

# Cabinet Agenda



**5.00 pm Tuesday, 6 July 2021  
Council Chamber, Town Hall,  
Darlington. DL1 5QT**

**Members and Members of the Public are welcome to attend this Meeting.**

1. Introductions/Attendance at Meeting.
2. Declarations of Interest.
3. To hear relevant representation (from Members and the General Public) on items on this Cabinet agenda.
4. To approve the Minutes of the Meeting of this Cabinet held on 1 June 2021 (Pages 5 - 10)
5. Matters Referred to Cabinet –  
There are no matters referred back for reconsideration to this meeting
6. Issues Arising from Scrutiny Committee –  
There are no issues referred back from the Scrutiny Committees to this Meeting, other than where they have been specifically consulted on an issue and their comments are included in the contents of the relevant report on this agenda
7. Key Decisions:- – There are no Key Decisions to be made at this meeting.
8. Death in Service – Report of the Group Director of Operations.  
(Pages 11 - 12)
9. Disabled Facilities Grant 2021/22 – Report of the Group Director of People  
(Pages 13 - 16)
10. Collection of Council Tax, Business Rates and Rent 2020/21 –  
Report of the Group Director of Operations.  
(Pages 17 - 26)
11. Project Position Statement and Capital Programme Monitoring Outturn 2020/21 –

Report of the Group Director of Operations and the Group Director of Services.  
(Pages 27 - 56)

12. Revenue Budget Outturn 2020/21 –  
Report of the Group Director of Operations.  
(Pages 57 - 78)
13. Revenue Budget Monitoring - Quarter 1 –  
Report of the Group Director of Operations.  
(Pages 79 - 96)
14. Xentrall Shared Services Annual Report 2020/21 –  
Report of the Group Director of Operations.  
(Pages 97 - 104)
15. Land at Faverdale East Business Park – Report of the Chief Executive.  
(Pages 105 - 110)
16. Schedule of Transactions – Report of the Chief Executive.  
(Pages 111 - 114)
17. Membership Changes - To consider any Membership Changes to Other Bodies to  
which Cabinet appoints.
18. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this  
Committee are of an urgent nature and can be discussed at this meeting.
19. Questions.

#### **EXCLUSION OF THE PUBLIC AND PRESS**

20. To consider the exclusion of the Public and Press :- –  
**RESOLVED** - That, pursuant to Sections 100A(4) and (5) of the Local  
Government Act 1972, the public be excluded from the meeting during the  
consideration of the ensuing items on the grounds that they involve the likely  
disclosure of exempt information as defined in exclusion paragraph 3 of Part I of  
Schedule 12A of the Act.



**Luke Swinhoe**  
**Assistant Director Law and Governance**

**Monday, 28 June 2021**

**Town Hall**  
**Darlington.**

**Membership**

Councillors Clarke, Dulston, Johnson, Keir, Marshall, Mills, K Nicholson and Mrs H Scott

If you need this information in a different language or format or you have any other queries on this agenda please contact Lynne Wood, Elections Manager, Resources Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays (e-mail [Lynne.Wood@darlington.gov.uk](mailto:Lynne.Wood@darlington.gov.uk) or telephone 01325 405803).

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## **DECISIONS SHOULD NOT BE IMPLEMENTED BEFORE MONDAY, 14 JUNE 2021**

### **CABINET**

Tuesday, 1 June 2021

**PRESENT** – Councillors Mrs H Scott (Chair), Clarke, Dulston, Johnson, Keir, Marshall, Mills and K Nicholson

**INVITEES** – Councillors Curry, Harker, Snedker and Tait

**ALSO IN ATTENDANCE** – Councillors Bartch, Mrs Culley and Durham

#### **C1 DECLARATIONS OF INTEREST.**

There were no declarations of interest reported at the meeting.

#### **C2 TO HEAR RELEVANT REPRESENTATION (FROM MEMBERS AND THE GENERAL PUBLIC) ON ITEMS ON THIS CABINET AGENDA.**

No representations were made by Members or members of the public in attendance at the meeting.

#### **C3 TO APPROVE THE MINUTES OF THE MEETING OF THIS CABINET HELD ON TUESDAY, 4 MAY 2021.**

Submitted – The Minutes (previously circulated) of the meeting of this Cabinet held on 4 May 2021.

**RESOLVED** – That the Minutes be confirmed as a correct record.

**REASON** – They represent an accurate record of the meeting.

#### **C4 TO CONSIDER THE TIMING OF MEETINGS OF THIS CABINET FOR THE REMAINDER OF THE 2021/22 MUNICIPAL YEAR.**

**RESOLVED** - That meetings of this Cabinet be held at 5.00 p.m. for the remainder of the 2021/22 Municipal Year.

**REASON** – To comply with the views of Cabinet.

#### **C5 MATTERS REFERRED TO CABINET**

There were no matters referred back for re-consideration to this meeting.

#### **C6 ISSUES ARISING FROM SCRUTINY COMMITTEE**

There were no issues arising from Scrutiny considered at this meeting.

#### **C7 KEY DECISIONS**

There were no Key Decisions considered at this meeting.

## **C8 (ITEM CALLED IN) PARTNERSHIP WORKING IN DARLINGTON**

The Leader introduced the report of the Chief Executive (previously circulated) advising Members of changes which had been made in relation to partnership working in Darlington, which involved replacing the current Partnership Board by a Public Sector Executive Group (PSEG). It was also reported that, subject to approval by Council, the Sustainable Community Strategy (SCS) would cease to be used as a strategic lead for the Borough, with the lead in future being provided to partners by the Council Plan.

It was reported that the membership of the PSEG would include senior officers from key public sector bodies and its key aims would be to gain a common understanding of the issues facing Darlington; collective horizon scanning, maximising the benefits of public sector resources; reviewing and planning initiatives to deliver success; advise on its on governance issues and seek approval where appropriate; work and support the private and voluntary sector to deliver programmes and projects and to act as the key Programme Board for key initiatives.

Reference was made to the background to the establishment of the Darlington Partnership, which had become the Local Strategic Partnership (LSP), when Government legislation required local authorities to establish a LSP; its various statutory roles, funding and support, mainly by the public sector; its duty to agree and deliver a SCS; and its success in delivering a number of successful projects over many years.

It was reported that a further report on how the new partnerships arrangements were working would be submitted to Cabinet in October 2021.

**RESOLVED** – (a) That the new approach to partnership working in Darlington, as detailed in the submitted report, be noted.

(b) That the great contribution to Darlington made by current and past Members of the Darlington Partnership, be recognised.

(c) That the change of emphasis with the Council Plan standing as the Council's lead strategy, be approved, and the Council cease to have a separate Sustainable Community strategy.

(d) That, subject to approval by Council, authority be delegated to the Assistant Director, Law and Governance to make consequential amendments to the constitution.

(e) That a report be submitted to Council for consideration and approval.

**REASONS** – (a) To refresh partnering in Darlington continues to thrive and acknowledge the general work done.

(b) For the matter to be considered by Council in accordance with the procedure for making changes to documents that are part of the policy framework.

(c) To enable appropriate amendments to the constitution to be made.

## C9 REPRESENTATION ON OTHER BODIES 2021/22

The Leader introduced the report of the Chief Executive (previously circulated) requesting that consideration be given to this Council's representation on other bodies for 2021/22 Municipal Year, to which Cabinet appoints.

**RESOLVED** - That the appointments to the other bodies, as detailed below, for the 2020/21 Municipal Year, be approved; namely:-

### **Name of Body or Nomination(s) Organisation**

Association of Rail North  
Partnership Authorities

Rail North Ltd. Councillor Mrs H Scott (Leader of the Council)

Transport for the  
North Councillor Mrs H Scott (Leader of the Council)

North East Rail  
Management Unit Councillor Mrs H Scott (Leader of the Council)

Community Library  
(Cockerton) Limited Councillor Cossins (Cockerton Ward Member)

County Durham and  
Darlington Foundation  
Trust – Board of  
Governors Councillor Tostevin

Creative Darlington Councillor Keir (Cabinet Member with Local Services  
Portfolio) and (Chair of Communities and Local  
Services Scrutiny Committee as named substitute)

Crown Street Library  
Trustee Board Councillor Mrs H Scott (Leader of the Council)

Darlington Cares Councillor K Nicholson

Darlington Railway  
Museum Trust Councillor Keir (Cabinet Member with Local Services  
Portfolio)

Darlington Town Centre  
Deal Board Councillor Mrs H Scott (Leader of the Council)

Durham County Pension  
Fund Committee Councillor Johnson (Cabinet Member with Resources  
Portfolio) and Chair of Economy and Resources

	Scrutiny Committee	
Family Help Organisation	Councillors Curry, Crumbie and Newall	
Fostering Panel	Councillor Layton	
Maidendale Nature and Fishing Reserve (Associate Member)	Councillor Tait (Ward Member)	
North East Ambulance Service	Councillor K Nicholson (Chair of Health and Well Being Board)	
North East Child Poverty Commission	Councillor Clarke (Cabinet Member with Children and Young People Portfolio)	
North East Regional Employers Organisation	Councillor Johnson (Cabinet Member with Resources Portfolio), Chair of Economy and Resources Scrutiny Committee and Vice Chair of Economy and Resources Scrutiny Committee	
Executive Committee	Councillor Johnson (Cabinet Member with Resources Portfolio)	
North East Strategic Migration Partnership	Councillor Clarke (Cabinet Member with the Children and Young People Portfolio) (Councillor Mrs H Scott (Leader of the Council as named substitute))	
Northern Housing Consortium	Councillor K Nicholson (Cabinet Member with Health and Housing Portfolio)	
Northumbrian Regional Flood and Coastal Committee	Councillor Snedker	
Poor Moor Fund/Charity	Councillor Marshall (Cabinet Member with Economy Portfolio)	
RELATE North East	Councillors Curry and Layton	
Teesside International Airport Limited - Board	Councillor Mrs D Jones (to be appointed as Director) (Councillor Culley as named substitute Director)	
Teesside International Airport Limited - Consultative Committee	Councillor Keir (Cabinet Member with Local Services Portfolio)	
Tees Valley Local Access Forum	Chair of Communities and Local Services Scrutiny Committee	
Tidy North Regional	Councillor Keir (Cabinet Member with Local Services	

Consultative Committee Portfolio)

**REASON** - To comply with the nominations received from the Political Groups.

**C10 (ITEM CALLED IN) CORPORATE REBRAND**

The Cabinet Member with the Stronger Communities Portfolio introduced the report of the Chief Officers Executive (previously circulated) requesting that consideration be given to replacing the Council's current logo with a refreshed version of the existing Darlington Borough Council crest and requesting approval for that refreshed crest to be used on the external Council Chamber wall of the Town Hall in order to complement the considerable transformation and attractive lighting investments seen elsewhere across the Town Centre.

The submitted report stated that the Council Plan sets out the priorities and objectives for the Council and as part of that progressive agenda, Cabinet wished to modernise and demonstrate transformational changes and it was considered that a change to the council's logo and broader identity would help to project this message.

It was reported that, if approved, the use of the existing logo would cease and would gradually be removed from all digital and printed materials and Council assets, with the existing Crest being enhanced by the use of a single colour for Council related business, allowing the original full colour version of the crest to be used by the Mayor's office, which would give a clear distinction between the two functions of Council business.

Reference was made to the financial implications and to the need for a campaign to be undertaken to raise public awareness of the change to ensure the Council and its services continued to be recognised and trusted by residents, business owners and other service users.

Discussion ensued on the colour to be used on the single colour version of the logo and it was reported that the colour was in keeping with other campaign logos being used in Darlington such as Enjoy Darlington.

**RESOLVED** – (a) That the decommissioning of the current logo and the incremental implementation of the existing Darlington Borough Council crest as the new logo in its place, be approved.

(b) That the works to Town Hall signage and the external council chamber wall, as detailed in the submitted report, be approved.

**REASONS** – (a) The new logo will provide a visible and symbolic signal to residents and other stakeholders that the council is undergoing change and is part of its progressive transformative agenda, delivering against the recently approved Council Plan.

(b) Enhancements to the Town Hall signage and external council chamber wall will complement the significant capital investment being undertaken to transform other nearby buildings in the town centre.

## **C11 ACQUISITION OF LAND AT SNIPE LANE, DARLINGTON**

The Cabinet Member with the Resources Portfolio introduced the report of the Chief Executive (previously circulated) requesting that consideration be given to acquiring 2.27 acres of grazing land at Snipe Lane, as shown hatched on the plan (also previously circulated), for future residential development and the granting of delegated authority to the Chief Executive to negotiate and acquire any other adjacent plots of land considered suitable for future development.

It was reported that in March 2018, Cabinet had approved the acquisition of land adjacent to Neasham Road and either side of Snipe Lane from Darlington Farmers Auction Mart (DFAM) for the development and provision of 450 new homes, including 300 affordable homes and that, in September 2020 it had approved the establishment of a Joint Venture Company with Esh Homes Limited to deliver the infrastructure and to deliver and sell houses.

Members were advised that, in April 2020, approval had been given to the use of a Compulsory Purchase Order (CPO) to acquire part of Snipe Lane itself which was in unknown ownership and was required to guarantee access to the proposed development and that a number of further plots of land, accessed from Snipe Lane, had since been acquired, with the Council now owning most of the land accessed from Snipe Lane and bounded by the A66, Neasham Road, Railway Cottages and the East Coast Mainline.

**RESOLVED** – (a) That the acquisition of land, on the terms set out in Appendix 2 of the submitted report, be approved.

(b) That the Assistant Director for Law and Governance be authorised to complete the transfers of land accordingly.

(c) That the Chief Executive be given delegated authority to negotiate terms and acquire any remaining plots of grazing land accessed from Snipe Lane north of the A66 and considered suitable for future development, with the terms to be reported on the schedule of transactions.

**REASONS** – (a) To secure land for future residential development.

(b) To give the Council control of a large area of land for future residential development.

## **C12 MEMBERSHIP CHANGES - TO CONSIDER ANY MEMBERSHIP CHANGES TO OTHER BODIES TO WHICH CABINET APPOINTS.**

There were no membership changes reported at the meeting.

## **C13 TO CONSIDER THE EXCLUSION OF THE PUBLIC AND PRESS :-**

**DECISIONS DATED –  
4<sup>TH</sup> JUNE 2021**

**CABINET  
6 JULY 2021**

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## **DEATH IN SERVICE – JOHN HAYCOCK**

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**Responsible Cabinet Member – Councillor Johnson, Resources Portfolio**

**Responsible Director – Elizabeth Davison, Group Director of Operations**

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### **SUMMARY REPORT**

#### **Purpose of the Report**

1. To inform Members of the recent Death in Service on 19 June 2021 of John Haycock. John was employed as a Town Hall Attendant and was a valued member of the team within Democratic Services.

#### **Information and Analysis**

2. It is with great sadness that I have to inform Members of John Haycock's death on 19 June 2021. John was 72 years old and joined the Council on 18 September 2006. John had a total of 14 years and 9 months local government service. John was a well-respected member of the team and will be greatly missed.

#### **Recommendation**

3. It is recommended that the Cabinet note with great sadness the recent death in service of John Haycock, a respected employee of the Council.

#### **Reasons**

4. The recommendation is supported to make Members aware of the recent death in service.

**Elizabeth Davison  
Group Director of Operations**

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**CABINET  
6 JULY 2021**

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**DISABLED FACILITIES GRANT 2021/22**

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**Responsible Cabinet Member – Councillor Rachel Mills,  
Adults Portfolio**

**Responsible Director – James Stroyan,  
Group Director of People**

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**SUMMARY REPORT**

**Purpose of the Report**

1. The purpose of this report is to advise Members of the capital resources available for Disabled Facilities Grants (DFG) during 2021/22 and to request the release of these resources to enable them to be utilised in accordance with Darlington Borough Council Disabled Facilities Grant and Regulatory Reform Order Policy 2021-2023.

**Summary**

2. DFG assist people to live independently by helping to fund suitable adaptations to their properties. They are means tested and are available to owner-occupiers, tenants of private rented properties and Housing Association tenants.
3. DFG are governed by housing legislation and have set conditions for payment, within these regulations. The Council has a shared service agreement in place with Durham County Council to provide a Home Improvement Agency service to provide guidance and practical assistance to people who are older, disabled or on low incomes to claim a DFG to repair, improve or adapt their homes. They also provide support to people until the work is completed and the contractor has been paid.

**Recommendation**

4. It is recommended that the DFG for 2020-21 and 2021-22 be agreed and the capital funding released.

**Reason**

5. The recommendation is supported to enable the adaptations for those individuals who are eligible to receive a DFG for 2020-21 and 2021-22 to proceed.

**James Stroyan  
Group Director of People**

## Background Papers

- (i) Funding for Better Care Fund 2016-2017- NHS England
- (ii) Darlington Borough Council Disabled Facilities Grant and regulatory Reform Order Policy 2021-2023
- (iii) Home Adaptations for Disabled People - A detailed guide to related legislation, guidance and good practice- Home Adaptations Consortium
- (iv) Guidance for the Operationalisation of the BCF in 2015-16- NHS England.

Jeanette Crompton: Extension 5855

S17 Crime and Disorder	This report has no implications for Crime and disorder.
Health and Well Being	Adaptations funded by Disabled Facilities Grants will improve the health and well-being of residents of Darlington.
Carbon Impact and Climate Change	The implementation of the Housing Capital Investment Programme will reduce energy usage and provide higher levels of thermal comfort for dwellings benefitting from these measures thus reducing carbon emissions.
Diversity	The adaptations provided via Disabled Facilities Grants will improve the accessibility of owner occupied, privately rented and social housing.
Wards Affected	All wards within the Borough of Darlington are affected.
Groups Affected	Disabled Facilities Grant applicants living in owner occupied, privately rented and social housing.
Budget and Policy Framework	This report does not recommend any changes to the budget and policy framework.
Key Decision	This is not a key decision. The Grant is received from NHS England for the sole purpose of providing adaptations for individuals.
Urgent Decision	For the purpose of the 'call-in' procedure this is not an urgent matter.
One Darlington: Perfectly Placed	This links to theme 3 'Healthy Darlington' specifically addressing health inequalities to narrow the gaps in health and wellbeing. Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	Adaptations enable people to remain independent in their homes for longer and therefore reduce the need for larger packages of support or admission to residential care.

## MAIN REPORT

### Information and Analysis

6. The purpose of DFG is to fund adaptations to owner-occupiers, tenants of private rented properties and Housing Association tenants to enable people with a disability to remain in their own home and live independently across the Borough.
7. DFG are national mandatory grants and are available to adults and children with a disability people. The maximum grant payable is £30,000 per application and is subject to a statutory means test to determine if the individual is able to contribute to the cost of the works. (Means tests do not apply to grant applications for disabled children).
8. Durham County Council Home Improvement Agency provides support to individuals applying for a DFG. This service includes the completion of the grant application, the seeking of quotes for the necessary works, selection of a suitable contractor, oversight of the works up to completion and payment of the grant. The agency will also support individuals to source charitable funding where the cost of works is in excess of £30,000.
9. In recognition of the important contribution that DFG make towards supporting individuals to remain in their own homes, there has been an increase in the allocations made to local authorities for 2021-22. For 2021-2022 the allocation made to Darlington Borough Council via the Better Care Fund is £1,063,345, an increase from the £937,154 allocation in 2020-21.
10. In addition to the annual allocation, in December 2020, the Council were notified that it would receive an additional allocation of £126,191. This extra boost in DFG funding was in recognition that following the outbreak of Covid-19, local authorities had displayed innovation and resilience in maintaining the delivery of essential services under very challenging circumstances.
11. Members are required to formally release the monies available to the Council for DFG for 2020-21 and 2021-22 as it is a capital resource. Table 1 below details the DFG capital resources available.
12. **Table 1: DFG Capital Resources 2020-2022 to be released**

<b>Disabled Facilities Grants</b>	<b>£000's</b>
2020-21- additional covid support	126,191
2021-22 – annual allocation	1,063,345
<b>Total</b>	<b>1,189,536</b>

### Outcome of Consultation

13. Whilst no formal consultation has taken place with regard to the request to release the capital funding for the DFG to be awarded for 2021-22, consultation did take place in 2020 as part of the development of the Disabled Facilities Grant and Regulatory Reform Order Policy 2020-2023. The release of the capital funding will enable DFG to continue to be made in accordance with the approved policy.

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**CABINET  
6 JULY 2021**

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**COLLECTION OF COUNCIL TAX, BUSINESS RATES AND RENTS 2020-2021**

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**Responsible Cabinet Member - Councillor Charles Johnson,  
Resources Portfolio**

**Responsible Director - Elizabeth Davison, Group Director of Operations**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To provide Members with an update on the collection of Council Tax, Business Rates and Council rents during 2020-2021 and to seek approval for the write-off of debts over £500 that are considered to be irrecoverable.

**Summary**

2. The Collection of Council Tax, Business Rates and Council rents during 2020-2021 has been a significant challenge due to the ongoing Covid 19 pandemic. Normal recovery and enforcement activities have not been possible; Courts have been closed and the recovery of debts with Enforcement Agents has been suspended.
3. However, despite the challenges, a total of £103.1 million has been collected in 2020-21, as follows:-
  - (a) £60.5 million of Council Tax.
  - (b) £17.1 million of Business Rates.
  - (c) £25.6 million of Council rents.
4. Approval is being sought to write-off a total of £761,212 of debts in respect of individual cases exceeding £500 for the financial year 2020-21, where it has become apparent that no further steps can be taken to recover the sums due, as follows:-
  - (a) £295,899 of Council Tax
  - (b) £82,596 of Business Rates
  - (c) £52,854 of former Council tenant arrears
  - (d) £157,286 of Housing Benefit overpayments
  - (e) £172,577 of sundry debts.

**Recommendation**

5. It is recommended that Cabinet:-
  - (a) Consider the contents of the report, and

- (b) Approve the write-off of £761,212 for debts over £500, subject to further steps for recovery being taken, wherever possible, if and when contact with the debtor is made.

## Reasons

6. The recommendations are supported by the following reasons:-
- (a) The collection of Council Tax, Business Rates and Council rents underpins the Council's MTFP.
- (b) The write-off of irrecoverable debts enables the Council's accounts to be maintained in accordance with Financial Procedure Rules.

**Elizabeth Davison**  
**Group Director of Operations**

## Background Papers

No background papers were used in the preparation of this report.

Anthony Sandys: Extension 6926  
Peter Carrick: Extension 5401

S17 Crime and Disorder	This report has no implications for crime and disorder
Health and Well Being	There are no issues which this report needs to address
Carbon Impact and Climate Change	There are no issues which this report needs to address
Diversity	There are no issues which this report needs to address
Wards Affected	The proposal effects all wards
Groups Affected	The proposal effects all groups within the community
Budget and Policy Framework	The report does not represent a change to Council's budget or policy framework.
Key Decision	The proposal does not represent a key decision
Urgent Decision	This is not an urgent item
One Darlington: Perfectly Placed	This report does not seek to deliver aspects of the sustainable community strategy Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	This report does not contain proposals but refers to ongoing initiatives to increase income
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

## MAIN REPORT

### Information and Analysis

#### Council Tax

7. During 2020-21, a total of £61.9 million of Council Tax was due, of which £59.3 million was collected (or 95.8%). In addition, £1.2 million of Council Tax arrears relating to previous years was collected in 2020-21. This compares to £58.1 million collected in 2019-20 (or 96.2%) and £1.5 million of Council Tax arrears.
8. The collection of Council Tax during 2020-21 has been a significant challenge due to the ongoing Covid 19 pandemic. Courts have been closed, which has meant that the Council has been unable to obtain liability orders for unpaid Council Tax, preventing any enforcement action, such as attachment of earnings and deductions from benefits from being taken. In addition, recovery action through the Council's Enforcement Agents (bailiffs) has been suspended. As a result, Council Tax arrears (excluding costs) have increased from £4.3 million in March 2020 to £5.6 million in March 2021.
9. However, despite the challenges, the Council is still expecting to collect the target of 99% of Council Tax due for 2020-21. A summary of Council Tax collection from 2012 is given at table 1 below and shows that collection rates remain high and arrears are well managed.

**Table 1: Council Tax collection summary**

Year	Council Tax (£,000)				Percentage Collected to date
	Due	Collected	Written-off	Outstanding	
2012-13	41,281	40,904	358	19	99.1%
2013-14	44,682	44,178	472	32	98.9%
2014-15	46,315	45,699	562	54	98.7%
2015-16	47,906	47,196	620	90	98.5%
2016-17	50,273	49,496	607	170	98.4%
2017-18	53,339	52,405	589	345	98.2%
2018-19	57,237	56,095	429	713	98.0%
2019-20	60,225	58,571	53	1,601	97.3%
2020-21	61,899	59,269	44	2,586	95.8%

10. However, some of the older outstanding debts have been identified as irrecoverable and approval for write-off is being sought. A total of £295,899 Council Tax debts over £500 have been identified for write-off in 2020-21. This represents 0.45% of the Council Tax due to be collected in 2020-21. Details of the proposed Council Tax debts over £500 to be written-off are given at table 2 below.

