFFICER: Nigel Harris, General Manager of Joint Waste Services Tel: 01543 687549</p> <p>CABINET MEMBER: Cabinet Member for Waste & Recycling</p>
Medium Term Financial Strategy (Revenue and Capital) 2023-27 and Council Tax Resolution	No	<p>To approve:</p> <ul style="list-style-type: none"> • The MTFS including the Revenue Budget and Capital Programme. • The MRP Policy. • Treasury Management Strategy. • The Council Tax Resolution. 	Council 28 Feb 2023	<p>Overview and Scrutiny Committee</p> <p>Audit and Member Standards Committee</p> <p>Cabinet</p>	<p>Medium Term Financial Strategy 2022-2026</p> <p>Money Matters Report for 3, 6 and 8 Months.</p>	<p>OFFICER: Anthony Thomas, Assistant Director, Finance & Commissioning Tel: 01543 308012</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>

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*Approve New Local Council Tax Reduction Scheme (LCTRS)	No	To approve the updated Local Council Tax Support Scheme from 1 April 2023.	Council 28 Feb 2023	Residents, Stakeholders and Major Preceptors	Consultation documentation/ results and financial modelling.	<p>OFFICER: Lizzie Barton, Assistant Director - Customer, Residents & Business Services, Nicola Begley, Income Manager</p> <p>CABINET MEMBER: Cabinet Member for Finance and Commissioning</p>
Being A Better Council - One Year Review	No		Cabinet 7 Mar 2023	N.A.	N.A.	<p>OFFICER: Simon Fletcher, Chief Executive</p> <p>CABINET MEMBER: Leader of the Council</p>
*Housing pathway Scheme Contract	No	To approve the award of a framework contract for Housing pathway Scheme.	Cabinet Member Decision April 2023	N.A.	N.A.	<p>OFFICER: Lucy Robinson, Housing & Wellbeing Manager Tel: 01543 308710, David Whittaker, Housing</p>

* DENOTES KEY DECISION

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						Options Manager Tel: 01543 308704 CABINET MEMBER: Cabinet Member for Housing, Ecology and Climate Change
*IT Strategy	Yes	Future options for ICT provision.	Cabinet 6 Jun 2023			OFFICER: Christie Tims, Chief Operating Officer Tel: 01543 308100 CABINET MEMBER: Cabinet Member for Finance and Commissioning

1. The matter in respect of which the decision is to be made
 2. What decision the Council will be asked to make
 3. A date on which, or period within which, the decision will be made
 4. What groups of people and/or organisations will be consulted before the decision is made and how the consultation will be carried out.
 5. What background documents will be available to the person or Committee making the decision
 6. Who will make the decision, i.e. the Cabinet, Council a Cabinet Member alone, an Officer under Delegated Powers
 7. The Officer or Member who should be contacted regarding the matter under consideration.
 8. Indicate whether the report will be confidential.
- * Denotes Key Decision

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

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