



CABINET

When: Tuesday, 7 February 2023 at 6.30 pm

Where: Council Chamber, Civic, 1 Saxon Gate East, Milton Keynes, MK9 3EJ and on [Youtube](#)

Public Questions

The deadline for the submission of public questions is 6:30pm on Friday, 3 February 2023 and should either be delivered to the address below or sent by email to democracy@milton-keynes.gov.uk (One question per questioner).

Public Speaking

Persons wishing to speak on an agenda item must give notice by not later than 6:15pm on the day of the meeting. Requests can be sent in advance by email to democracy@milton-keynes.gov.uk

Members of the Cabinet

Councillor Marland (Chair)

Councillors R Bradburn (Vice-Chair), J Carr, Darlington, Middleton, Z Nolan, Townsend, Trendall and Wilson-Marklew

Enquiries

Please contact Roslyn Tidman Email: democracy@milton-keynes.gov.uk on 01908 254589 or roslyn.tidman@milton-keynes.gov.uk

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Agenda

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Agenda

1. Apologies

2. Cabinet Announcements

To receive any announcements from the Leader and members of the Cabinet.

3. Disclosures of Interest

Councillors to declare any disclosable pecuniary interests, other registerable interests, or non-registerable interests (including other pecuniary interests) they may have in the business to be transacted, and officers to declare any interests they may have in any contract to be considered.

4. Minutes

(Pages 5 - 10)

To approve, and the Chair to sign as a correct record, the Minutes of the meeting of the Cabinet held on 1 November 2022.

5. Questions from Members of the Public

To receive questions from members of the public of which notification has been received.

6. Councillors' Items

To receive any Councillors' Items.

7. Councillors' Questions

Councillors to ask questions of the Leader of the Council or a Cabinet member on issues within their Portfolio (15 minutes).

8. References from Other Bodies

(Pages 11 - 14)

To consider referrals and their responses

8a Regeneration and Renewal Scrutiny Committee - 15 December 2022

8b NHS GP and Dentists - Task and Finish Group

(Pages 15 - 30)

8c Corporate Parenting Panel - 4 January 2023

8d Strategic Placemaking Scrutiny Committee - 11 January 2023

8e Budget and Resources Scrutiny Committee - 17 January 2023

- 8f Council - 18 January 2023**
- 8g Planning CAG - 25 January 2023**
- 9. Council Budget 2023/24 (Pages 31 - 378)**
To consider the Council Budget for 2023/24.
- 10. Sustainability Strategy Action Plan Update (Pages 379 - 448)**
To consider the Sustainability Strategy Action Plan Update.
- 11. Making the North Crawley Neighbourhood Plan (Pages 449 - 488)**
To consider Making the North Crawley Neighbourhood Plan.
- 12. Forecast Outturn for Quarter 3 2022/23: General Fund Revenue, Housing Revenue Account, Dedicated Schools Grant and Capital Programme (Pages 489 - 570)**
To consider the Forecast Outturn for Quarter 3 2022/23.
- 13. Update on the Delivery of the Council Plan (Pages 571 - 586)**
To consider the update on the delivery of the Council Plan.



Minutes of the meeting of the CABINET held on TUESDAY 1 NOVEMBER at 6.30pm.

Present: Councillor Marland (Leader of the Council)
Councillors R Bradburn, Carr, Darlington, Z Nolan, Trendall and Wilson-Marklew.

Apologies: Councillors Middleton and Townsend.

Also Present Councillors Crooks, D Hopkins, Hume and Priestley

Officers: M Bracey (Chief Executive), S Richardson (Director of Finance and Resources), S Bridglalsingh (Monitoring Officer), L Wheaton (Senior Finance Manager) and R Tidman (Committee Services Manager).

C24 ANNOUNCEMENTS

Councillor R Bradburn made announcements in respect of an award that the Council had recently received from the Federation of Small Business (Eastern Region) for our Economic Recovery Plan and highlighted the opening of the 'Cozy Club' in a previously vacant restaurant in Centre MK.

C25 MINUTES

RESOLVED:

That the Minutes of the meeting of the Cabinet held on 5 July 2022 be approved and signed by the Leader of the Council as a correct record.

C26 DISCLOSURES OF INTEREST

None

C27 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

C28 COUNCILLORS' ITEMS

None received

C29 COUNCILLORS QUESTIONS

None

C30-34 REFERENCES FROM OTHER BODIES

- (a) Referral from the Health and Adult Social Care Scrutiny Committee – 22 June 2022

Councillor Priestley introduced the referral noting concerns the committee had about the lack of free parking for the vaccination centre at Midsummer Place.

Councillor J Carr noted her written response to the referral and that she had received a response from the BLMK ICB advising that the centre was generally fully booked and while they recognised it was a busy site they stressed they had spent £25,000 to create the vaccination hub and were unable to fund free parking. It was noted that there were alternative locations with free parking and there was also a free vaccination taxi service

RESOLVED:

That the referral and the written response and update provided, be noted.

- (b) Referral from the Regeneration and Renewal Scrutiny Committee – 23 June 2022

Councillor Crooks introduced the referral noting that the committee considered that there was a need to prepare a regeneration and renewal strategy across a broader front that encompassed a wider number of estates which could then target specific interventions. For example the alleyways on Fishermead could be regenerated without waiting for the full process. Councillor Crooks noted that there still seemed to be difficulties setting up a combined project team approach to whole estate across internal departments and external partners.

Councillor Darlington noted her written response to the referral and added that she absolutely did not see that work was only targeted at the seven regeneration estates. There was a key focus on empowering residents to make decisions on these estates and setting up Estate Renewal Forums to help residents drive decision making. It was noted that it had been difficult to engage other services and a lot of work had gone into trying to make sure they saw this work as part of their core work for example the NHS was coming on board with the benefits of this approach.

RESOLVED:

That the referral and the written response provided, be noted.

- (c) Referral from the Budget and Resources Scrutiny Committee –
12 July 2022

Councillor Hume thanked Councillor Wilson-Marklew for her response.
Councillor Wilson-Marklew noted her written response to the referral.

RESOLVED:

That the referral and the written response provided, be noted.

- (d) Referral from the Budget and Resources Scrutiny Committee –
18 October 2022

Councillor Hume introduced the referral thanking members of the Budget and Resources Scrutiny Committee, the Finance team and the Overview and Scrutiny Officer for their support. It was noted that MKCC was one of only a few authorities that provided such a level of scrutiny to their budget. Uncertainty was going to have a key impact on the budget with the impact of inflation, cost of living, changes in government policy all not certain.

It was noted that a written response would be provided.

RESOLVED:

That the referral and the response provided, be noted.

- (e) Referral from Full Council – 19 October 2022

Councillor Marland noted that this referral would be taken together with the next item, the 'Cost of Living Crisis Winter Plan'

RESOLVED:

That the referral and the response provided, be noted.

C35 COST OF LIVING CRISIS WINTER PLAN

Councillor J Carr introduced the item indicating that the Council certainly did not want to be in a situation where this type of support was needed but thanked officers for developing the plan in such a timely fashion. The Plan provided a range of support that would allow town and parish councils to provide for example warm spaces and pop up activities for people to stay warm and socialise. There was also additional funding support to charity groups such as MK Food Bank and SOFEA.

Councillor Crooks noted that the Council wanted action taken quickly on their recent Cost of Living Crisis motion and it was reassuring to see this as an item here this evening.

It was noted that the support from the Council included activity outside of the plan such as: energy and housing costs advice; funds to support those in financial distress who needed support with bills; advice for private home owners to make homes more energy efficient or lower carbon which would help people be more sustainable and to save money on energy costs; help available to children and families including vouchers in the holidays for those children who receive free school meals; homework clubs and a winter holiday activities programme.

RESOLVED:

- 1 That the Cabinet approve the Winter Plan.
- 2 That the additional funding allocation, from reserves, of £280,000 to partners supporting residents through the winter be approved.

C36 UPDATE ON DELIVERY OF COUNCIL PLAN

Councillor Marland introduced the item highlighting the progress and achievements since the last update.

RESOLVED:

That Cabinet note the progress being made on the Delivery Plan for 2022/23.

C37 UPDATE ON WHITE RIBBON MOTION

Councillor Darlington introduced the item noting how proud she was of the work the Council had done on seeking White Ribbon accreditation and those officers who had signed up to be champions and ambassadors.

RESOLVED:

- 1 That Cabinet notes:
 - a) the work undertaken to date to establish Milton Keynes City Council as a White Ribbon authority; and
 - b) the work to be undertaken regarding White Ribbon Day and the sixteen days of action.
- 2 That Cabinet refer the matter to Full Council on 23 November 2022 so that it may receive a full update in respect of the actions requested in its earlier motion, including details of planned activities associated with White Ribbon Day 2022.

C38 COUNCIL TAX BASE 2023/24

Councillor Marland introduced the item indicating that this was a technical paper that indicated what the Council Tax Base was likely to be and the continuation of the Council Tax Reduction Scheme.

Councillor Hume noted in respect of his role as a Parish Councillor, thanking the Council for making this information available to town and parish councils so that they are able to make decisions about their own budgets.

Councillor Marland thanked the Senior Finance Manager for all her hard work over the years which had contributed to the Council's sound financial position.

RESOLVED:

1. That the 2023/24 Council Tax Base be set at 94,196.22 Band D equivalent properties.
2. That the provision for uncollectable amounts of Council Tax for 2023/24 be set at 1.30% producing an expected collection rate of 98.7%.
3. That the proposed 2023/24 funding contribution to parish and town councils of £0.325m, as set out in Annex D, be noted, and recommended to Council for approval as part of the final Budget in February 2023.
4. That the Cabinet recommends to Council that the Local Council Tax Reduction Scheme, as adopted by the Council on 16 February 2022, be continued for 2023/24, with amendments that reflect changes to related benefits and to the Council Tax Reduction Schemes (Prescribed Requirements) Regulations; retaining the delegation to the Director Finance and Resources to make technical legislative changes.

THE CHAIR CLOSED THE MEETING AT 7.06 PM.

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Cabinet – Tuesday 7 February 2023

Agenda Item 8 (References from Other Bodies)

Notes:

1. Only the Chair of the referring body / motion owner may speak on a referral from Council, a Committee, or Scrutiny Committee (Cabinet Procedure Rule 2.3 (d) & (e)).

Referring Body	Page Nos
a) Regeneration and Renewal Scrutiny Committee (15 December 2022) (Councillor Crooks)	
<ul style="list-style-type: none"> i) Annual Review of the Work of the Estate Renewal Forums (ERFs) ii) Review of the Council’s Regeneration and Renewal Strategy and How to Take it Forward to Other Areas 	11
b) NHS GP and Dentist Task and Finish Group (December 2022) (Councillor McQuillan)	
To receive the report of the NHS GP and Dentist Task and Finish Group.	12
c) Corporate Parenting Panel (4 January 2023) (Councillor M Bradburn)	
Proposal to Dissolve Corporate Parenting Panel as a Committee of Council	12
d) Strategic Placemaking Scrutiny Committee (11 January 2023) (Councillor Cannon)	
Central Milton Keynes Carparking Strategy	12
e) Budget and Resources Scrutiny Committee (17 January 2023) (Councillor Hume)	
Draft 2023/24 Budget	12
f) Council (18 January 2023) (Councillor D Hopkins)	
Motion - Taking Back Control of Planning	13
g) Planning Cabinet Advisory Group (25 January 2023) (Councillor Marland)	
<ul style="list-style-type: none"> i) Planning Committee – 6 October 2022 ii) Planning Committee – 5 January 2023 	13

(a) Regeneration and Renewal Scrutiny Committee (15 December 2022)

i) Annual Review of the Work of the Estate Renewal Forums (ERFs)

1. That the Council acknowledges that the needs of residents will vary from estate to estate and that an Estate Renewal Forum in the current format might not be the most appropriate mechanism by which to consult and communicate with residents about new regeneration and renewal projects.
2. That the Council, via the Community Engagement Team, discusses with residents which model of forum would best suit their needs and whether those needs could be best met by already existing groups or by the establishment of a new group such as an Estate Renewal Forum.
3. That the Cabinet reviews how it can facilitate more targeted investment in young people on regeneration and renewal estates to improve their life chances.
4. That when residents raise complaints with the Council, officers respond quickly and keep complainants updated as to progress and manage expectations as to how long resolution may take and what the possible outcomes may be.
5. That the Cabinet be encouraged to provide ERFs with their own budgets – which it is recognised would have to be very limited - to enable them to fund their own events such as residents’ workshops, community activities, local consultations etc without having to apply to the Council for funding.
6. That all parties involved in regeneration and renewal, ie the Council, ERFs, residents’ groups, town and parish councils etc, publicise their successes more and sharing what is going well with the wider community.

ii) Review of the Council’s Regeneration and Renewal Strategy and How to Take it Forward to Other Areas

1. That - particularly in the light of the Council’s current financial position, - the Cabinet revises the *Community-Led Regeneration and Estate Renewal Strategy* to accommodate provision for part-estates, to include smaller projects that do not necessarily respond to all of the Strategy’s six strategic priorities, and to permit future such projects to be established without Estate Renewal Forums provided that sustained and effective consultation takes place at every stage.
2. That should the Cabinet wish it, the Regeneration and Renewal Scrutiny Committee could prepare a first draft of a revised Strategy for submission to the Cabinet.
3. that the revised Strategy set as its priority consolidation of progress in the seven original regeneration estates rather than adding any new estates at the present time.

(b) NHS GP and Dentists Task and Finish Groups (December 2022)

Final Report of the Task and Finish Group

To receive the report of the NHS GP and Dentist Task and Finish Group.

GP and Dentistry Task and Finish Group Final Report (attached as an **Annex**)

[GP and Dentistry Task and Finish Group Evidence Report](#)

(c) Corporate Parenting Panel (4 January 2023)

Proposal to Dissolve Corporate Parenting Panel as a Committee of Council

That a referral be made to the Cabinet member to constitute a new body comprising a broader range of partners, maintaining political membership on a 2:2:2 basis, with the Cabinet member additionally sitting as a non-voting member, in order to enable a stronger development in the role of responsible Councillors and partners as Corporate Parents.

(d) Strategic Placemaking Scrutiny Committee (11 January 2023)

Central Milton Keynes Car Parking Strategy

1. That the Cabinet be asked to consider how the car parking strategy in Central Milton Keynes fits into the wider vision and policy objectives for Milton Keynes, including the need for sustainable growth of the city.
 2. That the relevant Cabinet members and officers be requested to give due consideration to the issues raised by the Committee during the scrutiny of this item when considering any future changes to the parking strategy in Central Milton Keynes and in the wider city area.
-

(e) Budget and Resources Scrutiny Committee (17 January 2023)

Draft 2023/24 Budget

That the Committee's report on the work done to scrutinise the proposals in the draft 2023/24 budget, incorporating the findings of the Committee and presenting its recommendations, be submitted to the Cabinet for consideration on 7 February 2023.

(f) Council (18 January 2023)

Taking Back Control of Planning

1. That Cabinet be asked to reiterate their commitment that Milton Keynes City Council will, in so far as they have the power to do so, prioritise the needs of MK residents, their communities and MK businesses first,

- deconflicting or prioritising these needs where necessary, when formulating policies and other strategic work, relating to the new City Plan.
2. That the Cabinet member for Planning be asked to ensure that the work of the Planning Cabinet Advisory Group is sufficient to advise development of the new City Plan, using knowledge of the relevant studies that will form part of the evidence base, in a way that delivers on the Cabinet's commitment to take back control of planning.
 3. That Cabinet and the members of the City Council continue to lobby the government, and support the call for the amendment and repatriation of planning powers back to local authorities including but not limited to, the power to make locally appropriate decisions which digress from the National Planning Policy Framework, the power to make general local development management policies that override the national Development Management policies, and to restrict the right of appeal to the government's Planning Inspectorate so that planning appeals cease to be just another step in the planning application process.
-

(g) Planning Cabinet Advisory Group (25 January 2023)

i) Planning Committee (06 October 2022)

1. To consider policy options in respect of alternatives to at-grade crossings beside, or adjacent to schools, for the development of Plan MK:2.
2. To consider the economic benefit of policy to require necessary infrastructure such as bus lay-bys, as part of initial road delivery.

ii) Planning Committee (5 January 2023)

That the Planning Committee request the Planning Cabinet Advisory Group to review policy CT8 of Plan:MK, with a specific focus on grade crossings in Section D, Paragraph 3.

NHS General Practice and Dental Services in Milton Keynes

January 2023

GP and Dentistry Task and Finish Group



Contents

1.	Foreword from the Chair	3
2.	Executive Summary	4
3.	Recommendations	5
4.	Findings and Conclusions	8
5.	Thanks and Group Membership	15

1. Foreword from the Chair

In the light of reported difficulties in accessing primary healthcare in Milton Keynes, the Scrutiny Management Committee decided at its meeting on 7 September 2022 to convene a Task and Finish Group. The remit for the group was to "To investigate the provision of NHS General Practice and Dental Services in Milton Keynes to understand the difficulties being experienced by some residents in accessing those services. To seek to identify areas where Milton Keynes Council can add value to the community and to healthcare providers in the context of an expanding and ageing population".

The NHS is one of the largest employers in Europe, with around 1.5 million staff. In addition to that the primary care workforce, e.g. general practitioners, dentists, pharmacists, nurses and administrators are employed by thousands of practices in England, delivering services under contract to the NHS. General practice alone delivers over 300 million patient consultations per year. The NHS health care enterprise is a vast undertaking.

In accordance with its remit the Task and Finish Group took a long, hard look at general practice and dentistry in Milton Keynes. The results of the recent General Practice Patient Satisfaction Survey gave cause for some concern, as did the regular reports to councillors from residents explaining the frustrations they were experiencing getting an appointment with the doctor or the dentist. The timescale of around three months was challenging, but the group met with many professionals working in the NHS and in primary care and they have freely given their time and shared their experience to assist us in the preparation of this report. The responses from our witnesses were open and honest, and without exception demonstrated their dedication to providing and improving the care delivered to our residents. They also welcomed wholeheartedly the involvement of councillors to help them in those endeavours and asked for that involvement to continue once the work of this group has finished.

The findings of the group show that there are many challenges facing those that work in primary care. Many of those challenges are being experienced nationally, but that does not mean that solutions do not exist to improve conditions for residents locally. The changes brought about by the Health and Care Act 2022 devolve some of the responsibility for meeting those challenges, and provides opportunities, to local authorities and ultimately to Councillors. It is important that we shoulder that responsibility, and that we grasp the opportunities to grow and improve the services provided by the NHS to our residents

On behalf of the Task and Finish Group I commend this report and its recommendations to the Cabinet and to the wider Council for their consideration.

Councillor Amber McQuillan
Chair of the Task and Finish Group

January 2023

2. Executive Summary

The Task and Finish Group (TFG) met with a wide range of interested parties including clinical professionals in general practice and dentistry, administration and reception staff dealing with patient needs on a daily basis, NHS managers responsible for planning and commissioning health services locally and regionally, and patients.

The TFG found a system of general practice that was working reasonably well, but with considerable disparities between the twenty seven individual surgeries in Milton Keynes, with some providing a comprehensive service and employing a wide range of clinical professionals to others providing a more limited service. Some surgeries are making good use of online and telephony systems for triage, appointments, and consultations whereas others have not embraced the opportunities. There are also striking differences in the way that surgeries engage with their patients, with some receptionists well-trained in their role, responsive and alert to patient need, and others providing a very basic reception service.

This report contains many examples of what good general practice looks like, and believes that this should be the standard that all the City's twenty seven surgeries should be working towards. There is a need to improve patient understanding as to how best to engage with their surgery; what services are on offer, how they can be accessed. Surgeries should be universally embracing online systems and engaging constructively with their patients to understand their needs and concerns, and to respond to them. The purpose of the Health and Care Act 2022 is to bring healthcare together into an Integrated Care System (ICS) under the governance of an Integrated Care Board (ICB), and to promote dialogue between patients and their representative groups, primary and secondary healthcare providers, local authorities and the NHS. It is the role of the ICB to promote this engagement, with a supporting role from Milton Keynes City Council (MKCC).

Dentistry is in much more of a malaise. Nationally the picture is bleak, with dentists leaving NHS dentistry in significant numbers and patients unable to get appointments for routine dental work. The Covid pandemic, and the dental contract (under which dentists are remunerated for NHS work) are variously blamed for this and both have probably contributed. The prevailing view of the professionals to whom the TFG spoke was that whilst central government was talking steps to alleviate difficulties it was unlikely that the situation would improve anytime soon.

In Milton Keynes the situation is particularly poor, with dental access rates amongst the lowest in the East of England, and no NHS dentists willing to take on new adult patients. If we wish to see the oral health of our population improve we must be bold, and grasp the opportunities that the devolution of dental commissioning to the ICB offers. There is a real need to encourage NHS dentistry in Milton Keynes, and this report sets out ways in which MKCC and the ICB can work with other partners to begin to turn that around.

3. Recommendations

<p>Recommendation 1</p>	<p>In April 2023 the BLMK ICB will assume responsibility for the commissioning of NHS dental services in Milton Keynes. At present, the membership of Health and Care Partnership (HCP) includes GP representatives, but none from the dental profession.</p> <p><i>The HCP should consider amending its membership from April 2023 to include a representative of the dental profession practising NHS dentistry in Milton Keynes.</i></p>
<p>Recommendation 2</p>	<p>There is compelling evidence of the oral health benefits of fluoridation of the mains water supply, with particular benefit to children living in disadvantaged communities.</p> <p><i>The Cabinet Member for Adults, Housing and Healthy Communities is asked to make representations to HM Government and MK Members of Parliament to implement the fluoridation of the mains water supply in Milton Keynes.</i></p>
<p>Recommendation 3</p>	<p>Milton Keynes is poorly served by NHS dentistry with some of the lowest access rates in the East of England and with no NHS dentists offering routine treatment to adult patients. This is compounded by the lack of dental training practices in Milton Keynes, when compared to neighbouring areas and the lack of any dental education facility in the area. There are opportunities to improve this, particularly once the BLMK ICB assumes responsibility for NHS dentistry in April 2023, by implementing measures to make Milton Keynes more attractive to NHS dental practitioners.</p> <p><i>BLMK ICB should be asked to consider the provision of NHS dental services in Milton Keynes and take steps to rectify the current access problems experienced by the population by:</i></p> <ul style="list-style-type: none"> <i>a) working with NHS Health Education England to consider the provision of dental training practices in the city;</i> <i>b) working with MKCC to consider the provision of dental practice premises in the city, in the same manner as it currently works with MKCC to consider the provision of GP practice premises; and</i> <i>c) exploring opportunities to deliver a higher or further education dental education facility in Milton Keynes, drawing on experiences of the partnership model between</i>

	University of Buckingham Medical School and Milton Keynes University Hospital.
Recommendation 4	<p>The TFG has observed some excellent general practice, but is aware that there are disparities across surgeries. Whilst some variability is to be expected, the TFG has identified a clear need to improve the way that surgeries interact with their patients, in particular to help patients understand the services available and how to access them efficiently. Surgeries also need to make use of the online systems available and the services available through NHS Digital.</p> <p><i>BLMK ICB should consider putting measures in place to promote current best practice across all general practice surgeries in the city, in the following areas:</i></p> <p><i>a) online solutions, patient engagement, training, and patient participation; and</i></p> <p><i>b) communications with patients, particularly around triage, signposting, and using other local stakeholders to promote key messages.</i></p>
Recommendation 5	<p>The TFG site visit to Whaddon Surgery in Bletchley identified difficulties some patients experienced in attending the surgery using public transport, (no bus stops near to the surgery) or the prohibitive cost of other transport. This presents a serious primary care access problem for those patients. The timetable for the TFG did not allow it to investigate whether this problem is more universal, but has identified a need for further investigation.</p> <p><i>The Overview and Scrutiny Officer should undertake further survey work to establish if transport barriers exist at other general practice surgeries and if warranted to explore potential solutions with the Strategic Transport Lead and Cabinet member.</i></p>
Recommendation 6	<p>The TFG also heard from Whaddon Healthcare of the demand for additional clinical premises, to better serve the needs of their registered patients across a large catchment area. The timetable for the TFG did not allow it to investigate whether this problem is more universal, but has identified a need for further investigation.</p> <p><i>The Overview and Scrutiny Officer should undertake further work to explore if demand for additional primary or satellite</i></p>

	<p><i>premises exists for other surgeries and if warranted to explore solutions (such as empty Council premises, or s106 funding) with the Director of Environment and Property, and Cabinet member.</i></p>
Recommendation 7	<p>The TFG has sought to clearly identify causes of concern in the provision of NHS general practice and dental provision in Milton Keynes, and has suggested measures to help alleviate difficulties experienced by its residents. It is important that this impetus is maintained once the TFG has finished its work</p> <p><i>That the Health and Adult Social Care Scrutiny Committee review this report and its recommendations, and review progress of those recommendations at a suitable future meeting.</i></p>
Recommendation 8	<p>In July 2022 the Department of Health and Social care set out new guidance for health scrutiny in England. This guidance sets out the expectations on how health overview and scrutiny committees should work with integrated care systems (ICSs) to ensure they are locally accountable to their communities.</p> <p><i>As part of their work programme for 2023/24 Scrutiny Management Committee should be asked to consider whether existing local healthcare scrutiny arrangements, are sufficient with reference to good practice, and statutory obligations.</i></p>

4. Findings and Conclusions

The Covid-19 Pandemic had a profound effect on the lives of all of us. It began in the UK in February 2020 and continued in several waves, with the most severe being in early 2021. Since then, England alone has seen in the region of 20,000,000 cases resulting in 170,000 deaths [England Summary | Coronavirus \(COVID-19\) in the UK \(data.gov.uk\)](#). Covid-19 Vaccination began in December 2020, with around 50,000,000 first doses delivered, significantly reducing the ongoing death toll and allowing life to return to relative normality. The country went through periods of lockdown, with many public services (including health services) closing their doors for periods of time. This led to cancelled operations and delays in diagnosis and treatment for many patients.

For several years the NHS has undertaken national GP satisfaction surveys, enabling the public to compare the performance of their local surgery with others in the locality and beyond. The survey focuses on largely qualitative measures of satisfaction, such as how easy patients find it to get through to their surgery for advice or to get an appointment. Surgeries in Milton Keynes perform collectively a little under the national average, but this disguises a wide disparity of results between the twenty seven surgeries in the City. Some of them achieve consistently high results, year on year, and some achieve consistently poor results. For example, In the 2022 survey 90% of the patients at one surgery found it easy to get through on the phone, whereas only 17% of patients at another found it easy (compared to 53% nationally). Whilst these results are a snapshot in time and must be viewed in context, they have demonstrated considerable consistency over the past five years.

Similar surveys are undertaken in respect of dentistry, although these tend to be less detailed and compiled at a regional level. In the most recent survey, 22% of all patients surveyed in the East of England that had tried to get a dental appointment within the past 12 months found they could not. According to the NHS "Find a Dentist" website, at the time of writing this report there are no dentists taking on new adult patients in Milton Keynes and the surrounding areas, albeit that some are taking on some limited specific categories of patient, e.g. referrals and children.

Anecdotally, councillors are reporting an increase in complaints from Milton Keynes residents that they are finding it difficult to get a timely appointment with their local GP, and finding it difficult, even impossible, to get an appointment with an NHS dentist in the area.

These problems are not new. Milton Keynes Council convened a task and finish group in 2015 that looked at the provision of general practice in Milton Keynes following very poor results in the GP satisfaction survey at that time. Hearteningly, some of the problems identified at that time have dissipated, for example Milton Keynes is no longer languishing at the bottom of the table as it was in 2014. The way the results are presented has changed, but surgeries in Milton Keynes are performing averagely today, albeit with considerable variance as discussed above. In 2015 a shortage of surgeries was identified, with provision not keeping up with the growth in population. The group today did not find that this was a problem; MKCC works closely with the ICB to ensure that new surgeries are developed hand in hand with new housing developments to ensure a good level of coverage. Also today, new technology has made remote triage and consultation commonplace, whereas in 2015 it was an emerging technology that the group felt needed to be adopted more widely. However, issues remain. Patient understanding of primary care is still poor, with many patients struggling to understand how best to engage with their surgery and, despite the

growth of online systems, many still find themselves sitting on the phone at 8.00 a.m. trying to get through for an appointment. The extent of the use of online systems varies from surgery to surgery, websites are not as user-friendly as they could be, and engagement with patients to explain what is available and how to use it is thin on the ground. Related to this, the training of reception staff is still very variable, and this has been compounded in recent years by widespread difficulties in health sector recruitment and retention.

The Covid-19 pandemic has undoubtedly added to these difficulties and the situation in Milton Keynes is not unique. HM Government has announced several major initiatives to improve access to primary care, including increasing face to face appointments with GPs and changes to the dental contract to improve access to NHS dentistry.

In addition, this is a time of significant change in the NHS in England, following the implementation of the Health and Care Act 2022. The act mandates the integration of healthcare, i.e. a more joined-up approach to patient care that requires providers, such as primary care providers, hospitals and local authority adult care services, to coordinate their work to optimise patient outcomes. Funding decisions will be made more locally and more collaboratively, for example healthcare commissioning in Milton Keynes is a function of the Bedfordshire, Luton and Milton Keynes Integrated Care Board (BLMK ICB), a body which works closely with MKCC to agree strategies and priorities. General Practice is already commissioned through the BLMK ICB and dentistry will follow in April 2023. MKCC is represented on the BLMK ICB and has a much greater say on the healthcare of Milton Keynes residents that it has previously.

Dental

Poor oral health leads to gum disease, tooth cavities, tooth decay and loss, infection and pain, even oral cancer, diabetes, heart disease and respiratory disease. The improvement of the oral health of the population of Milton Keynes requires both effective oral health education, with a particular focus on children and their parents, and appropriate levels of dental provision in the City, including an appropriate level of NHS dental provision.

There has been a considerable decline in the number of NHS dental patients being seen by dentists both nationally and in Milton Keynes over the past few years. NHS Dental Statistics for England show that from a relative high point in 2017/18 the number of adult patients seen has declined considerably during the pandemic (figure 1). Routine treatment was paused between March and June 2020 and was subject to strict infection control measures for a long time thereafter. These are 24 month rolling figures, and the latest represent the period June 2020 to June 2022, so it may be that the number of appointments will increase over time as the effect of the pandemic lessens, however it remains the case that appointments have declined year on year over a five year period in the context locally of a growing population.

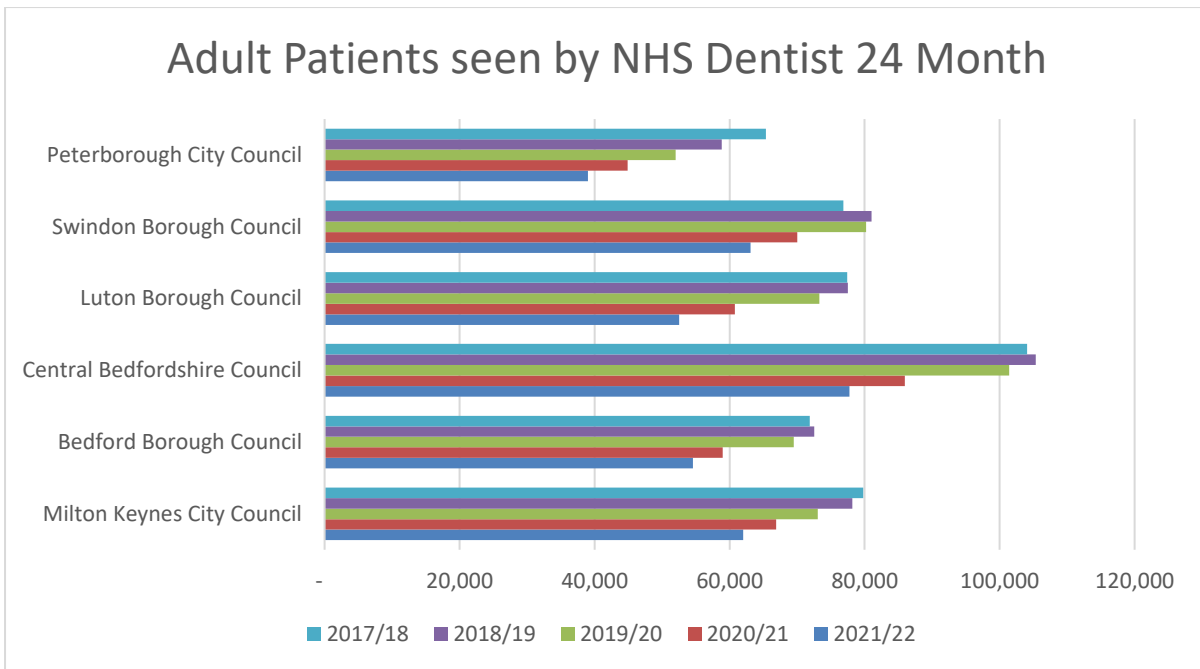


Figure 1. – Adult patients seen by an NHS dentist in Milton Keynes, and nearby and comparable authority areas.

There are other reasons to be pessimistic about the future of NHS dentistry. The number of dentists treating NHS patients in England is reducing, according to the House of Commons Library Research Briefing of 25 July 2022, 'Dentistry in England'. The Review Body on Doctors' and Dentists' Remuneration, in their 2022 report, was "becoming increasingly concerned about recruitment, retention and motivation of dentists in the UK and dentists becoming increasingly attracted to working in the private sector. The Review Body's 2022 report records 29,582 dentists providing NHS/HSC services in the UK, a decrease of 1,046 (3.4 per cent) from the previous year. There was a decrease of 951 (3.9 per cent) in England.

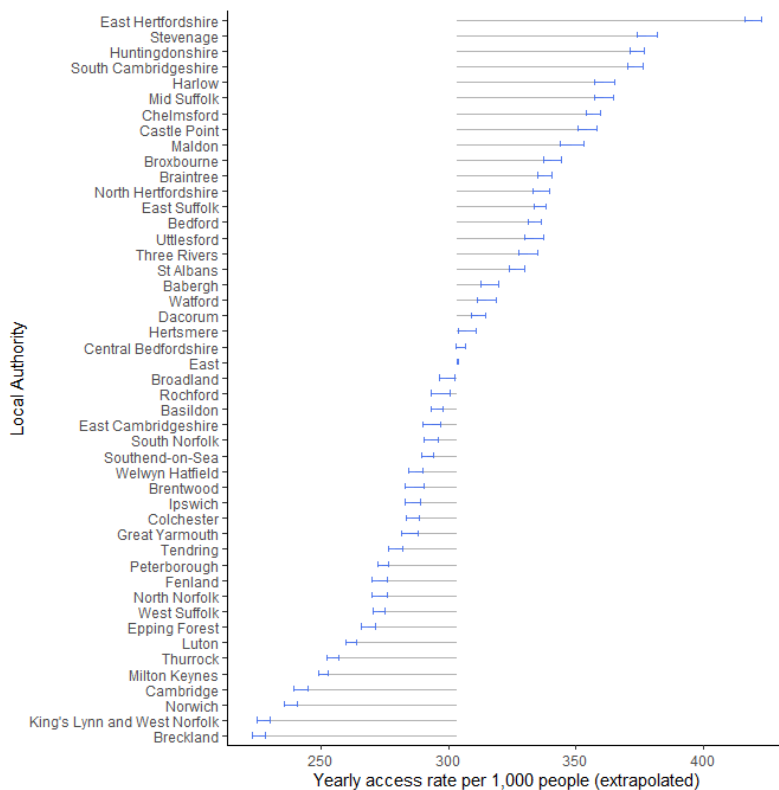
"Figures for England published by NHS Digital show a 4% reduction in the number of dentists with NHS activity in 2020/21. In May 2022, the British Dental Association reported 3,000 dentists had stopped providing NHS dental services since the start of the Pandemic. Their survey of high street dentists found nearly half (45%) reported reducing their NHS commitment since the onset of the pandemic; 75% said that there were likely to reduce their NHS commitment in the next year".

In addition, there are relevant geographical considerations. Dentists, unlike GP surgeries, do not have catchment areas, i.e. you do not need to be a registered patient and can, in theory, turn up at any dentist and ask to be seen. There is therefore no real concept of "sufficient" dental coverage for any given area. For example, when considering a planning application for a substantial new development, consideration will be given to the provision of sufficient GP services. A section 106 agreement may be used to ensure sufficient developer contribution to construct a new surgery or expand an existing one. However, it is not normally the case that dental provision is considered, and s106 is not ordinarily employed to ensure that the new development is supplied with an adequate number of dentists.

There are fundamental differences in the way that the public access NHS GP Services and NHS Dental Services. For example, whilst private GP surgeries do exist, the vast majority of members of the public attend a GP surgery that is funded by the NHS. Even where a patient has a private medical insurance policy it is often the case that the first point of call is the NHS GP, and the insurance policy comes into effect only once a referral or a diagnosis is made. It is therefore reasonably straightforward to allocate GP resource to a geographical area, e.g. X number of GPs for Y number of residents, taking into account things like age profile, the presence of care homes and so on. However, many people attend private dentists out of choice for all treatments, including check-ups. Private dentistry is not cheap, but it is within the budget of many households and preferable to having to wait for long periods for NHS treatment. For poorer households, on the other hand, it is often not an option. The proportion of the population needing access to NHS dentistry is therefore at least partly related to the income of that population.

What is certain then, is that when there is a shortage of NHS dentists it is the most deprived sections of society that cannot afford private treatment that are disproportionately affected. Our witnesses were clear that the pandemic had badly impacted the ability of the NHS to deliver anything like a comprehensive dental service, although they did stress that emergency dentistry continued to be available for those that needed it. They were also clear that current backlogs meant that difficulties accessing NHS dental provision were with us to stay for some time. HM Government has recently announced several measures recently designed to alleviate these pressures, but the fact that the number of dentists providing NHS services is falling, and that dental access rates are falling in the medium term (figure 1), suggests that the impact of these measures is unlikely to be game-changing in the near future.

Milton Keynes already has relatively low rates of access, as figure 2 demonstrates. In the absence of any other explanation, e.g. that Milton Keynes has a disproportionately high percentage of residents visiting private dentists, or that many residents are happily travelling further afield for their dentistry, this suggests that Milton Keynes residents are facing considerably higher than average difficulties in accessing an NHS dentist.



Crude Access rates using whole of East of England access as mean 2021 (Dec 2020-March2021)

Milton Keynes shows access rates that are lower than other areas in the East of England. Due to changes in national policy extrapolated dental access data is shown for 2021 (extrapolated Dec 2020-Mar 2021). Dental access rates per 1000 in MK was 250

Figure 2 – NHS Dentist access rates for towns and cities in the East of England NHS Region

Our witnesses were also united in stressing the importance of improving oral health, which means in practice brushing effectively twice a day with fluoride toothpaste, flossing, using a mouthwash, avoiding sugary sweets and snacks and going to see a dentist once a year or so for a check-up. There appears to be something of a consensus that it is those that do not look after their teeth, and only go to a dentist once they have accumulated several years of overdue dental work, that are overwhelming the NHS. Whilst this is probably true it does not move us forward. Fewer dentists, combined with existing low access rates in Milton Keynes, will not lead to an improvement in the population's oral health.

General Practice

The issues in general practice are very different from those in dentistry. Amongst the reasons for convening this task and finish group was the scores achieved by surgeries in the City in the periodic GP Patients Satisfaction Survey, however this survey is principally measuring patient perception of a limited range of measures. The areas where surgeries score lowest are normally those concerned with calling the surgery and getting an appointment to see a GP; once patients have seen a medical professional they are generally happy. For example, the Group visited Whaddon Healthcare in Bletchley, a surgery rated outstanding by the CQC and for very good reason. We found clinical and administrative staff dedicated to supporting their registered patients, considering their patients' health needs holistically and providing a host of core and non-core health services, and facilitating a range of opportunities and groups providing social and health related activities. However, in the 2022 GP Patient Satisfaction survey, 75% of Whaddon patients surveyed said that it was not easy to get an appointment, with only 25% saying that it was. On the other hand, 84% said that

receptionists were helpful and similar numbers said that they were happy with the treatment received, and that they were properly listened to by the clinician.

There are twenty seven surgeries in Milton Keynes. Not all of them provide the same range of services for various reasons, which will include space, the business model and ambitions of the business and the structure of the business, but they are all rated good or above by the CQC. However, we see a similar pattern for many of them in the results of the Patient Satisfaction Survey, i.e. dissatisfaction in getting an appointment, but generally happy once the patient has been seen. There are some outliers, i.e. some surgeries do well in scores for appointments and some do less well in overall satisfaction.

There is certainly variability in the services provided by different surgeries. On the face of it there are mechanisms in place to monitor the performance of surgeries, including the independent oversight provided by Healthwatch MK. The ICB are candid that some surgeries are not performing as well as they would like them to be, and have invited councillors to open a dialogue with them if they have concerns about their local facilities. The ICB have recently assumed responsibility for GP surgeries (although to some extent this will have been in practice a continuation of what was already happening in the now defunct Clinical Commissioning Groups (CCG)) and play an active role in seeking to improve surgeries where there is clear room for improvement.

We were assured by the ICB that all surgeries now have IT systems in place that can make use of online services for patients to seek advice and guidance, request an appointment, request repeat prescriptions and so on. Some surgeries may not be using all available tools and some may only make them available on request. A more detailed consideration of the online facilities would be warranted, but the TFG has not had the time to undertake this.

What is clear, however, is that there is a lack of public understanding of the services offered by general practice, and how general practice works in the modern world. Members of the TFG are councillors, abreast of developments in their community and the City generally, but it is fair to say that most of us came to the evidence sessions thinking that a visit to the GP was a visit to a doctor, probably wearing a white coat, and that an appointment is made by calling the surgery at opening time and hoping that you can get through before the appointments run out. It turns out to be very different on the ground. General Practice is comprised of a wide range of professional, specialist clinical staff (figure 3) and many (if not most) patients will be better off being directly referred to one of those specialists rather than to the GP. Patients can seek advice from their surgeries online, order repeat prescriptions, consult with clinical specialists using telephone or video. They can go onto the NHS website to check where they are on a waiting list for secondary treatment. The simple fact is that most people do not seem to realise this and instead rely on the 'traditional' method of telephoning the surgery to seek an appointment with the GP. Whilst there is nothing wrong with this, particularly if for example the health complaint is something that does require immediate attention, it does make it difficult for the surgery to plan for the best use of its staff, and there are in fact much better ways to interact with the local surgery.

Milton Keynes Workforce Data



Detail	Total GP Registered Patients	GPs Headcount	GPs Full Time Equivalents	FTE GP/1,000 patient population	Nurses Headcount	Nurses Full Time Equivalent	FTE Nurse/1,000 patient population	Direct Patient Care Headcount	Direct Patient Care Full Time Equivalents	FTE DPC/1,000 patient population	Admin/Non-clinical Headcount	Admin/Non-clinical Full Time Equivalent	FTE Admin & Non-clinical/1,000 patient population
Milton Keynes	329533	176.0	143.1	0.4	124.0	89.0	0.3	116.0	78.4	0.2	452.0	334.2	1.0
ASCENT PCN	32621	19.0	16.8	0.5	12.0	8.2	0.2	16.0	11.2	0.3	42.0	29.4	0.9
CROWN PCN	43492	31.0	26.4	0.6	21.0	16.2	0.4	22.0	15.4	0.4	71.0	52.6	1.2
EAST MK PCN	54866	28.0	26.8	0.5	11.0	8.3	0.2	12.0	9.0	0.2	61.0	43.3	0.8
NEXUS MK PCN	57551	29.0	21.5	0.4	25.0	17.2	0.3	14.0	9.4	0.2	80.0	57.6	1.0
SOUTH WEST PCN	48616	21.0	17.8	0.4	17.0	11.0	0.2	13.0	7.9	0.2	63.0	49.8	1.0
THE BRIDGE MK PCN	46440	25.0	15.5	0.3	21.0	17.3	0.4	20.0	11.7	0.3	64.0	47.5	1.0
WATLING STREET NETWORK PCN	45947	23.0	18.2	0.4	17.0	10.9	0.2	19.0	13.7	0.3	71.0	54.0	1.2

Direct Patient Care

This category includes the following roles:

- Healthcare Assistants
- Pharmacists
- Dispensers
- Phlebotomists
- Paramedics
- Pharmacy Technicians
- Physician Associates
- Social Prescribing Link Workers
- Nursing Associates
- Trainee Nursing Associates
- Occupational Therapists
- Social Prescribing Link Workers
- Care Coordinators
- Health and Wellbeing Coaches
- Mental Health Practitioners
- Advanced Practitioners
- Physiotherapists
- Dietitians
- Podiatrists

Primary Care has the benefit of new roles from the Additional Role Reimbursement Scheme

This data is updated monthly and is available at <https://work-learn-live-blmk.co.uk/introducing-the-blmk-training-hub/primary-care-workforce-data/>

Figure 3 – Clinical and non-clinical workforce data for Milton Keynes Primary Care Networks

5. Thanks and Group Membership

The Group wishes to extend their gratitude to and acknowledge the contribution of the many people that have given up their time to meet with the group and to share their experience and expertise (listed in order of their appearance before the group).

Tracy Keech – Deputy Chief Executive Officer of Healthwatch Milton Keynes

David Barter – Head of Commissioning for NHS England

Jessica Bendon – Senior Dental Contract Manager for NHS England

Alexia Stenning – Associate Director Primary Care Commissioning and Transformation, Bedfordshire, Luton and Milton Keynes Integrated Care Board

Janine Welham – Senior Primary Care Development and Transformation Manager, Bedfordshire, Luton and Milton Keynes Integrated Care Board

The staff of Whaddon Health Centre

Naema Alam – Clinical Director, Whaddon Health Centre

Sarah Black – Vice Chair, Parents and Carers Alliance MK

Toni Fisher – Practice Business Manager, Whaddon Health Centre

Mr Resh Diu – Dentist

Dr Debbie Ganguli – Dentist

Membership of the Task and Finish Group

Councillor Amber McQuillan, Chair (Labour)

Councillor Liam Andrews (Conservative)

Councillor Marie Bradburn (Liberal Democrat)

Councillor Joe Hearnshaw (Conservative)

Councillor Shanika Mahendran (Labour)

Officer Support

Marimba Carr - Deputy Director of Public Health, Milton Keynes City Council

Andrew Clayton - Overview and Scrutiny Officer, Milton Keynes City Council

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Annex B (part A)

Response to Budget & Resources Scrutiny Committee Recommendations (October Report)

I would like to thank the Budget and Resources Scrutiny Committee for the hours they have put into this review.

I have set out our responses to their recommendations below:

Cabinet Response to October Report

General

1. That any in-year changes to the Council's Fees and Charges be notified to the Committee for information, as and when these occur.

Response: We will provide updates as appropriate to the Committee of any proposed changes to existing fees and charges, including where these are made during the financial year.

2. That as part of its ongoing remit to scrutinise the Council's resources, the Committee receives, as part of the regular in-year reporting process, updates on any staff savings being made.

Response: Agreed.

3. That while the proposed *Fairer Cost of Care* scheme remains cost neutral to the Council, any operational scrutiny will be in the remit of the Health and Adult Social Care Committee.

Response: Noted

4. That any changes to the cost neutral position of *Fairer Cost of Care* are brought back to the Budget and Resources Committee for further scrutiny.

Response: Agreed. We will confirm the position once the government have made a final decision and any funding decisions are known.

5. That the Committee welcomed the Council's increased use of dynamic, rather than framework, tendering / contract processes, wherever it provides the Council with better value for money when letting contracts

Response: Noted

6. That all parts of the Council be encouraged to consider the most appropriate approach to the tendering and contract process on a case by case basis to ensure the Council is getting best value for money.

Response: Noted. A number of different Council services are currently using this system.

Base Budget Pressures

7. **Homeless Prevention and Access (P23-5L)**

The Committee welcomed the constant monitoring of the changing financial position in relation to this item and approved the spend to save approach to try and keep demand down by the purchase of suitable accommodation to get rough sleepers off the streets.

Response: Noted. A further update will be provided in January 2023.

8. **Home to School Transport (P23-6L)**

- a) That in order to reduce Home to School Transport costs, the Council revisits the approach taken during 2016/17 when the intervention of a specialist Home to School Transport Task Force significantly reduced the costs in this budget.
- b) That in order to save on administrative costs, consideration be given to issuing bus passes for the rural schools' bus service every 3-4 years rather than annually.
- c) That consideration be given to selling any spare seat space on the rural schools' bus services to others, such as post-16 students perhaps or even local teachers, who would benefit from using the same route.
- d) That any future forecasting against the growth profile for Milton Keynes in relation to the provision of special needs education allows for the continued organic growth of the city as people continue to move in from other areas?

Response:

A) A multi-service project team is already in place reviewing HTST and the annual commissioning cycle, given that it is a high-risk budget / area of spend. The project team has built on the work of the previous task force, meaning that despite many additional challenges regarding the provision of home to school transport and a significant

rise in demand, the average cost per child receiving HTST support in Milton Keynes is lower now than it was in 2017/18, and the HTST cost per capita for children under 16 is significantly less the national average.

B & C) The service is happy to progress this recommendation and consider potential efficiency savings that can be achieved verses any risks.

D) The service recognises the need to ensure future budget forecasting aligns with the growth profile for Milton Keynes and the requirement for further special needs education, as well as the need for forecasts to be continually reviewed and amended in line with any changes that affect the demand for HTST provision (such as the impact of Covid on demand for specialist SEND provision).

9. **Creation of a Contextual Safeguarding Hub Team (P23-11N)**

- a) The Committee welcomed the proposed establishment of the Contextual Safeguarding Hub Team and urges the Council to proceed with this initiative as soon as practicable, and not wait for final budget approval in February 2023.
- b) That the Children's Services Team bring a report back to the relevant scrutiny Committee (Children and Young People) on the progress of the new Hub after it has been operational for 18 months.

Response: Cabinet thanks the Committee for its supportive stance on the Contextual Safeguarding Hub and have asked Officers to begin the steps to implement this as soon as practicably possible. A report will be brought back to the Children and Young People Committee within 18 months of full operation.

10. **Demographic Growth (Landscape) (P23-20L)**

That the Committee, as part of its further draft 2023/24 scrutiny work in January 2023 carries out a comparison between costs and savings in the landscaping budget.

Response: Cabinet notes this work on the Committees future work programme.

11. **Azure (P23-23N)**

That the Committee notes the moving of the Council's IT servers from Northampton to the MS Azure Data Centre and agrees that this is the right methodology to achieve this.

Response: Noted.

12. **Commissioning 2023: Recycling Income / Costs (P23-27L / P23-28L)**

- a) That as part of the next phase of improvements to Waste Management in Milton Keynes, detailed consideration be given to the collection and processing of green/organic waste and how this can be processed in the most sustainable way possible.
- b) That when this work has been done, a report on the separation and processing of green/organic waste be presented to the Scrutiny Management Committee for decision on whether further scrutiny on this aspect of waste management should be undertaken.

Response: Noted. Both the Finance and Environment & Waste teams recognise the importance of focusing on the organics service as an area to pursue a balance between best value and service provision to residents. The next phase of Commissioning will include a review of both collection, processing and disposal of Organic Waste. A report containing options for future delivery of the service aggregated against the cost of the current service, impact of recycling rate and the existing fleet. This report will be available in Q4 2023/24. Any profiled savings in the report would be deliverable within the current MTFP.

One-off Pressures

13. **Funding for Festival of Creative Urban Living (OP23-6L)**

That as £50k is allocated every year to support alternating festivals, consideration be given to putting the £50k into the base budget each year as ongoing support for these events in order to make the accounting process more transparent.

Response: Cabinet notes the above recommendation and will consider this alongside other pressures and budget movements as part of its draft budget report.

14. **In-House Academies (P23-25N[Planning]) & (OP23-10N [Legal])**

- a) That the Cabinet explores ways of retaining for the long term those staff trained as part of the Council's in-house academy programmes so that their skills are not lost to the benefit of Milton Keynes.
- b) That the Cabinet, with the help of the Finance Team and senior officers in the relevant departments, explores whether the use of the Apprenticeship Levy, which limits the Council's ability to retain the services of newly trained staff is the most sustainable way to fund the academies.

Response: Cabinet welcomes the support of the Committee in recognising the importance of establishing an in-house academy programme for Planning and Legal to develop and retain new talent to meet the future needs of our growing City and to meet the skills shortages in these areas. Cabinet will continue to explore further opportunities and as part of this evaluate the use of the Apprenticeship Levy scheme.

15. **Local Elections (OP23-11L)**

That as part of the proposed Community Governance Review the possibility of moving to all-out elections every four years be discussed with political group leaders as such a move could potentially save £300k for 2 years in the 4-year election cycle.

Response: Noted

16. **Major Projects (OP23-16L)**

That the provision of increased staff support for major projects be reviewed after three years to assess the benefit to the Council's ability to deliver major projects and whether the provision should be continued.

Response: Agreed

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Annex B (Part B)

Response to Budget & Resources Scrutiny Committee Recommendations (January 2023 Report)

I would like to thank the Budget and Resources Scrutiny Committee for the hours they have put into this review.

I have set out our responses to their recommendations below:

Cabinet Response to January 2023 Report

Housing

1. That the Council looks at ways in which income streams within the Housing Revenue Account (HRA), such as additional service charges, could be optimised, but without causing undue pressure on tenants who may already be in financial difficulties.

Response: Agreed. This is consistent with the approach that we have adopted and intend to follow

2. That the Committee commends the Council's policy of fully recovering service charges and welcomes the proposed involvement of tenants in a review of the service charges applicable within the HRA.

Response: Noted.

3. That as rental garages are not subject to the 7% cap on social housing rents, the Committee is surprised by the decision to only increase these by 7%. However, the Committee acknowledges that garage rents need to be set at rate which the market will bear, noting that the 7% is currently below the cost of living rate.

Response: Noted. The proposed increase is in line with changes to rents and we will be undertaking a comprehensive review of all our garages, which will also help to inform future decisions on charging.

4. That the Committee welcomes the proposed review of the Council's stock of rental garages and hopes that this will lead to them being managed and marketed in a more commercially responsive manner, reduce the number of voids and improve the income stream from this source.

Response: Noted.

5. That the Committee supports the use of the £100k Working Tenant Support Fund to assist working tenants not entitled to assistance with rental costs to manage financial crises during the current cost of living squeeze.

Response: Noted.

6. That despite the current, difficult circumstances, the Council keeps the HRA under constant review so that it can maximise investment potential within the HRA as and when conditions are favourable.

Response: Agreed. The HRA will be subject to a rolling quarterly business plan refresh to ensure that spending decisions are both affordable, meet our tenant priorities and deliver good value.

7. That in order to encourage more private sector landlords to work with the Council in the provision of suitable accommodation for the homeless, the Council continues to return private sector rental properties to landlords in good condition, developing a positive reputation for its care of the private sector properties it uses.

Response: Agreed. The Council where it uses private rented accommodation for homeless families works to appropriate standards, including when properties are returned at the end of the lease term.

Adult Services

8. That the Cabinet member for Adults, Housing and Healthy Communities reviews the current level of spending on residential care placements and explores alternative forms of care for those vulnerable and elderly residents who may need additional support from the Council.

Response: Noted. Adult Services residential care placement rates are currently below the England average for older people and meeting the MKCC performance indicator. Adult services always explores home support and community options such as extra care before agreeing residential placements. However given the demographic growth in MK of the older population, particularly those over 85 and the associated rise in dementia, which is the highest nationally, it is inevitable that some older people need to be cared for in residential and nursing care. There is a lack of supply of residential care beds in MK, and a large

number of available beds are being used as step down from the hospital which has led to an increase in costs. We continue to work with providers to plan to increase provision in MK to meet the inevitable increase in demand for this type of care.

Capital Programme

8. That the Committee is seriously concerned about the estimated costs of the Milton Keynes East developments and remains unconvinced that the projected uplift in the tariff will be sufficient to cover any increases in costs and the danger this poses to the Capital Programme budget.

Therefore, as a matter of urgency, the Committee seeks clarification as to the extent of the Council's liability for any increased costs and that the measures are in place to manage this risk appropriately.

Response: Agreed. The procurement process for the works are still in progress, but once this has reached a conclusion we will provide an update on any additional liability to MKCC and how this will be addressed.

9. That the Committee supports the Cabinet in its efforts to access funds from any available source, including writing to the MPs for Milton Keynes requesting their help in obtaining further government funding for local infrastructure works, particularly in light of recent comments by the MPs on the need to invest in good infrastructure works before the development of new areas can begin.

Response: Agreed

10. That measures are put in place to strengthen the understanding by council departments, and parish councils, of the benefits of claiming s106 money and any other funding streams, to support appropriate projects which they might not otherwise be able to afford.

Response: Noted. S106 funding is secured through the planning process to deliver projects and initiatives, without which the development would be considered unacceptable. Consultees, including parish councils and internal departments, have the opportunity to flag the need for a project or funding as part of the consultation on the planning application and would be required to spend any s106 monies in accordance with the s106 legal agreement.

11. That the relevant Cabinet member and the Housing Delivery Team note the lessons learned in hindsight in response to the issues raised by the conversion of The Laurels into three separate dwellings, so as to ensure the same mistakes are not made if any such conversions are proposed in the future.

Response: Agreed

General

12. That the Bereavement Services Team continues to ensure that Milton Keynes City Council remains committed to offering a diverse range of burial and cremation options for the multicultural demographic of Milton Keynes.

Response: Agreed

13. That while the Committee supports the Council's Apprenticeship Programme, it has concerns as to whether there will be sufficient suitable jobs available for apprentices to move into once they have completed their apprenticeship.

The Committee was disappointed to note that one of the posts removed as a result of the role rationalisation process was an apprenticeship post and would urge the Council to use the apprenticeship programme to encourage more young people to join and make their careers with the Council.

Response: Noted and agreed. The Council remains committed to apprentices and ensuring entry paths of all types and progression are embedded in its structure.

14. That the Council makes every effort to encourage those officers benefitting from continued professional development through the Planning Academy to continue to work in a planning role at the Council, providing a return on the Council's investment in them.

Response: Agreed. The Planning Academy is an important first step for some of our new planners at the City Council. The graduates who form the Planning Academy are working towards a planning qualification and membership of the RTPI. These are key attributes that we would look for in senior planners. Likewise, the opportunity of working in one of the fastest growing cities in the UK, is very attractive to ambitious planners.

15. That the Council remains aware that there is a limit as to how many jobs can be cut before service delivery is affected.

Response: Noted: The Councils priority remains to protect services for our residents and any decisions to reduce staffing roles are carefully considered in this context and balanced with the need to ensure that we can set a robust budget.

Scrutiny

16. That the Scrutiny Management Committee be asked to include detailed scrutiny of how well the Integrated Environmental Services Contract is performing in the 2023/24 Scrutiny Work Programme.
17. That the Committee urges the relevant scrutiny committees to consider reviewing the changes to staffing structures proposed in the draft budget for both Adult and Children's Services during 2023/24 to ensure service delivery is being maintained.
18. That the relevant Scrutiny Committee be asked to consider reviewing bereavement services provided to ethnic and cultural minorities following concerns which were raised with the Budget & Resources Scrutiny Committee during the January Challenge meetings.

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Portfolio Holder	Service Group	Budget Pressure (New or Revision)	New Reference number	Old Reference Number	Lead Officer	Proposal Description	Risk Level	Budget 2022/23	2023/24	2024/25	2025/26	2026/27	Reason	Justification
								£000s	£000s	£000s	£000s	£000s		
						Name, What is the Pressure, Why has it occurred and what are the key assumptions behind the values and dependencies that might impact on this (explain if these change by year)	High, Medium, Low* for definitions see below data Pick from drop down	Current Year Gross Budget £'000					Pick from drop down	Pick from drop down
Demand Pressures														
Emily Darlington	Adult Services	Revision	P23-1L	P22-1L	Victoria Collins	Learning Disability (LD) Services - The budget pressure is modelled on the number of young people with LD reaching adulthood who need support from in supported living placements and direct payments. The estimate is based on an anticipated 29 service users transitioning to Adult Services in 2023/24, 25 in 2024/25, 26 in 2025/26 and 27 in 2026/27.	MEDIUM	13,354	1,246	977	918	1,021	DEMOGRAPHY	FINANCIAL Model
Emily Darlington	Adult Services	Revision	P23-2L	P22-3L	Victoria Collins	Older People - The pressure for residential and nursing spot packages in 2023/24 reflects the higher number of packages and increase in placements in the current financial year, some of which due to complexity are high cost, plus anticipated growth. From 2024/25 onwards, activity levels are forecasted based on the assumptions of a general net demographic growth of 3% each year based on Poppi database.	HIGH	13,124	2,311	381	413	413	DEMOGRAPHY	FINANCIAL Model
Emily Darlington	Adult Services	Revision	P23-3L	P22-4L	Victoria Collins	Physical Disabilities - The budget pressure in 2023/24 is due two high cost spot placement packages in the current year as well as anticipated growth. The assumptions for 24/25 onwards for both are 1% increase per year, as evidenced by Poppi/Pansi data (national statistics).	MEDIUM	3,972	571	227	227	227	DEMOGRAPHY	FINANCIAL Model
Emily Darlington	Adult Services	Revision	P23-4L	P22-5L	Victoria Collins	Mental Health (MH) - The pressure is based on 40 new packages per year, plus seven transitions.	MEDIUM	2,245	951	918	702	647	DEMOGRAPHY	FINANCIAL Model
Emily Darlington	Adult Services	Revision	P23-5L		Victoria Collins	Homeless Prevention & Access. This is a volatile area impacted by wider financial pressures that households are experiencing, for example cost of living for all, increase in rents and mortgages that for some households will lead to a loss of their home and a need for assistance from the Council's housing solutions service. This increase in demand is reflected in a change to the original invest to save assumptions which have been revised to include the likely increase in demand and the impact of inflation.	HIGH	14,304	959	0	0	0	DEMAND: EXCEPTIONAL	FINANCIAL Model
Emily Darlington	Adult Services	New	P23-32N	New	Victoria Collins	Fair Cost of Care - The government have confirmed through the Autumn Statement that the Fair Cost of Care will be delayed until October 2025. However, the Council has already approved a fee change for Home Care Providers in 2022/23 in line with government direction. The full year impact of this pressure has now been added into the 2023/24 budget and will be funded from additional Social Care Reform funding announced for 2023/24 and 2024/25.	HIGH	0	1,120	0	0	0	DEMAND: NEW	FINANCIAL Model
Total Adult Services									7,158	2,503	2,260	2,308		
Zoe Nolan	Children's Services	Revision	P23-6L	P22-7L	Mac Heath	Home to School Travel - 1,400 children currently receive support to access school, the majority of these are children with Special Education Needs that require specialist school placements. The number of pupils entitled to home to schools transport is expected to increase by 7% in 2023/24 and future years, in line with growth forecast in the number of children with an EHCP. There is a higher increase in 2023/24 to bring the base budget in to line with current spend, reflecting additional costs of transport (related to fuel increases), the number of children being transported out of borough and higher levels of complexity requiring different types of transport. Future year pressures are based on the expected additional routes required as a result of increasing pupil numbers and their complexities.	HIGH	5,708	1,072	437	471	505	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	Revision	P23-7L	P22-8L	Mac Heath	Children with Disabilities (CWD) - The average annual cost of a package of support has increased from £4,715 at April 2021 to £6,102 at April 2022 (an increase of 29%) which is as a result of additional complexity and a number of cases now requiring 2:1 support. As in line with general growth in the number of children with an Education & Health Care Plan (EHCP), we are also anticipating additional growth each year of ten cases. Like many areas, particularly within social care, demand trends have been more volatile as a result of Covid and demand and complexity continue to be monitored closely.	HIGH	1,366	298	64	67	71	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	Revision	P23-8L	P22-9N	Mac Heath	Children's Social Care Placements - Increase in the complexities of children becoming looked after and those requiring permanent placements such as special guardianship, adoption, staying put and residence orders. The current lack of in-house capacity has resulted in children being placed in external, higher cost placements. Also due to the complexity of children's needs, specialist placements such as high cost secure and residential placements are also being required. The pressure for 2023/24 is based on the current known placements and trends. For 2024/25 onwards demand has been estimated by looking at the expected increase in child population.	HIGH	17,828	747	262	265	268	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	New	P23-9N	New	Mac Heath	Education Psychology Team - The number of children in Milton Keynes with an EHCP increased by 10% between January 2020 and January 2021, by 7% between January 2021 and January 2022, and has continued to increase by a further 5% between January 2022 and July 2022. As a result of the additional assessments required, an additional budget is required to be able to meet this demand (assessed based on 34 cases at £1,200 per case).	LOW	697	40	0	0	0	DEMOGRAPHY	BUSINESS CASE

Medium Term Financial Strategy 2023/24 - 2026/27 Budget Pressures

Portfolio Holder	Service Group	Budget Pressure (New or Revision)	New Reference number	Old Reference Number	Lead Officer	Proposal Description	Risk Level	Budget 2022/23	2023/24	2024/25	2025/26	2026/27	Reason	Justification
								£000s	£000s	£000s	£000s	£000s		
						Name, What is the Pressure, Why has it occurred and what are the key assumptions behind the values and dependencies that might impact on this (explain if these change by year)	High, Medium, Low* for definitions see below data Pick from drop down	Current Year Gross Budget £'000					Pick from drop down	Pick from drop down
Zoe Nolan	Children's Services	New	P23-10N	New	Mac Heath	SEN Team Capacity - The number of children in Milton Keynes with an EHCP increased by 10% between January 2020 and January 2021, by 7% between January 2021 and January 2022, and has continued to increase by a further 5% between January 2022 and July 2022. As a result of the additional assessments required, an additional budget is required to be able to meet this demand - this pressure allows for one additional post.	LOW	349	39	0	0	0	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	New	P23-11N	New	Mac Heath	Creation of a Contextual Safeguarding Hub Team - The service changes that will result from this budget pressure form a significant part of our action plan to respond to the evidence of youth exploitation. Milton Keynes has seen a rise in serious youth violence, increased reports of missing episodes, criminal exploitation and County Lines, all concerns related to extra-familial harm and contextual risks. It is proposed to create a new multi-agency Contextual Safeguarding team to support with caseloads of complex young people, which are more time consuming and so currently keeping caseloads high in the Family Support Teams (FST). This proposal provides the additional benefit of freeing up resource in the FST, as approximately 72-80 cases will transfer from FST to the new team. Without these changes there is a considerable risk that pressures in the service at present will continue to grow. The additional staff required to provide a statutory presence and oversight is 3 social workers and a part funded Team Manager.	LOW	0	156	0	0	0	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	New	P23 - 12N	New	Mac Heath	Family Support Team Expansion - MK Children's Services (CSC) continue to review and adapt its services and approach to reflect the changing needs and demography of a growing city. The last few years have accelerated some of the challenges faced by children and young people and we need to respond to the challenges ensuring we are offering a high quality service to children and families in Milton Keynes. The service changes that will result from this budget pressure form a significant part of the action plan to be a "Good" authority. Without these changes there is a considerable risk that pressures in the service at present will continue to grow, with the result being that the service delivery is compromised and children not being safeguarded appropriately. It is proposed to expand the Family Support Teams (FST) to increase capacity of caseloads and create better management oversight of them. This proposal seeks to increase the number of FST's, create a Service Manager role, regrade Deputy Team Managers to Team Managers and increase the number of Social Workers by 4 across the service.	LOW	4,464	411	0	0	0	DEMOGRAPHY	BUSINESS CASE
Zoe Nolan	Children's Services	New	P23-13N	New	Mac Heath	Young Peoples Supported Housing - Services are currently delivered through a block contract which started in January 2017 and is due to end in October 2023. The current contract provides for 52 placements and since August 2019 the block contract has been supplemented by a provider framework where additional placements and services are secured on a spot purchase basis. The delivery model of the new contract will provide an additional 23 placements within the block contract along with the implementation of a Dynamic Purchasing System (DPS) to commission individual placements for young people, modelling options and a mix of a block contract and framework seems the most cost effective option. It is anticipated that by using the DPS Framework may increase competition and prices may decrease from the previous costs, and provide an opportunity to commission specialist independent living placements at reasonable costs, which may prevent those complex young people escalating into residential care, thereby providing an opportunity for cost avoidance in the external placements budget. This pressure relates to a Delegated Decision taken on 12 July 2022 for Young People's Supported Accommodation.	MEDIUM	521	330	275	0	0	DEMOGRAPHY	BUSINESS CASE
Total Children's Services									3,093	1,038	803	844		
Robert Middleton	Finance & Resources	New	P23-14N	New	Steve Richardson	Housing Benefit Subsidy - This pressure is principally made up of two items. £396k of this pressure relates to the impact of transition to UC as the shift of working age claimants reduces the overall subsidy the council receives from the recovery of HB overpayments. The balance of the pressure relates to specified exempt accommodation where the council receives a reduced subsidy. The amount of specified exempt accommodation has increased significantly and this now needs to be reflected in the budget. This now also includes an allowance for inflation.	MEDIUM	54,027	579	0	0	0	DEMAND: NEW	BUSINESS CASE
Robert Middleton	Finance & Resources	New	P23-15N	New	Steve Richardson	Self Insurance Fund - the council operates a self insurance fund to reduce the cost of annual premiums. Currently an annual contribution of £200k is made from the General Fund. Based on recent claims history this needs to be increased to reflect the level of losses being incurred.	MEDIUM	200	300	300	0	0	DEMAND: NEW	BUSINESS CASE
Robert Middleton	Finance & Resources	New	P23-33N	New	Steve Richardson	External Audit Fees - Following a consultation undertaken by Public Sector Audit Appointments (PSAA), there is to be a total re-set of audit fees with an anticipated increase in the Audit scale fee for 2023/24 of 150% giving a pressure of £203k.	LOW	152	203	0	0	0	DEMAND: NEW	BUSINESS CASE
Robert Middleton	ALL	New	P23-36N	New	Steve Richardson	Business Rates - Estimated Impact of the 2023 revaluation on MKCC properties (note this is based on the draft list which will not be finalised until March 2023).	LOW		157	0	0	0	DEMAND: NEW	BUSINESS CASE
Total Finance & Resources									1,239	300	0	0		

Medium Term Financial Strategy 2023/24 - 2026/27 Budget Pressures

Portfolio Holder	Service Group	Budget Pressure (New or Revision)	New Reference number	Old Reference Number	Lead Officer	Proposal Description	Risk Level	Budget 2022/23	2023/24	2024/25	2025/26	2026/27	Reason	Justification
								£000s	£000s	£000s	£000s	£000s		
						Name, What is the Pressure, Why has it occurred and what are the key assumptions behind the values and dependencies that might impact on this (explain if these change by year)	High, Medium, Low* for definitions see below data Pick from drop down	Current Year Gross Budget £'000					Pick from drop down	Pick from drop down
Paul Trendall	Customer & Community	New	P23-34N	New	Sarah Gonsalves	Contact Centre replacement - The current contact centre solution (Mitel) is a legacy technology not compatible with new Teams calling solution being implemented by IT. The current contact centre contract with Mitel ends at the start of the financial year 2023. We have also seen increased demand via phones (demand has doubled to around 20,000 calls a month) and so replacement of the current contract is expected to be more expensive	LOW	0	30	0	0	0	DEMAND: NEW	BUSINESS CASE
Total Customer & Community									30	0	0	0		
Total Chief Executive, Social Care and Housing									11,520	3,841	3,063	3,152		
Robert Middleton	Law & Governance	New	P23-16N	New	Sharon Bridglalsingh	Legal Testing and Court Costs - to rebase the budget in line with current costs demands of 75-80 Care Proceedings per annum	LOW	160	90	0	0	0	DEMAND: NEW	BUSINESS CASE
Robert Middleton	Law & Governance	New	P23-17N	New	Sharon Bridglalsingh	Children's social care legal services budget - to rebase the budget in line with demand and best practice.	LOW	1,954	432	0	0	0	DEMAND: NEW	BUSINESS CASE
Total Law & Governance									522	0	0	0		
Pete Marland	Planning and Placemaking	New	P23-18N	New	Paul Thomas	Planning income - anticipated shortfall of planning income against previously forecasted amounts.	MEDIUM	2,480	600	0	-150	-450	DEMAND: EXCEPTIONAL	BUSINESS CASE
Total Planning & Placemaking									600	0	-150	-450		
Paul Trendall (interim)	Environment and Property	Revision	P23-19L	P22-17L	Stuart Proffitt	Demographic Growth (Waste) - the standard year on year calculation based on city growth and increased demand for waste services (refuse collection, food and garden waste collection and disposal, street cleansing, and household waste sites). This reflects the additional new homes projections over the next 4 years ranging from 1.86% to 2.41%.	LOW	20,713	493	542	449	550	DEMOGRAPHY	FINANCIAL Model
Paul Trendall (interim)	Environment and Property	Revision	P23-20L	P22-18L	Stuart Proffitt	Demographic Growth (Landscape) - the standard year on year calculation based on city growth and increased demand for landscape and maintenance services. Based on between 1.86% and 2.41% growth in landscape adopted areas, from new homes projections.	LOW	2,887	69	76	63	78	DEMOGRAPHY	FINANCIAL Model
Paul Trendall (interim)	Environment and Property	Revision	P23-21L	P22-19L	Stuart Proffitt	Demographic Growth (Highways) - the standard year on year calculation based on city growth and increased maintenance and service requirements for highways, street lighting and winter maintenance. Based on 2% growth in adopted highway per annum.	LOW	5,957	119	122	124	126	DEMOGRAPHY	FINANCIAL Model
Total Environment and Property									681	740	636	754		
Total Deputy Chief Executive									1,803	740	486	304		
Total Demand Pressures									13,323	4,581	3,549	3,456		
Other Pressures														
Robert Middleton	Finance & Resources	New	P23-23N	New	Steve Richardson	Azure - A delegated decision was taken to move the councils servers from Northampton to the MS Azure Data Centre. This is initially being funded through New Homes Bonus. Baseline budget funding will be required from 2025/26.	MEDIUM	905	0	0	499	0	POLICY CHOICE	BUSINESS CASE
Robert Middleton	Finance & Resources	New	P23-24N	New	Steve Richardson	Telephone Card Payments System - as part of the procurement of the new income management system the Council needs to purchase additional services to enable card payments to be taken securely and in line with best practice. This function is not currently available with our existing income management system.	LOW	0	24	12	0	0	POLICY CHOICE	BUSINESS CASE
Total Finance & Resources									24	12	499	0		
Total Chief Executive, Social Care and Housing									24	12	499	0		
Pete Marland	Planning & Placemaking	New	P23 -25N	New	Paul Thomas	Planning Academy Continuation - This is to continue the Academy into future years, assuming that the current 3 graduates continue their training and allows for 2 additional apprentices to be taken on in 23-24 and 24-25. This is necessary to take forward the discussions and Memorandum of Understanding we have with the Royal Town Planning Institute.	MEDIUM	200	150	97	-49	-81	POLICY CHOICE	BUSINESS CASE
Pete Marland	Planning & Placemaking	New	P23-26N	New	Paul Thomas	Workforce Improvement - Market Supplements for current Development Management staff to address recruitment issues within the service, and bring pay into line with other Local Authorities. Additionally a new Major Projects Team Leader (with 75% funded by Pre Planning Application (PPA) income) to manage the delivery of the PPA framework and support other Team Leaders in their roles.	MEDIUM	1,049	135	0	0	0	POLICY CHOICE	BUSINESS CASE
Total Planning & Placemaking									285	97	-49	-81		

