



TO COUNCILLOR:

N Alam
L A Bentley
G A Boulter
J W Boyce
Mrs L M Broadley
M L Darr

R F Eaton
Mrs L Eaton JP
D A Gamble (Chair)
Miss P V Joshi
J Kaufman
Mrs L Kaufman

K J Loydall JP
D W Loydall
Dr I K Ridley (Vice-Chair)

Dear Sir or Madam

I hereby **SUMMON** you to attend a meeting of the **POLICY, FINANCE AND DEVELOPMENT COMMITTEE** to be held at the **COUNCIL CHAMBER - COUNCIL OFFICES, STATION ROAD, WIGSTON** on **TUESDAY, 23 JULY 2019** at **7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices
Wigston
15 July 2019

Mrs Anne E Court
Chief Executive

ITEM NO.

AGENDA

PAGE NO'S

1. **Apologies for Absence**

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

2. **Appointment of Substitutes**

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

3. **Declarations of Interest**

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

4. **Minutes of the Previous Meeting**

1 - 4

To read, confirm and sign the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

5. **Action List Arising from the Previous Meeting**

5



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OadbyWigstonBC



Oadby_Wigston

To read, confirm and note the Action List arising from the previous meeting.

6. Petitions and Deputations

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

7. Statement of Accounts and Annual External Audit ISA 260 Governance Report (2018/19) 6 - 8

Report of the Deputy Chief Executive / Section 151 Officer and the Head of Finance, Revenues and Benefits

8. Collection and Write-Off of Miscellaneous Debtors (Q4 2018/19) 9 - 12

Report of the Head of Finance, Revenues and Benefits

9. Third Sector and Community Support Funding Requests (Q4 2018/19) 13 - 18

Report of the Head of Finance, Revenues and Benefits

For more information, please contact:

Democratic Services

Oadby and Wigston Borough Council
Council Offices
Station Road, Wigston
Leicestershire
LE18 2DR

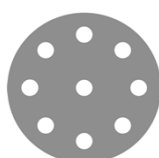
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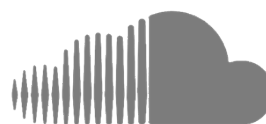
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**MINUTES OF THE MEETING OF THE POLICY, FINANCE AND DEVELOPMENT COMMITTEE
HELD AT THE COUNCIL CHAMBER - COUNCIL OFFICES, STATION ROAD, WIGSTON ON
TUESDAY, 11 JUNE 2019 COMMENCING AT 7.00 PM**

PRESENT

D A Gamble	Chair
Dr I K Ridley	Vice-Chair

COUNCILLORS

N Alam
L A Bentley
G A Boulter
M L Darr
R F Eaton
Mrs L Eaton JP
Miss P V Joshi
J Kaufman
Mrs L Kaufman
D W Loydall

OFFICERS IN ATTENDANCE

S J Ball	Senior Democratic Services Officer / Legal Officer
Mrs A E Court	Chief Executive / Head of Paid Service
D M Gill	Head of Law & Democracy / Monitoring Officer
C Raymakers	Head of Finance, Revenues & Benefits
A Thorpe	Head of Built Environment

OTHERS IN ATTENDANCE

A Persaud	CW Audit, Internal Auditor
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1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors J W Boyce, Mrs L M Broadley and K J Loydall JP.

2. APPOINTMENT OF SUBSTITUTES

None.

3. DECLARATIONS OF INTEREST

None.

4. MINUTES OF THE PREVIOUS MEETING

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The minutes of the previous meeting held on 26 March 2019 be taken as read, confirmed and signed.

5. ACTION LIST ARISING FROM THE PREVIOUS MEETING

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The Action List arising from the previous meeting held on 26 March 2019 be noted.

6. PETITIONS AND DEPUTATIONS

None.