**Table 2: Proposed Council Tax debts over £500 to be written-off 2020-21**

<b>Reason for write-off</b>	<b>Value</b>
No longer financially viable	£134,621
Bankruptcy/Debt Relief Order	£123,949
No forwarding address	£13,436
Council Tax Support	£9,142
Official error	£7,578
Deceased	£6,391
Debt over 6 years old	£782
<b>Total write-off</b>	<b>£295,899</b>

11. Details of the reasons for the write-off of debts are as follows:

- (a) **No longer financially viable** – these are debts where all reasonable steps to recover the amounts have been taken, but it is no longer financially viable to proceed further. For example, this could be as a result of information from an Enforcement Agent, advice from Legal Services or the debtor being in prison.
- (b) **Bankruptcy/Debt Relief Order** – these are debts where the debtor has been made bankrupt, insolvent or is subject to a Debt Relief Order, and there are no assets left to recover the debt.
- (c) **No forwarding address** – these are debts where all reasonable steps have been taken to trace the debtor, but their current whereabouts are not known. If contact is made in the future, the debt will become recoverable again.
- (d) **Council Tax Support** – these are debts which are actively being collected through the maximum deductions allowable from the debtor’s DWP benefits, but where the debtor has multiple debts outstanding.
- (e) **Official error** – these are debts caused as a result of an error made by the Council or another official organisation, such as the Department for Work and Pensions (DWP), and the debt is irrecoverable.
- (f) **Deceased** – these are debts where the debtor is deceased and there are no assets left in the estate.
- (g) **Debt over 6 years old** – these are debts where all reasonable steps to recover the amounts have been taken, but it is no longer financially viable to proceed further and the debt is over 6 years old.

12. Members should also be aware that, for the same period, £180,520 has been authorised for write-off in respect of sums of less than £500. A summary of the write-offs for 2020-21, including credits written back, is given at table 3 below.

**Table 3: Council Tax write-off summary 2020-21**

Classification	Value
Debts over £500 written-off	£295,899
Debts under £500 written-off	£180,520
Debts written-off reversal*	-£82,377
Credits written back	-£275,997
Credits written back reversal**	£1,426
<b>Net write-off</b>	<b>£119,471</b>

13. \*Debts written-off reversal: These are debts previously written-off that have been reversed back to recover following successful contact with the debtor.
14. \*\*Credits written back reversal: These are credits previously written back that have been reversed back to refund following successful contact with the creditor.

### Business Rates

15. During 2020-21, a total of £17.6 million of Business rates was due, of which £17.1 million was collected (or 97.0%). This compares to £33.5 million collected in 2019-20 (or 98.9%). The reason for the large difference is that over £17 million of additional Business Rates reliefs were awarded in 2020-21 to support businesses in Darlington through the Covid 19 pandemic.
16. As with Council Tax, the collection of Business Rates during 2020-21 has been a significant challenge due to the ongoing Covid 19 pandemic. As a result, Business Rates arrears (excluding costs) have increased from £0.5 million in March 2020 to £1.1 million in March 2021.
17. Despite the challenges, the Council is still expecting to collect the target of 99% of Business Rates due for 2020-21. A summary of Business Rates collection from 2012 is given at table 4 below and shows that collection rates remain high and arrears are well managed.

**Table 4: Business rates collection summary**

Year	Council Tax (£,000)				Percentage Collected to date
	Due	Collected	Written-off	Outstanding	
2012-13	32,407	31,825	573	9	98.2%
2013-14	33,320	32,727	575	18	98.2%
2014-15	33,613	33,177	436	0	98.7%
2015-16	34,145	33,816	327	2	99.0%
2016-17	35,831	35,389	419	23	98.8%
2017-18	34,092	33,689	354	49	98.8%
2018-19	34,520	34,101	277	142	98.8%
2019-20	33,915	33,545	17	353	98.9%
2020-21	17,589	17,070	16	503	97.0%

18. However, some of the older outstanding debts have been identified as irrecoverable and approval for write-off is being sought. A total of £82,596

Business Rates debts over £500 have been identified for write-off in 2020-21. This represents 0.46% of the Business Rates due to be collected in 2020-21. Details of the proposed Business Rates debts over £500 to be written-off are given at table 5 below.

**Table 5: Proposed Business Rates debts over £500 to be written-off 2020-21**

<b>Reason for write-off</b>	<b>Value</b>
Bankruptcy	£74,470
No longer financially viable	£6,093
Official error	£1,500
Debt over 6 years old	£533
<b>Total write-off</b>	<b>£82,596</b>

19. Members should also be aware that, for the same period, £3,803 has been authorised for write-off in respect of sums of less than £500. A summary of the write-offs for 2020-21, including credits written back, is given at table 6 below.

**Table 6: Business Rates write-off summary 2020-21**

<b>Classification</b>	<b>Value</b>
Debts over £500 written-off	£82,596
Debts under £500 written-off	£3,803
Debts written-off reversal	-£1,766
Credits written back	-£39,588
Credits written back reversal	£50,580
<b>Net write-off</b>	<b>£95,625</b>

## **Council Rents**

20. During 2020-21, a total of £25.19 million of Council rent was due and £25.59 million was collected (or 101.6%). The amount of rent arrears has therefore reduced from £764,912 in March 2020 to £630,488 in March 2021. In addition, £130,951 of former tenant arrears was also collected.
21. Housing Services are committed to help tenants to maintain a tenancy through prevention, support and debt recovery and make all reasonable attempts to recover debts and provide practical advice and assistance to tenants facing difficulties with their rent payments.
22. Recovery action for current tenant rent charges includes letters, home visits, emails, text message and phone calls. Under normal circumstances, court action is taken to regain possession of the property as a last resort action but this has not been possible during 2020-21. A supportive stance in relation to rent collection has been taken throughout 2020-21 to assist tenants to maintain their tenancy, evidenced by the reduction in rent arrears.
23. However, former tenant debts, including rechargeable repairs, may be written-off where recovery is uneconomical to the Council or the tenants whereabouts remain unknown for over a year despite all reasonable tracing efforts being made. Current

tenant arrears are only written-off where the tenant is subject to the Debt Respite Scheme (Breathing Space), Debt Relief Orders, Bankruptcy or Individual Voluntary Arrangements.

24. Approval is being sought to write-off a total of £52,854 of former tenant rent arrears over £500, where all reasonable recovery efforts have been exhausted. This represents 0.21% of Council rents due to be collected in 2020-21. Details of the proposed former tenant rent arrears over £500 to be written-off are given at table 7 below.

**Table 7: Proposed former tenant rent arrears over £500 to be written-off 2020-21**

<b>Reason for write-off</b>	<b>Value</b>
No longer financially viable	£17,906
Deceased	£17,081
No forwarding address	£6,126
Debtor in prison	£4,949
Legal Services advice	£4,412
Bankruptcy/Debt Relief Order	£1,604
Debtor in residential care	£776
<b>Total write-off</b>	<b>£52,854</b>

25. Members should also be aware that, for the same period, £18,024 has been authorised for write-off in respect of sums of less than £500. A summary of the write-offs for 2020-21, including credits written back, is given at table 8 below.

**Table 8: Former tenant arrears write-off summary 2020-21**

<b>Classification</b>	<b>Value</b>
Debts over £500 written-off	£52,854
Debts under £500 written-off	£18,024
Credits written back	-£966
<b>Net write-off</b>	<b>£69,912</b>

### **Housing Benefit Overpayments**

26. During 2020-21, a total of £498,869 Housing Benefit overpayments were identified and £646,397 was collected (or 129.6%). The amount of outstanding Housing Benefit overpayments has therefore reduced from £2.36 million in March 2020 to £1.99 million in March 2021.
27. Approval is being sought to write-off a total of £157,286 of Housing Benefit overpayments over £500, where all reasonable recovery efforts have been exhausted. This represents 5.77% of all Housing Benefit overpayments due to be collected in 2020-21. Details of the proposed Housing Benefit overpayments over £500 to be written-off are given at table 9 below.

**Table 9: Proposed Housing Benefit overpayments over £500 to be written-off 2020-21**

<b>Reason for write-off</b>	<b>Value</b>
Deceased	£57,303
Bankruptcy/Debt Relief Order	£39,495
No longer financially viable	£25,281
Official error	£20,463
Hardship	£14,216
No forwarding address	£528
<b>Total write-off</b>	<b>£157,286</b>

28. Members should also be aware that, for the same period, £15,089 has been authorised for write-off in respect of sums of less than £500. A summary of the write-offs for 2020-21 is given at table 10 below.

**Table 10: Housing Benefit overpayments write-off summary 2020-21**

<b>Classification</b>	<b>Value</b>
Debts over £500 written-off	£157,286
Debts under £500 written-off	£15,089
<b>Total write-off</b>	<b>£172,375</b>

### Sundry Debt invoices

29. During 2020-21, a total of £27.02 million of new sundry debts were raised and £26.24 million was collected (or 97.11%). The amount of outstanding sundry debts has therefore increased from £7.07 million in March 2020 to £7.64 million in March 2021.

30. Approval is being sought to write-off a total of £172,577 of sundry debts over £500, where all reasonable recovery efforts have been exhausted. This represents 0.51% of all sundry debts due to be collected in 2020-21. Details of the proposed sundry debts over £500 to be written-off are given at table 11 below.

**Table 11: Proposed sundry debts over £500 to be written-off 2020-21**

<b>Reason for write-off</b>	<b>Value</b>
Deceased	£105,238
No longer financially viable	£67,339
<b>Total write-off</b>	<b>£172,577</b>

31. Members should also be aware that, for the same period, £40,523 has been authorised for write-off in respect of sums of less than £500. A summary of the write-offs for 2020-21 is given at table 12 below.

**Table 12: Sundry debts write-off summary 2020-21**

<b>Classification</b>	<b>Value</b>
Debts over £500 written-off	£172,577
Debts under £500 written-off	£40,523
<b>Total write-off</b>	<b>£213,100</b>

**Financial Implications**

32. From April 2013, following the introduction of the Non-Domestic Rates Retention scheme, the Council has become liable for its proportion (49%) of the bad and doubtful debts with the remainder being shared between Central Government (50%) and the Durham and Darlington Fire Authority (1%). This has been allowed for in the Council's accounts. Provision for bad and doubtful Council Tax debt has already been made in the Council's accounts so that the write-offs as recommended have no additional financial impact on the Council.
33. Financial regulations require authorities to make an annual assessment of the extent to which any money owed to the Council is likely to prove irrecoverable and make adequate provision in their accounts. The financial implications of writing-off the proposed former tenant arrears debt has therefore, already been taken into account in the Housing Revenue Account.
34. In respect of Housing Benefit overpayments, the DWP has recognised that in a system as complex as the Housing Benefit scheme, errors will occur. The DWP provide incentives for local authorities to minimise the number of these errors. As a result, local authorities receive subsidy depending on the type of overpayment.
35. Official error overpayments are subsidised at 100%, therefore these overpayments will be fully reimbursed by the DWP. All other eligible overpayments are funded at 40% subsidy, most of which are then successfully recovered. There will be no financial impact on the Council's current revenue budget as provisions have been made in the previous year.
36. For sundry debts, a provision is made in the accounts for bad debts on a monthly basis and reflected in budgets. Debts over one year old are provided for on a 100% basis, so the write-off outlined above will have no adverse effect on the MTFP. Debts of less than one year old may also be provided for and the decision of how much to provide is taken in consultation with the manager responsible for the service.

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**CABINET  
6 JULY 2021**

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**PROJECT POSITION STATEMENT & CAPITAL PROGRAMME MONITORING  
OUTTURN 2020/21**

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**Responsible Cabinet Members –  
Councillor Charles Johnson, Resources Portfolio**

**Responsible Directors –  
Dave Winstanley, Group Director of Services  
Elizabeth Davison, Group Director of Operations**

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**SUMMARY REPORT**

**Purpose of the Report**

1. This report provides:
  - (a) Information on delivery of the Council's Capital Programme, the financial outturn position as at 31st March 2021 and the proposed financing of the 2020/21 capital expenditure.
  - (b) An update on the current status of all construction projects currently being undertaken by the Council
2. It also seeks approval for a number of changes to the programme.

**Summary**

3. Significant enhancements have been made to the Council's assets in three major programme areas of schools, housing and transport, mostly using external funding, as well as several other large scale schemes in the Borough. These investments are delivering a wide range of improvements to the Council's assets and more critically, to Council services. Refurbishment of council homes, improved learning environments in schools, better traffic flows and opportunities for sustainable travel have been achieved and are detailed within the report.
4. Capital expenditure in 2020/21 totalled £29.875m. Since the last revision of the Capital Medium Term Financial plan further refinements to estimates have occurred as part of the ongoing management of the programme and these are included in the recommendations below, all revisions can be contained within existing programmes.
5. The Council has a substantial annual construction programme of work. The current project position statement (PPS) shows there are 38 live projects currently being managed by the Council with an overall project outturn value of £126.196m. The

majority of projects are running to time, cost and quality expectations with no foreseeable issues.

6. The projects are managed either by the Council's in-house management team, a Framework Partner or by Consultants sourced via an open/OJEU tender process.

### **Recommendations**

7. It is recommended that Cabinet:-
  - (a) Note the delivery and financial outturn of the 2020/21 Capital Programme.
  - (b) Note projected capital expenditure and resources.
  - (c) Approve the adjustments to resources as detailed in paragraph 25.

### **Reasons**

8. The recommendations are supported by the following reasons: -
  - (a) The recommendations are supported to enable Members to note the progress of the 2020/21 Capital Programme and to allow the capital spend to be fully financed.
  - (b) To inform Cabinet of the current status of construction projects.
  - (c) To maintain effective management of resources.

**Elizabeth Davison**  
**Group Director of Operations**

**Dave Winstanley**  
**Group Director of Services**

### **Background Papers**

- (i) Capital Medium Term Financial Plan 2020/21 – 2023/24
- (ii) Project Position Statement March 2021

Brian Robson : Extension 6608  
Claire Hayes : Extension 5404

S17 Crime and Disorder	This report has no implications for crime and disorder.
Health and Well Being	There are no issues relating to health and wellbeing which this report needs to address.
Carbon Impact and Climate Change	There are no carbon impact implications in this report
Diversity	There are no specific implications for diversity
Wards Affected	All wards are affected.
Groups Affected	The proposals do not affect any particular groups within the community
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	The report does not represent a key decision
Urgent Decision	For the purpose of the 'call-in' procedure this does not represent an urgent matter.
One Darlington: Perfectly Placed	The Capital Programme referred to in the report supports delivery of the Sustainable Community strategy through appropriate deployment of the Council's resources. Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	The recommendations support the effective and efficient use of resources.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

## MAIN REPORT

### Information and Analysis

#### 2020/21 Capital Spend and Resources

### Information and Analysis

9. **Appendix 1** is a summary of all of the live construction projects and provides an overview on numbers, client responsibility, details of projected spend against budget and projected completion dates.
10. **Appendix 2** is for information and lists all live construction projects and provides details on numbers, type and details of the key individuals responsible for the delivery of the projects. It also provides a statement on the current status position on each project, details of actions being taken, where required and any current issues.
11. The Capital outturn for 2020/21 totalled £29.875m compared to £42.939m in 2019/20. **Appendix 3** analyses the 2020/21 capital spend by department, the proposed financing of the overall approved programme and corporate resources to be carried forward into 2021/22. The total of resources already approved to finance the outstanding capital programme including part finished projects is £169.973m

therefore £140.098m will be carried forward into 2021/22 to fund completion. The spend summary shows the amount available to be utilised in future years to help finance the capital programme.

12. **Appendix 4** summarises the total approved departmental capital budgets of £273.956m, along with spend to date of £133.858m and the projected out turn position which is lower than budget at £273.737m.

13. The proposed financing of the 2019/20 expenditure is :-

	<b>2020/21</b>
	<b>£M</b>
<b>Capital Expenditure</b>	
<b>Financing of Capital Expenditure</b>	<b>29.875</b>
<i>Corporate resources</i>	
Corporate Unsupported Capital Expenditure (Borrowing)	7.444
Capital Receipts	2.538
<i>Externally funded</i>	
Capital Grants	11.718
Capital Contributions	0.029
<i>Departmental and Other Resources</i>	
HRA - Capital Receipts	0.684
HRA - Revenue Contribution	5.750
Departmental - Borrowing for Leasable Assets	0.047
Departmental - Unsupported Borrowing	1.520
Departmental – Revenue Contribution	0.145
<b>Total Capital Financing</b>	<b>29.875</b>

### **Project Position Statement**

14. Project management procedures require the production by project managers of a Project Position Statement (PPS) for all projects over £75,000. This report brings together the pertinent data from the current PPS with financial information from the Financial Management System (FMS) and approvals by Cabinet.

15. The Project Position Statement (Appendix 2) details the current live construction projects, up to the end of March 2021, by delivery area, and provides details on numbers, type and details of the key individuals responsible for the delivery of the projects. It also provides a statement on the current status position on each project, details of actions being taken, where required and any current issues. The statement excludes any completed projects or those on hold.

16. The overview of live construction projects is as follows:-

	Projects	Current Approved Budget £ / p	Projected Outturn £ / p	Variance %	Variance (Value) £ / p
Economic Growth & Neighbourhood Services	36	121,166,553	122,041,765	0.7	875,212
People	2	4,154,656	4,154,656	0.0	0
<b>TOTAL</b>	<b>38</b>	<b>125,321,209</b>	<b>126,196,421</b>	<b>0.7</b>	<b>875,212</b>

17. The table shown above includes a column for current approved budget. In certain cases this budget figure may be different from the original approved budget. This could be as a result of variances identified during construction or other variables not known at the initiation stage. The original budget and all subsequent changes have been reported to and approved by Cabinet.

18. The live projects are at the following stages:

Department	Brief	CP1	CP2	CP3	CP4	CP5	Total
Economic Growth & Neighbourhood Services	0	11	3	7	12	3	36
People	0	0	0	2	0	0	2
<b>TOTAL</b>	<b>0</b>	<b>11</b>	<b>3</b>	<b>9</b>	<b>12</b>	<b>3</b>	<b>38</b>

- (a) **Control Point 1 (CP1)** – Start Up: is used to define the position of a project at its conception stage.
- (b) **Control Point 2 (CP2)** – Initiate: defines a project at feasibility stage and will likely include a desktop assessment of a project and the use of informed estimates.
- (c) **Control Point 3 (CP3)** – Define: the point that the project is progressed to RIBA Stage F, i.e. detailed design.
- (d) **Control Point 4 (CP4)** – Construction Phase: is the stage at which work begins on the project, i.e. for a construction project on site through to build completion.
- (e) **Control Point 5 (CP5)** – Evaluate: is the stage post completion of the project at which time the project is reviewed and lessons learned are discussed in order that they can be taken to the next or similar projects.

19. The status on live projects is as follows:

Department			
Economic Growth & Neighbourhood Services & Resources	1	35	0
People	0	2	0
<b>TOTAL</b>	<b>1</b>	<b>37</b>	<b>0</b>

- (a) Star and triangle symbols are used to identify projects that have variances which are:-
- (i) More than £5,000, if the variance is also more than 5% of the approved budget for the project, or
  - (ii) More than £50,000 regardless of the percentage variance
- (b) Projects that are within these margins are symbolised with circles.
- (c) In addition to cost, the same symbols are used to indicate similar levels of variances in time and quality/outputs/outcomes.

20. Current projects with the triangle symbol are as follows:-

Project	Reason for Variance	Action
Ingenium Park	The drainage works for the scheme have had to be delayed due to the working restrictions we have around the Great Crested Newts. The window for undertaking the drainage works is only between November-February, and has therefore delayed the completion of the overall scheme	The drainage works will go out to tender in September for a November start on site

### Reconciliation of Project Position Statement to Capital Programme

21. The table shown below reconciles the differences between the Capital Programme (CP) and the Project Position Statement (PPS). Differences occur because the Project Position Statement includes all construction projects over £75,000 in value funded from Capital and Revenue sources. Spending within the Capital Programme is not always of a construction nature, can be of any value and excludes Revenue funded schemes.

	Value £m
<b>Live Projects from Project Position</b>	<b>126.196</b>
Schemes closed or on hold within CP but awaiting PPS post project review.	29.134
Annualised Schemes excluded from PPS - Housing Repairs & Maintenance	0.360
Annualised Schemes excluded from PPS - Highways Maintenance	17.199
Annualised Schemes excluded from PPS - Children's Services School Maintenance	0.000
Non Construction excluded from PPS	16.561
Capital Investment Fund excluded from PPS	44.077
Projects under £75k are excluded from PPS reporting.	2.201
Schemes Included with PPS & CM Reporting	0.494
Capital schemes not yet integrated into PPS reporting.	13.006
Funding not yet allocated	24.509
<b>Capital Programme</b>	<b>273.737</b>

22. The table below shows the split of the approved capital programme of £273.956m, between the different service areas and also the various categories of spend. When compared to the table above it shows that there is a projected £0.219m underspend on the approved capital programme.

	Construction				Non construction	Capital investment fund	Housing New Build not yet allocated	Total
	Live Schemes 75k & Over	Annualised Schemes	Completed Schemes awaiting review	Live Schemes under 75k				
Area	£m	£m	£m	£m	£m	£m	£m	£m
Housing	17.325	0.360	10.295	0.151	0.392	0.000	26.930	55.453
Economic Growth	85.045	0.000	14.439	0.667	11.385	46.906	0.799	159.242
Highways/Transport	7.499	17.502	4.115	0.978	0.882	0.000	0.000	30.975
Leisure & Culture	19.607	0.000	0.005	0.173	0.160	0.000	0.000	19.946
Education	4.155	0.000	0.450	0.226	0.052	0.000	0.000	4.884
Adult Social Care	0.000	0.000	0.000	0.000	0.993	0.000	0.000	0.993
Other	0.000	0.000	0.000	0.000	2.463	0.000	0.000	2.463
<b>Total</b>	<b>133.631</b>	<b>17.862</b>	<b>29.305</b>	<b>2.195</b>	<b>16.327</b>	<b>46.906</b>	<b>27.729</b>	<b>273.956</b>

## Capital Programme

23. The following major areas of work have been undertaken in 2020/21.

### (a) Children, Families and Learning

- (i) No school condition works were undertaken during summer 2020 due to the impact of Covid restrictions. However, following condition surveys at the remaining maintained schools a list of priority items for repair and maintenance have been identified for completion during summer 2021. These works are currently out to tender.
- (ii) The provision of a special educational needs unit at Red Hall Primary School is now complete and will provide provision for 16 primary age pupils with social, emotional and mental health issues (SEMH). The unit will open in September 2021.
- (iii) The provision of a special educational needs unit at Rise Carr College is due to complete in July 2021 and will provide provision for 16 secondary age pupils with social, emotional and mental health issues (SEMH). The unit will open in September 2021.

### (b) Housing

- (i) Adaptations – The provision of disabled adaptations including Flat Floor Showers, ramps, stair lifts, handrails, grabrails and other adaptations to over 197 Council Properties.
- (ii) Heating Replacement - The upgrade of heating systems including 'A' rated Combi boilers, radiators and heating controls and the progressing of Electric to gas central heating replacement programme including the installation of new gas services and pipelines. Work was carried out to

48 properties due to Covid restrictions. The remaining programme will be carried out in 2021-22.

- (iii) Structural Repairs – Ongoing structural monitoring continues and as a result a number of properties had structural repairs carried out.
  - 1. Park Pace bin store walls – Demolition and rebuild of unstable walls were completed.
  - 2. Properties in Shelley & Arnold Road required structural repairs, new lintels, wall tie replacement, cavity clean and fully repointed.
  - 3. Flats 20 & 23 Havelock Street required structural remedial works were carried out.
- (iv) Repairs before Painting – 1167 Properties had joinery repair works as part of the cyclical external painting programme in Banktop, North Road, Redhall, Rise Carr, Northgate, Park West, College areas.
- (v) Roofing – 63 properties at Haughton and 29 properties in Sadberge received replacement of roofs, fascias, soffits and rainwater goods alongside the top-up of loft insulation where appropriate. All brickwork to elevations of properties were also fully repointed.
- (vi) Garages – They were no works carried out this year; we identified the prefabricated garages on Lascelles estate are beyond repair. It has been confirmed by housing that there is very little demand in the area. The decision was made that we would demolish the garages and to allow the works to be completed in 2021-22.
- (vii) External Works - Responsive repairs across the borough identified fencing required replacement to 55 properties.
  - 1. 45 Properties were identified at Albert Hill that required the fences replacing.
  - 2. 31 Gates/outhouse doors were identified to require replacement on North Road.
  - 3. The waste pump on Fenby was beyond economical repair and needs to be replaced.
- (viii) Pavement Crossings – 5 properties had pavement crossings installed in their properties across the borough.
- (ix) Replacement Door Programme – 112 properties were identified by responsive inspections and required replacement doors. Due to Covid restrictions we were unable to complete any properties on the programme, it is proposed that we will carry out these properties in 2021-22.