Portfolio Holder	Service Group	Budget Pressure (New or Revision)	New Reference number	Old Reference Number	Lead Officer	Proposal Description	Risk Level	Budget 2022/23	2023/24	2024/25	2025/26	2026/27	Reason	Justification
								£000s	£000s	£000s	£000s	£000s		
						Name, What is the Pressure, Why has it occurred and what are the key assumptions behind the values and dependencies that might impact on this (explain if these change by year)	High, Medium, Low* for definitions see below data Pick from drop down	Current Year Gross Budget £'000					Pick from drop down	Pick from drop down
Paul Trendall (interim)	Environment and Property	Previously Approved	P23-27L	P22-30N (part)	Stuart Proffitt	Commissioning 2023 - Recycling Income - as part of the overall review of waste provision and contracts, the Materials Recycling Facility (MRF) has been converted to a Waste Transfer Station (WTS) and a new operational contract is in place. This means that the favourable income stream of £0.700m in the MRF contract is lost. This was built in as a pressure in the 2022/23 MTFP. However, the new WTS contract has a new in-built income stream based on the commodity value of the recyclates and there is a saving included on the savings schedule to partially offset this pressure. Refer to saving S23-13N	LOW	-700	700	0	0	0	CONTRACTUAL CHANGE (NEW CONTRACT WITH HIGHER PRICE)	BUSINESS CASE
Paul Trendall (interim)	Environment and Property	Previously Approved	P23-28L	P22-30N (part)	Stuart Proffitt	Commissioning 2023 - Recycling Costs - as noted above, as part of the overall review of waste provision and recycling contracts, the MRF was converted into a WTS and a new operational contract has been implemented. When developing the MTFP for the 2022/23 budget cycle, based on professional advice, a pressure of £0.150m was included to represent the additional operational and waste handling costs for recycled materials. Although this pressure is retained, the new WTS contract has an in-built income for recyclates and there is a saving included on the savings schedule related to this pressure. Refer to saving S23-13N.	LOW	1,090	150	0	0	0	CONTRACTUAL CHANGE (NEW CONTRACT WITH HIGHER PRICE)	BUSINESS CASE
Paul Trendall (interim)	Environment and Property	New	P23-31N	New	Stuart Proffitt	Internal Fleet - as the current internal fleet contract comes to an end, as part of the re-procurement process, an assessment of the number of vehicles required within each service was undertaken. This resulted in the new contract having 22 less vehicles than originally requested by the services. However, due to the significant increase in vehicles prices, the new contract price is greater than the existing budget.	LOW	465	52	0	0	0	CONTRACTUAL CHANGE (NEW CONTRACT WITH HIGHER PRICE)	BUSINESS CASE
Paul Trendall (interim)	Environment and Property	Previously Approved	P23-29L	P22-30N (part)	Stuart Proffitt	Commissioning 2023 New Integrated Contract - estimated additional cost of re-procurement of waste, street cleansing and landscape services. Costs are based on professional advice and will be clarified as the market position is confirmed on conclusion of the tender process in December 2022.	High	23,600	0	0	0	0	CONTRACTUAL CHANGE (NEW CONTRACT WITH HIGHER PRICE)	BUSINESS CASE
Paul Trendall (interim)	Environment and Property	New	P23-35N	New	Stuart Proffitt	New Waste Property - as part of the development of Wolverton as a hub for collective Environment and Waste operations, an executive decision was made on 14 September 2022 to purchase strategic land on Colts Holm Road. This enables us to offer more efficient integrated waste, cleansing and landscape services, increased storage as part of the wheeled bin roll out, as well as freeing up other corporate office sites for asset rationalisation. However, there are running costs associated with these buildings which are estimated to be £0.200m a year. This is fully offset by a £0.200m contract saving, which is listed separately. Refer to saving S23-24N.	MEDIUM	0	200	0	0	0	POLICY CHOICE	BUSINESS CASE
Paul Trendall (interim)	Environment and Property	New	P23-30N	New	Stuart Proffitt	Commercial Property - as a result of strategic property executive decisions to sell Tickford Fields Farm for house building with the associated community amenities, and to swap land (Green Farm) to establish a waste and environmental hub in Old Wolverton (ref P23-35N), there creates a revenue pressure in commercial property income.	LOW	-1,847	70	0	0	0	POLICY CHOICE	BUSINESS CASE
Total Environment and Property									1,172	0	0	0		
Total Deputy Chief Executive									1,457	97	-49	-81		
Total Other Pressures									1,481	109	450	-81		
Grand Total									14,804	4,690	3,999	3,375		

Risk level	Description
HIGH	Very Likely to change and the impact could be significant >£200k in any one year
MEDIUM	Likely to change and impact could be up to but not more than £200k per annum
LOW	Fixed or unlikely to change and impact less than £50k in any one year

Risk Level	2023/24	2024/25	2025/26	2026/27
High	6,507	1,144	1,216	1,257
Medium	5,062	2,794	2,147	1,364
Low	3,235	752	636	754
Total	14,804	4,690	3,999	3,375

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Portfolio Holder	Service Group	New Budget Pressure Ref	Old Budget Pressure Ref	Lead Officer	Proposal Description	2023/24	2024/25	2025/26	2026/27	Category	Status
						£000s	£000s	£000s	£000s		
Emily Darlington	Adult Services	OP23-1L	OP22-2N	Victoria Collins	Homelessness - Support costs for running the bus station emergency crisis accommodation (utilities, rent and support costs).	150	100	0	0	General	Previously agreed
Emily Darlington	Adult Services	OP23-2N	New	Victoria Collins	Old Bus Station (one off) - additional pressure due to staffing costs. The Rough Sleeper Initiative Grant did not award funding to pay for staff at the Old Bus Station. The Old Bus Station went live in 2022/23 and allows up to 18 rough sleepers (single, male) to stay and receive support to prevent homelessness.	155	186	150	0	General	New
Emily Darlington	Adult Services	OP23-17N	New	Victoria Collins	Social Care Reform - transitional costs for preparation of social care reform, including systems set up costs and staffing (funded from Social Care Reform transition funding).	150	150	0	0	General	New
Total Adult Services						455	436	150	0		
Zoe Nolan	Children's Services	OP23-18N	New	Mac Heath	Youth Counselling - two year grant funding allocation for youth counselling, as part of the Early Support Hub as a result of exceptional demand caused by the pandemic (funded from the Strategic Public Health Reserve).	25	25	0	0	New Policy choice	New
Zoe Nolan	Children's Services	OP23-19N	New	Mac Heath	Young People Mental Health - two year grant funding allocation for mental health support for vulnerable LGBTQ+ young people (funded from the Strategic Public Health reserve).	50	50	0	0	New Policy choice	New
Total Children's Services						75	75	0	0		
Jane Carr	Public Health	OP23-3L	OP22-3N	Oliver Mytton	Public Health Resource - to create additional capacity for a three-year period across the shared public health team to better integrate health into urban planning and place making. Funding will be for 1.4FTE with costs split between MKC, BBC and CBC. Funded from the Strategic Public Health Reserve.	41	41	0	0	General	Previously agreed
Jane Carr	Public Health	OP23-4L	OP22-4N	Oliver Mytton	Health Inequalities Improvement Plan - to deliver the Council Plan objective (item 24) and to deliver a multi-agency Health Inequalities Improvement Plan for renewal estates. Funded from the Strategic Public Health Reserve	250	250	0	0	General	Previously agreed
Jane Carr	Public Health	OP23-4LA		Oliver Mytton	Youth Justice Knife Crime Reduction Pilot - Funding for a pilot community-led scheme to divert youth offending during the summer period	15	0	0	0	New Policy choice	New
Total Public Health						306	291	0	0		
Paul Trendall	Customer and Community Services	OP23-5L	OP22-7N	Sarah Gonsalves	Casino – Vulnerable Gamblers - reduction in contribution from Aspers Casino as a result of the closure during the COVID pandemic. The MTFP reflects the agreed amounts as per deed of variation agreement. The variation agreement has been sealed and was signed in September 2021. The shortfall will be met by the Public Health Reserve.	140	0	0	0	General	Previously agreed
Paul Trendall	Customer and Community Services	OP23-7L	OP22-15N	Sarah Gonsalves	Casino License - temporary reduction in contribution from Aspers Casino as a result of the closure during the COVID pandemic (in line with the recent deed of variation agreement signed with the Casino in September 2021).	375	0	0	0	General	Previously agreed
Paul Trendall	Customer and Community Services	OP23-22N	New	Sarah Gonsalves	Parish Support Fund - we will make funds available to the most deprived parishes for new and additional community based cost of living support projects.	150	0	0	0	New Policy choice	New
Total Customer and Community Services						665	0	0	0		
Rob Middleton	Finance & Resources	OP23-8L	OP22-25N	Steve Richardson	Digital Recruitment Officer - CLT approved a 12 month appointment in 2020 in order to maximise our digital reach when recruiting - this has been very successful in a number of service areas and given current recruitment challenges the funding for this is to be extended for a minimum period of 2 years. A review of the Councils HR support needs will be completed ahead of this to determine the appropriate offer and funding, with the aim of absorbing this costs through staff turnover.	33	0	0	0	General	Previously agreed
Rob Middleton	Finance & Resources	OP23-9N	New	Steve Richardson	Business Rates Appeals and Completions Service - External support and advice to be obtained to assist with forecasting for the appeals provision, growth for the MTFP, and technical support and advice for serving completion notices and valuation & rating matters. This will be run initially as a pilot.	25	25	0	0	General	New
Rob Middleton	Finance & Resources	OP23-20N	New	Steve Richardson	Cost of Living Additional Support - funding to extend current schemes and introduce new ones to support local residents during the cost of living crisis.	500	0	0	0	New Policy choice	New
Rob Middleton	Finance & Resources	OP23-21N	New	Steve Richardson	Homeowner Mortgage Interest Relief Fund - We will introduce a scheme to provide short term support for increased mortgage interest payments to prevent homelessness while options are discussed with lenders. Rates are set to peak in Q2 in 2023.	250	0	0	0	New Policy choice	New
Total Finance and Resources						808	25	0	0		
Robin Bradburn	Economy and Culture	OP23-6L	OP22-11L	Michael Bracey	Funding for Festival of Creative Urban Living (£50k every two years). This will be funded from the Events Reserve.	0	50	0	50	Previous Policy Choice	Previously agreed
Robin Bradburn	Economy and Culture	OP23-23N	New	Michael Bracey	Milton Keynes International Festival - Additional £50k for 2023 (£300k previously approved) to provide more free places to those on low incomes and from diverse backgrounds and contributions to the 2025 festival.	50	0	300	0	New Policy choice	New
Robin Bradburn	Economy and Culture	OP23-24N	New	Michael Bracey	City of Code and Light - funding to support annual event that has won Arts Council support	40	40	40	0	New Policy choice	New
Robin Bradburn	Economy and Culture	OP23-25N	New	Michael Bracey	CMK Events Fund - to support free city centre events to boost visitor numbers	100	100	100	0	New Policy choice	New
Total Economy and Culture						190	190	440	50		
Total Chief Executive, Social Care and Housing						2,499	1,017	590	50		
Rob Middleton	Law & Governance	OP23-10N	New	Sharon Bridgalsingh	Legal Academy - Creation of an Academy to recruit and train graduates to qualify and provide a sustainable resource to be used across the legal service	66	67	67	0	General	New
Rob Middleton	Law & Governance	OP23-11L	OP22-9L	Sharon Bridgalsingh	Local Elections - costs of local elections are not consistent each year due to some elections being combined with those that generate central government funding to offset some of the local costs. Recently reserves have been used to offset the pressure where there is no central government funding however this is now exhausted.25/26 is a fallow year so no added budget required.	300	155	0	300	General	Revised
Rob Middleton	Dem Services	OP23-26N	New	Sharon Bridgalsingh	Council Champion funding - Small level of resource to support new Ethnic Minority, LGBTQ and Youth Champion roles (2k each for two years)	6	6	0	0	New Policy choice	New
Total Law & Governance						372	228	67	300		
Pete Marland	Planning and Placemaking	OP23-12L	OP22-20N	Paul Thomas	Neighbourhood Planner - Second year of previously approved Neighbourhood Planner post - all planning policy functions are contained within one team enabling full oversight and understanding of the policy framework; a more proactive engagement with groups preparing Neighbourhood Plans to ensure future plans are fit for purpose; and enabling a programme of engagement with groups on neighbourhood planning to be undertaken.	46	0	0	0	General	Previously agreed
Pete Marland	Planning and Placemaking	OP23-13N	New	Paul Thomas	BESS Cloud Based Planning system - this project is currently being procured - once the implementation starts the new system and the legacy system will need to run in parallel until the new system is fully bedded in. This creates a pressure of an additional system licence for the length of the implementation project of the new system.	72	72	72	0	General	New
Pete Marland	Planning and Placemaking	OP23-27N	New	Paul Thomas	New City Plan Software - Funding for a new engagement platform to improve consultation and management of responses on the New City Plan.	75	0	0	0	New Policy choice	New
Pete Marland	Planning and Placemaking	OP23-28N	New	Paul Thomas	Central Milton Keynes Development Framework - funding to undertake work to enable a framework for the development of the city centre similar to that done for Bletchley	75	0	0	0	New Policy choice	New

Portfolio Holder	Service Group	New Budget Pressure Ref	Old Budget Pressure Ref	Lead Officer	Proposal Description	2023/24	2024/25	2025/26	2026/27	Category	Status
						£000s	£000s	£000s	£000s		
Pete Marland	Economy and Culture	OP23-29N	New	Paul Thomas	Economic Development - funding to extend existing schemes or develop new schemes to support the local economy and businesses during the recession	500	0	0	0	New Policy choice	New
Pete Marland	Economy and Culture	OP23-30N	New	Paul Thomas	High Street Support - funding to support High Streets in older town centres	100	0	0	0	New Policy choice	New
Pete Marland	Economy and Culture	OP23-31N	New	Paul Thomas	Economic Development - Smart City Innovation Plan - to develop a five year plan to build on our global reputation as a smart city and home of innovation, potentially through a Community Interest Company, focussing on Smart City activity, securing a physical presence of this work within Central Milton Keynes and maintaining cutting edge technologies such as 5G to attract more inward investment.	200	0	0	0	New Policy choice	New
Pete Marland	Economy and Culture	OP23-32N	New	Paul Thomas	Economic Development - Staffing £60k to cover Innovation Programme Manager and £40k for an Innovation Officer to develop the innovation agenda and create a sustainable future funding ability for this work area.	100	0	0	0	New Policy choice	New
Pete Marland	Economy and Culture	OP23-33N	New	Paul Thomas	Economic Development - Tech Cluster - Work is already underway to develop the tech ecosystem body, the Tech Cluster Steering Group, which brings together high level major MK employers in the area to collaborate together, support solutions to their shared barriers to growth (e.g. skills shortage), take part in engagement work in educational settings and assist in promoting the city globally through our new "Better by Design" branding and messaging.	125	0	0	0	New Policy choice	New
Robin Bradburn	Economy and Culture	OP23-33NA	New	Paul Thomas	Community Coronation Funding - To provide small grants to communities for celebration events for the King's Coronation.	50	0	0	0	New Policy choice	New
Total Planning and Placemaking						1,343	72	72	0		
Paul Trendall (interim)	Environment and Property	OP23-14L	OP22-17N	Stuart Proffitt	Emberton Country Park Project Manager (Previously scrutinised and agreed in 21/22 for 2 years) - a fixed term project manager post for 18 months, to improve the site and provide a more educational experience, as well as develop an asset investment programme. If further funding is needed, this will be brought at a later stage/next year with a separate business case.	23	0	0	0	General	Previously agreed
Paul Trendall (interim)	Environment and Property	OP23-15N	New	Stuart Proffitt	Wheeled Bin Storage - to deliver the new integrated waste contract over 300,000 wheeled bins will be purchased. The manufacture of such a large quantity of bins must be staggered and a suitable covered site is required for the bins to be stored until they are rolled out to residents in the Summer of 2023. There is no suitable site in MKCC to accommodate these bins so a separate site needs to be leased, covering 2 financial years; 2022/23 and 2023/24. An executive decision taken on 5th April 2022 agreed that the estimated £1m cost would be met from section 106 contributions or reserves. This £495k pressure is that relating to 2023/24.	495	0	0	0	General	New
Paul Trendall (interim)	Environment and Property	OP23-35N	New	Stuart Proffitt	Waste Contract Extension – An extension to the existing waste contract from April 23 until the start of the new Environmental Services Contract in September 23. There is a one off pressure resulting from the extension period only and covers seasonal variations, additional costs for the delivery of sacks, increased vehicle maintenance and staff wage increases as part of the final pay offer proposed to the Unions.	630	0	0	0	Contractual Change	New
Paul Trendall (interim)	Environment and Property	OP23-34N	New	Stuart Proffitt	Footpaths - Additional funding for pavement improvements	250	0	0	0	New Policy choice	New
Paul Trendall (interim)	Environment and Property	OP23-34NA	New	Stuart Proffitt	Potholes - Additional funding for pothole repair due to harsh winter conditions	100	0	0	0	New Policy choice	New
Paul Trendall (interim)	Environment and Property	OP23-34NB	New	Stuart Proffitt	Accessibility Funding - Funding to provide more dropped kerbs to improve accessibility	50	0	0	0	New Policy choice	New
Paul Trendall (interim)	Environment and Property	OP23-34NB	New	Stuart Proffitt	Garage site trial - Funding to continue trial of garage site clearances in West Bletchley and Stantonbury to improve local amenity and reduce fly-tipping and anti-social behaviour.	100	0	0	0	New Policy choice	New
Total Environment and Property						1,648	0	0	0		
Rob Middleton	Corporate	OP23-16L	OP22-14N	Steve Richardson	Major Projects - additional capacity required to support delivery of major projects across the capital programme and significant service changes (such as contract retendering).	350	350	0	0	General	Previously agreed
Rob Middleton	Corporate	OP23-16LA	OP22-14N	Steve Richardson	Regeneration and Renewal - to provide additional capacity to undertake projects to develop plans for garage sites across the city, work with Woughton Community Council on land assembly options on Woughton estates, and develop plans for health hubs in Woughton and Bletchley	60	60	0	0	New Policy choice	New
Total Corporate						410	410	0	0		
Total Corporate and Deputy Chief Executive						3,773	710	139	300		
GRAND TOTAL						6,272	1,727	729	350		

	2023/24	2024/25	2025/26	2026/27
Funding of One Off Pressures	£000s	£000s	£000s	£000s
Events Reserve	0	50	0	0
COVID-19 Support Grant	268	0	0	0
Strategic Public Health Reserve	826	652	150	0
S.106	230	0	0	0
Strategic Development Reserve	460	319	139	350
One Off Pressures Funding Reserve	827	350	0	0
Social Care Grant	150	150	0	0
Contingency	2,130	0	0	0
New Political Priorities Funding	1,381	206	440	0
Total	6,272	1,727	729	350

Detailed Fees & Charges for 2023-24

Annex F

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Adult Services									
Adult Services	Standard Rate Charges								
Adult Services	Standard Rate Charges	Meals - Older People Day Services	Per Meal	N	6.16	6.16	5.65	5.65	9.00%
Adult Services	Standard Rate Charges	Meals - Learning Disability Day Services	Per Meal	N	6.16	6.16	5.65	5.65	9.00%
Adult Services	Standard Rate Charges	Laundry	Per Load	N	11.92	11.92	10.93	10.93	9.00%
Adult Services	Standard Rate Charges	Transport to Day Services - Learning Disability Services	Per return journey	N	6.24	6.24	5.72	5.72	9.00%
Adult Services	Standard Rate Charges	Transport to Day Services - Older People Day Services	Per return journey	N	6.24	6.24	5.72	5.72	9.09%
Adult Services	Internal Homecare services								
Adult Services	Internal Homecare services	Rate of charge for internal homecare services	per hour	N	22.35	22.35	20.50	20.50	9.00%
Adult Services	Standard Rate Charges	Meals - Extra Care Scheme	Per Day	N	11.34	11.34	10.40	10.40	9.00%
Adult Services	Standard Rate Charges	Older People's Day Centre Rate	Per Day	N	35.09	35.09	32.19	32.19	9.00%
Adult Services	Community Alarm & Telecare								
Adult Services	Community Alarm & Telecare	Community Alarm Installation	Per installation	Y	11.58	13.89	10.62	12.75	9.00%
Adult Services	Community Alarm & Telecare	Community Alarm – VATable (discount for people on means tested benefits)	Per Week	Y	4.01	4.81	3.82	4.58	5.00%
Adult Services	Community Alarm & Telecare	Community Alarm & Telecare Charge - discount for people on means tested benefits (excl sheltered housing tenants)	Per Week	Y	6.86	8.23	6.53	7.84	5.00%
Adult Services	Community Alarm & Telecare	Community Alarm Subsidised Charge	Per Week	Y	1.43	1.72	1.36	1.64	5.00%
Adult Services	Sheltered Housing								
Adult Services	Sheltered Housing	Category 1 (HRA scheme size dependent)	Per Week	N	17.55	17.55	16.11	16.11	9.00%
Adult Services	Sheltered Housing	Category 2 (HRA scheme size dependent)	Per Week	N	21.66	21.66	19.87	19.87	9.00%
Adult Services	Sheltered Housing	Category 3 (HRA scheme size dependent)	Per Week	N	10.83	10.83	9.94	9.94	9.00%
Adult Services	Sheltered Housing	Category 1 (HRA scheme size dependent) Subsidised	Per Week	N	5.94	5.94	5.45	5.45	9.00%
Adult Services	Sheltered Housing	Category 2 (HRA scheme size dependent) Subsidised	Per Week	N	5.94	5.94	5.45	5.45	9.00%
Adult Services	Sheltered Housing	Category 3 (HRA scheme size dependent) Subsidised	Per Week	N	5.94	5.94	5.45	5.45	9.00%
Adult Services	Deferred Payments Scheme								
Adult Services	Deferred Payments Scheme	Land Registry Charges - Title Search Fee	Per application	N	3.45	3.45	3.16	3.16	9.00%
Adult Services	Deferred Payments Scheme	Land Registry Charges - Charge Registration standard rate (based on registered property. This may vary depending on property value)	Per application	N	22.68	22.68	20.81	20.81	9.00%
Adult Services	Deferred Payments Scheme	Legal & Administrative costs - document preparation, signing, copies of title from Land Registry (includes postage, printing, photocopying)	Per application	N	369.45	369.45	338.95	338.95	9.00%
Adult Services	Deferred Payments Scheme	Valuation of property (including annual valuations)	Per application	N	314.97	314.97	288.97	288.97	9.00%
Adult Services	Deferred Payments Scheme	Monthly account management, monitoring & application of interest	Per Year	N	38.25	38.25	35.09	35.09	9.00%
Adult Services	Deferred Payments Scheme	Statement of account (six monthly statement production)	Per Year	N	38.25	38.25	35.09	35.09	9.00%
Adult Services	Deferred Payments Scheme	Land Registry Charge - Legal & Administration costs - Cancellation of the charge at Land Registry etc.	per termination	N	78.16	78.16	71.71	71.71	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Adult Services	Deferred Payments Scheme	Termination of the agreement - final account preparation and closure	per termination	N	62.15	62.15	57.02	57.02	9.00%
Adult Services	Deferred Payments Scheme	Interest - chargeable from start of agreement (this rate is published by the DoH on 1 Jan and 1 July each year)	Per week,1.55% from July 2022	N					
Adult Services	Appointees / Deputyships								
Adult Services	Appointees	Appointeeship management	Per week	N	15.00	15.00	14.60	14.60	2.74%
Adult Services	Deputyships	Deputyship Set Up Fee	One Off	N	745.00	745.00	745.00	745.00	0.00%
Adult Services	Deputyships	Deputyship Annual Management Fee (1st Year) for those with more than £16,000 in savings	Annual	N	775.00	775.00	775.00	775.00	0.00%
Adult Services	Deputyships	Deputyship Annual Management Fee (1st Year) for those with less than £16,000 in savings	Annual, 3.5% of assets	N	N/A	N/A	N/A	N/A	
Adult Services	Deputyships	Deputyships Annual Management Fee for those with more than £16,000 in savings	Annual	N	650.00	650.00	650.00	650.00	0.00%
Adult Services	Deputyships	Deputyship Annual Management Fee for those with less than £16,000 in savings	Annual, 3.5% of assets	N	N/A	N/A	N/A	N/A	
Adult Services	Deputyships	Deputyship Property Maintenance Fee	Annual	N	300.00	300.00	300.00	300.00	0.00%
Adult Services	Deputyships	Deputyship Annual Report Fee	Annual	N	216.00	216.00	216.00	216.00	0.00%
Adult Services	Minimum Income Guarantee								
Adult Services	Minimum Income Guarantee	Minimum Income Guarantee	Annual	N	TBC				
Adult Services	Winding Up Fee								
Adult Services	Winding Up Fee	Winding Up Fee	One Off	N	300.00				
Adult Services	Reablement								
Adult Services	Reablement	Charging for care after initial 6 weeks of free care	per hour	N	22.35	22.35	20.50	20.50	9.00%
Adult Services	Recuperation bed (Intermediate Care)								
Adult Services	Recuperation bed (Intermediate Care)	FE residential	per client, per week	N	1,021.98	1,021.98	934.25	934.25	9.39%
Adult Services	Recuperation bed (Intermediate Care)	EMH Residential	per client, per week	N	1,021.98	1,021.98	934.25	934.25	9.39%
Adult Services	Recuperation bed (Intermediate Care)	Nursing	per client, per week	N	1,021.98	1,021.98	934.25	934.25	9.39%
Adult Services	Recuperation bed (Intermediate Care)	EMH Nursing	per client, per week	N	1,021.98	1,021.98	934.25	934.25	9.39%
Adult Services	Homelessness								
Adult Services	Homelessness	Emergency Bed & Breakfast Accommodation for families/individuals	Milton Keynes (per night) figure reported - accommodation in other locations will have different rates	N	17.30	17.30	17.30	17.30	0.00%
Children's Services									
Children's Services	Community Learning								
Children's Services	Community Learning	Art Skills - Drawing	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Community Learning	Award in Education and Training	37.50 Hrs	N	498.10	498.10	457.00	457.00	8.99%
Children's Services	Community Learning	Basic Barbering Techniques	12 Hrs	N	111.20	111.20	102.00	102.00	9.02%
Children's Services	Community Learning	Belly Dancing - Introduction	2 Hrs	N	18.90	18.90	17.35	17.35	8.93%
Children's Services	Community Learning	Bread making - World Breads	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Build Your Own Website	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Business and Administration NVQ Level 1	6 Hrs	N	231.10	231.10	212.00	212.00	9.01%
Children's Services	Community Learning	Calligraphy - Introduction	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Chinese (Mandarin) - Improvers Year 1	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Chinese (Mandarin) - Next Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Cookery - How to Cook the Basics	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Cookery - Caribbean Cookery	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Creative Digital Photography - Beginners	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Getting to grips with your digital camera	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Creative Textiles for All	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Creative Writing - Novel Writing for Beginners	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	CV and cover letter writing	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Dance - Ballet - Improvers	14 Hrs	N	102.50	102.50	94.00	94.00	9.04%
Children's Services	Community Learning	Dance - Tap - Improvers	11 Hrs	N	102.50	102.50	94.00	94.00	9.04%
Children's Services	Community Learning	Dance - Tap - Intermediate	11 Hrs	N	102.50	102.50	94.00	94.00	9.04%
Children's Services	Community Learning	Dance - Tap - Beginners	11 Hrs	N	102.50	102.50	94.00	94.00	9.04%
Children's Services	Community Learning	Develop your own Small Business	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Community Learning	Early Years Practitioners - Level 2 diploma	105 Hrs	N	753.20	753.20	691.00	691.00	9.00%
Children's Services	Community Learning	English for Speakers of Other Languages E1/2	12 Hrs	N	225.60	225.60	207.00	207.00	8.99%
Children's Services	Community Learning	English for Speakers of Other Languages E3/L1/L2	12 Hrs	N	225.60	225.60	207.00	207.00	8.99%
Children's Services	Community Learning	English for Speakers of Other Languages Pre-entry	12 Hrs	N	225.60	225.60	207.00	207.00	8.99%
Children's Services	Community Learning	Interview Skills	8 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Excel - an Introduction	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Excel - Improvers	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Excel - Pivot Tables and Charts	3 Hrs	N	28.90	28.90	26.50	26.50	9.06%
Children's Services	Community Learning	Flexible Learning Computers for Beginners Entry level 3	20 Hrs	N	41.10	41.10	37.75	37.75	8.87%
Children's Services	Community Learning	Floral Design - Wreaths for Christmas	3 Hrs	N	28.90	28.90	26.50	26.50	9.06%
Children's Services	Community Learning	French - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	French - Improvers Year 2	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	French - Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	French - Next Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	French - Advanced	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	German - Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	German - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	German - Advanced	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Greek - Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Greek - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	How to Draw	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Community Learning	Indian Head Massage	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Italian - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Italian - Improvers Year 1	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Italian - Improvers year 2	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Italian -Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Italian - Next Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Italian - Advanced	20 hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Japanese - Advanced Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Japanese - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Japanese - Moving on to Improvers	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Japanese - Improvers Year One	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Kiln/Warm Glass	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Lip-reading - Mixed Level	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Machine Sewing - Absolute Beginners	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Dressmaker Beginners	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Machine Sewing Improvers	10 hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Dressmaker Improvers	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Managing Hearing Loss at work	3 Hrs	N	28.90	28.90	26.50	26.50	9.06%
Children's Services	Community Learning	Painting in Oils	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Pilates	14 Hrs	N	128.90	128.90	118.30	118.30	8.96%
Children's Services	Community Learning	Pottery	20 Hrs	N	179.00	179.00	164.20	164.20	9.01%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Community Learning	Printmaking	10 Hrs	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Community Learning	Reflexology an Introduction	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Russian - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Spanish - First Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Spanish - Improvers Year 1	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Spanish - Moving on to Improvers	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Spanish - Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Spanish - Next Steps	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Spanish - Improvers Year 2	15 Hrs	N	109.00	109.00	100.00	100.00	9.00%
Children's Services	Community Learning	Stained Glass - Leaded Panels, copper Foil Sun Catchers	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Stained Glass - Cool and Warm Glass	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Starting up a Small Business - What you need to Know	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Support Work in Schools - Level 2 Certificate	75 Hrs	N	753.20	753.20	691.00	691.00	9.00%
Children's Services	Community Learning	Using social networks safely for fun and profit	6 Hrs	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Community Learning	Watercolour Painting - Beginners	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Watercolour Painting - Improvers	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Watercolour Painting - Intermediate	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Watercolours & Other Media - Advanced	20 Hrs	N	146.10	146.10	134.00	134.00	9.03%
Children's Services	Community Learning	Watercolours Painting For All	20 Hrs	N	167.90	167.90	154.00	154.00	9.03%
Children's Services	Community Learning	Sleep and Dreams	4.5 hrs	N	26.70	26.70	24.50	24.50	8.98%
Children's Services	Community Learning	Restart with Art	20 Hrs	N	115.50	115.50	106.00	106.00	8.96%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Community Learning	Art for Wellbeing	20 Hrs	N	115.50	115.50	106.00	106.00	8.96%
Children's Services	Community Learning	Meditation and Relaxation	7.5 Hrs	N	44.50	44.50	40.80	40.80	9.07%
Children's Services	Community Learning	Art Journaling	10 Hrs	N	57.80	57.80	53.00	53.00	9.06%
Children's Services	Community Learning	Art and Mindfulness	10 Hrs	N	57.80	57.80	53.00	53.00	9.06%
Children's Services	Community Learning	<i>* All CLMK charges are based on numbers of hours and/or the fundable rate published on gov.uk</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Community Learning	<i>20% Concession OTHER: over 65yrs, council tax, housing and incapacity benefits, pension guarantee credit, employment and support, disability and carer's allowances, job seeker's allowance (income and contribution based), income support, offender serving in the community, unwaged dependant on the above</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Community Learning	<i>50% concession: progression from free community development course; Sign Language and Lip Reading learners referred by audiology or GP, 5th course of similar value in same academic year</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Community Learning	<i>100% Concession: In receipt of Universal Credit and/or earns less than £17,374.00 annual gross salary</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Community Learning	<i>NB: The 100% concession also applies to 16-18yrs for qualification courses as part of study programmes</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Community Learning	<i>Numeracy and English are 100% concession for all learners meeting residency criteria and do not have full level 2 qualification in English and/or Maths</i>	<i>Explanatory notes for above fees</i>						
Children's Services	Academy Conversions								
Children's Services	Academy Conversions	Officer time in support of schools converting to academies	Per application	Y	6,465.00	7,758.00	5,931.00	7,117.20	9.00%
Children's Services	Music Fees								
Children's Services	Music Fees	Music Explorers	Per term	N	40.10	40.10	36.75	36.75	9.12%
Children's Services	Music Fees	Music Makers	Per term	N	40.10	40.10	36.75	36.75	9.12%
Children's Services	Music Fees	Music Creators	Per term	N	40.10	40.10	36.75	36.75	9.12%
Children's Services	Music Fees	Start Groups	Per term	N	61.00	61.00	56.00	56.00	8.93%
Children's Services	Music Fees	Beginner Keyboards	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Beginner Strings	Per term	N	54.00	54.00	49.50	49.50	9.09%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Music Fees	Beginner Wind band	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Junior Choir	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Young Keyboards	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Intermediate Choir	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Junior Strings	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Junior Wind band	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Keyboard Ensemble	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Percussion Workshop	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Training Strings	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Big Band	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Clarinet Ensemble	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Double Reed Ensemble	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Flute Ensemble	Per term	N	54.00	54.00	49.50	49.50	9.09%
Children's Services	Music Fees	Intermediate Orchestra	Per term	N	61.70	61.70	56.60	56.60	9.01%
Children's Services	Music Fees	Intermediate Wind Band	Per term	N	61.70	61.70	56.60	56.60	9.01%
Children's Services	Music Fees	String Orchestra	Per term	N	61.70	61.70	56.60	56.60	9.01%
Children's Services	Music Fees	Wind Orchestra	Per term	N	61.70	61.70	56.60	56.60	9.01%
Children's Services	Music Fees	Youth Brass	Per term	N	61.70	61.70	56.60	56.60	9.01%
Children's Services	Music Fees	Senior Percussion	Per term	N	45.00	45.00	41.30	41.30	8.96%
Children's Services	Music Fees	Proteus Strings	Per term	N	45.60	45.60	41.80	41.80	9.09%
Children's Services	Music Fees	Youth Orchestra	Per term	N	61.70	61.70	56.60	56.60	9.01%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Music Fees	Adult ensemble membership (one activity)	Per term	N	72.30	72.30	66.30	66.30	9.05%
Children's Services	Music Fees	Junior Rock School	Per term	N	56.10	56.10	51.50	51.50	8.93%
Children's Services	Music Fees	Senior Rock School	Per term	N	109.50	109.50	100.50	100.50	8.96%
Children's Services	Music Fees	School charge (per hour)	Per hour	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Music Fees	School charge (per hour - discounted rate for activities supported by Music Grant)	Per hour	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Music Fees	Infant Strings (1 teacher)	Per year	N	1,887.90	1,887.90	1,732.00	1,732.00	9.00%
Children's Services	Music Fees	Infant Strings (2 teachers)	Per year	N	3,708.20	3,708.20	3,402.00	3,402.00	9.00%
Children's Services	Music Fees	Infant Brass	Per year	N	1,368.00	1,368.00	1,255.00	1,255.00	9.00%
Children's Services	Music Fees	Learn Music	Per year	N	1,239.30	1,239.30	1,137.00	1,137.00	9.00%
Children's Services	Music Fees	Termly Taster (WCET)	Per term	N	322.60	322.60	296.00	296.00	8.99%
Children's Services	Music Fees	Large group learning	Per year	N	1,111.80	1,111.80	1,020.00	1,020.00	9.00%
Children's Services	Music Fees	Specialist music teaching	Per hour	N	53.40	53.40	49.00	49.00	8.98%
Children's Services	Music Fees	How to teach music	Per hour	N	53.40	53.40	49.00	49.00	8.98%
Children's Services	Music Fees	CPD workshops	Per hour	N	83.40	83.40	76.50	76.50	9.02%
Children's Services	Music Fees	Consultancy and Advice - Maintained Schools	Per hour	N	53.40	53.40	49.00	49.00	8.98%
Children's Services	Music Fees	Consultancy and Advice - Non-maintained Schools	Per hour	Y	62.10	74.52	57.00	68.40	8.95%
Children's Services	Music Fees	Consultancy and Advice Toolkit - Maintained Schools	Total	N	92.70	92.70	85.00	85.00	9.06%
Children's Services	Music Fees	Consultancy and Advice Toolkit - Non-maintained Schools	Total	Y	110.10	132.12	101.00	121.20	9.01%
Children's Services	Music Fees	Instrument Hire							
Children's Services	Music Fees	MI1 - Instrument Charge (Initial Payment with application)	Per year	N	50.10	50.10	46.00	46.00	8.91%
Children's Services	Music Fees	MI1a - Exchange	Per year	N	70.90	70.90	65.00	65.00	9.08%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Music Fees	MI1b - Rehire	Per year	N	70.90	70.90	65.00	65.00	9.08%
Children's Services	Music Fees	MI1b - Rehire	Per year	N	50.10	50.10	46.00	46.00	8.91%
Children's Services	Music Fees	MI2a - Endangered Exchange	Per year	N	50.10	50.10	46.00	46.00	8.91%
Children's Services	Music Fees	MI3 - Elfin/Infant Project	Per year	N	32.70	32.70	30.00	30.00	9.00%
Children's Services	Music Fees	MI4 - Concession Hire	Per year	N	13.40	13.40	12.25	12.25	9.39%
Children's Services	Music Fees	MI9 - Endangered Project Hire	Per year	N	31.10	31.10	28.55	28.55	8.93%
Children's Services	Music Fees	MI11 - Large Instrument Short Term External Hire - no transport	Per term	N	42.20	42.20	38.75	38.75	8.90%
Children's Services	Music Fees	MI12 - Small Instrument	Per year	N	55.60	55.60	51.00	51.00	9.02%
Children's Services	Music Fees	MI14 - Adult hire (Initial Payment with application)	Per year	N	100.30	100.30	92.00	92.00	9.02%
Children's Services	Music Fees	MI17 Gamelan Hire	Per year	N	245.30	245.30	225.00	225.00	9.02%
Children's Services	Music Fees	MIS1 - Standard school instrument hire - (Per Instrument per term)	Per year	N	30.50	30.50	28.00	28.00	8.93%
Children's Services	Music Fees	MIS2 - Class set - (per term - set against one instrument in set other to be free hire)	Per term	N	211.50	211.50	194.00	194.00	9.02%
Children's Services	Children Missing Education								
Children's Services	Children Missing Education	School Attendance Fixed Penalty Notices	Per notice -Statutory Charge if paid within 21 days	N	65.40	65.40	60.00	60.00	9.00%
Children's Services	Children Missing Education	School Attendance Fixed Penalty Notices	Per notice -Statutory Charge if paid after 21 days	N	130.80	130.80	120.00	120.00	9.00%
Children's Services	Children Missing Education	Training	Small Primary Maintained	N	41.10	41.10	37.75	37.75	8.87%
Children's Services	Children Missing Education	Training	Medium Primary Maintained	N	52.60	52.60	48.25	48.25	9.02%
Children's Services	Children Missing Education	Training	Large Primary Maintained	N	63.90	63.90	58.65	58.65	8.95%
Children's Services	Children Missing Education	Training	Secondary Maintained	N	93.70	93.70	86.00	86.00	8.95%
Children's Services	Children Missing Education	Training	Small Primary Non-maintained	Y	52.60	63.12	48.25	57.90	9.02%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Children Missing Education	Training	Medium Primary Non-maintained	Y	64.00	76.80	58.75	70.50	8.94%
Children's Services	Children Missing Education	Training	Large Primary Non-maintained	Y	75.40	90.48	69.15	82.98	9.04%
Children's Services	Children Missing Education	Training	Secondary Non-maintained	Y	105.10	126.12	96.40	115.68	9.02%
Children's Services	Children Missing Education	Attendance policy review	Small Primary Maintained	N	75.40	75.40	69.15	69.15	9.04%
Children's Services	Children Missing Education	Attendance policy review	Medium Primary Maintained	N	93.70	93.70	86.00	86.00	8.95%
Children's Services	Children Missing Education	Attendance policy review	Large Primary Maintained	N	110.90	110.90	101.70	101.70	9.05%
Children's Services	Children Missing Education	Attendance policy review	Secondary Maintained	N	140.60	140.60	129.00	129.00	8.99%
Children's Services	Children Missing Education	Attendance policy review	Small Primary Non-maintained	Y	93.70	112.44	86.00	103.20	8.95%
Children's Services	Children Missing Education	Attendance policy review	Medium Primary Non-maintained	Y	110.90	133.08	101.70	122.04	9.05%
Children's Services	Children Missing Education	Attendance policy review	Large Primary Non-maintained	Y	128.00	153.60	117.40	140.88	9.03%
Children's Services	Children Missing Education	Attendance policy review	Secondary Non-maintained	Y	157.70	189.24	144.65	173.58	9.02%
Children's Services	Children Missing Education	Attendance Interview	Small Primary Maintained	N	41.10	41.10	37.75	37.75	8.87%
Children's Services	Children Missing Education	Attendance Interview	Medium Primary Maintained	N	52.60	52.60	48.25	48.25	9.02%
Children's Services	Children Missing Education	Attendance Interview	Large Primary Maintained	N	64.00	64.00	58.75	58.75	8.94%
Children's Services	Children Missing Education	Attendance Interview	Secondary Maintained	N	75.40	75.40	69.15	69.15	9.04%
Children's Services	Children Missing Education	Attendance Interview	Small Primary Non-maintained	Y	52.60	63.12	48.25	57.90	9.02%
Children's Services	Children Missing Education	Attendance Interview	Medium Primary Non-maintained	Y	63.90	76.68	58.65	70.38	8.95%
Children's Services	Children Missing Education	Attendance Interview	Large Primary Non-maintained	Y	75.40	90.48	69.16	82.99	9.02%
Children's Services	Children Missing Education	Attendance Interview	Secondary Non-maintained	Y	88.00	105.60	80.70	96.84	9.05%
Children's Services	Children Missing Education	Advice & Guidance	Small Primary Maintained	N	122.30	122.30	112.20	112.20	9.00%
Children's Services	Children Missing Education	Advice & Guidance	Medium Primary Maintained	N	146.20	146.20	134.15	134.15	8.98%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Children Missing Education	Advice & Guidance	Large Primary Maintained	N	163.30	163.30	149.85	149.85	8.98%
Children's Services	Children Missing Education	Advice & Guidance	Secondary Maintained	N	186.20	186.20	170.85	170.85	8.98%
Children's Services	Children Missing Education	Advice & Guidance	Small Primary Non-maintained	Y	146.20	175.44	134.15	160.98	8.98%
Children's Services	Children Missing Education	Advice & Guidance	Medium Primary Non-maintained	Y	64.00	76.80	58.75	70.50	8.94%
Children's Services	Children Missing Education	Advice & Guidance	Large Primary Non-maintained	Y	180.60	216.72	165.65	198.78	9.03%
Children's Services	Children Missing Education	Advice & Guidance	Secondary Non-maintained	Y	210.30	252.36	192.90	231.48	9.02%
Children's Services	Children Missing Education	Warning Letters	Small Primary Maintained	N	29.70	29.70	27.25	27.25	8.99%
Children's Services	Children Missing Education	Warning Letters	Medium Primary Maintained	N	41.10	41.10	37.75	37.75	8.87%
Children's Services	Children Missing Education	Warning Letters	Large Primary Maintained	N	52.60	52.60	48.25	48.25	9.02%
Children's Services	Children Missing Education	Warning Letters	Secondary Maintained	N	63.90	63.90	58.65	58.65	8.95%
Children's Services	Children Missing Education	Warning Letters	Small Primary Non-maintained	Y	41.10	49.32	37.75	45.30	8.87%
Children's Services	Children Missing Education	Warning Letters	Medium Primary Non-maintained	Y	52.60	63.12	48.25	57.90	9.02%
Children's Services	Children Missing Education	Warning Letters	Large Primary Non-maintained	Y	63.90	76.68	58.65	70.38	8.95%
Children's Services	Children Missing Education	Warning Letters	Secondary Non-maintained	Y	75.40	90.48	69.15	82.98	9.04%
Children's Services	Children Missing Education	Parenting Contracts	Small Primary Maintained	N	41.10	41.10	37.75	37.75	8.87%
Children's Services	Children Missing Education	Parenting Contracts	Medium Primary Maintained	N	52.60	52.60	48.25	48.25	9.02%
Children's Services	Children Missing Education	Parenting Contracts	Large Primary Maintained	N	63.90	63.90	58.65	58.65	8.95%
Children's Services	Children Missing Education	Parenting Contracts	Secondary Maintained	N	75.50	75.50	69.25	69.25	9.03%
Children's Services	Children Missing Education	Parenting Contracts	Small Primary Non-maintained	Y	52.60	63.12	48.25	57.90	9.02%
Children's Services	Children Missing Education	Parenting Contracts	Medium Primary Non-maintained	Y	63.90	76.68	58.65	70.38	8.95%
Children's Services	Children Missing Education	Parenting Contracts	Large Primary Non-maintained	Y	75.40	90.48	69.15	82.98	9.04%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Children Missing Education	Parenting Contracts	Secondary Non-maintained	Y	88.00	105.60	80.70	96.84	9.05%
Children's Services	Governor Services								
Children's Services	Governor Services	Governor Support - Package A - Maintained School	Package	N	2,152.00	2,152.00	1,975.00	1,975.00	8.96%
Children's Services	Governor Services	Governor Support - Package B - Maintained School	Package	N	2,741.00	2,741.00	2,515.00	2,515.00	8.99%
Children's Services	Governor Services	Governor Support - Package C - Maintained School	Package	N	3,400.00	3,400.00	3,120.00	3,120.00	8.97%
Children's Services	Governor Services	Governor Support - Package D - Maintained School	Package	N	4,076.00	4,076.00	3,740.00	3,740.00	8.98%
Children's Services	Governor Services	Governor Support - Package A - Non-maintained School	Package	Y	2,387.00	2,864.40	2,190.00	2,628.00	9.00%
Children's Services	Governor Services	Governor Support - Package B - Non-maintained School	Package	Y	2,970.00	3,564.00	2,725.00	3,270.00	8.99%
Children's Services	Governor Services	Governor Support - Package C - Non-maintained School	Package	Y	3,744.00	4,492.80	3,435.00	4,122.00	9.00%
Children's Services	Governor Services	Governor Support - Package D - Non-maintained School	Package	Y	4,441.00	5,329.20	4,075.00	4,890.00	8.98%
Children's Services	Governor Services	Governor Support in Academy Trusts and Multi-Academy Trusts Where Additional Local Governing Boards Join the MAT - Package A	Package	Y	2,152.00	2,582.40	1,975.00	2,370.00	8.96%
Children's Services	Governor Services	Governor Support in Academy Trusts and Multi-Academy Trusts Where Additional Local Governing Boards Join the MAT - Package B	Package	Y	2,741.00	3,289.20	2,515.00	3,018.00	8.99%
Children's Services	Governor Services	Governor Support in Academy Trusts and Multi-Academy Trusts Where Additional Local Governing Boards Join the MAT - Package C	Package	Y	3,400.00	4,080.00	3,120.00	3,744.00	8.97%
Children's Services	Governor Services	Governor Support in Academy Trusts and Multi-Academy Trusts Where Additional Local Governing Boards Join the MAT - Package D	Package	Y	4,076.00	4,891.20	3,740.00	4,488.00	8.98%
Children's Services	Governor Services	Governor Development Maintained Schools	PAU prices also available as follows: Induction £262/1-hour session £73/ 2-hour session £147/WGB training session £387/Safer Recruitment £84	N	970.00	970.00	890.00	890.00	8.99%
Children's Services	Governor Services	Governor Development non-maintained schools	PAU prices also available as follows: Induction £287/1-hour session £80/2-hour session £161/WGB training session £425/Safer Recruitment £94	Y	970.00	1,164.00	975.00	1,170.00	-0.51%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Governor Services	Lay Clerk Service maintained schools	-	N	970.00	970.00	890.00	890.00	8.99%
Children's Services	Governor Services	Lay Clerk Service for non-maintained schools	-	Y	1,035.00	1,242.00	950.00	1,140.00	8.95%
Children's Services	Governor Services	Clerking support for hearings in maintained schools	1 Hr	N	403.00	403.00	370.00	370.00	8.92%
Children's Services	Governor Services	Clerking support for hearings in maintained schools	2 Hr	N	615.00	615.00	565.00	565.00	8.85%
Children's Services	Governor Services	Clerking support for hearings in maintained schools	3 Hr	N	784.00	784.00	720.00	720.00	8.89%
Children's Services	Governor Services	Clerking support for hearings in maintained schools	Half Day	N	1,308.00	1,308.00	1,200.00	1,200.00	9.00%
Children's Services	Governor Services	Clerking support for hearings in maintained schools	Full Day	N	2,032.00	2,032.00	1,865.00	1,865.00	8.95%
Children's Services	Governor Services	Clerking support for hearings in non-maintained schools	1 Hr	Y	403.00	483.60	390.00	468.00	3.33%
Children's Services	Governor Services	Clerking support for hearings in non-maintained schools	2 Hr	Y	615.00	738.00	605.00	726.00	1.65%
Children's Services	Governor Services	Clerking support for hearings in non-maintained schools	3 Hr	Y	784.00	940.80	770.00	924.00	1.82%
Children's Services	Governor Services	Clerking support for hearings in non-maintained schools	Half Day	Y	1,308.00	1,569.60	1,290.00	1,548.00	1.40%
Children's Services	Governor Services	Clerking support for hearings in non-maintained schools	Full Day	Y	2,032.00	2,438.40	1,995.00	2,394.00	1.85%
Children's Services	Governor Services	Job advert service - maintained schools	One off charge per advert	N	62.00	62.00	57.00	57.00	8.77%
Children's Services	Governor Services	Job advert service - non-maintained schools	One off charge per advert	Y	62.00	74.40	57.00	68.40	8.77%
Children's Services	Governor Services	Job advert service - non-maintained schools	Re-advertisements	Y	51.00	61.20	47.00	56.40	8.51%
Children's Services	Governor Services	Job advert service ongoing (no closing date) - non-maintained schools	3 months	Y	155.00	186.00	155.00	186.00	0.00%
Children's Services	Governor Services	Governance consultancy - maintained schools	Per Day	N	566.00	566.00	520.00	520.00	8.85%
Children's Services	Governor Services	Governance consultancy - non-maintained schools	Per Day	Y	566.00	679.20	520.00	624.00	8.85%
Children's Services	Ethnic Minority Achievement								
Children's Services	Ethnic Minority Achievement	Consultancy - Maintained Schools	Per day	N	500.00	500.00	480.00	480.00	4.17%
Children's Services	Ethnic Minority Achievement	Consultancy - Non-maintained Schools	Per day	Y	555.90	667.08	510.00	612.00	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Ethnic Minority Achievement	Consultancy - Non-maintained Schools	3 days support	Y	0.00	0.00	1,510.00	1,812.00	-100.00%
Children's Services	Ethnic Minority Achievement	Consultancy - Non-maintained Schools	6 days support	Y	0.00	0.00	3,005.00	3,606.00	-100.00%
Children's Services	Ethnic Minority Achievement	Annual Service Membership Option 2	Option 2 Package	Y	800.00	960.00	0.00	0.00	100.00%
Children's Services	Ethnic Minority Achievement	Annual Service Membership Option 1	Option 1 Package	Y	500.00	600.00	0.00	0.00	100.00%
Children's Services	Ethnic Minority Achievement	Membership of the Multicultural Resource Centre - Non maintained schools and schools out of MK	Annual membership	Y	0.00	0.00	0.00	0.00	0.00%
Children's Services	Ethnic Minority Achievement	EMA staff development meetings - Non maintained schools and schools out of MK	6 twilight sessions per year per school	Y	0.00	0.00	0.00	0.00	0.00%
Children's Services	Ethnic Minority Achievement	Consultancy - All Schools	Per 1 / 2 Day	N	300.00	300.00	0.00	0.00	100.00%
Children's Services	School Improvement								
Children's Services	School Improvement	Senior Leader appointments - maintained schools		N	2,400.00	2,400.00	1,875.00	1,875.00	28.00%
Children's Services	School Improvement	Senior Leader appointments - non-maintained schools		Y	2,400.00	2,880.00	1,875.00	2,250.00	28.00%
Children's Services	School Improvement	Interim Senior Leader appointment service - maintained schools		N	2,400.00	2,400.00	510-1020	510-1020	235.00%
Children's Services	School Improvement	Interim Senior Leader appointment service - non-maintained schools		Y	2,400.00	2,880.00	510-1020	612-1224	196.00%
Children's Services	School Improvement	Early Career Teachers (ECT) - service for maintained schools	Per ECT	N	199.00	199.00	199.00	199.00	0.00%
Children's Services	School Improvement	Early Career Teachers (ECT) - service for non-maintained schools	Per ECT	Y	199.00	238.80	199.00	238.80	0.00%
Children's Services	School Improvement	Headteacher Performance Appraisal - maintained schools		N	680.00	680.00	680.00	680.00	0.00%
Children's Services	School Improvement	Headteacher Performance Appraisal - Non-maintained schools		Y	680.00	816.00	0.00	0.00	100.00%
Children's Services	School Improvement	Improvement Partner Consultancy - Maintained Schools	Per Day	N	640.00	640.00	585.00	585.00	9.40%
Children's Services	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	Per Day	Y	640.00	768.00	640.00	768.00	-17.00%
Children's Services	School Improvement	Improvement Partner Consultancy - Non-maintained Schools outside of MK	Per Day	Y	680.00	816.00	689.00	826.80	-1.31%
Children's Services	School Improvement	Improvement Partner Consultancy - Maintained Schools	3 day package	N	1,890.00	1,890.00	1,735.00	1,735.00	8.93%
Children's Services	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	3 day package	Y	1,890.00	2,268.00	1,887.00	2,264.40	0.16%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	School Improvement	Improvement Partner Consultancy- Non-maintained Schools outside of MK	3 day package	Y	2,000.00	2,400.00	1,965.00	2,358.00	1.78%
Children's Services	School Improvement	Improvement Partner Consultancy - Maintained Schools	6 day package	N	3,590.00	3,590.00	3,265.00	3,265.00	9.95%
Children's Services	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	6 day package	Y	3,590.00	4,308.00	3,570.00	4,284.00	0.56%
Children's Services	School Improvement	Improvement Partner Consultancy - Non-maintained Schools outside of MK	6 day package	Y	3,830.00	4,596.00	3,825.00	4,590.00	0.13%
Children's Services	School Improvement	Evolve Access - Academies only (primary)	School year	Y	401.10	481.32	368.00	441.60	8.99%
Children's Services	School Improvement	Evolve Access - Academies only (secondary)	School year	Y	561.40	673.68	515.00	618.00	9.01%
Children's Services	Children's Centres Nurseries								
Children's Services	Children's Centres Nurseries	0-2 years per session full time	Per Session	N	32.30	32.30	29.60	29.60	9.12%
Children's Services	Children's Centres Nurseries	0-2 years per session part time	Per Session	N	34.60	34.60	31.70	31.70	9.15%
Children's Services	Children's Centres Nurseries	0-2 years per hour	Per Hour	N	6.80	6.80	6.20	6.20	9.68%
Children's Services	Children's Centres Nurseries	2-3 years per session full time	Per Session	N	31.20	31.20	28.60	28.60	9.09%
Children's Services	Children's Centres Nurseries	2-3 years per session part time	Per Session	N	31.20	31.20	28.60	28.60	9.09%
Children's Services	Children's Centres Nurseries	2-3 years per hour	Per Hour	N	6.80	6.80	6.20	6.20	9.68%
Children's Services	Children's Centres Nurseries	3-4 years per session full time	Per Session	N	27.30	27.30	25.00	25.00	9.20%
Children's Services	Children's Centres Nurseries	3-4 years per session part time	Per Session	N	29.50	29.50	27.10	27.10	8.86%
Children's Services	Children's Centres Nurseries	3-4 years per hour	Per Hour	N	5.70	5.70	5.20	5.20	9.62%
Children's Services	Children's Centres								
Children's Services	Children's Centres	Room / Hall Hire	Per Hour	N	24.00	24.00	22.00	22.00	9.09%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service								
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Administration fee (chargeable per booking)	Per Booking	N	12.80	12.80	11.75	11.75	8.94%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Room Hour - Monday - Friday	Per Hour	N	30.50	30.50	28.00	28.00	8.93%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Room Hire - Weekend	Per Hour	N	44.70	44.70	41.00	41.00	9.02%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Supervision of contact session - Monday - Friday	Per Hour	N	36.00	36.00	33.00	33.00	9.09%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Supervision of contact session - Weekend	Per Hour	N	42.00	42.00	38.50	38.50	9.09%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Report Writing Charge	Per Hour	N	18.30	18.30	16.75	16.75	9.25%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Attendance at Court	Per Hour	N	30.50	30.50	28.00	28.00	8.93%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Preparation Time / Feedback / Room Clearing - Weekend	Per Half Hour	N	18.30	18.30	16.75	16.75	9.25%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	Planning Session	Per Referral	N	48.00	48.00	44.00	44.00	9.09%
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	<i>100% cancellation charges will apply if the contact session is cancelled with less than 24 hours' notice.</i>							
Children's Services	Family Assessment & Support Team (FAST) Contact Support Service	<i>For cancellations with over 24 hour's cancellation notice, a £10.00 administration fee will be charged</i>							
Children's Services	Educational Psychology								
Children's Services	Educational Psychology	Commissioned Service - maintained schools	Daily rate	N	0.00	0.00	600.00	600.00	-100.00%
Children's Services	Educational Psychology	Commissioned Service - non-maintained schools	Daily rate	Y	0.00	0.00	600.00	720.00	-100.00%
Children's Services	Special Educational Needs and Disabilities								
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - centralised training - maintained schools		N	0.00	0.00	56.10	56.10	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - centralised training - non-maintained schools		Y	0.00	0.00	56.10	67.32	-100.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - twilight training - maintained schools		N	0.00	0.00	275.50	275.50	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - twilight training - non-maintained schools		Y	0.00	0.00	275.50	330.60	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - maintained schools	Half Day	N	0.00	0.00	558.00	558.00	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - non-maintained schools	Half Day	Y	0.00	0.00	558.00	669.60	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - maintained schools	Full Day	N	0.00	0.00	1,117.00	1,117.00	-100.00%
Children's Services	Special Educational Needs and Disabilities	Inclusion and Intervention - non-maintained schools	Full Day	Y	0.00	0.00	1,117.00	1,340.40	-100.00%
Children's Services	Special Educational Needs and Disabilities	Social, Emotional and Mental Health - Inclusion Intervention Worker - non-maintained	Per Hour	Y	0.00	0.00	34.70	41.64	-100.00%
Children's Services	Special Educational Needs and Disabilities	Social, Emotional and Mental Health - Teachers - non-maintained	Per Hour	Y	0.00	0.00	87.75	105.30	-100.00%
Children's Services	Library Services								
Children's Services	Library Services	Hire Fees and Loan Periods							
Children's Services	Library Services	Spoken Word CDs - Up to 4 discs	3 weeks	N	2.90	2.90	2.65	2.65	9.43%
Children's Services	Library Services	Spoken Word CDs – 5+ discs	3 weeks	N	2.90	2.90	2.65	2.65	9.43%
Children's Services	Library Services	Reading Group Sets	6 weeks	N	11.10	11.10	10.20	10.20	8.82%
Children's Services	Library Services	Fines							
Children's Services	Library Services	Adults Books, Magazines, Cassettes, CDs	Each per day, max. £8.40	N	0.45	0.45	0.40	0.40	12.50%
Children's Services	Library Services	Children's Books	Each per day, max. £2.80	N	0.20	0.20	0.20	0.20	0.00%
Children's Services	Library Services	Photocopying and FAX							
Children's Services	Library Services	Photocopies	Per A4 sized page	Y	0.21	0.25	0.22	0.26	-4.55%
Children's Services	Library Services	Photocopies	Per A3 sized page	Y	0.29	0.35	0.34	0.41	-14.71%
Children's Services	Library Services	Photocopy - Colour	Per A4 sized page	Y	0.67	0.80	0.70	0.84	-4.29%
Children's Services	Library Services	Photocopy - Colour	Per A3 sized page	Y	1.17	1.40	1.06	1.27	10.38%
Children's Services	Library Services	FAX - Receiving	Per Page	Y	1.08	1.30	1.06	1.27	1.89%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Library Services	FAX - Sending - UK	Per Page	Y	1.71	2.05	1.57	1.88	8.92%
Children's Services	Library Services	FAX - Sending - Europe	Per Page	Y	2.33	2.80	2.22	2.66	4.95%
Children's Services	Library Services	FAX - Sending - rest of world	Per Page	Y	2.79	3.35	2.69	3.23	3.72%
Children's Services	Library Services	Computers							
Children's Services	Library Services	Extra Sessions and Non-Members	Per half hour	Y	0.00	0.00	1.20	1.44	-100.00%
Children's Services	Library Services	Printing: Black & White	Per page	Y	0.21	0.25	0.22	0.26	-4.55%
Children's Services	Library Services	Printing: Colour	Per page	Y	0.67	0.80	0.69	0.83	-2.90%
Children's Services	Library Services	Reservations							
Children's Services	Library Services	Items from MK Stock	Per item	N	1.20	1.20	1.07	1.07	12.15%
Children's Services	Library Services	Items from SELMS partner's stock	Per item	N	3.00	3.00	3.06	3.06	-1.96%
Children's Services	Library Services	Other Charges							
Children's Services	Library Services	Laminating	Per A4 sheet	Y	1.13	1.35	1.06	1.27	6.13%
Children's Services	Library Services	Laminating	Per A3 sheet	Y	1.67	2.00	1.57	1.88	6.37%
Children's Services	Library Services	Lost library card replacement	Per card	N	3.50	3.50	3.21	3.21	9.03%
Children's Services Service	School Library Service								
Children's Services	School Library Service	Premium SLS Subscription	per pupil	N	15.90	15.90	14.60	14.60	8.90%
Children's Services	School Library Service	Standard SLS Subscription	per pupil	N	10.00	10.00	9.20	9.20	8.70%
Children's Services	School Library Service	Lost Resources for subscribing schools (Books)	Books	N	2.30	2.30	2.15	2.15	6.98%
Children's Services	School Library Service	Lost Resources for non-subscribing schools (Books)	Books	N	4.70	4.70	4.30	4.30	9.30%
Children's Services	Safeguarding								

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Children's Services	Safeguarding	Safeguarding training and compliance - maintained & academy schools	The Role of the DSL-£82per head/Basic Child Protection Awareness Training £49 per head/Working Together to Safeguard Children £49 per head/ Basic Child Protection Awareness Training £49 per head	N	49-82	49-82	45-75	45-75	8.9% - 9.3%
Customer & Community Services									
Customer & Community Services	Street naming and numbering								
Customer & Community Services	<i>Street naming and numbering</i>	Per Street name	-	N	231.60	231.60	212.45	212.45	9.01%
Customer & Community Services	<i>Street naming and numbering</i>	Per First Property		N	173.70	173.70	159.34	159.34	9.01%
Customer & Community Services	<i>Street naming and numbering</i>	Development Re-plan							
Customer & Community Services	<i>Street naming and numbering</i>	Development Re-plan	-	N	347.40	347.40	318.68	318.68	9.01%
Customer & Community Services	<i>Street naming and numbering</i>	Per House	-	N	23.20	23.20	21.25	21.25	9.18%
Customer & Community Services	<i>Street naming and numbering</i>	Per Flat	-	N	23.20	23.20	21.25	21.25	9.18%
Customer & Community Services	<i>Street naming and numbering</i>	Per Retail Unit	-	N	23.20	23.20	21.25	21.25	9.18%
Customer & Community Services	<i>Street naming and numbering</i>	Per Industrial Unit	-	N	23.20	23.20	21.25	21.25	9.18%
Customer & Community Services	<i>Street naming and numbering</i>	Per Office Unit	-	N	23.20	23.20	21.25	21.25	9.18%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Street naming and numbering	Per Street name	-	N	231.60	231.60	212.45	212.45	9.01%
Customer & Community Services	Street naming and numbering	<i>* It is extremely rare that streets need to be renamed or numbered see section 6.8 of the Councils Street Naming and Numbering Policy. Under the current charging policy the Council will not charge for this service but will review this annually.</i>							
Customer & Community Services	Explosives Registration/Licences								
Customer & Community Services	Explosives Registration/Licences	All-year Licence	Per Item	N	500.00	500.00	500.00	500.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	Duration						
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	1 year	N	189.00	189.00	189.00	189.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	2 years	N	248.00	248.00	248.00	248.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	3 years	N	311.00	311.00	311.00	311.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	4 years	N	382.00	382.00	382.00	382.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where, a minimum separation distance of greater than 0 metres is prescribed	5 years	N	432.00	432.00	432.00	432.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	Duration						
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	1 year	N	88.00	88.00	88.00	88.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	2 years	N	150.00	150.00	150.00	150.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	3 years	N	211.00	211.00	211.00	211.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	4 years	N	272.00	272.00	272.00	272.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	5 years	N	333.00	333.00	333.00	333.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	Duration						
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	N	111.00	111.00	111.00	111.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	2 years	N	144.00	144.00	144.00	144.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	3 years	N	177.00	177.00	177.00	177.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	4 years	N	211.00	211.00	211.00	211.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	5 years	N	243.00	243.00	243.00	243.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	Duration						
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	N	55.00	55.00	55.00	55.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	2 years	N	88.00	88.00	88.00	88.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	3 years	N	123.00	123.00	123.00	123.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	4 years	N	155.00	155.00	155.00	155.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Explosives Registration/Licences	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	5 years	N	189.00	189.00	189.00	189.00	0.00%
Customer & Community Services	Explosives Registration/Licences	Varying name of licensee, or site address, transfer or replacement licence	-	N	37.00	37.00	37.00	37.00	0.00%
Customer & Community Services	Environmental Health - Burials and Cremation								
Customer & Community Services	Environmental Health - Burials and Cremation	Cemeteries							
Customer & Community Services	Environmental Health - Burials and Cremation	Childs burial plot up to 18 years	-	N	147.00	147.00	140.00	140.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Adult standard burial fee (maximum depth 7 ft) (MK resident)	-	N	1,113.00	1,113.00	1,060.00	1,060.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Adult burial fee (MK resident) (maximum depth 9 ft)	-	N	1,669.50	1,669.50	1,590.00	1,590.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Adult reopen grave after first burial (MK & non-resident)	-	N	1,113.00	1,113.00	1,060.00	1,060.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial chamber (double depth) including EROB 30 years Selbourne Avenue only	-	N	5,911.50	5,911.50	5,630.00	5,630.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial of Cremated Remains in all plots (Graves and urn plots)	-	N	357.00	357.00	340.00	340.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Two set of ashes buried in the same plot on the same day. First set of ashes charged at £340 (£210 for each additional set of ashes).	-	N	577.50	577.50	550.00	550.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial of Children's Cremated Remains	-	N	147.00	147.00	140.00	140.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial of Body Parts	-	N	357.00	357.00	340.00	340.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Supplementary Fee for Saturday adult burial NOT including burial fee (By request)	-	N	577.50	577.50	550.00	550.00	5.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Health - Burials and Cremation	Supplementary Fee for Sunday/Bank Holiday adult burial NOT including burial fee (By request)	-	N	903.00	903.00	860.00	860.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Sat service fee for child burial service including burial fee	-	N	294.00	294.00	280.00	280.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Sun/Bank Holiday service fee for child burial service including burial fee	-	N	420.00	420.00	400.00	400.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Additional fee for burial service after 4.30 pm if available	-	N	168.00	168.00	160.00	160.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Exclusive Right of Burial for 30 years							
Customer & Community Services	Environmental Health - Burials and Cremation	Childs Grave (up to 18 years)	-	N	94.50	94.50	90.00	90.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Adult Grave - standard depth (7ft)	-	N	1,575.00	1,575.00	1,500.00	1,500.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Adult Grave - exceeding standard depth (9ft)	-	N	2,835.00	2,835.00	2,700.00	2,700.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Annual maintenance fee of reserved grave	-	N	31.50	31.50	30.00	30.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Urn Plot for 2 cremated remains	-	N	672.00	672.00	640.00	640.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Urn Plot for 4 cremated remains	-	N	756.00	756.00	720.00	720.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Reservation of Urn and Graves to be subject to a 5 year renewable fee	-	N	294.00	294.00	280.00	280.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	5 year top up extension to reinstate Exclusive right to 30 years - adults grave (voluntary)	-	N	199.50	199.50	190.00	190.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	5 year top up extension to reinstate Exclusive right to 30 years child's plot graves and urns(voluntary)	-	N	21.00	21.00	20.00	20.00	5.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Health - Burials and Cremation	5 year top up extension to reinstate Exclusive right to 30 years - 4 urn plot (voluntary)		N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	5 year top up extension to reinstate Exclusive right to 30 years - 2 urn plot (voluntary)		N	105.00	105.00	100.00	100.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Monuments, Gravestones, Tablets and Monumental Inscriptions							
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect Headstone (max height 1.3m) or cross & make inscription thereon	-	N	336.00	336.00	320.00	320.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect a tablet & make inscription thereon	-	N	168.00	168.00	160.00	160.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect bronze plaque	-	N	168.00	168.00	160.00	160.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to make Inscriptions on a monument etc. after the first	-	N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect any other monument not described above	-	N	493.50	493.50	470.00	470.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect a Memorial (inc kerbs) on a child's grave	-	N	136.50	136.50	130.00	130.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial chamber cladding and headstone	-	N	556.50	556.50	530.00	530.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Removal of unauthorised memorial	-	N	588.00	588.00	560.00	560.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect Kerbs/Covers around 2 adult grave plots	-	N	1,113.00	1,113.00	1,060.00	1,060.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Right to erect a kerb around 4 urn plot		N	189.00	189.00	180.00	180.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Other Fees							
Customer & Community Services	Environmental Health - Burials and Cremation	Transfer of any Grant of Exclusive Burial	-	N	94.50	94.50	90.00	90.00	5.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Health - Burials and Cremation	Amendments to Deeds at the request of the Registered Grave Owner (administration fee)	-	Y	31.50	37.80	30.00	36.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Duplicate EROB Grant per copy	-	Y	31.50	37.80	30.00	36.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Turfing/Seeding a Grave Space	-	N	105.00	105.00	100.00	100.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Grave Maintenance – Clipping, cutting and weeding	-	N	189.00	189.00	180.00	180.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Grave Maintenance – Plus planting twice a year	-	N	241.50	241.50	230.00	230.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Search of Registers for burial booking	-	N	94.50	94.50	90.00	90.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Family history charge level 1	-	Y	31.50	37.80	30.00	36.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Family history charge level 2	-	Y	42.00	50.40	40.00	48.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Family history charge level 3	-	Y	63.00	75.60	60.00	72.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Certified Copy of Entry of Register (burial & cremation)	-	N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Supplementary Primary Location charge for Graves all cemeteries	-	N	1,050.00	1,050.00	1,000.00	1,000.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Burial in Common Grave	-	N	682.50	682.50	650.00	650.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Exhumation	POA	TBA	POA	POA	POA	POA	N/A
Customer & Community Services	Environmental Health - Burials and Cremation	Wooden lining provided to graves	-	N	472.50	472.50	450.00	450.00	5.00%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Health - Burials and Cremation	Use of chapel to provide Burial Memorial service per 45 min Mon-Fri	-	Y	567.00	680.40	540.00	648.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Use of chapel to provide Burial Memorial service per 45 min for a child Mon-Fri		N	294.00	294.00	280.00	280.00	5.00%
Customer & Community Services	Environmental Health - Burials and Cremation	Cancellation of burial booking within 2 days of service	-	N	231.00	231.00	220.00	220.00	5.00%
Customer & Community Services	Crematorium								
Customer & Community Services	Crematorium	[1] Fees include Cremation, Disposal of ashes, Deposit (1 month), Use of Chapel (45 min) and Sound System.							
Customer & Community Services	Crematorium	Communal cremation of products of conception (pre term) hospital contract		N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Cremation of Body Parts (Medical Referee charge to be added)	-	N	168.00	168.00	160.00	160.00	5.00%
Customer & Community Services	Crematorium	Cremation of Foetus (Medical Referee charge not required)	-	N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Cremation of Stillborn child to 1 year old child (inc twins) (Medical Referee charge to be added)	-	N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Cremation of 1 year old child to 18 years old (Medical Referee charge to be added)	-	N	84.00	84.00	80.00	80.00	5.00%
Customer & Community Services	Crematorium	Person over 18 years old (adult fee)	-	N	861.00	861.00	820.00	820.00	5.00%
Customer & Community Services	Crematorium	Direct Cremation (Inc. Medical Referee and Env. Surcharge)	-	N	472.50	472.50	450.00	450.00	5.00%
Customer & Community Services	Crematorium	Certificate of Medical Referee	-	N	31.50	31.50	30.00	30.00	5.00%
Customer & Community Services	Crematorium	Environmental Charge	-	N	115.50	115.50	110.00	110.00	5.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Double cremation fee only (adult) - joint service and cremation. NOTE Environmental surcharge and Medical referee to be charged for each service	-	N	1,438.50	1,438.50	1,370.00	1,370.00	5.00%
Customer & Community Services	Crematorium	Supplementary charge for same day cremation of last two service times (subject to staff availability)	-	N	199.50	199.50	190.00	190.00	5.00%
Customer & Community Services	Crematorium	Supplementary Fee for Adult Cremation on a Saturday (by request)	-	N	577.50	577.50	550.00	550.00	5.00%
Customer & Community Services	Crematorium	Supplementary Fee for Adult Cremation on a Sunday/Bank Holiday (by request)	-	N	903.00	903.00	860.00	860.00	5.00%
Customer & Community Services	Crematorium	Sat cremation service fee for child	-	N	294.00	294.00	280.00	280.00	5.00%
Customer & Community Services	Crematorium	Sun/Bank Holiday cremation service fee for child	-	N	430.50	430.50	410.00	410.00	5.00%
Customer & Community Services	Crematorium	Additional fee for Evening service 6 pm - 8 pm by request (dependant on staff availability)	-	N	388.50	388.50	370.00	370.00	5.00%
Customer & Community Services	Crematorium	Other Fees							
Customer & Community Services	Crematorium	Use of chapel to provide Memorial service per 45 min Mon-Fri	-	Y	567.00	680.40	540.00	648.00	5.00%
Customer & Community Services	Crematorium	Additional extension to Service time request per 45 min Mon-Fri	-	N	567.00	567.00	540.00	540.00	5.00%
Customer & Community Services	Crematorium	Temporary Deposit after first month	Per Month	N	73.50	73.50	70.00	70.00	5.00%
Customer & Community Services	Crematorium	Temporary containers for ashes	-	N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Urns and Caskets - various sizes	Dependant on size	N	POA	POA	POA	POA	N/A
Customer & Community Services	Crematorium	Packing and despatch of ashes	Dependant on destination and size	N	POA	POA	POA	POA	N/A

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Witness scattering of cremated remains inc. from other crematorium Mon-Fri (by appointment)	-	N	136.50	136.50	130.00	130.00	5.00%
Customer & Community Services	Crematorium	Witness scattering of cremated remains Sat/Sun/Bank Holiday (by request & appointment)	-	N	241.50	241.50	230.00	230.00	5.00%
Customer & Community Services	Crematorium	Witness scattering of child's cremated remains inc. from away (by appointment)	-	N	31.50	31.50	30.00	30.00	5.00%
Customer & Community Services	Crematorium	Witness scattering of child's cremated remains Sat/Sun & BH inc. From away (by appointment)	-	N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Multiple sets of ashes for witness scattering per set of additional ashes	-	N	52.50	52.50	50.00	50.00	5.00%
Customer & Community Services	Crematorium	Extract from Cremations Register	-	N	94.50	94.50	90.00	90.00	5.00%
Customer & Community Services	Crematorium	Copy of cremation certificate - per copy	-	N	31.50	31.50	30.00	30.00	5.00%
Customer & Community Services	Crematorium	Use of Organ Willow chapel only (per service)	-	Y	42.00	50.40	40.00	48.00	5.00%
Customer & Community Services	Crematorium	Cancellation of Service within 3 days of date booked	-	N	231.00	231.00	220.00	220.00	5.00%
Customer & Community Services	Crematorium	Webcasting Service (5 days notice prior to service) OAK CHAPEL ONLY	-	Y	63.00	75.60	60.00	72.00	5.00%
Customer & Community Services	Crematorium	DVD/Memory stick Recording of Service	-	Y	63.00	75.60	60.00	72.00	5.00%
Customer & Community Services	Crematorium	DVD/Memory stick of service (Oak chapel only)	-	Y	63.00	75.60	60.00	72.00	5.00%
Customer & Community Services	Crematorium	DVD/Memory stick of Visual Tribute only (Oak chapel only)	-	Y	42.00	50.40	40.00	48.00	5.00%
Customer & Community Services	Crematorium	Photographic images on the Visual Tribute Screens administration fee (£10.00) + £1.45 per photo used (Oak chapel only)	-	Y	POA	POA	POA	POA	N/A