7. INTERNAL AUDIT ANNUAL REPORT & OPINION (2018/19)

The Committee gave consideration to the report and appendix (as set out at pages 7 - 23 of the agenda reports pack) which asked it to note the key outcomes arising from the work of Internal Audit for 2018/19 and the audit opinion on the adequacy and effectiveness of the Council's arrangements for governance, risk management and internal control.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The report included on the audit opinion and the adequacy and effectiveness of the Council's arrangements for governance, risk management and internal control (as set out at Appendix 1 to the report) be noted; and**
- (ii) The conclusion that the Council has an effective internal service be endorsed.**

8. PROVISIONAL FINANCIAL OUTTURN POSITION (2018/19)

The Committee gave consideration to the report (as set out at pages 24 - 28 of the agenda reports pack) which asked it to note the overall Council outturn position for the financial year 2018/19 and to carry forward all approved capital schemes from 2018/19 to, and to be completed in, 2019/20.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The report and overall provisional outturn positions for the financial year 2018/19 for both the General Fund and Housing Revenue Account be noted; and**
- (ii) All approved capital schemes from 2018/19 which are still ongoing be carried forward to be completed in 2019/20.**

9. HOUSING CAPITAL PROGRAMME: 2018/19 YEAR END OUTTURN AND 2019/20 PROPOSED PROGRAMME

The Committee gave consideration to the report (as set out at pages 29 - 34 of the agenda reports pack) which asked it to note the 2018/19 financial year end out-turn for the Housing Capital Programme and to approve the headline programmes of work that

were to be included in the 2019/20 housing capital programme.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The Housing Capital Programme Year End Outturn for 2018/19 (as set out in the report) be noted;**
- (ii) The headline proposals for the 2019/20 Housing Capital Programme (as set out in the report) be approved; and**
- (iii) The increase in value of the contract to deliver the Kitchen and Bathroom Replacement Programme (as set out in the report) be approved.**

10. SECTION 106 OPEN SPACE, SPORT AND RECREATION CONTRIBUTIONS (SEPTEMBER 2018 - MAY 2019)

The Committee gave consideration to the report and appendices (as set out at pages 35 - 44 of the agenda reports pack) which asked it to note the latest position regarding projects that could be funded through financial off site section 106 open space, sport and recreation contributions.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The current position regarding potential and current CIL compliant open space, sport and recreation infrastructure projects (as set out at Appendices 1-4 of the report) be noted; and**
- (ii) The projects be progressed in line with the Council's Capital Programme process.**

11. ANNUAL REVIEW OF HEALTH AND SAFETY (2018/19)

The Committee gave consideration to the report and appendices (as set out at pages 45 - 59 of the agenda reports pack) which asked it to approve the Health and Safety Annual Report for 2018/2019 and the revised Health and Safety Policy and Statement.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The Health and Safety Annual Report (2018/19) (as set out in Appendix 1) be approved; and**
- (ii) The Health and Safety Policy and Statement (April 2019) (as set out in Appendix 2) be approved.**

12. EXCLUSION OF THE PRESS AND PUBLIC

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The press and public be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item(s) below on the grounds that it

involved the disclosure of exempt information, as defined in the respective paragraph(s) 3 of Part 1 of Schedule 12A of the Act and, in all the circumstances, the public interest in maintaining the exempt item(s) outweighed the public interest in disclosing the information.

13. LEICESTERSHIRE ICT PARTNERSHIP (LICTP) CONTRACTED SERVICE

The Committee gave consideration to the exempt report (as set out at pages 45 - 59 of the supplementary agenda reports pack) in relation to an update regarding the Leicestershire ICT Partnership (LICTP) Contracted Service.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

- (i) The content of the report be noted; and**
- (ii) The additional expenditure (as set out in the report) be approved.**

THE MEETING CLOSED AT 8.04 PM



Chair

Tuesday, 23 July 2019

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Council Offices, Station Road, Wigston, Leicestershire, LE18 2DR*

POLICY, FINANCE AND DEVELOPMENT COMMITTEE

ACTION LIST

Arising from the Meeting held on Tuesday, 11 June 2019

No.	Minute Ref. / Item of Business	*Action Details / Action Due Date	Responsible Officer(s)' Initials	Action Status
1.	11. - Annual Review of Health and Safety (2018/19)	The 'First Aiders' posters on Council Premises be replaced with the most up-to-date names and contact details of those Officers who are first-aid trained. <i>Due by ASAP</i>	KaPo PaEv	On Target to Complete
2.	11. - Annual Review of Health and Safety (2018/19)	Instructions to be reiterated to refuse/recycling collection crews that: bags are not to be lifted out of bins, bins are not to be man- ually lifted; and bins are to be returned to properties' curtilages. <i>Due by ASAP</i>	AvLe BrKe	Complete

* | All actions listed are those which are informally raised by Members during the course of debate upon a given item of business which do not form part of - but may be additional, incidental or ancillary to - any motion(s) carried. These actions are for the attention of the responsible Officer(s).