(x) Communal Works & Door Entry Systems –

1. King William estate – all blocks required new doors and door entry systems.
2. North Road – all blocks required new doors and door entry systems.
3. Langfield Road – all blocks required new doors and door entry systems.

(xi) Internal planned maintenance – Due to Covid restrictions we were unable to complete any properties.

(xii) Windows – Due to Covid restrictions we were unable to complete any window replacements, it is proposed that we will carry out these properties in 2021-22

(c) Transport

(i) Darlington continues to deliver capital schemes in support of its Transport Strategy. The objectives of the Transport Strategy as set out in the Third Local Transport Plan include supporting employment, economic activity and sustainable development; tackling climate change; improving accessibility to jobs, education, training, health, and green spaces; and improving the journey experience. Capital investment sources to deliver the Transport Programme were provided by: the third Local Transport Plan (LTP3), the Local Growth Fund, the National Productivity Investment Fund and various grants awarded by the Department for Transport (DfT) including Incentive and the Pothole Challenge fund.

(ii) LTP3 funding was spent on delivering a programme of maintenance schemes and integrated transport schemes. The integrated transport programme included: continued design work on the A68 Woodlands Road scheme; the resurfacing of Abbots Yard car park, and the four-year programme to replace traffic counter equipment continues. The highway maintenance programme was based upon condition data and included:

1. Structural maintenance schemes such as Estoril Road South; A67 Morton Palms roundabout; and Fenby Avenue.
2. An additional £500k was allocated from the Council for a programme of micro asphalt schemes to address the declining condition of unclassified roads (mainly residential streets).
3. A programme of assessments continues to be carried out on Darlington's bridges, parapets and other structures and a programme of work was started to address identified issues. This has included the installation of Vehicle Restraint systems to protect bridge parapets in certain locations.

- (iii) Funding was secured from the Local Growth Fund for two schemes as follows:
1. In August 2019 funding was awarded for the creation of a new shared use (pedestrian and cycling) route along the north side of Allington Way from the junction with McMullen Road to the junction with Lingfield Way including the addition of a second lay-by. The route is now open to both pedestrians and cyclists.
  2. In February 2020 funding was awarded to improve the walking and cycling route between Darlington Station and Darlington town centre. This includes addressing concerns about speeding traffic with the introduction a 20mph speed limit and traffic calming features; new traffic signals at the Clifton Road junction to assist pedestrians crossing the road; widened footpaths; the introduction of trees and landscaping; and resurfacing of the back lane and formalisation of parking. Works are currently ongoing with delivery expected to be complete by July 2021.
- (iv) Funding was secured in May 2018 from the Department for Transport from the National Productivity Improvement Fund (NPIF) for improvements on the Tees Valley Key Road Network from the A66 Strategic Road Network to Central Park Enterprise Zone. This funding has been successful enabling 3 key schemes to be completed:
1. Improvements to B6280 McMullen Road / Yarm Road roundabout. Works were completed in October 2019.
  2. The introduction of traffic signals at Lingfield Way / Yarm Road junction and the creation of a cycle route. Additional works were undertaken on Morton Way to provide a footpath link to Yarm Road Industrial Estate and the addition of a parking lay by on Yarm Road Industrial Estate. Works completed October 2020.
  3. The redesign of the B6279 Haughton Road / Tornado Way junction from a signalised through-about to a roundabout. The scheme also included 2 new toucan crossings, footpath and cycle links and extensive landscaping. In addition, four sculptures have been installed on the Tornado Way roundabout celebrating Darlington's railway heritage. Works completed December 2020.
- (v) Funding was secured from the Rural Payments Agency in November 2019 to support a project to upgrade a section of existing bridleway running over the A66 eastwards to Middleton St. George. The funding was used to improve surfacing, drainage and access measures. Due to COVID-19 restrictions works were suspended for a time but have now been substantially completed with the final landscaping works being completed in May 2021.
- (vi) Funding was secured from the Emergency Active Travel Fund in July 2020 which was used on temporary schemes to support cycling and walking in response to the COVID19 pandemic. Works included signage and road markings in the Town Centre and on Duke Street.

- (vii) In March 2021 funding was secured from the Department for Transport from the Active Travel Fund Tranche 2 to support the Local Cycling and Walking Infrastructure Plan (LCWIP) to provide dedicated cycling infrastructure on Woodland Road/Outram Street/Duke Street. This will provide a route to key destinations including the Town Centre, Darlington Memorial hospital and Queen Elizabeth Sixth Form college.

24. Paragraph 25 shows the movements in the Capital Programme since the approval of the 2020/21 Capital MTFP, some of which have not yet been approved by Members.

25. Adjustment to resources requested by departments:-

### Virements

Department	Scheme	Value £	Reason for adjustment	Resource type adjusted
Neighbourhood Services Economic Growth & Resources	Indigenous Growth Fund	(£1,919,801)	Indigenous Growth fund for Temperate Garden	Nil Effect
Neighbourhood Services Economic Growth & Resources	Temperate Garden	£1,919,801	Indigenous Growth fund for Temperate Garden	Nil Effect
Neighbourhood Services Economic Growth & Resources	Indigenous Growth Fund	(£160,000)	Indigenous Growth fund for Union Street Demolition	Nil Effect
Neighbourhood Services Economic Growth & Resources	Union Street Demolition	£160,000	Indigenous Growth fund for Union Street Demolition	Nil Effect
<b>TOTAL</b>		<b>£0</b>		

## Adjustments needing approval release

Department	Scheme	Value £	Reason for adjustment	Resource type adjusted
Neighbourhood Services Economic Growth & Resources	Middleton Lane Middleton St George	£13,565	S106 16/00972 Heritage North LTD Bus Stops	S106
Neighbourhood Services Economic Growth & Resources	Salters Lane Bus Stop Improvements	£62,500	S106 18/00442 - Salters Lane Bus Stop improvements	S106
Neighbourhood Services Economic Growth & Resources	Salters Lane Roundabout Improvements	£80,000	S106 18/00442 - Salters Lane Roundabout improvements	S106
Neighbourhood Services Economic Growth & Resources	Branksome Play area	£49,800	S106 10/00412/FUL & 08/00397/FUL Branksome Play Area	S106
Neighbourhood Services Economic Growth & Resources	West Park Travel Planning	£36,254	S106 West Park JV LTD S106 15/00450 Travel Programme Contribution	S106
Neighbourhood Services Economic Growth & Resources	Bridge Maintenance	£195,000	RCCO 17/18 Contribution to bridge inspections and replacement capital projected from 90942	RCCO
Neighbourhood Services Economic Growth & Resources	Bridge Maintenance	£23,000	RCCO 19/20 Contribution towards Bridge Maintenance	RCCO
Neighbourhood Services Economic Growth & Resources	Town Centre Strategic Acquisition Fund	£22,740	RCCO 20/21 Victoria Road Advertising Board	RCCO
Prudential Borrowing - Leasable assets		£46,581	Since 2004 the introduction of the prudential code has allowed assets otherwise leased to be purchased outright with the costs paid by the department from revenue over the useful life of the asset. Spending on leasable assets in 2017/18 is £420,876 and has been added to the Capital programme	Departmental unsupported borrowing
<b>TOTAL</b>		<b>£529,440</b>		

26. **Appendix 5** details the general fund capital receipts and corporate resources received and brought forward from previous years. These amount to £3.200m of which £2.538m has been utilised to finance capital expenditure as well as £0.371m of earmarked receipts to fund slippage, leaving a balance of £0.291m to carry forward into future years.

### Conclusion

27. The total capital spend incurred during 2020/21 was £29.875m. Overall a balanced programme has been achieved with a wide variety of capital improvements undertaken throughout the Borough during 2020/21.

### Outcome of Consultation

28. There has been no consultation in the preparation of this report.

**Capital Project Position Statement**

Appendix 1

Mar-21

Ref No	Title	Client	Approved Budget	Outurn Forecast	Planned Completion	Actual Completion	Comment
23	Civic Theatre Refurbishment & Theatre Hullaballoon	Economic Growth & Neighbourhood Services	£16,069,000	£16,069,000	06-Nov-17	06-Nov-17	Works complete. In defect period. Activity plan elements are still being delivered up to March 2021, working to current approved budget.
25	West Cemetry Development	Economic Growth & Neighbourhood Services	£6,400,000	£6,400,000	31-Mar-22		The construction phase works are due to commence on 6th April.
26	Dolphin Centre Soft Play / Bowling Alley	Economic Growth & Neighbourhood Services	£1,784,687	£1,784,687	31-Mar-21	19-Mar-21	Complete.
27	Railway Heritage Quarter	Economic Growth & Neighbourhood Services	£19,790,000	£19,790,000	30-Sep-24		The design team are currently pulling together the planning application for the scheme.
28	Crown Street Library Refurbishment	Economic Growth & Neighbourhood Services	£2,910,436	£2,910,436	30-Sep-22		Delays in tendering process due to resources issues have pushed return date back. Works duration could be extended to 104 weeks
174	RedHall SEND	People	£1,637,998	£1,637,998	19-Mar-21	19-Mar-21	Construction programme June 2020 – February 2021 (3m provision has been added in for social distancing taking us until May 2021) ICT and toilet refurbishment works was completed over the summer holidays 2020. Construction phase H&S plan has been agreed on 04/06/20. Pre start meeting complete 19/05/20
175	Rise Carr SEND	People	£2,516,658	£2,516,658	01-Sep-21		Start on site Monday 17th August until 31st August 2021. (12w had been added to the construction programme to adhere to social distancing during construction) Window replacement, sport hall (Jan 2021) repairs and internal remodel and small extension programmed in for Summer 2021.

**Capital Project Position Statement**

Appendix 1

Mar-21

Ref No	Title	Client	Approved Budget	Outurn Forecast	Planned Completion	Actual Completion	Comment
226	Ingenium Parc Masterplan + Infrastructure	Economic Growth & Neighbourhood Services	£5,687,756	£5,687,756	30-Mar-21		Complete – McMullen Road Roundabout, Salters Lane Cycle Route, Cummins Car Park, Phase 1 Ecological mitigation: Ponds & hibernacula. Spine Road. One of the final elements of the spine road work for will be to lay service ducts underneath the road crossings (entrances to Cummins and the hammerhead at the bottom of the spine road) so that utilities can be connected into site. The revised surface water route will involve a complex dig additionally constrained by very limited access, ditches, underground stats, overhead HV lines and a small working area between permanent bodies of water within a nature reserve. Currently reviewing budget against outturn cost as a result of additional works post contract commencement.
228	Feethams House	Economic Growth & Neighbourhood Services	£8,500,000	£8,460,880	15-May-20	15-May-20	Project complete and handed over. Deep Ocean and NHS currently occupying 5th and ground floors respectively. Outstanding works ref secure entry system.
231	Faverdale Project Development	Economic Growth & Neighbourhood Services	£440,000	£440,000	30-Sep-20		This work is feasibility on development options. Stage 1 Feasibility is complete, discussions ongoing with developer and whether DBC progress with Stage 2 or transfers to Developer.
233	Hybrid Innovation Centre	Economic Growth & Neighbourhood Services	£8,079,855	£8,007,857	30-Jun-22		Planning Approval was granted on 25th February 2021. Stage 4 Design due to be frozen 31st March 2021. AMP due to be submitted from Willmott Dixon on 17th May 2021 with start of site planned for mid/late June 2021.
234	Demolition at Union Street	Economic Growth & Neighbourhood Services	£160,000	£160,000	20-Nov-20	20-Nov-20	Demolition has been completed
235	Demolition of Newstead Farm and Ivy House	Economic Growth & Neighbourhood Services	£71,000	£71,000	20-Nov-20	20-Nov-20	Demolition complete
236	Clarks and Buckton's Yards Improvements	Economic Growth & Neighbourhood Services	£500,000	£505,000	12-Apr-21	30-Apr-21	Works to properties have commenced with the first doors installed. High level guttering and down pipe works to commence w/c 290321. Conditions for LBC met and works commencing to entrances areas.

**Capital Project Position Statement**

Appendix 1

Mar-21

Ref No	Title	Client	Approved Budget	Outurn Forecast	Planned Completion	Actual Completion	Comment
237	Central Park Mound Removal and Transformatrion	Economic Growth & Neighbourhood Services	£3,170,000	£3,170,000	31-Mar-22		Informal discussions were carried out with Willmott Dixon, they have proposed at NIL cost to DBC to assit in carrying out a review and feasibility of the site at a high level to establish concepts and requirements as well as high level costs. WD are currently working on the site in the development of the new Innovation Centre and as such know the site and its limitations and are idealy placed to work with DBC at this initial stage.
238	Post House Wynd	Economic Growth & Neighbourhood Services	£100,000	£50,000	30-Apr-22		The PHW project is a consequence of the Project Darling Initiative in that it has been designed to meet the requirements of the initiative in both improving the visual aesthetics of the area. The initial 3 properties proposed have been designed up and a Planning Application has been submitted with an expected decesion late March 2021.
239	Station Gateway East	Economic Growth & Neighbourhood Services	£21,630,045	£21,630,045	31-Mar-24		Stage 3 Design underway. Pre application Submitted returned 19th March. Stage 3 Design Freeze 9th April. Stage 3 Cost Estimate 2nd June. NR GRIP 3 Design Approval passed. Stage 4 Design commence July. AMP December.
240	Station Gateway West	Economic Growth & Neighbourhood Services	tbc	tbc	tbc		Initial design proposals are being pulled together to review
241	Station Gateway Demolitions	Economic Growth & Neighbourhood Services	£1,322,940	£1,322,940	tbc		Progress is subject to CPO process
242	Station Gateway CPO & Acquisitions	Economic Growth & Neighbourhood Services	tbc	tbc	tbc		
317	Dophin Centre Refurbishment	Economic Growth & Neighbourhood Services	£2,850,000	£2,850,000	05-May-16	30-Apr-16	Works complete CP5 to complete.
451	East Haven Housing	Economic Growth & Neighbourhood Services	£5,402,952	£5,402,952	01-Feb-23		Design progressing. Access arrangements confirmed. Due to their being several DBC sites to develop and this one not being a higher priority site, it is likely it won't proceed until others are built out.

**Capital Project Position Statement**

Appendix 1

Mar-21

Ref No	Title	Client	Approved Budget	Outurn Forecast	Planned Completion	Actual Completion	Comment
461	Allington Way - Phase 3	Economic Growth & Neighbourhood Services	£8,638,250	£8,624,580	20-Dec-21		Works progressing on time, on site. Inclement weather has affected progress. To date this has been absorbed within the programme, but if it continues it may delay completion.
462	Skinnergate Re-development Housing	Economic Growth & Neighbourhood Services	tbc	tbc	01-Jun-22		Proposed site layout developed. Preparing planning application, but delays arising due to the potential requirement of having to retain an annexed non-listed building and Historic England not engaging due to Covid19. Planning application is to follow shortly, subject to receiving agreeable HE instructions.
468	Replacement Door Programme 2020/21	Economic Growth & Neighbourhood Services	£350,000	£350,000	31-Mar-21		Works have been delayed due to Covid 19, the works will start as soon as the government restrctions are eased.
470	Hundens Lane area structural repairs 2020/21	Economic Growth & Neighbourhood Services	£280,000	£280,000	31-Mar-21		Works have been delayed due to Covid 19, the works will start as soon as the government restrctions are eased.
471	Communal Flat entrance door and door entry replacement	Economic Growth & Neighbourhood Services	£170,000	£170,000	31-Mar-21		Works have been delayed due to Covid 19, the works will start as soon as the government restrctions are eased.
626	Feethams Crossing	Economic Growth & Neighbourhood Services	£266,167	£266,167	31-Mar-20	31-Mar-20	Scheme complete.
628	Haughton Road/Tornado Way	Economic Growth & Neighbourhood Services	£1,539,433	£1,539,433	31-Mar-20	07-Sep-20	Scheme to include VRS on Arnold bridge + extra surfacing on Haughton Road. Scheme complete awaiting drainage costs.
631	Rotary Way cycleway	Economic Growth & Neighbourhood Services	£320,000	£320,000	31-Mar-20	31-Mar-20	Scheme complete. Awaiting final costs.

**Capital Project Position Statement**

Appendix 1

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Ref No	Title	Client	Approved Budget	Outurn Forecast	Planned Completion	Actual Completion	Comment
633	McMullen Road Roundabout	Economic Growth & Neighbourhood Services	£1,287,000	£1,287,000	31-Mar-20	30-Sep-20	Scheme complete. Awaiting agreement on final costs.
634	Yarm Road/Lingfield Way junction	Economic Growth & Neighbourhood Services	£1,043,000	£1,043,000	31-Mar-20	25-Sep-20	Scheme complete. Awaiting agreement on final costs.
636	S & D Trackbed	Economic Growth & Neighbourhood Services	£237,033	£237,033	31-Mar-21	31-Mar-21	Planning approval was received on 20th August 2019. Scheme substantially complete. Retention held due to grass seeding works
637	Allington Way Cycle Route	Economic Growth & Neighbourhood Services	£273,000	£273,000	31-Mar-20	31-Mar-20	Complete
638	Abbots Yard Car Park	Economic Growth & Neighbourhood Services	£143,000	£143,000	31-Mar-21	31-Mar-21	Scheme complete. Awaiting final costs currently being prepared.
639	Victoria Road Access to Station	Economic Growth & Neighbourhood Services	£1,025,000	£1,025,000	30-Jun-21		Signed offer letter received from TVCA. Currently on site.
640	A68 Woodland Road	Economic Growth & Neighbourhood Services	£555,000	£1,600,000	31-Mar-22		Scheduled for 2021/22
641	Walking/Cycling Route Ingenium Parc	Economic Growth & Neighbourhood Services	£171,000	£171,000	31-Mar-20	31-Mar-20	Scheme complete.
			<b>125,321,209</b>	<b>126,196,421</b>			

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Capital Project Position Statement

Projects on Hold

Completed

L = Live; C = Complete; H = On Hold

Project Ref Number	Project Title	Stage					Status Symbol = Triangle = Circle = Star	Project Status	Client Department	Delivery Department	Internal Project Sponsor	Internal Project Manager	Cost Centre	Original Project Budget (CP1)	Initial Approved Budget	Increase to Initial Approved Budget	Current Approved Project Budget	Project Expected Out Turn Cost	Variance (%)	Variance (Value)	Original Planned Project Completion Date	Revised Approved Project Completion Date	Anticipated Project Completion Date / Actual	Schedule Variation (days)	Risk Log Used	CPDR	Notifiable Project	Principal Designer	Progress Report			Contracts In Place (Please provide information on the contracts that are in place as part of the Project)	Contract Type / Form	Contract With	Contract Value
		CP1 Start	CP2	CP3 Define	CP4	CP5																							Progress / Plan / Schedule	Budget	Issues				
23	Civic Theatre Refurbishment & Theatre Hullaballoon						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Brian Robson	LO115	£50,000	£50,000		£16,069,000	£16,069,000	0	0	01-Aug-13	06-Nov-17	06-Nov-17	0	Yes	Yes	Todd Milburn	Works complete. In defect period. Activity plan elements are still being delivered up to March 2021, working to current approved budget.			SCAPE	NEC3	Willmott Dixon	£12,885,288		
25	West Cemetery Development						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Brian Robson	R0154	£4,500,000	£4,900,000	£5,012,000	£6,400,000	£6,400,000	0	0	31-Mar-21	31-Mar-22	31-Mar-22	0	Yes	Yes	Todd Milburn	The construction phase works are due to commence on 6th April.	Cabinet agreed £1.5m additional funding on the 9th March 2021, taking the overall budget to £6.4m. The Project Board are still working on value engineering options for the scheme. The contract sum currently stands at £4,616,644 with potentially £303,655k worth of savings.	Due to a potential sighting of great crested newts construction works to the new Chapel site only, stopped on Friday 9th April. This is to allow a licence to be submitted to Natural England and to allow a DNA test to be carried out. An additional planning application detailing the new and future burial areas, designed in line with the pre advise sort from the Environmental Agency and Northumbria Water was submitted on 12th April.	Align – Architect Rose Project Management – Specialist Crematoria, Cemeteries and Consultancy Todd Milburn – Principal Designer Facultative Technologies – Cremator supplier	JCT	Building Services			
26	Dolphin Centre Soft Play / Bowling Alley						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Richard Storey	D0174	£1,700,000	£1,600,000		£1,784,687	£1,784,687	0	0	27-Nov-20	19-Mar-21	19-Mar-21	112	YES	YES	Mike Brown	Complete.	On revised budget	Complete	In house delivery	in spirit of JCT Intermediate	In House - No Contract	£1,731,721		
27	Railway Heritage Quarter						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Brian Robson	R0155	£210,000	£20,000,000		£19,790,000	£19,790,000	0	0	30-Sep-24	30-Sep-24	30-Sep-24	0	Yes	Yes	TBC	The Design team are currently pulling together the planning application for the scheme			Scape		Willmott Dixon			
28	Crown Street Library Refurbishment						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Richard Storey	L0148	£2,910,436	£2,910,436		£2,910,436	£2,910,436	0	0	01-Dec-20	01-Jun-21	30-Sep-22	486	Yes	Yes	Mike Brown	Delays in tendering process due to resources issues have pushed return date back. Works duration could be extended to 104 weeks	Indications from Building services that return will be significantly over the PTE.	Independent scaffold now necessary. surveys underway to ensure the drainage system under the highway can withstand additional weight. Further delays to tender return. Value Engineering exercise expected on return of services.	Consultants - M&E Design.	Standard T&C.	DTA			
174	Red Hall SEND						L	People	People	Tony Murphy	Rebecca Robson	E1888	£1,538,074	£1,572,289		£1,637,998	£1,637,998	0	0	01-Sep-20	01-May-21	19-Mar-21	0	Yes	Yes	Mike Brown	Construction programme June 2020 – February 2021 (3m provision has been added in for social distancing taking us until May 2021) ICT and toilet refurbishment works was completed over the summer holidays 2020. Construction phase H&S plan has been agreed on 04/06/20. Pre start meeting complete 19/05/20	Overall Cabinet approved costs - £1,637,997.98 (This is made up of all the figures below:) SEND Capital approved 10/9/20 - £350,000 Basic Need Capital approved 10/9/20 - £1,222,298 Basic Need Capital approved 14/7/20 - £65,708.98	The revised carpark layout and costs have been agreed with the Client, the works have been removed for the SEND contract and will be carried out in the summer holidays where there is more sufficient time to do it when the school aren't in. A watching brief is needed when we undertake the carpark works, Building Design to make Durham Archaeological Services aware that the works will now be done in Summer 2021	DLO Delivery	DBC standard T&C	Internal - Building Services	£1,181,136		
175	Rise Carr SEND						L	People	People	Tony Murphy	Rebecca Robson	E1889	£1,559,665	£1,526,920		£2,516,658	£2,516,658	0	0	01-Sep-20	01-Sep-21	01-Sep-21	0	Yes	Yes	Mark McIntosh	Start on site Monday 17th August until 31st August 2021. (12w had been added to the construction programme to adhere to social distancing during construction) Window replacement, sport hall (Jan 2021) repairs and internal remodel and small extension programmed in for Summer 2021.	Overall Cabinet approved costs - £2,516,658.00 (This is made up of all the figures below:) SEND Capital approved 10/9/20 - £350,000 Basic Need Capital approved 10/9/20 - £1,176,920 SEND Capital approved 14/7/20 - £148,837 Basic Need Capital approved 14/7/20 - £840,811	The contractor is currently projecting a 20 day delay, due to discrepancies on the drawings and indement weather. The delay has been accepted by the Project Team. The Client and School are aware of this delay and the construction manager has circulated an updated overall programme (Rev L) which now includes all the works under this contract. The above delays are currently not taking us over the original handover date of the 1st September as we had a 2 month time contingency factored in to the programme. Revised window tender on the above spec due back on Monday 7th February, phased installation due to start in the Easter holidays and be completed by	Perfect Circle for the Design Team DLO for the Contractor	JCT	Internal - Building Services	£1,965,044		
226	Ingenium Parc Masterplan + Infrastructure						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Joanne Wood	R0130	£2,403,100	£611,500		£5,687,756	£5,687,756	0	0	31-Aug-18	30-Mar-21	30-Mar-21	0	Yes	Yes	Noel Walecki/ Kevin Snaith	Complete – McMullen Road Roundabout, Salters Lane Cycle Route, Cummins Car Park, Phase 1 Ecological mitigation: Ponds & hibernacula. Spine Road. One of the final elements of the spine road work for will be to lay service ducts underneath the road crossings (entrances to Cummins and the hammerhead at the bottom of the spine road) so that utilities can be connected into site. The revised surface water route will involve a complex dig additionally constrained by very limited access, ditches, underground stats, overhead HV lines and a small working area between permanent bodies of water within a nature reserve. Currently reviewing budget against outturn cost as a result of additional works post contract commencement.	Nov 2019: Approved budget increased by £37,044.30 to £5.68m due to additional costs of McMullen Road Roundabout and Salters Lane Cycle route. Spend managed by Highways and additional funding sourced from underspend on overall NPfIF programme. Currently projecting to be on budget with all outstanding work provided for (including contingencies). Estimates have been requested from DBC Highways for an extension to the Spine Road to provide access to Phase 2 plot.	Spine Road. Value £961,551, DBC Highways, Term Contract Phase 2 Ecological mitigation: Planting & seeding – delayed due to bad weather and waterlogging. To restart 6th March 2020. Value £148,346 Brambledown Construction, Contract Type: NEC Short Contract	1. Spine Road 2. Phase 2 Ecological mitigation; Planting & seeding	Term Contract NEC Short	DBC highways Brambledown Construction	1. £961,551 2. £148,346		