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Video clips on the Visual Tribute Screens administration fee (£10.00) + £3.60 per minute of video used (Oak chapel only)	-	Y	POA	POA	POA	POA	N/A
Customer & Community Services	Crematorium	Incorporation of Visual Tribute onto DVD/Memory stick recording of service (Memory stick of service charged separately)	-	Y	21.00	25.20	20.00	24.00	5.00%
Customer & Community Services	Crematorium	Additional CD, DVD after the first (10 ore more price on request)	-	Y	21.00	25.20	20.00	24.00	5.00%
Customer & Community Services	Crematorium	Connection to chapel music/sound system (Oak chapel only)	-	Y	42.00	50.40	40.00	48.00	5.00%
Customer & Community Services	Crematorium	Crematorium Memorials							
Customer & Community Services	Crematorium	Renewal of Kerb Plaque for 5 year period	-	N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Crematorium	Wall Plaque for first 5 year period	-	N	262.50	262.50	250.00	250.00	5.00%
Customer & Community Services	Crematorium	Renewal of Wall Plaque for 5 year period	-	N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Crematorium	Memorial Tree Seat per section (max-6 Sections) for a 5 year period	-	N	451.50	451.50	430.00	430.00	5.00%
Customer & Community Services	Crematorium	Memorial Seat and Plaque for first 10 years	-	N	1,365.00	1,365.00	1,300.00	1,300.00	5.00%
Customer & Community Services	Crematorium	Additional Plaque on Seat	-	N	231.00	231.00	220.00	220.00	5.00%
Customer & Community Services	Crematorium	Renewal of Memorial Seat for 5 year period	-	N	336.00	336.00	320.00	320.00	5.00%
Customer & Community Services	Crematorium	Dedication of Tree with Plaque for first 5 year period	-	N	682.50	682.50	650.00	650.00	5.00%
Customer & Community Services	Crematorium	Additional Plaque for Tree for first 5 year period	-	N	231.00	231.00	220.00	220.00	5.00%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Renewal of Tree for 5 year period	-	N	336.00	336.00	320.00	320.00	5.00%
Customer & Community Services	Crematorium	Dedication of Rose Bush with Plaque for first 5 year period	-	N	315.00	315.00	300.00	300.00	5.00%
Customer & Community Services	Crematorium	Additional Plaque for Rose Bush	-	N	231.00	231.00	220.00	220.00	5.00%
Customer & Community Services	Crematorium	Renewal of Rose Bush for 5 year period	-	N	252.00	252.00	240.00	240.00	5.00%
Customer & Community Services	Crematorium	Woodland Memorial with Plaque	-	N	231.00	231.00	220.00	220.00	5.00%
Customer & Community Services	Crematorium	Renewal of woodland plaque for 5 year period		N	115.50	115.50	110.00	110.00	5.00%
Customer & Community Services	Crematorium	Kerb Plaque with Vase	-	N	336.00	336.00	320.00	320.00	5.00%
Customer & Community Services	Crematorium	Additional Motif (optional) for Kerb / Woodland Memorial Plaque	-	N	42.00	42.00	40.00	40.00	5.00%
Customer & Community Services	Crematorium	Additional Oval Photo Motif (optional) for Kerb / Woodland Memorial Plaque	-	N	147.00	147.00	140.00	140.00	5.00%
Customer & Community Services	Crematorium	Sanctum Memorials		N	735.00	735.00	700.00	700.00	5.00%
Customer & Community Services	Crematorium	Sanctum Memorials - Yearly direct debit	annual	N	73.50	73.50	70.00	70.00	5.00%
Customer & Community Services	Crematorium	Sanctum Memorials - Ceramic photographic oval		Y	147.00	176.40	140.00	168.00	5.00%
Customer & Community Services	Crematorium	Sanctum Memorials - Art work costs dependant on design from		Y	84.00	100.80	80.00	96.00	5.00%
Customer & Community Services	Crematorium	Sanctum Additional lettering		Y	1.58	1.89	1.50	1.80	5.00%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Memorial in new cloister garden		N	787.50	787.50	750.00	750.00	5.00%
Customer & Community Services	Crematorium	Cloister Memorial Yearly direct debit		N	68.25	68.25	65.00	65.00	5.00%
Customer & Community Services	Crematorium	Woodland Scatter plaque		Y	218.75	262.50	208.33	250.00	5.00%
Customer & Community Services	Crematorium	Woodland Scatter plaque yearly Direct Debit	annual	Y	26.25	31.50	25.00	30.00	5.00%
Customer & Community Services	Crematorium	Memorial Mushroom							
Customer & Community Services	Crematorium	Purchase and installation of a 3 disk toadstool		N	299.25	299.25	285.00	285.00	5.00%
Customer & Community Services	Crematorium	Purchase and installation of a 4 disk toadstool		N	399.00	399.00	380.00	380.00	5.00%
Customer & Community Services	Crematorium	Purchase and installation of a 5 disk toadstool		N	498.75	498.75	475.00	475.00	5.00%
Customer & Community Services	Crematorium	Plaque inscription	per plaque	N	57.75	57.75	55.00	55.00	5.00%
Customer & Community Services	Crematorium	Plaque renewal charge	annual	N	31.50	31.50	30.00	30.00	5.00%
Customer & Community Services	Crematorium	<i>NOTE: HMRC were due to issue revised guidance relating to supplies of memorials in local authority cemeteries and crematoria, however, it has not been forthcoming. It is possible that some of the VAT liabilities above could change.</i>							
Customer & Community Services	Crematorium	Book of Remembrance							
Customer & Community Services	Crematorium	2 Lines	-	Y	52.50	63.00	50.00	60.00	5.00%
Customer & Community Services	Crematorium	5 Lines	-	Y	105.00	126.00	100.00	120.00	5.00%
Customer & Community Services	Crematorium	8 Lines	-	Y	178.50	214.20	170.00	204.00	5.00%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Crematorium	Temporary Insert	-	Y	31.50	37.80	30.00	36.00	5.00%
Customer & Community Services	Crematorium	Miniature Book of Remembrance							
Customer & Community Services	Crematorium	2 Lines	-	Y	105.00	126.00	100.00	120.00	5.00%
Customer & Community Services	Crematorium	5 Lines	-	Y	115.50	138.60	110.00	132.00	5.00%
Customer & Community Services	Crematorium	8 Lines	-	Y	126.00	151.20	120.00	144.00	5.00%
Customer & Community Services	Crematorium	Memorial Cards							
Customer & Community Services	Crematorium	2 Lines Memorial cards	-	Y	31.50	37.80	30.00	36.00	5.00%
Customer & Community Services	Crematorium	5 Lines Memorial Cards	-	Y	42.00	50.40	40.00	48.00	5.00%
Customer & Community Services	Crematorium	8 Lines Memorial Cards	-	Y	63.00	75.60	60.00	72.00	5.00%
Customer & Community Services	Crematorium	Flowers painted in Book of Remembrance	-	Y	84.00	100.80	80.00	96.00	5.00%
Customer & Community Services	Crematorium	Emblems/Badges into Book 5/8 line only	-	Y	105.00	126.00	100.00	120.00	5.00%
Customer & Community Services	Miscellaneous Charges								
Customer & Community Services	Miscellaneous Charges	Photocopying	Per A3 page	Y	1.50	1.80	1.38	1.65	9.00%
Customer & Community Services	Miscellaneous Charges	Photocopying	Per A4 page	Y	0.86	1.03	0.79	0.95	9.00%
Customer & Community Services	Miscellaneous Charges	Administration charge for works in default	Per Property	Y	48.68	58.42	44.67	53.60	9.00%

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				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Miscellaneous Charges	Confirmation of Receipt of Accident Notification (for solicitors)	Per Item	Y	125.21	150.26	114.88	137.85	9.00%
Customer & Community Services	Miscellaneous Charges	Statement of Facts (for solicitors)	Per Hour	Y	125.21	150.26	114.88	137.85	9.00%
Customer & Community Services	Miscellaneous Charges	Any other work undertaken by Regulatory Services officers	Per Hour	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Miscellaneous Charges	Food Safety Export Certificates	-	Y	85.74	102.89	78.67	94.40	9.00%
Customer & Community Services	Trading Standards								
Customer & Community Services	Trading Standards	Weighing and Measuring Equipment	Per Officer Hour:	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Trading Standards	Weighing Instruments							
Customer & Community Services	Trading Standards	a) Non-EC	Per Officer Hour	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Trading Standards	b) EC Scales following repair	Per Officer Hour	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Trading Standards	Measuring Instruments for Measuring Liquid Fuel or Lubricants							
Customer & Community Services	Trading Standards	Single/Multi-outlets (nozzles)	Per Officer Hour	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Trading Standards	Certificate of Errors							
Customer & Community Services	Trading Standards	For Supplying a Certificate containing Results of Errors Found on Testing (certificate supplied upon request of the submitter; fee applies when no other fee is payable).	Per Officer Hour	Y	90.30	108.36	84.39	101.27	7.00%
Customer & Community Services	Trading Standards	All Other Weighing and Measuring Equipment							
Customer & Community Services	Trading Standards	Where MKC cannot provide a weights and measures verification or testing service, arrangements can be made for another local Weights and Measures Authority to do so.	Per Officer Hour	Y	90.30	108.36	84.39	101.27	7.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Protection								
Customer & Community Services	Miscellaneous Charges	Food Inspection re-rating	Per rating request	Y	218.00	261.60	200.00	240.00	9.00%
Customer & Community Services	Miscellaneous Charges	Consultancy Visit	Per request/3hrs work	Y	327.00	392.40	300.00	360.00	9.00%
Customer & Community Services	Environmental Protection	Request for Environmental Information Research (up to 56 day response) – Commercial	Per Hour	Y	214.23	257.07	196.54	235.85	9.00%
Customer & Community Services	Environmental Protection	Request for Environmental Information Research (up to 56 day response) – Domestic	Per Hour	Y	110.41	132.49	101.29	121.55	9.00%
Customer & Community Services	Environmental Protection	Request for Environmental Information Research (7 day response) - all	Per Hour	Y	425.46	510.55	390.33	468.40	9.00%
Customer & Community Services	Environmental Protection	Water Sampling - Private Supplies	Per Sample	N	POA	POA	POA	POA	
Customer & Community Services	Environmental Protection	LAPC[1] and LAPPC[2] Mobile Plant charges							
Customer & Community Services	Environmental Protection	Number of authorisations - Application fees							
Customer & Community Services	Environmental Protection	1 or 2 authorisations held by the operator	-	N	1,650.00	1,650.00	1,650.00	1,650.00	0.00%
Customer & Community Services	Environmental Protection	3 to 7 authorisations held by the operator	-	N	985.00	985.00	985.00	985.00	0.00%
Customer & Community Services	Environmental Protection	8 and over authorisations held by the operator	-	N	498.00	498.00	498.00	498.00	0.00%
Customer & Community Services	Environmental Protection	Low Risk - Number of authorisations - Subsistence Fees							
Customer & Community Services	Environmental Protection	1 or 2 authorisations held by operator	-	N	646.00	646.00	646.00	646.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Environmental Protection	3 to 7 authorisations held by the operator	-	N	385.00	385.00	385.00	385.00	0.00%
Customer & Community Services	Environmental Protection	8 and over authorisations held by the operator	-	N	198.00	198.00	198.00	198.00	0.00%
Customer & Community Services	Environmental Protection	Medium Risk - Number of authorisations - Subsistence Fees							
Customer & Community Services	Environmental Protection	1 or 2 authorisations held by operator	-	N	1,034.00	1,034.00	1,034.00	1,034.00	0.00%
Customer & Community Services	Environmental Protection	3 to 7 authorisations held by the operator	-	N	617.00	617.00	617.00	617.00	0.00%
Customer & Community Services	Environmental Protection	8 and over authorisations held by the operator	-	N	316.00	316.00	316.00	316.00	0.00%
Customer & Community Services	Environmental Protection	High Risk - Number of authorisations - Subsistence Fees							
Customer & Community Services	Environmental Protection	1 or 2 authorisations held by operator	-	N	1,506.00	1,506.00	1,506.00	1,506.00	0.00%
Customer & Community Services	Environmental Protection	3 to 7 authorisations held by the operator	-	N	924.00	924.00	924.00	924.00	0.00%
Customer & Community Services	Environmental Protection	8 and over authorisations held by the operator	-	N	473.00	473.00	473.00	473.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)								
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Application Fee:							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard Process	-	N	1,650.00	1,650.00	1,650.00	1,650.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Additional fee for operating without a permit	-	N	1,188.00	1,188.00	1,188.00	1,188.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities (except VRs)	-	N	155.00	155.00	155.00	155.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	PVR 1 & II combined	-	N	257.00	257.00	257.00	257.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Vehicle refinishers (VRs)	-	N	362.00	362.00	362.00	362.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities: Additional fee for operating without a permit	-	N	99.00	99.00	99.00	99.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Mobile Screening and Crushing plant	-	N	1,650.00	1,650.00	1,650.00	1,650.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for third to seventh applications	-	N	985.00	985.00	985.00	985.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for eighth and subsequent applications	-	N	498.00	498.00	498.00	498.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amount	-	N	310.00	310.00	310.00	310.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Annual Subsistence Charge:							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard process: Low risk (1)	-	N	772.00	772.00	772.00	772.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard process: Medium risk (2)	-	N	1,161.00	1,161.00	1,161.00	1,161.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard process: High risk (3)	-	N	1,747.00	1,747.00	1,747.00	1,747.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	(1) Low risk: Amount to be added where permit is for combined Part B and waste installation	-	N	99.00	99.00	99.00	99.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	(2) Medium risk: Amount to be added where permit is for combined Part B and waste installation	-	N	158.00	158.00	158.00	158.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	(3) High risk: Amount to be added where permit is for combined Part B and waste installation	-	N	237.00	237.00	237.00	237.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities (Inc Odourising Natural gas): Low Risk	-	N	79.00	79.00	79.00	79.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities (Inc Odourising Natural gas): Medium Risk	-	N	158.00	158.00	158.00	158.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities (Inc Odourising Natural gas): High Risk	-	N	237.00	237.00	237.00	237.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	PVR I & II combined: Low risk	-	N	113.00	113.00	113.00	113.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	PVR I & II combined: Medium risk	-	N	226.00	226.00	226.00	226.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	PVR I & II combined: High risk	-	N	341.00	341.00	341.00	341.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Vehicle refinishers: Low risk	-	N	228.00	228.00	228.00	228.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Vehicle refinishers: Medium risk	-	N	365.00	365.00	365.00	365.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Vehicle refinishers: High risk	-	N	548.00	548.00	548.00	548.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Mobile Screening and Crushing Plant: Low risk	-	N	646.00	646.00	646.00	646.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for third to seventh applications	-	N	385.00	385.00	385.00	385.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for eighth and subsequent applications	-	N	198.00	198.00	198.00	198.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Mobile Screening and Crushing Plant: Medium risk	-	N	1,034.00	1,034.00	1,034.00	1,034.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for third to seventh applications	-	N	617.00	617.00	617.00	617.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for eighth and subsequent applications	-	N	316.00	316.00	316.00	316.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Mobile Screening and Crushing Plant: High risk	-	N	1,506.00	1,506.00	1,506.00	1,506.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for third to seventh applications	-	N	924.00	924.00	924.00	924.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	- for eighth and subsequent applications	-	N	473.00	473.00	473.00	473.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Where a Part B installation is subject to reporting under the E-PRTR Regulation this amount must be added to the above amounts	-	N	99.00	99.00	99.00	99.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Late payment fee	-	N	52.00	52.00	52.00	52.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Transfer and Surrender							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard Process Transfer	-	N	169.00	169.00	169.00	169.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard Process Partial Transfer	-	N	497.00	497.00	497.00	497.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	New operator at a low risk reduced fee activity	-	N	78.00	78.00	78.00	78.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities: Partial transfer	-	N	52.00	52.00	52.00	52.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Temporary transfer for mobiles:							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	First transfer	-	N	53.00	53.00	53.00	53.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Repeat transfer	-	N	10.00	10.00	10.00	10.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Repeat following enforcement or warning	-	N	53.00	53.00	53.00	53.00	0.00%
Customer & Community Services		Substantial Changes to s10 and s11							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard process	-	N	1,050.00	1,050.00	1,050.00	1,050.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Standard process where the substantial change results in a new PPC activity	-	N	1,650.00	1,650.00	1,650.00	1,650.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Reduced fee activities**	-	N	102.00	102.00	102.00	102.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	<i>Subsistence charges can be paid in four equal quarterly instalments on 1 April, July, October & January. This incurs a further administration charge.</i>	-	N	38.00	38.00	38.00	38.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	LA-IPPC Fees and Charges							
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Application	-	N	3,363.00	3,363.00	3,363.00	3,363.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Additional fee for operating without a permit	-	N	1,180.00	1,180.00	1,180.00	1,180.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Annual Subsistence: Low risk	-	N	1,446.00	1,446.00	1,446.00	1,446.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Annual Subsistence: Medium risk	-	N	1,610.00	1,610.00	1,610.00	1,610.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Annual Subsistence: High risk	-	N	2,333.00	2,333.00	2,333.00	2,333.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Late payment fee	-	N	52.00	52.00	52.00	52.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Additional fee for paying by four equal quarterly instalments	-	N	38.00	38.00	38.00	38.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Substantial Variation	-	N	202.00	202.00	202.00	202.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Transfer	-	N	235.00	235.00	235.00	235.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Partial Transfer	-	N	698.00	698.00	698.00	698.00	0.00%
Customer & Community Services	Local Authority Pollution Prevention and Control (LAPPC)	Surrender	-	N	698.00	698.00	698.00	698.00	0.00%
Customer & Community Services	Licensing								
Customer & Community Services	Licensing	Sex Establishment Venue							
Customer & Community Services	Licensing	Sex Establishment Licence -New	-	N	3,678.00	3,678.00	3,374.00	3,374.00	9.01%
Customer & Community Services	Licensing	Sex Establishment Licence - Renewal	-	N	1,286.00	1,286.00	1,286.00	1,286.00	0.00%
Customer & Community Services	Licensing	Sex Establishment Grant fee		N	455.00	455.00	313.00	313.00	45.37%
Customer & Community Services	Licensing	Sex Establishment Licence - Variation	-	N	325.00	325.00	325.00	325.00	0.00%
Customer & Community Services	Licensing	Sex Establishment Licence - Transfer		N	211.00	211.00	194.00	194.00	8.76%
Customer & Community Services	Licensing	Street Trading							
Customer & Community Services	Licensing	New (mobile /fixed)		N	560.00	560.00	560.00	560.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	Renewal (mobile/fixed)		N	528.00	528.00	528.00	528.00	0.00%
Customer & Community Services	Licensing	Grant Fee (multiple based on hours of trading)		N	46.00	46.00	42.00	42.00	9.52%
Customer & Community Services	Licensing	Variation		N	414.00	414.00	414.00	414.00	0.00%
Customer & Community Services	Licensing	Transfer Trader		N	277.00	277.00	254.00	254.00	9.06%
Customer & Community Services	Licensing	Boroughwide Mobile Operator		N	2,618.00	2,618.00	2,402.00	2,402.00	8.99%
Customer & Community Services	Licensing	Grant fee Boroughwide Mobile Operator (for each vehicle)		N	145.00	145.00	145.00	145.00	0.00%
Customer & Community Services	Licensing	Transfer / change Vehicle		N	88.00	88.00	79.00	79.00	11.39%
Customer & Community Services	Licensing	Renewal Borough wide Mobile Vehicle Operator		N	1,708.00	1,708.00	1,708.00	1,708.00	0.00%
Customer & Community Services	Licensing	Additional Vehicle (BMO)		N	88.00	88.00	79.00	79.00	11.39%
Customer & Community Services	Licensing	New employee notification		N	15.00	15.00	15.00	15.00	0.00%
Customer & Community Services	Licensing	Scrap Metal							
Customer & Community Services	Licensing	Scrap metal collector licence - Renewal/New (3years)		N	442.00	442.00	406.00	406.00	8.87%
Customer & Community Services	Licensing	Variation (site to collector)		N	191.00	191.00	175.00	175.00	9.14%
Customer & Community Services	Licensing	Grant Fee collector		N	161.00	161.00	139.00	139.00	15.83%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	Grant fee Site licence		N	321.00	321.00	278.00	278.00	15.47%
Customer & Community Services	Licensing	Variation - minor		N	95.00	95.00	87.00	87.00	9.20%
Customer & Community Services	Licensing	Scrap metal site licence - New (3years)		N	454.00	454.00	454.00	454.00	0.00%
Customer & Community Services	Licensing	Scrap metal site licence - Renewal (3years)		N	415.00	415.00	415.00	415.00	0.00%
Customer & Community Services	Licensing	Additional Site		N	264.00	264.00	242.00	242.00	9.09%
Customer & Community Services	Licensing	Variation (collector to site)		N	317.00	317.00	291.00	291.00	8.93%
Customer & Community Services	Licensing	Other							
Customer & Community Services	Licensing	Hypnotism		N	93.00	93.00	84.00	84.00	10.71%
Customer & Community Services	Licensing	Home Boarding Dogs *							
Customer & Community Services	Licensing	New		N	666.64	666.64	226.93	226.93	193.77%
Customer & Community Services	Licensing	Renewal		N	456.56	456.56	308.88	308.88	47.81%
Customer & Community Services	Licensing	Kennel & Cattery *							
Customer & Community Services	Licensing	New		N	624.00	624.00	281.56	281.56	121.62%
Customer & Community Services	Licensing	Renewal		N	537.68	537.68			

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	Kennel OR Cattery *							
Customer & Community Services	Licensing	New		N	530.40	530.40	363.51	363.51	45.91%
Customer & Community Services	Licensing	Renewal		N	462.80	462.80			
Customer & Community Services	Licensing	Pet Shops *							
Customer & Community Services	Licensing	New		N	722.80	722.80	295.22	295.22	144.84%
Customer & Community Services	Licensing	Renewal		N	448.24	448.24	157.59	157.59	184.43%
Customer & Community Services	Licensing	Hiring out Horses*							
Customer & Community Services	Licensing	New		N	1,244.88	1,244.88	400.00	400.00	211.22%
Customer & Community Services	Licensing	Renewal	3 year licence	N	901.68	901.68	105.00	105.00	758.74%
Customer & Community Services	Licensing	Breeding of Dogs *							
Customer & Community Services	Licensing	New		N	736.22	736.22	278.41	278.41	164.44%
Customer & Community Services	Licensing	Renewal		N	360.88	360.88			
Customer & Community Services	Licensing	Dog Warden							
Customer & Community Services	Licensing	Variation to terms and/or conditions for any animal related licence**		N	126.74	126.74	118.45	118.45	7.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	Piercing/ Acupuncture (no expiry)							
Customer & Community Services	Licensing	New - Premise		N	314.00	314.00	201.00	201.00	56.22%
Customer & Community Services	Licensing	Registration of Person carrying on Acupuncture		N	248.00	248.00	141.00	141.00	75.89%
Customer & Community Services	Licensing	Registering Business / Activity		N	306.00	306.00	224.00	224.00	36.61%
Customer & Community Services	Licensing	Premises and Activity Combined		N	437.00	437.00	290.00	290.00	50.69%
Customer & Community Services	Licensing	Grant fee for issued registrations		N	92.00	92.00	82.00	82.00	12.20%
Customer & Community Services	Licensing	Additional Skin Piercing inspections		N	184.00	184.00	158.00	158.00	16.46%
Customer & Community Services	Licensing	Special Events Registration							
Customer & Community Services	Licensing	1 - 5 checks		N	601.00	601.00	541.00	541.00	11.09%
Customer & Community Services	Licensing	6 - 10 checks		N	1,073.00	1,073.00	965.00	965.00	11.19%
Customer & Community Services	Licensing	11 - 20 checks		N	2,378.00	2,378.00	2,139.00	2,139.00	11.17%
Customer & Community Services	Licensing	20 +		N	POA	POA	POA	POA	
Customer & Community Services	Licensing	Pre application advice / Business advice	per hour	N	93.00	93.00	79.00	79.00	17.72%
Customer & Community Services	Licensing	Change of details e.g name, address, towing vehicle etc.		N	30.00	30.00	30.00	30.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	Copy Licence		N	16.00	16.00	15.00	15.00	6.67%
Customer & Community Services	Licensing	Chaperone DBS Check (non volunteer)		N	65.00	65.00	65.00	65.00	0.00%
Customer & Community Services	Licensing	Chaperone DBS Check (volunteer)		N	0.00	0.00	21.00	21.00	-100.00%
Customer & Community Services	Building Control								
Customer & Community Services	Building Control	Copy of Building Regulation Decision Notice or Completion Certificate:							
Customer & Community Services	Building Control	To professionals for commercial purposes or owners/buyers within 1 day	Per Certificate	Y	133.98	160.78	122.92	147.50	9.00%
Customer & Community Services	Building Control	To professionals for commercial purposes or owners/buyers within 3-5 days approximately	Per Certificate	Y	70.39	84.47	64.58	77.50	9.00%
Customer & Community Services	Building Control	First issue of Completion Certificates (requested by home owner or their representative only)							
Customer & Community Services	Building Control	In respect of applications submitted before June 1992	-	Y	70.39	84.47	64.58	77.50	9.00%
Customer & Community Services	Building Control	Enquiry and Examination of Building Regulation Records:							
Customer & Community Services	Building Control	To professionals for commercial purposes	-	Y	156.69	188.03	143.75	172.50	9.00%
Customer & Community Services	Building Control	To residential owners/occupiers for private purposes	-	Y	40.88	49.05	37.50	45.00	9.00%
Customer & Community Services	Building Control	Responses to Professional Letters for Commercial Purposes	-	Y	156.69	188.03	143.75	172.50	9.00%
Customer & Community Services	Building Control	Responses to residential letters for private purposes	-	Y	40.88	49.05	37.50	45.00	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Building Control	Exemption Certificate	-	Y	31.80	38.15	29.17	35.00	9.00%
Customer & Community Services	Building Control	Historical Property searches for Building Regulations information							
Customer & Community Services	Building Control	Response within 3-5 days approximately	-	Y	131.70	158.05	120.83	145.00	9.00%
Customer & Community Services	Building Control	Response within 48 hours	-	Y	263.42	316.10	241.67	290.00	9.00%
Customer & Community Services	Sustainability								
Customer & Community Services	Sustainability	Provision of DEC certificate	-	Y	126.00	151.20	115.60	139.00	9.00%
Customer & Community Services	Sustainability	Provision of additional DEC certificates - 10% discount on additional sites		Y	113.40	136.08	104.04	125.00	9.00%
Customer & Community Services	Petroleum Licensing								
Customer & Community Services	Petroleum Licensing	<i>Licence to keep Petroleum Spirit of a quantity:</i>							
Customer & Community Services	PSC-Petroleum Storage Certificate	Not exceeding 2,500 litres	Per Annum	N	45.00	45.00	44.00	44.00	2.27%
Customer & Community Services	PSC-Petroleum Storage Certificate	Exceeding 2,500 litres but not exceeding 50,000 litres	Per Annum	N	61.00	61.00	60.00	60.00	1.67%
Customer & Community Services	PSC-Petroleum Storage Certificate	Exceeding 50,000 litres	Per Annum	N	128.00	128.00	125.00	125.00	2.40%
Customer & Community Services	Personal Licence	Personal Licence							
Customer & Community Services	Personal Licence	Application for Personal Licence	-	37.00	37.00	37.00	37.00	37.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Personal Licence	Application for Copy of Personal Licence on theft, loss etc.	-	10.50	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Personal Licence	Notification of Change of Name or Address (holder of personal licence)	-	10.50	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Premises Licence							
Customer & Community Services	Premises Licence	Application for Copy of Premise Licence or Summary on theft, loss etc.	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Notification of Change of Name or Address (holder of premises licence)	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Application to Vary Specified Individual as Premises Supervisor	-	N	23.00	23.00	23.00	23.00	0.00%
Customer & Community Services	Premises Licence	Application to Transfer Premises Licence	-	N	23.00	23.00	23.00	23.00	0.00%
Customer & Community Services	Premises Licence	Interim Authority Notice	-	N	23.00	23.00	23.00	23.00	0.00%
Customer & Community Services	Premises Licence	Application for Making of Provisional Statement	-	N	315.00	315.00	315.00	315.00	0.00%
Customer & Community Services	Premises Licence	Club Premises Certificate							
Customer & Community Services	Premises Licence	Application for Copy of Club Premise Certificate or Summary on theft, loss etc.	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Notification of Change of Name or Alteration of Club Rules	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Change of Relevant Registered Address of Club	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	TEN							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Premises Licence	Temporary Event Notice	-	N	21.00	21.00	21.00	21.00	0.00%
Customer & Community Services	Premises Licence	Application for Copy of Notice on theft, loss etc.	-	N	10.50	10.50	10.50	10.50	0.00%
Customer & Community Services	Premises Licence	Other							
Customer & Community Services	Premises Licence	Notice of Interest in Premises	-	N	21.00	21.00	21.00	21.00	0.00%
Customer & Community Services	Licensing	Supply of copies of information contained in register		N	15.00	15.00	15.00	15.00	0.00%
Customer & Community Services	Premises Licence	Large Casino							
Customer & Community Services	Premises Licence	Application	-	N	10,000.00	10,000.00	10,000.00	10,000.00	0.00%
Customer & Community Services	Premises Licence	Subsistence	-	N	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Customer & Community Services	Premises Licence	Variation	-	N	5,000.00	5,000.00	5,000.00	5,000.00	0.00%
Customer & Community Services	Premises Licence	Transfer	-	N	2,150.00	2,150.00	2,150.00	2,150.00	0.00%
Customer & Community Services	Premises Licence	Reinstatement	-	N	2,150.00	2,150.00	2,150.00	2,150.00	0.00%
Customer & Community Services	Premises Licence	Provisional	-	N	10,000.00	10,000.00	10,000.00	10,000.00	0.00%
Customer & Community Services	Premises Licence	Conversion	-	N	5,000.00	5,000.00	5,000.00	5,000.00	0.00%
Customer & Community Services	Licensing	Fees For NEW Applications for Premises Licences, Club Premises Certificates, Variations, Conversion of existing licences and conversion/variati							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	For applications for premises licences where the premises are used exclusively or primarily for the supply of alcohol for consumption on the premises, determine the application fee based on the Non Domestic Rateable Value (NDRV)	Based on Non Domestic Rateable Value						
Customer & Community Services	Licensing	Fee for Band A (£0 - £4,300)		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Licensing	Fee for Band B (£4,301 - £33,000)		N	190.00	190.00	190.00	190.00	0.00%
Customer & Community Services	Licensing	Fee for Band C (£33,001 - £87,000)		N	315.00	315.00	315.00	315.00	0.00%
Customer & Community Services	Licensing	Fee for Band D (£87,001 - £125,000)		N	900.00	900.00	900.00	900.00	0.00%
Customer & Community Services	Licensing	Fee for Band E (£125,001 +)		N	1,905.00	1,905.00	1,905.00	1,905.00	0.00%
Customer & Community Services	Licensing	For all other premises and applications for club premises certificates use the banding charges below.	Based on Non Domestic Rateable Value						
Customer & Community Services	Licensing	Fee for Band A (£0 - £4,300)		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Licensing	Fee for Band B (£4,301 - £33,000)		N	190.00	190.00	190.00	190.00	0.00%
Customer & Community Services	Licensing	Fee for Band C (£33,001 - £87,000)		N	315.00	315.00	315.00	315.00	0.00%
Customer & Community Services	Licensing	Fee for Band D (£87,001 - £125,000)		N	450.00	450.00	450.00	450.00	0.00%
Customer & Community Services	Licensing	Fee for Band E (£125,001 +)		N	635.00	635.00	635.00	635.00	0.00%
Customer & Community Services	Licensing	If your capacity is over 5,000 then you need to add an additional fee from the table below UNLESS the premises is a building, adapted for the purpose	Based on venue capacity						

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	5,000 - 9,999		N	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
Customer & Community Services	Licensing	10,000 - 14,999		N	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
Customer & Community Services	Licensing	15,000 - 19,999		N	4,000.00	4,000.00	4,000.00	4,000.00	0.00%
Customer & Community Services	Licensing	20,000 - 29,999		N	8,000.00	8,000.00	8,000.00	8,000.00	0.00%
Customer & Community Services	Licensing	30,000 - 39,999		N	16,000.00	16,000.00	16,000.00	16,000.00	0.00%
Customer & Community Services	Licensing	40,000 - 49,999		N	24,000.00	24,000.00	24,000.00	24,000.00	0.00%
Customer & Community Services	Licensing	50,000 - 59,999		N	32,000.00	32,000.00	32,000.00	32,000.00	0.00%
Customer & Community Services	Licensing	60,000 - 69,999		N	40,000.00	40,000.00	40,000.00	40,000.00	0.00%
Customer & Community Services	Licensing	70,000 - 79,999		N	48,000.00	48,000.00	48,000.00	48,000.00	0.00%
Customer & Community Services	Licensing	80,000 - 89,999		N	56,000.00	56,000.00	56,000.00	56,000.00	0.00%
Customer & Community Services	Licensing	90,000 +		N	64,000.00	64,000.00	64,000.00	64,000.00	0.00%
Customer & Community Services	Licensing	Annual Charges							
Customer & Community Services	Licensing	<i>Annual Fee For holders of Premises Licences / Club Premises Certificates - The annual fee becomes due on the anniversary of the date of grant of the premises licence/club premises certificate.</i>							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	<i>NB No annual fee is payable if the application is for a community hall/church hall or similar, school or college AND the application is for the provision of regulated entertainment only. (To qualify for the fee exemption in schools & colleges the regulated entertainment must be carried out by the school or college for & on behalf of the purposes of the school/college)</i>							
Customer & Community Services	Licensing	For premises with premises licences and used exclusively or primarily for the supply of alcohol for consumption on the premises find the annual fee below based on your band	Based on Non Domestic Rateable Value						
Customer & Community Services	Licensing	Fee for Band A (£0 - £4,300)		N	70.00	70.00	70.00	70.00	0.00%
Customer & Community Services	Licensing	Fee for Band B (£4,301 - £33,000)		N	180.00	180.00	180.00	180.00	0.00%
Customer & Community Services	Licensing	Fee for Band C (£33,001 - £87,000)		N	295.00	295.00	295.00	295.00	0.00%
Customer & Community Services	Licensing	Fee for Band D (£87,001 - £125,000)		N	640.00	640.00	640.00	640.00	0.00%
Customer & Community Services	Licensing	Fee for Band E (£125,001 +)		N	1,050.00	1,050.00	1,050.00	1,050.00	0.00%
Customer & Community Services	Licensing	For all other premises and premises with club premises certificates use	Based on Non Domestic Rateable Value						
Customer & Community Services	Licensing	Fee for Band A (£0 - £4,300)		N	70.00	70.00	70.00	70.00	0.00%
Customer & Community Services	Licensing	Fee for Band B (£4,301 - £33,000)		N	180.00	180.00	180.00	180.00	0.00%
Customer & Community Services	Licensing	Fee for Band C (£33,001 - £87,000)		N	295.00	295.00	295.00	295.00	0.00%
Customer & Community Services	Licensing	Fee for Band D (£87,001 - £125,000)		N	320.00	320.00	320.00	320.00	0.00%
Customer & Community Services	Licensing	Fee for Band E (£125,001 +)		N	350.00	350.00	350.00	350.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Licensing	If your capacity is over 5,000 then you need to add the additional fee below UNLESS the premises is a building, adapted for the purpose.	Based on venue capacity						
Customer & Community Services	Licensing	5,000 - 9,999		N	500.00	500.00	500.00	500.00	0.00%
Customer & Community Services	Licensing	10,000 - 14,999		N	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
Customer & Community Services	Licensing	15,000 - 19,999		N	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
Customer & Community Services	Licensing	20,000 - 29,999		N	4,000.00	4,000.00	4,000.00	4,000.00	0.00%
Customer & Community Services	Licensing	30,000 - 39,999		N	8,000.00	8,000.00	8,000.00	8,000.00	0.00%
Customer & Community Services	Licensing	40,000 - 49,999		N	12,000.00	12,000.00	12,000.00	12,000.00	0.00%
Customer & Community Services	Licensing	50,000 - 59,999		N	16,000.00	16,000.00	16,000.00	16,000.00	0.00%
Customer & Community Services	Licensing	60,000 - 69,999		N	20,000.00	20,000.00	20,000.00	20,000.00	0.00%
Customer & Community Services	Licensing	70,000 - 79,999		N	24,000.00	24,000.00	24,000.00	24,000.00	0.00%
Customer & Community Services	Licensing	80,000 - 89,999		N	28,000.00	28,000.00	28,000.00	28,000.00	0.00%
Customer & Community Services	Licensing	90,000 +		N	32,000.00	32,000.00	32,000.00	32,000.00	0.00%
Customer & Community Services	Gambling Permits								
Customer & Community Services	Gambling Permits	Bingo Club							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Gambling Permits	Application	-	N	3,500.00	3,500.00	3,500.00	3,500.00	0.00%
Customer & Community Services	Gambling Permits	Subsistence	-	N	636.00	636.00	543.00	543.00	17.13%
Customer & Community Services	Gambling Permits	Variation	-	N	1,500.00	1,500.00	1,500.00	1,500.00	0.00%
Customer & Community Services	Gambling Permits	Transfer	-	N	834.00	834.00	750.00	750.00	11.20%
Customer & Community Services	Gambling Permits	Reinstatement	-	N	945.00	945.00	850.00	850.00	11.18%
Customer & Community Services	Gambling Permits	Provisional	-	N	3,500.00	3,500.00	3,500.00	3,500.00	0.00%
Customer & Community Services	Gambling Permits	Conversion	-	N	1,200.00	1,200.00	1,200.00	1,200.00	0.00%
Customer & Community Services	Gambling Permits	Adult Gaming Centre							
Customer & Community Services	Gambling Permits	Application	-	N	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
Customer & Community Services	Gambling Permits	Subsistence	-	N	564.00	564.00	493.00	493.00	14.40%
Customer & Community Services	Gambling Permits	Variation	-	N	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
Customer & Community Services	Gambling Permits	Transfer	-	N	723.00	723.00	650.00	650.00	11.23%
Customer & Community Services	Gambling Permits	Reinstatement	-	N	556.00	556.00	500.00	500.00	11.20%
Customer & Community Services	Gambling Permits	Provisional	-	N	2,000.00	2,000.00	2,000.00	2,000.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Gambling Permits	Conversion		N	1,200.00	1,200.00	1,200.00	1,200.00	0.00%
Customer & Community Services	Gambling Permits	Track Betting							
Customer & Community Services	Gambling Permits	Application		N	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Customer & Community Services	Gambling Permits	Subsistence		N	867.00	867.00	780.00	780.00	11.15%
Customer & Community Services	Gambling Permits	Variation		N	1,250.00	1,250.00	1,250.00	1,250.00	0.00%
Customer & Community Services	Gambling Permits	Transfer		N	834.00	834.00	750.00	750.00	11.20%
Customer & Community Services	Gambling Permits	Reinstatement		N	889.00	889.00	800.00	800.00	11.13%
Customer & Community Services	Gambling Permits	Provisional		N	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Customer & Community Services	Gambling Permits	Conversion		N	950.00	950.00	950.00	950.00	0.00%
Customer & Community Services	Gambling Permits	Family Entertainment Centre (FEC)							
Customer & Community Services	Gambling Permits	Application		N	2,200.00	2,200.00	2,000.00	2,000.00	10.00%
Customer & Community Services	Gambling Permits	Subsistence		N	564.00	564.00	493.00	493.00	14.40%
Customer & Community Services	Gambling Permits	Variation		N	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
Customer & Community Services	Gambling Permits	Transfer		N	723.00	723.00	650.00	650.00	11.23%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Gambling Permits	Reinstatement		N	834.00	834.00	750.00	750.00	11.20%
Customer & Community Services	Gambling Permits	Provisional		N	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
Customer & Community Services	Gambling Permits	Conversion		N	950.00	950.00	950.00	950.00	0.00%
Customer & Community Services	Gambling Permits	Betting Other (Betting Shop)							
Customer & Community Services	Gambling Permits	Application		N	2,200.00	2,200.00	2,200.00	2,200.00	0.00%
Customer & Community Services	Gambling Permits	Subsistence		N	543.00	543.00	543.00	543.00	0.00%
Customer & Community Services	Gambling Permits	Variation		N	1,500.00	1,500.00	1,350.00	1,350.00	11.11%
Customer & Community Services	Gambling Permits	Transfer		N	585.00	585.00	526.00	526.00	11.22%
Customer & Community Services	Gambling Permits	Reinstatement		N	723.00	723.00	650.00	650.00	11.23%
Customer & Community Services	Gambling Permits	Provisional		N	2,446.00	2,446.00	2,200.00	2,200.00	11.18%
Customer & Community Services	Gambling Permits	Conversion	-	N	1,200.00	1,200.00	1,200.00	1,200.00	0.00%
Customer & Community Services	Gambling Permits	Prize Gaming Permit New/Renewal		N	300.00	300.00	300.00	300.00	0.00%
Customer & Community Services	Gambling Permits	Copy of Gaming Permit		N	15.00	15.00	15.00	15.00	0.00%
Customer & Community Services	Gambling Permits	Change of Name on Gaming Permit		N	25.00	25.00	25.00	25.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Gambling Permits	Licensed Premises Gaming Machine Permit		N	150.00	150.00	150.00	150.00	0.00%
Customer & Community Services	Gambling Permits	Annual fee for Licensed Premises Gaming Machine Permit		N	50.00	50.00	50.00	50.00	0.00%
Customer & Community Services	Gambling Permits	Variation to Licensed Premises Gaming Machine Permit		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Gambling Permits	Transfer of Licensed Premises Gaming Machine Permit		N	25.00	25.00	25.00	25.00	0.00%
Customer & Community Services	Gambling Permits	Notification of Gaming Machines in Licensed Premises		N	50.00	50.00	50.00	50.00	0.00%
Customer & Community Services	Gambling Permits	Club Machine Permit - Fast Track		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Gambling Permits	Club Machine Permit - Non Fast track		N	200.00	200.00	200.00	200.00	0.00%
Customer & Community Services	Gambling Permits	Club Gaming Permit - Fast Track		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Gambling Permits	Club Gaming Permit - Non Fast track		N	200.00	200.00	200.00	200.00	0.00%
Customer & Community Services	Gambling Permits	Annual fee for Club Machine / Gaming Permits		N	50.00	50.00	50.00	50.00	0.00%
Customer & Community Services	Gambling Permits	Variation to Club Machine / Gaming Permits		N	100.00	100.00	100.00	100.00	0.00%
Customer & Community Services	Gambling Permits	Family Entertainment Centre Permit (UFEC)		N	300.00	300.00	300.00	300.00	0.00%
Customer & Community Services	Coroner								
Customer & Community Services	Coroner	Paper Copies of disclosed documentation	10 Pages or Less	N	5.13	5.13	5.13	5.13	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Coroner	Paper Copies of disclosed documentation	Over 10 pages, per page	N	0.05	0.05	0.05	0.05	0.00%
Customer & Community Services	Coroner	Electronic copy of recording of an inquest	per document	N	6.15	6.15	6.15	6.15	0.00%
Customer & Community Services	Registrar								
Customer & Community Services	Registrar	First Birth, Death or Marriage Certificate at time of Registration	-	N	11.00	11.00	11.00	11.00	0.00%
Customer & Community Services	Registrar	Standard Certificates issued from archived Registers	-	N	11.00	11.00	11.00	11.00	0.00%
Customer & Community Services	Registrar	Short Birth Certificate from current register at time of Registration	-	N	11.00	11.00	11.00	11.00	0.00%
Customer & Community Services	Registrar	Short Birth Certificate from archived Register	-	N	11.00	11.00	11.00	11.00	0.00%
Customer & Community Services	Registrar	Notice to enter marriage or civil partnership from 1 January 2001	Per person	N	35.00	35.00	35.00	35.00	0.00%
Customer & Community Services	Registrar	Marriage or civil partnership at Register Office	Offered on fixed days	N	46.00	46.00	46.00	46.00	0.00%
Customer & Community Services	Registrar	Marriage or civil partnership in Decommissioned ceremony room (Civic)	Mon - Thurs (not offered currently)	N	500.00	500.00	490.00	490.00	2.04%
Customer & Community Services	Registrar	Marriage or civil partnership in Decommissioned ceremony room (Civic)	Fri/Sat (only Saturdays currently)	N	630.00	630.00	610.00	610.00	3.28%
Customer & Community Services	Registrar	Marriage or civil partnership in Decommissioned ceremony room (Civic)	Sunday, Bank Holiday, Special days or Out of hours (not offered currently)	N	630.00	630.00	610.00	610.00	3.28%
Customer & Community Services	Registrar	Marriage or civil partnership at Licensed Venue	Mon-Thurs	N	650.00	650.00	620.00	620.00	4.84%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Registrar	Marriage or civil partnership at Licensed Venue	Fri/Sat	N	700.00	700.00	690.00	690.00	1.45%
Customer & Community Services	Registrar	Marriage or civil partnership at Licensed Venue	Sunday, Bank Holiday, Special days or Out of hours	N	700.00	700.00	690.00	690.00	1.45%
Customer & Community Services	Registrar	Licensing of Venue for Marriage or civil partnership (2 rooms) (3 year licence)		N	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Customer & Community Services	Registrar	Each Additional Room	-	N	250.00	250.00	250.00	250.00	0.00%
Customer & Community Services	Registrar	Naming or Renewal of Vows in Decommissioned Ceremony Room	Mon-Thurs (only Sat)	N	395.83	395.83	475.00	475.00	-16.67%
Customer & Community Services	Registrar	Naming or Renewal of Vows in Decommissioned Ceremony Room	Fri/Sat (only Sat)	Y	500.00	600.00	487.50	585.00	2.56%
Customer & Community Services	Registrar	Naming or Renewal of Vows in Decommissioned Ceremony Room	Sunday, Bank Holiday, Special days or Out of hours (only Sat)	Y	600.00	719.99	487.50	585.00	23.08%
Customer & Community Services	Registrar	Naming or Renewal of Vows at Licensed Venue	Mon- Thurs	Y	500.00	600.00	500.00	600.00	0.00%
Customer & Community Services	Registrar	Naming or Renewal of Vows at Licensed Venue	Fri/Sat	Y	541.67	650.00	541.67	650.00	0.00%
Customer & Community Services	Registrar	Naming or Renewal of Vows at Licensed Venue	Sunday, Bank Holiday, Special days or Out of hours	Y	541.67	650.00	541.67	650.00	0.00%
Customer & Community Services	Citizenship	Citizenship							
Customer & Community Services	Citizenship	Private ceremony (specified weekdays)	Per family	N	190.00	190.00	180.00	180.00	5.56%
Customer & Community Services	Citizenship	Private ceremony (specified weekends)	Per family	N	300.00	300.00	280.00	280.00	7.14%
Customer & Community Services	Copy certificates	Copy certificates							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Customer & Community Services	Copy certificates	Priority fee for copy certificates (order by 3pm for posting next day First Class delivery)	Per type of certificate order	N	35.00	35.00	35.00	35.00	0.00%
Customer & Community Services	Copy certificates/post	Special Delivery (inc any standard postage required) online and in person	Per Certificate	N	8.50	8.50	8.00	8.00	6.25%
Customer & Community Services	Registrar	Ceremony planning meeting at Registration Office	Per ceremony/appointment	N	35.00	35.00	30.00	30.00	16.67%
Customer & Community Services	Registrar	Ceremony planning meeting at Registration Office - Renewal / Naming	Per ceremony/appointment	Y	29.17	35.00	25.00	30.00	16.68%
Customer & Community Services	Registrar	Priority appointment fee (in addition to service charge) - statutory services	Per change	N	40.00	40.00	40.00	40.00	0.00%
Customer & Community Services	Registrar	Priority appointment fee (in addition to service charge) - non-statutory	Per change	Y	33.33	40.00	33.33	40.00	0.00%
Customer & Community Services	Registrar	Non refundable booking fee for ceremonies - statutory services	Per ceremony/appointment	N	50.00	50.00	50.00	50.00	0.00%
Customer & Community Services	Registrar	Non refundable booking fee for ceremonies - non-statutory	Per ceremony/appointment	Y/N	100.00	100.00	90.00	90.00	11.11%
Customer & Community Services	Registrar	Booking Fee for notices	Per ceremony/appointment	N	35.00	35.00	35.00	35.00	0.00%
Customer & Community Services	Registrar	Change fee for appointments and ceremonies - statutory services	Per ceremony/appointment	N	40.00	40.00	40.00	40.00	0.00%
Customer & Community Services	Registrar	Change fee for appointments and ceremonies - non-statutory	Per ceremony/appointment	Y	33.33	40.00	40.00	40.00	-16.68%
Customer & Community Services	Registrar	Passport form certification (PD2)	Per couple	N	35.00	35.00	29.17	35.00	19.99%
Customer & Community Services	Registrar	Civil Partnership conversion fee (full - paperwork and signing)	Per couple	N	45.00	45.00	45.00	45.00	0.00%
Environment and Property	Passenger Transport								

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Passenger Transport	Replacement of lost Senior and Disabled Smartcards	one off	N	12.00	12.00	10.46	10.46	14.72%
Environment and Property	Passenger Transport	Charge for All in 1 MK Card	one off	N	3.00	3.00	5.10	5.10	-41.18%
Environment and Property	Passenger Transport	Concessionary Fare Disabled before 0930 (Off-peak free)		N	0.60	0.60	0.51	0.51	17.65%
Environment and Property	Passenger Transport	Community Transport Return Fare		N	6.50	6.50	5.75	5.75	13.04%
Environment and Property	Passenger Transport	MK Connect (Peak) - Single Journey		N	3.85	3.85	3.50	3.50	10.00%
Environment and Property	Passenger Transport	MK Connect (Off-Peak) - Single Journey		N	2.75	2.75	2.50	2.50	10.00%
Environment and Property	Car Parking								
Environment and Property	Car Parking	Penalty Charge Notices							
Environment and Property	Car Parking	Penalty Charge notice (PCN) (Higher Tier)		N	70.00	70.00	70.00	70.00	0.00%
Environment and Property	Car Parking	Penalty Charge notice (PCN) (Lower Tier)		N	50.00	50.00	50.00	50.00	0.00%
Environment and Property	Car Parking	If paid within 14 days (Higher Tier)		N	35.00	35.00	35.00	35.00	0.00%
Environment and Property	Car Parking	If paid within 14 days (Lower Tier)		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	If not paid within 28 days from notice to owner (charge certificate stage) (Higher Tier)		N	105.00	105.00	105.00	105.00	0.00%
Environment and Property	Car Parking	If not paid within 28 days from notice to owner (charge certificate stage) (Lower Tier)		N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Car Parking	HM Courts & Tribunals Services (Debt Registration Fees)		N	9.00	9.00	9.00	9.00	0.00%
Environment and Property	Car Parking	Residents Parking Permits							
Environment and Property	Car Parking	Central Milton Keynes		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Loughton		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Bletchley		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Bradwell Common		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Oldbrook		N	25.00	25.00	25.00	25.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Car Parking	Middleton		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Woburn Sands		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Newport Pagnell		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Stony Stratford		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Neath Hill		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Petersfield Green		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Turnmill Avenue, Springfield		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Durrans Court, Fenny Stratford		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Stuart Close, Bletchley		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Downing Close/Corfe Crescent, Bletchley		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Wavendon, Church End		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Adelphi Street, Campbell Park		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Cumbria Close, Bletchley		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Rowlands Close, Bletchley		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Leary Crescent, Newport Pagnell		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Stony Stratford/ off street car parks		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Broughton		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Campbell Park		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Orchard Rise, Olney		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Caldecotte		N	25.00	25.00	25.00	25.00	0.00%
Environment and Property	Car Parking	Residents Visitors Parking Permit		N	25.00	25.00	25.00	25.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Car Parking	Residents Visitors Parking (per day) Day Voucher		N	1.00	1.00	1.00	1.00	0.00%
Environment and Property	Car Parking	Residents Visitors Parking (per day) Cashless/RingGo		N	1.00	1.00	1.00	1.00	0.00%
Environment and Property	Car Parking	Pay and Display and Permits							
Environment and Property	Car Parking	CMK Pay & Display - std rate tariff	Per Hour	N	0.50	0.50	0.50	0.50	0.00%
Environment and Property	Car Parking	CMK Pay & Display - premium rate tariff	Per Hour	N	2.00	2.00	2.00	2.00	0.00%
Environment and Property	Car Parking	CMK Long Stay & Railway Station (12 Hours fixed tariff)	Per Day, per bay	N	10.00	10.00	10.00	10.00	0.00%
Environment and Property	Car Parking	Single Occupancy Vehicle Employee Permit per month - Full Time	Per Month	N	52.50	52.50	52.50	52.50	0.00%
Environment and Property	Car Parking	Single Occupancy Vehicle Employee Permit per 4 weeks- Part Time	Per 4 Weeks	N	26.25	26.25	26.25	26.25	0.00%
Environment and Property	Car Parking	Single Occupancy Vehicle Employee Permit	Annual	N	630.00	630.00	630.00	630.00	0.00%
Environment and Property	Car Parking	Single Occupancy Vehicle Employee Permit - duplicate / copy permit	One off Charge	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Low Emission Permit (Green Permit)	3 Months	N	78.75	78.75	78.75	78.75	-0.01%
Environment and Property	Car Parking	Low Emission Permit (Green Permit)	6 Months	N	157.50	157.50	157.50	157.50	0.00%
Environment and Property	Car Parking	Low Emission Permit (Green Permit)	9 Months	N	236.25	236.25	236.25	236.25	0.00%
Environment and Property	Car Parking	Low Emission Permit (Green Permit)	12 Months	N	315.00	315.00	315.00	315.00	0.00%
Environment and Property	Car Parking	Low Emission Permit (Green Permit) - duplicate / copy permit	One off Charge	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Multi Occupancy Permit - 6 months	Per member	N	65.00	65.00	65.00	65.00	0.00%
Environment and Property	Car Parking	Multi Occupancy Permit - 12 months	Per member	N	130.00	130.00	130.00	130.00	0.00%
Environment and Property	Car Parking	Multi Occupancy Permit - duplicate / copy permit	One off Charge	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Market traders permit	Per Month	N	18.75	18.75	18.75	18.75	0.00%
Environment and Property	Car Parking	Market traders permit - duplicate / copy permit	One off Charge	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Residents Long Stay Commuter Permit	Per Month	N	187.50	187.50	187.50	187.50	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Car Parking	Residents Long Stay Commuter Permit	Per Annum	N	2,250.00	2,250.00	2,250.00	2,250.00	0.00%
Environment and Property	Car Parking	Residents Long Stay Commuter Permit - duplicate / copy permit	One off Charge	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Hotel & Conference (per day) Day Voucher	Per Day	N	5.00	5.00	5.00	5.00	0.00%
Environment and Property	Car Parking	Off Street Car Parking							
Environment and Property	Car Parking	Elder Gate Multi Story Car Park	Per Day (24 hours)	Y	8.33	10.00	8.33	10.00	0.00%
Environment and Property	Car Parking	Other Parking							
Environment and Property	Car Parking	Bay suspensions	Per day, per bay	N	16.50	16.50	15.00	15.00	10.00%
Environment and Property	Officer Time								
Environment and Property	Officer Time	Road Safety Audits	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000.	Y	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	0.00%
Environment and Property	Officer Time	Provision of Collision Data	Per application	Y	POA	POA	POA	POA	0.00%
Environment and Property	Highways								
Environment and Property	Permit Fees for Utilities	Main Roads - Provisional Advance Authorisation							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	105.00	105.00	105.00	105.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	105.00	105.00	105.00	105.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Major road works over 10 days and all major works requiring a traffic order regulation							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	240.00	240.00	240.00	240.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	240.00	240.00	240.00	240.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	150.00	150.00	150.00	150.00	0.00%
Environment and Property	Permit Fees for Utilities	Major works 4 to 10 days							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	130.00	130.00	130.00	130.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	130.00	130.00	130.00	130.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Major works up to 3 days							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	65.00	65.00	65.00	65.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	65.00	65.00	65.00	65.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	45.00	45.00	45.00	45.00	0.00%
Environment and Property	Permit Fees for Utilities	Standard Activity							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	130.00	130.00	130.00	130.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	130.00	130.00	130.00	130.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Minor activity							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	65.00	65.00	65.00	65.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	65.00	65.00	65.00	65.00	0.00%
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	45.00	45.00	45.00	45.00	0.00%
Environment and Property	Permit Fees for Utilities	Immediate activity							
Environment and Property	Highways	All streets, any time and location	Reinstatement category of street 0,1,2	N	60.00	60.00	60.00	60.00	0.00%
Environment and Property	Highways	Any part within traffic sensitive locations	Reinstatement category of street 3,4	N	60.00	60.00	60.00	60.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Wholly within non traffic sensitive times locations	Reinstatement category of street 3,4	N	40.00	40.00	40.00	40.00	0.00%
Environment and Property	Permit Fees for Utilities	Minor Roads - Provisional Advance Authorisation							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Major road works over 10 days and all major works requiring a traffic order regulation							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	150.00	150.00	150.00	150.00	0.00%
Environment and Property	Permit Fees for Utilities	Major works 4 to 10 days							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Major works up to 3 days							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	45.00	45.00	45.00	45.00	0.00%
Environment and Property	Permit Fees for Utilities	Standard Activity							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	75.00	75.00	75.00	75.00	0.00%
Environment and Property	Permit Fees for Utilities	Minor activity							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	45.00	45.00	45.00	45.00	0.00%
Environment and Property	Permit Fees for Utilities	Immediate activity							
Environment and Property	Highways	Street designated as non traffic sensitive, activity at any time and location.	Reinstatement category of street 3,4	N	40.00	40.00	40.00	40.00	0.00%
Environment and Property	Taxi Licensing								
Environment and Property	Taxi Licensing	Licences - Hackney Carriages							
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 1-4 vehicles	Per Annum	N	340.50	340.50	312.00	312.00	9.13%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 5-10 vehicles	Per Annum	N	454.00	454.00	416.00	416.00	9.13%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 11*-50 vehicles	Per Annum	N	908.00	908.00	833.00	833.00	9.00%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 50+ vehicles	Per Annum	N	1,363.00	1,363.00	1,250.00	1,250.00	9.04%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 1-4 vehicles	Per Annum	N	329.50	329.50	302.00	302.00	9.11%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 5-10 vehicles	Per Annum	N	443.00	443.00	406.00	406.00	9.11%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 11*-50 vehicles	Per Annum	N	896.00	896.00	822.00	822.00	9.00%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 50+ vehicles	Per Annum	N	1,351.00	1,351.00	1,239.00	1,239.00	9.04%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 1-4 vehicles	5 Year	N	1,022.00	1,022.00	937.00	937.00	9.07%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 5-10 vehicles	5 Year	N	1,363.00	1,363.00	1,250.00	1,250.00	9.04%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 11*-50 vehicles	5 Year	N	2,725.00	2,725.00	2,500.00	2,500.00	9.00%
Environment and Property	Taxi Licensing	Private Hire Operators Licence New 50+ vehicles	5 Year	N	4,087.00	4,087.00	3,749.00	3,749.00	9.02%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 1-4 vehicles	5 Year	N	988.00	988.00	906.00	906.00	9.05%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 5-10 vehicles	5 Year	N	1,329.00	1,329.00	1,219.00	1,219.00	9.02%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 11*-50 vehicles	5 Year	N	2,690.00	2,690.00	2,468.00	2,468.00	9.00%
Environment and Property	Taxi Licensing	Private Hire Operators Licence Renewal 50+ vehicles	5 Year	N	4,053.00	4,053.00	3,718.00	3,718.00	9.01%
Environment and Property	Taxi Licensing	Operator licence - additional address or operator base	per annum	N	340.50	340.50	312.00	312.00	9.13%
Environment and Property	Taxi Licensing	Combined Drivers Licence - initial	3 years	N	269.00	269.00	230.00	230.00	16.96%
Environment and Property	Taxi Licensing	Combined Drivers Licence - renewal	3 years	N	252.00	252.00	214.00	214.00	17.76%
Environment and Property	Taxi Licensing	Private Hire Vehicle NEW	per annum	N	314.00	314.00	281.00	281.00	11.74%
Environment and Property	Taxi Licensing	Private Hire Vehicle RENEWAL	per annum	N	308.50	308.50	276.00	276.00	11.78%
Environment and Property	Taxi Licensing	Plate Exempt		N	36.10	36.10	33.10	33.10	9.06%
Environment and Property	Taxi Licensing	Hackney Carriage Vehicle New	per annum	N	324.00	324.00	297.00	297.00	9.09%
Environment and Property	Taxi Licensing	Hackney Carriage Vehicle Renewal	per annum	N	317.50	317.50	291.00	291.00	9.11%
Environment and Property	Taxi Licensing	Driver Assessment Suitability Re-Sit		N	113.50	113.50	104.00	104.00	9.13%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Taxi Licensing	Replacement Licence (paper)		N	8.90	8.90	8.15	8.15	9.20%
Environment and Property	Taxi Licensing	Bracket		N	22.80	22.80	20.90	20.90	9.09%
Environment and Property	Taxi Licensing	Replacement of Plate		N	22.80	22.80	20.90	20.90	9.09%
Environment and Property	Taxi Licensing	Replacement of Drivers Badge		N	22.80	22.80	20.90	20.90	9.09%
Environment and Property	Taxi Licensing	Plate Magnet Set		N	40.10	40.10	36.75	36.75	9.12%
Environment and Property	Taxi Licensing	Vehicle Age Exemption and Extra Test		N	56.75	56.75	52.00	52.00	9.13%
Environment and Property	Taxi Licensing	Change of Registration		N	49.05	49.05	45.00	45.00	9.00%
Environment and Property	Taxi Licensing	Vehicle Transfer		N	45.51	45.51	41.75	41.75	9.01%
Environment and Property	Taxi Licensing	Second Office Fee			340.10	340.10	312.00	312.00	9.01%
Environment and Property	Taxi Licensing	Safeguarding Training		N	48.00	48.00	44.00	44.00	9.09%
Environment and Property	Taxi Licensing	Third-Party Advertising (Hackney Only)		N	111.20	111.20	102.00	102.00	9.02%
Environment and Property	Highways	Highways							
Environment and Property	Highways	Shield Deflector Charge	Highways Act 1980	N	117.00	117.00	107.00	107.00	9.35%
Environment and Property	Highways	Skip Licence (7 days)	Highways Act 1980	N	62.00	62.00	56.00	56.00	10.71%
Environment and Property	Highways	Skip Licence (Extension to original licence of 7 days)	Highways Act 1980	N	36.00	36.00	33.00	33.00	9.09%
Environment and Property	Highways	Scaffold and Hoarding Licences - Up to 1 Month	Highways Act 1980	N	167.00	167.00	153.00	153.00	9.15%
Environment and Property	Highways	Scaffold Licence - Complex (28 days)	Highways Act 1980	N	612.00	612.00	561.00	561.00	9.09%
Environment and Property	Highways	Crane Licence - application (48 Hour Charge)	Highways Act 1980	N	307.00	307.00	281.52	281.52	9.05%
Environment and Property	Highways	Planting Licence	Highways Act 1980	N	144.00	144.00	132.00	132.00	9.09%
Environment and Property	Highways	Vehicle Crossing – Application fee only - Residential (plus construction costs)	Highways Act 1980	N	217.00	217.00	199.00	199.00	9.05%
Environment and Property	Highways	Vehicle Crossing – Application fee only - Industrial (plus construction costs)	Highways Act 1980	N	916.00	916.00	840.00	840.00	9.05%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Vehicle Crossing – non permitted (FPN plus reinstatement costs)	Highways Act 1980	Y	367.50	441.00	337.00	404.40	9.05%
Environment and Property	Highways	Tables & Chairs outside eating establishments - CMK	Highways Act 1980	N	109.00	109.00	100.00	100.00	9.00%
Environment and Property	Highways	Tables & Chairs outside eating establishments - rest of MK	Highways Act 1980	N	109.00	109.00	100.00	100.00	9.00%
Environment and Property	Highways	Section 50 New licence for private openings in the highway up to 200m length	Highways Act 1980	N	857.00	857.00	786.00	786.00	9.03%
Environment and Property	Highways	Section 50 Additional inspection fee for in excess of 200m length (per every 200m)	Highways Act 1980	N	1,756.00	1,756.00	1,611.00	1,611.00	9.00%
Environment and Property	Highways	Provision of Temporary Traffic Regulation Order	-	N	2,203.00	2,203.00	2,203.00	2,203.00	0.00%
Environment and Property	Highways	Extension of Provision of Temporary Traffic Regulation Order	-	N	567.00	567.00	520.00	520.00	9.04%
Environment and Property	Highways	Emergency Road Closure resulting in Temporary Traffic Order	-	N	567.00	567.00	520.00	520.00	9.04%
Environment and Property	Highways	Temporary traffic light licence (Inc single inspection)	-	N	290.00	290.00	265.20	265.20	9.35%
Environment and Property	Highways	Temporary traffic light licence additional inspections - each	-	N	86.00	86.00	78.54	78.54	9.50%
Environment and Property	Highways	Disabled bay markings	TSRGD	N	223.00	223.00	204.00	204.00	9.31%
Environment and Property	Highways	H' markings	TSRGD	N	223.00	223.00	204.00	204.00	9.31%
Environment and Property	Highways	Traffic Management Officer Time (Engineer)	per hour	Y	68.33	82.00	63.75	76.50	7.18%
Environment and Property	Highways	Traffic Management Officer Time (Manager)	per hour	Y	91.67	110.00	85.00	102.00	7.85%
Environment and Property	Highways	Traffic Management approval fee	Traffic Management Act 2004	N	478.50	478.50	439.00	439.00	9.00%
Environment and Property	Highways	Traffic management approval fee - staged approach	Traffic Management Act 2004	N	1,429.00	1,429.00	1,311.00	1,311.00	9.00%
Environment and Property	Highways	Inspection and Admin Costs of unauthorised activities on public highway. (In addition to the licence fee)	per hour	N	106.00	106.00	99.00	99.00	7.07%
Environment and Property	Highways	3rd party Recharges							
Environment and Property	Highways	Incident damage Call out - plus costs	2 hours	Y	370.00	444.00	338.30	398.00	9.37%
Environment and Property	Highways	Incident damage Call out per hour over 2 hours	per hour	Y	99.58	119.50	90.95	107.00	9.49%
Environment and Property	Highways	Damage assessment fee routine only (Based on incident severity - special engineering difficulty priced at cost)	Cost for service	Y	POA	POA	POA	POA	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Necessary alterations to the highway and street furniture - at cost	Statutory Instrument	N	POA	POA	POA	POA	0.00%
Environment and Property	Highways	Review/approval of method statements/risk assessments for works affecting sites of engineering difficulties (Bridges & Highway Structures)	Cost for service	Y	POA	POA	POA	POA	0.00%
Environment and Property	Highways	Special Events							
Environment and Property	Highways	Mandatory highway duty officer attendance	per hour	Y	95.83	115.00	89.17	107.00	7.47%
Environment and Property	Highways	Winter Services							
Environment and Property	Highways	Supply and delivery 0.5 tonne rock salt	-	Y	302.50	363.00	276.67	332.00	9.34%
Environment and Property	Highways	Winter preparation (Consultancy Service)	POA	Y	POA	POA	POA	POA	0.00%
Environment and Property	Highways	Filling 3rd party grit bins	-	Y	439.17	527.00	402.90	474.00	9.00%
Environment and Property	Highways	S38 Charges to Developers							
Environment and Property	Highways	Section 38 Charges to Developers	10% of Bond Fee	N	% of bond f	% of bond f	10% of bond fee	% of bond f	0.00%
Environment and Property	Highways	Section 278/S38 Charges to Developers, additional flat rate fee for legal costs	-	N	2,390.00	2,390.00	2,190.00	2,190.00	9.13%
Environment and Property	Highways	S278 Charges to Developers							
Environment and Property	Highways	Approval/Supervision schemes up to £15m	10% of Scheme Value	N	of scheme v	of scheme v	10% of scheme value	10% of scheme value	0.00%
Environment and Property	Highways	Approval/Supervision schemes over £15m	8% of Scheme Value	N	of scheme v	of scheme v	8%of scheme value	8%of scheme value	0.00%
Environment and Property	Highways	Approval/Supervision schemes below £25,000	Flat Rate	N	3,508.00	3,508.00	3,218.00	3,218.00	9.01%
Environment and Property	Highways	Design Fees							
Environment and Property	Highways	Street lighting design fee schemes up to 10 columns	-	Y	1,800.00	2,160.00	1,650.00	1,980.00	9.09%
Environment and Property	Highways	Street lighting design fee schemes (10-50) columns	-	Y	3,570.00	4,284.00	3,250.00	3,900.00	9.85%
Environment and Property	Highways	Street lighting design fee schemes (50-100) columns		Y	5,337.50	6,405.00	4,896.00	5,875.20	9.02%
Environment and Property	Highways	Street lighting and electrical designs fee schemes up to 10 columns (S278 ONLY)		Y	2,437.50	2,925.00	2,235.50	2,682.60	9.04%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Street lighting and electrical designs fee schemes (10-50) columns (S278 ONLY)		Y	4,870.00	5,844.00	4,465.05	5,358.06	9.07%
Environment and Property	Highways	Street lighting and electrical designs fee schemes (50-100) columns (S278 ONLY)		Y	7,300.00	8,760.00	6,698.00	8,037.60	8.99%
Environment and Property	Highways	Traffic Signals design fees, subject to scheme assessment.		Y	1,790.00	2,148.00	1,640.50	1,968.60	9.11%
Environment and Property	Highways	To undertake a Stage 1 Road Safety Audit - Planning Stage	Pre planning application highway advice.	Y	900.00	1,080.00	824.50	989.40	9.16%
Environment and Property	Highways	To undertake a Stage 2,3&4 - Road Safety Audits		Y	5% of scheme cost + £2,000 to a maximum of £6,000	5% of scheme cost + £2000 to a maximum of £6000	5% of scheme cost + £2000 to a maximum of £6000	5% of Scheme cost + £2000 to a maximum of £6000	0.00%
Environment and Property	Highways	To register request and approval to move street light column	Per application	N	214.00	214.00	195.84	195.84	9.27%
Environment and Property	Highways	Technical Approval							
Environment and Property	Highways	Street lighting approval fee schemes up to 10 columns	-	N	895.00	895.00	821.10	821.10	9.00%
Environment and Property	Highways	Street lighting approval fee schemes (10-50) columns	-	N	1,790.00	1,790.00	1,642.20	1,642.20	9.00%
Environment and Property	Highways	Street lighting approval fee schemes (50-100) columns		N	2,700.00	2,700.00	2,448.00	2,448.00	10.29%
Environment and Property	Highways	Bridges & Highway Structures - Structural - Category 0 structures	-	N	988.00	988.00	906.00	906.00	9.05%
Environment and Property	Highways	Bridges & Highway Structures - Structural approvals - AIP Cat 1 - 3 structures	-	N	2,268.00	2,268.00	2,080.80	2,040.00	9.00%
Environment and Property	Highways	Bridges & Highway Structures - Site visit during works	2 hours	N	367.00	367.00	336.60	330.00	9.03%
Environment and Property	Highways	Traffic signal approvals	-	N	900.00	900.00	822.12	822.12	9.47%
Environment and Property	Highways	Temporary Direction Signing Licence		N	178.00	178.00	163.20	163.20	9.07%
Environment and Property	Highways	Traffic Management							
Environment and Property	Highways	Permanent Direction Signing Assessment and design fees		N	234.00	234.00	214.00	214.00	9.35%
Environment and Property	Highways	Provision of new signs and commuted sums		N	POA	POA	POA	POA	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Highways	Temporary Direction Signing Licence		N	175.00	175.00	160.00	160.00	9.38%
Environment and Property	Highways	Temporary Direction Signing Extension Licence		N	86.00	86.00	78.00	78.00	10.26%
Environment and Property	Highways	Amendment to Temporary Direction Signing Licence admin fee		N	POA	POA	0.00	0.00	N/A
Environment and Property	Highways	Permanent Direction Signing Assessment		N	234.00	234.00	214.00	214.00	9.35%
Environment and Property	Highways	Highway Development Management							
Environment and Property	Highways	Highway Senior Engineer	Pre planning application highway advice.	Y	111.67	134.00	103.70	124.44	7.69%
Environment and Property	Highways	To undertake Stage 1 Road Safety Audit at planning stage	Pre planning application highway advice.	Y	883.33	1,060.00	824.50	989.40	7.14%
Environment and Property	Highways	Bridge & Highway Structures Condition Inspections							
Environment and Property	Highways	General Inspection (visual inspection & condition summary, photographs, recommendations & technical review/approval)	Cost for service	Y	POA	POA	POA	POA	0.00%
Environment and Property	Highways	Principal Inspection (Within touching distance inspection, all necessary specialist access & equipment, minimum of 2 bridge inspectors & written condition report, photographs, recommendations, technical review/approval)	Cost for service	Y	POA	POA	POA	POA	0.00%
Environment and Property	Highways	Mobile elevated working platform licence	Highways Act	N	119.00	119.00	109.00	109.00	9.17%
Environment and Property	Highways	Artwork and statues erected on the highway - Review of proposals, risk assessments, technical advice/approvals	Per Hour	N	POA	POA	POA	POA	0.00%
Environment and Property	Emberton Park								
Environment and Property	Emberton Park	Entrance To Park							
Environment and Property	Emberton Park	April - October	Per Day then Per Entry	Y	4.58	5.50	4.17	5.00	9.92%
Environment and Property	Emberton Park	November - March (10:00-14:00)	Per day then Per Entry	Y	1.67	2.00	1.67	2.00	0.00%
Environment and Property	Emberton Park	November - March (08:00 - 10:00 and 14:00 - 17:00)	Per day then Per Entry	Y	1.67	2.00	0.83	1.00	101.20%
Environment and Property	Emberton Park	Vehicle Access Pass (unlimited use)							
Environment and Property	Emberton Park	April - March	-	Y	51.67	62.00	47.50	57.00	8.78%
Environment and Property	Emberton Park	May - March	-	Y	47.50	57.00	43.33	52.00	9.62%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Emberton Park	June - March	-	Y	40.83	49.00	37.50	45.00	8.88%
Environment and Property	Emberton Park	July - March	-	Y	36.67	44.00	33.33	40.00	10.01%
Environment and Property	Emberton Park	August - March	-	Y	30.83	37.00	28.33	34.00	8.81%
Environment and Property	Emberton Park	September - March	-	Y	23.33	28.00	21.67	26.00	7.68%
Environment and Property	Emberton Park	October - March	-	Y	19.17	23.00	17.50	21.00	9.54%
Environment and Property	Emberton Park	Fishing							
Environment and Property	Emberton Park	Adult:							
Environment and Property	Emberton Park	Day Ticket	-	Y	10.00	12.00	8.96	10.75	11.63%
Environment and Property	Emberton Park	Week Ticket (7 days)	-	Y	39.58	47.50	36.25	43.50	9.19%
Environment and Property	Emberton Park	Season Ticket (April - March)	-	Y	51.67	62.00	47.50	57.00	8.78%
Environment and Property	Emberton Park	Season Ticket (May - March)	-	Y	47.08	56.50	43.33	52.00	8.65%
Environment and Property	Emberton Park	Season Ticket (June - March)	-	Y	42.50	51.00	39.17	47.00	8.51%
Environment and Property	Emberton Park	Season Ticket (July - March)	-	Y	40.83	49.00	37.50	45.00	8.88%
Environment and Property	Emberton Park	Season Ticket (August - March)	-	Y	37.50	45.00	34.17	41.00	9.76%
Environment and Property	Emberton Park	Season Ticket (Sept - March)	-	Y	34.58	41.50	31.67	38.00	9.20%
Environment and Property	Emberton Park	Junior (12-16 years) & OAP (60 years+):							
Environment and Property	Emberton Park	Day Ticket (24 hours)	-	Y	5.63	6.75	5.17	6.20	8.87%
Environment and Property	Emberton Park	Week Ticket (7 days)	-	Y	17.71	21.25	16.25	19.50	8.98%
Environment and Property	Emberton Park	Season Ticket (April - March)	-	Y	34.58	41.50	31.67	38.00	9.20%
Environment and Property	Emberton Park	Season Ticket (May - March)	-	Y	30.00	36.00	27.50	33.00	9.09%
Environment and Property	Emberton Park	Season Ticket (June - March)	-	Y	27.08	32.50	25.00	30.00	8.32%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Emberton Park	Season Ticket (July - March)	-	Y	23.33	28.00	21.25	25.50	9.79%
Environment and Property	Emberton Park	Season Ticket (August - March)	-	Y	20.00	24.00	18.33	22.00	9.09%
Environment and Property	Emberton Park	Season Ticket (September - March)	-	Y	16.25	19.50	15.00	18.00	8.33%
Environment and Property	Emberton Park	Camping							
Environment and Property	Emberton Park	Touring Field (allocated pitches, toilet/shower block in field):							
Environment and Property	Emberton Park	Per night	Per Night	Y	23.75	28.50	21.67	26.00	9.62%
Environment and Property	Emberton Park	With Hook-up	Per Night	Y	26.67	32.00	24.58	29.50	8.49%
Environment and Property	Emberton Park	Per week	Per Week	Y	135.00	162.00	124.17	149.00	8.72%
Environment and Property	Emberton Park	With Hook-up	Per Week	Y	158.33	190.00	145.83	175.00	8.57%
Environment and Property	Emberton Park	Surcharge for parties of over four (subject to booking system compatibility)	Per person per night	Y	6.88	8.25	6.38	7.65	7.84%
Environment and Property	Emberton Park	Additional vehicle charge	Per booking	Y	4.17	5.00	0.00	0.00	N/A
Environment and Property	Emberton Park	Rally Field (open field, short walk to toilets/no showers):							
Environment and Property	Emberton Park	Per night	Per Night	Y	19.17	23.00	17.50	21.00	9.53%
Environment and Property	Emberton Park	Per week	Per Week	Y	111.25	133.50	102.08	122.50	8.98%
Environment and Property	Emberton Park	Rally Field - Groups (min 10 units):							
Environment and Property	Emberton Park	Per night	Per Night	Y	11.25	13.50	10.21	12.25	10.20%
Environment and Property	Emberton Park	Per week	Per Week	Y	63.75	76.50	58.33	70.00	9.29%
Environment and Property	Emberton Park	Extra vehicle during stay	Per Vehicle	Y	4.17	5.00	3.83	4.60	8.70%
Environment and Property	Emberton Park	Marquee	Per Night	Y	125.00	150.00	114.17	137.00	9.49%
Environment and Property	Emberton Park	Children's pup tents on parents pitch in all fields	Per Night	Y	5.42	6.50	5.08	6.10	6.62%
Environment and Property	Emberton Park	Children's pup tents on parents pitch in all fields	Per Week	Y	12.50	15.00	11.50	13.80	8.70%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Emberton Park	Off Peak Charges:							
Environment and Property	Emberton Park	Holiday Home Licence 1x Payment	-	Y	1,145.83	1,375.00	1,050.00	1,260.00	9.13%
Environment and Property	Emberton Park	Holiday Home Licence Direct Debit Payments (7 x £208.57)	-	Y	1,216.67	1,460.00	1,112.50	1,335.00	9.36%
Environment and Property	Emberton Park	Blue badge unlimited access token (expires with Blue Badge) (6am-9pm)	Per token	Y	4.58	5.50	4.17	5.00	9.83%
Environment and Property	Emberton Park	Additional access pass (Holiday Home only maximum 2 per pitch)	Per token	Y	9.17	11.00	8.33	10.00	10.08%
Environment and Property	Emberton Park	Laundry token (Holiday home users only)	Per token	Y	3.33	4.00	2.50	3.00	33.20%
Environment and Property	Emberton Park	Replacement Keys/tokens for holiday home facilities	Per key	Y	13.75	16.50	12.50	15.00	10.00%
Environment and Property	Emberton Park	Caravan Storage							
Environment and Property	Emberton Park	6x months	-	Y	254.17	305.00	233.33	280.00	8.93%
Environment and Property	Emberton Park	12x months	-	Y	408.33	490.00	375.00	450.00	8.89%
Environment and Property	Emberton Park	Dog Charge	Per Stay	Y	4.17	5.00	0.00	0.00	N/A
Environment and Property	Waste Management								
Environment and Property	Waste Management	Bulky Waste Collections (up to 3 items or up to 3 points) plus the same charge again for 4-6 items/points.	Up to 3 items or up to 3 points.	N	20.00	20.00	20.00	20.00	0.00%
Environment and Property	Waste Management	Special Collections - domestic waste - supplementary charge to Bulky Waste Collection charges.	On specific day, per collection in addition to fee for up to 3 items/points (or more).	N	10.00	10.00	10.00	10.00	0.00%
Environment and Property	Waste Management	Chargeable "special" collections, including disposal - for DIY waste, garden waste and "industrial waste"	7 points (as calculated on-line).	N	100.00	100.00	100.00	100.00	0.00%
Environment and Property	Waste Management	Supplementary cost for Chargeable "special" collections, including disposal - for DIY waste, garden waste and "industrial waste" (in addition to above).	Per additional point.	N	6.00	6.00	6.00	6.00	0.00%
Environment and Property	Waste Management	Chargeable "special" collections - for Household Waste.	7 points (as calculated on-line).	N	60.00	60.00	60.00	60.00	0.00%
Environment and Property	Waste Management	Supplementary cost for chargeable "special" collections of 'Household Waste' (in addition to above).	Per additional point.	N	6.00	6.00	6.00	6.00	0.00%
Environment and Property	Waste Management	Allotment green waste collection service	Per bin for a weekly green waste collection	N	72.50	72.50	66.50	66.50	9.02%
Environment and Property	Waste Management	Supply & collection of a set of event bins weekday	12 x 240 or 3 x 1100	Y	333.33	400.00	305.00	366.00	9.29%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Waste Management	Supply & collection of a set of event bins weekend	12 x 240 or 3 x 1100	Y	425.00	510.00	390.00	468.00	8.97%
Environment and Property	Waste Management	Collection of a set of event sacks weekday	100 sacks	Y	212.50	255.00	195.00	234.00	8.97%
Environment and Property	Waste Management	Collection of a set of event sacks weekend	100 sacks	Y	241.67	290.00	220.00	264.00	9.85%
Environment and Property	Waste Management	1100 ltr bin waste services	per set bins	Y	408.33	490.00	335.00	402.00	21.89%
Environment and Property	Waste Management	Additional collection 1100 ltr bin	per set bins	Y	250.00	300.00	235.00	282.00	6.38%
Environment and Property	Waste Management	Waste services for schools (52 weeks)	Per bin per collection	Y	330.00	396.00	305.00	366.00	8.20%
Environment and Property	Waste Management	Waste services for schools (40 weeks)	Per bin per collection	Y	255.00	306.00	235.00	282.00	8.51%
Environment and Property	Waste Management	Seizure of Shopping Trolleys - charge for the removal (seizure) and storage of abandoned trolleys collected from a location under MKC control.	Per trolley	Y	33.33	40.00	30.67	36.80	8.67%
Environment and Property	Waste Management	Seizure of Shopping Trolleys - charge for the removal (seizure) and storage of abandoned trolleys delivered to location of owners choosing in MK.	Per trolley	Y	61.25	73.50	56.25	67.50	8.89%
Environment and Property	Waste Management	Seizure of Shopping Trolleys - If the trolley(s) are not claimed within 6 weeks the council may dispose of them and a charge will be levied to the owner of the trolley for removal, storage and disposal.	Per trolley	Y	83.33	100.00	76.67	92.00	8.69%
Environment and Property	Landscape & Countryside								
Environment and Property	Landscape & Countryside	High Hedges	-	N	630.00	630.00	580.00	580.00	8.62%
Environment and Property	Landscape & Countryside	Public Path Orders	-	N	2,575.00	2,575.00	2,360.00	2,360.00	9.11%
Environment and Property	Landscape & Countryside	Section 31 (6) notification	-	N	430.00	430.00	395.00	395.00	8.86%
Environment and Property	Landscape & Countryside	Section 31(6) Declaration	-	N	106.00	106.00	97.00	97.00	9.28%
Environment and Property	Landscape & Countryside	Events on Public Open Space							
Environment and Property	Landscape & Countryside	Commercial or Corporate (application fee)	per event	N	61.00	61.00	56.00	56.00	8.93%
Environment and Property	Landscape & Countryside	Commercial or Corporate	daily rate	N	370.00	370.00	340.00	340.00	8.82%
Environment and Property	Landscape & Countryside	Personal, private, other eg car boot sale (application fee)	per event	N	61.00	61.00	56.00	56.00	8.93%
Environment and Property	Landscape & Countryside	Personal, private, other eg car boot sale	daily rate	N	370.00	370.00	340.00	340.00	8.82%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Landscape & Countryside	Commemorative Benches	Per bench	Y	POA	POA	POA	POA	0.00%
Environment and Property	Landscape & Countryside	Charges for Rights of way searches (Con 29)	Standard search	Y	12.08	14.50	11.08	13.30	8.99%
Environment and Property	Landscape & Countryside	Charges for Rights of way searches (Con 29)	Complex search	Y	60.42	72.50	55.42	66.50	9.03%
Environment and Property	Sponsorship								
Environment and Property	Sponsorship	Roundabout - LARGE - A5/M1	Per Roundabout	Y	5,565.00	6,678.00	5,105.00	6,126.00	9.01%
Environment and Property	Sponsorship	Roundabout - MAIN ROUTES - A509 & A421 & A422	Per Roundabout	Y	3,895.83	4,675.00	3,574.17	4,289.00	9.00%
Environment and Property	Sponsorship	Roundabout - CITY CENTRE	Per Roundabout	Y	3,337.50	4,005.00	3,063.33	3,676.00	8.95%
Environment and Property	Sponsorship	Roundabout - GRID ROADS & OUT OF TOWN	Per Roundabout	Y	2,783.33	3,340.00	2,552.50	3,063.00	9.04%
Environment and Property	Sponsorship	Roundabout - SMALL,/ MINI & SEMI BUILT UP AREAS	Per Roundabout	Y	2,225.00	2,670.00	2,042.50	2,451.00	8.94%
Environment and Property	Sponsorship	Flag Poles	Per Flagpole	Y	115.00	138.00	105.00	126.00	9.52%
Environment and Property	Buildings Contracts								
Environment and Property	Buildings Contracts	Buildings Contracts	Percentage uplift	Y	12% added to Materials and Contractors per Job	12% added to Materials and Contractors per Job	12% added to Materials and Contractors per Job	12% added to Materials and Contractors per Job	N/A
Environment and Property	Environmental Crime								
Environment and Property	Environmental Crime	Nuisance Parking (selling/repairing vehicles on highway)	Per FPN	N	100.00	100.00	100.00	100.00	0.00%
Environment and Property	Environmental Crime	Abandoning a Vehicle	Per FPN	N	200.00	200.00	200.00	200.00	0.00%
Environment and Property	Environmental Crime	Littering	Per FPN	N	125.00	125.00	125.00	125.00	0.00%
Environment and Property	Environmental Crime	Unauthorised Deposit of Waste (Fly Tipping)	Per FPN	N	400.00	400.00	250.00	250.00	60.00%
Environment and Property	Environmental Crime	Failure to Produce Authority (Waste Carriers Licence)	Per FPN	N	300.00	300.00	300.00	300.00	0.00%
Environment and Property	Environmental Crime	Failure to Produce Waste Transfer Notes	Per FPN	N	300.00	300.00	300.00	300.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Environmental Crime	Waste Receptacle Offences (Household)	Per FPN	N	80.00	80.00	80.00	80.00	0.00%
Environment and Property	Environmental Crime	Waste Receptacle Offences (Commercial)	Per FPN	N	100.00	100.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Household Waste Duty of Care	Per FPN	N	200.00	200.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Failing to Comply with a Community Protection Notice	Per FPN	N	100.00	100.00	100.00	100.00	0.00%
Environment and Property	Environmental Crime	Failing to Comply with a Public Spaces Protection Order	Per FPN	N	100.00	100.00	100.00	100.00	0.00%
Environment and Property	Environmental Crime	Graffiti and Fly-Posting	Per FPN	N	125.00	125.00	125.00	125.00	0.00%
Environment and Property	Environmental Crime	Unpermitted Skips on Highway	Per FPN	N	100.00	100.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Mixing Mortar on Highway	Per FPN	N	100.00	100.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Building Materials on Highway (Resident)	Per FPN	N	100.00	100.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Building Materials on Highway (Business)	Per FPN	N	300.00	300.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Scaffolding on Highway	Per FPN	N	300.00	300.00	0.00	0.00	N/A
Environment and Property	Environmental Crime	Dial a Wreck vehicle collection service	Per Car	Y	45.83	55.00	41.67	50.00	9.98%
Environment and Property	Environmental Crime	Environmental crime team costs for cost awards	Per Hour	Y	71.67	86.00	66.67	80.00	7.50%
Environment and Property	Commercial Property								
Environment and Property	Commercial Property	Licence to assign	Per application	N	1,000.00	1,000.00			
Environment and Property	Commercial Property	Licence to underlet	Per application	N	1,000.00	1,000.00			
Environment and Property	Commercial Property	Licence for alterations	Per application	N	1,000.00	1,000.00			
Environment and Property	Commercial Property	Lease surrender	Per application	N	1,500.00	1,500.00			
Environment and Property	Commercial Property	Deed of variation	Per application	N	1,500.00	1,500.00			
Environment and Property	Commercial Property	New lease or renewal (Charities/Parish Councils)	Per application	N	0.00	0.00			
Environment and Property	Commercial Property	New lease or renewal (SMEs)	Per application	N	850.00	850.00			