Agenda Item 7



Policy, Finance and Development Committee	Tuesday, 23 July 2019	Matter for Information and Decision
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Report Title: **Statement of Accounts and Annual External Audit
ISA 260 Governance Report (2018/19)**

Report Author(s): **Stephen Hinds (Section 151 Officer)
Chris Raymakers (Head of Finance, Revenues & Benefits)**

Purpose of Report:	To seek Members' approval of the Statement of Accounts and Annual Governance Statement 2018/19.
Report Summary:	The Council's draft accounts were approved by the Section 151 Officer in May 2019, and have been subjected to detailed audit by our external auditors, Grant Thornton. Whilst the audit has yet to be completed, as at the date of this report, Grant Thornton are proposing to issue an unqualified audit opinion for the Statement of Accounts. In accordance with the Accounts and Audit Regulations 2015, the accounts and their Annual Governance Statement are now being presented to this Committee for their consideration and approval prior to publication by 31 July 2019.
Recommendation(s):	<p>A. That the Statement of Accounts for the year ended 31 March 2019 be reviewed and approved;</p> <p>B. That the Annual Governance Statement for the year ended 31 March 2019 be approved;</p> <p>C. In order to comply with the Council's statutory obligations, it be confirmed that the Statement of Accounts for the year ended 31 March 2019 can be published by 31 July 2019 and the Section 151 Officer be authorised, following consultation with the Chair of the Policy, Finance and Development Committee, to make any changes to the accounts that may be agreed with Grant Thornton LLP, the Council's External Auditors.</p>
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Stephen Hinds (Deputy Chief Executive) (0116) 257 2681 stephen.hinds@oadby-wigston.gov.uk</p> <p>Chris Raymakers (Head of Finance, Revenues and Benefits) (0116) 257 2891 chris.raymakers@oadby-wigston.gov.uk</p>
Corporate Objectives:	Effective Service Provision (CP2)
Vision and Values:	"A Strong Borough Together" (Vision) Accountability (V1)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	The implications are as set out in the report.

Corporate Risk Management:	Decreasing Financial Resources (CR1) Reputation Damage (CR4) Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable.
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Deputy Monitoring Officer:	The report is satisfactory.
Consultees:	None.
Background Papers:	<ul style="list-style-type: none"> • The Accounts and Audit (England) Regulations 2011 • Delivering Good Governance in Local Government: Framework
Appendices:	<ol style="list-style-type: none"> 1. Statement of Accounts 2018/19 – To Follow 2. External Audit Report (ISA 260) 2018/19 – To Follow 3. Management Letter of Representation 2018/19 – To Follow 4. Annual Governance Statement 2018/19 – To Follow

1. Introduction and Background

- 1.1 The publication of the Statement of Accounts is governed by the requirements of the Accounts and Audit (England) Regulations 2011. These require the Statement of Accounts to be certified by the Council's Section 151 Officer (Deputy Chief Executive) as presenting a true and fair view of the financial position of the Council by the 31 May each year. The accounts must then be submitted for external audit to publish audited accounts by no later than the 31 July each year.