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Project Ref Number	Project Title	Stage					Project Status	Client Department	Delivery Department	Internal Project Sponsor	Internal Project Manager	Cost Centre	Original Project Budget (CP1)	Initial Approved Budget	Increase to Initial Approved Budget	Current Approved Project Budget	Project Expected Out Turn Cost	Variance (%)	Variance (Value)	Original Planned Project Completion Date	Revised Approved Project Completion Date	Anticipated Project Completion Date / Actual	Schedule Variation (days)	Risk Log Used	CP3 Notifiable Project	Principal Designer	Progress Report			Contracts In Place (Please provide information on the contracts that are in place as part of the Project)	Contract Type / Form	Contract With	Contract Value
		CP1 Start	CP2	CP3 Define	CP4	CP5																					Progress / Plan / Schedule	Budget	Issues				
228	Feethams House						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Williams	Jenny Dixon and Jane Sutcliffe Project/ Richard Storey PM-building delivery	D0161	£246,000	£8,500,000	£8,500,000	£8,460,880	-0.16%	-£39,120	30-Jul-19	31-May-20	15-May-20	0	Yes	Yes	Tim Rainford (Nappers)	Project complete and handed over. Deep Ocean and NHS currently occupying 5th and ground floors respectively. Outstanding works ref secure entry system.	currently 39k underspend.	Deep Ocean have gone into administration and no longer need their office in Feethams House. Discussions being had re surrendering premises. They are currently occupying under an agreement for lease (this was subject to satisfying conditions ref secure entry system - not yet completed). If DBC get Deep Ocean to Surrender then DBC will be liable for Empty Rates after 3 months. NHS occupying ground floor as vaccination centre - licence renewed with one month's notice by either party. Treasury have indicated that they will likely be interested in occupying Feethams House. Timescales and space requirements not yet confirmed.	Development agreement with Willmott Dixon for Design and Build	NEC3 ECC Option A	Willmott Dixon Construction	£8.065m	
231	Faverdale Project Development						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Julia McCabe	R0137	£440,000	£440,000	£440,000	£440,000	0	0	01-Jun-18	30-Sep-20	30-Sep-20	0	Yes	Yes		This work is feasibility on development options. Stage 1 Feasibility is complete, discussions ongoing with developer and whether DBC progress with Stage 2 or transfers to Developer.	£372,000 remaining	Project delays associated with agreeing scope of stage 2: design appraisal and planning application scoping that reflect the works required to refine the masterplan, develop infrastructure designs and inform a pre-application planning enquiry and outline business case.	Stage 1: Feasibility, options appraisal and strategy	Framework agreement	Arup	£34,611	
233	Hybrid Innovation Centre						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Williams	Joanne Wood	R0157	£500,000	£500,000	£8,079,855	£8,007,857	0.09%	-£71,998	31-Dec-21	30-Jun-22	30-Jun-22	0	Yes	Yes	TBC	Planning Approval was granted on 25th February 2021. Stage 4 Design due to be frozen 31st March 2021. AMP due to be submitted from Willmott Dixon on 17th May 2021 with start of site planned for mid-late June 2021.	The budget is made up as follows:- ERDF - £4,739,855 TVCA £2,800,000 Building BF £480,000 Design Fund £70,000	Proposed site is heavily contaminated so remediation is required prior to any works starting.	SCAPE	PSDA	Willmott Dixon	£250,888	
234	Demolition at Union Street						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Williams	Brian Robson	R0160	£115,000	£115,000	£160,000	£160,000	0	0	14-Aug-20	14-Dec-20	14-Dec-20	0	Yes	Yes	Steel River	Demolition has been completed	Extra budget costs have been attributed to; Rat removal and extra asbestos removal and an extension to the bat license had to be sought (£45,000) Further budget costs are needed for problems with the party wall (TBC)	Party wall has been found to be more complicatedly tied into the British Heart Foundation building than first thought.	Demolition Framework		Thompsons of Prudoe	£115,000	
235	Demolition of Newstead Farm and Ivy House						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Williams	Brian Robson	D0172	£71,000	£71,000	£71,000	£71,000	0	0	30-Oct-20	20-Nov-20	20-Nov-20	0	Yes	Yes	Steel River	Demolition complete	Extra budget will be necessary to remove fly tipping regularly occurring along Snipe Lane	Bats were found in Newstead Riding Stables stopping work for a minimal time. Esh have requested to watch the foundation removals.	Demolition Framework		MGL Demolition	£71,000	
236	Clarks and Duckton's Yards Improvements						L	Economic Growth & Neighbourhood Services	Economic Growth	Chris Mains	Michael Bowron	D0172	£350,000	£350,000	£350,000	£500,000	1.00%	£5,000	31-Mar-21	12-Apr-21	30-Apr-21	18	Yes		DBC	Works to properties have commenced with the first doors installed. High level guttering and down pipe works to commence w/c 290321. Conditions for LBC met and works commencing to entrances areas.	The original £350K was an estimated projection with a realistic deliverable amount of circa £500K. Works costs are circa £440K with the remainder fees and costs.	Main element of the works are projected to be completed by end of Lockdown on 12th April. Some residual and minor works which should not interfere with shop opening and trading will still be required and be completed as necessary.					
237	Central Park Mound Removal and Transformation						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Michael Bowron	R0172	£3,170,000	£3,170,000	£3,170,000	£3,170,000	#DIV/0!	0	31-Mar-22	31-Mar-22	31-Mar-22	0				Informal discussions were carried out with Willmott Dixon, they have proposed at NIL cost to DBC to assist in carrying out a review and feasibility of the site at a high level to establish concepts and requirements as well as high level costs. WD are currently working on the site in the development of the new Innovation Centre and as such know the site and its limitations and are ideally placed to work with DBC at this initial	Overall Budget for the site is circa £3,170K from which contaminated materials will be removed first leaving the balance for the Civils and Landscaping works.	Costs unknown at this time for elements of works until feasibility, Viability and Review carried out and agreed.				Circa £3,170,000	
238	Post House Wynd						L	Economic Growth & Neighbourhood Services	Economic Growth	Mark Ladyman	Michael Bowron	19294	£100,000	£100,000	£100,000	£50,000	-50.0%	£500,000	30-Apr-22	30-Apr-22	30-Apr-22	0	Yes	Yes	Mike Brown	The PHW project is a consequence of the Project Darling Initiative in that it has been designed to meet the requirements of the initiative in both improving the visual aesthetics of the area. The initial 3 properties proposed have been designed up and a Planning Application has been submitted with an expected decision late March 2022.	Original DBC approved Capital Budget of £100,001	As the PHW project is similar to and abuts the Yards Improvement project, close liaison is being held with the project Sponsor to merge later phases of the project into the Yards initiative which will release DBC capital funding to be used elsewhere.			To be DLO	£500,000	
239	Station Gateway East						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Richard Storey	R0149	£25,000,000	£21,630,045	£21,630,045	£21,630,045	0	0	31-Mar-24	31-Mar-24	31-Mar-24	0	Yes	yes	Napper	Stage 3 Design underway. Pre application Submitted returned 19th March. Stage 3 Design Freeze 9th April. Stage 3 Cost Estimate 2nd June. NR GRIP 3 Design Approval passed. Stage 4 Design commence July. AMP December	Stg 3 Interim cost estimate £20.6m. Highways Works by DBC £500k budget.	Continued Stage 3 design development progressing well through close integration with Network Rail.	Stage 3 & 4 Design	NEC Professional Services Development Agreement - through SCAPE	Willmott Dixon Construction	£1,052,609	
240	Station Gateway West						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Julia McCabe	R0169					#DIV/0!	0				0											
241	Station Gateway Demolitions						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Brian Robson	R0165	£1,322,940	£1,322,940	£1,322,940	£1,322,940	0	0				0											
242	Station Gateway CPO & Acquisitions						L	Economic Growth & Neighbourhood Services	Economic Growth	Dave Winstanley	Julia McCabe	R0171					#DIV/0!	0				0											
317	Dolphin Centre Refurbishment						L	Economic Growth & Neighbourhood Services	Economic Growth	Ian Thompson	Brian Robson	D0125	£2,750,000	£2,850,000	£2,850,000	£2,850,000	0	0	30-Apr-16	05-May-16	30-Apr-16	-5	YES	YES	Todd Milburn	Works complete CP5 to complete.	Budget is made up of £2.75m Cabinet approval and additional £100k from Community Services	Works to external canopy complete	Willmott Dixon (Through SCAPE framework)	NEC ECC Option A	Willmott Dixon	£1,965,044	

Project Ref Number	Project Title	Stage				Status Symbol s = Triangle I = Circle H = Star	Project Status	Client Department	Delivery Department	Internal Project Sponsor	Internal Project Manager	Cost Centre	Original Project Budget (CP1)	Initial Approved Budget	Increase to Initial Approved Budget	Current Approved Project Budget	Project Expected Out Turn Cost	Variance (%)	Variance (Value)	Original Planned Project Completion Date	Revised Approved Project Completion Date	Anticipated Project Completion Date / Actual	Schedule Variation (days)	Risk Log Used	CP3 Notifiable Project	Principal Designer	Progress Report			Contracts In Place (Please provide information on the contracts that are in place as part of the Project)	Contract Type / Form	Contract With	Contract Value
		CP1 Start	CP2	CP3 Define	CP4																						CP5	Progress / Plan / Schedule	Budget				
451	East Haven						L	Economic Growth & Neighbourhood Services	Economic Growth	Pauline Mitchell	Ian Stewart	IPM	£5,402,952	£5,402,952		£5,402,952	£5,402,952		0	30-Jun-21	01-Feb-23	01-Feb-23	0	Yes	Yes	Mike Brown	Design progressing. Access arrangements confirmed. Due to their being several DBC sites to develop and this one not being a higher priority site, it is likely it won't proceed until others are built out.	CP3 budget estimate being produced	Site drainage issues are delaying the planning submission.	Internal	in spirit of JCT	Internal	TBC
461	Allington Way - Phase 3						L	Economic Growth & Neighbourhood Services	Economic Growth	Pauline Mitchell	Ian Stewart	H6743	£8,623,253	£8,623,253		£8,638,250	£8,624,580	-0.2%	-£13,670	26-Feb-21	20-Dec-21	20-Dec-21	0	Yes	Yes	Mike Brown	Works progressing on time, on site. Inclement weather has affected progress. To date this has been absorbed within the programme, but if it continues it may delay completion.	On budget, but to be reassessed due to Covid19.	1. Homes England funding decision currently in abeyance. 2. Covid delayed works but currently, it only slightly impacts on the amount of activity on site.	Main works	In spirit of JCT	Building Services	£8,105,434
462	Skinnergate Re-development						L	Economic Growth & Neighbourhood Services	Economic Growth	Mark Ladyman	Ian Stewart	H6743	£4,950,000			TBC	TBC		-£4,950,000	31-Mar-22	01-Jun-22	01-Jun-22	0	Yes	Yes	Mike Brown	Proposed site layout developed. Preparing planning application, but delays arising due to the potential requirement of having to retain an annexed non-listed building and Historic England not engaging due to Covid19. Planning application is to follow shortly, subject to receiving agreeable HE instructions.	Budget still being developed.	1. Initial surveys undertaken, which reveal major loss of structure to heritage building and adjacent property. Conservation Engineer's Plan has been drafted to support application to planning for preferred design. 2. Historic England attended site on 22 Sept for preplanning assistance. 3. Additional justifications prepared for HE to bolster case for the development. Await response prior to submitting planning application.				
468	Replacement Door Programme 2020/21						L	Economic Growth & Neighbourhood Services	Economic Growth	Cheryl Simmons	Matthew Plews	H6240	£350,000	£350,000		£350,000	£350,000	0	0	31-Mar-21	31-Mar-21	31-Mar-21	0		Yes	Matthew Plews	Works have been delayed due to Covid 19, the works will start as soon as the government restrictions are eased.	Reassessed due to Covid19, we will be unable to complete all properties anticipated.	Currently with procurement, full project is anticipated to be completed		In spirit of JCT		£350,000
470	Hundens Lane area-structural repairs 2020/21						L	Economic Growth & Neighbourhood Services	Economic Growth	Cheryl Simmons	Matthew Plews	H6232	£280,000	£280,000		£280,000	£280,000	0	0	31-Mar-21	31-Mar-21	31-Mar-21	0		Yes	Matthew Plews	Works have been delayed due to Covid 19, the works will start as soon as the government restrictions are eased.	Reassessed due to Covid19, we will be unable to complete all properties anticipated.	Works have been delayed due to Covid 19, works didn't start until September	Main contractor JTL Construction	In spirit of JCT		£280,000
471	Communal Flat entrance door and door entry replacement						L	Economic Growth & Neighbourhood Services	Economic Growth	Cheryl Simmons	Matthew Plews		£170,000	£170,000		£170,000	£170,000	0	0	31-Mar-21	31-Mar-21	31-Mar-21	0			Matthew Plews	Works have been delayed due to Covid 19, the works will start as soon as the government restrictions are eased.	Reassessed due to Covid19, we will be unable to complete all properties this year due to restrictions.	Currently with procurement, full project is anticipated to be completed		In spirit of JCT		£170,000

Project Ref Number	Project Title	Stage					Project Status	Client Department	Delivery Department	Internal Project Sponsor	Internal Project Manager	Cost Centre	Original Project Budget (CP1)	Initial Approved Budget	Increase to Initial Approved Budget	Current Approved Project Budget	Project Expected Out Turn Cost	Variance (%)	Variance (Value)	Original Planned Project Completion Date	Revised Approved Project Completion Date	Approved Project Completion Date / Actual	Schedule Variation (days)	Risk Log Used	CP1 Notifiable Project	Principal Designer	Progress Report			Contracts In Place (Please provide information on the contracts that are in place as part of the Project)	Contract Type / Form	Contract With	Contract Value
		CP1 Start	CP2	CP3 Define	CP4	CP5																					Status Symbol S = Triangle I = Circle H = Star	Progress / Plan / Schedule	Budget				
626	Feethams Crossing						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Noel Walecki	TP802/T0605	£255,000	£255,000		£266,167	£266,167	0	0	31-Mar-19	31-Mar-20	31-Mar-20	YES	YES	YES	Noel Walecki	Scheme Complete.	CP1 Budget made up of s106 £126,167 ( £115,000 + indexation) and LTP £140,000	None	DBC	Agreed Contract Rates	DBC	£177,144
628	Haughton Road/Tornado Way						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Noel Walecki	TP722	£1,367,433	£1,539,433		£1,539,433	£1,539,433	0	0	31-Mar-20	31-Mar-20	07-Sep-20	160	NO	YES	Noel Walecki	Scheme to include VRS on Arnold bridge + extra surfacing on Haughton Road. Scheme complete awaiting drainage costs.	Budget comprises £1,367,433 NPIF + £172,000 LTP match funding	None	DBC	Agreed Contract Rates	DBC	£1,051,053
631	Rotary Way cycleway						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Noel Walecki	TP801	£320,000	£320,000		£320,000	£320,000	0	0	31-Mar-19	31-Mar-20	31-Mar-20	0	YES	YES	Noel Walecki	Scheme complete. Awaiting final costs.	Budget comprises £218,000 Local Growth Fund + £100,000 LTP match funding	None	DBC	Agreed Contract Rates	DBC	£252,034
633	McMullen Road Roundabout						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Noel Walecki	TP717	£1,287,000	£1,287,000		£1,287,000	£1,287,000	0	0	30-Sep-20	30-Sep-20	30-Sep-20	0	Yes	Yes	Noel Walecki	Scheme complete. Awaiting agreement on final costs.	Wholly funded by NPIF grant	None	DBC	Agreed Contract Rates	DBC	£1,084,828
634	Yarm Road/Lingfield Way Junction						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Noel Walecki	TP721	£1,043,000	£1,043,000		£1,043,000	£1,043,000	0	0	31-Mar-20	31-Mar-20	25-Sep-20	178	Yes	Yes	Noel Walecki	Scheme complete. Awaiting agreement on final costs.	Budget comprises £1,003,000 NPIF grant + £40,000	None	DBC	Agreed Contract Rates	DBC	£588,873
636	S & D Trackbed						L	Economic Growth & Neighbourhood Services	Economic Growth	Sue Dobson	Sue Dobson	TP922	£237,033	£237,033		£237,033	£237,033	0	0	30-Jun-20	31-Mar-21	31-Mar-21	0	YES	YES	Noel Walecki	Planning approval was received on 20th August 2019. Scheme substantially complete. Retention held due to grass seeding works	Grant awarded November 2019 Funding is £212,933.94 grant from the Rural Payments Agency + £24,099 LTP	None	Ecology, Tree Survey & Heritage Impact Assessment	Quote	Brambledown Landscapes	£212,934
637	Allington Way Cycle Route						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Sue Dobson	TP901	£273,000	£273,000		£273,000	£273,000	0	0	31-Mar-20	31-Mar-20	31-Mar-20	0	Yes	Yes	Noel Walecki	Complete	Funding is £23,5000.00 LGF & £38,000.00 LTP	None	DBC	Agreed Contract Rates	DBC	£301,165
638	Robots Yard Car Park						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Sue Dobson	TP719	£83,000	£83,000		£143,000	£143,000	0	0	31-Mar-21	31-Mar-21	31-Mar-21	0	Yes	Yes	Noel Walecki	Scheme complete. Awaiting final costs currently being prepared.	Budget composes £143,000 LTP	None	DBC	Agreed Contract Rates	DBC	£143,000
639	Victoria Road Access to Station						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Sue Dobson	TP818	£1,025,000	£1,025,000		£1,025,000	£1,025,000	0	0	31-Mar-20	30-Jun-21	30-Jun-21	0	Yes	Yes	Noel Walecki	Signed offer letter received from TVCA. Currently on site.	Funding is £675,000 LGF + £50000 Development Fund +£300,000 LTP	None	DBC	Agreed Contract Rates	DBC	
640	A68 Woodland Road						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Sue Dobson	TP620	£460,000	£460,000		£555,000	£1,600,000	188.3%	£1,045,000	31-Mar-22	31-Mar-22	31-Mar-22	0	Yes	Yes	Noel Walecki	Scheduled for 2021/22	Funding is £360,000 LTP + £100,000 Section 106 developer contribution	None	DBC	Agreed Contract Rates	DBC	Unknown
641	Walking/Cycling Route Ingenium Parc						L	Economic Growth & Neighbourhood Services	Economic Growth	Andy Casey	Sue Dobson	TP726/TP714	£171,000	£171,000		£171,000	£171,000	0	0	31-Mar-20	31-Mar-20	31-Mar-20	0	Yes	Yes	Noel Walecki	Scheme complete.	Funding is £81,000 NPIF + £90,000 LTP	None	DBC	Agreed Contract Rates	DBC	Part of McMullen Road roundabout scheme

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Project Ref Number	Project Title	Stage			Status Symbol s = Triangle t = Circle H = Star	Project Status	Client Department	Delivery Department	Internal Project Sponsor	Internal Project Manager	Cost Centre	Original Project Budget (CP1)	Initial Approved Budget	Increase to Initial Approved Budget	Current Approved Project Budget	Project Expected Out Turn Cost	Variance (%)	Variance (Value)	Original Planned Project Completion Date (YYYY)	Revised Approved Project Completion Date	Anticipated Project Completion Date / Actual	Schedule Variation (days)	Risk Log Used	CPDR Notifiable Project	Principal Designer	Progress Report			Contracts In Place (Please provide information on the contracts that are in place as part of the Project)	Contract Type / Form	Contract With	Contract Value
		Progress / Plan / Schedule	Budget	Issues																												
														£125,321,209	£126,196,421																	

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**Capital 2020-21 Spend Summary - Financing by Department**

Line		GF Corporate Resources £M	HRA Capital Receipts £M	Supported Borrowing £M	HRA Borrowing £M	Departmental Borrowing £M	Revenue Contribution £M	Capital Contributions £M	Capital Grants £M	Total £M
1	<b>Capital Expenditure</b>									
	People								2.745	<b>2.745</b>
2	Economic Growth & Neighbourhood Services & Resources	9.982	0.684		5.750	1.520	0.146	0.029	8.972	<b>27.083</b>
3	<b>Department Total</b>	<b>9.982</b>	<b>0.684</b>	-	<b>5.750</b>	<b>1.520</b>	<b>0.146</b>	<b>0.029</b>	<b>11.717</b>	<b>29.828</b>
4	Prudential Borrowing - Leasable Assets (not budgeted)	-	-	-	-	0.047	-	-	-	<b>0.047</b>
5	<b>Total Capital Expenditure</b>	<b>9.982</b>	<b>0.684</b>	-	<b>5.750</b>	<b>1.567</b>	<b>0.146</b>	<b>0.029</b>	<b>11.717</b>	<b>29.875</b>
	<b>Resources</b>									-
6	Approved	59.279	0.684	-	20.827	6.877	0.736	1.109	79.931	<b>169.443</b>
7	Recommended additional approvals	0.143		-	-		0.241	0.100		<b>0.483</b>
8	Leasable Assets					0.047				<b>0.047</b>
9	<b>Total Resources</b>	<b>59.422</b>	<b>0.684</b>	-	<b>20.827</b>	<b>6.924</b>	<b>0.977</b>	<b>1.209</b>	<b>79.931</b>	<b>169.973</b>
10	<b>Approved / (Unapproved) Resources C/F (Line 9 - 5)</b>	<b>49.440</b>	-	-	<b>15.077</b>	<b>5.357</b>	<b>0.831</b>	<b>1.180</b>	<b>68.214</b>	<b>140.098</b>

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<b>Capital Programme Summary</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
<b>Department</b>	<b>Budget 2020/21</b>	<b>Spend as at 31/3/20</b>	<b>Resources Available 2020/21</b>	<b>Spend 2020/21</b>	<b>Expected Outturn</b>	<b>Variance</b>	<b>Resources c/fwd to 2021/22 (before para. 23 adj.) £M</b>
	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>
			<b>(A - B)</b>			<b>(E - A)</b>	<b>(C - D)</b>
<b>Economic Growth &amp; Neighbourhood Services &amp; Resources</b>	265.616	102.619	<b>162.997</b>	27.083	<b>265.397</b>	<b>(0.219)</b>	135.914
<b>People</b>	8.340	1.411	<b>6.929</b>	2.745	<b>8.340</b>	-	4.184
<b>Totals Excluding Leasable assets</b>	<b>273.956</b>	<b>104.030</b>	<b>169.926</b>	<b>29.828</b>	<b>273.737</b>	<b>(0.219)</b>	<b>140.098</b>
<b>Prudential Borrowing Leasable Assets</b>	0.047	-	<b>0.047</b>	0.047	<b>0.047</b>		-
<b>Total Capital Expenditure 2020/21</b>	<b>274.003</b>	<b>104.030</b>	<b>169.973</b>	<b>29.875</b>	<b>273.784</b>	<b>(0.219)</b>	<b>140.098</b>

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<b>General Fund Capital Receipts &amp; Corporate Resources</b>		
<b>Line No</b>	<b>Sites</b>	<b>2020/21 £M's</b>
1	Brought Forward from 2019/20	1.746
	<b>Sales Completed</b>	
2	Swinburne Road	0.071
3	Stag House Farm	1.382
	<b>Total</b>	<b>3.200</b>

<b>Capital Receipt Analysis</b>		
8	Brought Forward from 2019/20	1.746
9	Receipts received in 2019/20	1.454
		<b>3.200</b>
10	Less receipts used to finance expenditure	(2.538)
11	Less earmarked receipts	(0.371)
12	<b>Capital Receipts carried forward to 21/22</b>	<b>0.291</b>

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**CABINET  
6 JULY 2021**

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**REVENUE OUTTURN 2020/21**

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**Responsible Cabinet Member - Councillor Charles Johnson  
Resources Portfolio**

**Responsible Director – Elizabeth Davison, Group Director of Operations**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To present the 2020/21 revenue outturn (subject to Audit), to allow Members to consider the results in light of the Council's Medium Term Financial Plan (MTFP) and also to consider the Collection Fund and Housing Revenue Account outturn.

