

**NOT FOR PUBLICATION**

This report contains exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (matters affecting the financial affairs of the Council) - (applies to Appendix E)

Report to: **Hub Committee**

Date: **30 June 2020**

Title: **Month 1 and 2 Revenue Budget Monitoring 2020/2021**

Portfolio Area: **Performance & Resources – Cllr C Edmonds**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: **N/A**

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**Recommendations:**

That the Hub Committee resolves to:-

- i) Note the significant forecast income and expenditure variations for the 2020/21 financial year and the overall projected overspend of £1.028 million (14.3% of the total Budget £7.212 million).
- ii) Note the loss of income streams already experienced by the Council in April 2020 and May 2020 of £0.371 million in total as shown in Section 6 of the report.
- iii) Present an Amended Budget for 2020/21 to the September cycle of Committee meetings, setting out recommendations as to how the projected losses could be financed and what action could be taken. This is in order to achieve a balanced budget for 2020/21, in light of the Covid 19 pandemic.
- iv) Undertake a comprehensive review of all Earmarked Reserves.

## 1. Executive summary

- 1.1 Covid 19 has caused financial strain for all Councils up and down the country where Councils find themselves being caught in a 'perfect storm'. Councils have to manage both the increased costs of coping with Covid19 and supporting vulnerable people in the community and the loss of key income streams such as car parking income and council tax income.
- 1.2 The factors affecting the Council's finances are issues affecting the whole Local Government sector. The Council is well-placed to meet the financial challenges arising from Covid19, due to its prudent financial management over previous years. It is important to stress that the Council is not in financial difficulty and a plan will be drawn up as to how the Council meets these challenges.
- 1.3 This report enables Members to monitor income and expenditure variations against the approved budget for 2020/21, and provides a forecast for the year end position.
- 1.4 The gross service expenditure budget for 2020/21 was set at £23 million (£7.212 million net). **Actual net revenue expenditure is forecast to be over budget by £1.028 million when compared against the total budget set for 2020/21, due mainly to the impact of the Covid 19 pandemic.** This position is after taking into account the £0.585 million Government grant which the Council has received for Covid 19. The allocation of Government funding to Councils has been partly based on population.
- 1.5 This prediction is based on a range of assumptions which have been made as to how much the income streams of the Council could be affected by Covid19. Projections could improve and it is difficult to predict as we don't know how quickly things will bounce back. We will be monitoring our finances on a monthly basis and as actual figures emerge, we will refine these figures and our assumptions.
- 1.5 The significant extent of these predicted losses present imminent funding challenges for the Council. With income falling, unemployment expected to rise and a lack of certainty around funding, there are going to be difficult decisions to be made.

## 2. Background

### 2.1 Regional and national context

- 2.11 On 27<sup>th</sup> May, the Leaders of Councils in Devon wrote to the Rt Hon Robert Jenrick MP (Secretary of State), drawing his urgent attention to a £85.7 million shortfall in funding across Devon Councils, which threatens not only the financial stability of Councils in Devon, but also the delivery of essential public services (Appendix C). Local Government is a frontline service and we want to ensure our voice is heard in the calls for financial support.

- 2.12 The Council will continue to lobby the Government so that we receive the appropriate level of funding to be able to plan confidently for the future. Each month, Councils complete a national return that informs the Government of how much COVID-19 is affecting the finances of Councils. It is hoped that the Government will act with further funding when they have this national picture.
- 2.13 A letter has been received from the Director for Local Government Finance of the Ministry of Housing Communities & Local Government regarding the Covid19 response and Local Government Funding (Appendix D). This states that the latest Government returns submitted by Councils in May showed expenditure pressures for March to May equating to £1.25 billion, which fell within the £3.2 billion of un-ringfenced grant provided by the Government. The letter failed to acknowledge the loss of income streams which Councils have suffered, or offer any commensurate Government funding to mitigate the financial effects of these. At the start of the pandemic, Councils were asked by the Government 'to do whatever it takes'. We currently have no reassurance on what further funding we will receive from the Government to compensate our loss of key income streams and this is our greatest unknown in our financial planning.
- 2.14 These income losses have had a much bigger impact (in proportion to Net Budgets) on District Councils, than they have on County Councils and Unitaries.
- 2.15 The Society of District Council Treasurers (SDCT) has engaged Local Government Futures (who are specialists in the field of Local Government Finance), to put together evidence to show the losses experienced by District Councils. This will then be used for the purpose of lobbying the Government for further funding for District Councils.
- 2.16 In a letter from the Chairman of the District Councils' Network to the Chancellor, the financial needs of District Councils were set out, as well as stating that no part of the public sector is better placed than District Councils to catalyse and lead the recovery and that we will rise to the challenge.