2. Audit of Accounts

- 2.1 Following certification by the Section 151 Officer in May 2019, the accounts have been subject to detailed and rigorous review by the Council's external auditors, Grant Thornton. The audit report is being finalised at the time of writing this report, but we understand that the auditors are planning to issue an unqualified opinion. Grant Thornton will present their External Audit Report (ISA 260) on the Accounts at this meeting.
- 2.2 In compliance with the Accounts and Audit Regulations, the Accounts were made available for public inspection during the audit. This period has concluded, and until the conclusion of the audit, electors or their representatives were able to question or raise objections with the external auditor. No questions or objections were raised at the time of writing this report.
- 2.3 Since publication in May the accounts have been subject to alteration following the Government losing their right to appeal following the McCloud case which relates to changes to the Judges' and Firefighters' Pension Schemes in 2014 and which is expected to apply to Local Government Pensions as well. The estimated impact of this is to increase the

pension fund liability for Oadby and Wigston by approximately £1million to £25.358 million.

- 2.4 There are a small number of other adjustments made to the notes to the accounts. They relate mainly to presentational issues and will ensure that the Council complies with technical accounting regulations, specifically CIPFA's Code of Practice on Local Authority Accounting. At the time of writing this report, all adjustments have been agreed with the auditors. Given the audit is still on-going, the Committee is recommended to delegate responsibility for finalising the accounts to the Section 151 Officer in liaison with the Committee Chair in order to meet the 31 July statutory deadline.

3. Value For Money (VFM) Conclusion

- 3.1 It has been concluded that the Council has made proper arrangements to secure economy, efficiency and effectiveness in its use of resources. Grant Thornton anticipates issuing an unqualified VFM conclusion by 31 July 2019.

4. Annual Governance Statement

- 4.1 The Council's duty in respect of the Annual Governance Statement (AGS) is to undertake an annual review of its governance arrangements, which includes the effectiveness of its system of internal control. This has been done and the statement, signed by the Leader of the Council and the Interim Chief Executive, is included in a separate section within the statement of accounts. The auditors have reviewed the statement and confirmed that it complies with the guidance, Delivering Good Governance in Local Government: A Framework, issued by the Chartered Institute of Public Finance & Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE).

5. Management Letter of Representation

- 5.1 It is a requirement of external audit that the Section 151 Officer signs a letter of representation confirming that they have the responsibility for the proper administration of the financial affairs of the authority and that the duties that this entails have been undertaken. The draft letter will be signed nearer to the date of the approval of the accounts.

6. Publication of the Statement of Accounts

- 6.1 If the recommendation to approve the Accounts is agreed by this Committee, Grant Thornton will be able to provide their formal opinion on the accounts and formally conclude the audit. The accounts will then be published on the Council's website.



Policy, Finance and Development Committee	Tuesday, 23 July 2019	Matter for Information
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Report Title:

Collection and Write-Off of Miscellaneous Debtors (Q4 2018/19)

Report Author(s):

Chris Raymakers (Head of Finance, Revenues and Benefits)

Purpose of Report:	The purpose of this report is to inform Members of the levels of outstanding debt owed to the Council at the end of 2018/19 and for Members to approve any write-off of uncollectable debts as per the Council's Financial Regulations.
Report Summary:	In what has been a challenging year for the debt recovery teams the performance in the final quarter of 2018/19 has been strong. The year-end figures show that Council Tax Collection has not met its in year collection target, however this is a reflection of the overall national trend. The introduction of Universal Credit has been particularly challenging for the Rent team who are working hard with the DWP and tenants to keep arrears at an acceptable level.
Recommendation(s):	That the contents of the report be noted.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	Stephen Hinds (Deputy Chief Executive) (0116) 257 2681 stephen.hinds@oadby-wigston.gov.uk Chris Raymakers (Head of Finance, Revenues and Benefits) (0116) 257 2891 chris.raymakers@oadby-wigston.gov.uk
Corporate Objectives:	Building, Protecting and Empowering Communities (CO1) Growing the Borough Economically (CO2) Providing Excellent Services (CO3)
Vision and Values:	Accountability (V1) Teamwork (V3) Customer Focus (V5)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	The implications are as set out at paragraphs 2 to 6 of this report.
Corporate Risk Management:	Decreasing Financial Resources / Increasing Financial Pressures (CR1) Reputation Damage (CR4) Increased Fraud (CR10)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable
Human Rights:	There are no implications arising from this report.

Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	None.
Background Papers:	None.
Appendices:	None.