**Summary**

2. This is the last revenue budget management report to Cabinet for 2020/21 and the impact of Covid-19 (CV19) on both expenditure and income levels has been significant. To date the Government has provided a grant of £8.682m to assist with the pressures.
3. The Government has also provided a further package of support to Councils in the form of a scheme to help reimburse lost income during the pandemic where 75p of every £1 lost over and above the initial 5% of planned income from sales, fees and charges will be covered. This additional funding is anticipated to be £1.991m for 2020/21.
4. There will also be a 75% contribution to the Council Tax and Business Rate collection fund deficit due to CV19, albeit due to accounting technicalities this will transpire in the 2021/22 accounts so a provision needs to be made in the 2020/21.
5. If all the funding comes to fruition as estimated that there will be a CV19 surplus for 2020/21 of £1.553m which will be transferred to the earmarked Covid 19 reserve as previously agreed and used to fund any continuing pressures in future years due to the ongoing pandemic.
6. Details of variances from the original budget along with changes since quarter 3 position are detailed in the main report.
7. There are a number of carry forward requests totalling £0.801m detailed in paragraphs 29 -32.
8. The year-end projection, which takes into account the CV19 pressures and grants anticipated, rebasing, and non Covid pressures and savings shows an overall

improvement in the 2020-21 financial position of £5.260m (£2.317m improvement from quarter 3).

### **Recommendation**

9. It is recommended that :-
  - (a) The revenue outturn for 2020/21 be noted.
  - (b) The CV19 pressures and government grant received to date be noted.
  - (c) The earmarked reserves requested in paragraphs 33 & 35 be approved.
  - (d) The carry forward of resources referred to in paragraphs 29 to 32 be noted and approved.
10. The recommendations are supported by the following reasons:-
  - (a) To continue effective management of resources.
  - (b) To continue to deliver services to agreed levels.

**Elizabeth Davison**  
**Group Director of Operations**

### **Background Papers**

No background papers were used in the preparation of this report.

Brett Nielsen: Extension 5403

S17 Crime and Disorder	There are no specific crime and disorder implications in this report.
Health and Well Being	There are no issues relating to health and wellbeing which this report needs to address.
Carbon Impact and Climate Change	There are no specific carbon impact issues in this report.
Diversity	The report does not contain any proposals that impact on diversity issues.
Wards Affected	All wards are affected.
Groups Affected	No specific groups are particularly affected.
Budget and Policy Framework	This decision does not represent a change to the budget and policy framework
Key Decision	The report is not a key decision.
Urgent Decision	The report is not an urgent decision.
One Darlington: Perfectly Placed	The subject matter of the report, the Councils financial standing and financial management, is critical to delivery of the SCS, but this report does not contain new proposals. Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	The report contains updated information regarding efficiency savings contained in the MTFP.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

## MAIN REPORT

### Information and Analysis

11. The year-end provisional outturn position shows an improvement of £2.317m against the opening balance projections in the 2021/22 to 2024/25 MTFP.
12. Overall the projected General Fund reserves position at 31 March 2021 is £24.623m, a summary of which is shown in **Appendix 1**. Of this £13.218m is planned to be used in the period 2021 – 2025 to assist the MTFP, £5.350m is set aside to cover risk reserve balances with the remaining £6.055m available for utilisation.

### COVID - 19

13. The impact of CV19 has had a significant bearing on the Council's financial position and is reflected in the year end projections. There is still a degree of uncertainty about how, when and if all services will return to normal and what the impact will be on our communities and the wider economy; the latter points are already having an impact on increased demand for services and council tax and business rate income reductions.
14. The Government has supported Local Authorities with £4.7bn in CV19 funding of which Darlington has received £8.682m to date which is helping to more than offset the majority of this years pressures.

15. The Government announced a further package of support to Councils to help address the financial pressures relating to income loss due to CV19. The Sales Fees and Charges (SFC) scheme helps reimburse lost income during the pandemic where 75p of every £1 lost over and above the initial 5% of planned income from sales, fees and charges is covered. Darlington's allocation of this funding is estimated to be £1.991m for 2020/21.
16. The Spending Review on 25 November 2020 announced that the Government would compensate local authorities for 75% of irrecoverable losses in council tax and business rates income expected in 2020/21 due to CV19. The resultant shortfall after the compensation has been included in the Covid costs in **Appendix 4**.
17. Taking into account the funding of £8.682m, the estimated SFC income of £1.991m there is anticipated to be a surplus in CV19 funding of £1.553m held in the earmarked Covid 19 reserve that will be used to fund any ongoing pressures in future years. A summary of the anticipated CV19 impact in 2020/21 is detailed in Appendix 4.
18. The actual expenditure on CV19 is higher than shown in Appendix 4 but the Council has received specific grants from government to fund specific expenditure and therefore has been excluded from this budget monitoring report as it has no direct effect on the Council's reserves. Examples of the grants received are Contain Outbreak Management Fund £2.685m, Surge Enforcement Fund (marshals) £0.058m, Re-opening High Street Safety Fund £0.094m and Covid Winter Grant scheme £0.492m.
19. The Contain Outbreak Management Fund (COMF) is a specific Public Health grant provided to the Council to break the chain of transmission of CV19. As members are aware, there has been a significant amount of work across all services to deliver the Council's response, with some in particular, for example, Public Health, Health & Safety, Environmental Health, Community Safety and Communications being heavily deployed on CV19 throughout 2020/21. Therefore, expenditure involved in the CV19 response has been allocated against the COMF grant resulting in a corresponding underspend in a number of core budgets. This underspend will be returned to General Fund reserves for utilisation in future years.
20. The Medium Term Financial Plan 2020/21 – 2023/24 was balanced utilising general fund reserves over the period. Whilst as can be seen above the projected CV19 spend can be accommodated this year, there is significant uncertainty about future pressures and funding. The government have announced that support will continue into 2021/22 and Darlington's indicative contribution is £2.958m to assist with the ongoing impacts of the pandemic in future years. Furthermore additional funding is anticipated to help fund shortfalls in relation to the council income streams through the Sales, Fees and Charges reimbursement scheme albeit we do not know the quantum yet.

### **Departmental Resources**

21. Departmental out turn positions are summarised in **Appendix 2** and detailed in **Appendices 2(a) to 2(d)**.

22. The **Adults & Children's Services Group** budgets underspent by £0.193m after carry forwards at outturn. This is an improved position of £1.450m on the quarter 3 projection. The main changes since quarter 3 are summarised as follows:
- (a) **Children's Services** overspent by £0.473m at the end of the financial year, £0.042m better than the quarter 3 position. This overspend included a CV19 cost of £0.621m so in a 'normal' year the service would have actually been in an underspend position which is very positive news given the pressures Children's services face nation wide.
  - (b) **Education** had a final overspend of £0.067m, an improvement of £0.108m on the projection at quarter 3. This improvement mainly resulted from reduced pressures in transport from CV19 as additional costs of routes were offset by reduced charges during the spring term as a result of national lockdown.
  - (c) **Public Health** budgets at the year end were on target, which was an improvement of £0.263m on the projected overspend at quarter 3. Public Health budgets were projected to be overspent as a result of additional PPE requirements due to the CV19 pandemic, these costs were however offset by additional grant received from the Department for Health to prevent the transmission of the virus.
  - (d) **Adult Social Care** has a year end underspend of £0.697m, this is an improvement of £1.063m on the reported quarter 3 position. CV19 continues to have an impact on Adults with £1.697m relating to CV19.
  - (e) The savings have been achieved across a number of areas and include; £0.336m due to an increase in attrition of 30 placements in residential care homes and a reduction of 650 domiciliary hours that were not required; £0.305m from the suspension of 22 direct payment packages and 25 direct payment reclaims as services are reduced or carers and individuals choose not to use services at this time. It is anticipated the savings here are one off as services levels are expected return to normal during 2021/22.
  - (f) It was projected that there would be an increase short break stay provision during the covid pandemic, this was not as high as anticipated and has resulted in a £0.232m saving.
  - (g) Additional funding of £0.154m has been received from the CCG to contribute towards joint packages of care.
23. The **Economic Growth & Neighbourhood Services Group** is projecting an overspend of £4.812m which is an improvement of £1.256m from the position reported at Q3.
24. Of the £1.256m, £0.913m is covid related and of which the majority comes from an improvement in the net losses for leisure and culture, planning fees and building maintenance DLO. While projected income levels for leisure and culture have not significantly changed from those reported at Q3, savings in expenditure seen as a direct result of closures and curtailing of services have helped to reduce the severity of any net losses further. Secondment of staff to the Community Testing programme has also contributed towards the reduction in net losses as these staff costs were transferred from the service areas. Planning fees and building

maintenance turnover were also able to recover back to more normal levels as the year has progressed. It should be noted that while net losses have reduced so has the amount of compensation we receive through the Sales, Fees and Charges Compensation Scheme. Taking this into account the actual overall net improvement will be the region of £0.230m.

25. Based on outturn and after accounting for CV19 related costs separately the following pressures and savings are reported;
- (a) Planning, Economic Initiatives & Asset Management overall will operationally underspend by £0.154m. This in part due to the reduction in the total costs payable in relation to backdated service charges and rental as reported at Q3 following final submission of the charges which were only backdated for 1 year. Estate fee income was also better than expected and has helped to contribute to the underspend.
  - (b) Capital Projects, Transport & Highways Planning will operationally underspend by £0.050m. Losses in turnover and the subsequent fall in associated profits generated by the Highways DLO service due to the delay or cancellation of some capital works originally expected to be carried out in 2020/21 as well as an increase in costs on some schemes have been offset by underspends on concessionary fares and backdated NNDR refunds.
  - (c) Community Safety staff have been involved heavily in the council's response to the pandemic which has seen these teams funded accordingly. As a result of this the service will operationally underspend by £0.208m.
  - (d) Building Services was not expected to fully recover the costs and profit lost during the first lockdown, however, after taking this into account the service underspend by £0.041m.
26. The **Resources Department** budgets overspent by £0.138m after carry forwards at outturn. This is an improved position operationally of £0.217m on the quarter 3 projection.
27. The main changes in the Resources group from quarter 3 are summarised as follows:
- (a) Communications & Engagement, final budget position was an underspend of £0.143m an improvement of £0.133m on quarter 3. This underspend has arisen across the Strategy, Performance and Communications team as well the marketing budget. Due to the pandemic this service area has focused on assisting the Council with its role of preventing the transmission of CV19, therefore planned work from in year budgets has not progressed as planned, this has resulted in savings in budgets. Also as the service has been working largely on CV19 during the year the service has been partly funded through grant received from the Department for Health to prevent the transmission of the virus.
  - (b) Human Resources year end budget position is an underspend of £0.092m an improvement of £0.137m on that reported at quarter 3. The Human Resources team has been a key resource in the Council's response to the pandemic ensuring staff have been able to continue providing essential Council services

whilst adhering to CV19 regulations. This work has been funded accordingly through the grant received.

- (c) Health & Safety final budget position is an underspend of £0.081m, an improvement of £0.076m on that reported at quarter 3. The Health & Safety team has also been a key resource in the Council's response to the pandemic ensuring the Council's services, buildings and sites are all CV19 safe and delivering services within the CV19 regulations. This work has been funded accordingly through the grant received resulting in underspend on the annual budget.
- (d) Legal & Procurement year end budget position is an overspend of £0.179m an increased overspend of £0.069m. This change in position from quarter 3 has arisen due to a particularly complex children's legal case which has required the use of additional Counsel.
- (e) ICT the final budget position is an overspend of £0.479m, an increase of £0.277m that was reported at quarter 3. This increase has arisen due to additional ICT equipment that has needed to be purchased to allow staff to work remotely and safely during the pandemic. Also the profile of expenditure for the Council's ICT infrastructure has changed which has resulted in more expenditure in 2020/21 than planned. This change in profile means that some expenditure planned for future years has been brought forward which will reduce pressures on the infrastructure budget in future years.

28. The School balances and allocations are shown in **Appendix 2(e)**.

### **Carry Forward Requests**

- 29. There are a number of carry forward requests to 2021/22 amounting to £0.801m from departments as detailed below. The requests are categorised into three areas: slippage, assist in achieving the conditions of the MTFP and emerging pressures. Approval is requested to carry these amounts forward into the new financial year
- 30. Slippage - There is £0.528m of slippage on planned projects across the Council in the following areas
  - (a) £0.134m Child Protection & Review – to continue to fund an additional Quality Assurance post during the next three financial years. In line with work undertaken through the Strengthening Families programme additional capacity was identified as needed within children's services to undertake quality assurance work for children's care caseloads. Funding was identified through the iBCF stream to facilitate a post for three years. As this post was recruited part way through 2020/21, the balance of funding is required to be rolled forward to continue to fund the post during future years.
  - (b) £0.019m Commissioning – to continue collaborative work with the other four Tees Valley authorities to find capacity solutions for the care of looked after children. As the number of looked after children has grown across the Tees Valley work has been ongoing to ensure there is the capacity within the region to provide care placements for the children. This work is looking at ensuring capacity sufficiency and exploring more value for money solutions. This work

has slipped across into the 2021/22 financial year, therefore this funding is required to be rolled forward to fund Darlington's commitment.

- (c) £0.060m Corporate Landlord – there is an additional underspend in repairs and maintenance as a result of building closures, reduced occupancy or the impact of social distancing rules on the ability to complete certain works and this is requested to be carried forward to support the expected upturn in maintenance requirements when officers return to work in greater numbers following the relaxation of social distancing guidance.
  - (d) £0.008m Outdoor Events – planned spend on events has been delayed or deferred because of the CV19 pandemic and it is requested that this is carried forward into 2021/22 to support the event programme.
  - (e) £0.042m Economy – Skills & Employability Officer recruitment has slipped into 2021/22.
  - (f) £0.050m Concessionary Fares – while most of the bulk bus pass issue was completed in 2020/21 there has been a proportion that has slipped into 2021/22. Due to CV19 guidance and reduced capacity on buses some pass holders have not returned to travelling by bus yet and therefore may not aware that their pass has expired. Bus operators will continue to allow people to board with an expired pass until the end of June 2021.
  - (g) £0.020m Sustainable Transport – consultation on Darlington & Town Centre Transport Plans was delayed due to ongoing CV19 restrictions. Work continues and consultation will take place in summer/autumn 2021/22.
  - (h) £0.195m Communications and Marketing – during 2020/21 the primary focus for the communications and marketing team involved dealing with the CV19 pandemic. Government funding was provided to pay for most of the associated activities, limiting pressure on the existing revenue budget. Demands on the team meant a number of other workstreams were not progressed as much as intended leaving not only a shortfall in planned delivery, but also an underspend across a number of budget areas. During 2021/22, as CV19 'response' related pressures hopefully reduce, we anticipate lots of work in relation to CV19 'recovery' alongside catching up with the workstreams that were delayed during 2020/21 and now in need of enhanced focus. Examples include corporate campaigns such as Fostering; Enjoy Darlington; Environmental enforcement and the Recycle Right campaign, along with the promotion enhancements to our communications and marketing assets.
31. **Assist in achieving the 3 conditions set out in the MTFP, namely Building Strong Communities, Growing the Economy and Spending Wisely.** The following £0.113m of carry forwards all meet the criteria described above and are as follows:
- (a) £0.048m underspend on consolidated budget is asked to be set aside to support the delivery of current and future developments as well as meeting the goals of the economic growth agenda.

- (b) £0.040m – Outdoor Events – to provide a programme of sporting events and activities in the market square including a roller rink throughout the school holidays.
- (c) £0.010m – Town Centre Marketing – to create artwork and marketing on empty shop fronts to attract new businesses to Darlington.
- (d) £0.015m Commissioning - Prevention/Voluntary - the prevention budget supports some of the most vulnerable adults in the borough and these services help to manage demand further down the system, where people then may require more complex support. The voluntary sector budget provides support to community and voluntary organisations that work with vulnerable people which again reduces the requirement for people to need to access more complexed services. The carry forward is requested to allow further developments within these key services to support some of the most vulnerable members of our community.

32. **Pressures** - £0.160m of pressures have been identified for 2020/21 as follows:

- (a) £0.060m Occupational Health – the occupational health team has seen a huge increase in demand due to the pandemic therefore additional capacity has been added to the team to deliver key services. This carry forward will cover the additional costs within 2021/22.
- (b) £0.050m HR – project resource – the Council has commenced work on how services will be delivered in the future following the pandemic. The agile workstream is looking at how the Council can be more efficient with its workforce and office estate. This project is putting pressures on the Human Resources team who are leading on many of the workstreams at the same time as covering increased work due to the pandemic. This funding will provide resource for the team to employ temporary expertise to progress the HR elements of the agile project.
- (c) £0.050m to clear the backlog of complaints in Adults which were put on hold due to Covid.

33. Ring fenced reserves – For operational reasons as set out below Cabinet is asked to approve the creation of the following Ring fenced reserves.

- (a) Feethams House TVCA Reserve – under the funding agreement with the Tees Valley Combined Authority (TVCA) it is requested that a ring fenced reserve is setup to allow any annual net surpluses or deficits arising from the TVCA's interest in Feethams House to be rolled forward and offset against any future eligible surpluses or deficits. This will ensure that the council will not need to cashflow any interests that relate to the TVCA regarding Feethams House.
- (b) Feethams House Planned Maintenance Reserve - it is requested that a reserve is setup to ring-fence the annual contribution made towards future planned maintenance or other eligible costs solely applicable to Feethams House.
- (c) ICT Architecture fund – work is ongoing looking at the Council's agile working arrangements to see how we can maximise the opportunity and learning we have been presented with following our swift response to the pandemic and

use it to modernise the way we work. The project is in the early stages however it is evident there will be a need for investment in new technology in rooms to enable online conference facilities and allow for a hybrid of remote and in person meetings along with a review of document storage and scanning facilities. It is requested £0.250m is transferred to the ICT Architecture fund.

### **Council Wide and Corporately Managed Resources**

34. The Council Wide and Corporately Managed Resources have outturned with a £1.770m saving, an £0.846m improvement from Qtr 3.
35. Financing Costs are £0.265m underspent, which is a £0.158m improvement from Qtr3, with the Council being able to redeem debt in the short term due to cashflow and therefore saving on debt charges. The underspend also includes a transfer of £0.500m to a reserve that is requested to offset the potential impending financial implications of International Financial Reporting Standard (IFRS) 9 with respect to the Council's property funds investment. IFRS 9 raises the risk that assets will have to be measured at fair value with any changes having to be recognised in the Comprehensive Income and Expenditure account as they arise. At the moment there is a dispensation for the Council's property funds but this expires in 2023 and it is prudent to create a reserve to manage any potential loss.
36. Joint Venture – Investment Returns are projected to be £0.209m better than anticipated which is an improvement of £0.317m on Qtr 3, this is due to house sales at two of the joint venture sites slowing in the previous year meaning that the JV's held onto the Council's investment longer and subsequently more interest was accrued.
37. The contingencies budget is £0.344m undespent mainly due to the risk contingency in Adults for Learning Disability – provision of Ordinary Residency not being required and can therefore be returned to GF reserves this financial year.
38. The £1.770m also includes the mid year savings (clawbacks) of £0.897m from Adults and Economic Growth for budgets no longer required.

### **Housing Revenue Account**

39. HRA projections are shown in **Appendix 3**. There has been a movement of £2.061m in the HRA balance since Qtr 3 largely due to £1.368m of capital schemes slipping into 2021/22. The delays in completing the capital programme, including Allington Way phase 3 new build, the heating programme, external works and IPM works were predominantly caused by supply chain/contractor issues and inclement weather.
40. There is a £0.021m improvement in rental income due to new build coming into stock earlier than originally expected, £0.088m additional shop income has been received and more furnished tenancy income.
41. There is a saving in management of £0.034m due to reduced support service costs, savings of £0.079m on maintenance due to gas responsive repairs being lower than anticipated and a £0.413m saving on the bad debt provision due to lower than budgeted defaults on debt.

## **Collection Fund**

42. The Collection Fund account reflects the statutory requirements for the Council to maintain a separate Fund in relation to the operation of Council Tax and Business Rates Retention Scheme (BRRS). The Fund records all of the transactions for billing in respect of Non Domestic Rates (NDR) and Council Tax, exemptions and discounts granted, provision for bad debts and appeals and payments made to the Council's General Fund, the Police and Fire & Rescue precept authorities and Central Government.
43. Due to the ongoing CV19 crisis it is anticipated the council tax collection fund will show a projected deficit of £0.654m, primarily due to the increase in local council tax support claimants along with additional discounts and exemptions granted. This deficit will need to be funded from GF reserves (which has been included in the projections) and from a government grant which will fund 75% of the in-year deficit and will be received in 2021/22 as a Section 31 Grant.
44. Due to the ongoing CV19 crisis a reduction in the business rates collection from non-retail premises has been realised as well as a reduction in the number of rateable properties and this is reflected in the projections for NNDR at a cost of £1.852m. There are other elements that will increase the deficit due to the granting of reliefs, exemptions and the small business rates relief all of which are funded by section 31 grant received from the Government. This deficit will also need to be funded from GF reserves (again included in the projections) and from a government grant which will fund 75% of the in-year deficit and will be received in the form of a Section 31 Grant in 2021/22.

## **Conclusion**

45. The Council's projected revenue reserves at the end of 2020/21 are £24.623m, £5.260m higher than the initial 2020-24 MTFP position and includes a brought forward amount of £0.274m from 2019/20 and the rebasing exercise of £0.897m.
46. Of the £24.623m projected reserves, we have a risk reserve balance of £5.350m and a commitment to use £13.218m to support years 1 – 4 of the current MTFP, which leaves a funding surplus of £6.055m. This of course is assuming no further pressures are identified and there is no impact of CV19 in future years. In reality there will be ongoing pressures and a full review on the MTFP will be required during 2021/22.

