

Title: Q2 Budget Report
Lead Officer: Andrew Rollins (01926 456013)
Portfolio Holder: Councillor Hales
Wards of the District directly affected: All

Summary

The report provides an update on the current financial position as at 30th September 2022, both for the current year 2022/23 at the end of Quarter 2, and for the medium term through the Financial Strategy. Key variances and changes are highlighted to inform members, with some recommendations also being put forward for their consideration.

The Medium-Term Financial Strategy shows that the Council needs to make further decisions to continue addressing the deficit position presented in the report. Decisions made to date have helped offset adverse implications of the current economic environment, which is seeing costs increase and demand for services being impacted. The Financial Strategy reflects initial implications arising from the recent Autumn Statement but is still awaiting critical funding information typically received as part of the Local Finance Settlement in late December.

Noting the significant risks facing the Council's finances in future years, it is important that officers and members take all actions to ensure that new efficiency, income generating, or savings schemes are brought forward, as well as delivering on those as agreed as part of the 22/23 budget setting process.

Recommendation(s)

- (1)** That Cabinet notes the latest current year financial position for both Quarter 2 (General Fund £1,292k Favourable and Housing Revenue Account £1,208k Favourable) and forecast for the year (General Fund £482k Adverse and Housing Revenue Account £150k Favourable), with the key variations that drive these positions.
- (2)** That Cabinet notes the impact on the Medium Term Financial Strategy (MTFS) due to changes detailed within the report, and how these changes are expected to be accommodated.
- (3)** That the Council agrees the ongoing forecast deficit outlined in the MTFS is reviewed further as part of a later report to Cabinet once proposals for tackling the deficit have been developed.
- (5)** To note the current capital variations for schemes originally approved in February 2022.
- (6)** That the Cabinet recommend to Council that the members basic allowance & special responsibility allowances, along with the allowance for the Chairman and Vice Chairman of the Council up rating for 2022/23 be 6.6%.

1 Background/Information

1.1 Current year variances – General Fund

1.1.1 General Fund Financial Position as at 30th September (Q2)

Variations have been identified by the Accountancy Team and reviewed in conjunction with the relevant budget managers, and where necessary, narrative provided in the below paragraphs. As at 30th September (end of Q2) there is a favorable variance of £1,292k, with a forecast adverse variance for 2022/23 of £482k. A summary is provided below:

2022-23				
Service (General Fund)	Variation Description	Q1 Variation £'000	Q2 Variation	Forecast Full Year Variation £'000
Employee Costs	Staffing	£385 F	£410 F	£500 F
	Pay Award (funded by Vacancy budget) including member allowances	-	-	-
Neighbourhood & Assets	Delays to PPM works	£315 F	£402 F	-
	Utility Charges – Electricity	-	£54 A	£250 A
	Previous waste contract income	£111 F	£238 F	£200 F
	Green Waste Permits	£200 F	£486 F	£486 F
Place, Arts & Economy	Arts activity increased	£326 F	£269 F	-
	Leisure Concession	-	£84 F	£200 A
	Planning Income	£189 F	£57 A	-
Housing Services	B&B Accommodation	£100 A	£13 A	-
Customer & Digital Services	Benefits subsidy and payments		£396 A	£396 A
Strategic Leadership	Warwickshire Place Partnership (Health & Wellbeing)	£100 F	-	-
	De-Carbonisation Grant	£20 F	-	-
	Members Allowance	£10 A	£20 A	£40 A
	Contingency Budget	£135 F	£53 F	-
	Crewe Lane LLP Interest	-	-	£62 A
	Removal of EMR	-	£500 F	£500 F
	Budget Savings proposals linked to merger	£128 A	£256 A	£512 A
	Budget saving proposal – digital transformation	£52 A	£104 A	£208 A
Budget Savings in-year underspend	£125 A	£250 A	£500 A	
TOTAL		£1,366 F	£1,292 F	£482 A

1.1.2 Salaries (General Fund)

1.1.2.1 Continuing with the Salary Vacancy Factor process established during 2021-22, the table below reflects the underspends on salaries within service areas during periods 1-6 (April-September). These are offset against a pre-determined value agreed at budget setting of expected levels of savings driven by gaps in establishments throughout the year, which was set at 3.6%.

1.1.2.2 As part of the Vacancy Factor process for Q2, £257,000 (GF) and £90,000 (HRA) was appropriated from staffing budgets.