## **2.2 How we plan to respond as a Council**

- 2.21 In this report, assumptions have been made as to how much the income streams of the Council could be affected by Covid19. Projections could improve and it is difficult to predict as we don't know how quickly things will bounce back. We will be monitoring our finances on a monthly basis and as actual figures emerge, we will refine these figures and our assumptions.

- 2.22 The Coronavirus (COVID-19) Response and Draft Recovery and Renewal Plan (a separate item on this Hub Committee agenda) sets out the strategic objectives, part of which is the recovery and sustainability of the Council's financial position (Section 11). The financial sustainability Theme sets out a list of proposed areas for development. The report will be discussed at both the Overview and Scrutiny Committee on 23<sup>rd</sup> June and the Hub Committee on 30<sup>th</sup> June.
- 2.23 The lockdown due to Covid19 has been eased and the financial assumptions around the Council's income streams have been revised. For example, the Council's car parks have re-opened and therefore the estimates in this report reflect this updated position.
- 2.24 This Budget Monitoring report also excludes the impact of reductions in income from Business Rates and Council Tax as these do not affect the General Fund in 2020/21 (apart from the pooling gain). This is further explained in Section 6.
- 2.25 Future service delivery discussions are currently taking place with each Head of Practice area to discuss what services might look like under 'the new normal'. A thorough review of all expenditure will be needed, which takes into account a review of statutory expenditure against non-statutory (discretionary) expenditure and also the corporate priorities.
- 2.26 This will include a review of the Council's Capital Programme and all capital projects. The Council's Medium Term Financial Strategy will also be revised.
- 2.27 It is also recommended that the Council undertakes a Comprehensive Review of all Earmarked Reserves, which total £3.303 million as shown in Appendix A. Budgeted contributions to and from Earmarked Reserves as part of the 2020/21 Budget will also be assessed. Unearmarked Reserves stand at £1.086 million. The Council has a limited amount of Reserves, which could be used if absolutely necessary. Reserve levels will be kept under constant review.
- 2.28 Time needs to be taken over the next few months and weeks to put together proposals for Members to consider for an Amended Budget for 2020/21. A Member Budget Workshop in August will be arranged, to explore all areas with Members, supplemented by Informal Council briefings. If there are areas that Members would like the Financial Stability Theme of the Recovery and Renewal Plan to cover, please let the Member lead (Cllr Edmonds) or the Officer lead (Mrs Buckle) know. This is an evolving plan, to ensure and safeguard the delivery of services.

- 2.29 Options will be presented to Members for a revised Budget for 2020/21 during August and September 2020. This is in order to achieve a balanced budget for 2020/21, in light of the Covid 19 pandemic.
- 2.30 It should be noted that the financial landscape for Councils is ever-changing and there is still a great deal of uncertainty that Councils are working with in planning their finances for the longer term. The large areas of unknowns are around New Homes Bonus funding, Negative Revenue Support Grant (the Council no longer receives any core Government grant) and future allocations of Rural Services Delivery Grant. We are making the point to the Government that we must know what is happening to these key areas by this September, so that we can plan confidently for our finances for the future.

### **2.3 Financial Monitoring arrangements**

- 2.31 The Council's financial procedure rules require that reports must be made on budget monitoring on a regular basis to the Hub Committee as part of the Council's arrangements for budget management. Revenue budget monitoring reports are normally brought to the Hub Committee on a quarterly basis. However due to the current Covid 19 pandemic and the subsequent financial pressures facing Local Authorities, it was felt more prudent to update the Hub Committee on a monthly basis going forward, with monthly budget monitoring reports.

### **3. Outcomes/outputs**

- 3.1 **Budget overview** - Table 1 below provides an analysis of the projected variances against budget. The report is 'high level' at this early stage of the year and does not include any in-depth monitoring of the salaries budgets within each area or some of the smaller areas of expenditure. This will be done for the Month 3 Monitoring report.