## **Outcome of Consultation**

47. No external consultation has been carried out in preparing this report.

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**REVENUE BUDGET MANAGEMENT 2020/21****Projected General Fund Reserve at 31st March 2021**

	2020-24 MTFP (Feb 2020) £000
<b>Medium Term Financial Plan (MTFP) :-</b>	
MTFP Planned Opening Balance 01/04/2020	18,092
Approved net contribution from balances	1,271
<b>Planned Closing Balance 31/03/2021</b>	<b>19,363</b>
Increase in opening balance from 2019-20 results	274
Projected corporate underspends / (overspends) :-	
Adult Social Care re-based savings	525
Economic Growth re-based savings	372
Council Wide	55
Troubled Families grant not required	503
Pay Award	(404)
Financing Costs	265
Financing costs - Covid 19	0
Joint Venture - Investment Return	209
Contingencies	344
Projected Collection Fund deficit - Covid 19	(2,506)
Government Grant - Covid -19	8,682
Government Grant - SFC	1,991
Government Grant - Collection fund Contribution	1,510
Transfer to earmarked reserve - Covid	(1,553)
Transfer to earmarked reserve - ICT Infrastructure Fund	(250)
<b>Projected General Fund Reserve (excluding Departmental) at 31st March 2021</b>	<b>29,380</b>
<b>Planned Balance at 31st March 2021</b>	<b>19,363</b>
<b>Improvement</b>	<b>10,017</b>

**Departmental projected year-end balances**

	Improvement / (decline) compared with 2020-24 MTFP £000
Adults & Children's Services	193
Economic Growth & Neighbourhood Services Resources	(4,812) (138)
<b>TOTAL</b>	<b>(4,757)</b>

**Summary Comparison with :-**

	2020-24 MTFP £000
Corporate Resources - increase in opening balance from 19/20 results	274
Corporate Resources - additional in-year Improvement/(Decline)	11,352
Projected Collection Fund deficit	(2,506)
Quarter 1 budget claw back	897
Departmental - Improvement / (Decline)	(4,757)
Improvement / (Decline) compared with MTFP	<b>5,260</b>
<b>Projected General Fund Reserve at 31st March 2021</b>	<b>24,623</b>

**GENERAL FUND REVENUE BUDGET MANAGEMENT 2020/21**

	Budget				Expenditure		
	Original 2020/21	Approved Adjustments	Approved C/fwds	Amended Approved Budget	Projected Outturn	C/fwds to approve	Variance
	£000	£000	£000	£000	£000	£000	£000
<b>Departmental Resources</b>							
Adults & Children's Services	58,423	2,161	(1,985)	58,599	58,188	218	(193)
Economic Growth & Neighbourhood Services	20,867	651	(1,066)	20,452	24,996	268	4,812
Resources	10,229	390	(253)	10,366	10,189	315	138
<b>Total Departmental Resources</b>	<b>89,519</b>	<b>3,202</b>	<b>(3,304)</b>	<b>89,417</b>	<b>93,373</b>	<b>801</b>	<b>4,757</b>
<b>Corporate Resources</b>							
Council Wide	405	0	0	405	350	0	(55)
Financing Costs	895	0	0	895	630	0	(265)
Joint Venture - Investment Return	(1,028)	0	0	(1,028)	(1,237)	0	(209)
<b>Contingencies Budget</b>							
Apprentice Levy	199	0	0	199	178	0	(21)
Risk Contingencies	323	0	0	323	0	0	(323)
<b>Mid-Year Savings</b>							
Adult Social Care	0	525	0	525	0	0	(525)
Economic Growth - Concessionary Fares	0	372	0	372	0	0	(372)
<b>Total Corporate Resources</b>	<b>794</b>	<b>897</b>	<b>0</b>	<b>1,691</b>	<b>(79)</b>	<b>0</b>	<b>(1,770)</b>
<b>Net Expenditure</b>	<b>90,313</b>	<b>4,099</b>	<b>(3,304)</b>	<b>91,108</b>	<b>93,294</b>	<b>801</b>	<b>2,987</b>
<b>Contributions To / (From) Reserves</b>							
Planned Contribution to General Fund Reserves (MTFP)	271	0	0	271	271	0	0
Contribution to Pay award from reserves	0	(404)	0	(404)	0	0	404
Departmental Brought Forwards from 2019/20	0	(3,695)	0	(3,695)	(3,695)	0	0
Covid Earmarked reserve	0	0	0	0	1,553	0	1,553
ICT Infrastructure Fund	0	0	0	0	250	0	250
Troubled Families Grant - not required	0	0	0	0	(503)	0	(503)
Government Grant - Covid -19	0	0	0	0	(8,682)	0	(8,682)
Government Grant - SFC	0	0	0	0	(1,991)	0	(1,991)
Projected Collection fund deficit	0	0	0	0	2,506	0	2,506
Government 75% contribution to collection fund deficit	0	0	0	0	(1,510)	0	(1,510)
Approved C/fwds	0	0	3,304	3,304	3,304	0	0
<b>General Fund Total</b>	<b>90,584</b>	<b>0</b>	<b>0</b>	<b>90,584</b>	<b>84,797</b>	<b>801</b>	<b>(4,986)</b>

Note: Appendix 1 shows an increase in reserves of £0.274m brought forward from 2019/20.

**REVENUE BUDGET MANAGEMENT UPDATE 2020/21**

	<i>Budget</i>				<i>Expenditure</i>			<i>(Under)/ Over Spend £000</i>
	Original Budget £000	Approved Adjustments £000	Approved C/fwds £000	Amended Approved Budget £000	Expenditure to March £000	C/fwds to approve £000	Total Projection £000	
	<b><i>Council Wide</i></b>							
Salary Pay Award	0	0	0	0	0	0	0	0
Airport	27	0	0	27	0	0	0	(27)
Procurement Savings	(22)	0	0	(22)	(50)	0	(50)	(28)
Council Tax	400	0	0	400	400	0	400	0
	<b>405</b>	<b>0</b>	<b>0</b>	<b>405</b>	<b>350</b>	<b>0</b>	<b>350</b>	<b>(55)</b>
<b>In Year Over/(Under) Spend</b>	<b>405</b>	<b>0</b>	<b>0</b>	<b>405</b>	<b>350</b>	<b>0</b>	<b>350</b>	<b>(55)</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2020/21**

	<b>Budget</b>				<b>Expenditure</b>			<b>(Under)/ Over Spend £000</b>
	Original	Approved	Approved	Amended	Expenditure	C/fwds to	Total	
	Budget £000	Adjustments £000	C/fwds £000	Budget £000	to March £000	approve £000	Projection £000	
<b><u>Adults &amp; Children's Services</u></b>								
<b><u>Director of Adults &amp; Children</u></b>	160	0	0	160	199	0	199	39
<b><u>Children &amp; Adult Services</u></b>								
Transformation & Performance	557	119	(76)	600	561	0	561	(39)
Business Support	1,327	10	0	1,337	1,323	0	1,323	(14)
	<b>1,884</b>	<b>129</b>	<b>(76)</b>	<b>1,937</b>	<b>1,884</b>	<b>0</b>	<b>1,884</b>	<b>(53)</b>
<b><u>Children's Services</u></b>								
COVID 19 costs	0	0	0	0	621	0	621	621
Children's Services Management & Other Services	537	(38)	0	499	512	0	512	13
Assessment Care Planning & LAC	3,487	201	0	3,688	4,126	0	4,126	438
First Response & Early Help	2,475	(169)	0	2,306	2,017	0	2,017	(289)
Youth Offending/ASB	249	18	0	267	262	0	262	(5)
Adoption & Placements	13,373	11	0	13,384	13,285	0	13,285	(99)
Disabled Children	1,415	6	0	1,421	1,205	0	1,205	(216)
Quality Assurance & Practice Improvement	419	253	0	672	548	134	682	10
	<b>21,955</b>	<b>282</b>	<b>0</b>	<b>22,237</b>	<b>22,576</b>	<b>134</b>	<b>22,710</b>	<b>473</b>
<b><u>Development &amp; Commissioning</u></b>								
COVID 19 costs	0	0	0	0	42	0	42	42
Commissioning	2,161	206	(53)	2,314	2,043	19	2,062	(252)
Voluntary Sector	281	0	(188)	93	235	15	250	157
Workforce Development	205	(38)	(23)	144	175	0	175	31
	<b>2,647</b>	<b>168</b>	<b>(264)</b>	<b>2,551</b>	<b>2,495</b>	<b>34</b>	<b>2,529</b>	<b>(22)</b>
<b><u>Education</u></b>								
COVID 19 costs	0	0	0	0	59	0	59	59
Education	1,056	(594)	0	462	475	0	475	13
Schools	0	0	0	0	0	0	0	0
Transport Unit	1,685	529	0	2,214	2,209	0	2,209	(5)
	<b>2,741</b>	<b>(65)</b>	<b>0</b>	<b>2,676</b>	<b>2,743</b>	<b>0</b>	<b>2,743</b>	<b>67</b>
<b><u>Public Health</u></b>								
COVID 19 costs	0	0	0	0	0	0	0	0
Public Health	9	0	0	9	9	0	9	0
Healthy New Towns	0	0	0	0	0	0	0	0
	<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>0</b>
<b><u>Adult Social Care</u></b>								
COVID 19 costs	0	0	0	0	1,697	0	1,697	1,697
External Purchase of Care	23,273	1,094	(1,645)	22,722	20,472	50	20,522	(2,200)
Intake & Enablement	590	299	0	889	863	0	863	(26)
Older People Long Term Condition	1,385	235	0	1,620	1,518	0	1,518	(102)
Physical Disability Long Term Condition	5	0	0	5	0	0	0	(5)
Learning Disability Long Term Condition	1,687	9	0	1,696	1,563	0	1,563	(133)
Mental Health Long Term Condition	1,122	10	0	1,132	997	0	997	(135)
Disabled Children	0	0	0	0	0	0	0	0
Service Development & Integration	965	0	0	965	1,172	0	1,172	207
	<b>29,027</b>	<b>1,647</b>	<b>(1,645)</b>	<b>29,029</b>	<b>28,282</b>	<b>50</b>	<b>28,332</b>	<b>(697)</b>
<b>In Year Over/(Under) Spend</b>	<b>58,423</b>	<b>2,161</b>	<b>(1,985)</b>	<b>58,599</b>	<b>58,188</b>	<b>218</b>	<b>58,406</b>	<b>(193)</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2020/21**

	<i>Budget</i>				<i>Expenditure</i>			<i>(Under)/ Over Spend</i>
	Original Budget	Approved Adjustments	Approved C/fwds	Amended Approved Budget	Expenditure to March	C/fwds to approve	Total Projection	
	£000	£000	£000	£000	£000	£000	£000	
<b><u>Economic Growth &amp; Neighbourhood Services</u></b>								
Director of Economic Growth & Neighbourhood Services	167	(93)		74	74	0	74	0
<b><u>Planning, Economic Initiatives &amp; Asset Management</u></b>								
COVID 19 costs	0	0		0	117	0	117	117
AD - Economic Growth	127	1		128	122	0	122	(6)
Building Control	138	2		140	140	0	140	0
Consolidated Budgets	146	(41)	(58)	47	0	48	48	1
Development Management	(73)	12		(61)	(61)	0	(61)	0
Economy	196	116	(66)	246	202	42	244	(2)
Environmental Health	292	3		295	185	0	185	(110)
Place Strategy	582	18	(107)	493	466	0	466	(27)
Property Management & Estates	(603)	(17)		(620)	(575)	0	(575)	45
	<b>805</b>	<b>94</b>	<b>(231)</b>	<b>668</b>	<b>596</b>	<b>90</b>	<b>686</b>	<b>18</b>
<b><u>Capital Projects, Transport &amp; Highways Planning</u></b>								
COVID 19 costs	0	0		0	277	0	277	277
AD Transport & Capital Projects	124	2		126	124	0	124	(2)
Building Design Services	19	5		24	192	0	192	168
Capital Projects	299	36	(16)	319	266	0	266	(53)
Car Parking R&M	566	0		566	433	0	433	(133)
Concessionary Fares	3,794	(355)		3,439	3,312	50	3,362	(77)
Flood & Water Act	86	25	(25)	86	77	0	77	(9)
Highways	2,413	384	(76)	2,721	2,587	0	2,587	(134)
Highways - DLO	(498)	(55)		(553)	(270)	0	(270)	283
Investment & Funding	(9)	571	(420)	142	139	0	139	(3)
Regeneration Projects	3	(3)		0	0	0	0	0
Sustainable Transport	263	(202)		61	(8)	20	12	(49)
	<b>7,060</b>	<b>408</b>	<b>(537)</b>	<b>6,931</b>	<b>7,129</b>	<b>70</b>	<b>7,199</b>	<b>268</b>
<b><u>Community Services</u></b>								
COVID 19 costs	0	0		0	2,193	0	2,193	2,193
AD Community Services	124	2		126	125	0	125	(1)
Allotments	11	0		11	13	0	13	2
Building Cleaning - DLO	125	(15)		110	97	0	97	(13)
Cemeteries & Crematorium	(870)	5		(865)	(879)	0	(879)	(14)
Dolphin Centre	548	44		592	592	0	592	0
Eastbourne Complex	(16)	1		(15)	(15)	0	(15)	0
Emergency Planning	97	0		97	78	0	78	(19)
Head of Steam	249	1		250	211	0	211	(39)
Hippodrome	2	4		6	6	0	6	0
Indoor Bowling Centre	14	(2)		12	8	0	8	(4)
Libraries	790	5		795	775	0	775	(20)
Move More	29	1		30	30	0	30	0
Outdoor Events	392	13	(32)	373	376	48	424	51
School Meals - DLO	59	1		60	60	0	60	0
Strategic Arts	110	3	(7)	106	107	0	107	1
Street Scene	4,986	46	(21)	5,011	5,042	0	5,042	31
Transport Unit - Fleet Management	(16)	2		(14)	(14)	0	(14)	0
Waste Management	2,936	0		2,936	2,859	0	2,859	(77)
Winter Maintenance	428	(7)		421	585	0	585	164
	<b>9,998</b>	<b>104</b>	<b>(60)</b>	<b>10,042</b>	<b>12,249</b>	<b>48</b>	<b>12,297</b>	<b>2,255</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2020/21**

	<i>Budget</i>				<i>Expenditure</i>			(Under)/ Over Spend
	Original Budget	Approved Adjustments	Approved C/fwds	Amended Approved Budget	Expenditure to March	C/fwds to approve	Total Projection	
	£000	£000	£000	£000	£000	£000	£000	
<b><u>Economic Growth &amp; Neighbourhood Services</u></b>								
<b><u>Community Safety</u></b>								
COVID 19 costs	0	0		0	1,644	0	1,644	1,644
CCTV	188	3		191	183	0	183	(8)
Community Safety	573	9	(38)	544	363	0	363	(181)
General Licensing	0	0		0	0	0	0	0
Parking	(2,012)	28		(1,984)	(1,937)	0	(1,937)	47
Parking Enforcement	0	0		0	(47)	0	(47)	(47)
Private Sector Housing	72	2		74	63	0	63	(11)
Stray Dogs	43	0		43	41	0	41	(2)
Taxi Licensing	0	0		0	0	0	0	0
Trading Standards	224	1		225	207	0	207	(18)
	<b>(912)</b>	<b>43</b>	<b>(38)</b>	<b>(907)</b>	<b>517</b>	<b>0</b>	<b>517</b>	<b>1,424</b>
<b><u>Building Services</u></b>								
COVID 19 costs	0	0		0	584	0	584	584
Construction - DLO	(467)	(101)		(568)	(523)	0	(523)	45
Maintenance - DLO	(458)	52		(406)	(406)	0	(406)	0
Other - DLO	0	52		52	(34)	0	(34)	(86)
Corporate Landlord	3,158	78	(200)	3,036	2,976	60	3,036	0
	<b>2,233</b>	<b>81</b>	<b>(200)</b>	<b>2,114</b>	<b>2,597</b>	<b>60</b>	<b>2,657</b>	<b>543</b>
<b><u>General Support Services</u></b>								
Works Property & Other	109	0		109	86	0	86	(23)
<b><u>Joint Levies &amp; Boards</u></b>								
Environment Agency Levy	112	0		112	108	0	108	(4)
<b><u>Housing</u></b>								
COVID 19 costs	0	0		0	392	0	392	392
Local Taxation	459	4		463	375	0	375	(88)
Rent Rebates / Rent Allowances / Council Tax	(132)	0		(132)	(126)	0	(126)	6
Housing Benefits Administration	221	5		226	226	0	226	0
Customer Services	271	3		274	363	0	363	89
Homelessness	297	2		299	299	0	299	0
Service, Strategy & Regulation and General Services	179	0		179	111	0	111	(68)
	<b>1,295</b>	<b>14</b>	<b>0</b>	<b>1,309</b>	<b>1,640</b>	<b>0</b>	<b>1,640</b>	<b>331</b>
<b>In Year Over/(Under) Spend</b>	<b>20,867</b>	<b>651</b>	<b>(1,066)</b>	<b>20,452</b>	<b>24,996</b>	<b>268</b>	<b>25,264</b>	<b>4,812</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2020/21**

	<i>Budget</i>				<i>Expenditure</i>			<i>(Under)/ Over Spend</i>
	Original Budget	Approved Adjustments	Approved C/fwds	Amended Approved Budget	Expenditure to March	C/fwds to approve	Total Projection	
	£000	£000	£000	£000	£000	£000	£000	
<b><u>Resources</u></b>								
<b>Managing Director</b>	164	94	0	258	251	0	251	(7)
<b><u>Darlington Partnership</u></b>								
COVID 19 costs	0	0	0	0	2	0	2	2
Darlington Partnership	37	0	0	37	37	0	37	0
	<b>37</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>39</b>	<b>0</b>	<b>39</b>	<b>2</b>
<b><u>AD Resources</u></b>								
COVID 19 costs	0	0	0	0	20	0	20	20
Finance & Governance	1,406	23	0	1,429	1,241	0	1,241	(188)
Financial Assessments & Protection	261	(15)	0	246	226	0	226	(20)
Communications & Engagement	794	130	(100)	824	476	205	681	(143)
Systems	753	52	0	805	816	0	816	11
Xentrall (D&S Partnership)	1,693	8	(143)	1,558	1,657	0	1,657	99
Human Resources	582	3	0	585	383	110	493	(92)
Health & Safety	135	8	0	143	62	0	62	(81)
	<b>5,624</b>	<b>209</b>	<b>(243)</b>	<b>5,590</b>	<b>4,881</b>	<b>315</b>	<b>5,196</b>	<b>(394)</b>
<b><u>AD Law &amp; Governance</u></b>								
COVID 19 costs	0	0	0	0	203	0	203	203
Complaints & FOI	186	2	0	188	206	0	206	18
Democratic Services	1,199	13	(10)	1,202	1,056	0	1,056	(146)
Registrars	(29)	17	0	(12)	(42)	0	(42)	(30)
Administration	698	33	0	731	545	0	545	(186)
Legal & Procurement	1,398	(4)	0	1,394	1,573	0	1,573	179
Coroners	215	0	0	215	235	0	235	20
	<b>3,667</b>	<b>61</b>	<b>(10)</b>	<b>3,718</b>	<b>3,776</b>	<b>0</b>	<b>3,776</b>	<b>58</b>
<b><u>AD ICT</u></b>								
ICT	737	26	0	763	969	0	969	206
COVID 19 costs	0	0	0	0	273	0	273	273
	<b>737</b>	<b>26</b>	<b>0</b>	<b>763</b>	<b>1,242</b>	<b>0</b>	<b>1,242</b>	<b>479</b>
<b>In Year Over/(Under) Spend</b>	<b>10,229</b>	<b>390</b>	<b>(253)</b>	<b>10,366</b>	<b>10,189</b>	<b>315</b>	<b>10,504</b>	<b>138</b>

**BUDGET MANAGEMENT 2020/21**

<b>SCHOOLS PROJECTED BALANCES 2020/21</b>					
School Name	Opening Balance at 1st April 2020	Formula Budget Allocation*	Total Available	Closing Balance at 31st March 2021	Projected Closing Balance as proportion of Formula Budget Allocation
	£000	£000	£000	£000	%
<b><u>Primary</u></b>					
Federation of Darlington Nursery Schools	47	772	819	55	7%
Red Hall Primary	252	1,173	1,425	318	27%
Whinfield Primary	245	2,222	2,467	253	11%
Harrowgate Hill Primary	187	2,609	2,796	214	8%
<b>Primary Total</b>	<b>731</b>	<b>6,776</b>	<b>7,507</b>	<b>840</b>	

\*Federation of Darlington Nursery Schools figure is indicative. Actual allocation is updated each term with attendance

**HOUSING REVENUE ACCOUNT 2020/21**

	<b>Budget</b>			Total Projection £000	(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000		
<b><u>Housing Revenue Account</u></b>					
<b><u>Income</u></b>					
Rents Of Dwellings (Gross)	(20,555)	0	(20,555)	(20,219)	336
Sundry Rents (Including Garages & Shops)	(429)	0	(429)	(505)	(76)
Charges For Services & Facilities	(3,049)	0	(3,049)	(3,049)	0
Contribution towards expenditure	(265)	0	(265)	(241)	24
Interest Receivable	(6)	0	(6)	(15)	(9)
<b>Total Income</b>	<b>(24,304)</b>	<b>0</b>	<b>(24,304)</b>	<b>(24,029)</b>	<b>275</b>
<b><u>Expenditure</u></b>					
Management	5,814	0	5,814	5,784	(30)
Maintenance	4,075	0	4,075	4,101	26
Capital Financing Costs	3,211	0	3,211	3,025	(186)
Revenue Contribution to Capital Outlay	14,273	0	14,273	5,919	(8,354)
Rent Rebate Subsidy Limitation	0	0	0		0
Increase in Bad Debt Provision	350	0	350	(63)	(413)
In year contribution to/(from) balances	(3,419)	0	(3,419)	5,263	8,682
<b>Total Expenditure</b>	<b>24,304</b>	<b>0</b>	<b>24,304</b>	<b>24,029</b>	<b>(275)</b>
<b>(Surplus)/Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HRA Balances</b>	<b>£000</b>
Opening balance 01/04/2020	19,829
Contribution to/(from) balances	5,263
<b>Closing balance</b>	<b>25,092</b>

<b><u>Projected Covid-19 costs for 20/21</u></b>		App 4
	Total Projection £000's	
Children's Services	621	
Development & Commissioning	42	
Education	59	
Public Health	0	
Adult Social Care & Health	1,697	
Planning, Economic Initiatives & Asset Management	117	
Capital Projects, Transport & Highways Planning	277	
Community Services	2,193	
Community Safety	1,644	
Building Services	584	
Housing	392	
Darlington Partnerships	2	
Resources	20	
Law & Governance	203	
ICT	273	
Collection fund in-year deficit	2,506	
<b>Total Projected Covid-19 costs</b>	<b>10,630</b>	
<b>Less Government Grant received - Covid 19</b>	<b>(8,682)</b>	
<b>Less Government Sales Fees and Charges grant claim</b>	<b>(1,991)</b>	
<b>Less Government Grant - 75% contribution to Collection Fund Deficit</b>	<b>(1,510)</b>	
<b>Projected surplus of resources</b>	<b><u>(1,553)</u></b>	

**CABINET  
6 JULY 2021**

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**REVENUE BUDGET MONITORING 2021/22 – QUARTER 1**

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**Responsible Cabinet Member - Councillor Charles Johnson  
Resources Portfolio**

**Elizabeth Davison, Group Director of Operations**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To provide an early forecast of the 2021/22 revenue budget outturn as part of the Council's continuous financial management process.
2. To inform Cabinet of the budget rebasing exercise carried out following the 2020/21 outturn results.

**Summary**

3. This is the first revenue budget management report to Cabinet for 2021/22. The latest projections show an overall improvement of £3.636m. This is due to £2.317m of additional balances following the 2020/21 outturn, £0.993m of resources returned to reserves, £0.022m of projected departmental underspend in 2021/22 and the use of £0.304m of CV19 reserve.
4. There remains a significant amount of uncertainty regarding the recovery from CV19 which has the potential to impact on the budget position during the remainder of the financial year.

**Recommendation**

5. It is recommended that:-
  - (a) The forecast revenue outturn for 2021/22 be noted.
  - (b) Further regular reports be made to monitor progress and take prompt action if necessary.

**Reasons**

6. The recommendations are supported by the following reasons:-
  - (a) To continue effective management of resources.
  - (b) To continue to deliver services to agreed levels.

**Elizabeth Davison**  
**Group Director of Operations**

**Background Papers**

No background papers were used in the preparation of this report.

Brett Nielsen: Extension 5403

S17 Crime and Disorder	There are no specific crime and disorder implications in this report.
Health and Well Being	There are no issues relating to health and wellbeing which this report needs to address.
Carbon Impact and Climate Change	There are no specific carbon impact issues in this report.
Diversity	The report does not contain any proposals that impact on diversity issues.
Wards Affected	All wards are affected.
Groups Affected	No specific groups are particularly affected.
Budget and Policy Framework	This decision does not represent a change to the budget and policy framework.
Key Decision	The report does not require a key decision.
Urgent Decision	The report does not require an urgent decision.
One Darlington: Perfectly Placed	The subject matter of the report, the Councils financial standing and financial management, is critical to delivery of the SCS, but this report does not contain new proposals. Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	The report contains updated information regarding efficiency savings contained in the MTFP.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

## MAIN REPORT

### Information and Analysis

7. This is the first revenue budget management report to Cabinet for 2021/22 and provides an early forecast of the 2021/22 revenue position as part of the Council's continuous financial management process.
8. To enable timely information to be presented and in accordance with the report publication requirements, this report has been completed before the end of the first quarter. As the Council operates frequent, regular and predictive budget management processes, including quarterly reports to Cabinet, changes in projected outturn, which are inevitable in a large and complex organisation, will be reported to future meetings.
9. The information in this report has been taken from the financial records for April and managers' projections for the remainder of the year, using their knowledge of events affecting the services they manage.
10. As has been the case in the last few years, a review of the 2021/22 budgets has been undertaken during April and May and managers have been proactive in scrutinising their budgets considering the 2020/21 outturn position. £0.993m of savings have been identified, which can be removed from budgets into reserves without impacting on service delivery.
11. Overall, the projected General Fund reserves position at 31 March 2022 is £28.562m, which is an improvement of £3.636m on the planned balances in the 2021-25 MTFP. This improvement relates to £2.317m underspend in the Council's 2020/21 financial results, £0.993m of funds returned to reserves from the rebasing exercise, £0.022m projected underspend in the 2021/22 financial year and the use of £0.304m of CV19 reserve.

### COVID - 19

12. The impact of CV19 has had a significant bearing on the Council's financial position. Members will recall that in the 2021/22 MTFP, CV19 pressures were built into the plan to be funded in part by government grant and the Sales, Fees and Charges scheme. Additional CV19 pressures over those included within the MTFP are detailed in **Appendix 4** these pressures are to be offset through the use of the CV19 reserve.
13. There is however still a great deal of uncertainty about how, when and if services will return to normal and what the impact of CV19 will be on our communities and the wider economy, as the country comes out of the pandemic. There remains therefore the potential for further impacts of increased demand for services and council tax and business rate income reductions, which could increase pressures on the 2021/22 final position.
14. The Government has supported Local Authorities funding for CV19, with £2.958m of CV19 grant and £0.616m of Sales Fees and Charges scheme income being built into the 2021/22 budget. Should any further grant be received this will offset any additional CV19 expenditure not in the budget or be transferred into the earmarked CV19 reserve to fund any ongoing pressures in future years.