Portfolio	Vacancy Factor Budget 22/23	Budget Released Q1	Budget Released Q2
Assets	-£41,200	£40,000	£40,000
Community Protection	-£68,700	£40,400	-
Cultural Services	-£62,400	£62,400	£30,000
Development Services	-£76,800	£76,800	£60,000
Environment & Operations	-£68,100	£68,100	£40,000
Financial Services	-£107,200	£67,400	£35,000
Housing Services - GF	-£48,200	£48,200	£25,000
ICT	-£37,400	£19,500	£2,000
People & Communication	-£31,400	£22,300	-
Strategic Leadership	-£111,300	£23,700	£25,000
Total General Fund	-£652,700	£469,700	£257,000
HRA	-£115,700	£107,300	£90,000
Total	-£768,400	£577,000	£347,000

1.1.2.3 Both the General Fund and HRA vacancy factors have now been met for the year.

1.1.2.4 In conjunction to meeting the vacancy factor budgets, as part of the Q1 report it was outlined that budget released would be used to support the pay award once agreed. This has now been agreed, with the pay award amounting to an average 6% increase in staffing costs (circa £900k). Budget released to date takes into consideration the need to back-date the pay award. Any further budget released will then be returned to GF and HRA reserves and be available to use as necessary to meet other emerging challenges and opportunities.

1.1.2.5 After the Vacancy Factor Adjustment and departmental service reviews have been taken into consideration, General Fund salaries are £420k favourable against budget at the end of Q2. However, following the vacancy factor process and discussions with the relevant managers, some of the remaining underspent budget will be required to backfill where work has fallen behind due to staffing, establishment, and recruitment issues. This can take the form of additional fixed term staffing, agreed overtime and in some instances the use of agency staffing, which can carry a cost premium. These assumptions will continue to be reviewed and challenged into quarter 3, and forecasts updated, as necessary.

1.1.2.6 The value that the vacancy factor is set at (currently 3.6%) will also

continue to be reviewed. Given the high levels of underspend reported in Q1 and Q2, proposals to increase this value are currently being assessed as part of Budget setting process to increase this provision to better reflect the ongoing staffing challenges within service areas. It should be noted that within the revised Medium Term Financial Strategy presented in this report, it is assumed that a pay award for 23/24 of similar value to the 22/23 pay award would also be funded through underspends in existing establishments.

- 1.1.2.7 The recruitment and retention issues currently being faced by the Council are subject to review, with work ongoing on how this is tackled going forward.

1.1.3 Neighbourhood & Assets

- 1.1.3.1 Delays to the commencement of Planned Preventative Maintenance (PPM) programmed works has continued in 2022/23. The Assets team are continuing to face resourcing challenges, driven by high levels of sickness and difficulties in recruiting to the substantive establishment. It is expected that the full allocation of budget will be used to meet the cost of repairs necessary to maintain the corporate stock. However it is likely that up to a third of the £1.5m programme will have to be slipped into the following financial year and so not present a real saving.
- 1.1.3.2 Centralisation work is ongoing between finance and the assets teams to ensure resources are available and to enable programmed works to be more effectively managed, supported by timely, accurate and available information in the Financial Management System. This work was supported by the agreement made as part of recommendation 9 within the Q1 report and is being incorporated into the budget setting process for 23/24.
- 1.1.3.3 As reported in Q1, the number of residents who have signed up to the new green waste collection service has significantly exceeded expectations for 22/23, given that the service launched mid-season in August.
- 1.1.3.4 Current forecasts are for permit income to exceed £700k (35,000 permits), this despite the reduced cost of the permit due to the part year effect of a mid-year introduction.
- 1.1.3.5 The overall projection for the service in 22/23 has been forecast at £550k, increased by £486k over the original forecast of £64k, once additional costs that will be incurred in supporting the service have been factored in.
- 1.1.3.6 Previously agreed budget proposals forecast that from 23/24, £1m per annum would be generated from the service. Given the current performance and take up by residents of the service, the forecast from 23/24 has been increased to 40,000 permits, generating income of £1.6m (£1.4m once additional service costs are factored in) at the fee of £40, as agreed through the fees and charges report in November.

1.1.4 Place, Arts & Economy

- 1.1.4.1 The Royal Spa Centre has received increased income during the first half of the year driven in part by a number of rescheduled events having now taken place.