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Environment and Property	Commercial Property	New lease or renewal (non-SMEs)	Per application	N	2,000.00	2,000.00			
Environment and Property	Commercial Property	Wayleaves and Easements	Per application	N	1,500.00	1,500.00			
Environment and Property	Commercial Property	“Top up” on external fees	Percentage uplift	Y	3% added to Costs	3% added to Costs			
Environment and Property	Commercial Property	Copy documentation	Per document	Y	100.00	120.00			
Environment and Property	Commercial Property	Senior Surveyor costs	Per hour	N	100.00	100.00			
Environment and Property	Commercial Property	Surveyor costs	Per hour	N	80.00	80.00			
Environment and Property	Commercial Property	Assistant Surveyor costs	Per hour	N	60.00	60.00			
Environment and Property	Commercial Property	Property Technician costs	Per hour	N	45.00	45.00			
Environment and Property	Film Location Charges								
Environment and Property	Film Location Charges	Commercial Production Admin Fee	Per application	Y	175.00	210.00			
Environment and Property	Film Location Charges	Commercial Production Filming Fee (Full day)	Per Full day	Y	600.00	720.00			
Environment and Property	Film Location Charges	Commercial Production Filming Fee (Half day)	Per Half day	Y	325.00	390.00			
Environment and Property	Film Location Charges	Non Commercial Production Admin Fee	Per application	Y	87.50	105.00			
Environment and Property	Film Location Charges	Non Commercial Production Filming Fee (Full day)	Per Fee Full day	Y	300.00	360.00			
Environment and Property	Film Location Charges	Non Commercial Production Filming Fee (Half day)	Per Fee Half day	Y	175.00	210.00			
Environment and Property	Film Location Charges	Complex or sensitive applications that require additional officer time	Per hour	Y	60.00	72.00			
Environment and Property	Film Location Charges	Late application charge (less than 7 days notice)	Percentage uplift	Y	25% added to Admin and Filming Fees	25% added to Admin and Filming Fees			
Finance and Resources									
Finance and Resources	Court Costs Charged to Local Taxation Defaulters								

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Council Tax summons	Fees set with permission of the court	N	56.00	56.00	56.00	56.00	0.00%
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Council Tax Liability Order	Fees set with permission of the court	N	29.50	29.50	29.50	29.50	0.00%
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Non Domestic Rates summons	Fees set with permission of the court	N	72.50	72.50	72.50	72.50	0.00%
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Non Domestic Rates Liability Order	Fees set with permission of the court	N	40.00	40.00	40.00	40.00	0.00%
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Penalty charges for providing no or inaccurate information for Council tax billing purposes	Set by Local Government Finance Act 1982 as amended	N	70.00	70.00	70.00	70.00	0.00%
Finance and Resources	Late commercial payments								
Finance and Resources	Late commercial payments	Penalty charges for late payment in commercial transactions	The Late Payment of Commercial Debts (Interest) Act 1998, as amended	N	Amounts charged vary depending on value of debt	Amounts charged vary depending on value of debt	Amounts charged vary depending on value of debt	Amounts charged vary depending on value of debt	0.00%
Finance and Resources	Blue Badges								
Finance and Resources	Blue Badges	Blue Badges	Per badge	N	10.00	10.00	10.00	10.00	0.00%
Finance and Resources	Training Assessment Centre								
Finance and Resources	Training Assessment Centre	Diploma in health & social care level 2	per qualification	N	1,315.00	1,315.00	1,205.00	1,205.00	9.13%
Finance and Resources	Training Assessment Centre	Diploma in health & social care level 3	per qualification	N	1,790.00	1,790.00	1,640.00	1,640.00	9.15%
Finance and Resources	Training Assessment Centre	Certificate in Assessing Vocational Achievement	per qualification	N	670.00	670.00	615.00	615.00	8.94%
Finance and Resources	Training Assessment Centre	Level 3 Award in Education and Training	per qualification	N	450.00	450.00	410.00	410.00	9.76%
Finance and Resources	Training Assessment Centre	Level 3 Award in Awareness of Dementia	per qualification	N	330.00	330.00	300.00	300.00	10.00%
Finance and Resources	Training Assessment Centre	Level 3 Certificate in Dementia Care	per qualification	N	470.00	470.00	430.00	430.00	9.30%
Finance and Resources	Training Assessment Centre	Diploma in Adult Care Level 4	per qualification	N	2,460.00	2,460.00	2,250.00	2,250.00	9.33%
Finance and Resources	Training Assessment Centre	Diploma in Leadership for H&SC (Adults Management) Level 5	per qualification	N	3,025.00	3,025.00	2,775.00	2,775.00	9.01%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease	
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%	
					£	£	£	£		
Finance and Resources	Training Assessment Centre	Non Attendance Fee: Adult Health and social care and courses - half day	Per day	N	59.05	59.05	54.17	54.17	9.00%	
Finance and Resources	Training Assessment Centre	Non Attendance Fee: Adult Health and social care and courses - full day	Per day	N	118.09	118.09	108.34	108.34	9.00%	
Finance and Resources	Training Assessment Centre	Functional Skills English Level 1	per qualification	N	556.00	556.00	510.00	510.00	9.02%	
Finance and Resources	Training Assessment Centre	Functional Skills English Level 2	per qualification	N	670.00	670.00	615.00	615.00	8.94%	
Finance and Resources	Training Assessment Centre	Functional Skills Maths Level 1	per qualification	N	556.00	556.00	510.00	510.00	9.02%	
Finance and Resources	Training Assessment Centre	Functional Skills Maths Level 2	per qualification	N	670.00	670.00	615.00	615.00	8.94%	
	Traded Services with Schools	Traded Services with Schools								
Finance and Resources	Traded Services with Schools	Financial Advice/Support	Per hour	N	54.50	54.50	50.00	50.00	9.00%	
Finance and Resources	Traded Services with Schools	Financial Advice/Support	Per day (7.5 hours)	N	360.00	360.00	275.00	275.00	30.91%	
Finance and Resources	Traded Services with Schools	Training Courses - per delegate	Per delegate	N	98.00	98.00	90.00	90.00	8.89%	
Finance and Resources	Traded Services with Schools	Training Courses - per delegate for 3 courses	Per delegate	N	265.00	265.00	245.00	245.00	8.16%	
Finance and Resources	Traded Services with Schools	Business Manager / Finance Staff Network Meeting - per delegate	Per delegate	N	33.00	33.00	30.00	30.00	10.00%	
Housing & Regeneration										
Housing & Regeneration	Private Sector Housing									
Housing & Regeneration	Statutory Notice Scheme	Governed by Statute	N		405.00	405.00	324.00	324.00	25.00%	No
Housing & Regeneration	Houses Of Multiple Occupancy	Per Licence	N		428.00	428.00	344.00	344.00	24.42%	No
Housing & Regeneration	Immigration Inspections	Per case	N		171.00	171.00	137.00	137.00	24.82%	No
Housing & Regeneration	Penalty charge for Smoke & CO2 Regs - first offence	Per case	N		1,000.00	1,000.00	1,000.00	1,000.00	0.00%	No
Housing & Regeneration	Penalty charge for Smoke & CO2 Regs - second offence	Per case	N		3,000.00	3,000.00	3,000.00	3,000.00	0.00%	No
Housing & Regeneration	Maximum Penalty charge for Smoke & CO2 Regs - third offence	Per case	N		5,000.00	5,000.00	5,000.00	5,000.00	0.00%	No

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Housing & Regeneration	Costs for Smoke & CO2 Regs - fixed cost first and second offence	Per case	Y	623.00	747.60	572.00	686.40	8.92%	No
Housing & Regeneration	Costs for Smoke & CO2 Regs - per alarm fitted first and second offence	Per case	Y	76.00	91.20	70.00	84.00	8.57%	No
Housing & Regeneration	Neighbourhood Housing								
Housing & Regeneration	Electricity cards (Willen Traveller site)	Per card	N	5.45	5.45	5.00	5.00	9.00%	No
Housing Revenue Account (HRA)									
<i>PLEASE NOTE: HRA Fees & Charges detail list per below to be approved at February Cabinet/Council.</i>									
<i>Note: Most Commercial/ Leasehold/ Shared ownership charges are (round step) increased every 3-5 yrs.</i>									
Housing Revenue Account (HRA)	Housing & Community - HRA	Average Tenant Dwelling Rent (all stock types)	Per Week (50 Week)	N	100.70	100.70	94.11	94.11	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Average Shared Ownership full equivalent Dwelling Rent	Per Week (50 Week)	N	92.70	92.70	89.05	89.05	4.10%
Housing Revenue Account (HRA)	Housing & Community - HRA	Average rents charged on HRA Affordable rented stock	Per Week (50 Week)	N	197.53	197.53	184.60	184.60	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Garage Rents - non-VATable	Per Week	N	13.67	13.67	12.78	12.78	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Garage Rents - VATable	Per Week	Y	13.67	16.40	12.78	15.34	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Carport Rents - non-VATable	Per Week	N	2.71	2.71	2.53	2.53	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Carport Rents - VATable	Per Week	Y	2.71	3.25	2.53	3.04	7.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Fees for tenant references - for mortgages	per case	N	38.91	38.91	35.70	35.70	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Rechargeable repairs	Actual cost	N	Variable Charge	Variable Charge	Variable Charge	Variable Charge	

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Housing Revenue Account (HRA)	Housing & Community - HRA	Leaseholder Major Works Administration Fee	4.1% of Actual works cost	N	Variable Charge	Variable Charge	Variable Charge	Variable Charge	
Housing Revenue Account (HRA)	Housing & Community - HRA	Leaseholder major works	Actual cost	N	Variable Charge	Variable Charge	Variable Charge	Variable Charge	
Housing Revenue Account (HRA)	Housing & Community - HRA	Land Purchase Enquiries - Title Investigation	Per Application	N	175.00	175.00	Variable Charge	Variable Charge	
Housing Revenue Account (HRA)	Housing & Community - HRA	Land Purchase Enquiries - Full Land Purchase Application*	Per Application	N	Variable Charge	Variable Charge	Variable Charge	Variable Charge	
Housing Revenue Account (HRA)	Housing & Community - HRA	Vehicular Access Admin Charge	Per Application	N	175.00	175.00	117.00	117.00	49.57%
Housing Revenue Account (HRA)	Housing & Community - HRA	Vehicular Access Licence	Per Annum	N	320.00	320.00	290.00	290.00	10.34%
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold & Shared Ownership Retrospective Consent to Alterations	Per Enquiry	N	277.95	277.95	255.00	255.00	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Ex Council property - Covenant Consent **	Per Application	N	260.00	260.00	210.00	210.00	23.81%
Housing Revenue Account (HRA)	Housing & Community - HRA	Ex Council property - Retrospective Covenant Consent **	Per Application	N	300.00	300.00	260.00	260.00	15.38%
Housing Revenue Account (HRA)	Housing & Community - HRA	Ex Council property - Fast Track Retrospective Consent **	Per Application	N	570.00	570.00	330.00	330.00	72.73%
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold Solicitor's Enquiries (re-mortgage or resale) - response within 5 days	Per Enquiry	N	122.30	122.30	112.20	112.20	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold Solicitor's Enquiries (re-mortgage or resale) - response within 10 days	Per Enquiry	N	88.94	88.94	81.60	81.60	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold Subletting Fee	Per Sublet	N	10.20	10.20	10.20	10.20	0.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold Extension/ Shared Ownership Leasehold Extension - Admin Fee	Per Application	N	833.85	833.85	765.00	765.00	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Housing Revenue Account (HRA)	Housing & Community - HRA	S42 statutory leasehold extension valuation	Per Application	Y	750.00	900.00	560.00	560.00	33.93%
Housing Revenue Account (HRA)	Housing & Community - HRA	Non-statutory leaseholder extension valuation	Per Application	Y	650.00	780.00			#DIV/0!
Housing Revenue Account (HRA)	Housing & Community - HRA	Shared Ownership lease extension valuation	Per Application	Y	750.00	900.00			#DIV/0!
Housing Revenue Account (HRA)	Housing & Community - HRA	Leasehold/Shared ownership extension admin fee	Per Application	N	175.00	175.00			#DIV/0!
Housing Revenue Account (HRA)	Housing & Community - HRA	Shared Ownership Enquiries (re-mortgage only) - - response within 5 days	Per Enquiry	N	122.30	122.30	112.20	112.20	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Shared Ownership Enquiries (re-mortgage only) - response within 10 days	Per Enquiry	N	88.94	88.94	81.60	81.60	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Shared Ownership Assignment Fees	Per Assignment	N	233.50	233.50	214.20	214.20	9.01%
Housing Revenue Account (HRA)	Housing & Community - HRA	Shared Ownership Staircasing Valuation	Per Valuation (variable depending on lease £5-£30)	N	Variable Charge	Variable Charge	Variable Charge	Variable Charge	
Housing Revenue Account (HRA)	Housing & Community - HRA	Garden Licence Admin Charge***	Per Application	N	175.00	175.00			
Housing Revenue Account (HRA)	Housing & Community - HRA	Notice of Transfer	Per Notice	N	88.94	88.94	81.60	81.60	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Notice of Charge / Mortgage	Per Notice	N	88.94	88.94	81.60	81.60	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Letter/Deed of Postponement	Per Notice	N	111.18	111.18	102.00	102.00	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Deed of Variation/Rectification	Per Notice	N	305.75	305.75	280.50	280.50	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Key charges - Assa, Yale/Communal, Union, Fobs	Per Key	N	13.62	13.62	12.50	12.50	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Housing Revenue Account (HRA)	Housing & Community - HRA	Key charges - Tbar, Triangle	Per Key	N	6.23	6.23	5.71	5.71	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Key charges - RUKO	Per Key	N	24.96	24.96	22.90	22.90	9.00%
Housing Revenue Account (HRA)	Housing & Community - HRA	Key charges - Fobs	Per Key	N	17.01	17.01	15.61	15.61	9.00%
Law and Governance									
Law and Governance	Sale of Register of Electors								
Law and Governance	<i>Sale of Register of Electors</i>	Sale of Agenda and Minutes							
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Sale of Registers (paper copy) - £10 plus £5 for each 1,000 entries (Statutory Fee)	N	10.00	10.00	10.00	10.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Sale of Registers(data copy) £20 plus £1.50 for each 1,000 entries (Statutory Fee)	N	20.00	20.00	20.00	20.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Sale of monthly alterations (data) - £20 plus £1.50 for each 1,000 entries (Statutory Fee)	N	20.00	20.00	20.00	20.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Sale of monthly alterations (paper) - £10 plus £5 for each 1,000 entries (Statutory Fee)	N	10.00	10.00	10.00	10.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Sale of Overseas voter list (paper) - £10 plus £5 for each 100 entries (Statutory Fee)	N	10.00	10.00	10.00	10.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Registration of Electors	Overseas voter list (data) - £20 plus £1.50 for each 100 entries (Statutory Fee)	N	20.00	20.00	20.00	20.00	0.00%
Law and Governance	Elections								

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Law and Governance	<i>Sale of Register of Electors</i>	Elections	Sale of marked document (data) - £10 plus £1 per 1,000 entries (Statutory Fee)	N	10.00	10.00	10.00	10.00	0.00%
Law and Governance	<i>Sale of Register of Electors</i>	Elections	Sale of marked document (paper) - £10 plus £2 per 1,000 (Statutory Fee)	N	10.00	10.00	10.00	10.00	0.00%
Law and Governance	Legal Charges								
Law and Governance	<i>Legal Charges</i>	Legal Advice Charges – Principal (equiv. to at least 8 yrs. relevant post qualification/call)	Per Hour - dependant on type of advice	N	232.17	232.17	213.00	213.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal Advice Charges – Senior (equiv. to at least 4 yrs relevant post-qualification/call)	Per Hour - dependant on type of advice	N	213.64	213.64	196.00	196.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal Advice Charges – Assistant (other solicitors, barristers, legal executives or fee earners of equivalent experience)	Per Hour - dependant on type of advice	N	178.76	178.76	164.00	164.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal Advice Charges – Paralegals or fee earners of equivalent experience	Per Hour - dependant on type of advice	N	123.17	123.17	113.00	113.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal Advice Charges – Trainee solicitors (may vary on grade of trainee)	Per Hour - dependant on type of advice	N	123.17	123.17	113.00	113.00	9.00%
Law and Governance	<i>Legal Charges</i>	Prosecutions/Court work	Per Hour - dependant on type of advice	N	178.76	178.76	164.00	164.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Lease (including renewals)	Fixed fee	N	1,090.00	1,090.00	1,000.00	1,000.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Leasehold extension	Fixed fee	N	817.50	817.50	750.00	750.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Tenancy Agreement (garages)	Fixed fee	N	381.50	381.50	350.00	350.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Licences	Fixed fee	N	545.00	545.00	500.00	500.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Tenancy at Will	Fixed fee	N	381.50	381.50	350.00	350.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Notices (assignment/mortgage)	Fixed fee	N	87.20	87.20	80.00	80.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Licences to Assign (with Rent Deposit OR AGA)	Fixed fee	N	654.00	654.00	600.00	600.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Licences to Assign (with BOTH Rent Deposit OR AGA)	Fixed fee	N	763.00	763.00	700.00	700.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Licence for Alterations	Fixed fee	N	599.50	599.50	550.00	550.00	9.00%
Law and Governance	<i>Legal Charges</i>	Legal service charges – rates for specific services (Housing/Property) - Licence to Underlet	Fixed fee	N	654.00	654.00	600.00	600.00	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Sales of Land (Residential)	Fixed fee	N	545.00	545.00	500.00	500.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Surrenders/Deeds of Release	Fixed fee	N	545.00	545.00	500.00	500.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Deeds of Variation	Fixed fee	N	817.50	817.50	750.00	750.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Leasehold enquiries	Fixed fee	N	87.20	87.20	80.00	80.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Freehold Reversions	Fixed fee	N	545.00	545.00	500.00	500.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Deeds/Letters of Postponement	Fixed fee	N	109.00	109.00	100.00	100.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Easements and Wayleaves	Fixed fee	N	817.50	817.50	750.00	750.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Housing/Property) - Low cost Housing (deed of covenant/letter of compatibility)	Fixed fee	N	381.50	381.50	350.00	350.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement up to 2 obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	1,907.50	1,907.50	1,750.00	1,750.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement 3 - 7 obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	2,452.50	2,452.50	2,250.00	2,250.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement 8- 12 obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	2,997.50	2,997.50	2,750.00	2,750.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement 13- 19 obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	3,542.50	3,542.50	3,250.00	3,250.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement 20-26 obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	4,087.50	4,087.50	3,750.00	3,750.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement 27+ obligations (No Planning Performance Agreement)	Fixed Fee - Subject to Uplift if Necessary	N	4,632.50	4,632.50	4,250.00	4,250.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Agreement (Planning Performance Agreement in Place)	Per Hour - Dependant on Advice	N	327.00	327.00	300.00	300.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Highways) – s.38 Agreement	Fixed Fee - Subject to Uplift if Necessary	N	3,270.00	3,270.00	3,000.00	3,000.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Planning) – s.106 Deed of Variation	Fixed Fee - Subject to Uplift if Necessary	N	1,635.00	1,635.00	1,500.00	1,500.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Highways) – combined s.278/s.38 Agreement	Fixed Fee - Subject to Uplift if Necessary	N	3,815.00	3,815.00	3,500.00	3,500.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services (Highways) – s.278 Agreement	Fixed Fee - Subject to Uplift if Necessary	N	3,270.00	3,270.00	3,000.00	3,000.00	9.00%
Law and Governance	Legal Charges	Legal service charges – rates for specific services - contracts and procurement advice for schools	Fixed Hourly Rate	N	98.10	98.10	90.00	90.00	9.00%
Planning and Place Making									

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Local Land Charges Fees								
Planning and Place Making	Local Land Charges Fees	Standard Local Search Fee - Residential	-	Y (CON29 Element only)	169.55	169.55	155.55	155.60	9.00%
Planning and Place Making	Local Land Charges Fees	Part I Enquiries							
Planning and Place Making	Local Land Charges Fees	One parcel of land	-	Y	141.52	169.83	129.84	155.80	9.00%
Planning and Place Making	Local Land Charges Fees	Each additional parcel of land	-	Y	48.64	58.37	44.63	53.60	9.00%
Planning and Place Making	Local Land Charges Fees	Part II Enquiries							
Planning and Place Making	Local Land Charges Fees	Additional Enquiries on Land Charges	-	N	44.47	44.47	40.80	40.80	9.00%
Planning and Place Making	Local Land Charges Fees	<i>NOTE: Part I / Part II Enquiries - CON29 search fees - HMRC advised VAT liability to change wef 1/1/2017</i>							
Planning and Place Making	Local Land Charges Fees	Standard Local Search Fee - Commercial		Y	215.30	258.36			
Planning and Place Making	Conservation and Archaeology								
Planning and Place Making	Conservation and Archaeology	Searches (for commercial organisations)							
Planning and Place Making	Conservation and Archaeology	Historic Environment Record searches (for commercial organisations)	Standard	Y	94.95	113.94	87.11	104.53	9.00%
Planning and Place Making	Conservation and Archaeology	Historic Environment Record searches (for commercial organisations)	Extended	Y	143.71	172.45	131.84	158.21	9.00%
Planning and Place Making	Conservation and Archaeology	Historic Environment Record searches (for commercial organisations)	Priority Standard	Y	189.99	227.98	174.30	209.16	9.00%
Planning and Place Making	Conservation and Archaeology	Historic Environment Record searches (for commercial organisations)	Priority Extended	Y	287.40	344.88	263.67	316.40	9.00%
Planning and Place Making	Planning Pre-application Advice								
Planning and Place Making	Planning Pre-application Advice	Enlargement, improvement or other alteration to an existing dwelling and any other development proposed within the curtilage of an existing dwelling	Per proposal	Y	163.50	196.20	150.00	180.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 1 dwelling	Per proposal	Y	218.00	261.60	200.00	240.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 2-4 dwellings	Per proposal	Y	545.00	654.00	500.00	600.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 5-9 dwellings	Per proposal	Y	1,090.00	1,308.00	1,000.00	1,200.00	9.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 10-24 dwellings	Per proposal	Y	1,635.00	1,962.00	1,500.00	1,800.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 25-49 dwellings	Per proposal	Y	2,725.00	3,270.00	2,500.00	3,000.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 50-499 dwellings	Per proposal	Y	8,175.00	9,810.00	7,500.00	9,000.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Residential dwellings (New build & conversion) - 500+ dwellings	Per proposal	Y	10,900.00	13,080.00	10,000.00	12,000.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Other floorspace (New build & conversion inc. change of use of land) <500sqm	Per proposal	Y	381.50	457.80	350.00	420.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Other floorspace (New build & conversion inc. change of use of land) 500-999sqm	Per proposal	Y	1,090.00	1,308.00	1000.00	1200.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Other floorspace (New build & conversion inc. change of use of land) 1000-2499sqm	Per proposal	Y	1,635.00	1,962.00	1500.00	1800.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Other floorspace (New build & conversion inc. change of use of land) 2500-9999sqm	Per proposal	Y	2,725.00	3,270.00	2,500.00	3,000.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Other floorspace (New build & conversion inc. change of use of land) >=10000sqm	Per proposal	Y	10,900.00	13,080.00	10,000.00	12,000.00	9.00%
Planning and Place Making	Planning Pre-application Advice	External works only to existing buildings (non householder)	Per proposal	Y	381.50	457.80	350.00	420.00	9.00%
Planning and Place Making	Planning Pre-application Advice	Advertisements	Per proposal	Y	163.50	196.20	150.00	180.00	9.00%
Planning and Place Making	Planning Applications/Householder Applications								
Planning and Place Making	Planning Applications	All Outline Applications							
Planning and Place Making	Planning Pre-application Advice	Advice prior to discharge of planning conditions	Per condition	Y	163.50	196.20			
Planning and Place Making	Planning Pre-application Advice	Listed building consent and/or demolition in a conservation area (without new development)	Per proposal	Y	218.00	261.60	200.00	240.00	9.00%
Planning and Place Making	Planning Applications	Sites up to and including 2.5 hectares	Not more than 2.5 hectares	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Sites in excess of 2.5 hectares	More than 2.5 hectares	N	11,432.00	11,432.00	11,432.00	11,432.00	0.00%
Planning and Place Making	Planning Applications	Sites in excess of 2.5 hectares	each 0.1 hectare thereafter up to maximum charge £125,000.	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Planning Applications	Alterations/extensions to a single dwelling, including works within boundary	Single Dwelling	N	206.00	206.00	206.00	206.00	0.00%
Planning and Place Making	Householder Applications	Full Applications (and First Submissions of Reserved Matters)							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Applications	Alterations/extensions to two or more dwellings, including works within boundaries	Two or more dwellings	N	407.00	407.00	407.00	407.00	0.00%
Planning and Place Making	Planning Applications	New Dwellings (up to and including 50)	New Dwellings (per dwelling)	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	New Dwellings (for more than 50)	First 50 Dwellings	N	22,859.00	22,859.00	22,859.00	22,859.00	0.00%
Planning and Place Making	Planning Applications	per additional dwelling thereafter up to maximum fee of £250,000.	per additional dwelling thereafter up to maximum fee of £250,000.	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Householder Applications	Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery)							
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sq m	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 40 sq m but no more than 75 sq m	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 75 sq m but no more than 3,750 sq m for each 75 sq m or part thereof	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 3,750 sq m	N	22,859.00	22,859.00	22,859.00	22,859.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	for each additional 75 sq m in excess of 3,750 sq m to a maximum of £250,000	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Householder Applications	The erection of buildings (on land used for agriculture for agricultural purposes)							
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	Not more than 465 sq m	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 465 sq m but not more than 540 sq m	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 540 sq m but not more than 4,215 sq m for first 540 sq m	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 540 sq m but not more than 4,215 sq m for each 75 sq m (or part thereof) in excess of 540 sq m	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 4,215 sq m	N	22,859.00	22,859.00	22,859.00	22,859.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 4215 sq m for each 75 sq m (or part thereof) in excess of 4,215 sq m up to a maximum of £250,000	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Householder Applications	Erection of glasshouses (on land used for the purposes of agriculture)							
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	Not more than 465 sq m	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Gross floor space to be created by the development	More than 465 sq m	N	2,580.00	2,580.00	2,580.00	2,580.00	0.00%
Planning and Place Making	Householder Applications	Erection/alterations/replacement of plant and machinery							
Planning and Place Making	Planning Applications	Site Area	Not more than 5 hectares for each 0.1 hectare or part thereof	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 5 hectares	N	22,859.00	22,859.00	22,859.00	22,859.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 5 hectares for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £250,000.	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Householder Applications	Applications Other Than Building Works							
Planning and Place Making	Planning Applications	Car Parks, service roads or other accesses	For existing uses	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Householder Applications	Waste							
Planning and Place Making	Planning Applications	Site Area	Not more than 15 hectares per 0.1 hectare (or part thereof)	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 15 hectares	N	34,934.00	34,934.00	34,934.00	34,934.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 15 hectares for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £65,000	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Householder Applications	Operations connected with exploratory drilling for oil or natural gas							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Applications	Site Area	Not more than 7.5 hectares for each 0.1 hectare (or part thereof)	N	508.00	508.00	508.00	508.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 7.5 hectares	N	38,070.00	38,070.00	38,070.00	38,070.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 7.5 hectares for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £250,000	N	151.00	151.00	151.00	151.00	0.00%
Planning and Place Making	Householder Applications	Other operations (winning and working of materials)							
Planning and Place Making	Planning Applications	Site Area	Not more than 15 hectares per 0.1 hectare (or part thereof)	N	257.00	257.00	257.00	257.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 15 hectares	N	38,520.00	38,520.00	38,520.00	38,520.00	0.00%
Planning and Place Making	Planning Applications	Site Area	More than 15 hectares for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £65,000	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Planning Applications	Other operations (not coming within any of the above categories)	Any site area for each 0.1 hectare (or part thereof) up to a maximum of £1,690	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Householder Applications	Lawful Development Certificate							
Planning and Place Making	Planning Applications	LDC - Existing Use - in breach of a planning condition	-	N	Same as Full	Same as Full	Same as Full	Same as Full	0.00%
Planning and Place Making	Planning Applications	LDC - Existing Use LDC - lawful not to comply with a particular condition	-	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Planning Applications	LDC - Proposed Use	-	N	Half of the normal Planning Fee	Half of the normal Planning Fee	Half of the normal Planning Fee	Half of the normal Planning Fee	0.00%
Planning and Place Making	Householder Applications	Prior Approval							
Planning and Place Making	Planning Applications	Agricultural and Forestry buildings & operations or demolition of buildings	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Telecommunications Code Systems Operators	-	N	462.00	462.00	462.00	462.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Applications	Prior Approval of Proposed Change of Use to State Funded School	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Prior Approval of Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional Services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Notification of a Proposed Change of Use to Dwelling(s)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning Applications	Prior notification for larger home extensions	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Householder Applications	Reserved Matters							
Planning and Place Making	Planning Applications	Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Householder Applications	Approval/Variation/Discharge of Condition							
Planning and Place Making	Planning Applications	Application for removal or variation of a condition following grant of planning permission	-	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Planning Applications	Request for confirmation that one or more planning conditions have been complied with	Per request for Householder	N	34.00	34.00	34.00	34.00	0.00%
Planning and Place Making	Planning Applications	Request for confirmation that one or more planning conditions have been complied with	Otherwise per request	N	116.00	116.00	116.00	116.00	0.00%
Planning and Place Making	Householder Applications	Change of Use							
Planning and Place Making	Planning Applications	Change of use of a building to use as one or more separate dwelling houses, or other cases	Per Dwelling not more than 50 Dwellings	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Planning Applications	Change of use of a building to use as one or more separate dwelling houses, or other cases	More than 50 Dwellings	N	22,859.00	22,859.00	22,859.00	22,859.00	0.00%
Planning and Place Making	Planning Applications	Change of use of a building to use as one or more separate dwelling houses, or other cases	For each dwelling in excess of 50 dwellings up to a maximum of £250,000	N	138.00	138.00	138.00	138.00	0.00%
Planning and Place Making	Planning Applications	Other changes of use of a building or land	-	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Householder Applications	Advertising							
Planning and Place Making	Planning Applications	Advertisements relating to the business on the premises	-	N	132.00	132.00	132.00	132.00	0.00%
Planning and Place Making	Planning Applications	Advance signs which are not situated on or visible from the site, directing the public to a business	-	N	132.00	132.00	132.00	132.00	0.00%
Planning and Place Making	Planning Applications	Other advertisements	-	N	462.00	462.00	462.00	462.00	0.00%
Planning and Place Making	Householder Applications	Application for a Non-Material Amendment Following A Grant of Planning Permission							

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning Applications	Non-material amendment applications in respect of householder developments	-	N	34.00	34.00	34.00	34.00	0.00%
Planning and Place Making	Planning Applications	Non-material amendment applications in respect of other developments	-	N	234.00	234.00	234.00	234.00	0.00%
Planning and Place Making	Planning Obligation Fees	Planning Obligation Fees							
Planning and Place Making	Planning Obligation Fees	Monitoring Fee - per obligation where the obligation is less than £100,000	Per Obligation	N	1,852.56	1,852.56	1,699.60	1,699.60	9.00%
Planning and Place Making	Planning Obligation Fees	Monitoring Fee - per obligation where the obligation exceeds £100,000	Per Obligation	N	2,663.06	2,663.06	2,443.18	2,443.18	9.00%
Planning and Place Making	Planning applications	Planning applications							
Planning and Place Making	Planning Applications	Application for Permission in Principle	For each 0.1 hectare (or part thereof)	N	402.00	402.00	402.00	402.00	0.00%
Planning and Place Making	Planning applications	Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	-	N	206.00	206.00	206.00	206.00	0.00%
Planning and Place Making	Planning applications	Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are no Associated Building Operations	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	-	N	206.00	206.00	206.00	206.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change Of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to Dwellinghouses (Class C3)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations	-	N	206.00	206.00	206.00	206.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3), and Associated Building Operations	-	N	206.00	206.00	206.00	206.00	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Planning applications	Notification for Prior Approval for a Change of Use from Shops (Class A1) and Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Class D2)	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for the Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for enlargement of a dwellinghouse by construction of additional storeys	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for change of use of commercial, business and service uses to dwellinghouse for each proposed dwellinghouse	For each proposed dwellinghouse	N	100.00	100.00	100.00	100.00	0.00%
Planning and Place Making	Planning applications	Notification for Prior Approval for extensions etc for schools, colleges, universities, prisons and hospitals	-	N	96.00	96.00	96.00	96.00	0.00%
Planning and Place Making	Registration and Validation Fees								
Planning and Place Making	Registration and Validation Fees	Scanning of postal applications (major applications and associated discharge of conditions)	Per application	N	50.00	50.00	0.00	0.00	N/A
Planning and Place Making	Registration and Validation Fees	Scanning of postal applications (all other applications and associated discharge of conditions)	Per application	N	25.00	25.00	0.00	0.00	N/A
Planning and Place Making	Registration and Validation Fees	Indexing of postal applications (major applications and associated discharge of conditions)	Per application	N	100.00	100.00	0.00	0.00	N/A
Planning and Place Making	Registration and Validation Fees	Indexing of postal applications (all other applications and associated discharge of conditions)	Per application	N	50.00	50.00	0.00	0.00	N/A
Planning and Place Making	Planning Performance Agreement (PPA'S) Fees								
Planning and Place Making	Planning Performance Agreement (PPA'S) Fees	There has been a revised calculator created. Fees are worked out based upon the level of input required by different levels of staff and what type of support is requested by the applicants. This is calculated on an hourly rate for each level of input. Information about the new calculator can be found on the Council website: https://www.milton-keynes.gov.uk/planning-and-building/premium-planning-service/planning-performance-agreements-ppa	As per PPA calculator	Y	As per PPA calculator	As per PPA calculator	100.00 - 200,000.00	100.00 - 200,000.00	N/A
Planning and Place Making	Invalid Application Return Fees								
Planning and Place Making	Invalid Application Return Fees	Householder application returns	Per return	N	26.00	26.00	26.00	26.00	0.00%
Planning and Place Making	Invalid Application Return Fees	Minor applications returns	Per return	N	51.50	51.50	51.50	51.50	0.00%

Service Group	Area	Activity/ Item	Basis	Charge VAT	2023/24	2023/24	2022/23	2022/23	Increase/ Decrease
				Y/N	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	%
					£	£	£	£	
Planning and Place Making	Invalid Application Return Fees	Major application returns	Per return	N	256.50	256.50	256.50	256.50	0.00%
Planning and Place Making	Cycling								
Planning and Place Making	Cycling	Cycle Facilities (inc locker) - Get Changed	per year	Y	240.00	288.00	240.00	288.00	0.00%
Planning and Place Making	Cycling	Cycle Lockers - Station Square and Get Changed	per year	Y	52.71	63.25	52.71	63.25	0.00%
Planning and Place Making	Cycling	Bikeability Cycle Training - ad hoc courses	ad hoc	Y	POA	POA	POA	POA	N/A
Planning and Place Making	Cycling	Bikeability Cycle Training -school related	per course	N	33-196	33-196	30-180	30-180	N/A
Planning and Place Making	Cycling	Bikeability Cycle Training - non school related	per person	N	10.90	10.90	10.00	10.00	9.00%
Planning and Place Making	Transport Policy								
Planning and Place Making	Transport Policy	Developers charge to assess the transport implications of planning applications in relation to the MKC Multi Modal Model	Cost plus 20%	Y	POA	POA	POA	POA	N/A
Planning and Place Making	Transport Policy	Highways Search Enquiries	Per search	N	56.68	56.68	52.00	52.00	9.00%
Planning and Place Making	Transport Policy	Additional questions are charged at £7.50 each (such as information about traffic schemes, bridleways, stopping up orders).	Per search	N	8.50	8.50	7.80	7.80	9.00%

Fees & Charges - Exemptions to the Policy

Annex G

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease/	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
			£	£	%	%	
			Range From	Range To	Range From	Range To	
Children's Services	Governor Services						
	Governor Services	Governor Development non-maintained schools	1,164.00	1,164.00	-0.51%	-0.51%	Re-aligning with maintained schools to encourage take up
	Governor Services	Clerking support for hearings in non-maintained schools (From 1 hour to Full day)	483.60	2,438.40	1.40%	3.33%	
	Governor Services	Job advert service ongoing (no closing date) - non-maintained schools	186.00	186.00	0.00%	0.00%	
	Ethnic Minority Achievement						
	Ethnic Minority Achievement	Consultancy - Maintained Schools	500.00	500.00	4.17%	4.17%	The whole pricing structure of the EMA Network has been reviewed carefully and we will now be offering two packages.
	Ethnic Minority Achievement	Annual Service Membership Option 1/Option 2	600.00	960.00	100.00%	100.00%	New service offering email advice, guidance, termly briefings, updates, newsletter, membership resources and website access.
	Ethnic Minority Achievement	Consultancy - All Schools	300.00	300.00	100.00%	100.00%	This is a new offer for 2023/24. Schools may be unable to afford a full day and this would cover twilight activities. It is higher for a 1/2 day as travel time and organisation means that a 1/2 day is more costly to provide.
	School Improvement						
	School Improvement	Senior Leader appointments - maintained schools/non-maintained schools	2,400.00	2,880.00	28.00%	28.00%	This is what we need to charge to cover IP costs of delivering service
	School Improvement	Interim Senior Leader appointment service - maintained schools/non-maintained schools	2,400.00	2,880.00	196.00%	235.00%	
	School Improvement	Early Career Teachers (ECT) - service for maintained schools	199.00	199.00	0.00%	0.00%	Current price is contractual to Summer 2023. Service cannot be offered beyond that date due to a change in law.
	School Improvement	Early Career Teachers (ECT) - service for non-maintained schools	238.80	238.80	0.00%	0.00%	
	School Improvement	Headteacher Performance Appraisal - maintained schools	680.00	680.00	0.00%	0.00%	Price was increased considerably at the start of the current year and has had a negative impact on buy back.
	School Improvement	Headteacher Performance Appraisal - Non-maintained schools	816.00	816.00	100.00%	100.00%	
	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	768.00	768.00	-17.00%	-17.00%	New fee
	School Improvement	Improvement Partner Consultancy - Non-maintained Schools outside of MK	816.00	816.00	-1.31%	-1.31%	Re-aligning with maintained schools to encourage take up
	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	2,268.00	2,268.00	0.16%	0.16%	Cover costs of an IP per day and allow for extra £40.00 income per day. The extra £40.00 would essentially be profit as the cost of delivering to schools close to MK borders (Travel Claims) have been factored in already.
	School Improvement	Improvement Partner Consultancy- Non-maintained Schools outside of MK	2,400.00	2,400.00	1.78%	1.78%	Re-aligning with maintained schools to encourage take up
	School Improvement	Improvement Partner Consultancy - Non-maintained Schools	4,308.00	4,308.00	0.56%	0.56%	Cover costs of an IP per day x 3 and to offer a marginal discount for buying in bulk. We have added a clause to the service spec / SLA to make it clear that any work done further afield would incur extra costs to cover increased costs of travel etc.
School Improvement	Improvement Partner Consultancy - Non-maintained Schools outside of MK	4,596.00	4,596.00	0.13%	0.13%	Re-aligning with maintained schools to encourage take up	
Library Services							
Library Services	Photocopies	0.35	0.80	-4.29%	-14.71%	Cover cost of an IP per day x 6 to offer a discount for buying in bulk up front. We have added a clause to the service spec / SLA to make it clear that any work done further afield would incur extra costs to cover increased costs of travel etc.	
Library Services	Computers: Extra Sessions and Non-Members	0.00	0.00	-100.00%	-100.00%	Current charge is actually 30p/75p since new wi-fi printing / copier system installed Sept 2021. Machine only takes silver coins so gross amount rounded to the nearest 5p.	
Community Alarm & Telecare						No charge since Covid	
Community Alarm & Telecare	Community Alarm/Telecare charges	1.72	8.23	5.00%	5.00%	There are concerns that if a 9% increase is applied, vulnerable people using this service may cancel this preventative service and therefore impact on our wider demand.	
Appointees / Deputyships							
Appointees	Appointeeship management	15.00	15.00	2.74%	2.74%	Benchmarked against other Councils and at 9% MKCC would be charging significantly more than other Council's. Increasing the number of appointeeship will reduce the risk of debt accruing and therefore will have wider financial benefits to MKCC.	

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease from	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
				%	%		
			£	£	Range From	Range To	
			Range From	Range To			
Adult Services	Deputyships	Deputyship Set Up Fee	745.00	745.00	0.00%	0.00%	Deputyship Fees are set and monitored by the Office of the Public Guardian, we do not set the fees and we cannot change them
	Deputyships	Deputyship Annual Management Fee (1st Year) for those with more than £16,000 in savings	775.00	775.00	0.00%	0.00%	
	Deputyships	Deputyships Annual Management Fee for those with more than £16,000 in savings	650.00	650.00	0.00%	0.00%	
	Deputyships	Deputyship Property Maintenance Fee	300.00	300.00	0.00%	0.00%	
	Deputyships	Deputyship Annual Report Fee	216.00	216.00	0.00%	0.00%	
	Winding Up Fee	Winding Up Fee	300.00	300.00	N/A	N/A	New for 2023/24: A set amount charged for the work MKCC do to gather information and liaise with families, support, social workers, banks and utilities once a client passes away
	Intermediate Care						
	Recuperation bed (Intermediate Care)	FE residential/EMH Residential/Nursing/EMH Nursing	1,021.98	1,021.98	9.39%	9.39%	We uplift the block bed provider based on a contractual agreement.
	Homelessness						
	Homelessness	Emergency Bed & Breakfast Accommodation for families/individuals	17.30	17.30	0.00%	0.00%	The weekly Housing Benefit subsidy cap is below this figure at £121.15. Therefore, the Revenue and Benefit service would not be able to claim subsidy for the amount above the subsidy cap of £2.47.
Passenger Transport							
Passenger Transport	Charge for All in 1 MK Card	3.00	3.00	-41.18%	-41.18%	Next year we will be offering the smart version of the card and fees will need to be in line with the MK Move card	
Passenger Transport	All in 1 MK Card - weekly pass/4 weekly Pass	10.00	32.00	17.65%	18.52%	In line with other bus fare increases	
Passenger Transport	Community Transport Return Fare	6.50	6.50	13.04%	13.04%	New fee set just below the cost of using public transport	
Car Parking							
Car Parking	Car Parking: Pay & Display and Permits	0.50	2,250.00	0.00%	0.00%	Full consultation to be conducted before any increase is proposed	
Officer Time							
Officer Time	Road Safety Audits	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	0.00%	0.00%	Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000	
Officer Time	Provision of Collision Data	POA	POA	0.00%	0.00%	Price on application	
Taxi Licensing							
Taxi Licensing	Licences - Hackney Carriages: Combined Drivers Licence Charges	252.00	269.00	16.96%	17.76%	Increase of 9% plus an extra £18 to cover the new additional cost of 6 month DBS checks (via contractor Taxi-plus).	
Taxi Licensing	Private Hire Vehicle NEW/RENEWAL	308.50	314.00	11.74%	11.78%	Increase of 9% plus the £7 increase from 1 July 2022 for the new door signage policy	
Highways							
Highways	Provision of Temporary Traffic Regulation Order	2,203.00	2,203.00	0.00%	0.00%	Already the most expensive in the region and an increase is not justifiable	
Highways	Damage assessment fee routine only (Based on incident severity - special engineering difficulty priced at cost)	POA	POA	0.00%	0.00%	Price on application	
Highways	Necessary alterations to the highway and street furniture - at cost	POA	POA	0.00%	0.00%		
Highways	Review/approval of method statements/risk assessments for works affecting sites of engineering difficulties (Bridges & Highway Structures)	POA	POA	0.00%	0.00%		
Highways							
Highways	Winter Services						
Highways	Winter preparation (Consultancy Service)	POA	POA	0.00%	0.00%	Price on application	
Highways	S38 Charges to Developers						
Highways	Section 38 Charges to Developers	10% of bond fee	10% of bond fee	0.00%	0.00%	10% of bond fee	
Highways	S278 Charges to Developers						

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease from	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
				%	%		
			£	£	Range From	Range To	
			Range From	Range To	Range From	Range To	
Environment and Property	Highways	Approval/Supervision schemes up to £15m	10% of scheme value	10% of scheme value	0.00%	0.00%	10% of scheme value
	Highways	Approval/Supervision schemes over £15m	8% of scheme value	8% of scheme value	0.00%	0.00%	
	Highways	Design Fees					
	Highways	To undertake a Stage 2,3&4 - Road Safety Audits	5% of scheme cost + £2000 to a maximum of £6000	5% of scheme cost + £2000 to a maximum of £6000	0.00%	0.00%	5% of scheme cost + £2000 to a maximum of £6000
	Highways	Traffic Management					
	Highways	Provision of new signs and commuted sums	POA	POA	0.00%	0.00%	Price on application
	Highways	Bridge & Highway Structures Condition Inspections					
	Highways	General Inspection (visual inspection & condition summary, photographs, recommendations & technical review/approval)	POA	POA	0.00%	0.00%	Price on application
	Highways	Principal Inspection (Within touching distance inspection, all necessary specialist access & equipment, minimum of 2 bridge inspectors & written condition report, photographs, recommendations, technical review/approval)	POA	POA	0.00%	0.00%	
	Highways	Artwork and statues erected on the highway - Review of proposals, risk assessments, technical advice/approvals	POA	POA	0.00%	0.00%	
	Emberton Park	Emberton Park					
	Emberton Park	Touring Field (allocated pitches, toilet/shower block in field): Additional vehicle charge	5.00	5.00	N/A	N/A	New Fee
	Emberton Park	Dog Charge	5.00	5.00	N/A	N/A	
	Waste Management						
	Waste Management	Bulky Waste Collections, Special Collections, Chargeable "special" collections, Supplementary cost for Chargeable "special" collections	6.00	100.00	0.00%	0.00%	Under review politically and as part of the new contract
	Waste Management	1100 ltr bin waste services & additional collection	300.00	490.00	6.38%	21.89%	Under review as part of the new contract
	Waste Management	Waste services for schools (40/52 weeks)	306.00	396.00	8.20%	8.51%	Under review as part of the new contract
	Buildings Contracts						
	Buildings Contracts	Buildings Contracts	12% added to Materials and Contractors per Job	12% added to Materials and Contractors per Job	N/A	N/A	12% added to Materials and Contractors per Job
	Commercial Property						
	Commercial Property	Licence to assign/underlet/alterations	1,000.00	1,000.00	N/A	N/A	New Fee
	Commercial Property	Lease surrender	1,500.00	1,500.00	N/A	N/A	
	Commercial Property	Deed of variation	1,500.00	1,500.00	N/A	N/A	
	Commercial Property	New lease or renewal (Charities/Parish Councils)	0.00	0.00	N/A	N/A	
	Commercial Property	New lease or renewal (SMEs/ non-SMEs)	850.00	2,000.00	N/A	N/A	
	Commercial Property	Wayleaves and Easements	1,500.00	1,500.00	N/A	N/A	
Commercial Property	"Top up" on external fees	3% added to Costs	3% added to Costs	N/A	N/A		
Commercial Property	Copy documentation	120.00	120.00	N/A	N/A		
Commercial Property	Surveyor costs (Senior/Surveyor/Assistant/Property Technician)	45.00	100.00	N/A	N/A		
Film Location Charges							
Film Location Charges	Commercial Production Fees	210.00	720.00	N/A	N/A	New Fee	
Film Location Charges	Non Commercial Fees	105.00	360.00	N/A	N/A		
Film Location Charges	Complex or sensitive applications that require additional officer time	72.00	72.00	N/A	N/A		
Film Location Charges	Late application charge (less than 7 days notice)	25% added to Admin and Filming Fees	25% added to Admin and Filming Fees	N/A	N/A		
Court Costs Charged to Local Taxation Defaulters							
Court Costs Charged to Local Taxation Defaulters	Council Tax summons, Council Tax Liability Order	29.50	56.00	0.00%	0.00%	The costs applied via a summons and liability order are commensurate with service costs. Our budgets are not increasing in 2023-24 and therefore costs will stay the same.	

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease from	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
				%	%		
			£	£	Range From	Range To	
			Range From	Range To	Range From	Range To	
Finance and Resources	Court Costs Charged to Local Taxation Defaulters	Non Domestic Rates summons, Non Domestic Rates Liability Order	40.00	72.50	0.00%	0.00%	
	Late commercial payments						
	Late commercial payments	Penalty charges for late payment in commercial transactions	Amounts charged vary depending on value of debt	Amounts charged vary depending on value of debt	0.00%	0.00%	Majority are service charges that become overdue - these service charges will already include cost of living rises.
	Traded Services with Schools						
	Traded Services with Schools	Financial Advice/Support	360.00	360.00	30.91%	30.91%	Service offer increase from 6.5 hours to 7.5 hours.
Housing and Regeneration	Private Sector Housing						
	Private Sector Housing	Statutory Notice Scheme	405.00	405.00	25.00%	25.00%	Legislation as part of the Housing Act 2004 requires fees to be based on hourly fee and time taken to undertake the task. This fee used to be set every 5 years, now moved to annual review
	Private Sector Housing	Houses Of Multiple Occupancy	428.00	428.00	24.42%	24.42%	Housing Act 2004 governs the process in which the fee amount is set. This fee is used for application of the licence (review, visit and granting the licence - paperwork for proposal). This amount is payable every 5 years
	Private Sector Housing	Immigration Inspections	171.00	171.00	24.82%	24.82%	Based on officer rate, guidance and legislation based on this. Previously set every 5 years, now moved to annual review
Housing & Community - HRA	Housing & Community - HRA						
	Housing & Community - HRA	<i>Note: Most Commercial/ Leasehold/ Shared ownership charges are (round step) increased every 3-5 yrs.</i>					
	Housing & Community - HRA	Average Shared Ownership full equivalent Dwelling Rent	92.70	92.70	4.10%	4.10%	Rent Policy
	Housing & Community - HRA	Garage Rents - non-VATable	13.67	13.67	7.00%	7.00%	Increase inline with housing rents 7% (difference is rounding's)
	Housing & Community - HRA	Garage Rents - VATable	16.40	16.40	7.00%	7.00%	
	Housing & Community - HRA	Carport Rents - non-VATable	2.71	2.71	7.00%	7.00%	
	Housing & Community - HRA	Carport Rents - VATable	3.25	3.25	7.00%	7.00%	
	Housing & Community - HRA	Rechargeable repairs	Variable Charge	Variable Charge	Variable Charge	Variable Charge	Variable Charge
	Housing & Community - HRA	Leaseholder Major Works Administration Fee	Variable Charge	Variable Charge	Variable Charge	Variable Charge	Variable Charge
	Housing & Community - HRA	Leaseholder major works	Variable Charge	Variable Charge	Variable Charge	Variable Charge	Variable Charge
	Housing & Community - HRA	Land Purchase Enquiries - Title Investigation	175.00	175.00	N/A	N/A	New Fee
	Housing & Community - HRA	Land Purchase Enquiries - Full Land Purchase Application*	Variable Charge	Variable Charge	Variable Charge	Variable Charge	Variable Charge
	Housing & Community - HRA	Vehicular Access Admin Charge	175.00	175.00	49.57%	49.57%	The fees and charges show a higher than 9% increase, because they have been reviewed and aligned to ensure consistent methodology is used and charged throughout the Council
	Housing & Community - HRA	Vehicular Access Licence	320.00	320.00	10.34%	10.34%	
	Housing & Community - HRA	Ex Council property - Covenant Consent **	260.00	260.00	23.81%	23.81%	
	Housing & Community - HRA	Ex Council property - Retrospective Covenant Consent **	300.00	300.00	15.38%	15.38%	
	Housing & Community - HRA	Ex Council property - Fast Track Retrospective Consent **	570.00	570.00	72.73%	72.73%	
	Housing & Community - HRA	Leasehold Subletting Fee	10.20	10.20	0.00%	0.00%	
	Housing & Community - HRA	S42 statutory leasehold extension valuation	900.00	900.00	33.93%	33.93%	The fees and charges show a higher than 9% increase, because they have been reviewed and aligned to ensure consistent methodology is used and charged throughout the Council
	Housing & Community - HRA	Non-statutory leaseholder extension valuation	780.00	780.00	N/A	N/A	New Fee
Housing & Community - HRA	Shared Ownership lease extension valuation	900.00	900.00	N/A	N/A		
Housing & Community - HRA	Leasehold/Shared ownership extension admin fee	175.00	175.00	N/A	N/A		
Housing & Community - HRA	Shared Ownership Staircasing Valuation	Variable Charge	Variable Charge	Variable Charge	Variable Charge	Variable Charge	
Housing & Community - HRA	Garden Licence Admin Charge***	175.00	175.00	N/A	N/A	New Fee	
* Items marked with an Asterix are for the councils fees only. There will be a separate charge for the rent or consideration which will vary by property and location							
** for a simple consent only - MKCC may charge a higher fee for a more complicated or development consent							
*** Garden Licence admin charge if matters become protracted, fee may increase							
Environmental Health - Burials and Cremation	Environmental Health - Burials and Cremation	Burials and Cremation					
	Environmental Health - Burials and Cremation	Cemeteries: Burial Charges	147.00	5,911.50	5.00%	5.00%	To remain competitive with neighbouring Authorities, and cover cost increases in the budget without making a surplus
	Environmental Health - Burials and Cremation	Exclusive Right of Burial for 30 years charges	21.00	2,835.00	5.00%	5.00%	
	Environmental Health - Burials and Cremation	Monuments, Gravestones, Tablets and Monumental Inscriptions Charges	115.50	1,113.00	5.00%	5.00%	

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease from	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
				%	%		
			£	£	Range From	Range To	
			Range From	Range To			
Customer & Community Services	Environmental Health - Burials and Cremation	Other Burials & Cremation Fees	37.80	1,050.00	5.00%	5.00%	
	Crematorium	Crematorium					
	Crematorium	[1] Fees include Cremation, Disposal of ashes, Deposit (1 month), Use of Chapel (45 min) and Sound System.	31.50	1,438.50	5.00%	5.00%	To remain competitive with neighbouring Authorities, and cover cost increases in the budget without making a surplus
	Crematorium	Other Crematorium Fees	25.20	680.40	5.00%	5.00%	
	Crematorium	Crematorium Memorial Charges	1.89	1,365.00	5.00%	5.00%	
	Crematorium	Memorial Mushroom charges	31.50	498.75	5.00%	5.00%	
	Crematorium	Book of Remembrance/Miniature Book of Remembrance charges/Memorial Cards	37.80	214.20	5.00%	5.00%	
	Miscellaneous Customer & Community Services Charges						
	Miscellaneous Charges	Any other work undertaken by Regulatory Services officers	108.36	108.36	7.00%	7.00%	Increased to reflect 2022/23 pay award higher than budget, and pay assumptions for 2023/24
	Trading Standards						
	Trading Standards	Weighing and Measuring Equipment	108.36	108.36	7.00%	7.00%	Increased to reflect 2022/23 pay award higher than budget, and pay assumptions for 2023/24
	Environmental Protection	Environmental Protection					
	Environmental Protection	Water Sampling - Private Supplies	POA	POA	POA	POA	Price on Application
	Licensing	Licensing					
	Licensing	Sex Establishment Fees	325.00	1,286.00	0.00%	0.00%	Fee reviewed against cost of service delivery
	Licensing	Sex Establishment Grant fee & Licence Transfer	211.00	455.00	8.76%	45.37%	Fee increased to ensure full cost recovery of service provision including 9% inflation 23/24
	Licensing	Street Trading Charges: New (mobile/fixed), Renewal (mobile/fixed), Variation, Grant fee Boroughwide Mobile Operator (for each vehicle), Renewal Borough wide Mobile Vehicle Operator, New employee notification	15.00	1,708.00	0.00%	0.00%	Fee reviewed against cost of service delivery
	Licensing	Street Trading Charges: Grant Fee (multiple based on hours of trading), Transfer / change Vehicle, Additional Vehicle (BMO)	46.00	88.00	9.52%	11.39%	Fee increased to ensure full cost recovery of service provision including 9% inflation 23/24
	Licensing	Scrap Metal: Scrap metal collector licence - Renewal/New (3years), Variation (site to collector), Grant Fee collector, Grant fee Site licence, Variation - minor, Variation (collector to site)	95.00	442.00	8.87%	15.83%	Fee increased to ensure full cost recovery of service provision including 9% inflation 23/24
	Licensing	Scrap metal site licence - New (3 years) and Renewal (3 years)	415.00	454.00	0.00%	0.00%	Existing fee excessive for costs incurred and still adequate after 9% inflation 23/24
	Licensing	Other: Hypnotism	93.00	93.00	10.71%	10.71%	Fee increased to ensure full cost recovery of service provision including 9% inflation 23/24
	Licensing	Home Boarding Dogs: New/Renewal	456.56	666.64	4.00%	4.00%	Recovering the additional costs related to officer time and cannot increase the fees beyond this as they were set and approved by Regulatory Committee. A review of the fees and charges will take place again at the Committee in 2023 for adopting in 2024.
	Licensing	Kennel & Cattery: New/Renewal	537.68	624.00	4.00%	4.00%	
	Licensing	Kennel OR Cattery: New/Renewal	462.80	530.40	4.00%	4.00%	
	Licensing	Pet Shops	448.24	722.80	4.00%	4.00%	
	Licensing	Hiring out Horses*	901.68	1,244.88	4.00%	4.00%	
	Licensing	Breeding of Dogs *	360.88	736.22	4.00%	4.00%	
	Licensing	Dog Warden: Variation to terms and/or conditions for any animal related licence**	126.74	126.74	7.00%	7.00%	
	Licensing	Piercing/ Acupuncture (no expiry) charges	92.00	437.00	12.20%	75.89%	Fee increased to ensure full cost recovery of service provision including 9% inflation 23/24
	Licensing	Special Events Registration	601.00	2,378.00	11.09%	11.19%	
	Licensing	Copy Licence	16.00	16.00	6.67%	6.67%	
	Licensing	Additional Skin Piercing inspections	184.00	184.00	16.46%	16.46%	

Service Group	Area	Activity/Item	Proposed Fee	Proposed Fee	Increase/	Increase/	Explanation
			Level 2023/24	Level 2023/24	Decrease from	Decrease from	
			Value Incl. VAT	Value Incl. VAT	22/23	22/23	
				%	%		
			£	£	Range From	Range To	
			Range From	Range To			
	Licensing	Pre application advice / Business advice	93.00	93.00	17.72%	17.72%	Fee increased in line with corporate officer rate
	Licensing	Change of details e.g. name, address, towing vehicle etc.	30.00	30.00	0.00%	0.00%	Existing fee excessive for costs incurred and still adequate after 9% inflation 23/24
	Licensing	Chaperone DBS Check (non volunteer)	65.00	65.00	0.00%	0.00%	
	Gambling Permits	Gambling Permits					
	Gambling Permits	Bingo Club: Subsistence	636.00	636.00	17.13%	17.13%	Existing fee is incorrect should be 743 not 543. Revised fee set to account for full cost recovery including 9% increase 23/24
	Gambling Permits	Bingo Club Variation/Transfer/Reinstatement	834.00	1,500.00	0.00%	11.20%	Revised fee accounts for inflationary increase for 2021/2 and 22/23
	Gambling Permits	Adult Gaming Centre: Subsistence/Transfer/Reinstatement	556.00	1,000.00	11.20%	14.40%	Fee set to ensure full cost recovery including adjustment for 9% increase on costs for 23/24
	Gambling Permits	Track Betting: Subsistence/Transfer/Reinstatement	834.00	889.00	11.13%	11.20%	
	Gambling Permits	Family Entertainment Centre (FEC) charges	564.00	834.00	11.20%	14.40%	
	Gambling Permits	Betting Other (Betting Shop) - Transfer/Reinstatement/Provisional	585.00	2,446.00	11.18%	11.23%	
	Gambling Permits	Betting Other (Betting Shop) - Subsistence	543.00	543.00	0.00%	0.00%	Fee reviewed against cost of service delivery
	Registrar	Registrar					
	Registrar	Marriage or civil partnership in Decommissioned ceremony room (Civic) or Licensed Venue	500.00	700.00	1.45%	4.84%	Benchmark to other areas - we are most expensive on most days
	Registrar	Licensing of Venue for Marriage or civil partnership (2 rooms) (3 year licence)	2,500.00	2,500.00	0.00%	0.00%	Benchmark to other areas - highest in region
	Registrar	Each Additional Room	250.00	250.00	0.00%	0.00%	Benchmark to other areas - highest in region
	Registrar	Naming or Renewal of Vows charges	395.83	719.99	-16.67%	23.08%	Benchmark and lack of interest
	Registrar	Ceremony planning meeting at Registration Office	35.00	35.00	16.67%	16.68%	Limited take up and benchmark to other areas
	Registrar	Priority appointment fee (in addition to service charge) - statutory services/non statutory services	40.00	40.00	0.00%	0.00%	Limited take up and benchmark to other areas
	Registrar	Non refundable booking fee for ceremonies - statutory services/non-statutory services	50.00	100.00	0.00%	11.11%	Fee is connected to the ceremony fee which has been increased
	Registrar	Change fee for appointments and ceremonies - statutory services/ non-statutory services	40.00	40.00	-16.68%	0.00%	Benchmark to other areas
	Registrar	Passport form certification (PD2)	35.00	35.00	19.99%	19.99%	Limited take up and more expensive than other areas - not subject to VAT
	Citizenship	Citizenship					
	Citizenship	Private ceremony	190.00	300.00	5.56%	7.14%	Benchmark - highest in region
	Copy certificates/post	Special Delivery (inc any standard postage required) online and in person	8.50	8.50	6.25%	6.25%	At cost of special delivery
Planning and Place Making	Local Land Charges Fees	Local Land Charges Fees					
	Local Land Charges Fees	Part II Enquiries					
	Local Land Charges Fees	Standard Local Search Fee - Commercial	258.36	258.36	N/A	N/A	New Fee
	Planning Applications	Planning Applications					
	Planning Pre-application Advice	Advice prior to discharge of planning conditions	196.20	196.20	N/A	N/A	New pre-app category
	Householder Applications	Prior Approval					
	Registration and Validation Fees	Scanning of postal applications (major applications and associated discharge of conditions)	25.00	100.00	N/A	N/A	New group of admin fees proposed
	Cycling	Cycling					
	Cycling	Cycle Facilities (inc locker) - Get Changed	288.00	288.00	0.00%	0.00%	Get Changed has low current demand following its closure during pandemic. Price has to stay competitive with local gym facilities providing alternative shower/changing provision.
	Cycling	Cycle Lockers - Station Square and Get Changed	63.25	63.25	0.00%	0.00%	Not cost effective to increase, will be considered when parking charges are reviewed. Lockers are at 80% capacity, and cost increase may prevent achieving full occupancy.
Cycling	Bikeability Cycle Training - ad hoc courses	POA	POA	POA	POA	Price on Application	
Transport Policy	Transport Policy						
Transport Policy	Developers charge to assess the transport implications of planning applications in relation to the MKCC Multi Modal Model	POA	POA	POA	POA	Price on Application	

Medium Term Financial Plan 2023/24 - 2026/27- Year on Year Movement

Annex H

	2023-24	2024-25	2025-26	2026-27
	£000's	£000's	£000's	£000's
Government Funding				
Core Government Grant	831	0	0	0
Business Rates Growth & Inflation	(13,955)	4,946	(2,000)	(2,000)
Business Rates Impact of Revaluation/Reset	(3,546)	(6,946)	12,528	0
Additional Social Care Funding (Autumn Statement)	(7,510)	(3,983)	0	0
New Homes Bonus - End of legacy payment	(2,572)	4,542	0	0
Other Grants Movements	(121)	31	0	0
Total Government Funding Adjustments	(26,873)	(1,410)	10,528	(2,000)
Local Funding Choices				
Council Tax -2.99% 23/24 - 24/25; 25/26+ 1.99%	(4,283)	(4,583)	(3,261)	(3,408)
Council Tax - adult social care precept 2% 23/24 - 24/25; 25/26+ 1%	(2,865)	(3,066)	(1,639)	(1,713)
Council Tax Base uplift	(5,826)	(2,898)	(2,968)	(2,458)
	(12,974)	(10,547)	(7,868)	(7,579)
Estimated Variance in Resource Base	(39,847)	(11,957)	2,660	(9,579)
Inflation Assumptions				
Pay Inflation (4%,3%,3%,3%)	6,916	3,184	3,280	3,378
ER Pension Contribution -Revaluation	(1,100)	0	0	1,000
Contractual inflation - National Living Wage	6,195	4,769	2,991	3,228
Contractual Inflation - Other	7,764	3,624	2,504	2,438
Utilities	1,533	243	140	146
Insurance	163	62	64	66
Shared Service Partnership Indexation	128	58	60	62
Fees & Charges (9%/7%/2%/2%)	(560)	(536)	(168)	(171)
Other Forecasting Assumptions	35	36	37	38
Demand Budget Pressures				
Adult Social Care - Demographic/Cost pressures	6,199	2,503	2,260	2,308
Adult Social Care - Pressure Funded by additional Better Care Fund	900	600	0	0
Children's Social Care (Placements/emergency beds)	2,021	601	332	339
Children's Social Care Legal Costs	522	0	0	0
Home to School Transport - Demographic/Cost pressures	1,072	437	471	505
Homelessness - Cost Pressure	1,051	0	0	0
Environment & Property - Demographic/Cost pressures	681	740	636	754
Planning Income Loss	600	0	(150)	(450)
Customer & Community - Cost Pressures	30	0	0	0
Finance & Resources - Cost Pressures	939	0	0	0
Other Pressures	1,481	109	450	(81)
One Off Pressures (funded by reserves)	6,272	1,727	729	350
Corporate				
Capital Financing Costs	3,324	(3,175)	(1,190)	(375)
Planned Changes Contingency Budget	3,702	(419)	(135)	0
Transfer to/from reserves				
- Waste - Capital Asset Renewal Fund	3,918	0	0	0
- Planned use of Collection Fund Cashflow Reserve	(2,000)	4,000	0	0
- Insurance Fund	300	300	0	0
- General Fund Reserve	400	0	0	0
- One off adjustments - Reversal Feb 22 budget	6,116	(4,542)	0	0
Total Pressures	58,602	14,321	12,312	13,534
Sum Required to Balance Budget	18,755	2,364	14,972	3,955
Treasury Management Investment Income	(4,760)	15	145	205
Reductions & Income Growth	(7,723)	(2,513)	(528)	(173)
Funding for one off pressures	(6,272)	(1,727)	(729)	(350)
Budget Gap Draft Budget	0	(1,861)	13,860	3,637
				15,636

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2023/24 General Fund Final Budget Summary

ANNEX I

	Net Budget 2022/23 £000	Movements £000	Net Final Budget 2023/24 £000
SERVICES:			
Adult Services	79,398	5,377	84,775
Public Health	(282)	282	(0)
Children's Services	44,960	4,790	49,750
Customer and Community Services	8,745	606	9,351
Housing and Regeneration	(0)	0	(0)
Planning and Placemaking	593	810	1,403
Environment and Property	71,501	5,539	77,040
Finance and Resources	18,953	1,483	20,436
Law and Governance	4,711	888	5,599
Corporate Items (Pay Inflation etc)	5,037	9,254	14,291
Total	233,615	29,029	262,644
Contribution to/(from) Reserves			(1,915)
Levies			525
Debt Financing costs including MRP			2,796
Asset Management			(26,030)
Recharges to HRA			(2,292)
Parish Precepts Paid			10,960
Total Expenditure			246,689
FUNDED BY:			
Revenue Support Grant			(6,731)
Retained Business Rates			(72,599)
Council Tax (including parish precepts)			(161,012)
New Homes Bonus			(4,542)
Services Grant			(1,805)
Lower Tier Services Grant			0
Total Funding			(246,689)
Budget Gap			(0)

*Parish Precepts will be updated once these have all been received. There is a net nil impact on the GF position.