15. The actual expenditure on CV19 is higher than shown in Appendix 4, as the Council has received specific grants from government to fund those areas of expenditure. This expenditure is therefore excluded from this budget monitoring report as it has no direct effect on the Council's reserves. Examples of the specific grants received are Contain Outbreak Management Fund, and Covid Local Support Grant.

### **Departmental Resources**

16. Departmental resource projections are summarised in **Appendix 2** and detailed in **Appendices 2(a) to 2(e)**. Even without the CV19 implications it is difficult to predict year end positions at this early stage and therefore management projections indicate budgets to be online, except for those stated in the following paragraphs.
17. The **People Group** budget is projected to be overspent by £0.112m at the end of the financial year from pressures and savings in Adult Social Care and Health as follows;
  - (a) CV19 Costs - Given the challenges faced by the sector because of the pandemic and the need to ensure sustainability, the Council has agreed to protect the care home fee level increase at 3% for older persons residential care home providers in 2021/22, as the contracted funding formula would have resulted in a standstill or reduction of fees using the basket of indices applied. This has increased CV19 costs by £0.400m, which can be funded from the CV19 reserve.
  - (b) As part of the rebasing exercise undertaken in Adult Services ongoing savings were identified in residential packages due to attrition rates, some of this saving has been reprofiled against increased usage of short break stays, however £0.400m of savings have been identified that can be returned to reserves without impacting on service delivery.
  - (c) The External Purchase of care budget is projected to be underspend by £0.213m from a forecast reduction of 38 residential/nursing beds (£0.623m), savings in day care as establishments remain closed (£0.030m), repayment of direct payments contingencies where services have not been provided (£0.105m) and additional funding from Health towards assessed care and support packages (£0.205m). These savings have been offset by pressures in domiciliary care with over 1,000 additional hours provided due to increased assessed care and support needs (£0.650m) and increased respite provision (£0.109m)
  - (d) Older People Long Term Conditions budgets are forecast to be underspent by £0.039m due to a contribution from the CCG towards independent mental health advocacy.
  - (e) Learning Disability Long Term Conditions budgets are estimated to be underspent by £0.034m due to reduced waking night requirements in supported living.
18. Public Health is forecasting a year end balanced position. As part of the rebasing exercise £0.285m has been returned to general fund reserves. Public Health

services are funded through a ring-fenced grant which pre CV19 had decreased several times. To protect Public Health services, additional Council funding was built into the MTFP to substitute for potential lost grant. At the time of budget setting for 2021/22 no allocation had been received for Public Health grant hence a prudent approach was taken to leave Council resources in the budget. However following receipt of the 2021/22 allocation in March it was confirmed that the grant had not reduced and therefore the Council commitment is no longer required.

19. The **Services Group** is projecting an underspend of £0.192m after taking into account the anticipated impact of CV19, particularly on the business activities of the group.
20. Both current social distancing guidelines and the latest national lockdown have had and continue to have a significant impact on fees and charges within the Services Group. While some activities have resumed it is still expected that income levels will continue to be affected for the remainder of the year.
21. The impacts of CV19 on the business activities of the group were considered as part of the MTFP 2021/22 and these are reflected in the group's resource allocation for the year.
22. As part of the MTFP, the Hippodrome was not originally expected to re-open until June 2021 and then with strict social distancing rules in place which would have steadily been relaxed over the year. Additional resources were built into the Hippodrome's budget from reserves to counter this impact. Following a successful bid to the Arts Council England (ACE) in the last quarter of 2020/21 the Hippodrome was awarded £0.500m from the ACE Recovery Fund to support the running costs of the theatre, therefore £0.308m of reserves are no longer needed and can be returned to general fund reserves.
23. The receipt of ACE funding, will mean that the Council will not be able to claim as much funding through the governments Sales, Fees and Charges scheme, therefore the expected income through this scheme will fall by £0.192m (as shown in Appendix 4). The ACE funding is shown as a surplus against CV19 costs to offset this shortfall.
24. The **Operations Group** is projecting a year end budget overspend of £0.058m due to ongoing CV19 impacts. The overspend is mainly from lost wedding ceremony income because of lockdown restrictions and ongoing ICT mobility data charges which increased with home working.
25. The **Chief Executive and Economic Growth Group** is projected to be on target at year end.
26. The School balances and allocations are shown in **Appendix 2(f)**.

## **Council Wide and Corporately Managed Resources**

27. The Council Wide and Corporately Managed Resources budgets are projected to be on target at year end.
28. The 2021/22 MTFP assumed a pay award offer of 2%, however, the current national employers offer of 1.5% has been rejected by the trade unions. If a pay award above 2% is agreed this will add a pressure to the budget.

## **Housing Revenue Account**

29. HRA projections are shown in **Appendix 3** with an overall projected balanced budget.

## **Conclusion**

30. The Council's projected revenue reserves at the end of 2021/22 are £28.562m, £3.636m improved on the initial 2021-25 MTFP position. This improvement in reserves includes a brought forward amount of £2.317m from 2020/21, £0.022m of projected departmental underspend, the rebasing exercise of £0.993m and the use of £0.304m of CV19 reserve.
31. Of the £28.562m projected reserves, we have a risk reserve balance of £5.350m and a commitment to use £15.838m to support years 2 – 4 of the current MTFP, which leaves £7.374m of unallocated reserves.

## **Outcome of Consultation**

32. No external consultation has been carried out in preparing this report.

**REVENUE BUDGET MANAGEMENT 2021/22****Projected General Fund Reserve at 31st March 2022**

	2021-25 MTFP (Feb 2021) £000
<b>Medium Term Financial Plan (MTFP) :-</b>	
MTFP Planned Opening Balance 01/04/2021	21,506
Approved net contribution from balances	3,420
<b>Planned Closing Balance 31/03/2022</b>	<b>24,926</b>
Increase in opening balance from 2020-21 results	2,317
Projected corporate underspends / (overspends) :-	
Public Health rebased savings	285
Community Services rebased savings	308
Adult Services rebase savings	400
Council Wide	0
Financing Costs	0
Joint Venture - Investment Return	0
Contingencies	0
Projected Collection Fund deficit - Covid 19	0
Government Grant - Covid -19	0
Government Grant - SFC	(192)
Government Grant - Collection fund Contribution	0
Transfer in from earmarked reserve - Covid	496
<b>Projected General Fund Reserve (excluding Departmental) at 31st March 2022</b>	<b>28,540</b>
<b>Planned Balance at 31st March 2022 Improvement</b>	<b>24,926</b> <b>3,614</b>

**Departmental projected year-end balances**

	Improvement / (decline) compared with 2021-25 MTFP £000
People Group	(112)
Services Group	192
Operations Group	(58)
Chief Executive	0
<b>TOTAL</b>	<b>22</b>

**Summary Comparison with :-**

	2021-25 MTFP £000
Corporate Resources - increase in opening balance from 20/21 results	2,317
Corporate Resources - additional in-year Improvement/(Decline)	304
Projected Collection Fund deficit	0
Quarter 1 budget rebase	993
Departmental - Improvement / (Decline)	22
Improvement / (Decline) compared with MTFP	<b>3,636</b>
<b>Projected General Fund Reserve at 31st March 2022</b>	<b>28,562</b>

**GENERAL FUND REVENUE BUDGET MANAGEMENT 2021/22**

	Budget			Expenditure	Variance
	Original 2021/22	Approved Adjustment s	Amended Approved Budget	Projected Outturn	
	£000	£000	£000	£000	
<b>Departmental Resources</b>					
People Group	61,026	(685)	60,341	60,453	112
Services Group	18,465	(308)	18,157	17,965	(192)
Operations Group	15,155	0	15,155	15,213	58
Chief Executive	1,256	0	1,256	1,256	0
<b>Total Departmental Resources</b>	<b>95,902</b>	<b>(993)</b>	<b>94,909</b>	<b>94,887</b>	<b>(22)</b>
<b>Corporate Resources</b>					
Council Wide	(499)	0	(499)	(499)	0
Financing Costs	823	0	823	823	0
Joint Venture - Investment Return	(1,546)	0	(1,546)	(1,546)	0
<b>Contingencies Budget</b>					
Apprentice Levy	202	0	202	202	0
Transformation Fund	200	0	200	200	0
Risk Contingencies	323	0	323	323	0
<b>Mid-Year Savings</b>					
Public Health Rebase	0	285	285	0	(285)
Community Services Rebase	0	308	308	0	(308)
Adult Services Rebase	0	400	400	0	(400)
<b>Total Corporate Resources</b>	<b>(497)</b>	<b>993</b>	<b>496</b>	<b>(497)</b>	<b>(993)</b>
<b>Net Expenditure</b>	<b>95,405</b>	<b>0</b>	<b>95,405</b>	<b>94,390</b>	<b>(1,015)</b>
<b>Contributions To / (From) Reserves</b>					
Planned Contribution to General Fund Reserves (MTFP)	2,420	0	2,420	2,420	0
Departmental Brought Forwards from 2020/21	0	0	0	0	0
Covid Earmarked reserve	0	0	0	(496)	(496)
Government Grant - Covid -19	0	0	0	0	0
Government Grant - SFC	0	0	0	192	192
Projected Collection fund deficit	0	0	0	0	0
Government 75% contribution to collection fund deficit	0	0	0	0	0
<b>General Fund Total</b>	<b>97,825</b>	<b>0</b>	<b>97,825</b>	<b>96,506</b>	<b>(1,319)</b>

Note: Appendix 1 shows an increase in reserves of £2.317m brought forward from 2020/21

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<b>Budget</b>			<b>Expenditure</b>			<b>(Under)/ Over Spend £000</b>
	<b>Original Budget £000</b>	<b>Approved Adjustments £000</b>	<b>Amended Approved Budget £000</b>	<b>Expenditure to May £000</b>	<b>Projected Spend £000</b>	<b>Total Projection £000</b>	
<b><u>Council Wide</u></b>							
Airport	27	0	27	0	27	27	0
Procurement Savings	(23)	0	(23)	0	(23)	(23)	0
Troubled Families Grant	(503)	0	(503)	0	(503)	(503)	0
<b>In Year Over/(Under) Spend</b>	<b>(499)</b>	<b>0</b>	<b>(499)</b>	<b>0</b>	<b>(499)</b>	<b>(499)</b>	<b>0</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<i>Budget</i>			<i>Expenditure</i>			<i>(Under)/ Over Spend £000</i>
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to May £000	Projected Spend £000	Total Projection £000	
	<b><u>People Group</u></b>						
<b><u>Group Director of People</u></b>	176	0	176	(88)	264	176	0
<b><u>Children &amp; Adult Services</u></b>							
Transformation & Performance	627	0	627	59	568	627	0
Business Support	1,403	0	1,403	111	1,292	1,403	0
	<b>2,030</b>	<b>0</b>	<b>2,030</b>	<b>170</b>	<b>1,860</b>	<b>2,030</b>	<b>0</b>
<b><u>Children's Services</u></b>							
COVID 19 costs	0	0	0	12	18	30	30
Children's Services Management & Other Services	485	0	485	33	452	485	0
Assessment Care Planning & LAC	3,918	0	3,918	278	3,640	3,918	0
First Response & Early Help	2,831	0	2,831	(677)	3,508	2,831	0
Youth Offending/ASB	268	0	268	56	212	268	0
Adoption & Placements	13,753	0	13,753	821	12,902	13,723	(30)
Disabled Children	1,517	0	1,517	(18)	1,535	1,517	0
Quality Assurance & Practice Improvement	609	0	609	(65)	674	609	0
	<b>23,381</b>	<b>0</b>	<b>23,381</b>	<b>440</b>	<b>22,941</b>	<b>23,381</b>	<b>0</b>
<b><u>Development &amp; Commissioning</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
Commissioning	2,227	0	2,227	(204)	2,431	2,227	0
Voluntary Sector	282	0	282	20	262	282	0
Workforce Development	145	0	145	(286)	431	145	0
	<b>2,654</b>	<b>0</b>	<b>2,654</b>	<b>(470)</b>	<b>3,124</b>	<b>2,654</b>	<b>0</b>
<b><u>Education</u></b>							
COVID 19 costs	0	0	0	207	(207)	0	0
Education	553	0	553	1,778	(1,225)	553	0
Schools	0	0	0	6,061	(6,061)	0	0
Transport Unit	2,396	0	2,396	95	2,301	2,396	0
	<b>2,949</b>	<b>0</b>	<b>2,949</b>	<b>8,141</b>	<b>(5,192)</b>	<b>2,949</b>	<b>0</b>
<b><u>Public Health</u></b>							
COVID 19 costs	0	0	0	10	(10)	0	0
Public Health	285	(285)	0	(1,993)	1,993	0	0
	<b>285</b>	<b>(285)</b>	<b>0</b>	<b>(1,983)</b>	<b>1,983</b>	<b>0</b>	<b>0</b>
<b><u>Adult Social Care</u></b>							
COVID 19 costs	0	0	0	(868)	1,276	408	408
External Purchase of Care	23,674	(400)	23,274	(2,710)	25,771	23,061	(213)
Intake & Enablement	595	0	595	125	470	595	0
Older People Long Term Condition	1,430	0	1,430	39	1,352	1,391	(39)
Physical Disability Long Term Condition	5	0	5	5	0	5	0
Learning Disability Long Term Condition	1,737	0	1,737	124	1,579	1,703	(34)
Mental Health Long Term Condition	1,138	0	1,138	73	1,065	1,138	0
Service Development & Integration	972	0	972	(89)	1,051	962	(10)
	<b>29,551</b>	<b>(400)</b>	<b>29,151</b>	<b>(3,301)</b>	<b>32,564</b>	<b>29,263</b>	<b>112</b>
<b>In Year Over/(Under) Spend</b>	<b>61,026</b>	<b>(685)</b>	<b>60,341</b>	<b>2,909</b>	<b>57,544</b>	<b>60,453</b>	<b>112</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<i>Budget</i>			<i>Expenditure</i>			<i>(Under)/ Over Spend £000</i>
	<i>Original Budget £000</i>	<i>Approved Adjustments £000</i>	<i>Amended Approved Budget £000</i>	<i>Expenditure to May £000</i>	<i>Projected Spend £000</i>	<i>Total Projection £000</i>	
<b><u>Services Group</u></b>							
<b><u>Capital Projects, Transport &amp; Highways Planning</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
AD Transport & Capital Projects	129	0	129	10	119	129	0
Building Design Services	20	0	20	22	(2)	20	0
Capital Projects	306	0	306	30	276	306	0
Car Parking R&M	483	0	483	400	83	483	0
Concessionary Fares	3,434	0	3,434	(47)	3,481	3,434	0
Flood & Water Act	88	0	88	(211)	299	88	0
Highways	3,199	0	3,199	(286)	3,485	3,199	0
Highways - DLO	(515)	0	(515)	776	(1,291)	(515)	0
Investment & Funding	(3)	0	(3)	11	(14)	(3)	0
Regeneration Projects	0	0	0	0	0	0	0
Sustainable Transport	42	0	42	(65)	107	42	0
	<b>7,183</b>	<b>0</b>	<b>7,183</b>	<b>640</b>	<b>6,543</b>	<b>7,183</b>	<b>0</b>
<b><u>Community Services</u></b>							
COVID 19 costs	0	0	0	0	(192)	(192)	(192)
AD Community Services	129	0	129	9	120	129	0
Allotments	11	0	11	(10)	21	11	0
Building Cleaning - DLO	139	0	139	(441)	580	139	0
Cemeteries & Crematorium	(897)	0	(897)	21	(918)	(897)	0
Dolphin Centre	1,793	0	1,793	200	1,593	1,793	0
Eastbourne Complex	39	0	39	50	(11)	39	0
Emergency Planning	99	0	99	57	42	99	0
Head of Steam	275	0	275	27	248	275	0
Hippodrome	855	(308)	547	(309)	856	547	0
Indoor Bowling Centre	12	0	12	0	12	12	0
Libraries	829	0	829	115	714	829	0
Move More	33	0	33	(129)	162	33	0
Outdoor Events	397	0	397	8	389	397	0
School Meals - DLO	65	0	65	44	21	65	0
Strategic Arts	114	0	114	7	107	114	0
Street Scene	5,368	13	5,381	269	5,112	5,381	0
Transport Unit - Fleet Management	(9)	0	(9)	(1,689)	1,680	(9)	0
Waste Management	3,274	(13)	3,261	(392)	3,653	3,261	0
Winter Maintenance	469	0	469	246	223	469	0
	<b>12,995</b>	<b>(308)</b>	<b>12,687</b>	<b>(1,917)</b>	<b>14,412</b>	<b>12,495</b>	<b>(192)</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<i>Budget</i>			<i>Expenditure</i>			(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to May £000	Projected Spend £000	Total Projection £000	
<b><u>Services Group</u></b>							
<b><u>Community Safety</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
CCTV	199	0	199	12	187	199	0
Community Safety	592	0	592	(224)	816	592	0
General Licensing	0	0	0	(27)	27	0	0
Parking	(2,116)	0	(2,116)	403	(2,519)	(2,116)	0
Parking Enforcement	5	0	5	10	(5)	5	0
Private Sector Housing	78	0	78	(40)	118	78	0
Stray Dogs	46	0	46	8	38	46	0
Taxi Licensing	0	0	0	(44)	44	0	0
Trading Standards	234	0	234	13	221	234	0
	<b>(962)</b>	<b>0</b>	<b>(962)</b>	<b>111</b>	<b>(1,073)</b>	<b>(962)</b>	<b>0</b>
<b><u>Building Services</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
Construction - DLO	(571)	0	(571)	(3,605)	3,034	(571)	0
Maintenance - DLO	(407)	0	(407)	3,267	(3,674)	(407)	0
Other - DLO	0	0	0	411	(411)	0	0
	<b>(978)</b>	<b>0</b>	<b>(978)</b>	<b>73</b>	<b>(1,051)</b>	<b>(978)</b>	<b>0</b>
<b><u>General Support Services</u></b>							
Works Property & Other	111	0	111	0	111	111	0
<b><u>Joint Levies &amp; Boards</u></b>							
Environment Agency Levy	116	0	116	111	5	116	0
<b>In Year Over/(Under) Spend</b>	<b>18,465</b>	<b>(308)</b>	<b>18,157</b>	<b>(982)</b>	<b>18,947</b>	<b>17,965</b>	<b>(192)</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<b>Budget</b>			<b>Expenditure</b>			<b>(Under)/ Over Spend £000</b>
	<b>Original Budget £000</b>	<b>Approved Adjustments £000</b>	<b>Amended Approved Budget £000</b>	<b>Expenditure to May £000</b>	<b>Projected Spend £000</b>	<b>Total Projection £000</b>	
<b><u>Operations Group</u></b>							
<b>Group Director of Operations</b>	183	0	183	17	166	183	0
<b><u>AD Resources</u></b>							
COVID 19 costs	0	0	0	4	6	10	10
Finance & Governance	1,480	0	1,480	20	1,460	1,480	0
Financial Assessments & Protection	244	0	244	23	221	244	0
Xentrall (D&S Partnership)	1,705	0	1,705	(1,075)	2,780	1,705	0
Human Resources	601	0	601	43	558	601	0
Health & Safety	163	0	163	16	147	163	0
	<b>4,193</b>	<b>0</b>	<b>4,193</b>	<b>(969)</b>	<b>5,172</b>	<b>4,203</b>	<b>10</b>
<b><u>Head of Strategy Performance &amp; Communications</u></b>							
Communications & Engagement	854	0	854	41	813	854	0
Systems	791	0	791	260	531	791	0
	<b>1,645</b>	<b>0</b>	<b>1,645</b>	<b>301</b>	<b>1,344</b>	<b>1,645</b>	<b>0</b>
<b><u>AD Law &amp; Governance</u></b>							
COVID 19 costs	0	0	0	0	30	30	30
Complaints & FOI	201	0	201	16	185	201	0
Democratic Services	1,227	0	1,227	127	1,100	1,227	0
Registrars	(24)	0	(24)	(186)	162	(24)	0
Administration	708	0	708	42	666	708	0
Legal & Procurement	1,444	0	1,444	147	1,297	1,444	0
Coroners	220	0	220	(250)	470	220	0
	<b>3,776</b>	<b>0</b>	<b>3,776</b>	<b>(104)</b>	<b>3,910</b>	<b>3,806</b>	<b>30</b>
<b><u>AD Xentrall Shared Services</u></b>							
ICT	713	0	713	13	700	713	0
COVID 19 costs	0	0	0	(216)	234	18	18
	<b>713</b>	<b>0</b>	<b>713</b>	<b>(203)</b>	<b>934</b>	<b>731</b>	<b>18</b>
<b><u>AD Housing &amp; Revenues</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
Corporate Landlord	3,271	0	3,271	9	3,262	3,271	0
Local Taxation	470	0	470	112	358	470	0
Rent Rebates / Rent Allowances / Council Tax	(132)	0	(132)	2,059	(2,191)	(132)	0
Housing Benefits Administration	227	0	227	1	226	227	0
Customer Services	307	0	307	22	285	307	0
Homelessness	323	0	323	(109)	432	323	0
Service, Strategy & Regulation and General	179	0	179	5,196	(5,017)	179	0
	<b>4,645</b>	<b>0</b>	<b>4,645</b>	<b>7,290</b>	<b>(2,645)</b>	<b>4,645</b>	<b>0</b>
<b>In Year Over/(Under) Spend</b>	<b>15,155</b>	<b>0</b>	<b>15,155</b>	<b>6,332</b>	<b>8,881</b>	<b>15,213</b>	<b>58</b>

**REVENUE BUDGET MANAGEMENT UPDATE 2021/22**

	<b>Budget</b>			<b>Expenditure</b>			<b>(Under)/ Over Spend £000</b>
	<b>Original Budget £000</b>	<b>Approved Adjustments £000</b>	<b>Amended Approved Budget £000</b>	<b>Expenditure to May £000</b>	<b>Projected Spend £000</b>	<b>Total Projection £000</b>	
<b><u>Chief Executive</u></b>							
<b><u>Chief Executive</u></b>	172	0	172	14	158	172	0
<b><u>AD Economic Growth</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
AD - Economic Growth	132	0	132	10	122	132	0
Bidra	0	0	0	0	0	0	0
Building Control	142	0	142	14	128	142	0
Built & Natural Environment	0	0	0	0	0	0	0
Consolidated Budgets	146	0	146	0	146	146	0
Development Management	(62)	0	(62)	(35)	(27)	(62)	0
Economy	243	0	243	(225)	468	243	0
Environmental Health	316	0	316	29	287	316	0
Place Strategy	597	0	597	(383)	980	597	0
Property Management & Estates	(470)	0	(470)	(6)	(464)	(470)	0
	<b>1,044</b>	<b>0</b>	<b>1,044</b>	<b>(596)</b>	<b>1,640</b>	<b>1,044</b>	<b>0</b>
<b><u>Darlington Partnership</u></b>							
COVID 19 costs	0	0	0	0	0	0	0
Darlington Partnership	40	0	40	(130)	170	40	0
	<b>40</b>	<b>0</b>	<b>40</b>	<b>(130)</b>	<b>170</b>	<b>40</b>	<b>0</b>
<b>In Year Over/(Under) Spend</b>	<b>1,256</b>	<b>0</b>	<b>1,256</b>	<b>(712)</b>	<b>1,968</b>	<b>1,256</b>	<b>0</b>

**BUDGET MANAGEMENT 2021/22**

<b>SCHOOLS PROJECTED BALANCES 2021/22</b>					
School Name	Opening Balance at 1st April 2021	Formula Budget Allocation*	Total Available	Closing Balance at 31st March 2022	Projected Closing Balance as proportion of Formula Budget Allocation
	£000	£000	£000	£000	%
<b><u>Primary</u></b>					
Federation of Darlington Nursery Schools	55	764	819	41	5%
Red Hall Primary	318	1,347	1,665	290	22%
Whinfield Primary	253	2,349	2,602	222	9%
Harrowgate Hill Primary	214	2,726	2,940	160	6%
<b>Primary Total</b>	<b>840</b>	<b>7,186</b>	<b>8,026</b>	<b>713</b>	

\*Federation of Darlington Nursery Schools figure is indicative. Actual allocation is updated each term with attendance

**HOUSING REVENUE ACCOUNT 2021/22**

	<b>Budget</b>			Total Projection £000	(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000		
<b>Housing Revenue Account</b>					
<b><u>Income</u></b>					
Rents Of Dwellings (Gross)	(20,602)	0	(20,602)	(20,602)	0
Sundry Rents (Including Garages & Shops)	(490)	0	(490)	(490)	0
Charges For Services & Facilities	(3,024)	0	(3,024)	(3,024)	0
Contribution towards expenditure	(262)	0	(262)	(262)	0
Interest Receivable	(6)	0	(6)	(6)	0
<b>Total Income</b>	<b>(24,384)</b>	<b>0</b>	<b>(24,384)</b>	<b>(24,384)</b>	<b>0</b>
<b><u>Expenditure</u></b>					
Management	5,950	0	5,950	5,950	0
Maintenance	4,157	0	4,157	4,157	0
Capital Financing Costs	3,623	0	3,623	3,623	0
Revenue Contribution to Capital Outlay	11,742	0	11,742	11,742	0
Rent Rebate Subsidy Limitation	0	0	0	0	0
Increase in Bad Debt Provision	350	0	350	350	0
In year contribution to/(from) balances	(1,438)	0	(1,438)	(1,438)	0
<b>Total Expenditure</b>	<b>24,384</b>	<b>0</b>	<b>24,384</b>	<b>24,384</b>	<b>0</b>
<b>(Surplus)/Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HRA Balances</b>	<b>£000</b>
Opening balance 01/04/2021	25,092
Contribution to/(from) balances	(1,438)
<b>Closing balance</b>	<b>23,654</b>

<b><u>Projected Additional Covid-19 costs for 2021/22</u></b>		App 4
	Total Projection £000's	
Children's Services	30	
Adult Social Care & Health	408	
Community Services	(192)	
Resources	10	
Law & Governance	30	
ICT	18	
Collection fund in-year deficit	0	
<b>Total Projected Covid-19 costs</b>	<b>304</b>	
<b>Less Additional Government Grant received above MTFP - Covid 19</b>	<b>0</b>	
<b>Less/Plus Additional/Reduced Government Sales Fees and Charges grant above/below MTFP estimate</b>	<b>192</b>	
<b>Less Government Grant - 75% contribution to Collection Fund Deficit</b>	<b>0</b>	
<b>Projected shortfall of resources</b>	<b>496</b>	

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**CABINET  
6 JULY 2021**

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**XENTRALL SHARED SERVICES ANNUAL REPORT 2020-21**

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**Responsible Cabinet Member - Councillor Charles Johnson  
Resources Portfolio**

**Elizabeth Davison, Group Director of Operations**

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**SUMMARY REPORT**

**Purpose of the Report**

1. This annual report allows Cabinet Members to review the progress and performance of Xentrall Shared Services, the Darlington and Stockton partnership.