1.1.4.2 Income and Expenditure will continue to be monitored as we head into the peak season, including the return of the Christmas Pantomime following previous years cancellations due to COVID-19. Despite a positive first half of the year, the full year forecast remains prudent as there is still uncertainty as to how our sites will perform going forward.

1.1.4.3 The leisure contract continues to out perform forecasts provided by the concession provider as part of the open book process agreed following the revision to the 22/23 contract (An 80/20 split on surpluses in place of the originally agreed 90/10 split). The forecast for the year is still expecting to a significant reduction in income from that agreed as part of the original concession contract given that increases in delivering the services will be most felt in the second half of the year due to continuing rises in costs. The financial strategy has already been adjusted for this as part of the Q1 update.

1.1.5 Housing Services – General Fund

1.1.5.1 Increased levels of temporary B&B accommodation have been used since the start of the pandemic. The effects of the current cost of living conditions are also having an impact, resulting in costs of £240k year to date. However, the Council has received Flexible Homelessness Support Grant to fund this additional expenditure. This will continue to be monitored over winter, when the challenges presented by the cost of living crisis will be at heightened levels as we enter a period of colder weather and reduced daylight hours, necessitating increased use of now more expensive utilities.

1.1.6 Customer & Digital Services

1.1.6.1 Benefits subsidy and payments are reducing as new claimants transfer over to Universal Credit. The figures are based on the latest mid-year claim submission.

1.1.7 Strategic Leadership

1.1.7.1 Within the 2022/23 Budget agreed by Council in February there was a Contingency Budget of £200k for any unplanned unavoidable expenditure. To date £147k has been committed from this budget.

1.1.7.2 Earmarked Reserves which were approved within the Final Accounts 21/22 Report in September are currently being reviewed. As part of initial work completed £500k can be released, as it is no longer required. The main element of this release relates to funding earmarked to support the Planned Preventative Maintenance (PPM) Programme. However, ongoing delays to the programme (as discussed in section 1.1.3.1) and the use of the Corporate Asset Reserve allow this money to be used to support the base position in year.

1.2 Current year variances - Housing Revenue Account

1.2.1 Variations have been identified by the Accountancy Team in conjunction with the relevant budget managers, giving a favourable variance of £1,028k as at 30th September, with a forecast favourable variance for 2022/23 of £150k. A summary is provided below:

2022/23				
Service	Variation Description	Q1 Variation £'000	Q2 Variation £ '000	Forecast Full Year Variation £ '000
HRA	Staffing (after Vacancy Factor Adjustment)	£78 F	£95 F	£150 F
	Housing Repairs	£950 F	£810 F	-
TOTAL		£1,028 F	£150 F	£150 F

- 1.2.2 Staffing resources across the Housing Revenue Account have seen similar issues to those impacting the Assets teams. Sickness and recruitment challenges have been present and are likely to continue going forwards in the immediate future. The Q2 value takes into consideration the recently agreed pay award, which is why the favourable variation has not grown at similar levels to that seen in Q1 despite many of the staffing challenges remaining.
- 1.2.3 Continued delays in receiving invoices from contractors for housing repairs, both major and responsive, is leading to the favourable variance YTD. A process is currently in development to ensure order data from the Housing Management System (Active H) appears in the new Finance Management System (FMS) as orders are raised, ensuring expenditure reporting is more robust and timelier than it is through the existing FMS. Currently expenditure is passed through to the FMS when paid.
- 1.2.4 This project to bring active orders into the FMS when approved, and the centralisation of all R&M budgets will allow more timely financial management of these budgets. It should be noted that major and responsive works are ongoing, with the expectation that the full budget allocation for the year will be utilised.

1.3 Recommendations 2 and 3 – Medium Term Financial Strategy (MTFS)

- 1.3.1 The MTFS was last formally reported to members in September as part of the Q1 Budget Review report. At that stage the profile of revenue savings to be found was as follows: -

	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000
Deficit-Savings Req(+)/Surplus(-) future years	586	2,933	2,424	2,467	2,706
Change on previous year	0	2,347	-509	43	239

As well as the in-year changes detailed in sections 1.1 and 1.3, there have been key changes to the MTFS for future years made during Q2, as outlined below:

1.3.2 Inflation

1.3.2.1 Major contracts will be subject to their own agreed cost profile and inflation levels, which will have been / will be factored in to the MTFS as appropriate. These are being reviewed as part of the budget setting process in conjunction with the service areas, and ensuring the contract register is up to date and reflects the latest positions.