**TABLE 1: 2020/21 BUDGET FORECAST**

	2020/21 Budget expenditure /(income)	Budget variations		£000	Note
	£000	%	£000		
<b>APPROVED BUDGET</b>				<b>7,212</b>	
<b>Reductions in expenditure/additional income</b>					
<b>Customer Service &amp; Delivery</b>					
COVID-19 Government grant support (the Council's share of £1.6bn allocation)	-	-	(585)		A
Savings on staff and Member travel and expenses	91	50%	(45)		B
<b>Governance &amp; Assurance</b>					
Garden Waste income	(205)	12%	(25)		C
<b>Sub total of variations</b>				<b>(655)</b>	
<b>Increases in expenditure/reductions in income</b>					
<b>Customer Service &amp; Delivery</b>					
COVID-19 expenditure	n/a	n/a (no budget)	76		D
Planning income	(402)	40%	161		E
Homelessness reimbursement of expenditure	(144)	50%	72		F
Investment income	(105)	90%	95		G
Licensing income	(114)	40%	46		H
Land Charges income	(95)	50%	48		I
Council Tax Collection income	(102)	50%	51		J
Housing Benefit overpayment recoveries	(135)	100%	135		K
<b>Place and Enterprise</b>					
Car parking income - assumes actual losses in April and May and 30% drop in income levels from 1 <sup>st</sup> June 2020	(1,147)	41%	468		L
Commercial Property Investment net income	(1,099)	25%	272		M
Employment Estates income	(328)	25%	82		N
Kilworthy Park income	(141)	10%	14		O
<b>Governance &amp; Assurance</b>					
Leisure – interim support to the leisure contractor	n/a	n/a (no budget)	46		P
Waste & Recycling income - mainly recycling credits	(280)	10%	28		Q

	<b>2020/21 Budget expenditure /(income)</b>	<b>Budget variations</b>			<b>Note</b>
<b>Other Comprehensive Income &amp; Expenditure</b>					
Business Rates Pooling gain	(135)	100%	135		R
<b>Sub total of variations</b>				<b>1,729</b>	
<b>PROJECTED OUTTURN</b>				<b>8,286</b>	
<b>Less: Use of Earmarked reserves:</b>					
<b>Leisure:</b> Interim support to Leisure contractor (Note P) to be funded by the Leisure Services Earmarked Reserve (Minute Reference CM87)				<b>(46)</b>	
<b>PROJECTED OVERSPEND</b>				<b>1,028</b>	

**Actual net revenue expenditure is forecast to be over budget by £1.028 million when compared against the total budget set for 2020/21, due mainly to the impact of the Covid 19 pandemic.** This position is after taking into account the £0.585 million Government grant which the Council has received for Covid 19.

#### **Notes**

- A. **COVID-19 grant support** – The Council has received nearly £585,000 of Government grant support for the Covid19 pandemic. This will assist the Council to partly meet its projected loss of income streams but it will only be part of the solution. The allocation of funding to Councils has been made partly based on population and as a rural and sparsely populated area, West Devon is always going to miss out on this basis. See further information in the Executive Summary.
- B. **Savings on staff and Member travel and expenses** – due to Covid 19 it is currently anticipated that a saving of up to £45,000 could be achieved in 2020/21. These savings are due to staff and Members working from home in accordance with Government guidance.
- C. **Garden Waste income** – this income target is expected to be exceeded in 2020/21 by £25,000.
- D. **COVID-19 expenditure** – small one-off items of direct Covid 19 expenditure such as extra housing costs, ICT and remote working and shielding costs.