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Annex J

	£
2023/24 Car Parking Surplus	
Budgeted Income	-8,850,000
CMK Parking Management costs - Staffing	264,326
CMK Parking Management costs - Car Park Repairs and Maintenance	40,000
CMK Parking Management costs - Enforcement Contract	1,058,419
CMK Parking Management costs - IT/Systems Contract	706,082
CMK Parking Management costs - Overheads	64,751
Decriminalisation of Parking	15,000
Surveys and fees	15,000
Budgeted 2023/24 Car Parking Surplus	<u><u>-6,686,422</u></u>
Allowable spend of 2023/24 Car Parking Surplus - Section 55 1984 Road Traffic Act	
Highways and Street lighting in on-street parking areas	261,000
Cleansing in on-street parking areas	880,000
Landscaping in on-street parking areas	42,000
Investment in off-street parking	0
Running costs of off-street car parks	1,108,301
Passenger Transport Team	468,658
Concessionary Fares	3,677,862
Bus Subsidies	308,698
Demand Responsive Transport	330,000
Community Transport	383,610
Publicity	55,383
Other Passenger Transport Projects	262,150
Highway Improvement Design & Project Management	343,810
Sustainability funding for Highways Improvements Works	4,721,901
Environmental Improvements	845,522
Total allowable expenditure against 2023/24 Car Parking Surplus	<u><u>13,688,895</u></u>
Funded from Car Parking Reserve	-6,686,422
Funded from General Fund	-7,002,474
<u>Parking Reserve</u>	
Opening balance 22/23	-101,000
Planned use on Brooklands Pavilion Parking Project	15,000
Planned use on car parking lining	86,000
Forecast carry forward into 23/24	<u><u>0</u></u>

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HRA MTFP (2023/24 to 2025/26)
February 2023 Cabinet

HRA Budget February 2023	2023/24	2024/25	2025/26	2025/26
	£'M	£'M	£'M	£'M
Dwelling Rents	(59.859)	(64.357)	(66.812)	(69.612)
Other Income	(5.309)	(4.907)	(4.801)	(4.769)
Total Income	(65.168)	(69.264)	(71.613)	(74.381)
Repairs and Maintenance	13.945	14.666	15.004	15.469
General Management Services	19.170	20.320	20.696	21.194
Interest and Repayment of Borrowing	10.891	10.965	13.203	13.766
Bad Debt Provision	0.951	1.012	0.862	0.891
Funding for Capital Repairs (depreciation charge)	17.036	17.547	17.951	18.507
Contribution to/(from) Reserves	3.175	4.754	3.897	4.554
Total Expenditure	65.168	69.264	71.613	74.381
Net Budget	0.000	0.000	0.000	0.000

**HRA 30-Year Business Plan Core Assumptions
February 2023 Cabinet**

Assumption	2022/23	2023/24	2024/25- 2026-27	2027 Onwards	Comment
Price Inflation (CPI)	3.1%	10.1%	7.0% 2.1% 3.0%	3.0%	23/24 at September 22, followed by inflation forecasts.
Rent inflation (CPI+1%)	4.1%	7.0%	7.0% 2.1% 3.0%	3.0%	Rent Standard allows for CPI+1% but is only in place until 2025 (so CPI flat until confirmed). 7% for 24/25 based on uncertain inflation levels and possible further cap if inflation remains high.
Price Inflation (RPI)	4.9%	11.9%	5.3% 2.3% 3.1%	3.1%	23/24 at September 22, followed by inflation forecasts.
Interest Rate on borrowing	2.5%	3.5%	3.5%	3.5%	Current increase in borrowing rates (linked to PWLB forecasts).
Interest Rate on balances	0.1%	3.5%	3.3% 3.0% 2.5%	2.5%	Current increase on interest rates on cash balances, expected to reduce in line with economic forecasts.
Right to Buy (RTB) Sales	30	27	24 22 20	15	RTB sales based on trend and estimated impact of wider economic situation (affordability to buy) and age and profile of our stock.
Stock Rationalisation	10	16	8	8	Nature of stock profile and age, may mean some stock is not able or economic to repair, so may be demolished or disposed, resulting in income loss.

**HRA 30-Year Business Plan Core Assumptions
February 2023 Cabinet**

Assumption	2022/23	2023/24	2024/25- 2026-27	2027 Onwards	Comment
Prudent Minimum Balance (PMB)	£7.8m	£7.8m	£7.8m	£7.9m	No significant movement on risk profile of HRA overall so marginal change in PMB. Although there are greater risks currently (e.g. inflation) this is partially mitigated by the review of phasing of capital expenditure (which carries the majority of the risk around cost fluctuation).
Provision for Voids	0.9%	1.8%	1.0%-0.5%	0.5%	Void performance is currently challenging due to a number of issues around quality of stock, and condition of the void. So, although void loss has been increased for 23/24, this increase is expected to be reduced as a result of the targeted improvement work on void turnarounds.
Provision for Bad Debt	1.5%	1.5%	1.5%-1.3%	1.30%	In 22/23, we increased the provision for bad debts from 1% to 1.5%, to reflect wider economic conditions, which at the time was largely due to Covid, with a planned reduction in later years as this settled. However, we have now delayed the reduction until later in the plan, to reflect the current cost of living impact on household finances, but we continue to sign post to wider cost of living support and grants in order to minimise arrears and right offs.
Voluntary Repayment of Debt (VRP)	1%	1%	1%	1%	As agreed in the treasury policy, 1% of new borrowing will continue to be set aside for repayment of debt in order to minimise interest rate risk upon refinancing maturing debt.

HRA 2023/24 Budget - Key Movements from 2022/23
February 2023 Cabinet

Budget Area	£'M	Explanation for Movement
Dwelling Rent	(3.610)	The increase reflects the proposed rent increases of; 11.1% for social rent, capped at 7% for existing tenants and 4.1% for shared owners (in line with lease covenants). The budget has also been adjusted to allow for changes in stock levels, e.g. through Right to Buy, stock rationalisation, new development and acquisitions.
Interest Receivable Income	(1.235)	Additional balances in reserves due to slippage and delays in the capital programme, together with higher interest rates on cash balances. This will rapidly reduce as reserves are used and interest rates fall.
Service Charge Recovery	(1.655)	The increase reflects the significant rise in utility costs (220% gas and 64% electricity) that we pay for communal areas and properties that are centrally metered. The sharp rise in utility inflation was not known at the time the service charge was set for 22/23 and this resulted in significant under recovery of costs in 22/23. We will not seek to recover this shortfall, but we have aligned charges with costs, for 23/24. We will be continuing the tenant support fund and sharing how to access wider cost of living support, if needed.
Non-Dwelling Rent (Garage / Commercial)	0.157	It is proposed that garage rents are increased by 7% for 23/24 and commercial rents will be subject to individual lease agreement. We recognise that demand for garage rental is low, for a number of reasons, including condition and location of stock and hence why we have proposed a below inflation increase, whilst we work on our review of garages, including demolition of a pilot site. Although fees have been increased, there has been an overall reduction in the number of units because of demand and condition of stock. This includes a number of garages, which we are holding void ahead of the regeneration work on the Lakes Estate.
Major Repairs	3.236	Detailed stock valuation for 21/22 accounts, showed asset values increasing by £60m, resulting in higher charges in year. The draft valuation for 22/23 shows a further increase so a further allowance has been made ahead of setting the 23/24 budget.
Bad Debt	0.107	Increase in bad debt proportionate to additional income and assessment of arrears levels. This increase has been partially mitigated due to the delay in the impact of the transition to universal credit.

**HRA 2023/24 Budget - Key Movements from 2022/23
February 2023 Cabinet**

Budget Area	£'M	Explanation for Movement
Working Tenant Support Fund	0.100	Increase in the working tenant support fund, where the criteria will be expanded to tenants that need support with energy cost increases in service charges. Some tenants impacted by the increase in service charges for utilities may also be eligible for the Alternative Fuels Grant, and we will include further details when we issue the rent invoices.
Staff Costs	(0.490)	Impact of pay award for 22/23 and 23/24, offset by removal of the NI Levy (1.25%) and reduction in pension contribution (21.6% and 20.1%), together with a review of vacancies (seven) across development, regeneration and asset management.
Repairs	3.288	Impact of additional compliance work (as seen in in-year forecast position) together with the impact of inflation on works and materials. This will be finalised as part of the annual Mears commercial review.
Additional Utility Costs	2.397	Impact of the cost of utility inflation on communal areas and centrally metered blocks, which predominantly covers Sheltered Housing (220% electricity and 64% gas).
Handyperson	(0.100)	The budget for the handyperson service was agreed as one-off for 22/23, while the scheme was piloted (in order to assess the benefits and impact that this would have on tenancy sustainment). A slight delay getting the scheme up and running has meant that we do not yet have the data to assess whether the pilot should be continued. Due to the delay, there are some funds carried over from 22/23 meaning the scheme will continue into 23/24 and once we assess the outcome, this will be considered as part of the base budget.
Removal of Tower Block revenue cost	(0.400)	Revenue budgets for the site security of Mellish Court and the Gables, can now be removed as demolition is nearing full completion.
Debt and Interest	(0.202)	Reduction in interest rates as a result of loans maturing and being refinanced.
Revenue Contribution to Reserves	(1.373)	Reduction in availability of surplus funds to transfer to capital, due to revenue cost pressures due to inflation.
Insurance	(0.220)	The insurance contract was retendered during 22/23 and the new contract started on 1 October 22. Despite feedback from the market that costs may increase, the actual contract was less than expected, resulting in a saving.
Total Changes	0.000	

HRA Capital Programme (2023/24 to 2025/26)
February 2023 Cabinet

HRA Capital Programme		2023/24	2024/25	2025/26	2026/27
		£'M	£'M	£'M	£'M
Planned Investment Programme					
50CPX00202	Communal Area Upgrades	0.313	0.309	0.316	0.326
50CPX00204	Windows	1.482	1.972	1.914	0.987
50CPX00223	Harrier Court	0.141	0.139	0.142	0.146
50CPX00586	Bathroom Upgrades	2.638	2.688	2.750	2.835
50CPX00587	Wiring	0.567	0.560	0.572	0.590
50CPX00588	Kitchen Upgrades	4.084	4.110	4.204	4.335
50CPX00590	Heating Systems Replacement	2.032	2.515	2.563	2.653
50CPX00591	Roofing Upgrades	-	0.014	1.252	1.102
50CPX00826	Communal Heating	1.535	1.516	1.550	1.598
50CPX00829	Fire Safety Work	2.572	2.540	2.598	2.678
NEW Estate Renewal Energy Improvements - Social Housing		16.881	33.705	17.492	-
Decarbonisation Fund (SHDF) Wave 2					
NEW Disposal Costs (Stock Rationalisation)		0.293	0.289	0.296	0.305
NEW Contingency (Inflation) - to be allocated after contract commercial review in February 2023		3.000	3.159	-	-
NEW Basic Energy Improvement Enhancements (to EPC C)		0.979	0.931	0.953	1.580
NEW Energy Improvement Works		-	-	-	2.088
Total Planned Investment Programme		36.517	54.447	36.602	21.223

HRA Capital Programme (2023/24 to 2025/26)
February 2023 Cabinet

HRA Capital Programme	2023/24	2024/25	2025/26	2026/27
	£'M	£'M	£'M	£'M
New Build and Regeneration Programme				
50CPX00964 Modular Housing	6.920	-	-	-
50CPX00242 Coltsfoot Place	0.091	-	-	-
50CPX00907 Rowlands Close	0.484	0.004	-	-
50CPX00995 Mellish & Gables Demolition	2.861	-	-	-
50CPX00974 Lakes Estate - Environmental Improvements	0.104	-	-	-
50CPX01000 Lakes Estate Regeneration Phase A	12.800	40.000	6.617	-
NEW Contingency (Inflation)	1.060	-	-	-
Total New Build and Regeneration Programme	24.320	40.004	6.617	-
Total Housing Revenue Account Schemes	60.837	94.451	43.219	21.223

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Rents and Service Charge Policy

February 2023

7 February Cabinet: Council Budget 2023/24 and Medium-Term Financial Plan 2023/24 - **Annex K1**

Natasha Hutchin, Head of Finance



Contents

1. Introduction and Purpose	3
2. Scope	3
3. Roles, Responsibilities and Delegated Authority	4
4. Rent Setting	4
5. Service Charges	14
6. Rent and Service Charge Review	17
7. Income Collection	18
8. Compliance and Performance	19
9. Complaints	19
10. Equality and Diversity	19
11. How will the Policy be implemented?	20
12. Review	20
13. Legislation, Related Policies and Other References	20

Appendices

1. Rent and Service Charge Consultation Response Summary	21
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1. Introduction and Purpose

This Policy sets out the how Milton Keynes City Council (MKCC) will set its rent and service charges and other charges to ensure compliance with current requirements laid down by Government and the Regulator of Social Housing (RSH) various regulatory standards.

As MKCC is also responsible for the provision of a Homeless Service to our communities under Part VII of the Housing Act 1996, this policy also covers charges for temporary accommodation which are outside the provisions of the RSH standards.

This Policy highlights both the historic / current operational procedures and interim arrangements for the setting of rents, service charges and other charges for all housing needs operations within MKCC; from temporary social housing to private leaseholder service charges.

We will ensure that all rents and charges are fully compliant with regulatory standards and are fair and transparent. Placing tenants, leaseholders and other service users are at the heart of decision making, offering a range of choice and quality services whilst demonstrating value for money and best practices.

2. Scope

The policy relates to any rent, service charge or other charge or fee which can be associated with the supply and delivery of housing. The list below provides details of the business areas covered in this document: -

- Rent fees for the occupation of temporary accommodation: bed and breakfast, hostel accommodation and private sector leased units
- Rents and service charges for social housing stock within the Housing Revenue Account (HRA).
- Service charges, ground rent and other fees & charges levied on MKCC leaseholders
- Garage and Carport charges
- Pitch fees for Gypsy and Travellers sites

The following are out of scope of this policy: -

- Charges for “community alarm and warden support” services, but see Section 6 Rents & Service Charge Review
- Residential accommodation owned by MKCC but not managed within the HRA
- Commercial premises owned by MKCC

3. Roles, Responsibilities and Delegated Authority

The policy is approved by Cabinet and ratified at the full council meeting.

Implementation, compliance, and monitoring of this policy is delegated by the Cabinet Member to the Director of Finance and Resources and relevant Finance Heads of Service, together with subsequent delegated authority to officers accordingly.

Rents, service, and other charges are reviewed annually as part of the budget setting process. Cabinet needs to approve new year values before full Council meet to approve the annual budget as there is insufficient time available for tenants to be given 28 days' notice of a rent change, which is a statutory requirement and embedded with the tenancy agreements and leases for shared owners.

Due to the time constraints around end of year the cabinet member for Adults, Housing and Healthy Communities in conjunction with the Director of Finance and Resources have delegated authority to approve rent changes.

4. Rent Setting

There are a variety of different property rent categories within current government legislation and the RSH regulatory standards, details of which are shown below:-

Which rent category is charged for a specific property is generally determined by either the Section 106 Planning agreement or how a property is funded. For example, a development partly funded by a Homes England grant may have a condition which requires the properties to be charges a social formula rent and not a social affordable rent.

Social housing - Formula rents

Introduced in 2000 as part of the governments ten-year rent restructuring proposals, the intention was to level-up social rents across the county by introducing a set formula which all registered providers (local authorities and housing associations) adhered to under direction from central government.

The formula uses the following components :-

- | | | |
|----|--------------------------------|--|
| A. | National average rent | This is £54.62 per week |
| B. | Relative county earnings | Buckinghamshire is set at £328.30 |
| C. | Bedroom weighting | Based on number of bedrooms per property |
| D. | England average property value | Set at £49,750 |
| E. | Relative property value | Valuation of property in January 1999 |

Items A to D are laid down by legislation.

The relevant property value (E) must be completed on an Existing Use Value basis assuming vacant possession and continued residential use. We completed this task using Beacon valuations which gives a valuation to an archetype of properties.

Where we develop or acquire properties that must be let on a formula rent basis, we will complete the Formula rent calculation and apply the **maximum** allowed annual inflationary increases to bring the formula rent value to the current rent year.

Rent Flexibility

Landlords are permitted under the regulations to set rents at levels above the social formula rents where it has taken local factors, market conditions and affordability into account.

- For general needs accommodation a 5% flexibility is allowable
- For supported housing, such as sheltered schemes a 10% flexibility is allowable.

Not all our rents are at a level equal to the formula rent for the property.

From March 2022 where a property became vacant and was going to be let to a new tenant, we have set the formula rent for the property at 105% of formula for general needs accommodation and 110% of formula for all its supported housing units.

As at 12 December 2022 there are 10,138 properties that can still move to the higher formula rent including the additional rent flexibility when they next become available to let to a new tenant.

Social housing – Affordable rents

Affordable rents were introduced in 2011 under a change in government rent policy to allow landlords who entered into any of the following agreements to develop new social housing units:-

- Framework Delivery Agreement with Homes & Community Agency [Homes England]
- Affordable Homes Programme
- Agreement with the Greater London Authority

The intention was to allow landlords to charge a higher than social formula rent and use the additional income to fund the development and acquisition of more social housing.

Affordable rents are inclusive of any service charges and can be set at a level up to a maximum of 80% of market rent.

When setting Affordable rents for any property we will adopt the following processes.

- For newly developed properties or those acquired we will obtain an external valuation completed by a valuer who is a member of the Royal Institute of Chartered Surveyors (RICS)
- For existing Affordable rented properties we will either obtain an external valuation as above, or may use our existing affordable rent data and data freely available from external sources, such as Rightmove to obtain comparable open market rents.

The Affordable rent for the property will be set at 80% of the Open Market rent as determined by the valuer or the comparable information

Where the property concerned is a newly developed unit, subject to any development agreement covenants or Section 106 Planning requirements, the affordable rent will be set at the maximum value allowable by the agreement. This may be a capped value or a specified percentage of the open market valuation, which could be less than 80%.

Any property valuation / open market valuation used to set an affordable rent will have been completed by the RICS valuer within four months of the calculation, so that it reflects current market conditions. This period allows for the latest market conditions within our geographical area of operations to be taken into consideration.

Where a property attracts any service charges these must be inclusive of the final Affordable Rent set. We will account for service charges within the rent and reduce the rental component within the gross rent accordingly.

Example

New Affordable rent set at	£175.00 per week	
Property has service charges * at	£ 10.00 per week	
Affordable rent component	£165.00 per week	(£175 - £10)

- Only eligible HB service charges are included in this figure. Those ineligible charges are collected in addition to the social affordable rent.

Affordable rents do have a minimum limitation which is equivalent to the social housing formula rent, plus any rent flexibility (5% general needs / 10% supported housing) PLUS any service charges.

MKCC will complete this calculation before setting any social affordable rent and ensure that the above minimum limitation is used should the 80% of open market rent be of a lesser value.

Rent Capping

Social housing formula rents are restricted by a “rent cap” which limits the amount of formula rent that can be charged in any year based on the particular size of the property. Rent caps were initially set as part of the governments rent restructuring policy and have been uplifted annually by inflation.

Where any formula rent would exceed the rent cap limitation the rent cap is the maximum amount that can be charged. Currently none of our properties are restricted by the rent cap limitations.

As rent caps are reviewed annually under the current rents regulations and receive an annual uplift of September CPI (consumer Price Index) plus 1.5%. Cap limits are set to continue to increase at a level greater than social formula and social affordable rents for the remaining duration of the current government policy direction.

Affordable rents are not limited by the requirements of the rent cap as they are based on a valuation of current market conditions.

The Regulator of Social Housing (RSH)– Rent Standard

MKCC as a Local Authority Registered Provider of social housing must adhere to the governments rent setting policies and the regulations laid down by government and directed by the regulator, which includes a number of regulatory standards.

Periodically the RSH publishes instructions to registered providers. These are called regulatory standards and the one affecting rents is called the Rents Standard. The current publication is the Rent Standard 2020, however we are expecting a new Rent Standard 2023 to be published shortly to reflect the government’s policy direction around the capping of rents for 2023/2024.

Within the Rents Standard a number of different property rent categories are excluded, these are shown below and covered in their own sections of this policy for completeness.

- Shared ownership low cost rental accommodation
- Intermediate rent accommodation
- Specialised supported housing
- Relevant local authority accommodation
- Student accommodation
- Private Finance Initiative (PFI) social housing
- Temporary social housing
- Care Homes

Shared ownership low cost rental accommodation (LCHO)

Tenants that live in our shared ownership accommodation are in fact leaseholders as there is a binding legal agreement between MKCC as the landlord, and the occupants as the leaseholders.

Rents for LCHO accommodation are called “Specified rents” and are laid down within the term of the lease agreement. Typically, new specified rents are based on the market sales value of the property on first sale / disposal by the landlord and the percentage of equity that the landlord retains.

MKCC Initial “specified rents” historically appear to be set at levels that would have been equal to the social rent at the time, assuming that no equity was acquired by the tenant. An undetermined allowance for the tenant’s repairs and maintenance liability was then deducted from this rent, to arrive at the rent payable at the time of initial shared ownership purchase.

New shared ownership accommodation is likely to be developed / acquired with the assistance of Homes England funding and as such MKCC are likely to be expected to use the Homes England standard LCHO lease, subject to any specific property variations.

The Homes England lease has a fixed calculation for the setting of rents, which forms the basis of one of the covenants of the lease agreement. The lease also contains details of how specified rents must be uplifted each year.

Intermediate rents

Intermediate rents were first introduced as a specialist housing product to allow households to rent a property at a rent that is higher than the social formula and social affordable rent levels but lower than market rents.

The concept was to enable tenants to save towards a deposit for their own house and as such intermediate tenancies are generally for a fixed period of between 3 to 5 years.

There are a number of housing schemes where intermediate rents are charged, such as the Keyworker Living Programme 2004-2010 and National Affordable Homes Programme 2008 – 2011.

MKCC does not currently have any properties that would fall within this category.

Specialised Supported Accommodation

This accommodation can best be described as **between** “supported – sheltered” accommodation which used to be called “housing for older people” or category II accommodation and that of a residential or care home.

The accommodation must be designed, altered, refurbished or designated for occupation by residents that require specialised support services to enable them to live in the property and maintain their tenancy. The level of support provided should be similar or equal to support that they might receive if they were in residential care.

Generally, stakeholders commissioning services and providing support are local authorities, charities and specialist providers.

MKCC has two schemes which fall into the specialised supported accommodation category, these are: -

- Extra care schemes at Kilkenny House and Courteney Lodge
- Shared accommodation for residents with special needs

Note – For reporting of properties to the RSH as a Local Authority Registered Provider we are unable to have Specialised Supported Accommodation.

One requirement under Para 5.5C of the government’s policy statement states “which is provided by a private registered provider under an agreement or arrangement with a local authority or a health service (within the meaning of the NSH Act 2006)

We currently sets Rents and service charges for these schemes on the same basis as social formula rented properties for a sheltered housing scheme. On relet these units will attract the 10% rent flexibility.

Relevant Local Authority Accommodation

Accommodation is “relevant local authority accommodation” if it is accommodation provided by a local authority and the Secretary of State has agreed that it would be inappropriate to apply this rent policy to the accommodation because it would cause the authority unavoidable and serious financial difficulties.

Effectively a local authority would apply for the provisions of the Rent Standard to be disapplied to properties within its Housing Revenue Account stock, based on financial pressures on the authority to work within its budgets.

MKCC has no such applications or properties that fall into this category.

Student accommodation

This is low cost rental accommodation provided by a registered provider (local authority or housing association) pursuant to an agreement which grants the right of occupation in a building or dwelling this is used wholly or mainly for the accommodation of persons who are in full-time education at a university, college, school or other educational establishment.

MKCC does not currently have any accommodation in this category.

Private Finance Initiative (PFI) social housing

Accommodation that is built, provided or refurbished under any private finance initiative where one party is a local authority, or one party is working on behalf of a public sector party, such as a local authority.

MKCC does not currently have any accommodation in this category.

Temporary social housing (TSA)

TSA means “low cost rental accommodation” which is made available to persons who are homeless, within the meaning of the Housing Act 1996. Generally, let on an assured shorthold tenancy or licence with less security of tenure than a standard assured / secure tenancy, as occupation of the accommodation is intended to be for a limited duration.

MKCC administers four streams for provisioning TSA to give flexibility to the authority around supply and demand volumes. These are :-

- Homeless Hostels
- Bed & Breakfast and Hotel accommodation
- Private Sector Landlord (PSL) accommodation
- Modular accommodation [March 2023]

Rents and charges for all TSA are based upon a delegated decision Item 2 : 10 January 2017 at which time charges levied to homeless persons and households were aligned to the maximum charge that could be applied which would attract the full amount of housing benefit subsidy.

Rents and service charges for existing TSA are set on letting to a homeless household and do not receive any annual uplift on the same basis as social housing properties. Rents are only revisited when the accommodation is offered to a new household.

Where we look to increase the volume of temporary accommodation through the acquisition of new modular accommodation and the recovery of premises let to external organisations, we will consider a number of different rent setting calculations and look to maximise rental income whilst ensuring gross rents remain affordable and have negative housing benefit subsidy implications.

High Income Social Tenants

In April 2015 the government introduced the concept of “high income social tenants”. Where the household income of the principle 2 occupants combined was in excess of £60,000 the landlord could choose to charge a market rent to the tenants and not a social formula rent.

The administrative burden on any landlord to administer such rents is considerable and as a consequence only a minority of landlords look to charge high income market rents. We will not look to collect data around household income for the purpose of setting high income rents. Tenants will continue to be liable for social formula or social affordable rents regardless of their household income.

Gypsy and Traveller Site fees

We operates two travellers sites at the following locations:-

- Calverton Lane, Calverton (12 pitches)
- Willen Road, Newport Pagnell (6 pitches)

There is no guidance nationally around the setting of gypsy and traveller pitch fees. MKCC has therefore utilised data around the letting of housing assets in the MKCC geographical area and will use the November 2021 LHA [our starting point similar to the January 1999 property valuation] figure for a one bedroom property, which is £149.59 per week as its principle starting position.

Both Calverton Lane and Willen Road pitches are accompanied with small permanent structures which contain a kitchen/cooking area and full bathroom facilities, and Calverton Lane units have a small seating area. As such some of the facilities found in a residential dwelling are found on our travellers sites.

In 2022/2023 we have set pitch fees as follows:-

- Calverton Lane - 60% of the LHA One bedroom rate
- Willen Road - 50% of the LHA One bedroom rate

In addition to the pitch fee, licensees will be charged an Intensive Housing Management charge to cover the cost of additional management completed by the Gypsy & traveller neighbourhood officer. This fee will be calculated on the basis of 25% of the officer's salary, MKC employer national insurance and pension contributions.

A scheme of variable service charges is also covered by the licence agreement, details of which are covered in the "service charge" section of this policy.

Annual Rent Reviews

Social formula rented accommodation and social affordable rented accommodation fall within the Rent Standard of the RSH and as such the amount of any annual rent increase is currently limited by regulation to a **maximum** of the CPI + 1%, where the level of CPI is that of the September of the previous year.

This is the maximum increase that can be levied to any current tenant; however, landlords have discretion to set rents at a lower level should they wish to do so. There is no provision within the current legislation and regulations to allow the landlord to "claw back" potential lost income in future years.

In considering the setting of rents each year landlords are required to have a broad understanding of the market conditions and context in their area of operations. Cabinet will be provided with a report as part of the rents and budget setting documentation which will set out relevant information to members on the following: -

- Current housing stock by rent category
- Average social formula rents in the MKCC area
- Average affordable and market rents in the MKCC area
- The Local Housing Allowance levels
- Social housing Rent Caps levels
- Details around affordability of rents
- Housing supply and demand information

Social formula rents

Where existing tenancies are let at social formula rents, we will increase rent on these properties within the maximum permitted by the Rent Standard or direction from the Regulator of Social Housing. From April 2020 for a period of five years the maximum increase has been set as Consumer Prices Index (CPI) at the previous month of September plus 1% per year.

Where a current formula rent considers the rent flexibility of 5% for general needs accommodation and 10% for supported accommodation is above the prescribed threshold the RSH Rent Standard limits the maximum rent increase to only CPI per year until such time as the current rent is at a level equal to the formula rent plus flexibility.

Social affordable rents

Where tenancies are let at affordable rents, MKCC will increase rent on these properties in line with the maximum permitted by the Rent Standard, currently CPI + 1%.

Social affordable rents are also not capped by the rent caps provisions in the Rent Standard.

Direction on rent setting for 2023 - 2024

The Office of National Statistics published the September 2022 CPI figure as 10.1%. Based on the current rent policy this would mean a rent increase of up to 11.1% for social housing tenants.

However, the Secretary of State for Levelling Up, Housing and Communities has on the 12 December 2022 issued the Direction to the Rent Standard 2023 instructing the RSH to give registered housing providers directions on rent setting for the year 2023/2023.

This direction confirms the governments Autumn statement on 17 November 2022 which set out that registered providers would have a cap of 7% limiting rent rises for **current** social housing tenants for 2023-2024.

This is one part of the governments measures to stem inflation and the current cost of living crisis, post the Covid pandemic. This was confirmed in a Direction to the Rent Standard 2023 made on 12 December 2022

The Direction to the Rent Standard 2023 only protects **existing current** social housing tenants and therefore allows registered providers to uplift rents for its social formula rented properties up to the maximum of CPI + 1% which for 2023 – 2024 would be 11.1%.

For the 2023-2024 rents year we will increase all social formula rents across all our social formula rented properties, so that the base rent for the property reflects an 11.1% uplift. To comply with the directions of the rent cap above, we will reduce rents to the maximum allowable increase of 7% for all **current tenants** paying a social formula rent.

Where a tenant pays a social affordable rent, the Direction to the Rent Standard 2023 caps the total weekly gross rent, which is inclusive of all service charges to a maximum of 7%. For these tenants we will increase rents and service charges up to a position where the weekly gross rent has increased to the 7% cap.

Any new tenant will pay the social formula rent for the property as set on first letting. Rents for 2023-2024 will reflect the 11.1% rent increase from Monday 3 April 2023.

Shared Ownership

Shared ownership properties are not subject to the provisions of the Rent Standard.

The mechanism of the annual rent increases is determined in the lease for the property, normally this is set at the same rent increase applied to council tenancies for the previous year.

MKCC shared ownership properties have an upwards only rent review covenant in their lease which means that rents cannot be reduced.

Temporary Accommodation

Where rents and charges for TA are set under delegated decision made under Item 2 : 10 January 2017 we do not look to undertake an annual rent review of charges as these have been set based on the maximum charge that will attract housing benefit without MKCC being impacted with non subsidised awards.

Should the allowance for this type of accommodation be uplifted by the government in the future, we will review TA charges at the following annual rent review.

Where an MKCC asset belongs to the Housing Revenue Account (HRA) the housing benefit subsidy limitations do not apply and all HB eligible rents and service charges are fully included as being eligible in any housing benefit calculation.

Where HRA rents and charges have been set using the social formula rent plus rent flexibility together with a schedule of service charges, we will review both rents and service charges in the same way as our standard HRA general needs properties.

Unauthorised Occupancy

For properties that are occupied by someone who is not a legitimate tenant, for example a household member who remains in the property after the tenant has left, they are called an “unauthorised occupier” (formerly a tolerated trespasser).

Unauthorised occupiers pay “Use and Occupation” charges which are at a level equal to the gross rent for the property. As such the rent for their tenancy will be reviewed on the same basis as a social formula rent and social affordable rent.

We will however not send the unauthorised occupier a standard rent review letter as this could be seen to imply a tenancy, which we must look to avoid. A separate letter will be sent to all unauthorised occupiers, which clearly states that the content does not imply any tenancy.

Garage and Carports

It is MKCC's objective to maximise the income generated from garage and carport rents in order to be able to invest in the properties and keep these to a high standard. It is also recognised that garage rents should be set at a level that is fair for tenants.

We will look to regularly review our garage portfolio with a view to understanding its current performance. Rent levels for garages and carports are set at a standard level through the MKCC geographical area.

Where a garage is rented by a non MKCC tenant or shared ownership leaseholder, the rent will attract Value Added Tax (VAT) at the standard rate.

Equally where a MKCC tenant rents more than one garage or carport, VAT will be chargeable on the second licence fee at the standard rate.

Garage and carport rents will be increased annually at the same uplift as social formula and social affordable rents.

In 2023/2024 we will remove the setting of garage and carport rents from our standard fees and charges schedule and these will subsequently be set and reported within the HRA annual budget report.

Gypsy & travellers pitch fees

The Mobile Homes Act 1983, Sections 16 to 20 set out how pitch fees can be reviewed and varied. The regulations presume that any increase/decrease will be no more than the Retail Prices Index (RPI) for the preceding 12 months period.

In recent years most legislation has looked towards the Consumer Price Index as a more accurate reflection of inflation and this is now the measure used for social rent increases, set out in the RSH Rent Standards.

In order to be fair to those tenants living on pitches we will review the current levels of the RPI and look to uplift pitch fees in line with the annual rent review process completed for social formula rent and social affordable rents, which is currently CPI + 1% where the CPI is based on the September RPI of the previous year.

See formula social rent and affordable rent section covering 7% rent cap for 2023-2024.

5. Service Charges

Section 18 of the Landlord & Tenant Act 1985 defines a service charge as being :-

"an amount payable by a tenant of a dwelling as part of or in addition to the rent –

- (a) *Which is payable, directly or indirectly, for services, repairs, maintenance, improvements or insurance or the landlord's costs of management, and*
(b) *The whole or part of which varies or may vary according to the relevant costs"*

There are two types of service charge that can be administered by a landlord.

FIXED service charges are where a charge is set at the commencement of any year based on previous expenditure and any known contractual changes. Regardless of the actual level of expenditure at the end of the year, no adjustment is made either by way of a refund if an underspend has arisen, or an increase in charges for the next year where an undercharge has arisen.

Our tenants have historically paid Fixed service charges. The tenant consultation completed in 2021 under Section 103, Housing Act 1985 has established a position where a variable service charge regime has been introduced across all of our standard secure tenancies.

However, under Section 26 of the Act as a local authority we are exempt from some of the requirements around consultation and communications, in relation to variable service charges.

VARIABLE service charges are where a charge is set at the commencement of any year based on previous expenditure and any known contractual changes. This is called the "Estimate of Charge".

At the end of the financial year the landlord must determine exactly how much has been spent on each service charge element, for example cleaning. This is called the "Actual Charge"

Where the actual charge is **greater than** the estimate a **deficit** is created.
Where the actual charge is **less than** the estimate a **surplus** is created.

How deficits and surpluses are administered is dependent on the terms of the lease or tenancy agreement.

Tenants will have any deficits/surpluses added to the following years estimated charges. Leaseholders, including shared ownership lessees will have an adjustment applied to their account. This is usually around September annually.

The RSH has published its regulatory standards which from April 2020 all "registered providers"(RP) are required to comply with fully.

MKCC will ensure that its operations work towards full compliance, taking account of the following key areas within the below standards:-

Homes Standard – involving residents in decisions around a cost effective repairs and maintenance service and providing residents with "offers and choices"

Neighbourhood & Community Standard – Promoting social, environmental and economic wellbeing in areas where the RP own properties.

Tenant Involvement & Empowerment Standard – The formulation of housing related policies, decision in respect of service standards and the delivery of services, management of repairs and maintenance services and providing customer choice, including providing details around the additional costs of these choices.

As at December 2022, the following tenures have a service charge in operation:-

- General needs tenants
- General needs – Over 55 tenants
- Supported housing tenants
- Shared ownership leaseholders
- Outright leaseholders where they own 100% of the property equity

MKCC will adhere to the below guiding principles in respect of its current administration of service charges:-

- We will not introduce any new service charges for any new service or existing services without prior consultation with tenants and leaseholders.
- Charges will be structured to be simple and transparent, so customers can understand what they are paying for.
- We will endeavour to make accurate estimated charges predictions based on as the most current and comprehensive data that we have available at the time.
- Service charges will be fair, equitable and represent good value for money
- Fixed charges levied on tenants, though not identical to the variable service charges levied on leaseholders, are reasonable and fair by comparison.

Current Service Charge Position

We have historically only collected service charges from tenants for a small number of services, mainly:-

- Cleaning
- Caretaking
- Electricity
- Gas
- Water

Tenants of general needs – over 55's accommodation (sheltered housing schemes) are also charged for community alarm and housing support services that enable residents to live safely and independently in their own home.

This policy does not cover the setting of these charges, but the charges are collected with the rent and other charges for the property.

As part of the annual budget setting processes we will publish a schedule of service charges that are levied to tenants and leaseholders. These will be agreed annually by Cabinet and where time allows

full council to ensure annual rent review letters to be issued to tenants and subsequently be part of the council's overall approved annual budget.

In order to promote transparency of charges, we will look to include a schedule of service charges in all new tenancy agreements at the time the tenancy is signed.

-Charges will change no more than once a year, at the same time that rents are reviewed. Tenants will receive notification of changes to service charges along with the rent increase/decrease, no less than 28 days before the change is applied.

In accordance with the government's policy statement, we will endeavour to keep increases for service charges within the limit on rent changes, of CPI + 1 percentage point, to help keep charges affordable.

However, charges may be set at levels higher than CPI + 1% where the procurement of any service has been completed and/or costs have risen at a higher rate than inflation, or there has been a change in the service standards or delivery of service which has affected the costs paid by MKCC.

Leaseholder service charges

Service charges estimated for leaseholders are calculated in the same way as any other tenants, as service delivery is generally the same, however we do not issue details of the New Year charges prior to the commencement of any new financial accounting period (1 April), instead leaseholders are asked to pay new year estimated charges around September when details of their Actual service charges for the previous are sent to them, by way of an annual certificate.

In addition to services such as cleaning and grounds maintenance and property repair, leaseholders pay ground rents, management fee and buildings insurance premiums. Not all leaseholders pay all of these charges.

In October 2022 we have started to consult with leaseholders around changing the service charge administration year from 1 September to 30 August, to the standard 1 April to 31 March. This will bring accounting arrangements and the publication of service charge documentation aligned to those completed for tenants.

There is a small number of leaseholders who may require a lease variation to be completed as their leases have a year starting in June.

6. Rent & Service Charge Review

MKCC currently only levies service charges for a small number of services as mentioned earlier in this document. The cost of services provided to tenants and leaseholders that is not recovered by way of a service charge is therefore met from the income generated through rents.

Government policy and guidance since 2000 has recommended that RP's "unpool" the costs associated with the provision of services and those maintenance costs over and above what is

covered by the standard rent for any dwelling, Eg the maintenance of fire alarm systems, door entry systems and water management.

In February 2022 Council approved the commencement of a comprehensive Rents and Service Charge Review in 2022-2023, of which the desired outcomes are:-

- Comprehensive consultation with tenants, leaseholders and shared owners around service delivery and standards, placing residents at the heart of decision making.
- Introduce a full set of service charges representing the services residents receive enabling the fuller recovery of costs from 2024 - 2025.
- Provide residents with transparent details of the cost of services
- Throughout the review we will ensure that we adopt best practice and that new policies and procedures are fully compliant with the governments rent setting policies and directions from the Regulator of Social Housing and also that our policies comply with the various lease terms that we currently have in place.

Tenants were notified of the review as part of the annual rent review 2022-2023. We have also written to tenants [October 2022] setting out the 3 areas for consultation and requesting stakeholders to join the tenant and leaseholder working group.

The three areas being consulted upon are:-

- Removal of rent free weeks from 2023-2024
- Rents & Service Charge Review – seeking stakeholder group members
- Changes to leaseholder accounting arrangements

Currently charges for “alarm and warden services” paid by tenants of “sheltered housing” formerly housing for older people are reviewed and amended within our Fees and Charges schedule.

From 2023-2024 we will remove these charges from the corporate fees and charges schedule and look to review them as part of the Housing Revenue Account’s social rents and service charges review, as they form part of the weekly gross rent that tenants pay. This will allow more time to undertake charge setting as we report rents and service charges to Cabinet and Council in January / February annually as part of the overall budget setting approval process.

7. Income Collection

Rents and service charges are calculated over the standard MKCC financial year which is the 1 April to 31 March annually. In practice this time period is used for the accounting period for leaseholders and shared ownership leaseholders, but for social housing tenants the financial / rents year commences on the first Monday in April. The accounting period is therefore either 52 or 53 rent weeks, or 12 calendar months.

MKCC currently charges rent over a 50 or 51 week rent accounting period every year. Two rent free weeks are the weeks in which Christmas Day and New Year’s Day fall.

We have in October 2022 consulted tenants under a common law requirement to discontinue with rent free weeks. The outcome of the consultation is that we will stop rent free weeks from the 2023-2024 rents year. We will advise tenants of the outcome both on the Housing Consultation web pages and within their rent review letter for 2023-2024.

8. Compliance and Performance

An annual HRA budget report is made to Cabinet. This will set out the projected income for the HRA and demonstrate that the proposed rent levels comply with this policy.

- We will periodically review actual expenditure on service chargeable items with that prepared as part of our estimate calculations and take action where appropriate throughout the year.
- Rents and Service Charges will be benchmarked using external solutions. We will also compare our charges with other RP's in the MKCC area and report these to Cabinet as part of the annual approval process.
- The setting of rents and service charges is also subject to both annual external audit, and internal audit from time to time, which may identify areas of risk and makes recommendations for change.
- MKCC makes an annual report to tenants, which includes information about service performance, including performance on income collection
- We will always issue service charge documentation that is certified by a qualified accountant as being expenditure incurred by the council for the accounting period in question.

9. Complaints

Complaints about the **application of this policy** can be made under the MKCC complaints procedure. Full information on how to do this can be found at <https://www.milton-keynes.gov.uk/your-council-and-elections/comments-compliments-and-complaints>

A tenant or leaseholder cannot use the complaints procedure to complain about the level of rent and or service charge levied on their home. There are separate statutory avenues that should be followed, such as an application to the First Tier Property Chamber.

10. Equality and Diversity

Only one adverse effect for a protected characteristic has been identified – that older people are more likely to be paying a service charge with their rent than the general population. However, there are mitigations, in that for the majority who receive Housing Benefit, their benefit will increase to meet the eligible service charges.

We have a separate equalities policy which requires us to consider the impact of any decision we make on those members of our communities with protected characteristics.

11. How will the Policy be Implemented?

This policy crosses all departments working on the provision of housing, whether this be temporary accommodation, core social housing or leasehold accommodation.

Changes to the way in which social housing formula rents are set, by way of the use of the rent flexibility will be introduced at every opportunity where a new tenancy is created.

Those changes to the setting of social affordable rents will also take place on the change of a tenancy. We continue to look to secure the services of an external RICS valuer to assist with social rent valuations, but in 2022 we have not been successful in establishing any new contractual arrangement with external RICS valuers.

12. Review

The Cabinet member responsible for the Housing Service receives regular briefings and updates concerning the rents and service charge review. Approval is obtained from the member before each stage is commenced, especially around the consultation and messaging with stakeholders.

The outcome of the review will drive future changes to MKCC policy and procedures, placing of tenants and leaseholders at the heart of decision making.

This policy will next be reviewed upon completion of the Rents & Service Charge Review to encompass details of any new structures and charges which will come into operation from April 2024.

Earlier reviews may arise subject to any changes in legislation and regulatory guidance.

13. Legislation, Related Policies and Other References

Key documents relevant to the content of this policy are:

- Landlord and Tenant Act 1985
- Housing Act 1985
- Housing Act 1996
- Commonhold and Leasehold Reform Act 2002
- Mobile Homes Act 1983
- Regulator of Social Housing Regulatory Standards and Directions
- Service Charges (Consultation Requirements) (England) Regulations 2003
- Policy Statement on Rents for Social Housing, MHCLG February 2019
- Homelessness Reduction Act 2017
- MKCC Garage Strategy – under development
- MKCC Complaints Policy and Procedure
- Rechargeable Repairs Policy [Pending approval]

Appendix 1 – Rent and Service Charge Consultation Response

Rent “Free” Weeks

Between October and December 2022, we consulted with all social housing tenants on a proposal to remove the current “rent free weeks”, which are currently applied over the Christmas holiday period with effect from April 2023. This would not impact the overall amount of rent paid in any year, but **bill** the charges over 52 weeks, instead of the current calculation, over 50 weeks.

The reason we suggested this was:

- to allow tenants’ rent to be spread over 52/53 rent weeks instead of 50 rent weeks, reducing the weekly payment amount
- to reduce the amount of administration required when submitting returns and statistics to the government and Social Housing Regulator (who all work on a 52/53 rent week basis).
- to reflect that even despite the current billing, tenants choose to pay their rents over different periods

A total of **12,287** letters were issued to tenants and we received the following responses:

Total Number of Responses (% response rate)	25 (0.2%)
Those in Favour of Proposal	4 (16%)
Those Against Proposal	21 (84%)

The response rate overall was very low and those that responded against the proposal, responded that they did not want any change to their payment arrangements, i.e., they wanted to maintain paying rent over 50 weeks, not 52 weeks. As reported in the consultation, tenants can still request alternative payment arrangements and continue to pay over 50 weeks if they chose to do so.

Therefore, it is proposed to proceed with the change to 52-week billing of rents (given the wider benefits of the change) but with clear communication for those who wish to maintain their current 50-week payment arrangements. This will commence from the 2023/ 2024 rent year commencing Monday 3 April 2023.

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Rent Affordability and Market Context Report

February 2023

7 February Cabinet: Council Budget 2023/24 and Medium-
Term Financial Plan 2023/24 - **Annex K2**

Natasha Hutchin, Head of Finance



Contents

1. Purpose and executive summary	3
2. Recommendations.....	3
3. Key findings.....	3
4. Appendixes	5
Appendix 1: Background	5
Appendix 2: Average social formula rents (SR) per bed size	6
Appendix 3: Average social affordable rents (AR) per bed size	9
Appendix 4: Rent caps.....	11
Appendix 5: Affordability – average earnings vs rent.....	12
Appendix 6: Supply and demand	17
Appendix 7: Payment of rent – current tenant arrears	18
Appendix 8: Equality and Diversity	19
Appendix 9: Key highlights from 2021-2022 Housing Survey Report	20
Appendix 10: MKCC response to social housing rents consultation.....	24

1. Purpose and executive summary

- 1.1. This report presents information on the current social housing and open market rented properties sector for the Milton Keynes and neighbouring local authorities, together with other registered providers of social housing operating in those areas.
- 1.2. Our rent policy outlines our approach to offering social formula and social affordable rents, as defined by the sector. The income generated from the blend of rent types underpins MKCC's income stream within the HRA business plan and the provision of its services.
- 1.3. Our arrears do not indicate an inability of our residents to afford our rents as the majority of our properties are general need at social rent levels. Furthermore, we have a constant demand for our properties from customers for whom our rents have been assessed as affordable.
- 1.4. This report is written to ensure Members of the Council understand the principles of the new Rents Standard and ensure that decisions in respect of rent setting give appropriate consideration to the local housing market context, demand for housing, and measures highlighting local economic factors, e.g. affordability.
- 1.5. Using a measure from Shelter UK, where a person has housing costs by way of rent or mortgage payments which are greater than 35% of their net income¹, the MKCC rent roll for rents charged in 2021-2022 still showed that 99.3% of our rents, excluding service charges, were below this threshold for our region. Whilst this is not an exact science or a measure, it demonstrates clearly that our rents are affordable.

2. Recommendations

- 2.1. This report is submitted to Cabinet and Members of the Council to provide them with market context in respect of Milton Keynes City Council's rents and service charges, to show compliance with the Regulator of Social Housing Rent Standard.
- 2.2. Members are asked to approve the annual uplift of social housing rents as set out in the annual budget report.

3. Key findings

- 3.1. In MKCC's corporate plan, we explicitly pledge our commitment to providing low-cost homes for rent and shared ownership for those who can't afford to meet their housing needs in the private sector.
- 3.2. A review has now been undertaken of the principles of the new Rent Standard and ensure that decisions in respect of rent setting give appropriate consideration to the housing market, demand, and affordability.

¹ <https://blog.shelter.org.uk/2015/08/what-is-affordable-housing/>

3.3. The review has considered the following key areas which are set out in detail in Appendices 1 to 10, as listed below -

Appendix 1: Background

Appendix 2: Average social formula rents (SR) per bed size

Appendix 3: Average social affordable rents (AR) per bed size

Appendix 4: Rent caps

Appendix 5: Affordability – average earnings vs rents

Appendix 6: Supply and demand

Appendix 7: Payment of rent – current tenant arrears

Appendix 8: Equality and diversity

Appendix 9: Key highlights from 2021-2022 Housing Survey report

Appendix 10: MKCC response to social housing rents consultation

3.4. MKCC general need stock equates to 72% of the total MKCC stock, which includes leasehold, shared owners, and those applicants in temporary accommodation, generally sit below the local, as well as the national averages, as detailed in **Appendix 2**.

3.5. As part of our lettings process prospective tenants have an income assessment completed to ensure that they can meet their rental payments. If they fail the assessment, they are not offered the accommodation.

3.6. As presented in **Appendix 3**, currently MKCC social affordable rent properties equate only to 1.5% of MKCC's total stock. The data shows that in our operational area an average MKCC AR is approximately 56% less than any equivalent open market rent set at the 80% threshold. When compared to other RP's operating in our area MKCC AR are on average 12% more.

3.7. Social housing formula rents are limited by a rent cap. This cap is the maximum rent that a landlord can charge for a property by size. The cap is increased annually by CPI as at the previous September 2022, which was 10.1% plus 1.5%. No MKCC properties have rents limited by the national rent cap. **Appendix 4**.

3.8. Using a measure from Shelter UK, where a person has housing costs by way of rent or mortgage payments which are greater than 35% of their net income, MKCC rent roll for rents charged in 2021-2022 showed that 99.3% of our rents (excluding service charges) were below this threshold for our region.

3.9. As of November 2022, in Milton Keynes there were 1,502 households on the housing needs register seeking accommodation. **Appendix 6**.

3.10. As of December 2022, 26% of our current tenants owed some form of current tenant rent arrears. Most tenants owing arrears had an arrears level which is less than one week's gross rent. Around 1.1% of tenants owed over £1.2 m. **Appendix 7**.

4. Appendixes

Appendix 1: Background

- 1.1. Since April 2001 the Government has tightly controlled social housing rents with the introduction of Formula rents in 2001-2002 commencing its 10-year rent restructuring policy, intending to rebalance social housing rents across the county using a target formula based on local earnings, property size and a valuation, set at January 1999.
- 1.2. The rent policy allowed landlords to apply a 5% (general needs) and 10% (supported housing) above target rent flexibility to its rents. From February 2022 we have applied this rent flexibility on all new lettings.
- 1.3. April 2011 saw the Homes and Communities Agency (now Homes England) introduce affordable rents allowing developing registered providers to convert lower formula rents to affordable rents, thus increasing rental income, together with pipeline developments with Section 106 agreements where affordable rented properties were built. Currently MKCC has around 231 affordable rented properties.
- 1.4. From April 2015 High Income Social Tenants (HIST) was introduced for RP's if they wished to charge households with income greater than £60,000 a higher than social rent. MKCC has previously decided not to administer HIST rents for any of its social housing stock.
- 1.5. The Government's previous rent policy came into operation in April 2016, resulting in all social housing rents being reduced by 1% per annum for a 4-year period ending in 2019/20. MKCC applied this policy resulting in an overall rental income loss of £300m (300 hundred million pounds) to the HRA business plan.
- 1.6. A policy statement in February 2019 from the Ministry of Housing, Communities and Local Government re-instated the rent increase of September CPI +1% each year for social housing rents from 1 April 2020 for a 5-year period, which was closely followed by the Secretary of States Direction on the Rent Standard 2019, a direction to the Regulator for Social housing.
- 1.7. In the Autumn statement, the Government confirmed the outcome of the Department for Levelling Up, Housing and Communities consultation in respect of rent setting for social housing provided by registered providers. Direction was given to the Regulator of Social Housing to issue a revised Rent Standard which sets a maximum rent increase for **current tenants** at 7% for all rent increases taking place from 1 April 2023.
- 1.8. The regulations allow the current maximum increase in social formula rents for new lets to be set at CPI as of September. For the 2023/24 rent year this would be at 11.1%. We will increase all our social rented properties rent by 11.1%, and cap rents for current tenants at the 7% level.

The following detailed appendices highlight the overarching principles of the current Rents Standard and ensure that decisions in respect of rent setting give appropriate consideration to the local housing market, demand, and affordability.

Appendix 2: Average social formula rents (SR) per bed size

The Welfare Reform and Work Act 2016 and associated statutory instruments categorise properties for the purpose of the Rent Standard and its guidance. **Table 1** below shows MKCC total, current stock, by category.

Table 1. MKCC all stock by tenure type

Tenure Type	Number of properties	Percentage Share	Rent Standard
General Needs	10680	69.6%	Y
Leasehold	1658	10.8%	N
Shared Ownership	1501	9.8%	N
License/Homeless	1179	7.7%	N
Affordable Rent	231	1.5%	Y
Supported	74	0.5%	Y
NSAP (Next Step Accommodation Programme)	30	0.2%	Y
Total stock as of 20 December 2022	15353		

*Some categories are outside of the Rent Standard and are shown with an “N” in the Table.

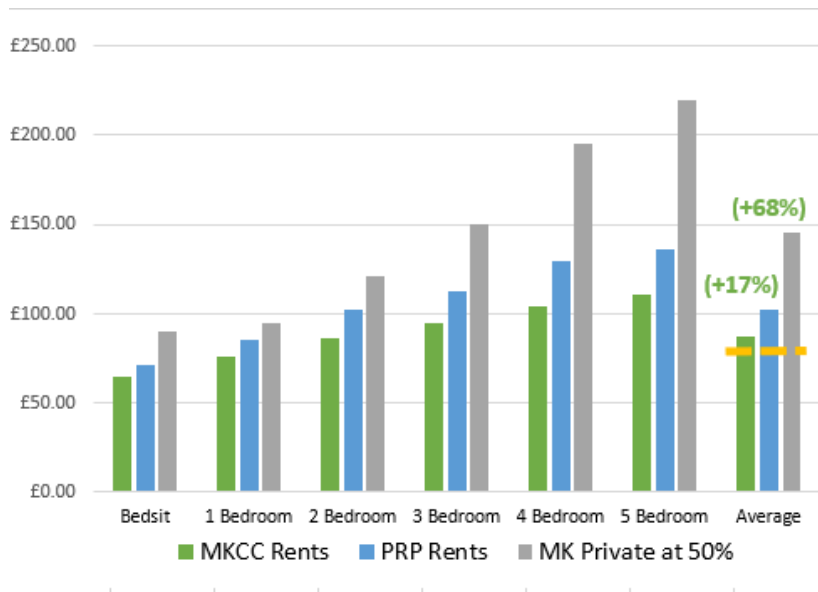
To demonstrate where our rents sit within our operational area, we have taken the data from the last Statistical Data Return 2021-2022² and compared our current rents with 45 local authorities, as well 321 housing associations operating in South-East. We have also compared our rents with properties offered on a private housing market, in Milton Keynes, and the surrounding geographical areas of: Central Bedfordshire, Bedford, Aylesbury Vale, and South Northamptonshire.³

The details showing social formula rents are presented in **figures 1-5**, and social affordable rents in **figures 6-10**.

² [Registered provider social housing stock and rents in England 2021 to 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/registered-provider-social-housing-stock-and-rents-in-england-2021-to-2022)

³ [Valuation.hometrack.com](https://www.valuation.hometrack.com)

Figure 1. MKCC average social formula rent by bed size in 2022/2023 in comparison to average rents of local PRPs, and private rents set at 50% of the actual rent.



Our social formula rents, which equate to 70% of our stock, on average are 17% lower than comparable rented stock offered by local private registered providers, and 68% lower than the comparable rented stock at 50% offered by local private landlords.

As presented in **figure 2**, our social formula rents, on average sit lower than comparable stock offered by registered providers in South-East, and in England as a whole. The difference ranges between 3% and 28%.

Figure 2. Average social formula rent (per week) for Milton Keynes, South-East, and England – local authorities and housing associations (general needs)

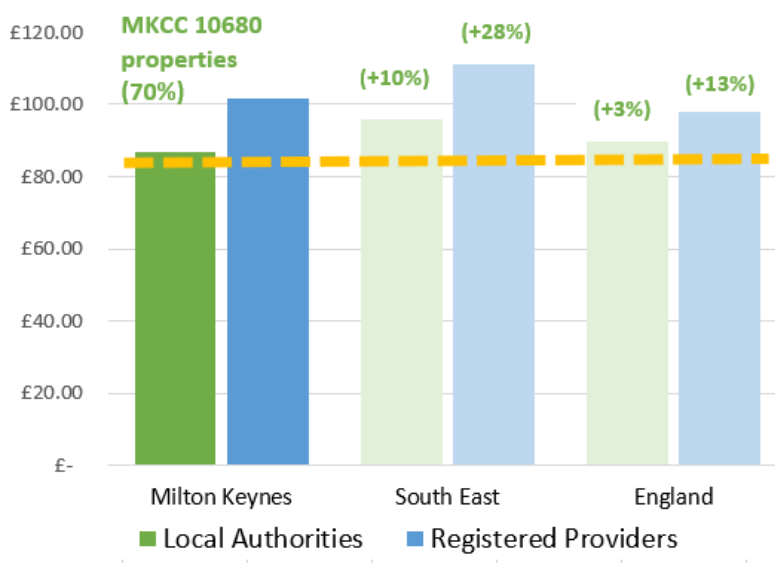


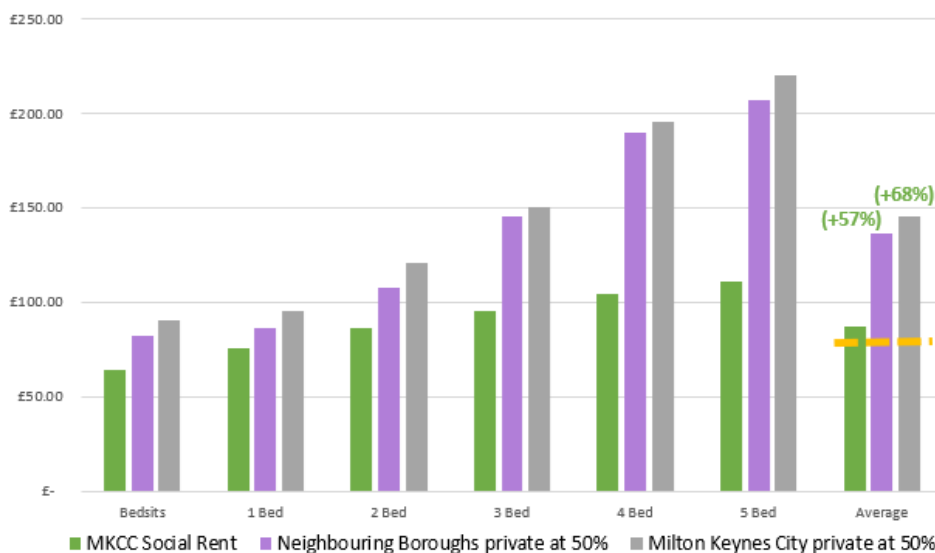
Figure 3. Average social formula rent (per week) for MKCC, and neighbouring geographical areas, with rents set as average between local authorities, and housing associations operating in those areas (general needs)



As presented in **figure 3**, MKCC general need rents, on average are one of the lowest levels when compared with local authorities and/or registered providers operating in those areas.⁴

Figure 4 below shows a comparable set of rents for our properties at social rent when compared to 50% of rents in the private sector in Milton Keynes and surrounding neighbourhoods.

Figure 4. MKCC average social formula rent (per week) by bed size 2022/23 compared to open market rents set at 50%

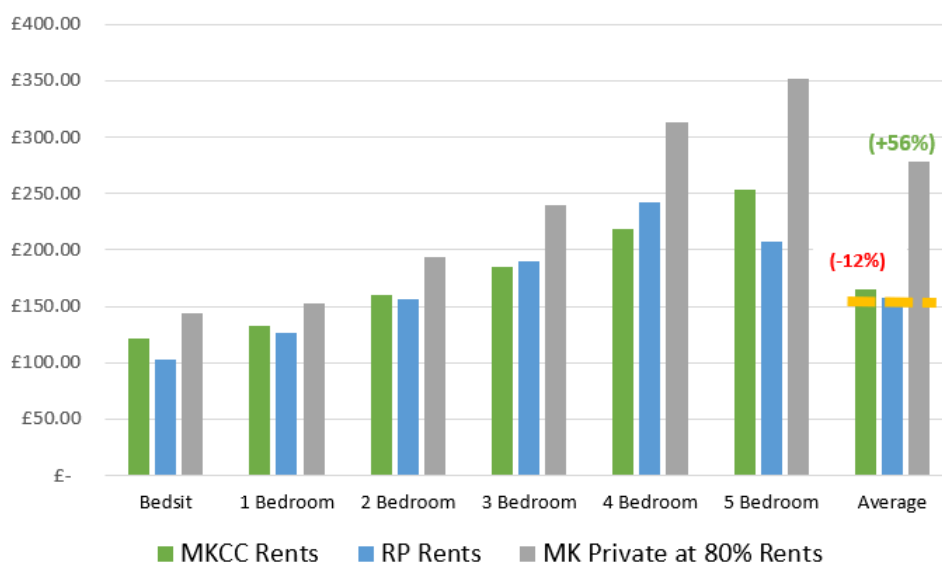


⁴ Presented values are the average rent levels between LARPs and PRPs as in part of selected area no LARPs are operating.

Appendix 3: Average social affordable rents (AR) per bed size

MKCC currently have 231 social affordable rented properties making up 1.5% of our stock. Social affordable rents are inclusive of service charges. To compare the level of our social affordable rents with open market rents we have obtained rents data for properties offered on a private housing market, in Milton Keynes, and surrounding geographical areas, to include Central Bedfordshire, Bedford, Aylesbury Vale, and South Northamptonshire.⁵ The **figures 5-9** below show the results by property size against commercial rent level set at 80% of the actual rent.

Figure 5. MKCC average gross social affordable rent (per week) by bed size 2022/23 in comparison to average rents of local PRPs, and private rents set at 80% of the actual rent.



Figures 5, 6, 7 show that on average, MKCC social affordable rent properties, which currently equate to 1.5% of our stock, on average sit 12% higher than the rent set by PRPs operating in Milton Keynes, on average 9% higher than the rent set by LARPs and PRPs operating in the region, and between 26 and 24% higher than the average rent set by LARPs and PRPs in England, and 56% lower than comparable properties in Milton Keynes with private rent set at 80% of the actual rent.

⁵ valuation.hometrack.com

Figure 6. Average social affordable rent (per week) for Milton Keynes, South-East, and England – local authorities and housing associations

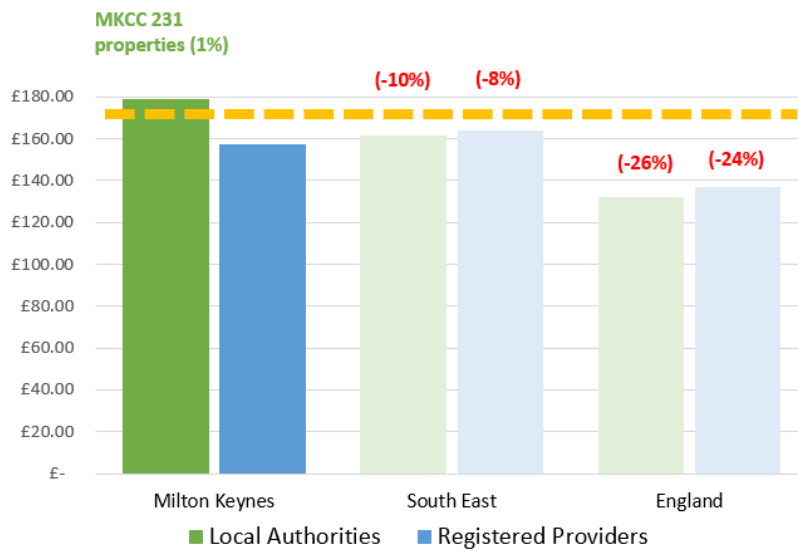


Figure 7. Average gross social affordable rent (per week) for MKCC, and neighbouring geographical areas, with rents set as average between local authorities, and housing associations operating in those areas

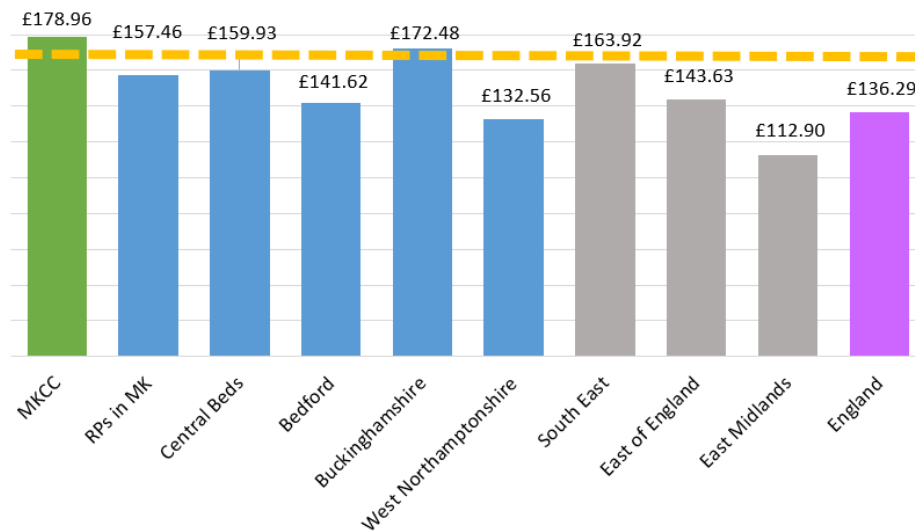
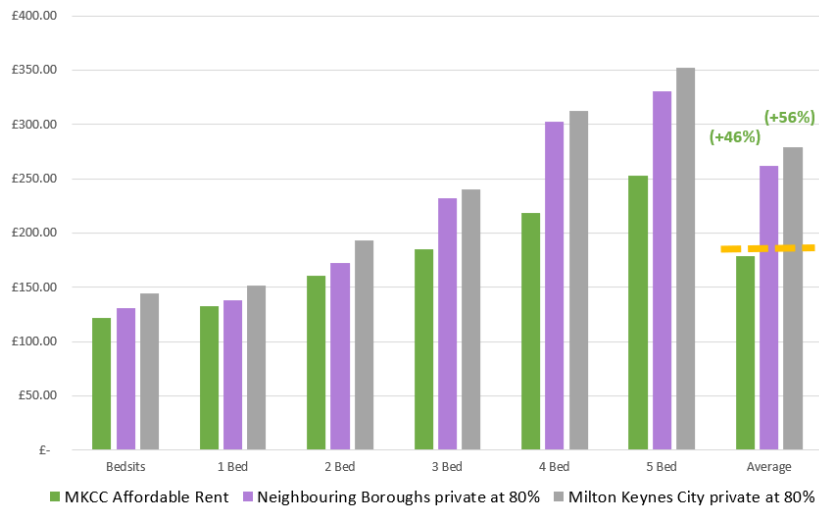


Figure 8 shows that on average, MKCC's social affordable rent is between 46% and 56% lower than any equivalent open market rent set at 80%.

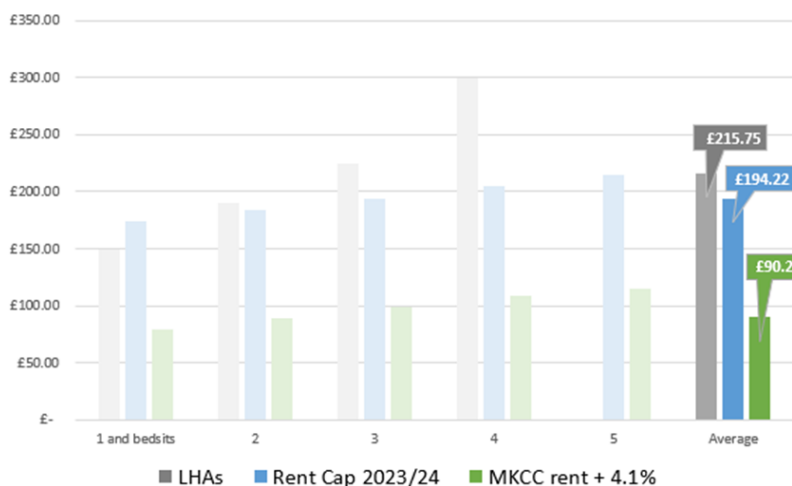
Figure 8. MKCC average social affordable rent (per week) by bed size 2022/23 compared to open market rents set at 80%



Appendix 4: Rent caps

The Rent Standard restricts all social housing rents to a maximum of the rent cap. The current cap levels are shown in **figure 9**. We have compared them with Local Housing Allowance and MKCC social formula rents. In **Table 2** below, we make a similar comparison, but in addition to LHA, rent cap, and MKCC rents, we also added MKCC rents increased by 7%, and 11.1%, to reflect proposed rent increase options for 2023/24.

Figure 9. LHA, and rent cap levels per property size for 2023/2024⁶, in comparison to MKCC social formula rents increased by 4.1%*



*4.1% increase has been added to represent 2021/22 rent increase that was not reflected in the Government's data we used in this report. The 4.1% does not consider rent flexibility of 5% in the majority of rent paid by current tenants.

⁶ [Social housing rents consultation - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/social-housing-rents-consultation) - As on the day of finalising this report the rent cap data has not yet been released, we add to last year levels, the predicted 11.6% increase, which represent current CPI + 1.5%

Table 2. LHA, and rent cap levels per property size for 2023/2024, in comparison to MKCC social formula rents increased by 4.1%*, further increased by 7%, and 11.1%, what represents the proposed MKCC rent increase options for 2023/24

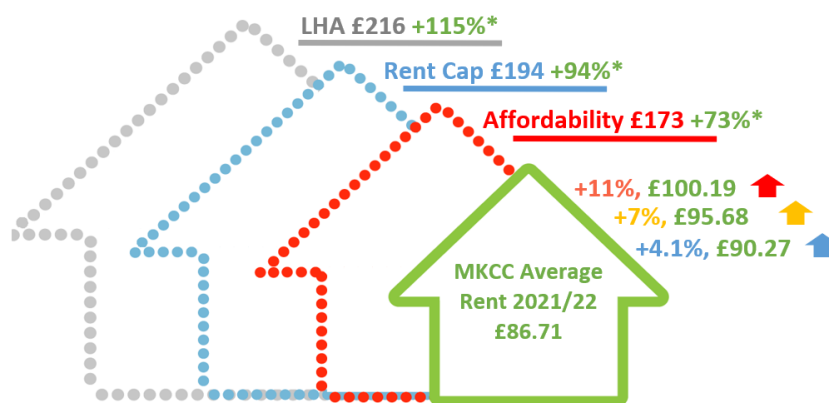
No of bedrooms	LHAs	Rent Cap 2023/24	MKCC rent + 4.1%	MKCC rent + 7%	MKCC rent + 11.1%
1 and bedsits	£ 149.59	£ 173.79	£ 79.00	£ 84.53	£ 87.69
2	£ 189.86	£ 184.00	£ 89.56	£ 95.83	£ 99.41
3	£ 224.38	£ 194.22	£ 98.85	£ 105.77	£ 109.73
4	£ 299.18	£ 204.43	£ 108.52	£ 116.12	£ 120.46
5	N/A	£ 214.66	£ 115.62	£ 123.72	£ 128.34
Average	£ 215.75	£ 194.22	£ 90.27	£ 96.58	£ 100.19

*The 7% and 11.1% increases are measured from *the starting point of 2021/2022 MKCC rent + 4.1% level*.

Where approval is given to increase rents by 11.1% and capped at the maximum 7% laid down by the regulator our rents would still be considerably lower than the rent cap and the LHA.

Figure 10 presents percentage differences between MKCC social formula rent increased by 11.1%, and the LHA, rent cap, and affordability level.

Figure 10. MKCC average social formula rent in 2022/2023 increased by 11.1%, in comparison to LHAs, rent cap set at the levels for 2023/24, as well as affordability level set as 35% of local, average, annual gross wage.



*% indicates percentage difference measured from MKCC rent increased by 11.1%

Appendix 5: Affordability – average earnings vs rent

Landlords must consider whether their rents are affordable, in respect to local market context. To review this, we have obtained data from the Office of National Statistics (ONS) showing average earnings by region, and the annual wage increase, details of which are shown in **figures 11 and 12** below.

Weekly earnings in MK increased in 2022 by 8.6% year-over-year, what represented one of the highest wage increases in comparison to neighbouring unitary authorities. In England, the average increase was at 5.2%. Weekly earnings in Milton Keynes on average were higher in comparison to other regions in the UK as presented in **figure 11**.

Figure 11. Median gross weekly earnings for full-time employees as of April 2021, and April 2022⁷

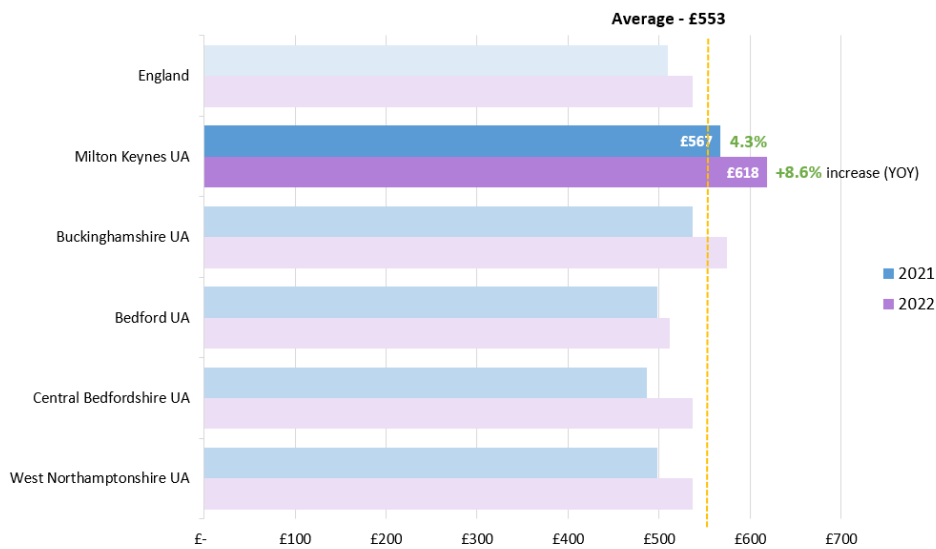
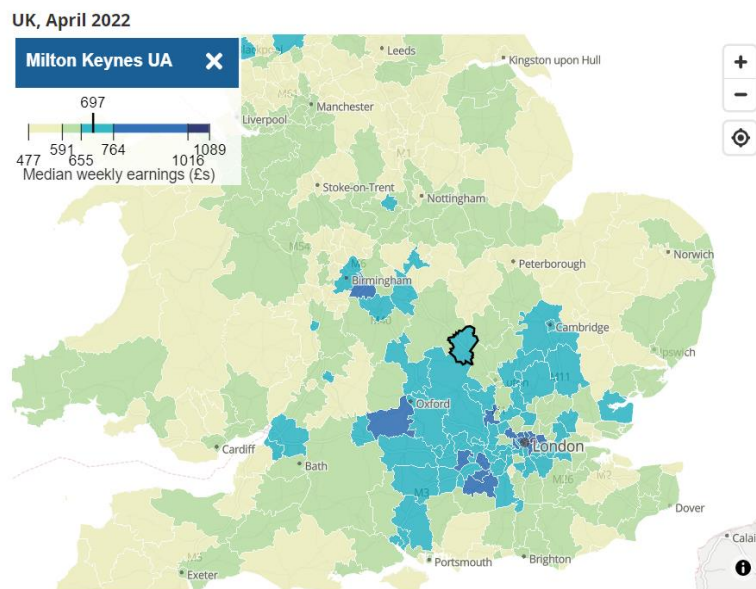


Figure 12. Median gross weekly earnings for full-time employees as of April 2022⁸



⁷ [Employee earnings in the UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

⁸ [Employee earnings in the UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

To analyse how average, weekly earnings in Milton Keynes correspond to rent affordability, we have calculated the ‘take home pay’ as per **table 3**. The data shows what the take home income would be for a single resident paying basic rate tax and national insurance.