1.3.3 Salary Contingency

1.3.3.1 In addition to the treatment of the agreed pay award as outlined in section 1.1.2.4, it has been assumed that any 23/24 pay award will also be able to be accommodated by underspends against the existing establishment driven by the recruitment and retention challenges currently faced. However from 24/25, it has been assumed that we will not be able to rely on high levels of vacancy to offset the cost of recent and future pay awards, and so the impact of this is reflected within the latest MTFS.

1.3.3.2 This will continue to be reviewed based on the latest information from ongoing pay award discussions. The vacancy factor target will also be reviewed alongside this, to ensure that this is set at a level reflecting the continued establishment gaps (see 1.1.2.6).

1.3.4 Fees and Charges

1.3.4.1 Given the increased levels of inflation, the cost of delivering many of our services is expected to continue rising over the duration of the MTFS. To support the cost of delivering current services, future fees and charges levels have been set at 5% in the latest update.

1.3.4.2 In conjunction with the fees and charges as agreed by members in November, further recurrent income of £360-410k per annum has been included in the MTFS from 24/25.

1.3.5 Utility Contracts

1.3.5.1 Within the Q1 Budget Report utility forecasts were significantly increased based on indicative estimates provided by ESPOs Energy Trading/ Risk Management team.

1.3.5.2 The Council contracts to buy electricity through ESPO for the period October – September, but for gas, the period is April - March.

1.3.5.3 We have now received further updates from ESPO. For context, the rates provided for the current year are below the levels set as part of the current business energy price guarantee levels.

1.3.5.4 The forecast for electricity has been updated to reflect further expected increases in cost for 24/25, and the forecast for gas has significantly changed from April 2023 when our current contract ends.

1.3.5.5 In the Q1 Budget Report the following recurrent changes were reported:

	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000
Increase (Decrease) in Electricity charges	250	250	0	-150	0
Increase (Decrease) in Gas charges	0	150	0	-50	0

1.3.5.6 In light of the more recent information, the MTFs has been updated with the changes outlined below:

	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000
Further Increase (Decrease) in Electricity charges	0	-62	272	50	0
Further Increase (Decrease) in Gas charges	0	190	136	0	0

1.3.5.7 Work is underway to mitigate the impact of these increases, with our Building Management System operator, SERTEC being instructed to carry out an urgent review of our key sites to see if any changes to heating / lighting / cooling etc. can be introduced and if these may cause any loss of amenity at a building. There is limited scope at Pump Rooms as the art and museum collections require regulated air and temperature to prevent artifact deterioration.

1.3.5.8 We will also look at whether there are options to install PIR sensors in any corridors, kitchens, toilets etc at any locations, The costs are likely to be small in comparison with the energy cost increase and any marginal energy savings are worthwhile.

1.3.6 Autumn Statement

1.3.6.1 As part of the Governments Autumn Statement, it was confirmed that the cap on Council Tax had been increased from 2% / £5 (whichever was higher) to 3% / £5. For Warwick District Council, this would equate to an additional 30p per Band D property. Based upon current tax base levels, there would be a £17,700 increase in Council Tax received in 23/24.

1.3.6.2 However, this has not been included in the MTFs at this stage, as work is ongoing as part of the budget setting process reviewing the tax base for 23/24. Any changes relating to Council Tax will be included as part of the Budget Setting report due to be presented to members in February.

1.3.7 Updated Medium Term Financial Strategy

1.3.7.1 Taking into account the changes highlighted in the report, the Medium Term Financial Strategy now presents the following deficit position:

	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000
Deficit-Savings Req(+)/Surplus(-) future years	482	2,558	3,012	2,688	2,545
Change on previous year	0	2,076	454	-324	-143

1.3.7.2 Recurrent savings of £2.6m need to be secured to enable the Council to be able to set a balanced budget from 2023/24 onwards. Officers are continuing to review ways of reducing the deficit, including income generation, service efficiency and cost saving schemes, with the expectation that schemes will be factored into the budget setting process and reported to members in February.