1. Introduction

- 1.1 As part of the income collection function, the Council operates a comprehensive debt collection process which covers all service areas of the Authority.
- 1.2 The Council uses three principal methods for collecting these debts:
- (i) Direct contact with the debtor by letter or telephone;
 - (ii) Referring the debt to a collection agent; and
 - (iii) Legal action through the courts.

2. Council Tax and Non-Domestic (Business) Rates

- 2.1 Council Tax and Non-Domestic (Business) Rates (NDR) make up the largest debits within the income collection area. These income streams have a combined annual debit to collect of around £40 million.
- 2.2 At 31 March 2019, the arrears in this area were:

Service	Council Tax	NDR
Previous Years Arrears	£	£
Arrears at 31 December 2018	1,171,300	733,000
Arrears at 31 March 2019	1,028,423	534,332

- 2.3 Council Tax has seen a reduction in arrears of around 12% in the last quarter of the year. NDR arrears have also fallen during this quarter by around £199,000 (27%) which continues the good performance in the last quarter.
- 2.3 At the end of the fourth quarter 97.87% of the Council Tax debit and 98.66% of the Business Rates debit had been collected. This was against a target of 98.5% for both taxes. As has been reported to previous Committees, the section has been subject to a number of vacancies and long term absences during the year which has hampered collection. Both these rates are down on 2017/18 performance, however, a similar picture is reflected across the Country where the average Council Tax collection rate for Shire Districts across England was 97.9%. NNDR collection performed well compared to the national average for Shire District collection which was 98.4% for 2018/19.

3. Overpayments of Housing Benefit

- 3.1 Recouping the overpayment of housing benefit has become an increasing problem for Councils across the country over the last few years. Oadby and Wigston have, since 2015, brought this under control. The majority of cases have been collected from ongoing benefit; however, where the claimant is no longer receiving or is entitled to housing benefit, the debt is passed over to the recovery team.
- 3.2 Historically, the Council has raised almost 12,500 overpayment invoices totalling over £3.8million of debt, successfully collecting £3.2million. In 2018/19 debt levels in overpayments have decreased from around £665,000 to £634,000 a drop of £31,000 (5%). This represents excellent performance at a time when similar authorities are seeing this debt increase. This strong performance has allowed savings to be made of around £70,000 which included a reduction in bad debt provision.
- 3.3 The total still outstanding is listed below by age:

	Days Overdue				
	£	£	£	£	£
	0-90	90-182	182-365	Over 365	Total
31 December 2018	53,353	48,815	57,769	494,761	654,697
31 March 2019	37,292	42,422	64,000	489,829	633,543

- 3.4 The Universal Credit (UC) system will have an impact on the recovery of these debts. As debtors migrate from Housing Benefit to UC the Council will no longer be able to collect overpayments from on-going benefit so alternative methods of collection will have to be used. This will put pressure on collection resources as more cases are dealt with directly with the debtor. This has not yet made a significant impact on collection however this is likely to change when full migration takes place in the future.

4. Housing Rents

- 4.1 The Council runs a housing stock of approximately 1,200 dwellings with a total collectable debit of £4,780,000 of which £2,600,000 is paid for by Housing Benefit.
- 4.2 Rent arrears are split between current and former tenant. Arrears have risen during the year; however there has been a downturn in this during the final quarter assisted by the non-collectable weeks at the end of March.

	Current Tenants	Former Tenants	Total
	£	£	£
Arrears at 31 December 2018	198,030	122,685	320,715
Arrears at 31 March 2019	155,360	124,892	280,252

- 4.3 From 13 June 2018, the Council moved to UC 'full service' which will see the gradual migration of working age tenants from Housing Benefit to the new UC system. It is anticipated that that this will put pressure on this particular collection area as tenants may no longer get their rent paid automatically. The Council has taken measures to face up to these increases and reviewed the structure of this team. Over the last financial year the income team consisted of 3 Income Officers, one of which was employed via an agency. This interim arrangement has now ended however, an apprentice is to be recruited to keep the team at its previous level and provide a sustainable staffing structure going forward.