Table 3. Take home income summary (MK area)⁹

	Year	Month	Week
Gross Wage	£ 32,136	£ 2,678	£ 618
National Insurance	£ 2,520	£ 216	£ 50
Tax Paid	£ 3,913	£ 326	£ 75
Take Home Pay	£ 25,703	£ 2,136	£ 493
Affordability Level*			£ 173

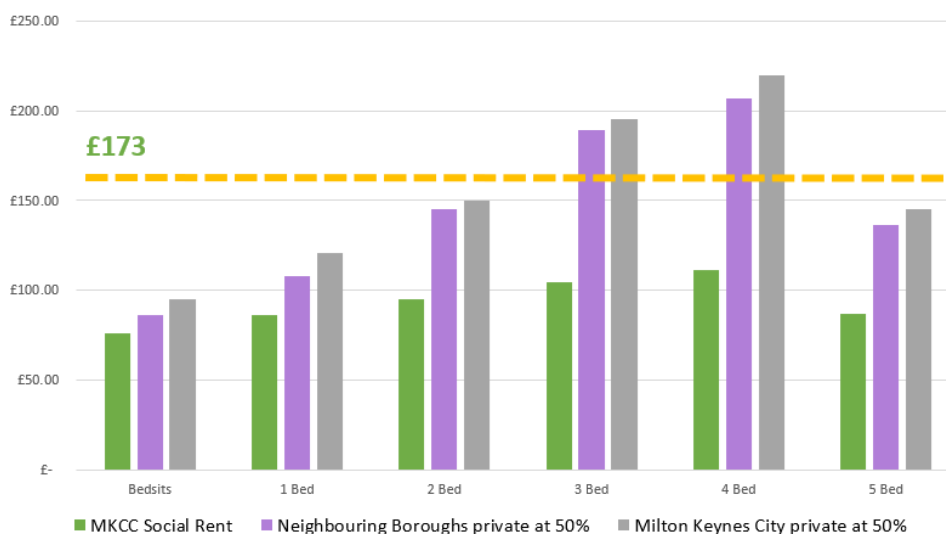
*calculated as 35% of weekly Take Home Pay

Note: affordability is calculated per person

According to Shelter UK, where a person has housing costs by way of rent or mortgage payments which are greater than 35% of their net income, their housing costs could be deemed to be unaffordable.

Taking the April 2022 average ‘take home pay’ in Milton Keynes of £493 shown above, this would mean that rent over £173 per week could be considered unaffordable. Taking into consideration the highest rent levels offered by MKCC to our residents, it indicates that all our social formula rent (excluding service charges) properties were below this threshold. Whilst this is not an exact science or measure, it does suggest that our rents are currently affordable. **Figure 13**.

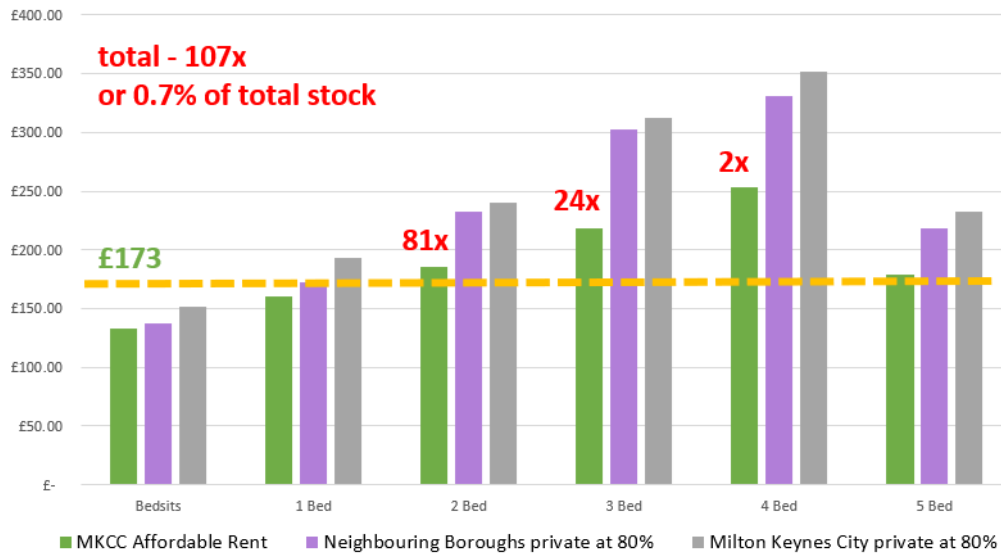
Figure 13. MKCC average social formula rent levels by bed size in 2022/23, in comparison to affordability level for MK



⁹ [Income tax calculator: Find out your take-home pay - MSE \(moneysavingexpert.com\)](https://www.moneySavingExpert.com/mse-income-tax-calculator/)

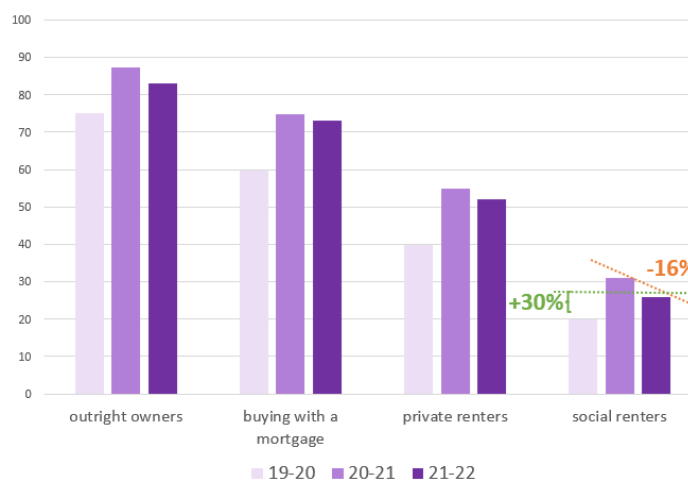
There are currently some MKCC properties that are above the affordability level set at £173. This represents 107 social affordable rent properties, which is 0.7% of MKCC stock. **Figure 14.**

Figure 14. MKCC average social affordable rent levels by bed size in 2022/2023, in comparison to affordability level for MK



A recently published English Housing Survey report¹⁰, indicated that although savings across all tenancies have decreased in 2021-2022 due to growing costs, the savings remained above the levels before the pandemic. Social renters on average in 2021-2022 still had 30% more savings than in the same period in 2019-2020. **Figure 15.** More highlights from the report are presented in the **Appendix 9.**

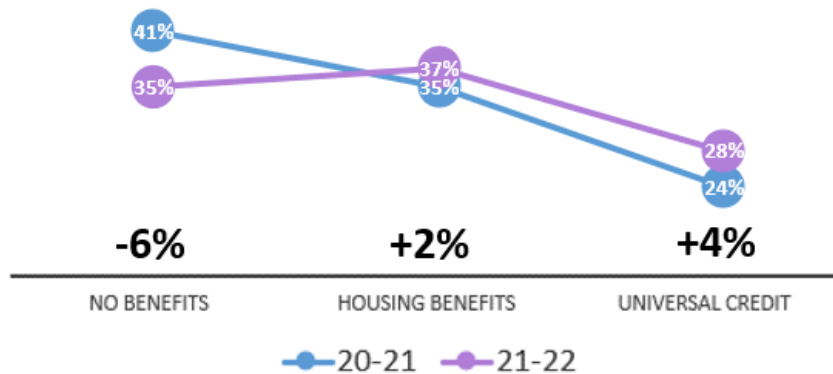
Figure 15. Proportion of households with savings, by tenure, 19-20, 20-21, and 21-22



¹⁰ [English Housing Survey 2021 to 2022: headline report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/reports/england-housing-survey-2021-to-2022-headline-report)

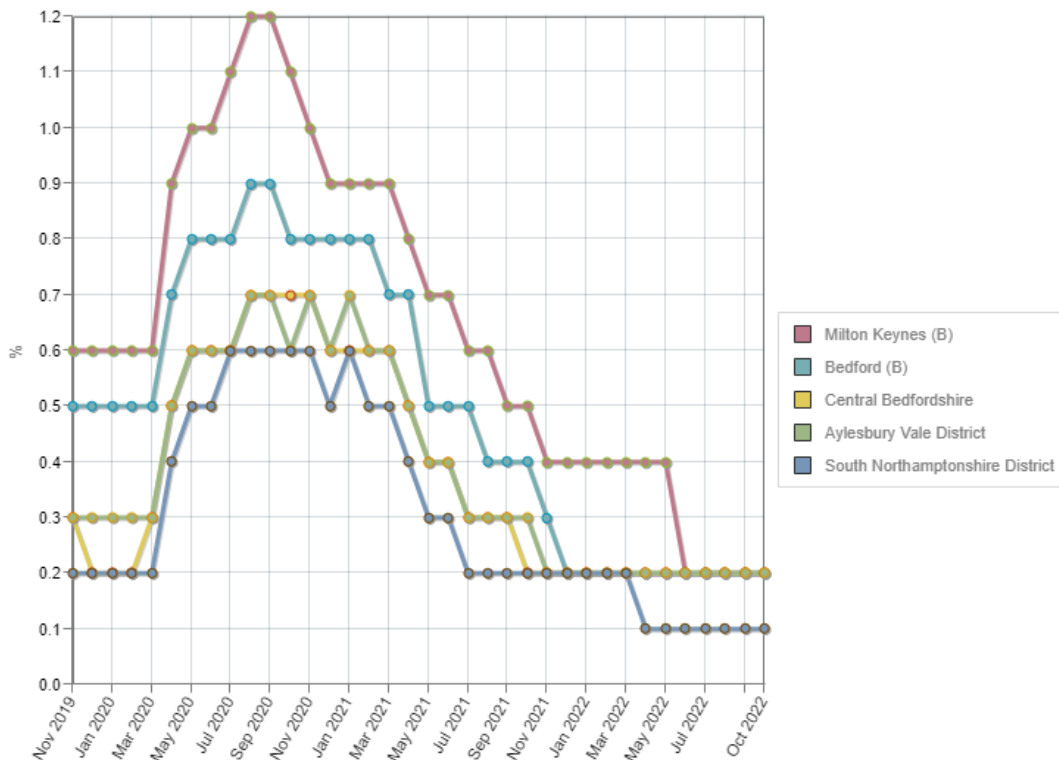
Figure 16 below, shows the breakdown of current tenants and their benefit status. In 2021-2022 there has been a 6% increase in the number of tenants receiving benefits. 2% more were in receipt of Housing Benefit and 4% more in receipt of Universal Credit. The trend could be the consequence of Covid-19 pandemic.

Figure 16. MKCC tenants and benefits status as of December 2022



As presented in **figure 17**, the pandemic resulted in increased unemployment, however since September 2020 this has fallen sharply. Currently in MK it is at 2%, down from 12%. In the UK the average unemployment is 3.7%.

Figure 17. Unemployment 2019-2022 trend



Appendix 6: Supply and demand

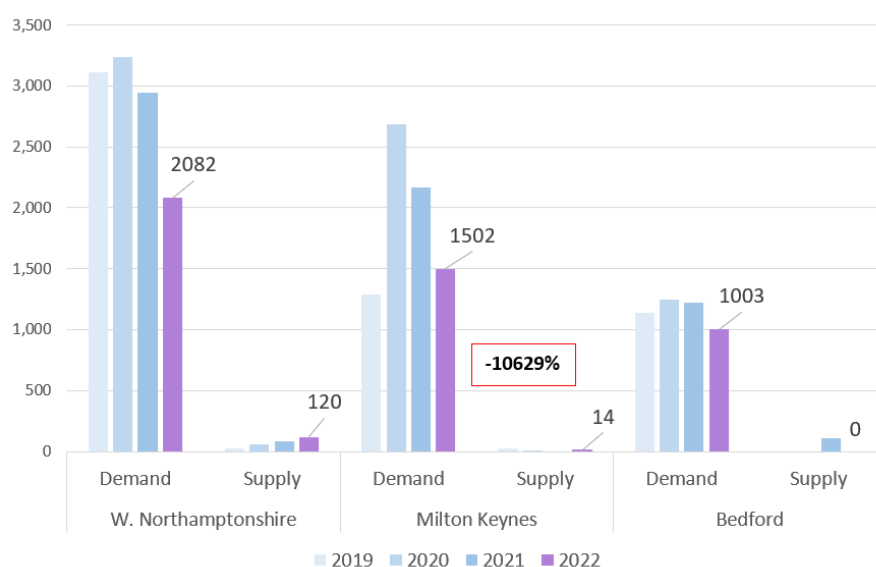
Nationally, there continues to be a greater demand for new housing than the supply. The Government’s rent policy was aimed at allowing housing associations and local authorities to increase their rental income over the next 5 years with expectations that the social housing sector will lead on the delivery of new homes.

Subsequent changes to the Government’s rent policy have capped the ability to increase rents in line with the inflation leaving a deficit between rising costs of labour, materials, and energy against a reducing stock.

Data from the Statistical Data Return (SDR) 2021-2022 shows across our operating area there were 9,161 (6,468 previously) general needs units managed by RPRs, and 10,880 (10,271 previously) units managed by MKCC, and a further supported housing units of 1,203 (876 previously) managed by RPRs, and 92 (868 previously) managed by MKCC.¹¹

As of November 2022, in Milton Keynes there were 1502 (2,563 previously) households on the housing needs register, seeking accommodation. At the same time, the supply of affordable housing by Milton Keynes City Council in 2022 was 7 new properties. The supply of social housing by registered providers operating in Milton Keynes area was 615. A very similar dynamic, where demand for social housing exceeds by a high margin the supply, we can see also in the neighbouring towns as presented in **figure 18**.

Figure 18. Number of applicants for social rent housing, and supply of new social rent housing between 2019-2022¹²



¹¹ [Local authority registered provider social housing stock and rents in England 2021 to 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/local-authority-registered-provider-social-housing-stock-and-rents-in-england-2021-to-2022)

¹² [Local authority housing statistics data returns for 2021 to 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/local-authority-housing-statistics-data-returns-for-2021-to-2022)

Appendix 7: Payment of rent – current tenant arrears

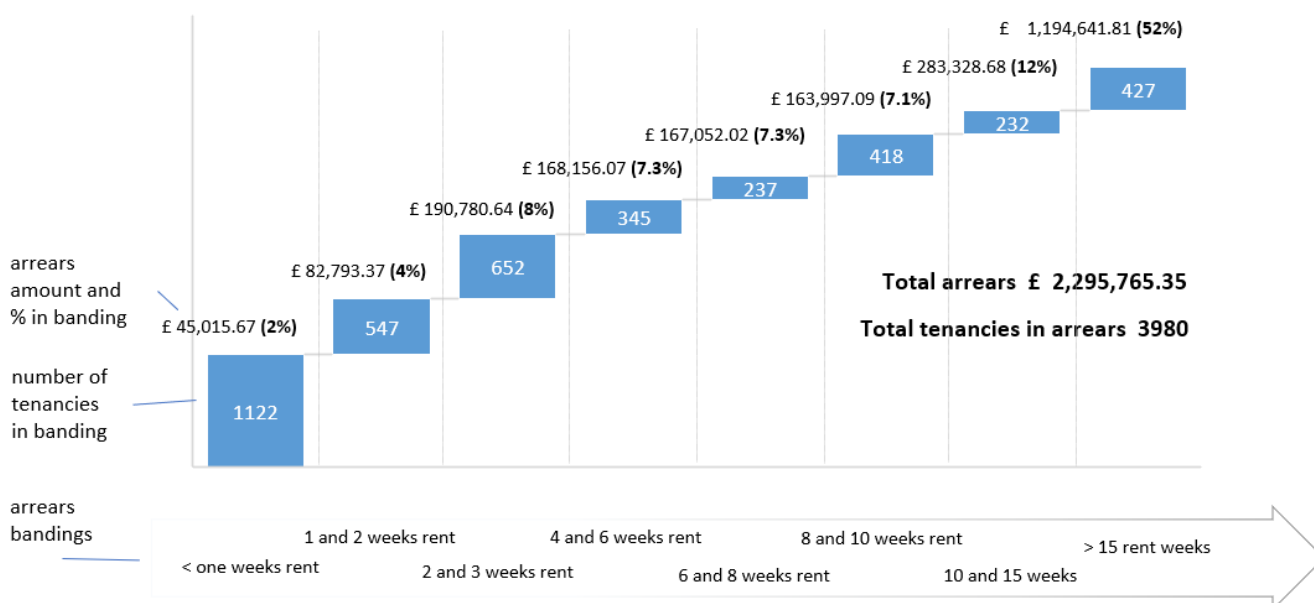
Rent arrears can occur for a variety of reasons such as:

- Welfare benefit changes and delays
- Economic shock e.g. unemployment
- Changes in employment status
- Health and welfare issues
- Vulnerabilities e.g. dependencies and mental health issues
- Poor decision making e.g. non-prioritisation of rent payments
- Dissatisfactions with living conditions e.g. disrepair

As of 29 December 2022, 3980 of our social formula rent tenants were in arrears, which represented 26% of all tenants. In the same period, 122 social affordable rent tenants were in arrears, which represented 0.8% of all tenants. Total arrears owed to MKCC on the 29 December 2022 were at £2,295,766.

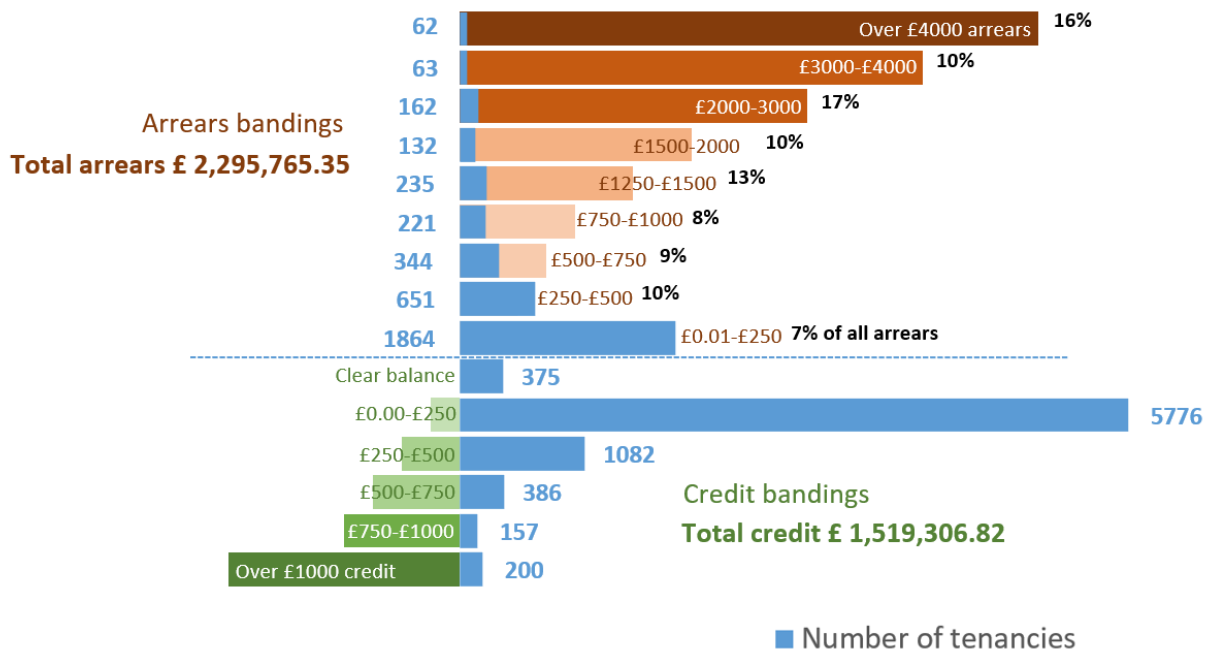
Figure 19 shows the amount of arrears the amounts of arrears owned, and the number of tenants split by the number of gross rent weeks due.

Figure 19. Number of tenants in rent arrears by arrears banding presented as number of rent weeks in arrears per tenancy



Total arrears owed to MKCC as of 29 December 2022 were at £2,295,766, of which: 26% between £3000 or higher, 27% between £3000 and £1500, 21% between £1250 and £750, and 26% between £750 and 0.01. Of 11710 tenancies included in this analysis, 7976 or 68.1% were not in arrears, 3080 or 26.3% were in arrears up to £1000, and 654 or 5.6% in arrears more than £1000. **Figure 20.**

Figure 20. Number of tenants in rent arrears by arrears banding presented as number of rent weeks in arrears per tenancy



Appendix 8: Equality and Diversity

Equality and diversity – “RP’s must comply with the requirements on rent setting in the Rent Standard 2020, and any subsequent Rents Standards published by the Government, they remain under their own equality duties to ensure that their decisions on rent setting support the requirements of the Equality Act 2010 and meet all aspects of the general duty”.

MKCC Rent Policy is followed in conjunction with our Equality and Diversity Strategy and has been subject to an Equality Impact Assessment.

The policy is applied to our customers to ensure they have equal access to our services, information and that we respect their different needs. All customers will have access to this document upon request or from our website. The policy and any accompanying leaflet can be translated or provided in alternative formats (e.g., Braille, large print, audio) upon request, subject to reasonable cost.

Equality and Diversity training is mandatory for all staff.

Appendix 9: Key highlights from 2021-2022 Housing Survey Report

Introduction

Some of the key headlines relevant to our report, showing both positive, and negative impact on rent affordability are as follows -

Main findings

- Owner occupation remains the largest housing tenure in England (representing 64% of all households) and has seen a small increase compared to 2016-2017.
- After nearly doubling in size since the early 2000's, the private rented sector has accounted for about one fifth of households in England since 2013-2014.
- The social rented sector accounts for 17% of households in England. Over the last decade, social housing provision has increasingly been supplied by Housing Associations.
- Across all tenures, and across nearly all individual measures, average personal well-being increased in 2021-2022, when compared to 2020-2021.
- Modelled data of occupied dwellings finds that the private rented sector remains the tenure with the highest proportion of non-decent dwellings, with nearly a quarter of dwellings failing to meet the Decent Homes Standard.
- Modelled data of occupied dwellings finds that a relatively small proportion of the overall housing stock has problems with damp, but this is more prevalent in some tenures than others.
- The energy efficiency of the English housing stock continues to improve, with significant increases in mean SAP (Standard Assessment Procedure) ratings seen over the past 25 years. Mean scores varied across tenures, with the social rented sector having the highest average SAP rating.

Trends in tenure

- The social rented sector, at 4.0 million households (17%), is the smallest tenure, following a longer-term downward trend which stabilised over the last decade or so.

Demographic and economic characteristics

- Among social renters, 44% were working, with 29% working full-time, and 15% working part-time; 8% of social renters were unemployed. Nearly half (49%) of social renters were retired, in full-time education or 'other'.
- Over half (54%) of households in the social rented sector had one or more household members with a long-term illness or disability. For private renters, this figure was 30%.
- 93% of households in England had internet access at home. This reduces slightly to 83% for social renters.

Housing costs

- In 2021-22, the average (median) mortgage payment was £154 per week. Between 2020-21 and 2021-22, the median mortgage payment in England increased from £145 to £154. Over the same period, the median mortgage payment in the rest of England increased by £5 from £138 to £143.
- In 2021-22 the average (median) rent (excluding services but including housing support) for social renters was £97 per week, and £173 for private renters.

Affordability

- On average, mortgagors spent 22% of their household income on mortgage payments, whereas rent payments including housing support were 27% for social renters and 33% of household income for private renters. Excluding housing support, the average proportion of income spent on rent was 36% for social renters and 38% for private renters.
- Between 2011-12 and 2021-22, the proportion of household income that mortgagors spent on their mortgage increased from 18% to 22%. The proportion of household income (including housing support) that private renters spent on their rent decreased from 35% to 33%. In the same period, the proportion of household income that social renters spent remained similar (28% in 2011-12 and 27% in 2021-22).
- Excluding housing support, the average proportion of income spent on rent was 40% for social renters and 44% for private renters.

Mortgage and rent arrears

- In 2021-22, most mortgagors reported they found it very or fairly easy to afford their mortgage (93%). However, 6% of mortgagors found it fairly difficult and 1% found it very difficult to afford their mortgage.
- In 2021-22, 3% of private renters reported being in rent arrears at the time of interview, and 4% reported that they had fallen behind with rent payments in the 12 months prior. This was similar to the proportion who reported being currently in arrears (4%) or in arrears in the 12 months prior (4%) in 2020-21.
- Social renters were more likely to report being in rent arrears than private renters: 10% reported that they were currently in arrears, and 8% reported that they had fallen behind with payments in the 12 months prior to the interview. While there is an apparent increase in the number of social renters reporting rent arrears from 2020-21, this difference is not statistically significant.
- In 2021-22, just over a quarter of private renters (26%) reported finding it either fairly or very difficult to afford their rent, similar to the proportion in 2020-21 (25%). A similar proportion of social renters (25%) reported finding it either fairly or very difficult to afford

their rent. However, this is lower than in 2016- 17, when 32% of social renters and 31% of private renters reported finding it very or fairly difficult to afford their rent.

Housing Benefit

- In 2021-22, 57% (2.3 million households) of social renters and 25% (1.2 million households) of private renters received housing support to help with the payment of their rent.
- The proportion of social renters receiving housing support (57%) has remained similar in recent years at 60% in 2020-21 and 56% in 2019-20.
- Social renters in receipt of housing support received an average of £86 per week, lower than the average amount received by private renters (£127). The average amount of housing support received by private renters remained similar to 2020-21 (£128), and the average amount of housing support received by social renters remained similar at £85 in 2020-21.
- Almost a third (30%) of working social renters received housing support in 2021-22. This was lower for private renters, where 18% of working private renters received housing support in 2021-22

Savings

- For 2021-22, the proportion of households with savings has decreased compared to the year previous (2020-21). In 2021-22, 64% of households in England reported they had savings, compared to 68% in 2020-21.
- The proportion of social renters with savings decreased from 31% in 2020-21 to 26% in 2021-22, while the apparent decrease in the proportion of private renters with savings, from 55% in 2020-21 to 52% in 2021-22, is not statistically significant.

Future buying expectations

- Among social renters who expected to buy, 52% of local authority tenants expected to buy their current home, higher than the 33% of housing association tenants who expected to buy their current home.
- Social renters were less likely to expect to buy in less than two years (15%), and this remained similar to the proportion in 2020-21 (19%).
- There has been an increase in the average number of years that owner occupiers have spent in their current address, from 16.0 years in 2020-21 to 17.6 years in 2021-22. Length of time at current address has also increased for social renters, from 10.8 years in 2020-21 to 12.7 years in 2021-22.

Well-being and loneliness

- Personal well-being increased in 2021-22 compared to 2020-21. For all households, the average life satisfaction score increased from 7.3 to 7.5, the average score for thinking 'life is worthwhile' increased from 7.6 to 7.8, and average happiness scores increased from 7.2

to 7.5. Anxiety (where a higher score indicates higher levels of anxiety) remained similar at 3.0 compared to 3.1 in 2020-21. These increases were seen for both owner occupiers and social renters across all measures, except anxiety, which remained similar to 2020-21. There was no statistically significant difference for private renters in 2021- 22 compared to 2020-21 in any measure.

- These findings may suggest that there is a direct relationship between well-being and tenure. However, there were important differences between the types of households that typically live in each tenure, and these differences may be related to well-being. For example, social renters were more likely to be unemployed or 'other inactive' (this includes long-term sick or carers) than owner occupiers or private renters, as well as being more likely to be in the lowest income quintiles, Annex Table 1.3. Social renters are also more likely than private renters to have been in arrears in the past 12 months

Appendix 10: MKCC response to social housing rents consultation

Key points:

- **Housing Revenue Account** - rents reflect 96% of the annual income into the HRA. Whilst we may get through with a 7% increase next year, the HRA now has no resilience for any future unplanned events.

- **Increase cost for services** -
 - some areas of the budget have seen increases of 220% plus (energy)
 - and some cost of building materials have increased by 25%.
 - We are also likely to see higher increases in staff pay awards than previously budgeted.
 - Borrowing costs have soared and core assumptions of 2.5% borrowing levels could now be as high as 6%.

- **Impact of low rents**
 - **Efficiencies** - Reducing services provision to deliver services that affect safety and liability. (staff and contract implications) [rent and service charge review]

 - **Planned Maintenance** - Between 2019 and 2024 we had planned on investing £165m on our backlog maintenance programme and targeted increasing our stock decency levels but we are now reviewing our levels of decency and component replacement cycles (including void and new let standards) as this will be required to ensure that we are able to afford and remain compliant with health and safety requirements. These works will still need to be undertaken at later date, so this is also likely to cause further backlog programmes (and at higher costs) in the future.

 - **Future developments** - We have indefinitely paused our development schemes that are not yet on site or contractually committed (150 homes, c.£35m investment). Whilst we welcome use of Homes England Grant (HEG) and use of retained 141 Right to Buy (RTB) receipts, the cost of development (broadly increased by 25%), the increase in borrowing costs, uncertainty over the rent cap consultation outcome and general financial volatility and uncertainty means we cannot make any decisions on long term, significant investments. Both funding streams require use of our own funding so an increase in these levels or percentage of costs we can fund (i.e., 40% RTB), could help but won't completely reverse the position. Abandoning schemes will cost c.£1m in abortive costs and is significant waste of our tenants' money but with these proposals is now unavoidable.

 - **Investment** - We of course understand and recognise the challenges our tenants face and given the majority of tenants across social housing are in receipt of benefits and therefore

the impact on the welfare bill, but ongoing uncertainty will destroy investment plans at the longer-term detriment of tenants.

- **Reducing bills for residents** - We welcome government funding support through areas such as the Social Housing Decarbonisation Fund (SHDF), but the match funding requirement means that we may not be able to afford to bid for this grant for wave two, which in turn does not benefit residents through reduced bills. Our wave one bid is expected to reduce household bills by over £400 per household – an 11% increase in rents would cost c. £487

Full response:

Question 1 - Do you agree that the maximum social housing rent increase from 1 April 2023 to 31 March 2024 should be subject to a specific ceiling in addition to the existing CPI+1% limit? To what extent would Registered Providers be likely to increase rents in that year if the government did not impose a specific ceiling?

No, we do not agree that social housing rent increases should be subject to a further ceiling (in addition to the cap already applied as part of the Rent Standard, i.e., CPI+1%). Had government not proposed a ceiling, we would have increased rents by the maximum allowed (CPI+1%) but introduced targeted support for those tenants who need it. We believe targeted support would be more effective and benefit current and future tenants far more than a blanket rent cap.

This is because:

1. The impact of this proposal and viability of our Housing Revenue Account (HRA) business plan, should not be assessed over a short-term period, such as 12 months. This proposal will have long term, devastating effects on our ability to invest in new council housing, improvements in decency and energy improvement works.
2. These works have a great impact on tenants' lives but also directly benefit household costs, by undertaking energy efficiency measures and ongoing improvements in decency, such as draft exclusions and damp and mould prevention works. These measures reduce energy usage and save tenants money, which will have a long-term impact as these areas of investment will be significantly delayed or stopped altogether. The significant reduction in investment (through our contractors and their supply chains) will also have a negative impact on the wider economy and inflation.
3. We have a number of services that provide support to our most vulnerable tenants, including support to gain employment, tenancy sustainment services, debt prevention measures and in 2022/23 we introduced a support fund to reflect the ongoing impact Covid-19 had on household finances. Under any of the proposed rent ceiling levels, we will need to scale back or more likely remove these services, which directly impact our most vulnerable tenants which will have greater long-term effects.

4. We will of course ensure that we continue to meet all our health and safety responsibilities as a landlord, but we will need to reduce investment in all other areas – this is challenging at a time where we are seeing increased regulatory requirements and carbon 2030 targets. We would request that if a rent cap were to be applied, that there is join up across government departments to understand how this will impact other department priorities, such as 2030 – there simply won't be enough money to deliver all of this.
5. We have c.800 households currently in temporary accommodation and 2,300 households on the housing register. Introducing a ceiling on social rents, further widens the gap between social and market rents, impacting our wider Council costs of supporting homeless families, as well halting our ability to commit to build new homes to meet the needs of these families.
6. As a new town (now city), we face an exceptional challenge regarding our stock profile as the majority of our stock is ageing and requiring investment at the same time, and this includes major planned maintenance such as roof replacements. We have also recently decanted two of our tower blocks (195 units), with demolition planned imminently due to fire safety concerns. Again, a cap would mean that we would need to curtail/defer our investment programme to deliver health and safety / compliance elements only and not take forward these sites for new homes – they will remain as abandoned sites for the long term with no financial means of taking them forward.

Question 2 - Do you agree with imposing a ceiling of 5%, or are there alternative percentages that would be preferable, such as a 3% or 7% ceiling? Do you have any comments or evidence about the potential impact of different options, including of the 3%, 5% and 7% options as assessed in our Impact Assessment (Annex D)?

No, we do not agree with the principle of any ceiling and believe social housing providers should be able to consider their own circumstances when deciding on rent increases which was the premise of buying ourselves out of the subsidy scheme. In 2012 we paid £270m in the self-financing settlement payment, for which we are still paying the borrowing costs, yet have not had the control promised (the Rent Standard already applies a cap, we had a forced rent reduction under welfare reform and now a further ceiling is being proposed) – rents reflect 96% of the annual income into the HRA.

Applying a percentage cap (instead of a monetary increase), also does not reflect the different base position of each provider of social housing. **We (for various historic reasons) have very low rent levels comparable to the sector and very high demand and cost for private rental in the city. A 5% increase for us, represents just £4.25 (on average) per tenant per week (current average rent are £85.16 against local registered providers of £100.20 and £94.49 across the South-East of England).** We have updated our 30-year HRA Business Plan reflecting the change in economic circumstances together with the proposed cap on rents and this demonstrates that headroom for investments has significantly reduced across the long term [Redacted].

A summary of our evidence of the impact a cap at 5% and our rationale for not agreeing with any level of cap, are:

1. In February 2022, inflation assumptions were c.3% against estimates overall of 11% for 23/24 – some areas of the budget have seen increases of 220% plus (energy) and some cost of building materials have increased by 25%. We are also likely to see higher increases in staff pay awards than previously budgeted.
2. Borrowing costs have soared and core assumptions of 2.5% borrowing levels could now be as high as 6%. New build social housing schemes are challenging from a financial viability point anyway – and borrowing costs against capped rents mean current and future schemes will be impacted.
3. In most cases of expenditure, we are contractually committed linked to inflation and whilst we are working closely with our partners to reduce costs or jointly agree delays to programmes, this is time consuming and has legal implications, so we are reliant on working collaboratively with our partners. This is very challenging, given businesses are also impacted by the cost-of-living crisis.
4. In early 2020, there were great concerns across the sector about the impact of the Covid-19 pandemic on household finances and how this would impact rent collection and rent setting during these years. However, the majority of tenants continued to pay, and arrears only increased marginally – this was in part down to registered providers being able to support their most vulnerable tenants through specific support funds or resources to support with debt and general advice. We believe RPs are best placed to understand the challenges of their tenants and put in place targeted support, as we did during the Covid-19 pandemic.

These changes in assumptions mean that:

1. We need to make immediate revenue savings of between £2m (3%) in-year (22/23) and between £2m-£4m (3-7%) between in 23/24 and 29/30 – we have already acted by reviewing all vacancies, agency staff and general areas of efficiency and continue to review all areas of revenue spend, which will result in redundancies and changes to services that we are able to offer.
2. Our borrowing headroom has been eradicated – [Redacted], meaning we will need to review all existing commitments. We estimate additional headroom not being available until 2030/31, and this is still marginal at this point, at c.£20m (based on our core assumptions, although these continue to change due to the general economic uncertainty). Not only does this mean no new social and affordable housing can be delivered, but also that we will not be able to even start to catch up investment for the next decade in basic component replacement for the reductions we now need to make. Whilst we may get through with a 7% increase next year, the HRA now has no resilience for any future unplanned events.
3. We welcome government funding support through areas such as the Social Housing Decarbonisation Fund (SHDF), but the match funding requirement means that we may not be able to afford to bid for this grant for wave two, which in turn does not benefit residents

through reduced bills. Our wave one bid is expected to reduce household bills by over £400 per household – an 11% increase in rents would cost c. £487. The timing of the next bid round is also challenging (closing date 18 November 2022) when we have so much uncertainty over our financial position (and the outcome of this consultation) and therefore significant investments in this climate will need to be carefully considered.

4. We have indefinitely paused our development schemes that are not yet on site or contractually committed (150 homes, c.£35m investment). Whilst we welcome use of Homes England Grant (HEG) and use of retained 141 Right to Buy (RTB) receipts, the cost of development (broadly increased by 25%), the increase in borrowing costs, uncertainty over the rent cap consultation outcome and general financial volatility and uncertainty means we cannot make any decisions on long term, significant investments. Both funding streams require use of our own funding so an increase in these levels or percentage of costs we can fund (i.e., 40% RTB), could help but won't completely reverse the position. Abandoning schemes will cost c.£1m in abortive costs and is significant waste of our tenants' money but with these proposals is now unavoidable.
5. We are also reviewing our sites (land and some long-term void stock) with a view to sell these to be able to generate income to ensure our committed schemes are not destabilised by higher inflation and borrowing costs. However, we are clearly unlikely to get best value in the current climate and this will also impact our ability to develop our own schemes in the future, resulting in a further detrimental impact on the HRA (stock will just move into gradual decline with the impact of RTB and financial decisions on major voids due to the economic assessment of cost of repair).
6. Between 2019 and 2024 we had planned on investing £165m on our backlog maintenance programme and targeted increasing our stock decency levels but we are now reviewing our levels of decency and component replacement cycles (including void and new let standards) as this will be required to ensure that we are able to afford and remain compliant with health and safety requirements. These works will still need to be undertaken at later date, so this is also likely to cause further backlog programmes (and at higher costs) in the future.

Question 3 - Do you agree that the ceiling should only apply to social housing rent increases from 1 April 2023 to 31 March 2024, or do you think it should apply for two years (i.e. up to 31 March 2025)?

The starting point of this question does not consider that in 2022/23 we were restricted to increasing rents by 4.1%. In 2022/23 our actual costs have risen considerably more than this as a result of significant inflation. We therefore are starting from a significantly worse position and estimate additional resources for investment have reduced by £172m (assuming a 5% cap on rent increases) and that is only the position at 25/26 - the long-term view is much bleaker. An increase of 3% (or lower cap) would further worsen this already desperate situation, and even a cap of a higher amount (e.g., 7%) means we will be marginally better but will still need to make significant savings. We strongly don't agree with any level of ceiling in either year.

Applying a one-off cap will have significant impacts on the quality and availability of social housing across the sector and investment into new stock. Extending this for a further year will further compound this. In 2016, the four-year annual 1% rent reduction introduced by government reduced our investment resources by c£300m across the 30-year life of our business plan. We of course understand and recognise the challenges our tenants face and given the majority of tenants across social housing are in receipt of benefits and therefore the impact on the welfare bill, but ongoing uncertainty will destroy investment plans at the longer-term detriment of tenants.

Rent setting remains a significant uncertainty given the ending of the current Rent Standard period at the end of 24/25 and if a cap is proposed for future years, we would rather understand this now, than have annual reviews but we challenge the ability to do this now given the exceptional and volatile economic situation. If the government's recent mini budget proposals are designed to focus on growth, settling and reducing inflation, it seems premature to be proposing a further cap in 24/25.

Question 4 - Do you agree that the proposed ceiling should not apply to the maximum initial rent that may be charged when Social Rent and Affordable Rent properties are first let and subsequently re-let?

Yes, we do not believe the rent ceiling should be applied to empty properties whether they are classed as void, through relets or for new build properties as this is the only way we are able to incrementally increase our rent income (which as mentioned elsewhere in the consultation response, are already at comparably low levels) and this is already allowed for in our business plan assumptions. If the cap were to apply, this would further significantly impact the original investment appraisal and viability of individual schemes (already impacted by high-cost inflation and borrowing costs).

However, income from relets (stock turnover) is a small part of our income (c600 units are relet each year against overall stock of 12,000). The number of first lets will reduce as our ability to invest in new developments will be decimated by inflation, borrowing and the proposed rent ceiling meaning that we will be stopping all plans for investment in new stock, other than those schemes already committed. Although we agree that void relets should not be subject to a ceiling, it is worth noting the long-term differences this could cause in rents in similar areas / neighbourhoods and the difficulties managing this messaging with tenants and how this could distort regulatory returns such as the LADR.

Question 5 - We are not proposing to make exceptions for particular categories of rented social housing. Do you think any such exceptions should apply and what are your arguments/evidence for this?

We cannot identify any exceptions that we would include in any proposed rent cap, although the consultation has not been specific about service charge recovery and therefore, we have concerns about any proposed ceiling, also being introduced for service charges. The principle of service charges is ensuring those tenants and leaseholders who benefit from additional services or access

communal areas should be the ones who pay for these costs – this ensures fairness and transparency of our services.

As outlined in other parts of our consultation response, these services (mainly utilities but also the cost of repairs, staff costs and inflationary increases already built into contracts) have seen exceptional increases, far above even what an increase at CPI plus 1% would be. Failing to fully recover these costs from specific cohorts will further impact the availability of resources for investment and tenant support services, disproportionately impacting our tenants (given failure to recover these results in a top slice against the whole HRA).

Tenants not subject to service charges have seen their own energy costs increase which they are directly responsible for, so it is completely unfair that they should be impacted by any proposed reduced recovery of communal or specific service charges. We of course recognise the impact of such large increases in recovery of recharges to some of our tenants and leaseholders and again why we would target support where this is needed, and we are considering smoothing the impact of high inflation over a number of years. It is important that government fully considers the inflationary pressures the HRA is exposed to far outweigh CPI/RPI.

In the case of Milton Keynes City Council:

- Gas Prices will rise by over 220% from 1 October 2022 and Electricity by more than 60%. We have been advised that we are not covered by the government support fund as our unit rates are still just below the thresholds set. This will add significantly to service charges and costs in the HRA.
- Repairs and maintenance inflation increases range from 15% - 50% on components.
- Pay Inflation in the HRA for 22/23 will be around 10% (including on-costs).
- Pension costs are expected to rise from April 2023 by around 10%.

Not all these pressures are uniform across the sector which is why we feel the approach set out in the consultation is both wrong and deeply divisive impacting LA's and therefore tenants very differently. We would like to see Government's Equalities Impact Assessment made public should this proposal be taken forward in its current form as there will be serious harm for many vulnerable tenants because of a blanket percentage cap.

We would therefore urge government, if it presses ahead with this to consider the following revisions and additional measures to support social housing providers, given we are now right on the edge of the financial cliff and will likely become unviable within the medium term as a result of these proposals:

1. The rent cap proposed is modified to the approach for Council Tax increases where a value or percentage is used. This would enable providers with very low rents to not be disproportionately impacted by this proposal. The proposal to use a percentage is regressive and penalises providers who already have low rents more and will push these to

an unviable position. In addition:

2. If there is a cap, the loss in percentage terms should be recoverable in future years, by increasing the cap until the rent foregone has been fully recovered by applying an additional 1% per annum (CPI+2%). Without this in our case critical investment in new homes, carbon 2030 and basic components will not be possible.
3. Given the very serious impact an additional cap will have on curtailing investment in both new homes for the medium term and under investment in basic lifecycle replacement, government should consider other measures to mitigate some of these impacts including:
 - a. Allowing local authorities to retain the full value of RTB receipts to be used on investing in existing stock on capital investment which can reduce energy costs for tenants;
 - b. Providing cheaper borrowing for local authorities where this is used to deliver new social rented homes or improve energy efficiency measures;
 - c. Increasing grant levels on new homes to reduce the level of funding needed by LAs to provide new affordable homes;
 - d. d. Increase grant funding levels, with reduced levels of match funding (better than 50%) for energy efficiency measures.

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Capital Strategy

February 2023



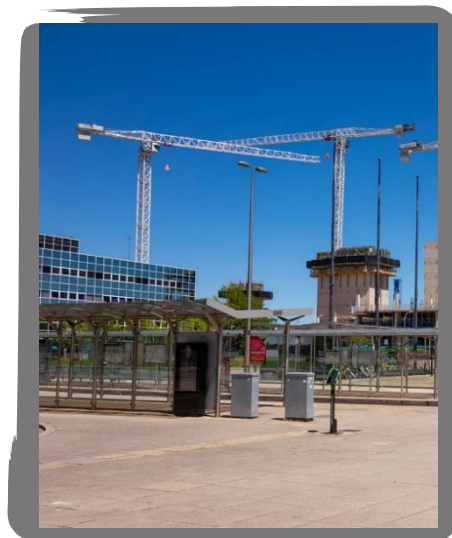
Contents

1.	Introduction	Page 4
2.	Capital Strategy Overview	Page 4
3.	Milton Keynes City Council Ambition and Vision	Page 6
4.	Milton Keynes City Council Strategic Planning Framework	Page 6
5.	Strategic Development in Milton Keynes	Page 10
6.	Council Plan	Page 11
7.	Engagement with Partners	Page 12
8.	Regeneration	Page 13
9.	Bletchley Towns Fund	Page 14
10.	Housing	Page 15
11.	School Build	Page 16
12.	Sustainability Strategy	Page 18
13.	Digital Strategy	Page 19
14.	Corporate Property Strategy	Page 19
15.	Schools Asset Management	Page 23
16.	Highways Asset Management	Page 23
17.	Asset Renewals	Page 24
18.	Housing Revenue Account	Page 25
19.	Delivery of the Capital Strategy	Page 26
20.	Capital Expenditure Definition and Accounting Policy	Page 26
21.	Corporate Governance of Projects	Page 27
22.	Project Management and Methodology	Page 28
23.	Submissions to the Capital Programme	Page 30
24.	Monitoring of the Programme	Page 30
25.	Capital Expenditure	Page 31
26.	Capital Financing	Page 32
27.	Funding Sources	Page 32
28.	Funding Risks	Page 33
29.	Minimum Revenue Provision (MRP)	Page 33
30.	Capital Financing Requirement	Page 34

31.	Asset Disposals	Page 34
32.	Treasury Management	Page 36
33.	Investments for Service Purposes	Page 39
34.	Commercial Activities	Page 39
35.	Revenue Budget Implications	Page 40
36.	Knowledge and Skills	Page 41
37.	Links to Council Strategies and Plan	Page 41

1. Introduction

- 1.1. The capital strategy was first introduced for 2019/20. It gives a high-level overview of how the Council's strategic planning, capital expenditure, capital financing and treasury management activity contribute to the provision of local public services, along with an overview of how associated risk is managed and the implications for future financial sustainability.
- 1.2. The aim of the report is to demonstrate how Milton Keynes City Council (MKCC) takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability.
- 1.3. The purpose of the capital strategy is to explain how Milton Keynes (MK) determines its priorities for capital investment, decides how much it can afford to borrow and sets its risk appetite. The capital strategy sets out the long term context in which capital expenditure and investment decisions are made.



2. Capital Strategy Overview

- 2.1. In 1967, when Government dedicated 34 square miles of land to what it intended would become the New City of Milton Keynes, around 40,000 people lived in its small towns and rural villages. Even though they shared a rich heritage dating from medieval times, these communities did not make up a city. Government had envisaged it would grow to become a city, and the statutory order designating some 22,000 acres - an area far larger than most other British cities.
- 2.2. Since then the population has grown to nearly 300,000 people and in May 2022 Milton Keynes was officially recognised as a city after being granted the status as part of the Queen's Platinum Jubilee celebrations.
- 2.3. Milton Keynes is a home of innovation, with unrivalled green space. Thanks to enlightened city planning from the outset, the environment is integrated into every part of life. It was the fundamental driver for why the urban area looks as it does today, since a goal for the new estates was that everyone would live within a short walk of a green space, park or play area. The green network is essential for travelling by bike, on foot, or by scooter, and residents never need cross a grid road to walk across the urban area.

- 2.4. Local ambitions are to be carbon neutral and carbon negative by 2030 and 2050 respectively by decarbonising transport, producing more energy from renewable sources and waste, and pushing the boundaries on sustainable construction.
- 2.5. Six goals have been guiding principles for Milton Keynes' development: opportunity and freedom of choice; easy movement and access; balance and variety, the creation of an attractive city; public awareness and participation; and efficient and imaginative use of resources. The huge urban expansion was held together by an unrivalled green framework. Neighbourhood housing is based around schools and local centres. Characteristic grid roads run between urban districts, with a revolutionary 200 mile-long system of independent and safe cycle and pedestrian paths, alongside intensive tree planting, lakes and parkland.
- 2.6. The scale of growth has brought with it funding from developers, with significant infrastructure funded and planned in the future from S106 contributions. Investment in new schools, roads, and community buildings continues throughout the Medium Term Financial Plan, with large scale developments in the Expansion Areas, and Milton Keynes East.
- 2.7. Being a new City has brought its challenges, much of the infrastructure was built over a short timescale, this is approaching the end of life, and therefore is in need of investment. Investment in highways infrastructure, operational buildings and housing assets is a key priority for the capital programme.
- 2.8. Milton Keynes has built a strong reputation as a world leader in future technologies City Council's ambitions to find innovative and sustainable solutions to make it even easier to get around MK, building on its world-leading smart city reputation. Investment in innovation continues through the development of 5G network, waste infrastructure, and plans to enable net zero.
- 2.9. Working with Milton Keynes Development Partnership, it plans to deliver new housing through projects such as The Agora, MK Gateway, Tickford Fields and the development of a Local Housing Company, whilst also delivering regeneration in Bletchley through the Towns Fund and Lakes Estate regeneration schemes.
- 2.10. The ambition for growth is demonstrated in the Council Plan with the key objectives being: **a thriving city** that continue to improve our city as a unique regional and national economic powerhouse, with a growing cultural significance that builds on our success and innovates for the future, **a progressive city** where everyone in Milton Keynes deserves to have the same opportunities and chances in life, where people are valued, feel safe and are encouraged to participate in their community and lead healthier, fulfilled lives and a

sustainable city, where we will ensure that we grow sustainably and deliver value for money services that put tackling climate change at the heart of our actions.

- 2.11. Underpinning these objectives is the desired outcome of continued financial stability, managing our finances well, and agreeing a balanced budget each year which is robust and contains appropriate resources to deliver our services and council plan priorities. The capital strategy outlines how the Council's ambition will be delivered and strong financial management achieved.

3. Milton Keynes City Council Ambition and Vision

- 3.1. As an organisation, Milton Keynes City Council wants to set an example in its working practices and deliver excellence for its citizens. It operates on the principles of a co-operative council and wants to build partnerships with other public services, voluntary groups, charities and parish and town councils so that the services that its citizens value can continue to be delivered in a sustainable way into the future.
- 3.2. Milton Keynes is the pinnacle of post-war planning and innovation. Designed on the founding principle that each and every citizen has the right to a high quality of life through the provision of good-quality affordable housing, well paid employment and access to open space, the city is a unique and special place of character, innovation, and community. Milton Keynes City Council is committed to strengthening and enhancing the qualities that make it special while ensuring it is ambitious for the next chapter in its history as an internationally recognised economic powerhouse, centre of innovation and cultural creativity, and pioneer of high-quality sustainable growth. Milton Keynes City Council is ambitious for all, ensuring everybody has opportunities to fulfil their potential by delivering the best services and support it can while ensuring the change needed to tackle climate change and meeting the challenges of recovering from a global pandemic and a cost-of-living crisis.

4. Milton Keynes City Council Strategic Planning Framework

- 4.1. The capital programme for Milton Keynes City Council is developed in the context of an expanding city, balancing the need for both investment in new infrastructure and enhancement of existing assets.
- 4.2. Infrastructure before Expansion is a principle which has been critical to the success of Milton Keynes, ensuring as far as possible that existing communities are not adversely impacted by the continued growth of the city.
- 4.3. Government policy recognises Milton Keynes as an area of high housing demand. Centrally located, Milton Keynes has consistently been one of the fastest growing cities in the

country, both in terms of population and economic growth. MK is the third most productive UK city outside of London.

- 4.4. The **MK Futures 2050 Commission** was set up in September 2015 as a way of thinking about the future of the city, helping to create a long term vision for the way MK should grow and prosper over the coming decades. The 2050 Commission Report “Making a Great City Greater” set out a long term vision for the Borough to 2050 and identified Six Big Projects which the City Council has taken forward through the MK Futures 2050 programme. These projects included the work to create a new tech-focussed undergraduate university in the city centre, in partnership with Cranfield University, and the development of innovative mobility solutions for the city.
- 4.5. Good progress has been made since the Commission’s recommendations, including the adoption of the **Strategy for 2050** as an annex to the Council Plan (at Full Council on 20 January 2021),
- 4.6. The Strategy for 2050 sets out a long-term vision for the future of Milton Keynes. This non-statutory document provides a framework of policies which set the vision for the New City Plan and other strategies and policy documents and includes policies to support the delivery of the other MK Futures 2050 projects, helping to identify and strengthen the links between them. The Strategy for 2050 proposes the growth of MK to a population of around 410,000 people by 2050, with the construction of 30,000 – 35,000 new homes in addition to the 25,000 homes already committed through existing plans. It also proposes 50,000 – 90,000 new jobs across the city and the delivery of a Mass Rapid Transit (MRT) network to provide mobility for all.
- 4.7. The concept for an MRT system is to support the growth of the city and offer residents, businesses and visitors a convenient, sustainable, cost-effective and efficient alternative to private vehicles by 2050. Building on the evidence base already underpinning the Strategy for 2050, the concept needs to be advanced further to support its delivery and to guide future land use and transport planning and policy decisions. Work is being undertaken to develop the Strategic Outline Business Case (SOBC). The development of the SOBC is a necessary step to develop the detail of the proposal and its business case, which in turn is essential for obtaining funding to deliver the scheme and ensure future council investment is value for money.
- 4.8. **Plan:MK** is the current Local Plan for Milton Keynes, setting out the development strategy for Milton Keynes and delivering a minimum of 26,500 new dwellings up to 2031. The plan which has a range of detailed policies to guide development over this period, was adopted in March 2019. This includes policies relating to the delivery of necessary infrastructure to support the level of planned growth.

- 4.9. A new Local Plan (titled the **New City Plan**) is due to be submitted for examination in 2024 and, when adopted, will replace Plan:MK (adopted in 2019); the Site Allocations Plan (adopted in 2018); and the Waste Local Plan (adopted in 2008). Work to establish the evidence base that will inform the New City Plan is now well underway with the majority of the key studies either already in progress, or in the final stages of procurement and due to commence within the first quarter of the year.
- 4.10. The New City Plan will guide the development and growth of the city through to 2050, helping to implement the vision and ambitions set out within the Strategy for 2050, which was adopted following extensive engagement work.
- 4.11. The Council Plan 2022-2026 also contains a clear set of priorities and outcomes related to the built environment and growth of the city. Together, these documents have set the Vision and Ambitions for the New City Plan, which were discussed by the Planning Cabinet Advisory Group during the Summer 2022.
- 4.12. As part of Plan:MK an **Infrastructure Delivery Plan (IDP)** was compiled for the delivery of infrastructure to support the continued expansion of development within the Borough.
- 4.13. The aim of the IDP was to:
- Identify what infrastructure is needed to sustainably support future strategic growth within the Borough of Milton Keynes.
 - Explain the approach the City Council has taken to identifying this infrastructure that will serve both employment and housing growth, how it will be delivered, and where possible highlight potential risks associated with doing such development.
 - Seek to support and inform the City Council's policies including those in the new Plan:MK.
- 4.14. Included within the IDP, infrastructure requirements are categorised under Schools, Highways, Health, Leisure & Community, and Landscape and Open Space; together with estimated costs, potential funding sources and delivery dates through to 2030. Responsibility for the delivery of the infrastructure covers both MKC and developers. The IDP is a strategic picture of the infrastructure requirements; therefore, as growth options are refined the IDP will be updated to extend the understanding of infrastructure needs beyond 2031 towards 2050.
- 4.15. Milton Keynes has developed a Mobility Strategy which is a long-term transport strategy for the Borough. This strategy outlines the City Council's approach for the design and use of the city's local transport system and how it connects with the wider strategic transport system of motorways, trunk roads, and railways, setting out an implementation plan that is intended to ensure Milton Keynes' transport system is improved to support growth, access to jobs and the quality of life for local communities defined in the council plan. This

strategy, together with the **Transport Infrastructure Delivery Plan** and IDP, will inform future capital decisions for investment in transport infrastructure.

4.16. Recognising the progress made in delivery of the Six Big Projects originally identified by the MK Futures 2050 Commission in their report “Making a Great City Greater”. An **updated MK Futures Programme** was approved by Cabinet in June 2021 giving a priority area of focus for the next 24 months which included :

- *Delivery mechanisms* – to review the City Council’s options for delivering the longterm growth programme in order to determine the most appropriate approach and put in place a process to establish any new mechanism or model. This work also includes further developing the City Council’s relationship with Homes England and the potential to formalise a strategic partnership with the agency
- *Renaissance:CMK* – work with Milton Keynes Development Partnership (MKDP) to prepare a Strategy for Central Milton Keynes which expands on the Strategy for 2050 for the city centre, and sets out a delivery programme for a range of interventions, including exploring the potential benefits of a joint venture or partnership with a major development partner.
- *MK:U* – continuing to work with Cranfield University on delivery of the university project, expanding on the pilot launch degree apprenticeships programme commencing summer 2021
- *Strategy for 2050 monitoring and delivery* – working across service areas and with other partners/organisations to test and deliver the ambitions of the Strategy for 2050 through the development of the new Local Plan and the work of the Central Area Growth Board.

The MK Futures programme integrates closely with other services and departments to ensure the ambitions of the Strategy for 2050 (including in its role as an Annex to the Council Plan) are carried forward into future City Council policy, including in the development of the New City Plan.

5. Strategic Development in Milton Keynes

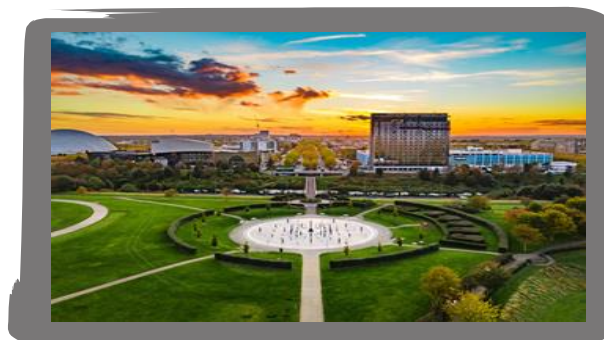
5.1. The Land East of the M1, identified as MK East, is a strategic development site formally allocated in Plan MK, contingent on identifying and securing infrastructure funding. In March 2019, the City Council applied to the government's Housing Infrastructure Fund (HIF) for £94.6m of forward funding grant support, to pay for the delivery of essential upfront infrastructure (highways, a new road bridge across the M1, a primary school and community health hub) to unlock the delivery of 5,000 homes on this land, including 1550 affordable homes.



- 5.2. In July 2020 a decision was taken to accept this grant funding and to develop a 'Tariff 2' mechanism for MK East site, in line with the requirement of the Milton Keynes East Development Framework SPD previously adopted by the City Council, to ensure HIF grant monies and all other infrastructure contributions due from developers are recovered from the Development and reinvested in Milton Keynes.
- 5.3. Tickford Fields Farm is a c.45 ha development site in Newport Pagnell. The site is allocated in the Newport Pagnell Neighbourhood Plan for Residential development and is in the freehold ownership of the City Council. Planning permission was recently (Sept. 20) granted in outline for up to 930 dwellings along with associated uses (local centre, school, health & wellbeing centre etc.). In anticipation of the implementation phase, the City Council is currently seeking a development partner to deliver its vision for the site – a sustainable and mixed community comprising both affordable and housing, with placemaking and sustainability as key considerations.
- 5.4. In October 2011 Cabinet approved terms for a sales agreement to be entered into with Redlawn/Gallaghers (R/G) to enable the disposal of sites for development to deliver housing in the Western Expansion Area. The intention was to share the infrastructure costs and land sale receipts, in line with the respective ownership percentages, with the entire process to be managed by R/G. This agreement was signed in March 2019 and a disposal strategy for the land has been developed. Infrastructure works, and disposal of the land parcels have commenced; with MKC receiving a share of capital receipts from 2022 onwards.

6. Council Plan

6.1. The Council Plan was refreshed in June 2022, it sets out how Milton Keynes City Council will deliver our Strategy for 2050, as agreed by Milton Keynes City Council on 20 January 2021. The Strategy for 2050 is our long-term vision for our city and the future, seeking to ensure that everyone in Milton Keynes can lead happy, healthy lives. The Council Plan sets out the



corporate priorities for the period between 2022 to 2026 as we continue to deliver the ambitious goals set out in the Strategy for 2050, alongside an annual delivery plan on specific policies and tasks. Many of these priorities and outcomes will require capital investment over the medium term.

6.2. The Council Plan identifies 10 priorities:

1. Ambition is what we do	2. Supporting vulnerable people
3. Public Service at its best	4. Meeting our financial challenges
5. Well planned growth and renewal	6. Value for money services
7. Equality, diversity and inclusion	8. Opportunity for all
9. The importance of co-operation and partnerships	10. Prevention is better than cure

6.3. From this certain outcomes were identified to be achieved by 2026. The capital related items include:

- ❖ A dynamic and vibrant Milton Keynes city centre, that is resilient and adaptable to changing economic behaviour
- ❖ An improved gateway and public realm at Station Square
- ❖ Use East-West Rail and the Town Deal to leverage investment and support regeneration of Bletchley town centre
- ❖ A regenerated Wolverton town centre with a completed Agora redevelopment
- ❖ Increase the supply of genuinely affordable housing
- ❖ Use of the Local Housing Company to directly deliver more genuinely affordable homes

- ❖ Complete Phase A of the Lakes Estate regeneration
- ❖ Well maintained highways and infrastructure
- ❖ Improved appearance and pride in our local estates
- ❖ Reduce MK City Council emissions to net zero and aim to reduce all carbon emissions in MK to net zero by 2030
- ❖ Increase the biodiversity of our green spaces
- ❖ Decrease levels of waste and increased the reuse and recycling of resources
- ❖ Develop plans for a Mass Rapid Transport System for Milton Keynes

7. Engagement with partners

7.1. Milton Keynes is the only fully-parished urban borough in England. Work between the local authority and the 48 independent parish and town councils is helping society move closer to where and how decisions are made. It is at the forefront of devolution, actively passing down assets, service and power to communities. Hectare for hectare, more Neighbourhood Plans have been made by parishes in Milton Keynes than almost anywhere else in the nation.

7.2. Milton Keynes City Council and centre:mk have entered into the UK's first formal Council/Retail partnership to create an even more welcoming and appealing city centre. As part of the City Council's wider work to support households and businesses, and create local jobs across the whole city, it has signed an agreement called a 'Memorandum of Understanding' (MoU) with centre:mk – the first of its kind between a local authority and a major shopping centre. The City Council and centre:mk are particularly keen to create and improve community spaces and are in early discussions about a number of areas that welcome visitors into the centre.

It has strong links with the voluntary sector supporting more than 1300 charities and support organisations. Milton Keynes City Council recently set aside £1m to help the local Food Bank and other charities and groups, providing 13,000 sq ft of premises as a permanent hub and covering other costs.

Working with Health Partners, the capital programme has seen funding set aside for investment in health centres, and other health facilities. Through the Tariff S106 agreement we have worked with the hospital on projects such as the Radiotherapy Centre and the Cancer Centre.

The City Council is also in a shared service with North Northants Council, West Northants Council and Cambridge County Council, sharing services for Business Systems, Payroll,

Accounts Payable and Insurance services. Financial systems are shared and we work closely with our partners on the management and improvements to these services.

8. Regeneration

- 8.1. The regeneration and revitalisation of our cherished high streets, especially those in MK's original settlements, has and continues to be a long standing priority of Milton Keynes City Council. A number of important initiatives are underway across the borough, the most prominent of which focus on Bletchley town centre and Wolverton High Street.
- 8.2. Serpentine Court in Bletchley represents a small part of the Housing Revenue Account (HRA) portfolio (191 properties out of a total of c.11,500), but because of its overall poor condition it is a disproportionate drain on HRA resources resulting in the wider tenant base subsidising improvement works. Engagement with residents of Serpentine Court began in 2017 and outline masterplan options were developed that included full redevelopment, partial redevelopment, or retention of existing homes. In November 2018, the residents of Serpentine Court voted overwhelmingly for full redevelopment.
- 8.3. A hybrid planning application was submitted in March 2020 for 589 dwellings and associated infrastructure, over two phases. This scheme will include the demolition of Serpentine Court and the reprovision of high quality, safe and secure homes. The scheme will also see significant improvements across the whole estate including new flexible retail space, a new community space and nursery and light industrial space. This scheme is included within the capital programme at a total cost of £60.590m for the redevelopment.



- 8.4. The Agora high street regeneration is a long standing Council Plan priority.

- 8.5. Due to viability issues impacting on the progress of the scheme, the City Council is acting as developer to develop the former Agora site in Wolverton. This development in total comprises of 115 new homes with affordable housing, a local convenience store with small shops totalling 917m², along with car free 'little streets', new areas of public realm including a small public park. This scheme is included within the capital programme at a total cost of £36.6m for the development and £3.7m for the public realm and car parking improvements.



8.6. Further investment is also being undertaken in revitalising Central Milton Keynes. The public realm of Central Milton Keynes is unique and composed to a defined grid plan using a dedicated set of materials with juxtapositions of shapes and angles for uniformity. However, its urban fabric has degraded at the same time contiguously causing a ‘tired’ look and feel in some areas and on some infrastructure. This had led to a series of Public Realm issues across the city which cannot be prevented on reactive revenue funding approach alone.

8.7. In 2020 Milton Keynes City Council proposed the utilisation of a blend of capital and revenues funding, working with partners and our contractors to deliver a series of deliverables which would assist in the delivery of a revitalisation programme for CMK.

8.8. The work includes tree planting and maintenance, granite set restoration, replacement litter bins and street furniture, boulevard and downpass restoration, porte cocher improvements.



8.9. The CMK Handbook for the Public Realm has been developed to provide guidance and set standards for the design and delivery of the public environment within Central Milton Keynes to ensure it is co-ordinated, attractive, easily understood and easy to move around. It was developed as part of a Joint Venture between English Partnerships and Milton Keynes City Council and was adopted as Technical Guidance by Milton Keynes City Council on 26 September 2006 and draws together public realm, access and movement, wayfinding and landscaping. This handbook is currently be refreshed to ensure that maintenance is sustainable in the future, and that CMK can be retained at design code for the next 50 years.

9. Bletchley Towns Fund

9.1. In September 2019, the government invited 100 places to develop proposals for a Town Deal, as part of the £3.6 billion Towns Fund. The Towns Fund is part of the government’s plan for levelling up the UK economy and the overarching aims of the Towns Fund are to drive the sustainable economic regeneration of towns and to deliver long term economic and productivity growth through:

- Urban regeneration, planning and land use: ensuring towns are thriving places for people to live and work, including by: increasing density in town centres; strengthening local economic assets including local cultural assets; site acquisition, remediation, preparation, regeneration; and making full use of planning tools to bring strategic direction and change.
- Skills and enterprise infrastructure: driving private sector investment and ensuring towns have the space to support skills and small business development.

- Connectivity: developing local transport schemes that complement regional and national networks, as well as supporting the delivery of improved digital connectivity.
- 9.2. Through the Towns Deal process, Bletchley and Fenny Stratford were awarded £22.7m across nine projects that have been selected to drive transformational and sustainable growth in the area. These interventions individually and collectively seek to deliver the vision for Bletchley and Fenny Stratford, as identified in the Town Investment Plan.
- 9.3. The nine projects funded by the grant are: Revolving Fund for investment in area, Redway improvements, Public Realm improvements, provision of an Innovation Hub, investment in a Tech Park, transformation at Bletchley Park, development of a transport hub, active marketing of vacant sites, and improvements to broadband fibre connectivity.

10. Housing

- 10.1. Housing is a key area for City Council capital investment. The Council Plan seeks to deliver more affordable housing, council housing and accessible properties, with commitments to build 1200 more new Council homes by 2030, investigating establishing a disruptive council-owned housing company (LHC) to deliver 2,000 new truly affordable homes by 2023 and to deliver the refurbishment programme to an efficient high standard.
- 10.2. The political goal of forming a Local Housing Company (LHC) was to help address the national housing crisis: too few homes, and many of which are unaffordable or unsuitable for residents and their families on low to average wages at a local MK level.
- 10.3. The LHC would look to:
- create more genuinely affordable and affordable rental homes owned by a charity and social housing provider;
 - ensure these homes will be sustainable, meaning for example better insulation, lower energy costs, and a smaller carbon footprint; and
 - provide better homes for families.
- 10.4. On 28 September 2021, the City Council gave Milton Keynes Development Partnership (MKDP) permission to set up a wholly owned Local Housing Company, Milton Keynes Housing Company and MKHC was incorporated on 26 November 2021.
- 10.5. The Milton Keynes Housing Company (MKHC) submitted its Preliminary Application May 2022, the Regulator of Social Housing ('RSH') approved the application on 17 May 2022, and the final Detailed Application was submitted in December 2022. It is expected that the Regulator of Social Housing may determine the second stage application by the late Spring of 2023.

- 10.6. The submission of the second stage process to the Regulator of Social Housing is focused on the first site only, Kents Hill Park. This is for 78 units that have been secured from the overall site that comprises 171 units. This represents a rate of affordable housing of 47% on this site. These units are expected to be completed and available for occupation in early 2024. Of these 78 units, 34 will be charged at social rent levels, with 25 of these supported with the Homes England funding. Therefore 43% of the affordable units provided by MKHC on this first scheme at Kents Hill will be truly affordable as they will be provided at socially rented levels.
- 10.7. On this site, all of the 78 affordable units have been designed to Future Homes Standard, with triple glazing, air source heat pumps and are larger than most other affordable units provided through the S106 process. The consequence of this is that the first 78 units in the MKHC portfolio are of a superior standard to many of the affordable housing properties that would be delivered through the usual S106 route, as MKDP has been able to set the specification through the development arrangement it has put in place with the developer for this site. This should have direct economic benefits to MKHC, as the properties should require less investment in retro fitting to achieve higher energy standards, that are expected to be a future requirement and it will also assist tenants to have more energy efficient homes.

11. School Build

- 11.1. Between 2017/18 and the end of the 2021/22 academic year the mainstream primary cohort grew by 1.8%, (472 children) predominately as a result of new housing developments in the growth areas of MK. During the same period of time the secondary cohort grew by 17% (2,667 children) as a result of a previous demographic increase within the established communities as



well additional demand from new housing and the increase of pupil numbers previously experienced within the primary sector now working its way through to the secondary sector. As a result of this, Milton Keynes City Council had one of the largest school place expansion programmes in the country. Since 2017 we have added 13.5 Forms of Entry (FE) into the primary sector at Year R, 4FE at Year 3 (junior) and 23 FE into the secondary sector where additional demand has been identified.

- 11.2. Due to the significant developments that are expected to be delivered in forthcoming years it is possible that a further 39 FE worth of new mainstream provision (mixture of primary and secondary) will need to be delivered to support the potential pressure from new housing development; however like many areas of the country, the city is currently experiencing a decrease in births across some of the established areas of Milton Keynes.

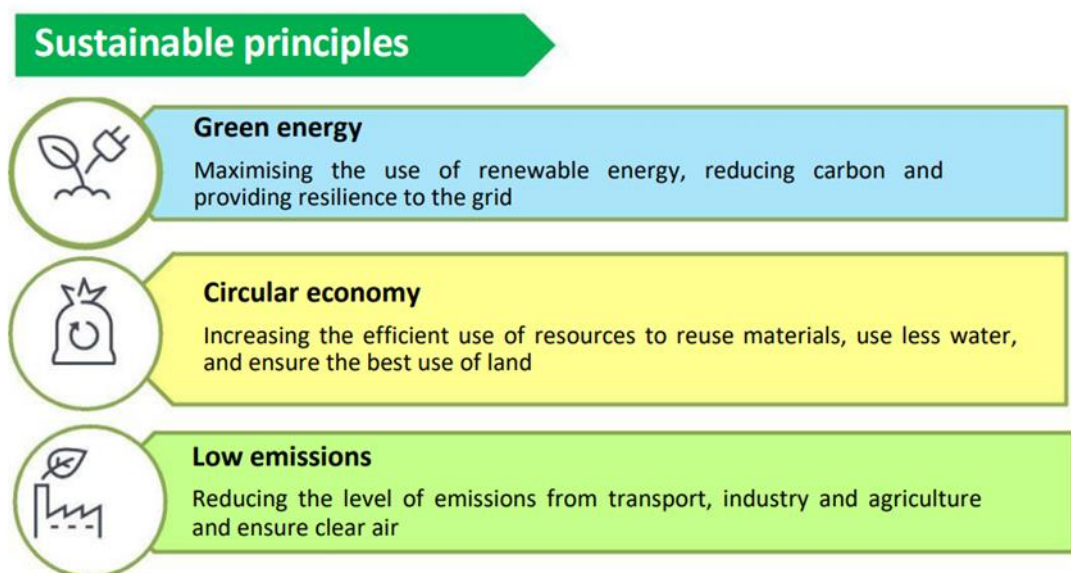
The need and potential timing of any new provision is therefore being monitored and reviewed annually in line with current capacity within nearby schools and is subject to development buildout progress and projections.

- 11.3. Subject to continued monitoring of birth and housing developments across all areas of Milton Keynes, there may also be a requirement for additional expansion projects to be delivered to mitigate any area specific shortfalls that might be experienced over the coming years. However, no expansion projects have been identified as being required at this moment in time.
- 11.4. A comprehensive analysis has taken place to ensure that there is clarity around the projected deficit of provision already in places to meet the needs of children with Education Health Care Plans (EHCPs) across Milton Keynes. The driver for this was to ensure that as many children with EHCPs as possible can have their needs met in local mainstream and special provision.
- 11.5. The paper proposed that in order to address these needs five clear proposals were consulted upon:
 - The Development of a new primary and a new secondary Complex Needs Schools with a specialism in Autistic Spectrum Condition (ASC)
 - The Development of additional Social, Emotional and Mental Health (SEMH) places at existing SEMH schools
 - The Development of a High Complex Needs Provision
 - The Review and Development of Communication and Interaction Resources Provision
 - The Development of additional options for post 16 / 18 provision
- 11.6. Works have progressed to proceed three of the five proposals with the other two requiring identification of sites.
 - For children with needs around Social, Emotional and Mental Health (SEMH), 2 new classrooms have been delivered at Romans Field School offering 16 new places, and the delivery of a new 4 classroom block is underway at Stephenson Academy which will offer 24 new places.
 - Secondly a Delegated Decision was taken on 29 November 2022 to provide a new 24 place unit for children with communication and interaction needs at St Paul's Catholic School. Subject to planning considerations this new unit will open in September 2023.
 - Further the commissioning exercise to facilitate provision around young people who are post 16 and post 18, but whose needs can not easily be met via current local provision, is underway.
 - The proposal to open a new all through school for children with Autistic Spectrum Condition (ASC). This proposal is the subject of a £22M capital bid to government.
 - The proposal to open a small satellite site of an existing special school to address the needs of the most highly complex needs (HCN) children who are unable to

have their needs met in our existing special schools. This opportunity has been advertised to all existing special schools in Milton Keynes and a provider is currently being identified via a robust and transparent process.

12. Sustainability Strategy

- 12.1. In January 2019 the City Council declared a climate emergency and adopted the **Sustainability Strategy 2019-50**.
- 12.2. In developing the strategy, the City Council expressed the commitment to make Milton Keynes a world leading sustainable city which embraces innovation, creates high quality jobs whilst recognising it has a vital role in tackling the global challenges of climate change. It agreed to strive to be carbon neutral by 2030 and carbon negative by 2050 while creating one of the world's most truly sustainable economies and models for growth.
- 12.3. The strategy has 3 principles:



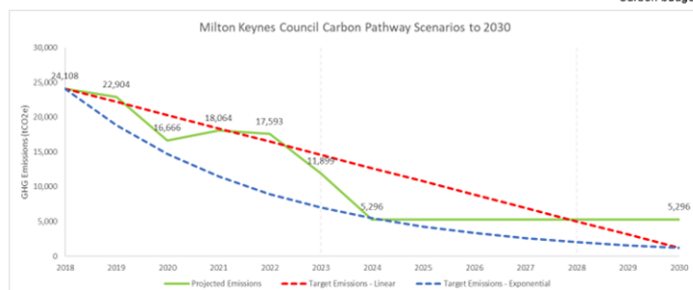
- 12.4. Following the approval of the Strategy an action plan was developed to demonstrate the City Council's civic and climate leadership by becoming carbon neutral and showing residents, organisations and businesses of the borough how they too can work towards carbon neutrality. An update to the action plan was presented to Cabinet in December 2021 which reported on the City Council emissions baseline and measures that are being undertaken to enable the City Council to reach net zero by 2030.
- 12.5. This included a detailed independent assessment of the Council's 2020/2021 carbon emissions, as well as the carbon pathway to reach net zero emissions by 2030 for City Council owned operations. The impact of current projects and interventions were modelled to produce a pathway to net zero by 2030, leaving a residual c5,000tonnes of CO₂e per annum in 2030 that will require further action.



Projected carbon budget (tCO2e)

Projected Carbon Budget (tCO2e)									
Year	2020	2021	2022	2023	2024	2025	2026	2027	Cumulative
Linear Budget	20,292	18,384	16,476	14,568	12,660	10,752	8,844	6,937	108,914
Exponential Budget	14,694	11,472	8,956	6,992	5,459	4,262	3,327	2,598	57,758
Projected Emissions	16,666	18,064	17,593	11,899	5,296	5,296	5,296	5,296	85,406

Carbon budget aligned to UK Government Carbon Budget



localpartnerships.org.uk

- 12.6. Interventions are currently being progressed to enable the City Council to achieve our 2030 commitment. These include refit projects, investment in LED lighting, and fleet decarbonisation.
- 12.7. Both the current capital programme and future investment decisions need to align with this strategy, ensuring that building design targets energy performance and satisfies requirements of the Local Planning Policy Framework.