1.4 Recommendation 5 – Capital Variations

1.4.1 The following proposed changes to the Capital Budget have been identified:-

- 1) Castle Farm Sports Pitch Drainage - £73k slippage into 2023/24
- 2) Commonwealth Games Cycle Improvements at Leamington Station -£60k vired from main project in 2022/23.
- 3) Car Park Pay & Display Machines - £12,600 additional budget in 2022/23 funded from repairs and maintenance budget.
- 4) Recycling & Refuse Containers - £6k additional budget in 2022/23 funded from income.
- 5) Skate Park in St. Nicholas Park - £38.8k slippage into 2023/24.

1.5 Recommendation 6 – Member Allowances

1.5.1 The members allowances scheme defines that “[...] shall be increased by the annual local government pay percentage increase as agreed each April (linked to spinal column point 38 of the NJC scheme) to be implemented the following May in that year from the date of the Council Annual Meeting”.

1.5.2 This year the pay award for all scale points was £1925. Following consultation with the Leadership Coordination Group, it was proposed that 6.6% be the increase for this year. This was based on the basic allowance and how that equated to salaries for officers. The Independent Remuneration Panel for the Council were consulted on this proposal and raised no objections. This will have an adverse effect on the budget of over £24,000 before any on costs (national insurance contributions) are included.

1.5.3 In 2022/23, this will be funded through underspends against existing staffing budgets due to the recruitment and retention challenges currently faced by the Council, and will be built into future budgets as baseline growth.

2 Alternative Options available to (name of Committee/Cabinet etc.)

2.1 No alternative options are presented.

3 Consultation and Member's comments

3.1 Report discussed at Finance PAB and updated as necessary.

4 Implications of the proposal

4.1 Legal/Human Rights Implications

4.1.1 The proposals are in line with current legislation where applicable.

4.2 Financial

4.2.1 Officers review current year budgets against outturn on a monthly basis at the same time as considering their implications for the medium term. Members are updated on a quarterly basis. As part of this process budget managers are asked to review both their salary position and revenue position through returns with Accountancy, and update / comment as necessary. This process has been strengthened over the last few years through increased formalisation. Further reviews and changes to this process will be implemented through utilisation of the new Financial Management System (FMS), which went live in November 2021.

4.2.2 The Budget Review Process provides a planning tool to ensure resources are directed to the Council's priorities. Alongside the Council's own activities, external factors influencing its finances are also taken into consideration, for example Central Government Financing, the Business Rates Retention scheme, changes in legislation and the economy.

4.2.3 The Council maintains its Reserves to deliver Capital and other projects, and to ensure that there are sufficient resources available to manage unforeseen demands and continue to deliver its services. Close monitoring of these Reserve balances and Capital Programme, together with plans to replenish them will preserve the financial stability of the organisation for future years.

4.2.4 Members will note the significant change in the profile of the Medium Term Financial Strategy as a result of developments within Q2. Therefore, it is essential that the Council continues to work towards delivering new proposals in addition to the proposals agreed in December 2020, and updated as part of the Q2 Budget Report. This will ensure the Council is not being run at a deficit on the provision of services, and can continue to deliver a balanced budget.

4.3 Council Plan

4.3.1 In respect of Warwick District Council's Business Plan this proposal will have the following relevance and impact as set out below.

External:

4.3.2 People - Health, Homes, Communities

4.3.3 Services - Green, Clean, Safe

4.3.4 Money - Infrastructure, Enterprise, Employment

Internal:

4.3.5 People – Effective Staff

4.3.6 Services – Maintain or Improve Services. The Council’s Budget seeks to allocate the Council’s financial resources to ensure the Council’s services continue to be provided in accordance with Council policies and priorities, and resources for projects are similarly prioritised.

4.3.7 Money - Firm Financial Footing over the Longer Term. The Council’s Medium Term Financial Strategy seeks to allocate the Council’s financial resources to ensure the Council’s services continue to be provided in accordance with Council policies and priorities, and resources for projects are similarly prioritised.

4.4 Environmental/Climate Change Implications

4.4.1 WDC has a budget of £500,000 per annum for Climate Change. It is proposed to utilise this for 2022/23 and 2023/24 to support a number of priorities within the Climate Change Action programme.

4.4.2 Proposals for the use of this budget were outlined in the Climate Change Action Programme report presented to Cabinet on 4 November 2021 (Item 11).

4.5 Analysis of the effects on Equality

4.5.1 Not relevant.

4.6 Data Protection

4.6.1 Not relevant.

4.7 Health and Wellbeing

4.7.1 Not relevant.

5 Risk Assessment

5.1 The February Budget report detailed the main financial risks facing the Council. Many of these related to local authority funding, notably Business Rate Retention.