5 Miscellaneous Sundry Debts

5.1 The current position relating to collection of outstanding invoices is summarised below:

	Days Overdue					
	£	£	£	£	£	£
	0-90	91-180	181-365	366-730	731+	Total
31 December 2018	42,425	54,486	25,350	39,774	127,659	289,694
31 March 2018	48,483	12,111	33,246	40,985	127,687	262,512

5.2 During the third quarter of 2018/19, miscellaneous debt fell by £27,000. Of the total debt of £263,000, approximately £79,000 (109 accounts) is actively managed through instalments.

5.3 In this quarter:

- The Council has referred nine cases to the collection agent;
- Write-offs totalling £644 were made under the financial regulations by the Section 151 Officer;
- Two accounts have completed their arrangements to pay; and
- A Key Performance Indicator (KPI) of the Council is the proportion of debt over 90 days old as a percentage of the total estimated annual debit. At 30 September 2018, this percentage was 15.5% (the target for 2018/19 being under 15%).

6. Write-Off of Bad Debt

6.1. There are no write-offs to be considered by Members at this Committee.



Policy, Finance and Development Committee	Tuesday, 23 July 2019	Matter for Information
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Report Title:

Third Sector and Community Support Funding Requests (Q4 2018/19)

Report Author(s):

Chris Raymakers (Head of Finance, Revenues and Benefits)

Purpose of Report:	The purpose of this report is to inform members of the final quarter 4 position for the 3 residents forums in 2018/19 and to seek approval for grants requested where appropriate.
Report Summary:	There are no new funding requests to approve at this committee.
Recommendation(s):	That the contents of the report and appendices be noted.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Stephen Hinds (Deputy Chief Executive) (0116) 257 2681 stephen.hinds@oadby-wigston.gov.uk</p> <p>Chris Raymakers (Head of Finance, Revenues and Benefits) (0116) 257 2891 chris.raymakers@oadby-wigston.gov.uk</p> <p>Veronika Quintyne (Community Engagement Officer) (0116) 257 2648 veronika.quintyne@oadby-wigston.gov.uk</p>
Corporate Objectives:	<p>Building, Protecting and Empowering Communities (CO1)</p> <p>Growing the Borough Economically (CO2)</p> <p>Providing Excellent Services (CO3)</p>
Vision and Values:	<p>Respect (V2)</p> <p>Customer Focus (V5)</p>
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	The implications are as set out at paragraphs 2-5 of this report.
Corporate Risk Management:	Decreasing Financial Resources / Increasing Financial Pressures (CR1) Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.

Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	None
Background Papers:	None.
Appendices:	<ol style="list-style-type: none"> 1. Oadby Resident Forum Expenditure to 31 March 2019 2. South Wigston Resident Forum Expenditure to 31 March 2019 3. Wigston Resident Forum Expenditure to 31 March 2019

1. Introduction

- 1.1 At Full Council on 05 December 2017, Members approved the setting up of a formal structure for dealing with 'Third Sector and Community Funding'.
- 1.2 This area includes the following funding streams to the community:
 - Contractual Funding
 - Core Support Funding
 - Neighbourhood Residents Forums
 - Borough Wide Community Initiatives
 - Community and Youth Grant Schemes
- 1.3 The funds included under this umbrella are all discretionary funds except for the Health And Wellbeing funding which is a ring-fenced fund given by the Public Health Commissioner to the Council to deliver its objectives.
- 1.4 Approval and monitoring of this funding is shared between this Committee and the Community Engagement Forum. All requests should be underpinned by at least one of the Council's Priorities, which are;
 - Building, Protecting and Empowering Communities (BPEC)
 - Growing the Borough Economically (GBE)
 - Providing Excellent Services (PES)

2. Residents Forums

Forum	Forum Allocation	Budgets Allocated	Unused Balances for Reserves	Total Unallocated Reserves	Spend 31 March 2019
	£	£	£	£	£
Wigston	259,200	220,566	10,517	49,151	200,441
South Wigston	129,600	118,370	8,068	19,298	100,302
Oadby	259,200	228,462	11,940	42,678	206,654
	648,000	567,398	30,525	111,127	507,247

There are no grants or funding applications to be approved at this Committee. Any requests that come from the forums during the July cycle of meetings will be brought before the September meeting of this Committee for approval.