- E. **Planning income** – planning income is projected to be down by 40% (£161,000) due to Covid 19. This is a worst case scenario.
- F. **Homelessness** – homelessness reimbursement of expenditure is currently forecast to be reduced by 50% (£72,000) due to Covid 19.
- G. **Investment income** – due to the historic low in interest rates (base rates are 0.1%), investment income is currently anticipated to be 90% down which equates to a shortfall of £95,000. Further options for fixed term deposits will continue to be explored with the Council's treasury management advisers.
- H. **Licensing income** – due to Covid-19 it is currently anticipated that licensing income could be reduced by 40% (£46,000) in 2020/21.
- I. **Land Charges income** – based on income to date a shortfall of 50% in land charges income is currently forecast for 2020/21 which equates to £48,000.
- J. **Council Tax Collection income** – summons costs recovered in respect of Council Tax and Business Rates are currently anticipated to be 50% down on the 2020/21 budget.
- K. **Housing Benefit overpayment recoveries** – it is unlikely that any of this income target (£135,000) will be achieved in 2020/21 as we expect to see fewer overpayments being created due to the introduction of DWP Real Time Information referrals. There is also an expectation that recovery will reduce year on year as collection becomes more difficult. This is partly due to Covid 19 but also reflects the outturn position for 2019/20 where this income target has not been achieved in full. The income target needs to be reduced to Nil for 2021/22 and reflected within the Medium Term Financial Strategy.
- L. **Car parking income** – The prediction for the year (a £468,000 reduction in income) includes the actual losses in car parking income for the first two months and an assumption of an on-going 30% drop in income levels from 1<sup>st</sup> June 2020 for the rest of the year. This would equate to an overall 41% reduction in the budgeted income for the year of £1.147 million. In the first two months income has been down by £86,000 in April and £95,000 in May. This position will be monitored on a monthly basis.
- M. **Commercial Property Investment gross income** – Income from Investment properties could be impacted by tenants' ability to pay during the Covid19 pandemic. A reduction of 25% (£272,000) has been modelled across the Investment property portfolio as a ballpark estimate. This is in line with estimates being made in other Councils. It is early in the year to be able to firm up this figure but this is envisaged to be a worse case scenario.



- N. **Employment Estates income** – Income from Employment Estates properties could be impacted by tenants’ ability to pay during the Covid19 pandemic. A reduction of 25% (£82,000) has been modelled across the Employment Estates property portfolio as a ballpark estimate. This is in line with estimates being made in other Councils. It is early in the year to be able to firm up this figure but this is envisaged to be a worse case scenario.
- O. **Kilworthy Park income** – It is anticipated that rental income from Kilworthy Park could be down by 10% (£14,000) due to Covid 19.
- P. **Leisure Centres interim support** – due to Covid 19, an interim support package has been agreed with the Council’s Leisure provider (Fusion Lifestyle) at a one-off cost of £45,900 (three months for April, May and June at £15,300 per month), to be funded from the Leisure Services Earmarked Reserve. Minute Reference CM87. There are additional impacts regarding leisure which are still to be quantified in relation to the leisure contract.
- Q. **Waste & Recycling income** – the projection assumes a 10% reduction in income due to Covid 19.
- R. **Business Rates Pooling Gain** – due to Covid 19 it is anticipated that there will be no Business Rates Pooling Gain in 2020/21. The S151 Officer and the Business Rates Specialist will continue to attend the Devon Business Rates Pooling meetings and provide quarterly monitoring information on the business rates position. A worst case scenario of no pooling gain has been modelled in this report.

### **Savings/Additional Income identified in the 2020/21 Budget**

- 3.2 This monitoring report includes an update on the position regarding the savings and additional income that were identified in the 2020/21 budget setting process, set out in Appendix B. This sets out that of the extra Income/savings budgeted for in 2020/21 of £530,200, an amount of £405,200 is currently projected to be achieved. Therefore there is a projected under-achievement of extra income and savings of £125,000. This is reflected within the overall projected loss of £1.028 million where there is a reasonable amount of certainty over this figure. Projections which include ‘TBA’ will be firmed up in future monitoring reports.

#### **4. Review of Earmarked Reserves**

- 4.1 The Council annually undertakes a review of the level of its Earmarked Reserves as part of the budget setting process. Recommendation 4 of this report recommends that a comprehensive review of all Earmarked Reserves is undertaken as part of the process of putting together an Amended Budget for 2020/21. Budgeted contributions to and from Earmarked Reserves as part of the 2020/21 Budget will also be assessed. A schedule of Earmarked Reserves is attached at Appendix A, which shows Earmarked Reserves are £3.303 million currently.

4.2 The Council's level of Unearmarked Reserves currently stands at £1.086 million. As part of the Medium Term Financial Strategy, Members have set a minimum balance for Unearmarked Reserves of £900,000.