5.2 The COVID-19 pandemic has brought many risks to the Council’s finances since March 2020 relating to income and expenditure. Whilst it is believed the figures within this report present prudent yet reasonable estimates, it is possible that the financial position for the current year and future years could be significantly different to that forecast. Furthermore, the situation with the national and international environment could lead to further unknowns, particularly relating to the cost of living, inflation and to the recovery, and the effects these will have on medium term service provision and financial position of the Council and its residents / visitors.

5.3 Many controls and mitigations are in place to help manage the financial risks facing the Council. These include: -

5.3.1 The comprehensive Budget Review process. This entails all budget managers reviewing their budgets on at least a monthly basis, considering previous, current, and future years, along with any possible issues that may impact upon their budgets. As part of this process, regular Budget Review reports are issued to Cabinet and the Senior Management Team.

- 5.3.2 Financial Planning with the MTFS / financial projections, bringing together all issues that will impact on the Council's finances in the medium term.
- 5.3.3 Financial controls, including the Codes of Financial and Procurement Practice, system controls, reconciliations, audit (internal and external).
- 5.3.4 Project Management and associated controls.
- 5.3.5 Trained staff and access to appropriate professional advice (e.g. Legal).
- 5.3.6 Implementation and continued development of the new Financial Management System.
- 5.3.7 Risk Management process across the Council, including the on-going review and maintenance of risk registers.
- 5.3.8 Scrutiny by members of the Council's finances, including Budget Reports, and the financial implications of all proposals.
- 5.3.9 Within the 2022/23 Budget there is a Contingency Budget, originally of £200k for any unplanned unavoidable expenditure. Additionally, separate provisions for leisure services (£500k), and inflation (£100k) had been included. The use of these balances has been discussed within this report.
- 5.3.10 Reserves – The Council holds a number of reserves, with each being allocated for specific purposes. Whilst much of these reserves have already been earmarked for agreed projects, it is important that reserves are held for any unforeseen demands. The use of the Business Rate Retention Volatility Reserve does reduce the forecast balance on this reserve to around £1m. This balance should not be allowed to go below this level.
- 5.3.11 The General Fund Balance is available to accommodate any unplanned expenditure, or to make up any shortfall in income. However, the Council should seek to maintain the balance of at least £1.5m.
- 5.3.12 The specific causes of reductions to income or increased expenditure should continue to be managed by the relevant Service Area as part of managing the risks within each Service Risk Register. Each Service Area's Risk Register is presented to Finance and Audit Scrutiny Committee annually on a rolling basis.

6 Conclusion/Reasons for the Recommendation

- 6.1** The recommendations and updates will enable the Council to ensure members and other stakeholders continue to be informed on the most up to date financial position of the Council, both in year and for the medium term. It will enable decisions to be made based upon these positions to ensure that the Council can continue to operate within a balanced budget.

Background papers:

Budget setting 22-23 Report (Cabinet 10 February 2022 – Item 6)
Climate Change Action Programme (Cabinet 4 November 2021 – Item 11)
Q1 Budget Review Report (Cabinet 29 September 2022 – Item 4)
Fees and Charges 23/24 (Cabinet 3 November 2022 – Item 4)

Supporting documents:

Appendix 1 – Financial Strategy Q2 Update

Report Information Sheet

Please complete and submit to Democratic Services with draft report

Committee/Date	Cabinet – 10 August 2022	
Title of report	Quarter 1 Budget Report 2022-23	
Consultations undertaken		
Consultee *required	Date	Details of consultation /comments received
Ward Member(s)		
Portfolio Holder WDC		Councillor Hales
Financial Services *		Steven Leathley
Legal Services *		
Other Services		
Chief Executive(s)		Chris Elliot
Head of Service(s)		Andrew Rollins
Section 151 Officer		Andrew Rollins
Monitoring Officer		Andrew Jones
CMT (WDC)		
Leadership Co-ordination Group (WDC)		
Other organisations		
Final decision by this Committee or rec to another Ctte/Council?		Recommendation to :Cabinet / Council F&A Committee
Contrary to Policy/Budget framework		No
Does this report contain exempt info/Confidential? If so, which paragraph(s)?		No
Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?		No
Accessibility Checked?		Yes