13. Digital strategy

- 13.1. This digital strategy outlines Milton Keynes City Council’s vision to create a world leading digital city, one which embraces innovation, promotes high quality jobs and provides seamless digital connectivity to its citizens and businesses.
- 13.2. Our three priorities as outlined in this strategy are: digital connectivity, digital services and digital economy. These priorities ensure physical connections to digital services are in place, working as a partner and enabler to create the best possible digital environment for residents and businesses to make the most of digital connections. Projects within the capital programme include provision of superfast broadband services, and investment in new systems and technology.

14. Corporate Property Strategy

- 14.1. The Corporate Property Strategy 2019-2024, which was adopted in February 2020, set out a process of Asset Challenge with the service areas to identify their property needs for future service delivery. Through this process, the aim was to reduce running costs, reduce maintenance liabilities, and to focus investment on the right properties in the right locations to deliver good quality services.
- 14.2. There are three key outputs from the CPS:

- An Asset Management Plan which sets out the rationale for retaining, developing, or disposing of assets based on strategic and service delivery need identified in conjunction with the service areas.
- A Building Maintenance Plan which sets out the backlog maintenance and investment required to ensure that the City Council is providing good condition assets in the right location to meet service delivery needs.
- A suite of policy documents setting out how the City Council will manage property assets.

14.3. In March 2020, the implications of the Covid-19 pandemic became apparent. Overnight, our working environment and practices changed and there was an obvious knock-on effect for our property assets. Across the property sector, numerous organisations are looking to downsize their property portfolio to reduce revenue and capital pressures. For many organisations, there has been a shift from office-based activities to working in a virtual environment.

14.4. Prior to the pandemic, the work to develop the Corporate Property Strategy identified that the spend on buildings was unsustainable in the long-term, given the increasing age of the properties and the ballooning maintenance obligations. An accelerated Asset Rationalisation Programme has therefore been developed in response to the opportunity the Covid-19 outbreak.

14.5. The Asset Rationalisation Programme is split into three phases:

- Accommodation Plan (a programme of team moves, building operations and building closures)
- Co-location (highlighting opportunities for co-location of services)
- Development (opportunities for development or disposal of sites as they become vacant)

14.6. A review of Adult's Service assets is commenced as part of the Asset Rationalisation Programme (ARP). The properties currently under discussion are the Day Centres and Short Breaks Services, with a review of homelessness provision to follow later. We are working with the service area on two options for day care services and accommodation, considering the closure of three facilities and re-provision allowing for a needs-led approach to future demographic change and requirements:

- ❖ Provision of one Day Care service in one location.
- ❖ Provision of new adult Day Centres in the north and the south of the city.

14.7. A review of Children and Family Centres is also being undertaken. There are currently 14 properties within the portfolio, with a total backlog maintenance of £302,291 and an

average annual running cost (utilities, NNDR, and facilities management) of £193,162. The aim is to re-configure services to ensure delivery is resilient, sustainable and fit for purpose in the light of changing needs and demand. As a result of this review, a number of properties have been identified as being potentially surplus.

- 14.8. We have analysed the City Council’s property data to produce a summary of what each building costs to run (where the City Council is responsible), the capital value, planned maintenance spend, capital investment required and potential alternative uses. Through this process, we have identified properties which are surplus, either through alternative service delivery methods, or because the building is uneconomical to maintain, or where there is development potential in the asset.
- 14.9. Where an asset is declared surplus, we propose to advertise the disposal through methods which meet the City Council’s statutory obligations under S123 of the Local Government Act, 1972 and the Secretary of State’s General Consent for Disposal of Land, 2013.
- 14.10. As set out in the Corporate Property Strategy 2019-2024, assets have been declared surplus where one or more of the following criteria applies:



14.11. We propose to undertake three phases of disposals:

- Phase 1 (12-18 months)

The disposal of 33 assets subject to detailed due diligence, is planned. There are 20 GF assets in this phase, with an indicative value of £17,572,775. There are also 12 HRA properties in this phase with an indicative value of £5,216,675.

○ Phase 2 (12-24 months)

The disposal of a further 8 assets where the disposal will be more difficult to achieve – for example, there may be title or access issues which need resolution prior to sale. Some of these properties would benefit from a Development Brief which will take time to deliver. This work to progress Phase 2 will be carried out simultaneously with the disposal activity in Phase 1

○ Phase 3 (24-36 months)

Further disposals are categorised as Phase 3. Disposals in this phase will require more detailed work. Many of the sites are allocated in Plan MK as amenity sites, and therefore subject to Policy L3.

A delegated Decision report is planned for Qtr 4 2022/23 giving more details on the phasing and work required.

14.12. A savings target of £0.773m has been included in the revenue budget to reflect anticipated savings from the asset rationalisation programme.

14.13. The Building Maintenance Plan developed as part of the Property Strategy, this determines the future maintenance needs of the asset base, over the medium to long term. This plan takes into consideration capital and disposal plans and identifies the level of funding required annually to meet the maintenance standards established to support effective service delivery. The plan incorporates life cycle planning having due regard for the age, condition, value, deferred maintenance and functional quality of the assets, as well as new assets and any emerging issues which may impact on their service potential.

14.14. The Building Maintenance Plan has been prioritised in line with the Building Maintenance Policy. All of the Corporate Landlord (MKCC operational portfolio) has been classified as follows:

Property Priority Rating	
1	Core service: critical or high-profile asset to be in the best possible condition within economic constraints (e.g.: Civic, the Crematorium, Galley Hill PDC, Synergy Park)
2	Core Service: asset to be in good condition operationally and aesthetically (e.g. children’s centres, adult social care, libraries, sports, and leisure)
3	Core Service: asset to be in reasonable condition to meet operational and statutory requirements (e.g. community centres, car parks, allotments, depots)

4	Non-Core Service: Operational property, condition needs to meet minimum operational and statutory requirements (example Heritage assets)
5	Non-Core Service: Non-operational property maintained to meet statutory or lease requirements only (example Commercial, Retail, Industrial)

- 14.15. A corporate property reserve of £2.161m as at 1 April 2022 has been set aside to enable the authority to address concerns being highlighted by Building Maintenance Plan.
- 14.16. The building maintenance plan as identified major unfunded works are required for Central Milton Keynes Library. Central Milton Keynes Library serves the whole of Milton Keynes through its strategic provision of central services, alongside several smaller local branches. There is a need to invest in the Central Library building to improve service delivery; retain existing and increase new users through a diversification and improvement of service provision. To bring the building up to current standards an investment of c£6.5m is required. This sum would address the roof replacement and a thermal upgrade of the building, which would include a thermal upgrade of all external walls to meet current Building Regulations. Further investigative works are currently being undertaken to establish more detail on the works required.

15. Schools Asset Management

- 15.1. The schools asset management programme is a targeted programme of works based on survey information. This includes works to windows and doors, roofs, heating and fire alarm systems. Current expenditure is approximately £2m a year.

16. Highways Asset Management

- 16.1. The Highways asset management strategy was approved by Cabinet in March 2018. This sets out the City Council's plans for the maintenance and operation of the streets of Milton Keynes over the coming years, recognising their vital role ensuring the vitality of our communities and the success of our local and regional economy. The strategic approach to investment in the road network, takes into account maintainability and whole-lifecycle cost.
- 16.2. In 2011 it was estimated that there was a backlog in maintenance of £8m for highways, £48m for streetlights, and £31m for bridges. In response to this in 2012, the City Council agreed to use prudential borrowing for increased planned maintenance on the basis that increased short-term investment would reduce the maintenance backlog and allow the City Council to bring the network to a steady state condition, thereby saving money in the long-term. This investment has enabled the City Council to carry out more preventative maintenance and to start to move towards a more sustainable asset management approach. To date a total of £52.7m has been spent on this programme with a further £1.9m approved in 2022/23. A further £11.5m is planned over the next 5 years with

borrowing repayments funded by annual revenue contributions to the infrastructure reserve.

- 16.3. The highway asset management strategy is being reviewed and updated to align with the new term maintenance contract which is planned to commence in April 2024. This will incorporate greater emphasis on carbon reduction, and biodiversity, whilst taking into account improvements to materials, processes and environmental factors.



- 16.4. The 2023/24 capital programme includes a £10m investment in LED street lighting and a central management system (CMS) to enable reductions in energy usage and reduced maintenance liability in the longer term.

17. Asset Renewals

- 17.1. Historically the City Council has not set aside funds for replacement of assets, like many other councils it has funded investment from capital receipts, capital grants and one-off resources. Work has commenced to start to look at a longer term funding strategy and this will continue in 2023/24.

- 17.2. Milton Keynes Waste Recovery Park (MKWRP) is critical asset in ownership of the Authority providing significant sustainable, financial and service benefits. Since 2018 Milton Keynes City Council has worked to deliver the UK's first working gasification. The plant itself is a source of Civic pride providing electricity to up to 11,000 homes, disposing of waste produced in Milton Keynes within the boundaries of the city and was referred to in the application for City Status and as part of the new Environmental Services Contract the facility will be providing electricity via private wire to our landscaping, street cleansing and internal fleets.



- 17.3. A Deed of Variation to the contract has been negotiated which provides for an asset investment of £5m from Milton Keynes City Council into the asset and offsets some of the profiled commercial risk that this would have otherwise created for the new delivery vehicle. This in return yields an improved securities package for the Authority as well as an enhanced asset and further contributes to a supported position to enable the contract extension or re-provision in 2033. Further funding will need to be set aside in the future as the initial borrowing for the facility is repaid.

- 17.4. In 2022 the City Council undertook a re-procurement of the Environmental Services Contract. The new contract will provide a one city approach through integration of waste collection, street cleansing, landscape and play area services, a new wheelie bin service, co-location of depots and the energy generation and recovery from MK Waste Recovery Park (MKWRP) will electrify the City Council owned fleet. A total of £43.1m capital investment is being made in wheeled bins, land, depot facilities, vehicles and electric charging infrastructure for the new contract. As part of the budget process an asset renewal fund of £3.9m pa has been created to set funding aside for the future replacement of vehicles.

18. Housing Revenue Account

- 18.1. Milton Keynes City Council owns over 12,000 properties and we are one of the largest landlords in the area. Investment in our housing stock sits within the Housing Revenue Account (HRA). The nature of our stock profile presents us with a challenge; a lot of our stock is of non-traditional construction, is ageing and requiring improvements at a similar time, and we have significant demand for affordable housing in the city. We also want to improve carbon efficiency, to directly benefit tenants' lives and reduce their energy costs. In 2019, we began a five year £165m Capital Investment Programme prioritising components such as kitchens, bathrooms, roofs, windows, rewiring and heating systems, as well as fire safety improvements and investment in communal areas, in order to improve the decency levels of our stock.
- 18.2. In 2022, we were successful in our bid for external grant funding towards decarbonisation (improving energy efficiency), via the Social Housing Decarbonisation Fund where we were awarded £3m against a total scheme £11m for improvements in over 300 homes in Netherfield. We have submitted a further, much larger bid for the next wave of funding, which if successful, would result in energy improvement works on over 1,600 properties, totalling £65m (with grant of £23m).
- 18.3. The Housing Revenue Account (HRA) Business Plan is Milton Keynes City Council's strategic plan for managing and maintaining its housing stock. The 30-year business plan was last approved in February 2022 and this set out how we intended to achieve our ambitions to maintain and improve our existing housing stock, regenerate local estates, build new council homes and improve the service we deliver to tenants. At this time, we were able to fund our planned maintenance programme, new build developments (as per the capital programme) and acquisitions programme and still have borrowing capacity of £115m spare, for investment, at 2025/26.
- 18.4. The HRA business plan has also been refreshed this year and is reported to Cabinet alongside this report. The business plan financial model captures the financial position of the HRA for 30 years and has been subject to an independent external review to ensure our assumptions are reasonable and robust. Any surplus in the HRA together with the borrowing capacity identified, represents the amount that the City Council can invest in its

key housing priorities over the next 30 years (further details are available in the Treasury Management Strategy). The refresh of the HRA has been severely impacted by the economic climate caused by general inflation, but also on construction as a result of shortage of materials and higher borrowing costs. Despite the economic climate, our priorities for investment remain unchanged, and we continue to focus on estate renewal, energy improvements and investment in new stock, however we have had to consider the timing of uncommitted development schemes, in order to ensure our capital spending remains in line with our borrowing capacity.

- 18.5. This means that we have delayed some schemes, including Cripps Lodge, Pipeline 2 schemes (Berwick, Fern Grove, Glovers Lane, Kirkstall and Surrey Road), Fullers Slade and we have also paused the acquisition programme. These schemes were delivering 104 units, with budget in the previous capital programme of £34m (however it is anticipated that due to inflation, costs on these schemes would be higher than the previous budget allocation). New development remains a priority, but we will need to assess the timing of these schemes as part of the rolling refresh of the HRA Business Plan.
- 18.6. The 2023/24 Capital Programme includes budgets to complete our committed development schemes (£24m), including the Lakes Regeneration, Pencarrow Mews, , and health and safety works, including completion of the demolition of Mellish Court and the Gables and planned maintenance of our stock (£37m).
- 18.7. There are a significant number of variables that can impact the availability of resources in the business plan; including inflation assumptions, Government Policy, Legal or Regulatory changes, borrowing costs, etc. As a result, it is critical to review the business plan not only annually, but also during the course of the year, to closely monitor the impact of any changes on the availability of resources and the City Council's ability to invest in its key priorities, as a result, the HRA will be subject to a formal quarterly refresh.

19. Delivery of the Capital Strategy

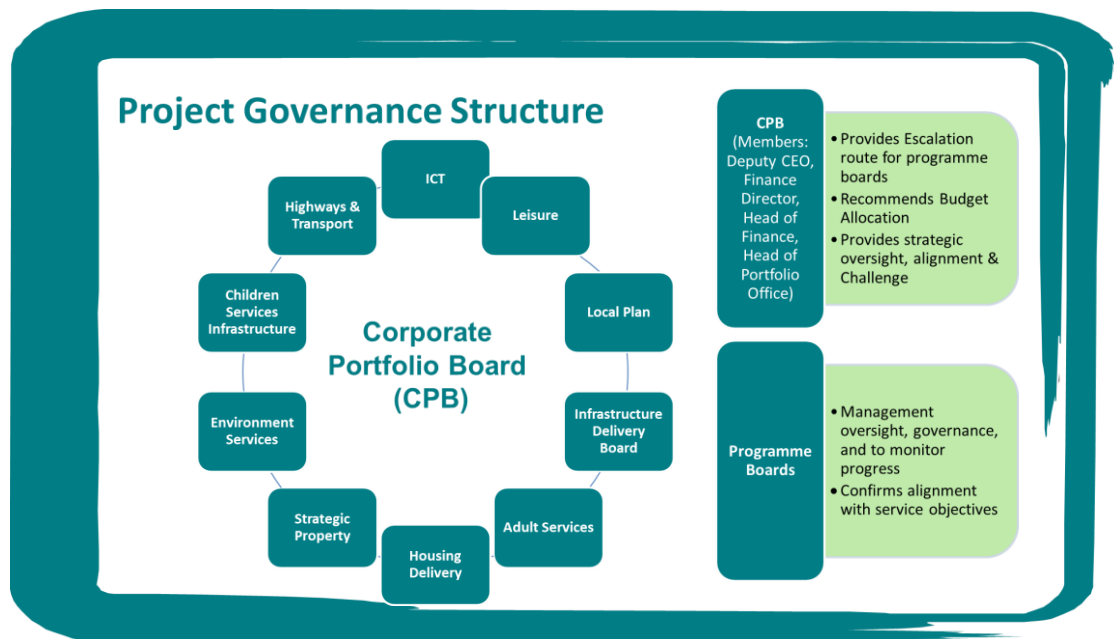
- 19.1. Further work will be completed during 2023/24 on a gap analysis of the capital strategy. Whilst new schemes are brought forward into the capital programme as needs are identified, work needs to be completed to look at the longer term strategy for replacement of assets and how these future liabilities may be financed. A long term strategy is in place for highways assets, replacement of waste vehicles and some leisure facilities, however this does not currently extend to other service critical assets e.g. property assets and the Residual Waste Plant, therefore further planning is required for these assets.

20. Capital Expenditure Definition and Accounting Policy

- 20.1. Capital expenditure is where the City Council spends money on assets, such as property or vehicles that will be used for more than one year. This includes spending on assets owned by other bodies, and loans and grants to other bodies enabling them to buy assets. The City Council has some limited discretion on what counts as capital expenditure, for example assets costing below £20,000 are not capitalised and are charged to revenue in year.
- 20.2. For details of the City Council's policy on capitalisation, see: 2021/22 Statement of Accounts, Page 43
- 20.3. For 2023/24 the de minimis level for capitalisation is £20,000 unless specifically agreed differently by the Director of Finance & Resources.

21. Corporate Governance of Projects

- 21.1. The capital programme is set on an annual basis and includes a review of existing projects which have not yet commenced, new submissions, available capital resources and any new funding streams. Quarterly revisions to the capital programme are approved by Cabinet, with any intervening emergency decisions or significant new schemes being approved as required through Delegated Decision.
- 21.2. Decisions and monitoring of the capital programme is through a series of project, and programme boards, with strategic overview through the Corporate Portfolio Board.
- 21.3. The governance structure consists of a three tier hierarchy with devolved responsibility to the Programme Boards in terms of recommending projects for prioritisation and allocation of capital resources.
- 21.4. A Corporate Portfolio Board provides oversight of corporate projects and programmes, and in particular:
 - Receives assurance from Programme Boards
 - Provides an escalation route when requesting Cabinet decisions
 - Recommends budget allocation and release of Capital project budgets, and
 - Provides strategic oversight, alignment & challenge



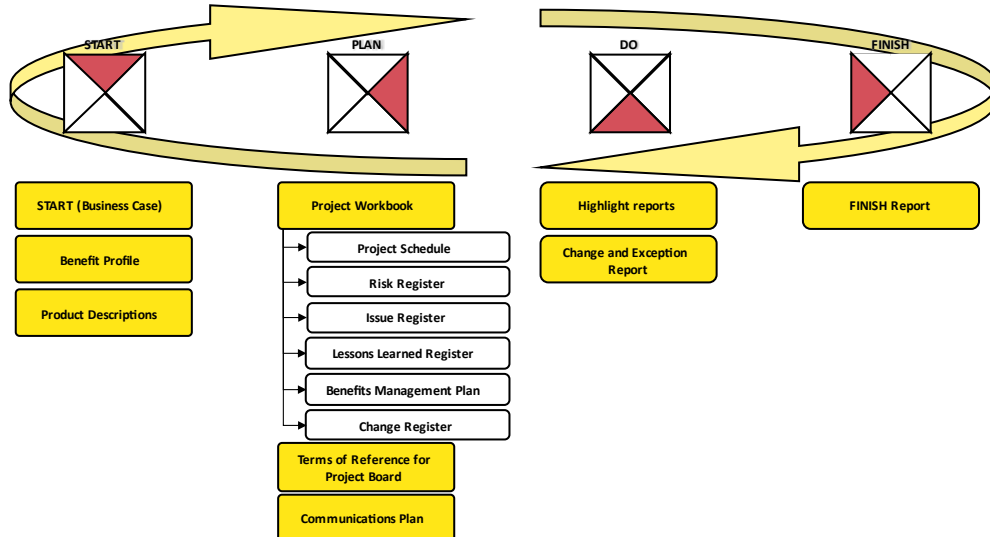
22. Project Management and Methodology

- 22.1. Capital Projects are managed in the City Council using the MK Approach methodology. This is a user friendly best practice guide to managing projects at the City Council. It focuses on the essential elements needed within the organisation and is a minimum standard for all projects. It is a scalable approach: smaller projects can use the framework, while more complex projects can use it as a foundation in conjunction with their specific needs. The guide has been developed internally in consultation with existing project managers and support service teams to make the approach as relevant as possible for the organisation.
- 22.2. Project documentation has been developed in conjunction with the MK Approach, including project mandate, outline business case, and project initiation forms (known as the START business case), together with specific documents and templates for use throughout the project lifecycle for areas such as benefits realisation, procurement strategy, and risk register.



Tools and Helpful Templates

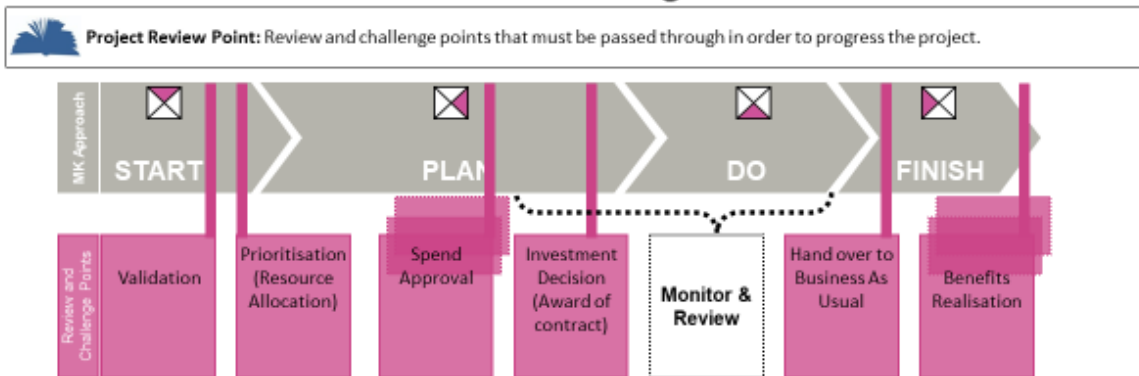
Tools, in the form of templates, have been developed to help Project Managers deliver the MK Approach: Completing templates is not a one off event. Instead they should be revisited and maintained throughout to ensure the project remains on track



38

- 22.3. Review points are built into all stages of the project delivery, with spend approval not being released until the business case is signed off and the funding confirmed, and lessons learnt completed at the end of the project.

Review and Challenge Points



Review and challenge carried out from a suitably independent viewpoint is an integral part of the MK Approach. These are an opportunity for the Council to confirm that corporately (not just at a service level) there is a need to proceed with this project, and to confirm that the business case and proposed controls are acceptable. It is the responsibility of the Project Sponsor and the Project Manager to progress a project through these corporate review points. For Capital Projects this is managed through the Corporate Portfolio Board. Progressing through each of the review points can take time, so it needs to be factored into the critical path of a project's schedule.

The following specific questions are asked at each review point:

Validation: Can we afford this project/ has funding been identified? Is there a clear business case/ benefits for us to do this project? Can we legally do this project? What are the risks involved?

Prioritisation/Resource Allocation: Are CILs and CLT satisfied that the project fits with the Council's Priorities? Should this project start now instead of other projects?

Spend Approval: Are the plans in place to deliver the project successfully? Is funding in place? Does the organisation still have appetite for this project?

Award of Contract: (for projects with a procurement element): Is the Business Case still valid? Is the procurement process legal? Does the tender meet requirements?

MONITOR & REVIEW: Is the project delivering against TIME, COST, SCOPE and BENEFITS, are RISKS being managed?

Hand over to BAU: Is the Sponsor happy with the quality of the products of the project, is the Business happy to accept them into BAU management arrangements?

Benefits Realisation: Has the project made the impact it was meant to? Has it delivered what was agreed in the business case?

41

23. Submissions to the Capital Programme

- 23.1. Services are asked annually to review the following years capital programme. Schemes are split into two categories, those which relate to specific funding blocks, e.g. Highways Maintenance, Integrated Transport, Schools Basic Need and Asset Management, Housing Revenue Account, and those of a more ad hoc nature where funding is from non-ring fenced sources.
- 23.2. Programmes of work are developed for the specific funding block schemes, and project documentation reviewed by the Programme Boards.
- 23.3. For all other schemes that are service critical and in support of the Council Plan, business cases and project documentation are prepared. The proposals are reviewed and challenged by Programme Boards to ensure schemes meet with service priorities.
- 23.4. The Corporate Portfolio Board appraises all bids based on a comparison of service priorities and strategic alignment prior to prioritisation by Cabinet for inclusion within the capital programme. The final capital programme is then approved by Cabinet and Council in February each year.
 - For full details of the City Council's capital programme, see: **Annex M** Council Budget 2023/24 and **Annex T** Medium Term Financial Plan February 2023 .
- 23.5. A number of schemes are identified at the end of the capital programme as pipeline projects. These are schemes where a need has been identified, but the project has not currently been fully developed for inclusion within the capital programme at the current time. Many of these schemes are identified within the tariff and infrastructure delivery plans, and whilst some of these may already have specific ring fenced funding attached others are not currently funded. As schemes are developed further, and funding identified, they will be presented for inclusion within the programme.

24. Monitoring of the Programme

- 24.1. Once approved in the capital programme, programme boards are responsible for receiving regular (highlight) reports from project managers and summarising them for inclusion in the Quarterly Corporate Project Dashboard which is reported to cabinet.
- 24.2. The capital programme is monitored on a monthly basis by project managers and programme boards, with monthly reporting to the Corporate Leadership Team and quarterly reporting to Cabinet.
- 24.3. Reporting against the approved capital programme includes forecasts for both in year expenditure and that over the life of the project, together with commentary about progress of the project and any significant issues.

25. Capital Expenditure

25.1. In 2023/24, the City Council is planning capital expenditure of £157.997m as summarised below:

Table 1: Prudential Indicator: Estimates of Capital Expenditure

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
General Fund services	106.393	67.871	19.995	13.379	10.848
Council housing (HRA)	51.604	82.248	43.288	21.366	0.000
Investment activity classed as Capital	0.000	0.000	0.000	0.000	0.000
TOTAL	157.997	150.119	63.283	34.745	10.848

25.2. Capital expenditure is broadly split into five main categories:

- One off projects
- Rolling programmes (eg highways & housing programmes)
- Operational Assets
- Asset Renewals
- Non operational Assets

25.3. The main General Fund 2023/24 capital projects include completion of the construction of Calverton Lane Primary school £3.2m, investment in highway network improvements £8.4m, LED Street Lighting £9.750m, Parking and Street Improvements in Wolverton £1.5m, Agora regeneration £9m, HIF grant projects of £41m for highways and £6m for social infrastructure, investment in waste facilities and vehicles £15.2m together with investment in ICT and property.

25.4. The Housing Revenue Account (HRA) is a ring-fenced account which ensures that council housing does not subsidise, or is itself subsidised, by other local services. HRA capital expenditure is therefore recorded separately, and includes investment in new homes, and environmental improvements alongside planned maintenance. The investment for 2023/24 is £51.604m

25.5. Changes in accounting standards for 2024/25 statement of accounts will require amendments to capital expenditure to reflect changes in accounting for leasing. The impact of this is currently being assessed and expenditure will be updated during 2023/24.

25.6. The Council Plan has a commitment to 'Action on Climate Change', therefore environmental sustainability is considered as part of the appraisal process for new projects entering into the Capital Programme. Included within the capital programme for 2023/24

is investment in energy measures for HRA assets, and investment in electric vehicles & charging infrastructure for the City Council’s fleet. In addition, where the City Council is enhancing or building new properties, the design specification includes measures to ensure renewable energy sources are included in specifications as standard.

26. Capital Financing

26.1. All capital expenditure must be financed, either from external sources (government grants and other contributions), the City Council’s own resources (revenue, reserves and capital receipts) or debt (borrowing and leasing). The planned financing of the above expenditure is as follows:

Table 2: Financing of the Capital Programme

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
External sources	139.177	46.501	16.856	10.839	10.200
Own resources	45.255	24.586	20.023	20.155	0.540
Debt	9.856	79.984	27.880	4.325	0.953
TOTAL	194.288	151.071	64.759	35.319	11.693

27. Funding Sources

27.1. The capital programme is funded from various sources including Single Capital Pot Grant and other specific Government grants, capital receipts, revenue contributions and prudential borrowing. The scale of development within Milton Keynes means that the City Council receives considerable sums of developer contributions which are also used in the financing the capital programme.

- **Tariff:** In December 2005 the government approved the Tariff approach to funding the infrastructure needed for the next phase of growth in Milton Keynes. The approval allowed English Partnerships, the government’s regeneration agency, to act as banker by providing the advanced funding needed to ensure that the essential physical and social infrastructure required for the Eastern and Western Expansion Areas was in place at the right time. The management of the tariff was transferred to Milton Keynes City Council in 2013 and as the operator of the Tariff; the City Council is also responsible for controlling expenditure across the whole Tariff mechanism. Through the Tariff mechanism, the City Council will collect over £310m in developer contributions over its lifetime, which will be re-invested in a Programme of strategic and local infrastructure covering a total of 18 ‘portfolios’, 11 of which are delivered

through the City Council and are included with the City Council's capital programme as schemes are brought forward.

A second tariff agreement has been agreed as part of the MK East Development. Through this mechanism the City Council will collect a further £180m in developer contributions over its lifetime, to be reinvested in strategic and local infrastructure over 14 portfolios.

- **S106 Developer Contributions:** In addition to Tariff funding the City Council also receives funds from Developers under S106 agreements. S106 funding is agreed with developers on individual site by site basis and sums are provided to mitigate the harm caused by the development. This funding can only be used for the original intended purpose.
- **Prudential Borrowing:** The City Council over time has built into its revenue base budgets the funding to support prudential borrowing for investment in highways and waste infrastructure. The Prudential Code allows local authorities to undertake unsupported borrowing so they can deliver projects such as spend to save schemes or take decisions to direct resources from revenue to capital to enable service enhancements. However, before using unsupported borrowing, the City Council must be satisfied that the additional borrowing costs can be afforded within future years' budgets.

28. Funding Risks

- 28.1. The Capital Programme is large and complex and exposes the Council to both funding risks (quantum and timing) and cost risks (overruns, slippage etc). The current climate has elevated these risks further (e.g. inflation, geopolitical, labour etc). To account for these risks the Council is holding back resources in its capital reserve to manage key risks in the existing programme.
- 28.2. A risk reserve, with current annual contributions of £580k is held for the risk that developer contributions do not achieve the planned programme of receipts for the tariff programme. The balance on this reserve as at 1 April 2023 was £6.921m.

29. Minimum Revenue Provision (MRP)

- 29.1. The City Council is required to pay off an element of the accumulated General Fund borrowing requirement used to fund capital spend each year (the CFR) through a revenue charge (the minimum revenue provision - MRP), although it is also allowed to undertake additional overpayments if considered prudent.

29.2. DLUHC regulations have been issued which require the full Council to approve an MRP Statement in advance of each year. Four primary options are set out to Councils, but this does not preclude other options so long as there is a prudent provision.

➤ Further details on MRP can be found in the Treasury Management Strategy (Appendix B).

30. Capital Financing Requirement

30.1. The Prudential Code requires local authorities to calculate the Capital Financing Requirement (CFR). The CFR represents the City Council’s underlying need to borrow for a capital purpose.

30.2. The City Council’s CFR increases with new debt-financed capital expenditure and reduces with Minimum Revenue Provision (MRP) / loans fund repayments and capital receipts used to replace debt. Based on the above capital programme figures for expenditure and financing, the City Council’s estimated CFR is as follows:

Table 3: Prudential Indicator: Estimates of Capital Financing Requirement

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
General Fund (GF) Services	431.595	441.462	432.529	421.407	408.923
GF Investment activity classed as Capital (see para 35.4 below)	5.000	5.000	5.000	5.000	5.000
Council Housing (HRA)	252.838	309.423	332.011	332.358	331.085
TOTAL LOANS CFR	689.433	755.885	769.540	758.765	745.008
GF Finance Leases	4.004	3.988	3.972	3.955	3.937
TOTAL CFR	693.437	759.873	773.512	762.720	748.945

30.3. The CFR for 2023/24 and subsequent years will require amending once the impact of changes in the accounting for leases has been assessed (IFRS 16), which brings such financing liabilities on balance sheet and therefore into the CFR calculations.

31. Asset Disposals

31.1. When a capital asset is no longer needed, it may be sold so that the proceeds, known as capital receipts, can be spent on new assets or to repay debt. Repayments of capital grants, loans and investments also generate capital receipts. The disposal of assets in Milton

Keynes City Council is reviewed by the Strategic Property Board. This board aims to provide a formal 'gateway' approval process and consider making formal recommendations to Council for any property disposal, acquisition or significant change of use. The board manages the strategic oversight, for the future of all property and land assets within the City Council's property portfolio.

31.2. The City Council expects to receive £9.472m of capital receipts in the coming financial years (2023-7) as follows:

Table 4: Capital receipts

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
Asset sales GF	1.943	3.191	1.490	1.428	0.540
Asset sales HRA	0.220	0.220	0.220	0.220	0.000
Capital loans repaid	0.000	0.000	0.000	0.000	0.000
TOTAL	2.163	3.411	1.710	1.648	0.540

31.3. The City Council has various land holdings in the Western Expansion Area which are currently being taken forward for development. It is expected these sales will generate the City Council significant capital receipts over the period from 2022/23 to 2026/27, although actual values and pace of delivery will be dependent on market conditions. The structure of the proposed agreement between Milton Keynes City Council and the other land owners means that the upfront financial liability for the infrastructure will fall on the developer, with the City Council receiving a net income stream. The first call on receipts is to repay all infrastructure costs. This means the City Council will only benefit as receipts exceed the investment. For this reason no assumptions have been made in the capital programme on the use of these receipts beyond those in the current programme.

31.4. **Flexible Capital Receipts:** From 2016, a new national directive has allowed local authorities to use capital receipts to fund the revenue costs of transition. This directive only applies to new capital receipts from 2016/17. Local authorities cannot borrow to fund the costs of change. The plans for using this new power need to be notified to the Department for Levelling Up, Housing and Communities before the beginning of the financial year and individual projects using this power need to be declared as part of the Budget process and Medium Term Financial Strategy. At present new capital receipts are being used to fund the demand for capital expenditure which arises from the growth of Milton Keynes and the relatively high cost infrastructure which needs to be maintained. There are currently no plans to use capital receipts for transformation funding.

32. Treasury Management

- 32.1. Treasury management is concerned with keeping sufficient but not excessive cash available to meet the City Council’s spending needs, while managing the risks involved. Surplus cash is invested until required, while a shortage of cash will be met by borrowing, to avoid excessive credit balances or overdrafts in the bank current account. The City Council is typically cash rich in the short-term as revenue income is received before it is spent, but cash poor in the long-term as capital expenditure is incurred before being financed.
- 32.2. At 1st April 2023 the City Council expects to hold external borrowing in aggregate of £438.5m; for the General Fund £220.4m at an average interest rate of 4.34% and for the HRA £218.1m at an average interest rate of 4.26%.
- 32.3. During 2023/24 the City Council expects to hold on average treasury investments of c. £428.5m at an average interest rate of 4.38%.
- 32.4. **Borrowing strategy:** The City Council’s main objectives when borrowing are to achieve a low but certain cost of finance while retaining flexibility should plans change in future. These objectives are often conflicting, and the City Council therefore seeks to strike a balance between cheaper short-term loans and more expensive long-term fixed rate loans where the future cost is certain.
- 32.5. Projected levels of the City Council’s total outstanding debt (which comprises borrowing and finance lease liabilities) are shown below, compared with the Capital Financing Requirement (the CFR, as described above).

Table 5: Prudential Indicator: Gross Debt and the Capital Financing Requirement

	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m	2026/27 budget £m	2027/28 budget £m
GF External Loans	220.432	214.218	207.630	198.665	191.069	184.834
GF Leases	4.019	4.004	3.988	3.972	3.955	3.937
GF Gross External Debt	224.451	218.222	211.618	202.637	195.024	188.771
GF CFR	442.220	440.599	450.450	441.502	430.362	417.860
HRA External	218.110	208.110	201.360	196.360	190.360	183.360

Loans / Gross External Debt						
HRA CFR	253.677	252.838	309.423	332.010	332.358	331.085
Total Gross External Debt	442.561	426.332	412.978	398.997	385.384	371.131
Total CFR (see Table 3)	695.897	693.437	759.873	773.512	762.720	748.945

- 32.6. Statutory guidance states that debt should remain below the Capital Financing Requirement, except in the short-term for cashflow management purposes. As can be seen from Table 5 above, the City Council expects to comply with this in the medium term.
- 32.7. **Affordable borrowing limit:** The City Council is legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. A lower “operational boundary” is also set as a warning indicator should debt approach the authorised limit. Where local authorities have separately identifiable income streams that relate to borrowing for specific functions, they are encouraged to set an operational boundary and authorised limit for each of these functions. Separate limits are shown below for General Fund and HRA.

Table 6: Prudential Indicators: Authorised Limit and Operational Boundary for External Debt

	2023/24 limit £m	2024/25 limit £m	2025/26 limit £m
GF Loans limit	470.0	480.0	480.0
GF Other long term liabilities limit	25.0	25.0	25.0
GF Authorised limit – Total	495.0	505.0	505.0
HRA Loans limit	295.0	420.0	420.0
HRA Other long term liabilities limit	5.0	5.0	5.0
HRA Authorised limit – Total	300.0	425.0	425.0
Combined Loans limit	765.0	900.0	900.0
Combined Other long term liabilities limit	30.0	30.0	30.0

Combined Authorised limit – Total	795.0	930.0	930.0
GF Loans limit	455.0	465.0	460.0
GF Other long term liabilities limit	20.0	20.0	20.0
GF Operational boundary – Total	475.0	485.0	480.0
HRA Loans limit	285.0	410.0	410.0
HRA Other long term liabilities limit	5.0	5.0	5.0
HRA Operational boundary – Total	290.0	415.0	415.0
Combined Loans limit	740.0	875.0	875.0
Combined Other long term liabilities limit	25.0	25.0	25.0
Combined Operational boundary – Total	765.0	900.0	900.0

32.8. The ‘Other long term liabilities’ limits of both the authorised limit and operational boundary for 2023/24 and subsequent years may require amendment once the impact of changes in the accounting for leases (IFRS16) has been fully assessed.

➤ Further details on borrowing can be found in the Treasury Management Strategy

32.9. **Treasury investment strategy:** Treasury investments arise from receiving cash before it is paid out again. Investments made for service reasons or for pure financial gain are not generally considered to be part of treasury management.

32.10. The Chartered Institute of Public Finance and Accountancy (CIPFA) Code and Department for Levelling Up, Housing & Communities (DLUHC) guidance require Council’s to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return/yield. The objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults as well as the risk of receiving unsuitably low investment income.

32.11. The City Council aims to maintain the diversity of its investments as a means of limiting exposure to credit risk. For short-term investments, a range of unsecured fixed term deposits, certificates of deposit, term deposits with the Debt Management Office, and money market fund deposits will be primarily utilised. For longer-term investments, higher yielding asset classes and/or more secure (collateralised/asset-backed) options may be sought.

➤ Further details on investments can be found in the Treasury Management Strategy

32.12. **Risk Management:** The effective management and control of risk are prime objectives of the Authority’s treasury management activities. The treasury management strategy

therefore sets out various indicators and limits to constrain the risk of unexpected losses and details the extent to which financial derivatives may be used to manage treasury risks.

- 32.13. **Governance:** Decisions on treasury management investment and borrowing are made daily and are therefore delegated to the Director Finance & Resources and staff, who must act in line with the treasury management strategy approved by Council. Quarterly reports on treasury management activity are presented to Cabinet who are responsible for scrutinising treasury management decisions.

33. Investments for Service Purposes

- 33.1. The City Council makes investments to assist local public services, including making loans to the City Council's subsidiary, MKDP. In light of the public service objective, the City Council is willing to take more risk than with treasury investments, however it still plans for such investments to generate an income return after all costs.
- 33.2. **Governance:** Decisions on service investments are made by the relevant Director in consultation with the Director Finance & Resources. The classification of loans is dependent upon the recipients intended use of those funds; cashflow loans are classified as treasury management activity whereas loans supporting capital activity and share investments are classified as capital expenditure and so any such transactions approved as part of the capital programme approval process.

34. Commercial Activities

- 34.1. With Central Government financial support for local public services declining, Councils are looking for more innovative means of securing sustainable income sources. A requirement of the prudential code is that borrowing is not used to fund investments with a primary purpose of financial return. Milton Keynes City Council has not undertaken any borrowing for this purpose.
- 34.2. Although not classed as treasury management activities per se, the CIPFA Code now requires the City Council to report on investments for policy reasons outside of normal treasury management. This includes service investments for operational as well as commercial investments which are made mainly for financial reasons.

Milton Keynes Development Partnership (MKDP)

- 34.3. The City Council has lent funds to its wholly owned subsidiary Milton Keynes Development Partnership (MKDP) to support its cashflows. A secured loan facility was approved by both parties in September 2022 for up to £22m to 30th September 2023 with quarterly options to draw further advances or make early repayments. An initial loan of £12m was drawn at the loan commencement date. MKDP subsequently made an early principal repayment of

£3.5m in December 2022, and so the balance outstanding at 31st December 2022 was £8.5m.

National Homelessness Property Fund

- 34.4. The City Council holds a £5m principal investment (match-funded by external investment) in the National Homelessness Property Fund (the Fund). This investment was undertaken for service reasons to reduce the ongoing cost to the City Council of providing temporary housing accommodation. At 30 September 2022 (latest available) the Net Asset Value of the City Council’s investment was £5.049m which represents an unrealised revaluation gain against principal of £0.049m. The unrealised valuation loss is due to the basis of property asset valuation; the assets were acquired on an Open Market Value (OMV) basis, but have been revalued at Existing Use Value (EUUV) based on sub-market rental income streams to reflect the ongoing use as temporary accommodation. If the assets were sold to liquidise the City Council’s investment, it would be with vacant possession and thus the valuation method would revert back to OMV, so it is expected that the book loss would be fully recovered and with additional capital/housing market growth. The Fund provides over 20,000 bed-nights per year which results in an ongoing annual saving of around £200,000 against alternative temporary placement costs. Incidentally this investment also generates a distributed income return into the City Council of approximately 2% per annum.
- 34.5. **Governance:** Decisions on commercial investments are made by the Director Finance & Resources. Property and most other commercial investments are also capital expenditure and purchases will therefore also be approved as part of the capital programme.

35. Revenue Budget Implications

- 35.1. Although capital expenditure is not charged directly to the revenue budget, financing costs including interest payable on loans and MRP charges are charged to revenue. From 2023/24 CIPFA has removed the offsetting investment income receivable from this calculation. The gross annual financing costs are compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants, to illustrate the proportion of the City Council’s resources required to cover gross financing costs.

Table 7: Prudential Indicator: Proportion of gross financing costs to net revenue stream

	2022/23 forecast	2023/24 budget	2024/25 budget	2025/26 budget	2026/27 budget
General Fund	8.84%	8.57%	7.15%	6.52%	6.58%
HRA	46.76%	41.67%	42.28%	42.91%	43.01%

- 35.2. **Commentary:** The reduction in the General Fund indicator from 2023/24 to 2025/26 reflects falling borrowing interest costs as loans are repaid upon maturity coupled with the benefit from internal loans to the HRA. The marginal increase in 2026/27 is a result of increased MRP charges as a result of the proposed capital programme. For the HRA indicator the reduction in 2023/24 reflects a decrease in borrowing interest costs consummate with the reprofiling of the HRA capital programme. The marginal annual increases from 2024/25 to 2026/27 reflects the gradual rise in voluntary MRP set aside to repay an element of the HRA debt liability.
- 35.3. **Sustainability:** The capital programme requires the City Council to enter into long term financial commitments in terms of debt financing and additional operational costs. These have been fully comprehended within the City Council’s MTFP and are considered prudent and sustainable.

36. Knowledge and Skills

- 36.1. The City Council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. For example, the Director Finance and Resources and Heads of Finance are qualified accountants with significant experience. The City Council pays for trainees to study towards CIPFA and AAT professional qualifications and invests in providing professional training in other service areas.
- 36.2. Where the City Councils needs to supplement the knowledge and skills of its staff, use is made of external advisors and consultants that are specialists in their field. The City Council currently employs Link Group as Treasury Management and Leasing advisors, and PWC as VAT advisors. This approach ensures the City Council has access to specialist expertise when needed to support its staff, commensurate with its risk appetite.

37. Links to City Council’s Strategies and Plan

[The Council Plan](#): Council June 2022

[Plan MK](#): Council March 2019

[Mobility Strategy](#): Cabinet March 2018

[Transport Infrastructure Delivery Plan](#): Delegated Decision October 2019

[Sustainability Strategy 2019-50](#): Council January 2019

[Regeneration Strategy](#): Cabinet July 2015

[Highways Asset Management Strategy](#): Cabinet March 2018

[Financial Regulations](#)

[2021/22 Statement of Accounts](#)

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Capital Programme 2023/24

Children Services

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Available Funding							
	2022/23 Unallocated & C'Fwd (Single Capital Pot Grant)	29,446,075	0	0	0	0	29,446,075
	Special Education Needs Grant / Higher Needs Grant B'fwd	3,222,141	0	0	0	0	3,222,141
	Basic Need - Single Capital Pot Grant	0	158,342	0	0	0	158,342
	School Condition Funding - Single Capital Pot Grant	2,562,724	2,562,724	2,562,724	2,562,724	2,562,724	12,813,620
	Special Education Needs Grant / Higher Needs Grant	6,770,747	0	0	0	0	6,770,747
	Total Available Funding	42,001,686	2,721,066	2,562,724	2,562,724	2,562,724	52,410,924
Summary							
	Total prior year continuations (Section 1)	3,947,312	0	0	0	0	3,947,312
	Total new schemes (Section 2)	2,030,000	2,030,000	2,030,000	2,000,000	2,000,000	10,090,000
	Total Programme	5,977,312	2,030,000	2,030,000	2,000,000	2,000,000	14,037,312
	Funding available	42,001,686	2,721,066	2,562,724	2,562,724	2,562,724	52,410,924
	Funding deficit/(surplus)	(36,024,374)	(691,066)	(532,724)	(562,724)	(562,724)	(38,373,612)
	Cumulative funding deficit/(surplus)	(36,024,374)	(36,715,440)	(37,248,164)	(37,810,888)	(38,373,612)	
Section 1 - Prior Years' Continuing Schemes							
50CPX00584	Whitehouse 12FE Secondary School	190,000	0	0	0	0	190,000
50CPX00889	Glebe Meadows Primary & Secondary School	557,312	0	0	0	0	557,312
50CPX00996	Calverton Lane Primary School	3,200,000	0	0	0	0	3,200,000
	Total Prior Years' Continuations	3,947,312	0	0	0	0	3,947,312

Capital Programme 2023/24

Children Services

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Section 2 - 2023/24 Programme and future years bids provisionally funded							
50CPX00580	Boiler & Distribution Replacements & Enhancements	940,000	940,000	940,000	930,000	930,000	4,680,000
50CPX00581	Fire Protection Improvements	230,000	230,000	230,000	220,000	220,000	1,130,000
50CPX00582	Roofs, windows and doors	610,000	610,000	610,000	600,000	600,000	3,030,000
50CPX00583	Emergency/reactive improvements Health and Safety	250,000	250,000	250,000	250,000	250,000	1,250,000
Total 2023/24 and future years starts		2,030,000	2,030,000	2,030,000	2,000,000	2,000,000	10,090,000
Total Funded 2023/24 Children and Families Services Capital Programme		5,977,312	2,030,000	2,030,000	2,000,000	2,000,000	14,037,312

Capital Programme 2023/24

Environmental, Protective and Cultural Services

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Available Funding							
	Single Capital Pot Grants (B/fwd)	354,000	0	0		0	354,000.00
	Single Capital Pot Grants	438,200	0	0	0	0	438,200
	Capital Receipt	602,800	1,479,993	1,490,000	1,428,334	540,000	5,541,127
	Revenue Contribution	12,167,579	0	0	0	0	12,167,579
	Government Grants (B/fwd)	220,000	0	0	0	0	220,000
	Towns Fund Grant	2,140,986	3,136,573	3,940,125	0	0	9,217,684
	Housing Infrastructure Fund Grant	6,000,000	8,250,000	0	0	0	14,250,000
	Local Authority Tree Fund	48,000	48,000	0	0	0	96,000
	Prudential Borrowing	9,000,000	19,000,000	0	0	0	28,000,000
	New Homes Bonus	4,542,000	10,007	0	0	0	4,552,007
	S106 and Tariff Funding (For List see Specific Project Information)	1,209,850	0	0	0	0	1,209,850
	Total Available Funding	36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447
Summary							
	Total prior year agreed (Section 1)	36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447
	Total new schemes (Section 2)	0	0	0	0	0	0
	Total Programme	36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447
	Funding available	36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447
	Funding deficit/(surplus)	0	(0)	0	0	0	(0)
	Cumulative funding deficit/(surplus)	0	(0)	0	0	0	

Capital Programme 2023/24

Environmental, Protective and Cultural Services

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Section 1 - Prior Years' Agreed Schemes							
50CPX00948	CCTV	220,000	0	0	0	0	220,000
50CPX00975	Wavendon Playing Fields	36,549	0	0	0	0	36,549
50CPX00840	Whitehouse (Area 10) WEA Leisure	550,000	0	0	0	0	550,000
50CPX00994	Oakgrove Public Art Commission	186,000	0	0	0	0	186,000
50CPX01084	Fairfields LP4	437,301	0	0	0	0	437,301
50CPX01018	Towns Fund - 1. Innovation Hub	950,000	1,425,000	377,625	0	0	2,752,625
50CPX01020	Towns Fund - 3. Transport Hub	389,500	1,425,000	1,900,000	0	0	3,714,500
50CPX01021	Towns Fund - 4. Public Realm Imps	47,500	286,573	1,662,500	0	0	1,996,573
50CPX01022	Towns Fund - 5. Redway Improvements	579,500	0	0	0	0	579,500
50CPX01023	Towns Fund - 6. Tech Park Bletchley	174,486	0	0	0	0	174,486
50CPX00979	Agora Regeneration	9,000,000	19,000,000	0	0	0	28,000,000
50CPX01094	Building Maintenance programme	1,000,000	0	0	0	0	1,000,000
50CPX01091	Health & Safety Fund	250,000	250,000	250,000	250,000	0	1,000,000
50CPX01041	Local Authority Tree Fund - Queens Canopy	48,000	48,000	0	0	0	96,000
50CPX00849	Community Infrastructure Fund	95,000	100,000	100,000	100,000	0	395,000
50CPX00997	MK East - HIF Social Infrastructure	6,000,000	8,250,000	0	0	0	14,250,000
50CPX01099	Purchase of Fleet for new Waste Collection contract	9,091,000	0	0	0	0	9,091,000
50CPX01104	Conversion to waste transfer Stations	1,600,000	0	0	0	0	1,600,000

Capital Programme 2023/24

Environmental, Protective and Cultural Services

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
	MKWRP Investment programme	5,000,000	0	0	0	0	5,000,000
50CPX00499	ICT Asset Funding Programme	40,000	200,000	200,000	138,334	0	578,334
50CPX01102	Income Management System	18,579	0	0	0	0	18,579
50CPX01103	IT Improvement Fund	800,000	800,000	800,000	800,000	400,000	3,600,000
50CPX01032	VDI Replacement with Laptops	210,000	140,000	140,000	140,000	140,000	770,000
Total Prior Year Agreed		36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447
Total Funded 2023/24 Environmental, Protective and Cultural Services Capital Programme		36,723,415	31,924,573	5,430,125	1,428,334	540,000	76,046,447

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Capital Programme 2023/24

Housing Revenue Account

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Available Funding							
	Major Repairs Reserve (MRR)	17,036,000	17,185,000	18,313,000	18,507,000	0	71,041,000
	Revenue Contribution (RCCO)	14,650,510	523,000	572,840	639,279	0	16,385,629
	Prudential Borrowing	0	57,423,471	24,000,000	2,000,000	0	83,423,471
	Homes England Grant	0	500,000	0	0	0	500,000
	Decarbonisation Wave 1 Grant	1,875,500	0	0	0	0	1,875,500
	Decarbonisation Wave 2 Grant	16,880,567	6,396,433	181,000	0	0	23,458,000
	Capital Receipts	220,000	220,000	220,000	220,000	0	880,000
	Non-RTB Capital Receipts	0	0	0	0	0	0
	Affordable Housing Retained Capital Receipts (New Build Programme)	940,602	0	0	0	0	940,602
	Total Available Funding	51,603,179	82,247,904	43,286,840	21,366,279	0	198,504,202
Summary							
	Total prior year continuations (Section 1)	14,167,550	27,941,070	6,758,819	146,334	0	49,013,772
	Total new schemes (Section 2)	37,435,630	54,306,834	36,528,021	21,219,945	0	149,490,430
	Total Programme	51,603,179	82,247,904	43,286,840	21,366,279	0	198,504,202
	Funding available	51,603,179	82,247,904	43,286,840	21,366,279	0	198,504,202
	Funding deficit/(surplus)	(0)	0	(0)	0	0	0
	Cumulative funding deficit/(surplus)	(0)	0	(0)	0	0	
Section 1 - Prior Years' Continuing Schemes							

Capital Programme 2023/24

Housing Revenue Account

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
50CPX00242	Coltsfoot Place	90,606	0	0	0	0	90,606
50CPX00907	Rowlands Close, Bletchley	0	0	0	0	0	0
50CPX00995	Mellish & Gables demolition	1,860,899	0	0	0	0	1,860,899
50CPX00964	Fishermead - Modular	400,000	0	0	0	0	400,000
50CPX00974	Lakes Estate - Environmental Improvements	0	0	0	0	0	0
50CPX01000	Lakes Estate Regeneration Phase A	9,800,000	27,802,327	6,616,885	0	0	44,219,212
	<u>Asset Management</u>						
50CPX01088	Netherfield Decarbonisation	1,875,500	0	0	0	0	1,875,500
50CPX00223	Harrier Court	140,544	138,743	141,934	146,334	0	567,555
Total Prior Years' Continuations		14,167,550	27,941,070	6,758,819	146,334	0	49,013,772
Section 2 - 2023/24 Programme and future years bids provisionally funded							
	<u>Regeneration</u>						
	NEW Demolitions	292,800	289,048	295,696	304,862	0	1,182,406
	Development Contingency	1,059,574	0	0	0	0	1,059,574
	<u>Reactive Works</u>						
50CPX00585	Aids & Adaptations	0	0	0	0	0	0
	<u>Planned Maintenance Programme</u>						0
50CPX00202	Communal Area Upgrades	313,296	309,281	316,395	326,203	0	1,265,175

Capital Programme 2023/24

Housing Revenue Account

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
50CPX00203	Doors	0	0	67,454	141,947	0	209,401
50CPX00204	Windows	1,481,511	1,971,880	1,914,445	986,853	0	6,354,689
50CPX00586	Bathroom Upgrades	2,637,626	2,687,701	2,749,823	2,835,382	0	10,910,532
50CPX00587	Wiring	566,799	559,535	572,404	590,149	0	2,288,886
50CPX00588	Kitchen Upgrades	4,084,399	4,110,040	4,204,163	4,334,913	0	16,733,515
50CPX00827	External Walls & Fencing	0	0	0	0	0	0
50CPX00591	Roof Upgrades	0	13,638	1,252,132	1,101,742	0	2,367,511
50CPX00590	Heating System Replacement	2,032,087	2,515,127	2,562,842	2,652,702	0	9,762,758
50CPX00826	Communal Heating	1,535,207	1,515,532	1,550,389	1,598,451	0	6,199,579
50CPX00829	Fire Safety Works	2,572,485	2,539,516	2,597,924	2,678,460	0	10,388,386
	<u>Energy Improvement</u>						
NEW Contingency	NEW Contingency	3,000,000	3,159,000	0	0	0	6,159,000
NEW EPC to C	NEW EPC to C	979,277	931,318	952,738	1,579,783	0	4,443,116
NEW Energy Work	NEW Energy Work	0	0	0	2,088,500	0	2,088,500
NEW SHDF Wave 2	NEW SHDF Wave 2	16,880,567	33,705,219	17,491,616	0	0	68,077,402
50CPX00597	Windows	0	0	0	0	0	0
50CPX00598	Wiring	0	0	0	0	0	0
Total 2023/24 and future years starts		37,435,630	54,306,834	36,528,021	21,219,945	0	149,490,430
Total Funded 2023/24 Housing HRA Capital Programme		51,603,179	82,247,904	43,286,840	21,366,279	0	198,504,202

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Final Capital Programme - revised pipeline schemes for 2023/24 (subject to full business case approval)

The following future capital scheme bids have been highlighted, although at the time of preparing the draft, budget business cases had not been approved by the Corporate Portfolio Board.

Council Plan Priority	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Onwards	Total Programme	Potential Funding Source	Unfunded	Details of Potential Funding Source	Description of Project	Project Justification
Brinklow V11 Improvements	400,000	2,050,000	0	0	0	2,450,000	2,450,000	0	Tariff	To upgrade a highway (road widening, traffic signals and bridge widening) along the V11 corridor between (and including) the Monkston and Brinklow junctions. The purpose is to increase the capacity of the two junctions to accommodate forecast growth associated with the development of the Eastern Expansion area of Milton Keynes.	The project was identified within the Local Investment Plan (U18) to be completed in 2016/17 to increase the capacity of the two junctions. Both junctions will without mitigation suffer from significantly increased congestion/ over capacity with wider detrimental network effects if improvement works are not carried out. (business case is being developed)
Urban Traffic Management & Control (UTMC)	0	3,005,000	0	0	0	3,005,000	3,005,000	0	Tariff	The Project will encompass the installation of a core Urban Traffic Management & Control System (UTMC) database and back office infrastructure to deliver its key objectives. The Project will mainly focus on the improvement of strategic junctions supported by the deployment of on-street equipment.	Primary Objective. • Manage the existing highway network more efficiently to accommodate current and future travel demand. Sub Objectives. • Implement intelligent transport technology to improve traffic at key pinch-point junctions. • Improve bus priority measures to support service reliability and reduce journey times. • Collect, process, analyse, monitor, and disseminate travel data.
WEA Junctions	3,000,000	2,000,000	2,280,000	1,500,000		8,780,000	8,780,000	0	Tariff		
V2/H4 Extension	0	0	0	1,000,000	1,925,000	2,925,000	2,925,000	0	Tariff		
A422 Junctions	1,000,000	2,000,000	1,500,000	1,500,000	1,500,000	7,500,000	7,500,000	0	Tariff		
Replacement of Environmental Services contract fleet.	0	0	0	0	38,000,000	38,000,000	38,000,000	0	RCCO	Replacement of fleet for Environmental Services Contract, funding from sinking fund provision made in 23/24 revenue budget	Planned replacement of fleet as it reaches end of useful life, together with a move to full electric refuse collection vehicles. A sinking fund is being created as part of the 23/24 budget to enable the financing of the replacement fleet
Upgrade to Milton Keynes Waste Recovery Park						TBC		TBC		Discussions are being held with operator of the Milton Keynes Waste Recovery Facility for enhancement and refresh of plant and equipment at the site, prior to the end of the contract in 2033. Amount of investment is not yet known	
Upgrade to Waste facilities	3,000,000	0	0	0	0	3,000,000	3,000,000	0	RCCO	Upgrade of facilities to improve waste management	START document and cost details to be developed
Provision of additional electric charging infrastructure for Environmental Services Contract	625,000	0	0	0	0	625,000	625,000	0	RCCO	Further provision of electric charging infrastructure to enable the phased moved to an electric fleet	
Purchase of Solar Farm	35,000,000	0	0	0	0	35,000,000		35,000,000	Prudential Borrowing	Purchase of a solar farm	A business case is being developed to explore the purchase of a solar farm to enable MKCC to meet carbon targets
South Household Waste and Recycling Centre - proposed relocation	5,500,000	0		0	0	5,500,000	0	5,500,000		It is proposed to relocate Bleak Hall HWRC to a new supersite on the south or west flanks of Milton Keynes, enabling the site to meet all current guidelines and serve the growing population in those areas.	2030 Carbon Zero Target - Bring forward the future operational models for waste and landscaping services beyond the end of the current contracts in 2023.
North Supersite Household Waste and Recycling Centre	4,000,000					4,000,000	0	4,000,000		Supersite Household Waste Recycling site for the North of Milton Keynes, enabling the site to meet all current guidelines and serve the growing population in those areas.	2031 Carbon Zero Target - Bring forward the future operational models for waste and landscaping services beyond the end of the current contracts in 2023.
CMK Central Library roof and heating system	4,000,000	2,500,000				6,500,000	0	6,500,000		Works have been identified for the roof and heating system within the central library	A condition survey is being undertaken and a business case will be brought forward.
Adult Social Care Hub	4,000,000	4,000,000				8,000,000	8,000,000	0	Tariff	Investment in Adult social care facilities	A business case is being developed to explore the development of a new social care hub
Cessation of PSTN phone lines						TBC		TBC		By 31st December 2025 all traditional landline phones using analogue technology across the UK will be switched off and a digital network will replace this.	The council will need to assess the implications on Council services. The new digital technology will mean that in future landline calls will be delivered over digital technology called Voice over Internet Protocol (VoIP) using a broadband connection the lines in which we are advising relates to Building assets, intruder alarms, fire alarms and lift communications devices
Replacement & Upgrade Heating System Willow Chapel	50,000	0	0	0	0	50,000	50,000	0	Bereavement - Revenue reserve	Improvements to the heating at the Crematorium	
Additional Cemetery for West Flank	500,000	0	0	0	0	500,000	500,000	0	Tariff (£150k) and Bereavement - Revenue reserve		
Provision of additional Cemetery facilities for East flank Growth	0	500,000	0	0	0	500,000	500,000	0	Tariff (£150k) and Bereavement - Revenue reserve	Development of additional cemeteries to respond to growth from the expansion areas	START Document and details of schemes to be developed over time
Play Areas Renewal Funding	200,000	0	0	0	0	200,000	200,000	0	RCCO	An accessible play park in Coffee Hall and upgrades to another play park in Woughton regen area	START document to be developed
Community Facilities Renewal Funding	40,000	0	0	0	0	40,000	40,000	0	RCCO	immediate repairs and maintenance to community facilities for Woughton Community Council	START document to be developed
Play Park Upgrade	45,000	0	0	0	0	45,000	45,000	0	RCCO	For improvements to School Street play area and brickwork, New Bradwell	START document to be developed

Final Capital Programme - revised pipeline schemes for 2023/24 (subject to full business case approval)

The following future capital scheme bids have been highlighted, although at the time of preparing the draft, budget business cases had not been approved by the Corporate Portfolio Board.

Council Plan Priority	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Onwards	Total Programme	Potential Funding Source	Unfunded	Details of Potential Funding Source	Description of Project	Project Justification
Play Park Upgrade	20,000	0	0	0	0	20,000	20,000	0	RCCO & Parish Funding	For improvements to Lanecrost play area, Monkston (to be match-funded by Monkston Parish Council)	START document to be developed
Play Park Upgrade	15,000	0	0	0	0	15,000	15,000	0	RCCO	To improve Sundial sculpture and brickwork in Shenley Lodge	START document to be developed
Total Doing the Essentials Well	61,395,000	16,055,000	3,780,000	4,000,000	41,425,000	126,655,000	75,655,000	51,000,000			
Woughton Leisure Centre Building Enhancements	120,000.00	0.00	0.00	0.00	0.00	120,000	0	120,000		Replacement of perimeter fencing and refurbishment of building exterior and main hall floor.	This project aims to address the problem of security, vandalism and anti-social behaviour by creating a safe external space for users of the site and to prevent further damage to the building and reduce MKC insurance claims
Kents Hill Sports Ground Pavilion	585,000.00	585,000.00	0.00	0.00	0.00	1,170,000	0	1,170,000		The pavilion has structural issues related to the original construction that need to be addressed	Business case to be developed
Woughton on the Green Pavilion	165,000.00	560,000.00				725,000	0	725,000		Upgrade to facilities	Business case to be developed
Tattenhoe Lane and Derwent Drive sports Ground	100,000.00	0.00	0.00	0.00	0.00	100,000	0	100,000		Upgrade to facilities	Business case to be developed
Whitehouse football pitches and cricket pitch	75,000.00	500,000.00	0.00	0.00	0.00	575,000	575,000	0	Tariff	Indicative - 4 Football pitches and 1 cricket pitch	Business case to be developed
Sport Central - multi sport pitch	200,000.00	0.00	0.00	0.00	0.00	200,000	0	200,000		To increase capacity by changing the tennis court to a multi use surface with canopy for increased activities.	Business case to be developed
Centrecom refurbishment	200,000.00	0.00	0.00	0.00	0.00	200,000	0	200,000		To enhance centre's capacity and sustainability.	Business case to be developed
Hodge Lea Sports Ground	250,000.00	0.00	0.00	0.00	0.00	250,000	0	250,000		Replacement of sporting facilities previously at Greenleys Sports Ground.	Business case to be developed
Leon Leisure Centre	110,000.00	0.00	0.00	0.00	0.00	110,000	0	110,000		Part of a larger project to redevelop the Leisure Centre.	Business case to be developed
MK SE Community Facilities	0.00	0.00	1,500,000.00	0.00	0.00	1,500,000	1,500,000	0	Tariff 2	Woburn Sands-Brickhill - facilities and pitches	Business case to be developed
MK East	0.00	1,200,000.00	0.00	0.00	0.00	1,200,000	0	1,200,000	Tariff 2	Delivery of 4 pitches and changing facilities	Business case to be developed
Irish Club	500,000.00	0.00	0.00	0.00	0.00	500,000	0	500,000		Refurbishment of building	Business case to be developed
Cowper and Newton Museum (CNM) Garden Room, Olney		50,000.00				50,000	0	50,000		Provision of additional community, educational and meeting space.	Business case to be developed
Milton Keynes Arts Centre Radcliffe Replacement and Site wide changes	350,000.00	950,000.00	250,000.00	0.00	0.00	1,550,000	0	1,550,000		To Replace the Radcliffe Arts building	Business case to be developed
Re-Development of CMK Library and new archive area	125,000.00	275,000.00	600,000.00	0.00	0.00	1,000,000	600,000	400,000	Tariff	Provision of a City Archive facility.	Business case to be developed
Multi-Purpose City Centre Cultural Facility	0.00	780,000.00	350,000.00	0.00	0.00	1,130,000	0	1,130,000		Provision of multi-purpose venue in CMK which would support cultural production, a	Business case to be developed
Total Building Better Communities	2,780,000	4,900,000	2,700,000	0	0	10,380,000	2,675,000	7,705,000			
2023/24 Capital Programme - Pipeline list	64,175,000	20,955,000	6,480,000	4,000,000	41,425,000	137,035,000	78,330,000	58,705,000			

Capital Programme 2023/24

Social Care and Housing General Fund

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Available Funding							
	Disabled Facilities Grant	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Total Available Funding	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
Summary							
	Total prior year continuations (Section 1)	0	0	0	0	0	0
	Total new schemes (Section 2)	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Total Programme	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Funding available	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Funding deficit/(surplus)	0	0	0	0	0	0
	Cumulative funding deficit/(surplus)	0	0	0	0	0	0
Section 1 - Prior Years' Continuing Schemes							
							0
	Total Prior Years' Continuations	0	0	0	0	0	0
Section 2 - 2023/24 Programme and future years bids provisionally funded							
50CPX00538	Disabled Facilities Grants	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Total 2023/24 and future years starts	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655
	Total Funded 2023/24 Adult Social Care and Housing General Fund	1,117,331	1,117,331	1,117,331	1,117,331	1,117,331	5,586,655

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Draft Capital Programme - Funded Changes from Agreed Programme

	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Onwards	Total Programme	Explanation of changes	Funding of new schemes and new changes to the programme	Description of Project	Project Justification			
Agreed Programme*	154,894,476	45,460,768	35,720,606	12,960,463	0	249,036,313							
Slippage and rephasing	261,917	59,906,355	(15,862,414)	452,159	0	44,758,018	Changes Previously Agreed by Cabinet						
July Cabinet changes	(594,834)	0	0	0	0	(594,834)	Changes Previously Agreed by Cabinet						
September Cabinet Changes	0	0	0	0	0	0	Changes Previously Agreed by Cabinet						
December Budget changes	120,000	0	0	0	0	120,000	Changes Previously Agreed by Cabinet						
Amendments included in draft programme													
Children and Families													
Boiler & Distribution Replacements & Enhancements	0	0	0	0	930,000	930,000	Inclusion of 27/28 Programme	School Condition Funding	The 2023/24 Capital Maintenance Programme has been prioritised and agreed Capital and Infrastructure Management Board.	The Schools Capital Maintenance Programme is primarily used to improve existing school building stock of local authority maintained schools, including enhancements, conversions and renovations to either improve the efficiency of the stock or to bring it in line with modern legislation regarding Equality, Building Regulations, Health and Safety, curriculum requirements, etc.			
Fire Protection Improvements	0	0	0	0	220,000	220,000	Inclusion of 27/28 Programme	School Condition Funding					
Roofs, windows and doors	0	0	0	0	600,000	600,000	Inclusion of 27/28 Programme	School Condition Funding					
Emergency/reactive improvements Health and Safety	0	0	0	0	250,000	250,000	Inclusion of 27/28 Programme	School Condition Funding					
Transport													
Bridge Programme	0	0	0	(900,000)	490,000	(410,000)	Realignment of the bridge programme & Inclusion of 27/28 Programme	Highways Maintenance Grant, & Prudential Borrowing	Many bridges now show signs of significant deterioration and require works to maintain their structural integrity and some will require replacement or upgrading to current design standards. The objective is to ensure the councils stock is fit for purpose and safe for use.				
Bridge Approach Safety Barrier Upgrades	(179,000)	0	0	250,000	0	71,000							
Porte Cochere Roof Upgrades	0	0	0	0	200,000	200,000							
Structural Improvements to structures	0	0	0	350,000	500,000	850,000							
Footbridge Refurbishments	0	0	0	150,000	400,000	550,000							
Special Investigation of Half Joint St	70,000	0	0	0	0	70,000							
Principal Bridge Inspection Programme	0	0	0	150,000	0	150,000							
H9 Bridge River Challenge Fund	109,000	0	0	0	0	109,000							
Street Lighting Column Replacement & LED conversions	0	0	0	0	500,000	500,000					Inclusion of 27/28 Programme	Prudential Borrowing	Capital investment to upgrade areas of the Street Lighting Asset, also to reduce the authorities energy demand and Carbon consumption.
Redways Improvements	0	0	0	0	200,000	200,000					Inclusion of 27/28 Programme	Prudential Borrowing	Redways are the essential links for pedestrian/cycle movement throughout the borough. As such it is essential that these are kept in a safe defect free condition. This project supports the authority's Highways Asset Management Policy/Strategy and Plan which in turn supports the authority's corporate objectives. It also supports the Mobility and Cycle Strategies
Surface Dressing Programme	(100,000)	(250,000)	(50,000)	0	0	(400,000)	Reallocation of Highways maintenance funding to vehicle safety Barriers and Directional signs works	Highways Maintenance Grant	Improve condition of the carriageway, the safety for users of the highway and extend life of asset.				
Vehicle Safety Barriers	50,000	50,000	50,000	0	0	150,000							
Directional Signs	50,000	200,000	0	0	0	250,000							
Footpath Improvements	0	0	0	0	200,000	200,000	Inclusion of 27/28 Programme	Highways Maintenance Grant	Footways are the essential links for pedestrian/cycle movement throughout the borough. As such it is essential that these are kept in a safe defect free condition. This project supports the authority's Highways Asset Management Policy/Strategy and Plan which in turn supports the authority's corporate objectives. It also supports the Mobility and Cycle Strategies				
Carriageway Resurfacing	0	0	0	0	2,858,000	2,858,000	Inclusion of 27/28 Programme	Highways Maintenance Grant, Incentive Funding & Prudential Borrowing	Improve condition of the carriageway, the safety for users of the highway and extend life of asset.				
Redway Resurfacing	0	0	0	0	200,000	200,000	Inclusion of 27/28 Programme	Highways Maintenance Grant & Prudential Borrowing	Improve condition of the Redways, the safety for users of the redway and extend life of asset.				
Highways and pavement asset enhancement programme	0	0	0	0	200,000	200,000	Inclusion of 27/28 Programme	Highways Maintenance Grant	Improve condition of the Redways, the safety for users of the redway and extend life of asset.				
Upgrading of Highway Carrier drains	0	0	0	0	100,000	100,000	Inclusion of 27/28 Programme	Highways Maintenance Grant	Improve condition of the highways, the safety for users of the redway and extend life of asset.				
White Lining Programme	0	0	0	0	150,000	150,000	Inclusion of 27/28 Programme	Highways Maintenance Grant	Improve condition of the highways, the safety for users of the redway and extend life of asset.				
CMK Capital Programme works (Pavements & Street Furniture)	0	0	0	0	50,000	50,000	Inclusion of 27/28 Programme	Highways Maintenance Grant	Improve condition of the streets, the safety for users of the footways and extend life of asset.				
Drainage	0	0	0	0	50,000	50,000	Inclusion of 27/28 Programme	Prudential Borrowing	To address areas of flooding on the network and reduce risk of harm to the public and discharge our statutory duty.				
Passenger Transport	0	0	0	0	417,591	417,591	Inclusion of 27/28 Programme	Integrated Transport Grant	There are shelters that are without courtesy lighting, resulting in safety or perception of safety issues. Upgrading the power supply and lighting will take some pressure off future revenue costs by reducing electricity usage and maintenance requirements. Some areas have a lack of fixed bus stops, making it unclear where to catch a bus. At a minimum the fixed stops will have poles/flags and DDA compliant kerbing, and where possible cantilever shelters will be installed. Improvements to bus travel information at the roadside to include digital screens providing real time information, and wayfinding signage.	The Passenger Transport programme of works will deliver improvements for bus passengers along both the core bus routes defined in the Quality Bus Partnership, and the non-core routes. This programme will address accessibility, facilities and information. Bus usage will be encouraged as passenger feel safer, more comfortable, and better informed. The works will address some of the issues raised in the annual bus passenger survey.			