3. Contracting Services

The Council has recently entered into a one year extension of the current arrangement with both the Helping Hands Trust and Citizens Advice to deliver an Independent Advice Service to residents of the Borough. The total cost of this service in 2019/20 will be £55,000. Regular meetings have now been set up and discussions are underway relating to any new information that would be required this year. A half year activity report will be brought before this Committee later in the year detailing the work done by both groups under the extended agreement which started at the end of May 2019.

4. Core Funding and Support

- 4.1 The Council currently supports a number of community groups within the Borough. These currently include:
- Age UK
 - Oadby and Wigston Senior Citizens Group
 - SSAFA
 - Pride of the Borough
- 4.2 The current budget for Core Support Funding is £24,300 and has been allocated. All of the above agreements require review during 2019/20.

OADBY RESIDENT FORUM	Approved amount	Actual amount spent at 31/03/19	Completed projects - balance available for reallocation	Progress Report
	£	£	£	
Original Allocation	230,000			
Allocation PFD committee 28 March 2017	29,200			
Total allocated budget	259,200	259,200		
Spend at 1 April 2018	224,414	203,995	(11,911)	
Refurbishment of bench on Florence Wragg Way (PFD 1 May 18)	600	600		Scheme complete
Oadby Response Group - Emergency Plan Leaflet (PFD 1 May 18)	1,575	1,575		Scheme complete
Sandhurst School Stones Setting (PFD 1 May)	1,000	0		Work underway on board and setting expected to be carried out Summer 2019
Grit Bin - Blackthorn Watch Community Group (PFD Sept 18)	500	140		Grit bin has been purchased and installation will be carried out by Leicestershire County Council
Oadby Remembers/Oadby Stakeholders art installation (PFD Sept 18)	373	344	(29)	Payment has been made
Schemes currently requiring completion	4,048	2,659	(29)	
Total committed	228,462	206,654	(11,940)	
Completed projects - unused balance available for reallocation	11,940			
Funds Remaining	42,678			

15,682

8,496

SOUTH WIGSTON RESIDENT FORUM	Approved amount	Actual amount spent at 31/03/19	Completed projects - balance available for reallocation	Progress Report
	£	£		
Original Allocation	115,000			
Allocation PFD committee 28 March 2017	14,600			
Total allocated budget	129,600	129,600		
Schemes Complete at 1 April 2018	113,920	96,294	(7,626)	
Schemes currently requiring completion				
Litterbins to be placed on Saffron Road (delegated auth)	450	568	118	Scheme complete
Bus Shelter nr Gloucester Crescent/Cornwell Road (PFD May 18)	4,000	3,440	(560)	Scheme complete
Subtotal	4,450	4,008	(442)	
Total committed	118,370	100,302	(8,068)	
Completed projects - balance available for reallocation	8,068			
Funds remaining	19,298			

WIGSTON RESIDENT FORUM	Approved amount	Actual amount spent at 31/03/19	Completed projects - balance available for reallocation	Progress Report
	£	£	£	
Original Allocation	230,000			
Allocation PFD committee 28 March 2017	29,200			
Total allocated to Wigston Forum	259,200	259,200		
Schemes Complete at 1 April 2018	213,382	198,612	(10,446)	
Refurbishment of Marrome Square (PFD July 16)	5,000	0		Consultation with residents is still ongoing
Litter bin at Barford Close (PFD 1 May 18)	450	450	0	Scheme complete
Contribution to a defibrillator to be installed at Bell Street (PFD 1 May 18)	1,300	1,229	(71)	Waiting for defibrillator to be installed
Wigston Civic Society - Information Board and totem pole (PFD Sept 18)	284	0	0	Payment about to be made
Little Hill Residence Association - purchase of a strimmer (PFD Sept 18)	150	150	0	Payment aout to be made
Schemes currently requiring completion	7,184	1,829	(71)	
Total committed	220,566	200,441	(10,517)	
Completed projects - unused balance available for reallocation	10,517			
Funds remaining	49,151			