## 5. Prudential Indicators

5.1 The prudential code indicators were approved in the Capital, Investment and Treasury Management Strategy report to Council on 28<sup>th</sup> April 2020. The indicators are monitored during the year through the normal revenue and capital monitoring processes. All Treasury Management limits have been adhered to.

## 6. Income and Reserves

Income monitoring is an integral part of financial management. Below shows the current income shortfalls already experienced for April and May 2020 together (**which total £371,000 - being £183,000 in April and a further £188,000 in May**). The table also shows the latest 2020/21 projections for the major streams of income.

Service	Income Shortfall April 2020 £'000	Income Shortfall May 2020 £'000	Projected Income 2020/21 £'000	Income Budget 2020/21 £'000	Deficit/ (Surplus) £'000	Deficit/ (Surplus) %
Car Parks*	86	95	679	1,147	468	41%
Planning	12	6	241	402	161	40%
Commercial Property *	23	23	827	1,099	272	25%
Employment Estates*	10	10	246	328	82	25%
Garden Waste	-	-	230	205	(25)	(12%)
Trade Waste*	-	-	15	15	-	-
Waste & Recycling	2	2	252	280	28	10%
Kilworthy Park*	1	1	127	141	14	10%
Homelessness*	6	6	72	144	72	50%
Business Rates Pooling Gain	11	11	-	135	135	100%
Investment income	8	8	10	105	95	90%
Licensing*	4	4	68	114	46	40%
Land Charges	5	7	47	95	48	50%
Council Tax Collection	4	4	51	102	51	50%
Housing Benefit overpayments	11	11	-	135	135	100%
<b>TOTAL</b>	<b>183</b>	<b>188</b>	<b>2,865</b>	<b>4,447</b>	<b>1,582</b>	

**Note\*** N.B. It is difficult to gauge an exact income position for these services as some of the income is raised via sundry debtors. As soon as the sundry debtor invoice is raised the income is credited to the ledger in line with proper accounting practice. For these services a best judgement has been made at this stage in terms of how much debt is likely to remain unpaid. All invoices raised in excess of £5,000 have been looked at in detail to see if they have been settled as at 31<sup>st</sup> May 2020.

### **Council Tax and Business Rates Income**

Reductions in Council Tax and Business Rates income are excluded from this report, as these do not affect the General Fund in 2020/21, due to the way the accounting for these income streams go through the Collection Fund. Therefore a large part of the reductions in income will affect the Council's financial position in 2021/22, although it does affect the cashflow position of the Council in 2020/21.

Reductions in the collection rate for Council Tax and Business Rates will be reflected within the Collection Fund accounting. No pooling gain for Business Rates has been assumed for 2020/21.

**Business Rates:** In April 2020, WDBC collected 11.18% of the yearly total (compared to 13.64% in 2019/20) – the 2.46% drop equates to £137,108 (WDBC share £54,800 prior to the tariff being applied). This is how much business rates income is down by in April 2020, compared against April 2019 but could partly be due to timing differences.

**Council Tax:** In April 2020, WDBC collected 10.79% of the yearly total (compares against 11.09% in 2019/20) – the 0.3% drop equates to £129,854 (WDBC share £19,500). This is how much council tax income is down by in April 2020, compared against April 2019.

Business Rates and Council Tax form a large share of the funding for the Council's budget and therefore these income streams are funding the essential services being delivered.

## **7. Management Actions**

- 7.1 It is best practice as part of Budget Monitoring reports, for the Council to state whether there are any corrective actions that need to be taken for the variances identified in the report.
- 7.2 The Recovery and Renewal Plan, as the Council's response to Covid19, sets out Financial Stability as a Recovery and Renewal Theme.