**Summary**

2. Xentrall Shared Services, the Darlington and Stockton partnership, was established in May 2008 and is now in its thirteenth year. The Xentrall services are:
  - (a) ICT (strategy and operations)
  - (b) Transactional HR (payroll, pensions, recruitment, sickness absence)
  - (c) Transactional Finance (creditors, debtors, banking, schools finance)
  - (d) Design & Print (professional buyer, in-house design and print)
3. The original business case identified a number of efficiencies and benefits to be delivered resulting in initial savings of £7.4m over the original ten-year period of the partnership. The successful partnership arrangement has delivered all these plus additional efficiencies and benefits and significant additional savings as reported to Members over previous years. At the same time the quality and performance of services have not been compromised but improved, with both customer and staff satisfaction increasing over the life of the partnership.
4. This is a significant achievement for a public/public partnership and it compares very well to other private sector partnerships many of which have failed over the same period or been brought back in-house for a variety of reasons. Both Councils have benefited both financially and through a continued programme of service improvements brought throughout the lifetime of the partnership.
5. In recognition of the on-going success of this public/public partnership, in 2015 both Councils agreed to amend the original ten-year partnership agreement into an on-going rolling arrangement, which continues to this day.

## Recommendations

6. It is recommended that Cabinet note the report and acknowledge the continuing success of Xentrall over the thirteen years since it was formed.

## Reasons

7. The recommendation is supported to allow Members to receive information about the progress of the partnership.

**Elizabeth Davison**  
**Group Director of Operations**

## Background Papers

No background papers were used in the preparation of this report.

Ian Miles: Extension 157012

S17 Crime and Disorder	There are no crime and disorder issues in this report
Health and Well Being	There are no health and wellbeing issues in this report
Carbon Impact and Climate Change	There are no carbon impact implications in this report
Diversity	There are no diversity issues in this report
Wards Affected	The issues in this report apply to all wards
Groups Affected	No particular groups are affected by this report
Budget and Policy Framework	The report does not propose changes to the budget or policy framework
Key Decision	The report does not require a key decision
Urgent Decision	The report does not require an urgent decision
One Darlington: Perfectly Placed	The subject matter of the report supports the Sustainable Community Strategy Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	The partnership will deliver significant savings for the council and these are built into the approved medium-term financial plan.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

## MAIN REPORT

8. Xentrall Shared Services, the Stockton and Darlington partnership, was established in May 2008 and is now in its thirteenth year. The Xentrall services are:
  - (a) ICT (strategy and operations)
  - (b) Transactional HR (payroll, recruitment, sickness absence)
  - (c) Transactional Finance (creditors, debtors, banking, schools finance)
  - (d) Design & Print (professional buyer, in-house design and print)
9. The original business case identified a number of efficiencies and benefits to be delivered resulting in initial savings of £7.4m over the original ten-year period of the partnership. The successful partnership arrangement has delivered all these plus additional efficiencies and benefits and significant additional savings as reported to Members over previous years. At the same time the quality and performance of services have not been compromised but improved, with both customer and staff satisfaction increasing over the life of the partnership.
10. This is a significant achievement for a public/public partnership and it compares very well to other private sector partnerships many of which have failed over the same period or been brought back in-house for a variety of reasons. Both Councils have benefited both financially and through a continued programme of service improvements brought throughout the lifetime of the partnership.
11. In recognition of the on-going success of this public/public partnership, in 2015 both Councils agreed to amend the original ten-year partnership agreement into an on-going rolling arrangement, which continues to this day.

## VALUE FOR MONEY AND PERFORMANCE

12. Since the formation of the partnership in 2008, the financial situation in both Councils has changed significantly as a result of reductions in local government funding and Xentrall has continued to support both Councils in achieving a balanced Medium-Term Financial Plan. This has mainly been achieved through staff savings resulting from more efficient ways of working across the four service areas, with Xentrall staffing reducing by approximately 40% from its starting position.
13. In addition to cost reductions, all services undertake benchmarking exercises to ensure that quality is not compromised and to confirm that a balanced approach is used to measure improvements and success. Under normal circumstances, ICT, HR and Finance would regularly participate in national benchmarking exercises with other participating organisations which confirm our services are performing well in comparison to others. Similarly, Design & Print would undertake price comparisons with local and regional suppliers to confirm value for money of both services delivered in-house and those bought in. Pressures of the pandemic have meant that these benchmarking activities have been paused during 2020/21.
14. Xentrall is also subject to various internal and external audit regimes which also confirm the good performance and governance of its services. All thirty-two Xentrall control checks undertaken by the Council's Internal Audit team during 2020/21 have achieved a green assessment. This builds upon the consistent full assurance results achieved by Xentrall under the previous approach to audits. Together with a

number of successful external audits and certifications, this confirms the health, robustness and good management of the services across the partnership.

## **CUSTOMER SATISFACTION**

15. As part of Xentrall's balanced scorecard approach to performance management, partnership-wide customer satisfaction surveys are undertaken every two years, and these involve canvassing service users and managers across both Councils. In addition, each of the Xentrall services seeks feedback and satisfaction levels as part of their daily service operations e.g. on an ICT call closure, HR recruitment or the take-on of a new academy's payroll. The main two-year survey was completed in June 2020 and both this and the daily low-level surveys confirm high levels of satisfaction, with the main survey showing our highest average customer satisfaction across Xentrall of 4.5 out of 5 (equivalent of 90% satisfaction).

## **2020/21 OPPORTUNITIES TAKEN & EXTERNAL BUSINESS RETAINED**

16. Xentrall continues to explore new opportunities for external business as and when these arise, in-line with the partnership's objective of tactically growing the business. Accepting 2020/21 has been an unusual year, Xentrall HR have still taken on twelve new schools as they joined our existing academy trusts customers and also during the year ICT have undertaken additional development work for the Combined Authority. In addition, our existing external customers have been retained and have signed up to new service level agreements for the current year. These include:

- (a) All Xentrall services to the Tees Valley Combined Authority
- (b) Finance and HR services to the South Tees Development Corporation
- (c) ICT services and finance system to Tees Active Leisure Ltd
- (d) ICT services to the North East Purchasing Authority (NEPO)
- (e) ICT hosting services to Northumberland County Council
- (f) ICT services to Theatre Hullabaloo in Darlington
- (g) Payroll and/or finance services for 123 academy payroll groups
- (h) Payroll to Richmondshire District Council and Richmond Citizen Advice Bureau
- (i) Payroll to eleven Middlesbrough and seven Redcar & Cleveland schools
- (j) Payroll and Employer Support to Direct Payment Clients at Stockton
- (k) Bursary service to Stockton schools

17. Xentrall generated external annual income of over £1m continues to form a significant part of the overall Xentrall financial model and thereby reduce the Xentrall funding required by both Authorities.

## **2020/21 STOCKTON & DARLINGTON ACHIEVEMENTS**

18. 2020/21 has been a year like no other and as well as providing essential services to our external customers and generating income, Xentrall continue to be a critical element in the continued effective functioning of both Councils. Xentrall have had a very busy time since the pandemic started last March when we got to grips with hurriedly mobilising both Councils as well as ourselves. March and early April were hectic times. A snapshot of the Xentrall activities and achievements is shown below.

### **Xentrall HR**

- (a) Went live with phase 3 of payroll on ResourceLink for over 3,500 staff in Academies
- (b) Kept paying almost 17,500 people, whilst implementing an upgrade to ResourceLink
- (c) Quickly set up all of our own staff to work from home, including the testing of all required links to systems such as BACs and HMRC
- (d) Completed Year End on ResourceLink and the old PSE system
- (e) Set up emergency process for payment of staff in case of system failure
- (f) Successfully undertook a full-service consultation and restructure whilst working from home
- (g) Continued to grow external business

### **Xentrall Design & Print**

- (a) Quickly implemented many changes within the department to allow for the design team to work remotely whilst still maintaining a safely operational production team on site. Many additional hours were required by all involved and the unit often was operating around the clock just to keep up with demand
- (b) Produced thousands of Covid-19 safety signs, floor markers, information notices and banners, as well as the supply and/or installation of hundreds of safety screens
- (c) Produced hundreds of daily critical information letters for different services via the re-directional postal service set up between D&P and the Post Rooms (circa 75,000 letters over the year)
- (d) Assisted with the Covid-19 test centres and Council run community or staff testing sites by producing mass targeted local leaflet drops and distributions to inform residents of key Covid-19 messages along with items such as directional signage and guidance packs
- (e) Supported essential community projects by producing items such as supportive information for the vulnerable, labels or menu sheets for the food boxes and key guidance in different languages
- (f) Supported the Tees Valley PCC and Mayoral elections with polling station safety signage along with safety signage and stage banners at the count venue
- (g) Helped both Council's Town Centres, public entertainment and health venues with safety messaging, display materials and promotional leaflets for re-opening
- (h) Continued to support "business as usual" services with provisions for daily/scheduled print items such as Landlord/Benefits letters, direct payments notifications and printed payslips, thousands of bus shelter timetables, vinyl

wraps for town centre shop window displays, lamppost banners, billboards and street bunting

- (i) Development of the Darlington Crest rebranding, the Hippodrome What's On guide and the Dolphin Centre 10 Pin Bowling publicity and most recently Stockton's SIRF

### **Xentrall Finance**

- (a) Achieved all of the year-end processing to deadlines set before lockdown and despite staff being displaced
- (b) Completed year-end system changes and reconciliations working jointly from remote locations
- (c) Maintained service delivery on day to day processing to ensure Academies were supported, suppliers paid promptly, and customers billed accurately where direct debit collection is in place
- (d) Supported both Councils in processing grant funding payments to small businesses and retail, hospitality and leisure sectors. In a two-week window, Creditors processed over 2,900 payments totalling over £33m in state funded aid and all in addition to the usual supplier and interfaced payments
- (e) Put additional payment runs in place for Stockton, Darlington and Academies in to ensure money was paid to suppliers as soon as possible
- (f) Assisted both Councils in the set-up of payment systems to Support Hubs for vulnerable /shielded individuals who require assistance with shopping and medicines pick up
- (g) All teams have also continued to support business as usual whilst mostly working from home

### **Xentrall Schools Finance**

- (a) Successfully completed the annual budget closure for Stockton schools
- (b) Undertook the above, whilst being rapidly mobilised and getting used to working with schools remotely from home

### **Xentrall ICT**

- (a) Rapidly rolled out hundreds of laptops and Jabber iPhone installs across Stockton and Darlington, taking us to over 2,500 people using softphones instead of physical handsets
- (b) Implemented Microsoft Teams to the whole workforce across both Councils to enable better collaborative and remote working
- (c) Intensive behind the scenes work on the network, firewall, antivirus, remote connectivity infrastructure that supports a massive increase in remote workers, from originally around just over 100/day to now thousands of remote connections per day

- (d) Mobilised our Service Desk and associated systems to being home-based and assigning additional staff to help manage the upsurge in calls, with ICT staff pulling together and taking on roles they haven't previously experienced
- (e) Scoured suppliers for ICT kit, including elusive laptops and headsets
- (f) Delivered innovative IT solutions to enable both Stockton and Darlington Support Hubs to become a reality
- (g) Delivered innovative solutions to keep some large older service applications running and available in a remote working environment
- (h) Provided a stream of user information and self-help guides to support home working
- (i) Kept all the normal systems and services running that you'd expect on a daily basis from ICT, including upgrades, COVID-19 hot-fixes to systems and year-end processing
- (j) Continued to deliver Council-wide changes behind the scenes to improve the remote working experience whilst mitigating the risk associated with applying this to a fully remote workforce
- (k) And remained calm and level-headed throughout and ensuring the wrong decisions weren't taken due to pressures and urgency and a measured approach and the longer-term view prevailed, thus keeping the Council's systems and data safe

19. Since the UK restrictions came into place during March 2020, Xentrall have continued to provide a full range of services and underpin the vital functions of the Councils, whilst in addition, stepping up and providing additional services specifically in response to the pandemic situation. None of what we have achieved collectively could have been done without the dedication of all the teams across Xentrall and the years of investment in our systems, processes and most importantly the professionalism and skill of our staff. So much effort and additional hours have been put in and we continue to do so to ensure everything runs as seamlessly as possible. Acknowledgement must also go out to our service users who have co-operated and been understanding throughout. We've had some brilliant feedback.

20. All Xentrall services support transformational and service-based projects in both Councils through using technology and systems to improve all aspects of service delivery and the delivery of efficiencies. ICT alone have completed 25 service-based projects across Darlington and Stockton during 2020/21. These have been wide and varied and have ranged from a number of housing projects for Darlington to a waste Bot at Stockton and ICT infrastructure for the new Ingleby Barwick Leisure Centre. Shared projects also continue to be part of the benefit of the partnership, with a recent example being a joint development of a new Employee Protection Register IT system for Darlington and Stockton.

## LOOKING FORWARD TO 2021/22 ONWARDS

21. As can be seen above, despite the pandemic the normal business of the day within Xentrall has continued throughout 2020/21 and is continuing into the current year. In addition to any new requirements resulting from both Council's response to the ongoing pandemic, Xentrall's projects for this year will include:
- (a) Xentrall overall will continue to help both Councils retain the benefits that have been gained through mass home working and to help exploit the technology enabled opportunities and innovation that have also arisen across services and with agile working
  - (b) HR will continue to develop and exploit the ResourceLink and MyHR HR/Payroll systems for the benefit of both Councils and our academy customers and the HR team will also continue to assess and take on new academy business as and when opportunities arise
  - (c) Finance will be implementing new BACS software, reviewing cheque stationary imagery, implementing virtual purchase cards as well as continuing to support and develop our use of the main financial system Business World On (aka Agresso)
  - (d) ICT will continue to support and develop the remote and agile workforce technologies as well as the all-important security protections which keep our systems and data safe. In addition, in conjunction with both Councils, ICT will further develop and roll-out new features within the Microsoft 365 suite of products which are helping a disperse office and home-based workforce collaborate and work effectively as teams.
  - (e) Design & Print will continue to support the many different service areas as required, however with the imminent restarting of events and venues being able to host shows, Design & Print will play a key role on both the marketing and production of supporting materials.
22. As with previous years, the continual service improvement mentality within Xentrall will be applied to leverage any further service improvements and/or savings for both Councils. Xentrall will also continue to assess new partnering and business opportunities as and when these arise, which fits in with its business plan of tactically growing the business and in turn help to support both Council's Medium-Term Financial Plans.

**CABINET  
6 JULY 2021**

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## **LAND AT FAVERDALE EAST BUSINESS PARK**

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**Responsible Cabinet Member – Councillor Charles Johnson  
Resources Portfolio**

**Responsible Director – Ian Williams, Chief Executive**

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### **SUMMARY REPORT**

#### **Purpose of the Report**

1. To authorise the disposal of land at Faverdale East Business Park, Darlington shown shaded grey on the attached plan (**Appendix 1**), subject to the grant of planning permission for development.

#### **Summary**

2. The Council owns land at Faverdale East Business Park which is available for inward investment/industrial development and has already sold a number of plots over the last few years. The remaining land available for sale and development is shown as plots 1, 2, 3 and 4 on the attached plan and totals around 9.6 acres.
3. In July 2019 Cabinet approved the sale of the plot shown hatched on the plan and this sale has now completed. A number of enquiries have been received recently and negotiations are ongoing with potential purchasers for plots 2,3 and 4.
4. Terms have been provisionally discussed subject to abnormal development costs but can't be finalised without some detailed work on the part of the purchasers to get proposed designs drawn up.

#### **Recommendation**

5. It is recommended that :-
  - (a) The sale of 9.6 acres of land at Faverdale East Business Park be approved in principle with the Chief Executive Office being authorised to negotiate full terms in consultation with the Cabinet member for the resources portfolio and with the terms being reported subsequently on the Schedule of Transactions, and;
  - (b) The AD Law and Governance be authorised to document sales accordingly.

## Reasons

6. The recommendations are supported by the following reasons:-
- (a) To achieve a capital receipt for the Council, and;
  - (b) To assist business development and job creation in Darlington.

**Ian Williams**  
**Chief Executive**

## Background Papers

No background papers were used in the preparation of this report.

Richard Adamson : Extension 6318

S17 Crime and Disorder	This report has no implications for crime and disorder
Health and Well Being	There are no Health and Well Being Issues
Carbon Impact and Climate Change	There are no sustainability issues
Diversity	There are no diversity issues
Wards Affected	Brinkburn and Faverdale
Groups Affected	Not Applicable
Budget and Policy Framework	This report does not represent a change to the budget and policy framework
Key Decision	This is not a key decision
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	There are no issues adversely affecting the Community Strategy Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	A capital receipt will help the Councils budget.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

## MAIN REPORT

### Information and Analysis

7. The Council brought forward land at Faverdale with some grant/loan funding from HCA, now Homes England, to create Faverdale East Business Park, a site available for inward investment/industrial development and some of this has already been sold to facilitate new developments for Davies Transport, Subsea Innovation, Allinsons Transport and JTM Plumbing. In July 2019 Cabinet approved the sale of the plot shown hatched on the plan to Allinsons Transport and this sale has now completed.

8. The remaining land available for sale and development is shown as plots 1, 2, 3 and 4 on the attached plan and totals 9.6 acres or thereabouts. Subject to access provisions the plots are capable of being sub-divided according to purchaser's size requirements.
9. The Council now has a number of enquiries from prospective owner occupiers wanting to relocate to and/or within Darlington and basic terms are being negotiated subject to abnormal development costs and purchasers defining their exact requirements.
10. In order to give some flexibility and to be able to respond to prospective purchasers in timely fashion it is recommended that the Chief Executive Officer be authorised to agree terms and complete the sales of the various plots as appropriate subject to the grant of planning permission but taking into consideration the need to reserve suitable access to land to the east that the Council acquired from St Modwen in 2020 (C125/Mar/20 refers).

### **Financial Implications**

11. The sale of the plots identified will achieve a capital receipt for the Council.
12. The council has elected to opt to tax on the site and any sales will be subject to VAT at the appropriate rate.

### **Legal Implications**

13. The Council has the power to sell land pursuant to s 123 Local Government Act 1972 and the proposed sale complies with the requirements of that Act as a sale for full value.
14. Specific legal advice is not required but the Assistant Director, Law and Governance, will be required to document the sale of the property and deal with any issues arising from the legal process.

### **Consultation**

15. External consultation will take place as part of the normal planning process. Internal consultation has raised no objections to the proposed sale.

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ARGOS DISTRIBUTION CENTRE

APPENDIX 1

PLOT 1

FAVERDALE WHIN

PLOT 2

SUBSEA

J T M PLUMBING

ALDI DISTRIBUTION CENTRE

DAVIES TRANSPORT

PLOT 3

PLOT 4

ALLINSON TRANSPORT

DARLINGTON BOROUGH COUNCIL  
ECONOMIC GROWTH GROUP  
ESTATES & PROPERTY,  
TOWN HALL, FEETHAMS,  
DARLINGTON, Co. DURHAM,  
DL1 5QT

Project Title: **FAVERDALE EAST BUSINESS PARK (FEBP)**

Drawing Title: **DBC OWNED LAND SHOWN SHADED GREY**

Scale: **1 : 3000**

Date: **03/06/21**

Drawn: **RMH**

Ref: **AT A4**

Area:

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**CABINET  
6 JULY 2021**

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**SCHEDULE OF TRANSACTIONS**

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**Responsible Cabinet Member - Councillor Charles Johnson  
Resources Portfolio**

**Responsible Director – Ian Williams  
Chief Executive**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To consider and to seek approval of the terms negotiated in respect of the Schedule of Transactions as set out below.

	<b>TRANSACTION</b>	<b>PURPOSE OF TRANSACTION</b>	<b>MINUTE REF</b>
1.	Freehold interest in former Grey Horse Public House and Pizza Station, 6 & 7 St John's Place (subject to tenancies)	Acquisition in advance for the Darlington Station Improvement Scheme and the Darlington Station Gateway Compulsory Purchase Order	C103(2)(e)/Feb/20
2.	Leasehold interest in G/FI former Grey Horse PH, 6 St John's Place		
3.	Residential tenancy of F/FI flat former Grey Horse PH		
4.	14 St John's Place (freehold residential property)		
5.	Head Leasehold interest in former ATS depot Adelaide Street		
6.	Bank Top House, Garbutt Square (office building)		
7.	Extension of lease to Martin Gray Football Academy at Eastbourne Sports Centre	Variation of Lease Terms	C135/Mar/16
8.	Approximately 650sqm of land adjacent to the Head of Steam railway museum	Acquisition in connection with the Rail Heritage Quarter Scheme	C94(6)(d)/Jan2020
9.	Lease of Feethams House	New Letting of whole building to MHCLG	C127(3)/Mar/18
10.	High Faverdale Farm	Disturbance compensation for Archaeological Trenches	n/a

## Summary

- It is necessary for Cabinet to approve terms negotiated by officers within the Chief Executive and Economic Growth Group on behalf of the Council to enable contractually binding contracts to be completed. The Part III **Appendix 1** details the terms negotiated for consideration and approval.

## Recommendation

- It is recommended that the schedule (Appendix 1) be approved and the transactions completed on the terms and conditions detailed therein.

## Reasons

- Terms negotiated require approval by Cabinet before binding itself contractually to a transaction.

**Ian Williams**  
**Chief Executive**

## Background Papers

No background papers were used in the preparation of this report.

Guy Metcalfe : Extension 6725

S17 Crime and Disorder	This report has no implications for Crime & Disorder
Health and Wellbeing	There are no issues relating to Health & Wellbeing which this report needs to address
Carbon Impact and Climate Change	There is no impacts
Diversity	There are no issues relating to Diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal
Groups Affected	The impact of the report on any Group is considered to be minimal
Budget and Policy Framework	This report does not represent a change to the budget and policy framework
Key Decision	This is not a key decision
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	This report does not adversely impact on the Strategy Note - the SCS is currently under review and is due to be considered further at a meeting of Council on 15 July 2021
Efficiency	The terms set out in the Schedule of Transactions appended to this report are considered to be in the Council's best interest and ensure the Council's business is conducted efficiently
Impact on Looked After Children and Care Leavers	There are no issues in relation to Looked After Children and Care Leavers

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

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