7.3 The management actions for this Budget Monitoring report are as set out below:-

- To complete monthly Government returns on COVID costs and loss of income
- To continue lobbying with 'Team Devon' for further Government financial support in light of the impact of Covid 19
- Monthly budget monitoring reports, to including monitoring reserves
- Service delivery discussions, to discuss what services might look like under the 'new normal'
- A review of statutory versus discretionary expenditure
- A review of the Council's Capital Programme
- A comprehensive review of all Earmarked Reserves and contributions to Earmarked Reserves
- To revise the Medium Term Financial Strategy
- Review the outturn position for the Council's Accounts for 2019-20
- To lobby Government for a change in some of the 'rules' for Councils (such as to change the accounting rules for capital repayments on borrowing and capital receipts flexibility)
- To press Government for an early decision on factors affecting our 2021/22 Budget such as New Homes Bonus funding, Negative Revenue Support Grant and Rural Services Delivery Grant
- To lobby for fair funding for rural Councils
- Assess options for further investment
- A Member Budget Workshop will be arranged for August to explore all areas with Members, supplemented by Informal Council briefings.
- Propose options to Councillors for an Amended Budget for 2020/21 by September 2020

## **8. Options available and consideration of risk**

8.1 At this early stage it is important to note that these forecasts can change over the course of the year. Managers can seek out opportunities to reduce any overspends, whilst considering the risk of any adverse impact on the customer experience.

## **9. Proposed Way Forward**

9.1 Revenue budget monitoring will continue on a regular basis and ***further reports will be brought to the Hub Committee each month during the current Covid 19 situation.***

## 10. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	<p>The Statutory Powers that apply to this report are the Local Government Act 1972 Section 151 and the Local Government Act 2003 Section 28. It is proposed that Appendix E is exempt from publication under Schedule 12A of the Local Government Act 1972 Part 3 as the Appendix contains information relating to the Council's financial affairs.</p> <p>The public interest test has been applied as to whether the Appendix should be published and the public interest lies in non-disclosure at this time.</p>
Financial implications to include reference to value for money	Y	<p>The report identifies an overall <b>predicted overspend of £1.028 million</b> which is 14.3% of the overall budget set for 2020/21 of £7.212 million, due to the current pressures on the Council's income targets due to the Covid 19 situation and extra expenditure incurred.</p> <p>The loss of income streams already experienced by the Council in April 2020 and May 2020 total £0.371 million, as shown in Section 6 of the report.</p> <p>It is recommended that an Amended Budget for 2020/21 is presented to the September cycle of Committee meetings, setting out recommendations as to how the projected losses could be financed and what action could be taken. This is in order to achieve a balanced budget for 2020/21, in light of the Covid 19 pandemic.</p> <p>We will be making the point to the Government that the message to Councils at the start of the pandemic was to 'do everything it takes'. Councils should not thereby be made to lead into the recovery at a severe financial disadvantage and unable to lead any capital projects to help pull the Authority area out of a recession.</p>
Risk	Y	<p>1) <b>Budget variances</b> – continual <b>monthly</b> budget monitoring at all levels within the Council ensures early identification of variances. Reporting to the Hub Committee provides an opportunity for Members to identify and instigate remedial action where appropriate.</p>

		2) <b>Resource Planning</b> – the Hub Committee takes into account any significant issues when developing the Council’s Medium Term Financial Strategy. These are identified in the Management Actions section of the report (Section 7).
Supporting Corporate Strategy		The budget monitoring process supports all six of the Corporate Strategy Themes of Council, Homes, Enterprise, Communities, Environment and Wellbeing.
Climate Change – Carbon / Biodiversity Impact		None directly arising from this report.
<i>Comprehensive Impact Assessment Implications</i>		
Equality and Diversity		None directly arising from this report.
Safeguarding		None directly arising from this report.
Community Safety, Crime and Disorder		None directly arising from this report.
Health, Safety and Wellbeing		None directly arising from this report.
Other implications		None directly arising from this report.

### **Supporting Information**

Appendix A – Schedule of Reserves (Earmarked Reserves and Unearmarked Reserves)

Appendix B – Savings/Additional income schedule

Appendix C – Joint Devon Leaders’ letter to Rt Hon Robert Jenrick MP

Appendix D – Letter from Alex Skinner, Director for Local Government Finance for MHCLG.

EXEMPT Appendix E – Leisure

### **Background Papers:**

Finance Community of Practice budget monitoring working papers.

### **Approval and clearance of report**

<b>Process checklist</b>	<b>Completed</b>
Portfolio Holder briefed	<b>Yes</b>
SLT Rep briefed	<b>Yes</b>
Relevant Exec Director sign off (draft)	<b>Yes</b>
Data protection issues considered	<b>Yes</b>
If exempt information, public (part 1) report also drafted. (Committee/Scrutiny)	<b>N/A</b>