	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Onwards	Total Programme	Explanation of changes	Funding of new schemes and new changes to the programme	Description of Project	Project Justification
Traffic Management & Road Safety	220,000	120,000	120,000	120,000	650,000	1,230,000	Reallocation of the 20mph Zones funding to Traffic Management & Road Safety Scheme & Inclusion of 27/28 Programme	Integrated Transport Grant	The traffic management and road safety schemes will include all minor to medium physical measures to influence the movement of traffic on an existing network.	The aim of the project is to provide appropriate traffic management and road safety schemes to improve Milton Keynes highway network. There have been a number of schemes identified, which will provide a benefit to all users of the network. The purpose of this project is also to reduce the number and severity of personal injury collisions on the Milton Keynes highway network.
20mph Zones	(220,000)	(120,000)	(120,000)	(120,000)	0	(580,000)	Reallocation of the 20mph zones funding to Traffic Management & Road Safety Scheme	Integrated Transport Grant	Continuation of funding for 20mph zones	A prioritised programme of appropriate sites for the implementation of 20mph speed limit and zone restrictions in residential estates be developed where there is evidence of a majority consensus and community support to do so.
Accessibility Fund	0	0	0	0	25,000	25,000	Inclusion of 27/28 Programme	Integrated Transport Grant	Bring high risk footway sites which are currently unusable for mobility impaired users up to standards outlined in The Equality Act 2010.	Essential to undertake works to provide a safe and accessible footway network for all residents of Milton Keynes
Housing Infrastructure Fund	20,788,049	(20,788,049)	0	0	0	0	Acceleration of budget into earlier years	Homes England HIF Grant	A DD was approved on the 28 July to accept £94.6m of grant funding for Highways and Social Infrastructure to support Housing Delivery East of the M1. The grant will fund new highway infrastructure, together with a new primary school and community health hub. Approval is sought to add £15m, financed by Government grant, to the capital programme to fund the resources required to progress the Social infrastructure that will be delivered as part of the development.	To expand Milton Keynes and ensure Social Infrastructure is in place to support Housing Delivery East of the M1
East West Rail	500,000	(500,000)	0	0	0	0	Acceleration of budget into earlier years	Integrated Transport Grant & New Homes Bonus	Existing Scheme	Existing Scheme
Social Care and Housing General Fund										
Disabled Facilities Grants	0	0	0	0	1,117,331	1,117,331	Inclusion of 27/28 Programme	Disabled Facilities Grant	Better Care Grant funding for disabled adaptation grants. Funding has not yet been confirmed for these years, assumed to be funded at the same level as confirmed for 21/22 subject to future review).	This project helps to reduce bed blocking and allow citizens to remain in their homes through the provision of adaptations to their properties. Funded from the DFG Grant provided through the better care funding from DCLG this is a ring fenced grant.
Housing Revenue Account										
						0				
						0				
						0				
Environmental, Protective and Cultural Services										
CCTV	157,500	(62,500)	(62,500)	(32,500)	0	0	Acceleration of budget into earlier years	LPSA Grant	This project is to replace the CCTV cameras in locations that would significantly aid community safety by reducing fear of crime and anti social behaviour	Local Authorities have an obligation in respect of tackling crime and disorder in partnership with the police and other stakeholders in accordance with the crime and disorder act.
Agora	(16,000,000)	16,000,000	0	0	0	0	Realignment of the Agora Project into later years due to procurement delays	Prudential Borrowing	Regeneration of the Agora shopping Centre	The Agora development is identified in the current Plan:MK for redevelopment, as it was in the previous Local Plan from 1995. It is a key objective in the adopted Wolverton Town Centre Neighbourhood Plan
IT Improvement Fund	400,000	400,000	400,000	400,000	400,000	2,000,000	Merging of the Investment in the smarter working project to the IT improvement fund & Inclusion of 27/28 Programme	Capital Receipts	Fund to cover replacement of obsolete and malfunctioning equipment and to fund improvements in our IT systems across all services for example through the delivery of new innovations to	Essential for service delivery
Investment in the smarter working programme	(400,000)	(400,000)	(400,000)	(400,000)	0	(1,600,000)		Capital Receipts & Single Capital Pot	Existing Scheme - ICT asset rolling programme	Essential for service delivery
ICT Asset Funding Programme	(538,334)	200,000	200,000	138,334	0	0	Realignment of the ICT Asset funding Programme into later years	Capital Receipts	Ongoing Laptop replacement on a rolling Programme	Essential for service delivery
VDI Replacement with Laptops	0	0	0	(140,000)	140,000	0	Realignment of the VDI Replacement with Laptops into			
Strategic Allocation Pot										
Reported Draft Budget Position	159,588,775	100,216,574	19,995,692	13,378,456	10,847,922	304,027,419				
February 2023 Cabinet Changes	9,995,967	0	0	0	0	9,995,967	Changes Agreed by Cabinet			
Additions since Draft Budget										
Environmental, Protective and Cultural Services										
Purchase of Fleet for new Waste Collection contract	9,091,000	0	0	0	0	9,091,000	Additional cost of Fleet to be included in the 24/25 Programme following DD approval on the 6 December 2022 (Includes an additional £485k for price increases)	Revenue Contributions to Capital	Following a procurement exercise the new Environmental Services contract has been awarded. Capital investment in fleet is being made by MKCC to enable a lower revenue cost of the contract. The budget is being increased to reflect the new contract price.	Essential for service delivery
MKWRP Investment programme	5,000,000	0	0	0	0	5,000,000	Inclusion of 24/25 Programme. Investment in new boilers for the RWTF following DD on 31 January 2023	Revenue Contributions to Capital & NHB	Due to maintenance costs being higher than anticipated in the profiled replacement and maintenance costs for the contract and a major issue arising with the boilers, investment in the RTWF is required.	Will provide greater security of sustained service provision, contractual retention and an improved financial position for the Authority
Conversion to waste transfer Stations	1,600,000					1,600,000	Inclusion of 24/25 Programme. Investment in shredders at the Waste Transfer Station following DD on 31 January 2024	Revenue Contributions to Capital	Investment in shredders at Waste Transfer Station to enable strong operational performance of the RWTF	Will provide greater security of sustained service provision, contractual retention and an improved financial position for the Authority
HRA Programme in line with the HRA programme	(27,278,563)	49,901,999	43,286,840	21,366,279	0	87,276,555	Rephasing of previously agreed programme, and addition of energy schemes to match HRA business plan	Revenue Contributions to Capital & Grant	Review of HRA capital programme to reflect the current business plan.	Programme reviewed to ensure funding remains within the debt cap limits
Revised Total Capital Programme	157,997,179	150,118,573	63,282,532	34,744,735	10,847,922	416,990,941				

Capital Programme 2023/24

Transport

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
Available Funding							
2022/23 Unallocated & C'Fwd (Single Capital Pot Grant)		586,603.44	2,321,530.29			0.00	2,908,133.73
Single Capital Pot Grant		3,943,800.00	5,661,000.00	5,661,000.00	5,661,000.00	5,661,000.00	26,587,800.00
Capital Receipts		400,000.00	1,711,379.00	0.00	0.00	0.00	2,111,379.00
Revenue Contribution		7,745,967.00	0.00	0.00	0.00	0.00	7,745,967.00
Potholes Grant		2,843,000.00	0.00	0.00	0.00	0.00	2,843,000.00
Zero Emission Bus Grant		0.00	0.00	0.00	0.00	0.00	0.00
Housing Infrastructure Fund Grant		41,288,049.00	10,768,143.00	0.00	0.00	0.00	52,056,192.00
DFT Highways Incentive Funding		711,000.00	858,000.00	858,000.00	858,000.00	858,000.00	4,143,000.00
Prudential Borrowing		856,495.00	3,560,200.00	3,880,200.00	2,324,900.00	953,300.00	11,575,095.00
New Homes Bonus		1,600,000.00	3,980,662.71	0.00	0.00	0.00	5,580,662.71
S106 and Tariff Funding (For List see Specific Project Information)		2,866,732.00	4,200,000.00	1,963,281.00	0.00	0.00	9,030,013.00
Total Available Funding		62,841,646.44	33,060,915.00	12,362,481.00	8,843,900.00	7,472,300.00	120,459,242.44
Summary							
Total prior year continuations (Section 1)		1,566,732.00	10,848,652.00	1,963,281.00	0.00	0.00	14,378,665.00
Total new schemes (Section 2)		61,009,210.00	21,950,113.00	9,454,955.00	8,832,791.00	7,190,591.00	108,437,660.00
Total Programme		62,575,942.00	32,798,765.00	11,418,236.00	8,832,791.00	7,190,591.00	122,816,325.00
Funding available		62,841,646.44	33,060,915.00	12,362,481.00	8,843,900.00	7,472,300.00	124,581,242.44
Funding deficit/(surplus)		(265,704.44)	(262,150.00)	(944,245.00)	(11,109.00)	(281,709.00)	(1,764,917.44)
Cumulative funding deficit/(surplus)		(265,704.44)	(527,854.44)	(1,472,099.44)	(1,483,208.44)	(1,764,917.44)	
Section 1 - Prior Years' Continuing Schemes							
50CPX01090	Northfield Roundabout Signal Upgrade	90,000.00	0.00	0.00	0.00	0.00	90,000.00
	Major Projects						
	H10 Bletcham Way	120,000.00	0.00	0.00	0.00	0.00	120,000.00
50CPX00353	Monkston Roundabout	350,000.00	4,000,000.00	163,281.00	0.00	0.00	4,513,281.00
50CPX00354	Crownhill - Loughton Improvements	306,732.00	200,000.00	1,800,000.00	0.00	0.00	2,306,732.00
50CPX00265	East West Rail	700,000.00	6,648,652.00	0.00	0.00	0.00	7,348,652.00
Total Prior Years' Continuations		1,566,732.00	10,848,652.00	1,963,281.00	0.00	0.00	14,378,665.00
Section 2 - 2023/24 Programme and future years bids provisionally							
Combined	Bridge Programme	0.00	0.00	0.00	420,000.00	490,000.00	910,000.00
50CPX00815	Principal Bridge Inspection Programme	175,000.00	150,000.00	150,000.00	150,000.00	0.00	625,000.00
50CPX00312	Bridge Approach Safety Barrier Upgrades	221,000.00	350,000.00	350,000.00	300,000.00	0.00	1,221,000.00
50CPX00315	Protective coatings to bridge structural elements	50,000.00	30,000.00	30,000.00	150,000.00	0.00	260,000.00
50CPX00316	Porte Cochere Roof upgrades	363,390.00	200,000.00	200,000.00	150,000.00	200,000.00	1,113,390.00
50CPX00317	Structural Improvements to Structures inc Bridge Joint Replacements	226,900.00	315,000.00	350,000.00	500,000.00	500,000.00	1,891,900.00
50CPX00318	Footbridge Refurbishments	129,577.00	225,000.00	310,000.00	400,000.00	400,000.00	1,464,577.00
50CPX00325	Special Investigation of Half Joint St	149,000.00	0.00	0.00	0.00	0.00	149,000.00
50CPX00332	H10 Canal Bridge Upgrading	312,491.00	0.00	0.00	0.00	0.00	312,491.00
50CPX00926	H9 Bridge River Challenge Fund	400,000.00	0.00	0.00	0.00	0.00	400,000.00
50CPX00928	Stag Railway Bridge, Fenny Stratford	162,212.00	0.00	0.00	0.00	0.00	162,212.00
50CPX00682	Public Rights of Way Bridges	4,000.00	0.00	0.00	0.00	0.00	4,000.00
	Street Lighting						
	Street Lighting LED Upgrade Programme	9,750,000.00	0.00	0.00	0.00	0.00	9,750,000.00
50CPX00668	Street Lighting Column Replacement & LED conversions	500,000.00	1,500,000.00	1,500,000.00	500,000.00	500,000.00	4,500,000.00
	Highways						
50CPX00936	Redways Improvements	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	1,000,000.00
50CPX00937	Footpath Improvements	160,000.00	200,000.00	200,000.00	200,000.00	200,000.00	960,000.00
50CPX00933	Redway Resurfacing	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	1,000,000.00
50CPX00935	Highways and pavement asset enhancement programme	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	1,000,000.00
50CPX00939	CMK Capital Programme works (Pavements & Street Furniture)	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00
50CPX00336	Carriageway Resurfacing	1,308,000.00	1,708,000.00	1,708,000.00	2,170,200.00	2,858,000.00	9,752,200.00
50CPX00337	Surface Dressing Programme	1,317,000.00	2,500,000.00	2,650,000.00	1,950,000.00	0.00	8,417,000.00
50CPX00130	White Lining Programme	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	750,000.00
50CPX01029	Potholes 10mtr square	650,000.00	0.00	0.00	0.00	0.00	650,000.00
50CPX00341	Upgrading of Highway Carrier drains	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00

Capital Programme 2023/24

Transport

Appraisal Ref	Project Name	2023/24 Programme	2024/25 Programme	2025/26 Programme	2026/27 Programme	2027/28 Programme	Total Programme
50CPX00339	Drainage	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00
50CPX00345	Vehicle Safety Barriers	50,000.00	50,000.00	50,000.00	0.00	0.00	150,000.00
50CPX01096	Traffic Signals Upgrade	100,000.00	0.00	0.00	0.00	0.00	100,000.00
50CPX00821	Directional Signs	50,000.00	200,000.00	0.00	0.00	0.00	250,000.00
50CPX00362	<u>Passenger Transport</u>	517,591.00	517,591.00	431,955.00	417,591.00	417,591.00	2,302,319.00
50CPX00822	<u>Traffic Management & Road Safety</u>	650,000.00	550,000.00	550,000.00	550,000.00	650,000.00	2,950,000.00
50CPX00825	<u>Accessibility Fund</u>	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00
50CPX00951	<u>Housing Infrastructure Fund (highways)</u>	41,288,049.00	10,768,143.00	0.00	0.00	0.00	52,056,192.00
50CPX01030	<u>Parking and Street Improvements - Agora and Wolverton High Street</u>	1,500,000.00	1,711,379.00	0.00	0.00	0.00	3,211,379.00
Total 2023/24 and future years starts		61,009,210.00	21,950,113.00	9,454,955.00	8,832,791.00	7,190,591.00	108,437,660.00
Total Funded 2023/24 Transport Capital Programme		62,575,942.00	32,798,765.00	11,418,236.00	8,832,791.00	7,190,591.00	122,816,325.00

Annex N

Tariff Resource Allocation - 5 Year Programme	2023/24 Programme - Final Budget				
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
Scheme					
Cash Investment					
Roads and Highways					
Monkston Junctions	350	4,000	163	0	0
Brinklow Junction	400	2,050	0	0	0
Crownhill & Loughton Junctions	307	200	1,800	0	0
WEA Junction Improvements	3,000	2,000	2,280	1,500	0
CMK Junction Improvements	0	3,005	0	0	0
A422 Junction Improvements	1,000	2,000	1,500	1,500	1,500
Tariff Local Roads	200	0	0	0	0
H10 connection to Church Farm	720	0	0	0	0
Kents Hill School Redway Connections	(250)	0	0	0	0
Total Roads and Highways	5,727	13,255	5,743	3,000	1,500
Public Transport					
P T Patronage and Subsidy	500	500	750	750	995
Demand Responsive Transport	600	600	600	600	0
Total Public Transport	1,100	1,100	1,350	1,350	995
Schools					
Early Years	0	0	500	0	0
WEA Primary 2 (Calverton Lane)	372	0	0	0	0
WEA Primary 3 ('Gravesend')	0	110	3,528	790	0
Total Schools	372	110	4,028	790	0
Leisure and Culture					
Fairfields Community Meeting Place	1,250	600	0	0	0
Whitehouse (Area 10) WEA Leisure Facilities	850	400	0	0	0
CMK Library	500		0	0	0
Fairfields LP4	787		0	0	0
Wavendon Playing Fields	50		0	0	0
Brooklands Allotments	147	0	0	0	0
Whitehouse Allotments	357	0	0	0	0
SLA Allotments	75	0	0	0	0
Brooklands Connections	150	150	0	0	0
Green Spaces	1,750	1,750	1,500	750	0
Total Leisure and Culture	5,916	2,900	1,500	750	0
Social Care and Health					
Childrens Respite Care facility	450	164	0	0	0
Strategic Land GP Surgery	10	0	0	0	0
Social Care Facilities	630	750	750	750	200
MKUH Radiotherapy Unit	5,700	0	0	0	0
Total Social Care and Health	6,790	914	750	750	200
Other Services					
Expansion Area Flooding & Drainage Schemes	440	375	300	250	250
University for Milton Keynes	0	3,052	3,000	0	0
Phase 2 Expansion Teaching & Learning	2,000	2,500	0	0	0
Cemetery capacity - West Flank	0	150	0	0	0
Cemetery capacity - East Flank	0	150	0	0	0
Community Recycling Facility	1,920	0	0	0	0
Carbon Offset Schemes	1,750	0	0	0	0
Voluntary Sector	250	250	250	0	0
Expansion Area Public Art	110	90	80	0	0
Inward Investment	240	240	240	240	240
Total Other Services	6,710	6,807	3,870	490	490
Total Cash	26,615	25,086	17,241	7,130	3,185
Works in Kind					
TP Open Space and Play	180	0	0	0	0
V2 Extension	3,000	0	0	0	0
Total Works in Kind	3,180	0	0	0	0
Running Costs	160	160	160	170	170
Total Tariff Programme	29,955	25,246	17,401	7,300	3,355

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Treasury Management Strategy

2023/24 to 2027/28



Contents

1	Introduction.....	4
1.1	Background.....	4
1.2	Reporting requirements	5
2	Prudential Indicators.....	5
2.1	Capital Strategy	5
2.2	Treasury Prudential Indicators.....	7
2.3	Local Indicators.....	10
3	Minimum Revenue Provision (MRP)	11
3.1	Background.....	11
3.2	Regulations.....	12
4	Economic context.....	12
4.1	Background.....	12
4.2	Interest rate forecast.....	13
4.3	Borrowing rates.....	13
4.4	Investment rates	13
5	Borrowing Strategy	14
5.1	Background.....	14
5.2	Context.....	14
5.3	Current external loans portfolio position.....	15
5.4	Internal loans.....	17
5.5	Approach to new external borrowing.....	18
5.6	Other sources of external borrowing.....	19
5.7	Borrowing rate risk.....	19
5.8	Borrowing in advance of need	20
5.9	Debt rescheduling.....	20
6	Annual investment strategy (AIS)	21

6.1	Context	21
6.2	Counterparty selection	22
6.3	Investment instruments	23
6.4	Investment principal limits	24
6.5	Investment portfolio limits	25
6.6	Performance benchmarking	26
6.7	Extreme market conditions	26
6.8	Council’s bankers.....	26
6.9	Use of external advisors	26
6.10	Local Authority Managed (LAM) Schools interest on surplus balances	27
Appendix A: Treasury Management Policy Statement.....		28
Appendix B: MRP Policy		30
Appendix C: Liability benchmark		33
Appendix D: HRA Debt Charges; Internal recharge basis		37
Appendix E: Interest rate forecast – Link Group		38

1 Introduction

1.1 Background

- 1.1.1 Under the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services Code of Practice, the Council is required to approve a treasury management strategy before the start of each financial year. In addition, the Department for Levelling Up, Housing & Communities (DLUHC) has issued Guidance on Local Authority Investments that requires the Council to approve an investment strategy before the start of each financial year. This report fulfils the legal obligation under the Local Government Act 2003 to have regard to both the CIPFA Code and DLUHC Guidance.
- 1.1.2 The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low-risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.
- 1.1.3 The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.1.4 The contribution the treasury management function makes to the authority is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.
- 1.1.5 CIPFA defines treasury management as:

"The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

1.1.6 Whilst any commercial initiatives or loans to third parties will impact on the treasury function, these activities are generally classed as non-treasury activities – typically arising from capital expenditure – so are considered separate from day-to-day treasury management activities.

1.2 Reporting requirements

1.2.1 The Council is required to receive and approve quarterly reports on Treasury Management activity, including three main reports (outlined below) which incorporate a variety of policies, estimates and actuals. These reports are required to be adequately scrutinised by committee before being recommended to the Council. This role is undertaken by Cabinet.

a) Treasury Management Strategy (this report) – which covers:

- capital spending plans;
- a Minimum Revenue Provision (MRP) Policy outlining how residual capital expenditure is charged to revenue over time;
- the strategic approach detailing how treasury investment and borrowing portfolios are to be organised; and
- an investment strategy showing the parameters on how investments are to be managed.

b) A Mid-year Treasury Management Report – which updates members on progress against the strategy, the latest capital position, an update of the performance of the treasury, or whether any policies require revision.

c) An Annual Treasury Report – this backward-looking review provides details of actual prudential and treasury indicators and actual treasury operations compared to the estimates within this strategy.

2 Prudential Indicators

2.1 Capital Strategy

2.1.1 The Council's capital expenditure plans are the key driver of treasury management activity, the outputs of which are reflected in prudential indicators designed to assist decisions making.

2.1.2 CIPFA's Prudential and Treasury Management Codes require local authorities to prepare a Capital Strategy report that sets out capital long-term policy objectives, governance procedures and risk appetite. This includes:

- a high-level, long-term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services;
- an overview of how associated risks are managed;
- the consequential implications to the Council's financial sustainability.

2.1.3 Capital Prudential Indicators are set within the Capital Strategy so that the context from which those indicators have been derived is transparent. Once approved, these indicators are considered against all treasury management decisions. These indicators are:

- **estimates of capital expenditure**; both those previously agreed and those forming part of the latest budget setting cycle.
- details of **how these capital expenditure plans are to be financed**; from capital or revenue resources with any shortfall resulting in a funding/borrowing need.
- the Council's **Capital Financing Requirement (CFR)**; the CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's indebtedness and so its underlying borrowing need. Any capital expenditure not immediately funded from a revenue or capital resource increases the CFR.
- the Council's **gross debt against the CFR**; a key indicator of prudence, to ensure that over the medium-term debt will only be for a capital purpose, gross debt should not, (except for in the short term), exceed the CFR in the preceding year plus the estimates for the next two financial years.
- the **Authorised Limit and Operational Boundary for external debt**; authorities are legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. It reflects the level of borrowing which, while not desired, could be afforded in the short-term but is not sustainable. It is the Council's anticipated maximum borrowing need plus scope for borrowing in advance of need (where worthwhile) and headroom for the potential of unplanned cashflow anomalies. A lower operational boundary is also set which acts as a warning indicator should debt approach the authorised limit.
- the **ratio of financing costs to net revenue stream**; a key indicator of affordability, this shows the proportional cost of capital (borrowing and other

long-term obligation costs, net of investment income), measured against net revenue stream. The net revenue stream is defined as the amount required to be funded from Government Grants and local taxpayers (in effect the annual budget requirement).

2.1.4 Non-treasury management investments are reported through the Capital Strategy. This ensures the separation of treasury management investments that follow the core principles of security, liquidity, and yield, from investments driven by policy, service and commercialism agendas that typically result in capital expenditure on assets.

2.1.5 The Capital Strategy also considers the proportionality between the treasury investments (shown throughout this report) and non-treasury investments.

2.2 Treasury Prudential Indicators

2.2.1 There are three treasury management prudential indicators, they are:

1. Liability Benchmark

2.2.2 The 2021 Treasury Management Code introduced a new indicator to apply from 2023/24 – the liability benchmark – as a measure of how the existing loans portfolio matches the Council’s planned borrowing needs over the long-term. In its simplest form, the liability benchmark is intended to highlight whether external borrowing is required and if so when, how much and for how long:

- If existing external loans are less than the indicated liability benchmark, this indicates a new borrowing requirement, and the Council would need to take on new loans to meet the shortfall.
- If existing external loans exceed the indicated liability benchmark, this indicates more debt is being carried than necessarily needed, and so the surplus increases investment balances.

2.2.3 CIPFA recognises that managing debt on a net-book basis using this analysis tool will require ongoing transition towards matching the external loans portfolio to a profile close to the liability benchmark over time.

2.2.4 The three primary components of the liability benchmark are:

1. Existing external loans; note that LOBO loan maturities at their most probable option call date (which may not be their next option or final maturity date).

2. Loans Capital Financing Requirement (CFR); this represents the unfinanced element of the capital programme yet to be paid for by a cash resource and excludes any part of the

CFR related to other long-term liabilities (typically leases). The loans CFR starts from the last year-end actual loans CFR. Added to this is the prudential borrowing in the Council's current capital programme with **no assumption for unknown future prudential borrowing not yet approved**. Deducted from this is the annual Minimum Revenue Provision (MRP) set aside to repay this liability and any material capital receipts to be applied towards repaying debt.

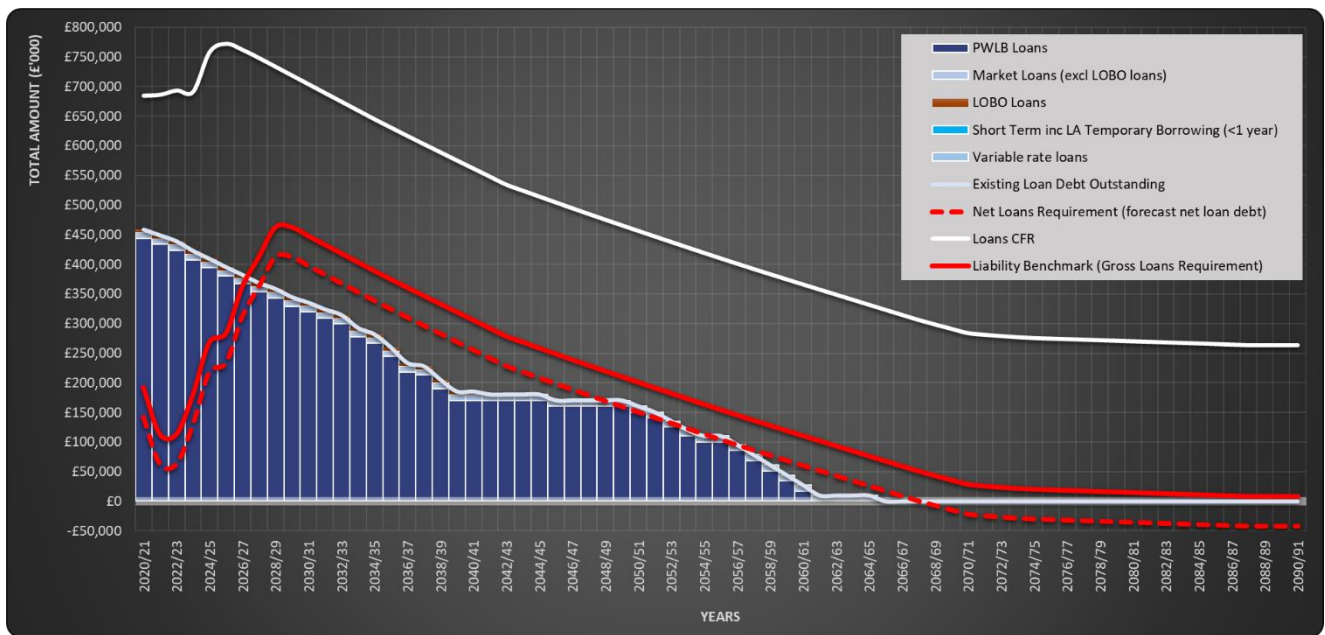
3. Investment balances; for treasury management purposes starting from the confirmed position at the last year-end. This will change in accordance with the Council's annual cash flow forecast – plus or minus the increase or reduction in the CFR, plus or minus any material cash flows that are not considered in setting the balanced revenue budget. Forward cash flow forecasts are likely to broadly perpetuate any existing gap between the Council's actual net loan debt and its CFR. This is a reasonable baseline planning assumption as unless Government implements a structural change in the basis of local government finance, the Council is likely to continue to benefit from a working capital surplus (owes less to its creditors than it is owed by its debtors) which means we are unlikely to need to borrow as much as our Loans CFR.

2.2.5 From these components we calculate two outputs, the:

- **Net loans requirement:** Existing external loans less investments balances; and
- **Liability Benchmark (or gross loans requirement):** This is a forecast of the level of gross loan debt the Council will require in accordance with its budget plans. It starts from the Net loans requirement then adds a liquidity allowance (to provide an adequate, but not excessive, level of liquidity for daily cash flow management) to indicate the amount of gross loan debt required.

2.2.6 The liability benchmark is derived from data but should be presented in chart format. The combined (GF & HRA) liability benchmark is shown in Chart 1 below.

Chart 1: Liability Benchmark – January 2023 – General Fund and HRA combined



2.2.7 A detailed commentary can be found in Appendix C. Authorities with a HRA with borrowing are encouraged to produce separate liability benchmarks for the HRA and the General Fund; this breakdown can also be found in Appendix C.

2. Maturity structure of borrowing portfolio

2.2.8 There is one treasury borrowing related prudential indicator against the maturity structure of the Council’s borrowing portfolio. Gross upper and lower percentage limits for both the General Fund and HRA are set to limit exposure to large sums falling due for refinancing. The HRA borrowing amounts include internal loans from the General Fund (further details can be found in Section 5.4). The limits are shown compared against the existing borrowing portfolio maturity profile at 1st April 2023 in Table 1 below:

Table 1: Maturity Structure of Borrowing 2023/24

	General Fund				HRA					
	Lower Limit	Upper Limit	Borrowing		Lower Limit	Upper Limit	Borrowing			
			%	£m			Total	External	Internal	
	%	%	%	£m	%	%	%	£m	£m	£m
< 12 months	0	15	2.8	6.215	0	15	3.5	10.000	10.000	0.000
1-2 years	0	15	3.0	6.587	0	15	5.1	14.750	6.750	8.000
2-5 years	0	50	10.3	22.796	0	50	17.7	51.000	18.000	33.000
5-10 years	0	50	18.6	40.920	0	50	14.6	42.000	13.000	29.000

0-10 years Total			34.7	76.518			40.9	117.750	47.750	70.000
10-20 years			22.2	48.914			29.5	85.000	85.000	0.000
20-30 years			20.4	45.000			0.0	0.000	0.000	0.000
30-40 years			18.2	40.000			29.6	85.360	85.360	0.000
40-50 years			4.5	10.000			0.0	0.000	0.000	0.000
10-50 years Total	50	100	65.3	143.914	50	100	59.1	170.360	170.360	0.000
Grand Total			100.0	220.432			100.0	288.110	218.110	70.000

Note 1: LOBO loan classified at maturity date as highly unlikely lenders call option will be exercised in current economic climate (£5m classified as 10-20 years).

3. Longer term treasury investments

2.2.9 There is one treasury investment related prudential indicator applied to cap the amount of funds invested for longer than one year. Set to restrictively, opportunities to improve return will be impaired. Set to loosely, there is a risk that funds maybe tied up for too long and not readily available to meet expenditure commitments when they fall due, either forcing the unplanned early redemption of investments where able or the need to raise further borrowing that would otherwise have been unnecessary.

2.2.10 Table 2 below sets out the proposed limits over the next five years:

Table 2: Upper limits on investments for longer than 365 days

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
Upper Limit	75.000	75.000	75.000	75.000	75.000

2.3 Local Indicators

2.3.1 The Council has chosen to implement an additional local indicator that sets an upper limit to borrowing against the Housing Revenue Account (HRA).

2.3.2 In October 2018, the Government announced that it was scrapping the restrictive HRA debt cap. Whilst its removal gives rise to the possibility of significant additional borrowing by the HRA to support housing regeneration and new housing stock build programmes, and although currently accompanied by low borrowing interest rates, it is not a panacea for unconstrained borrowing. The revenue financing costs of servicing new debt need to be

sustainable over the long-term and the schemes delivered able to clearly demonstrate value for money.

2.3.3 The Council has chosen to set HRA borrowing limits based on an Interest Rate Cover (ICR) ratio. The ICR is calculated on HRA revenue operating surpluses (income less management, maintenance, and depreciation expenses) available to service borrowing interest and repayment costs. The Council will apply a minimum ICR of 1.25, which effectively provides 100% cover for expected debt financing costs with an additional 25% contingency buffer to protect against the risk of reductions in the operating surplus. This level is consistent with similar local authorities housing providers and registered social landlords, the latter of which uses the strength of this ratio to raise borrowing from market lenders.

2.3.4 Table 3 below sets out the HRA borrowing limits – based upon the HRA Business Plan financial model updated for the 2023/24 budget cycle – over the next five years:

Table 3: HRA Borrowing Limit

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
Upper Limit	290.000	405.000	405.000	410.000	440.000

2.3.5 The HRA business plan model is a live document that is updated in-year as new capital schemes are approved, and as such the ICR is subject to ongoing movement. HRA borrowing limits are set over the medium-term five-year planning period but reviewed annually as part of the budget setting process to take account of changes in the operating environment, legislation, and approved capital and revenue expenditure and income.

3 Minimum Revenue Provision (MRP)

3.1 Background

3.1.1 The Capital Financing Requirement (CFR) represents the total of historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council’s indebtedness and so its underlying borrowing need. The CFR does not increase indefinitely, as a statutory annual revenue charge is applied known as a minimum revenue provision (MRP), which broadly reduces the indebtedness in line with each asset’s life, and so charges the economic consumption of capital assets to revenue as they are used. This applies to the General Fund only, there is no statutory requirement to charge MRP against the HRA.

- 3.1.2 Local authorities may choose to pay more MRP than the minimum prudent amount in any given year. If they do so they should separately disclose the in-year and cumulative amount of MRP overpaid in the Statement presented to Council.
- 3.1.3 To reduce the burden of future debt financing costs, the Council has previously made £20.150m voluntary overpayments between 2016/17 and 2021/22 against GF spend on capital assets that would otherwise have incurred MRP charges in 2023/24 and beyond. Over the same period an additional £0.230m of voluntary overpayments have been made against HRA capital spend and £4.820m from retained right-to-buy receipts used to repay attributable debt against those disposed properties. Further voluntary overpayments may be made during 2022/23 but this remains subject to final outturn position. The Council could choose to reinstate some or all of this overpayment sum in the future to release funds to support the budget position, but this must be weighed against the reinstatement of long-term annual MRP charges.

3.2 Regulations

- 3.2.1 DLUHC regulations have been issued which require full Council to approve an MRP policy in advance of each year. A variety of options are provided to Councils, but this does not preclude other approaches so long as there is a prudent provision. The Council's MRP policy is set out in Appendix B.
- 3.2.2 In November 2021 DLUHC published a consultation paper proposing changes to the capital framework for MRP. These changes principally include a requirement to charge MRP on all unfinanced borrowing liability regardless of any future earmarked resource intended to repay it (for example the eventual principal repayment of a capital loan or future capital receipts). Draft regulations were published in June 2022 that were intended to apply from 2023/24 but the final version is yet to be published, with latest information indicating that any changes may now not take effect until 2024/25 at the earliest.

4 Economic context

4.1 Background

- 4.1.1 Against a backdrop of stubborn inflationary pressures, the easing of Covid restrictions in most developed economies, the Russian invasion of Ukraine, and a range of different UK Government policies, UK interest rates have been volatile, from Bank Rate through to long-term gilt yields, for all of 2022.
- 4.1.2 Market commentators' misplaced optimism around inflation has been the root cause of the rout in the bond markets with, for example, UK, EZ and US 10-year gilt yields all rising by over 200bps since the turn of the year.

4.1.3 Central banks are facing a conundrum; inflation is elevated yet labour markets are extraordinarily tight (UK unemployment rate fell to a 48-year low of 3.6%), making it an issue of fine judgment as to how far monetary policy needs to tighten. Throughout Q3 2022 Bank Rate increased, finishing the quarter at 2.25% (an increase of 1%). Q4 2022 has seen Bank Rate rise to 3% in November and the market expects Bank Rate to peak within a lower range of 4.5% - 4.75% by May 2023.

4.2 Interest rate forecast

4.2.1 Table 4 below shows the forecast (December 2022) for bank rate. The Council can readily access loans from the Public Works Loan Board (PWLB) and so these interest rates are used to show borrowing rates. A list of significant risks to this forecast by the Council's treasury management advisors is attached at Appendix E.

Table 4: Summary interest rate forecast – December 2022 (%)

	Dec 22	Mar 23	Jun 23	Sep 23	Dec 23	Mar 24	Jun 24	Sep 24	Dec 24	Mar 25	Jun 25	Sep 25	Dec 25
Bank Rate	3.50	4.25	4.50	4.50	4.50	4.00	3.75	3.50	3.25	3.00	2.75	2.50	2.50
5yr PWLB	4.20	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.20	3.10
10yr PWLB	4.30	4.40	4.40	4.30	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.30
25yr PWLB	4.60	4.60	4.60	4.50	4.40	4.20	4.10	4.00	3.90	3.70	3.60	3.50	3.50
50yr PWLB	4.30	4.30	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.30	3.20	3.20

Note: PWLB rates, these are forecasts for certainty rates (gilt yields plus 80bps)

4.2.2 As shown in Table 4 above, the forecast for Bank Rate shows an expected peak at 4.50% in June 2023 through to February 2024 to combat inflation, before reducing to a stabilised 2.50% long term level. With high level of uncertainty prevailing on several different fronts, inevitably this forecast will be superseded, with updates reported throughout the year.

4.3 Borrowing rates

4.3.1 The interest rate forecasts at Table 4 above for PWLB (certainty rates) shows a near-term peak before a gradually and sustained reduction. The current margins applied over gilt yields are as follows:

- PWLB Certainty Rate for General Fund and HRA loans is gilts plus 80 basis points (G+80bps)
- Local Infrastructure Rate is gilts plus 60bps (G+60bps)

4.4 Investment rates

- 4.4.1 Investment returns are expected to continue to peak during 2023/24. Financial markets are pricing-in further Bank Rate rises in line with the forecast at Table 4 above and so locking into higher rates ahead of a tailing off would optimise returns.

5 Borrowing Strategy

5.1 Background

- 5.1.1 The capital expenditure plans within the Capital Strategy provide details of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with relevant professional codes, so that sufficient cash is available to meet this service activity and the capital plans. This involves both the organisation of cash flow and the organisation of appropriate borrowing facilities where capital plans require.

5.2 Context

- 5.2.1 The Council is currently maintaining an internal borrowing position. This means that the underlying capital borrowing need (the CFR) has not yet been fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy remains prudent despite low borrowing rates, as investment returns are low and counterparty risk is high.
- 5.2.2 The primary objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.
- 5.2.3 The Council maintains two separate loan pools, one supporting capital activity for General Fund and one supporting the HRA.
- 5.2.4 In October 2018 the Government scrapped a restrictive cap on HRA debt. Whilst its removal gives rise to the possibility of significant additional borrowing by the HRA to support housing regeneration and new housing stock build programmes, and although currently accompanied by low market interest rates, it is not a panacea for unconstrained borrowing. The revenue financing costs of servicing new debt need to be sustainable over the long-term and the schemes delivered able to clearly demonstrate value for money. The HRA Business Plan Model (HRA BPM) includes integrated metrics to manage HRA debt, which influences the HRA borrowing limits in Table 3 above.

5.3 Current external loans portfolio position

5.3.1 The forecast external borrowing portfolio at 1st April 2023 per fund type is shown in Table 5 below:

Table 5: External borrowing portfolio per fund type

Tenor Bucket	General Fund		HRA		Total	
	Amount	% of Total	Amount	% of Total	Amount	% of Total
< 1 Year	£6,214,716.41	2.8%	£10,000,000.00	4.6%	£16,214,716.41	3.7%
1 - 2 Years	£6,587,381.06	3.0%	£6,750,000.00	3.1%	£13,337,381.06	3.0%
2 - 5 Years	£22,795,836.10	10.3%	£18,000,000.00	8.3%	£40,795,836.10	9.3%
5 - 10 Years	£40,920,081.68	18.6%	£13,000,000.00	6.0%	£53,920,081.68	12.3%
10 - 20 Years	£48,914,247.99	22.3%	£85,000,000.00	38.9%	£133,914,247.99	30.5%
20 - 30 Years	£45,000,000.00	20.4%	£0.00	0.0%	£45,000,000.00	10.3%
30 - 40 Years	£40,000,000.00	18.1%	£85,360,000.00	39.1%	£125,360,000.00	28.6%
40 - 50 Years	£10,000,000.00	4.5%	£0.00	0.0%	£10,000,000.00	2.3%
Total	£220,432,263.24	100.0%	£218,110,000.00	100.0%	£438,542,263.24	100.0%

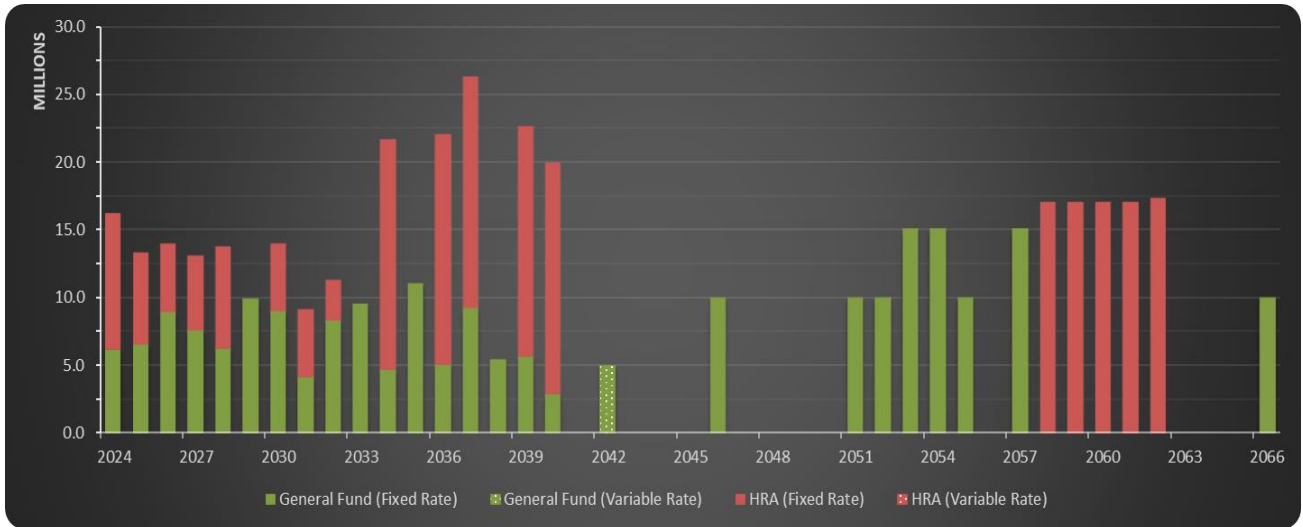
5.3.1.1 Table 6 below sets out the profile of the Council's forecast opening external borrowing portfolio by loan source per fund type:

Table 6: External borrowing portfolio by loan source per fund type

Tenor Bucket	Market Loans				PWLB Loans			
	General Fund		HRA		General Fund		HRA	
	Amount	% of Total	Amount	% of Total	Amount	% of Total	Amount	% of Total
< 1 Year	£0.00	0.0%	£0.00	0.0%	£6,214,716.41	3.0%	£10,000,000.00	4.6%
1 - 2 Years	£0.00	0.0%	£0.00	0.0%	£6,587,381.06	3.2%	£6,750,000.00	3.1%
2 - 5 Years	£0.00	0.0%	£0.00	0.0%	£22,795,836.10	11.1%	£18,000,000.00	8.3%
5 - 10 Years	£0.00	0.0%	£0.00	0.0%	£40,920,081.68	19.9%	£13,000,000.00	6.0%
10 - 20 Years	£5,000,000.00	33.3%	£0.00	0.0%	£43,914,247.99	21.4%	£85,000,000.00	38.9%
20 - 30 Years	£0.00	0.0%	£0.00	0.0%	£45,000,000.00	21.9%	£0.00	0.0%
30 - 40 Years	£0.00	0.0%	£0.00	0.0%	£40,000,000.00	19.5%	£85,360,000.00	39.1%
40 - 50 Years	£10,000,000.00	66.7%	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£15,000,000.00	100.0%	£0.00	0.0%	£205,432,263.24	100.0%	£218,110,000.00	100.0%

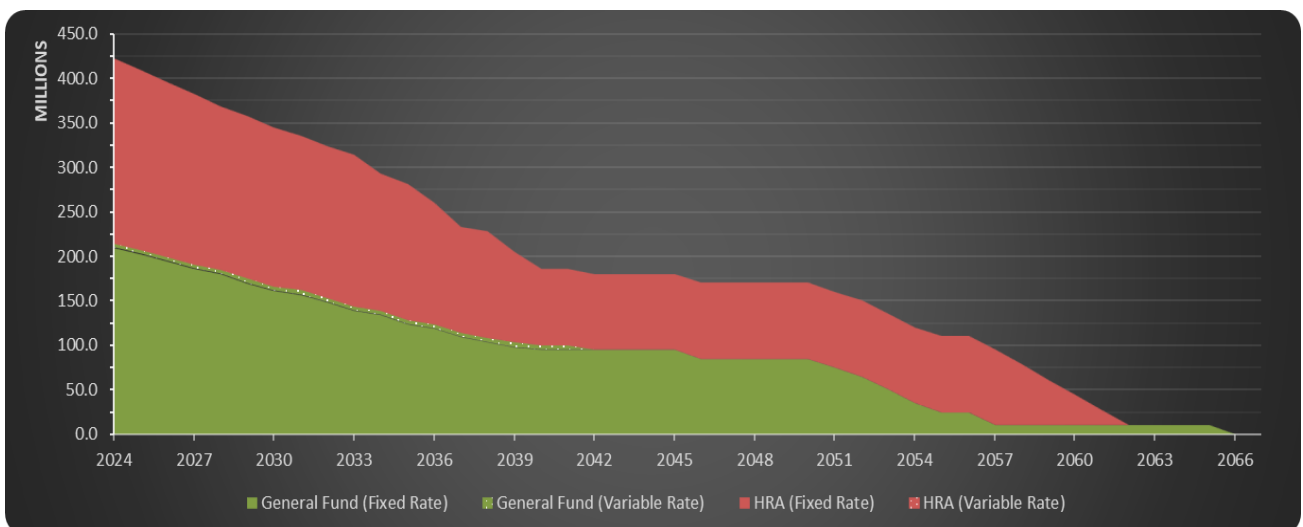
5.3.2 Chart 2 below shows the maturity profile of the Council’s external borrowing portfolio:

Chart 2: External borrowing profile by annual maturities per fund



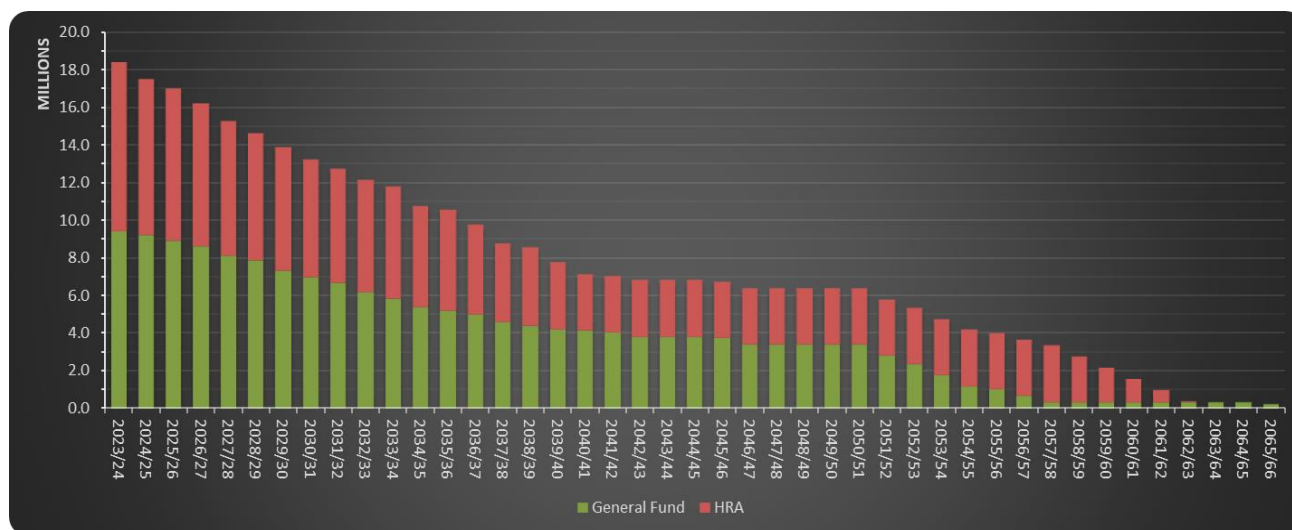
5.3.3 Chart 3 below shows the fallout structure of the Council’s external borrowing portfolio:

Chart 3: External borrowing profile by cumulative annual maturities per fund



5.3.4 Chart 4 below shows the interest cost commitments associated with these external loans:

Chart 4: External borrowing portfolio loan interest cost commitments per fund



5.3.5 The Council holds a single General Fund loan that carries a variable interest rate. This Lender’s Option Borrower’s Option (LOBO) loan to the principal value of £5m has terms whereby the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost.

5.3.6 This LOBO loan has option dates during 2023/24 (rolling six monthly options) and, although it is highly unlikely the lenders call option will be exercised in current economic climate, there remains a small element of refinancing risk. Given that this risk is so low, the loan has been presented throughout this strategy as maturing in 10-20 years tenor band on its eventual maturity date. The Council will consider the option to repay this LOBO loan at no cost if the opportunity presents.

5.4 Internal loans

5.4.1 As mentioned in paragraph 5.2.3 above, the Council operates a two-pool approach to borrowing, maintaining separate loan pools for the General Fund and HRA.

5.4.2 The Council has not fully funded its GF CFR with external loans, which is achievable due to the existence of GF usable reserves and positive working capital resources that make up most of our investment balances. The HRA, being a smaller component of the Council’s Balance Sheet, is expected to be virtually fully funded to its HRA CFR, with any shortfall representing a borrowing requirement. This HRA funding requirement could be met with external loans or by internal loans from the GF, which would generate for the GF a return on its cash resources above that it could achieve in traditional treasury management investments in the current economic climate as well as reduce exposure to credit risk.

5.4.3 The timing, rate, and other practical considerations of loans between the GF and HRA will be subject to review with our treasury management advisors.

5.4.4 To provide the HRA with cost certainty against its immediate short term capital financing requirement (committed capital spending and maturing debt), a series of fixed rate internal loans from the General Fund totalling £70m were agreed, commencing on 1st March 2022 and priced at the prevailing PWLB rate on that day. These loans varied in principal amount and were spread over different durations, taking account of existing external debt maturities that the HRA is due to refinance, to ensure that refinancing risk can be managed, and that the GF has sufficient cash balances.

5.4.5 Table 7 below sets out the forecast opening position of HRA internal loans:

Table 7: HRA internal loans maturity profile

Tenor	Principal	Interest Rate
1 - 2 Years	£8,000,000.00	1.69%
2 - 3 Years	£12,000,000.00	1.72%
3 - 4 Years	£11,500,000.00	1.75%
4 - 5 Years	£9,500,000.00	1.79%
5 - 6 Years	£17,000,000.00	1.84%
6 - 7 Years	£12,000,000.00	1.91%
Total	£70,000,000.00	

5.4.6 For residual amounts of HRA capital debt liability and approach to risk sharing, the Council's HRA internal recharge policy is included at Appendix D.

5.5 Approach to new external borrowing

5.5.1 The Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.

5.5.2 Deferring new borrowing allows the Council to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal or short-term borrowing however needs to be carefully balanced against the potential for incurring additional costs when new borrowing becomes unavoidable in future years.

5.5.3 The Council may borrow on a short-term basis to cover unplanned cash flow shortage where appropriate, although this need is not expected to materialise.

5.5.4 Against the context above and the risks within the economic forecast, caution will be adopted with the 2023/24 borrowing strategy. The Director of Finance and Resources will

monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:

- Where intelligence suggests that there was a significant risk of a sharp **FALL** in long and short-term rates, e.g. due to a marked increase of risks around relapse into recession or of risks of deflation, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
- Where intelligence suggests that there was a significant risk of a much sharper **RISE** in long and short-term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.

5.6 Other sources of external borrowing

5.6.1 The Council could look to borrow long-term funding from sources other than PWLB including banks, pensions and local authorities, and may investigate the possibility of issuing bonds and similar instruments, in order to lower interest costs and reduce over-reliance on one source of funding. Unlike the PWLB, market lenders can also offer forward start loans, where the interest rate is fixed in advance, but the cash is received in later months or years, which would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

5.7 Borrowing rate risk

5.7.1 In addition to refinancing risk of existing loans, the Council is exposed to three further forms of borrowing interest rate risk:

1. **Existing loans that carry a variable interest rate;** Only 1% of the Council's existing borrowing portfolio carries a variable interest rate. Furthermore, that exposure is in the form of a single LOBO loan (see paragraphs 5.3.5 and 5.3.6 above) and should the market lender propose an alteration to the interest rate, the Council could repay the loan without penalty.
2. **Short-term borrowing;** the Council could choose to finance long term commitments with a proportion of rolling short-term borrowing to take advantage of cheaper borrowing rates. This would however introduce uncertainty for budget planning purposes and risks adverse movements in interest rates when longer term borrowing

becomes unavoidable. The Council has historically chosen to take long term loans, so has no exposure to short-term borrowing for capital purposes at this time.

3. **Internal borrowing;** the Council is currently maintaining an internal borrowing position. This means that the underlying capital borrowing need (the CFR) has not yet been fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. A strong grasp of the Council's balance sheet resources is required to manage this position, with cashflows monitored daily and annual reviews with the Council's treasury advisors to analyse cash movements and trends.

5.7.2 The benefits of both internal and/or short-term borrowing always need to be carefully balanced against the potential for incurring additional costs when new borrowing becomes unavoidable in future years. The Council will monitor the 'cost of carry' to determine whether the Council borrows at long-term fixed rates in 2023/24 with a view to keeping future interest costs low, even if this means incurring additional cost in the short-term.

5.8 Borrowing in advance of need

- 5.8.1 The Council will not borrow more than or in advance of its needs purely to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved CFR estimates and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.
- 5.8.2 Risks associated with any borrowing in advance will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

5.9 Debt rescheduling

- 5.9.1 The PWLB allows authorities to repay loans before maturity at either a payment premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk.
- 5.9.2 Primary reasons for any rescheduling to take place will include:
 - the generation of cash savings and / or discounted cash flow savings;
 - helping to fulfil the treasury strategy;
 - amending the balance of the portfolio (i.e. amend the maturity profile and/or the balance of volatility).

5.9.3 Details of any rescheduling undertaken will be reported to Cabinet at the earliest meeting following its action.

6 Annual investment strategy (AIS)

6.1 Context

6.1.1 The Council's investment policy has regard to the following current guidance:

- DLUHC's Guidance on Local Government Investments ("the Guidance");
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 ("the Code");
- CIPFA Treasury Management Code Guidance Notes 2021.

6.1.2 DLUHC and CIPFA have extended the meaning of 'investments' to cover both treasury and non-treasury investments. This report deals solely with treasury investments with non-treasury investments (commercial assets and service derived investments) are contained within the Capital Strategy.

6.1.3 Both the CIPFA Code and DLUHC guidance requires the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults as well as the risk of receiving unsuitably low investment income.

6.1.4 The Councils prudent approach to managing its investment risk will be framed by:

- **Minimum acceptable credit criteria;** from this, an outline list of highly creditworthy potential counterparties will be derived. The key credit ratings used to monitor counterparties are the short-term and long-term credit ratings.
- **Credit Default Swaps (CDS);** a tradeable contract that insures the holder of a bond against default. The cost of a CDS indicates the price investors must pay to insure against a default; as default risk rises, so does the cost. As with credit ratings, CDS measures are an imperfect barometer, but sudden and/or sustained rises can act as a near real-time early warning indicator of financial stress. Price movements are overlaid on top of the credit ratings.
- **Other information sources;** this will include the financial press, share price and other such information pertaining to the financial sector in order to establish the

most robust scrutiny process on the suitability of potential investment counterparties.

- **Duration;** time duration limits commensurate to the relative creditworthiness of counterparties.
- **Diversification;** sector and/or counterparty limits will be set to limit concentration risk.

6.2 Counterparty selection

6.2.1 The Council applies the creditworthiness service provided by its treasury management advisors Link Group. This modelling approach combines credit ratings, and any assigned Watches and Outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads. The result of this is a scale of relative creditworthiness of counterparties used to determine suggested maximum durations for investment, which currently fall into the following bands (these bands may be amended to reflect prevailing market conditions):

- Up to 100 days;
- Up to 6 months;
- Up to 12 months;
- Up to 2 years;
- Up to 5 years.

6.2.2 The Council is alerted to changes to ratings of all three agencies and if a downgrade results in the counterparty/investment no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately. Furthermore, extreme market movements in CDS prices may result in downgrade of an institution or removal from the Council's lending list.

6.2.3 Typically, the minimum credit ratings criteria the Council will apply will be a long-term rating of **A-** / **A3**. There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances, consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

6.2.4 The Council recognises that the responsibility for treasury management decisions always remains with the Council. The Director of Finance and Resources is authorised under delegated powers to further restrict or relax the investment names, limits, and durations to safeguard the Council's resources. Any use of these powers will be explained in the next treasury management report due.

6.3 Investment instruments

6.3.1 Table 8 below sets out the types of investment instruments that the Council may choose to invest in. In accordance with Government guidance these instruments are categories as either ‘specified’ and ‘non-specified’ investments:

- **Specified investments** are those;
 - denominated in sterling and any payments or repayments in the respect of the investment are payable only in sterling;
 - is not a long term investment (contractual right to repayment within 12 months either because that is the expiry term of the investment or through a non-conditional option);
 - the making of the investment is not defined as capital expenditure by virtue of Regulation 25(1)(d) of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 [as amended];
 - with a body or in an investment scheme described as high quality; or
 - with one of the following bodies:
 - i. UK Government;
 - ii. a local authority in England or Wales (as defined in section 23 of the 2003 Act) or a similar body in Scotland or Northern Ireland; or
 - iii. a parish council or community council.

- **Non-specified investments;** any other type of investment which does not meet the criteria to be classified as specified, and/or more complex instruments which require greater consideration before being use.

Table 8: Approved investment instruments

Specified Investments (up to 1 year)	Non-specified Investments (over 1 year)
Debt Management Agency Deposit Facility	Term deposits – local authorities, parish or community councils, and housing associations/registered social landlords
Call / Notice accounts - banks & building societies	Term deposits – banks and building societies
Term deposits – local authorities, parish or community councils, and housing associations/registered social landlords	Certificates of deposits – banks & building societies
Term deposits – banks & building societies	Fixed term deposits with variable rate and variable maturities: - Structured deposits
Certificates of deposits – banks & building societies	UK Government Gilts
UK Government Gilts	Commercial Papers/Corporate Bonds
Reverse Repurchase Agreements (REPOs)	Reverse Repurchase Agreements (REPOs)

Specified Investments (up to 1 year)	Non-specified Investments (over 1 year)
Covered Bonds	Covered Bonds
Collective Investment Schemes structured as Open-Ended Investment Companies (OEICs): -	
1. Government Liquidity Funds	1. Bond Funds / Gilt Funds
2. Money Market Funds	2. Property Funds
3. Enhanced cash funds	3. Enhanced cash funds
4. Bond Funds / Ultra-Short Dated Bond Funds / Gilt Funds	4. Bond Funds / Ultra-Short Dated Bond Funds / Gilt Funds
Collective Investment Schemes structured as Closed-End Investment Companies (CICs): -	
	1. Property Funds

6.3.2 If an investment trade is agreed in advance of the dealing date, this forward dealing period plus the deal period itself should not exceed 12 months in aggregate to classify as a specified investment, or the investment will otherwise automatically classify as non-specified until such time as only 12 months remain to maturity.

6.4 Investment principal limits

6.4.1 Portfolio limits are set to manage potential exposure to loss of investment principal. Were losses to be incurred, this would present an immediate pressure against revenue reserves. The Council has determined that for any single organisation exposure other than Government entities:

- no more than **£12.5m** will be placed as unsecured investments – **this is an increase of +£2.5m from the 2022/23 limit of £10.0m** due to the sustained high level of overall cash under management and increased market rates available commensurate to the Council’s low-risk approach to investments;
- no more than **£20m** will be placed as secured investments – **this limit remains unchanged from 2022/23**. The sum of both secured and unsecured deposits held with any single organisation will not exceed this limit in total;
- For diversified investments such as Money Market Funds, no more than **£15m** will be placed as unsecured investments per fund – **this limit remains unchanged from 2022/23**.

6.4.2 A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on investments in brokers’ nominee accounts.

6.5 Investment portfolio limits

6.5.1 Table 9 below sets out the investment portfolio limits to control concentration of funds held in certain sectors:

Table 9: Investment Portfolio Limits

	Limit
UK Central Government (including local authorities)	Unlimited
Investments with Building Societies	Max. £80m in sector
Registered Providers	Max. £40m in total
Any group of pooled funds under the same management	Max. £20m each
Loans to unrated corporates	£10m in total
Loans to own wholly owned subsidiaries	Case-by-case basis
Negotiable instruments held in a broker's nominee account	Max. £150m each
Money Market Funds	£150m in total

- 6.5.2 Secured investments may include covered (collateralised) bonds, reverse repurchase agreements (REPO) and other collateralised arrangements. These investments are secured against assets, which limits the potential losses in the unlikely event of insolvency and means that they are exempt from bail-in risk. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the highest of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits.
- 6.5.3 Deposits placed with Governments includes loans, bonds and bills issued or guaranteed by national, regional, and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk.
- 6.5.4 Pooled Funds include shares or units in diversified investment vehicles which may invest in bonds, deposits, and bills, and also equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short term Money Market Funds that offer same-day liquidity and very low or no risk of price fluctuation will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period may be used for longer investment periods.
- 6.5.5 Bond, equity, and property funds offer enhanced returns over the longer term but are more volatile in the short term. The funds themselves may not be credit rated, however the assets within the fund will follow a strict selection criterion including the assignment of

appropriate minimum credit ratings. These funds would allow the Council to diversify into asset classes other than cash without the need to own and directly manage the underlying investments. Because these funds have no defined maturity date but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

6.6 Performance benchmarking

- 6.6.1 The Council will use the 3-month Sterling Overnight Index Average (SONIA) market investment rate as a benchmark to compare returns. SONIA is based on actual transactions and reflects the average of the interest rates that banks pay to borrow sterling overnight from other financial institutions and other institutional investors.
- 6.6.2 This benchmark serves simply as a guide to market performance and the Council's actual performance will depend on cash availability, market risk, movements in interest rates and counterparty criteria. Officers will monitor the current and trend position and may alter operational activity (strictly within the boundaries of this approved strategy) to manage risk as conditions change.

6.7 Extreme market conditions

- 6.7.1 When deteriorating financial market conditions affect the creditworthiness of all organisations, this may not be immediately reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions.

6.8 Council's bankers

- 6.8.1 Should the long-term credit rating of the Council's incumbent bankers fall below our investment criteria, the Council may continue to place up to a maximum of £10m on an instant-access overnight basis only given the real-time visibility and immediate access to these funds on the online banking platform. If enacted, this practice will be kept under daily review.

6.9 Use of external advisors

- 6.9.1 Following competitive tender in August 2020, the Council appointed Link Group as its external treasury management advisors. The Council recognises that responsibility for treasury management decisions always remains with the Council and will ensure that

undue reliance is not placed upon our external service providers. It also recognises that there is value in employing external providers of treasury management services to acquire access to specialist skills and resources.

- 6.9.2 The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed, documented, and subjected to regular review.

6.10 Local Authority Managed (LAM) Schools interest on surplus balances

- 6.10.1 68 LAM schools operate under the Council's group banking contract. By special arrangement, school's surplus cash is pooled and forms part of the Council's investment portfolio. Schools are then paid a quarterly share of interest earned on those sums proportionate to cash balances they individually held during each period.
- 6.10.2 Since 2009, in response to the financial crisis and tumbling interest rates, the Council has paid school's interest on their cash balances at a fixed interest rate of 0.30%. However, with market investment rates significantly improved in 2022/23 and into 2023/24 and beyond, officers have been considering an interest rate calculation basis that is fair, equitable and transparent to LAM schools which best reflects:
- a) school's investment through the Council is completely automated;
 - b) counterparty failure risk sits with the Council, so school's investment is effectively risk-free;
 - c) school's retain immediate access to these funds and the Council imposes no requirement to provide cashflow information; and
 - d) the expertise of the Council's treasury officers.
- 6.10.3 After considering several options, interest will be calculated based upon the Bank of England (BoE) base rate minus 1%, calculated daily. For 2022/23 this approach will be backdated to 4th August 2022, being the first date that BoE base rate minus 1% rose above the previous fixed rate of 0.30%.
- 6.10.4 Further details on the practical application of this approach will be included within the next update to the Scheme for Financing LAM Schools.
- 6.10.5 To ensure a consistent approach, the same rate will be applied to other 3rd party funds held, where interest is paid but a rate has not been specified.

Appendix A: Treasury Management Policy Statement

Treasury Management activity within this Council will be undertaken in accordance with the CIPFA Code of Practice for Treasury Management in the Public Services (The TM Code).

1. This organisation defines its treasury management activities as:
 - The management of the organisation's investment and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
2. This organisation regards the successful identification, monitoring, and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation, and any financial instruments used to manage these risks.
3. This organisation acknowledges that effective treasury management will provide support towards the achievements of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable comprehensive performance measurement techniques, within the context of effective risks management.

In adopting the TM code, this Council shall apply the following four key principles:

1. This organisation will create and maintain, as the cornerstone for effective treasury management:
 - i. A treasury management policy statement, stating the policies, objectives and approach to risk management of its treasury management activities (this document);
 - ii. Suitable treasury management practices (TMPs), setting out the way the organisation will seek to achieve those policies and objectives, and prescribing how it will manage and control those activities.

Appendix A: Treasury Management Policy Statement cont.

The content of this policy statement and TMPs will follow the recommendations contained in Section 6 and 7 of the Code, subject only to amendment where necessary to reflect the circumstances of the organisation. Such amendments will not result in the organisation materially deviating from the Code's key principles.

2. Cabinet will receive reports on its treasury management policies, practices, and activities, including, as a minimum, an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close, in the form prescribed in the TMPs.
3. This Council delegates responsibility for the implementation and regular monitoring of its treasury management policies and practices to Cabinet, and for the execution and administration of treasury decisions to the Director of Finance and Resources who will act in accordance with the organisation's policy statement and TMPs and CIPFA's Standard Professional Practice on Treasury Management.
4. The Council nominates Budget and Resources Scrutiny Committee to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and Policies.

Summary of approach to Borrowing and Investments

Full details of the Council's approach to Borrowing and Investment are contained within the main Treasury Management Strategy report. In summary, these are:

Borrowing; The Council will maintain a cautious approach to borrowing and market circumstances but ensuring cashflow requirements and capital financing needs are met. The Council will not borrow in advance purely to profit from the investment of the extra sums borrowed. Loan rescheduling opportunities shall be kept under review.

Investments; The Council's investment priorities will be **security, liquidity, and yield – strictly in that order**. Investment activity shall be conducted in accordance the adopted Annual Investment Strategy (AIS). The Council will manage investment balances with reference to core funds, cash flow requirements and the outlook for interest rates.

Appendix B: MRP Policy

The Council is required to repay an element of the accumulated General Fund borrowing requirement used to fund capital spend each year (the CFR) through a revenue charge (the minimum revenue provision - MRP). It is also permitted to undertake additional overpayments if considered prudent.

DLUHC regulations have been issued which require the full Council to approve an MRP Statement in advance of each year. Four primary options are set out to Councils, but this does not preclude other options so long as there is a prudent provision.

Capital Expenditure incurred before 1st April 2008 or future SCE

From 2015/16, for capital expenditure incurred before 1st April 2008 or which in the future will be Supported Capital Expenditure, MRP will be charged on a 2% straight line basis. This ensures that this debt will be repaid within 50 years. Previously, the Council charged MRP in line with former DCLG Option 1. This option provided for an approximate 4% reduction in the supported borrowing need (CFR) each year.

Capital Expenditure incurred after 1st April 2008

From 1st April 2008 for all unsupported borrowing except those separately listed in this Policy (including PFI and leases) the MRP policy will be either:

- Asset Life Method – MRP will be based on the estimated life of the assets, in accordance with the proposed regulations (this option must be applied for any expenditure capitalised under a Capitalisation Direction) (known as Option 3);
- Depreciation method – MRP will follow standard depreciation accounting procedures (known as Option 4);

These options provide for a reduction in the borrowing need over the approximate asset's life.

Appendix B: MRP Policy cont.

Estimated life periods will be determined under delegated powers, subject the MRP guidance tables.

To the extent that expenditure is not on the creation of an asset and is of a type that is subject to estimated life periods that are referred to in the guidance, these periods will generally be adopted by the Council. However, the Council reserves the right to determine useful life periods and prudent MRP in exceptional circumstances where the recommendations of the guidance would not be appropriate.

As some types of capital expenditure incurred by the Council are not capable of being related to an individual asset, asset lives will be assessed on a basis which most reasonably reflects the anticipated period of benefit that arises from the expenditure.

Also, whatever type of expenditure is involved, it will be grouped together in a manner which reflects the nature of the main component of expenditure and will only be divided up in cases where there are two or more major components with substantially different useful economic lives.

Housing Revenue Account (HRA)

There is no statutory requirement to charge MRP on HRA debt liability but by not doing so, no prudent provision is made for its eventual repayment. Charging MRP ensures that lifecycle provision is made for the replacement of assets by cleared the debts used to fund them. Authorities are free to make voluntary overpayments to reduce debt liability quicker if they so wish (see MRP Overpayments section below).

For historic HRA debt liability, the Council will only charges voluntary overpayments of MRP where sufficient surpluses are identified within the HRA business plan to support repayments.

For new HRA unsupported borrowing, straight line voluntary MRP will be applied reflecting the consumption period of those assets as:

- Land acquisitions; Nil, its value to the HRA is not expected to diminish;
- Regeneration schemes; 2% per annum / write down over 50 years;

Appendix B: MRP Policy cont.

- New HRA house build schemes; 1% per annum / write down over 100 years;
- Build of houses to be sold on open market; Nil, the debt liability will be repaid from eventual sale proceeds;
- HRA house open market acquisitions; on an estimated remaining asset life basis set under delegated authority by the Section 151 officer.

This policy ensures a more commercial financial approach to HRA borrowing plans by requiring cash provision to be set aside for eventual debt repayment where appropriate, but also allows the HRA flexibility to use its surplus funds to repay its debt liability or invest in further housing provision.

MRP Overpayments

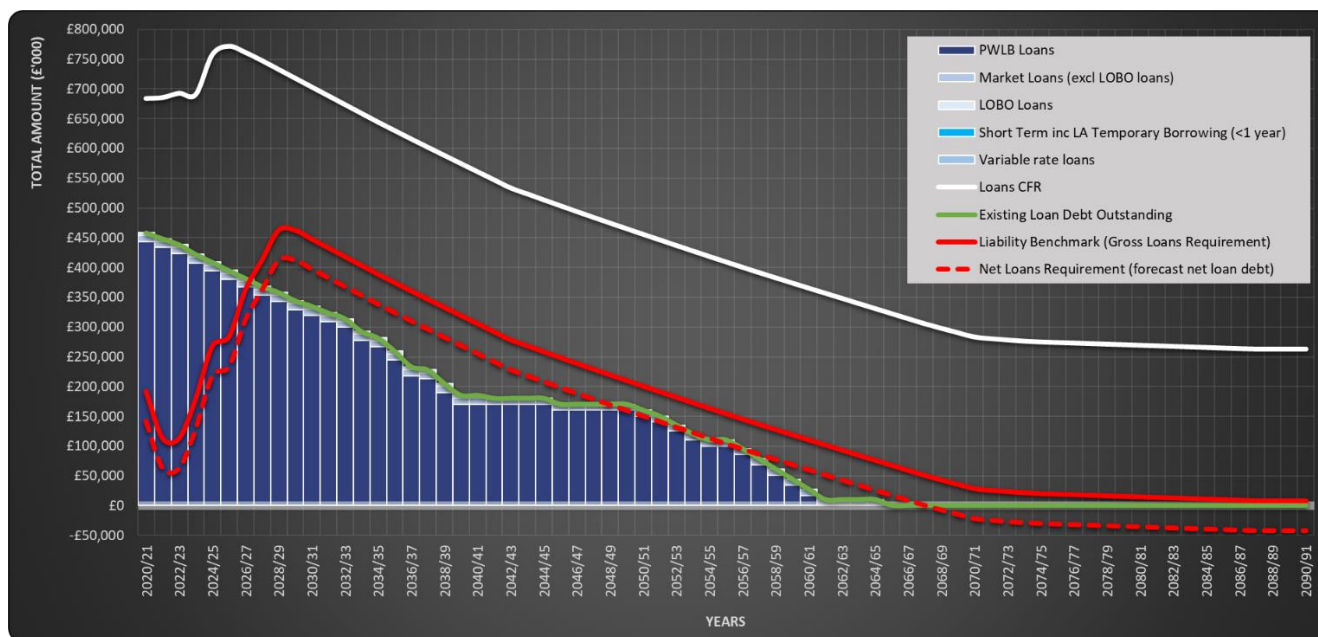
MRP charges made over the statutory minimum – that is voluntary revenue provision or overpayments – can be reclaimed in later years so far as to offset the current year's statutory provision (an MRP must be charged so cannot be nil) if deemed necessary or prudent. For these sums to be reclaimed for use in the budget, this policy must disclose the in-year and cumulative overpayments made each year. Details can be found in Section 3 of the main Strategy report above.

To adopt a more commercial-style financial approach to unconstrained self-financing HRA borrowing plans, the Section 151 Officer may instruct that a voluntary cash provision be set aside for eventual debt repayment. This will ensure borrowing decisions remain prudent and affordable which gives the HRA flexibility to use these accumulating surpluses funds to repay its debts or invest in further housing provision. As there is no statutory requirement to charge MRP against the HRA, there is no provision to offset a current year's statutory provision to nil to reclaim these sums.

Appendix C: Liability benchmark

- Chart 1 below shows the liability benchmark at January 2023 combined for both the General Fund and HRA.

Chart 1: Liability Benchmark – January 2023 – General Fund and HRA combined

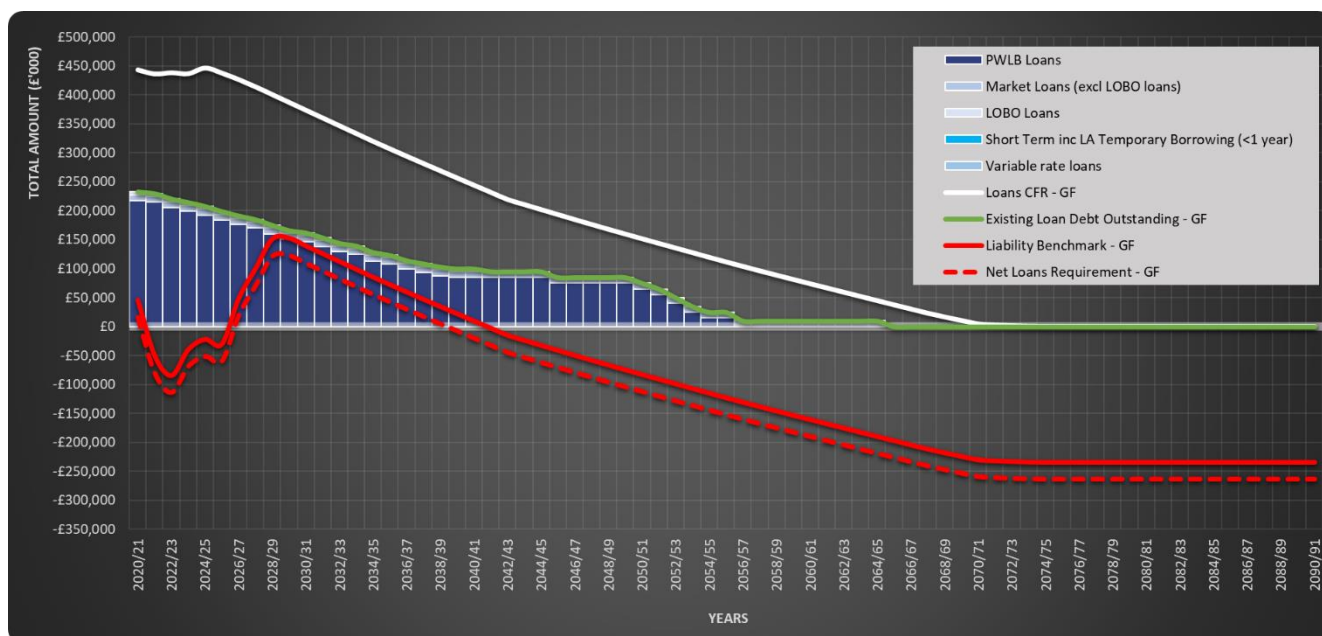


- The solid white line shows the expected path of the CFR, reducing in time as MRP is applied. The solid green line, made up of the dark blue (PWLB loans) and various light blue (other Market loans) bars, remains significantly below the CFR borrowing requirement. The solid red line depicts the liability benchmark unadjusted for liquidity allowance. The dashed red line shows the net loans requirement (the liability benchmark adjusted for liquidity allowance) – it represents CIPFA’s view of the optimum borrowing position. The Council’s current strong cash investment position means that we hold excess borrowing and will continue to do so until 2028/29 as these cash resources are applied. Penalty costs (premium charge) attached to early repayment of loans make this exercise largely unviable. From 2028/29 onwards the net loans requirement (dashed red line) rises above the existing loans pool (green line/blue bars), indicating a relatively modest borrowing requirement on current assumptions. If no further prudential borrowing is undertaken to fund future capital schemes and the optimum path for borrowing followed, the Council would no longer have an overall external borrowing requirement from 2068/69.

Appendix C: Liability benchmark cont.

- Up until 2020/21, the Council operated a single loans pool and allocated notional borrowing costs between the General Fund and HRA. The legacy loans portfolio has taken its form on this basis. Since 2021/22 the Council equitably separated its loans into two pools – one for the General Fund and one for the HRA – and so borrowing decisions are now taken independently.
- When we present the General Fund and HRA separately, we see a stark difference between the two respective funds. Chart 2 below shows the liability benchmark at January 2023 for the General Fund only.

Chart 2: Liability Benchmark – January 2023 – General Fund



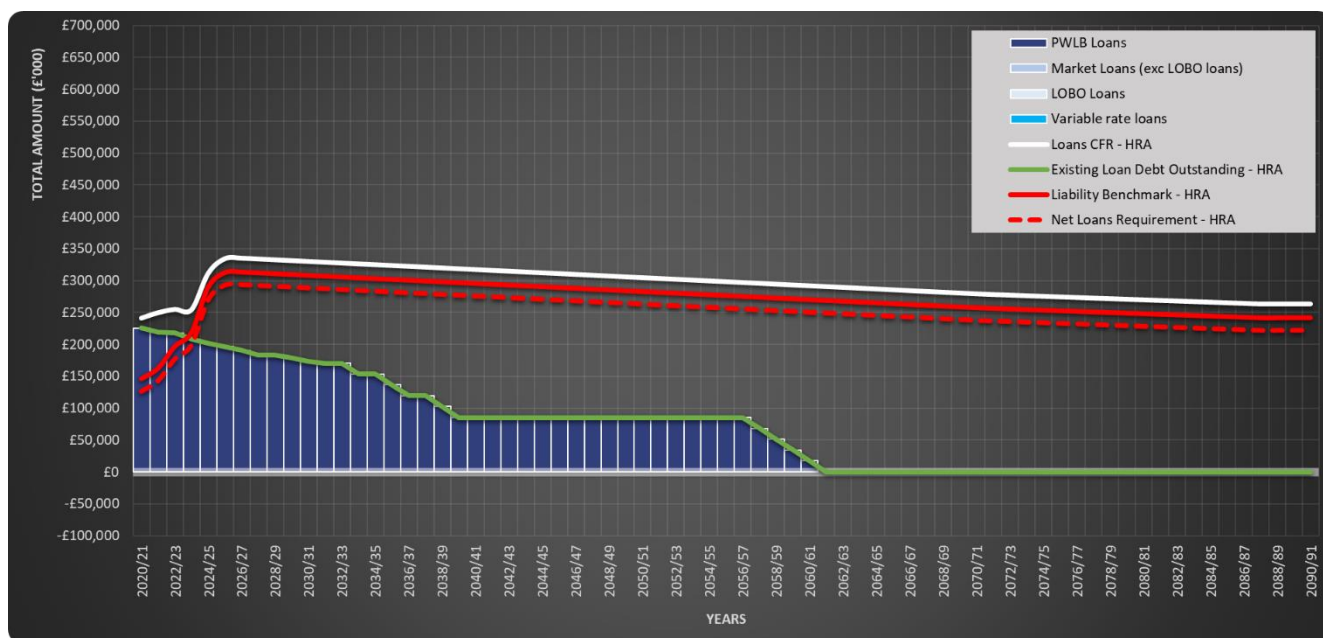
- Investment balances predominately belong to the General Fund, other than those reserves and balances specifically identified as belonging to the HRA.
- The chart indicates that General Fund cash investment balances are set to begin reducing in 2023/24 as the intended spending purpose of those cash-backed resources arises, reaching a minimum level by 2028/29 before building against progressively thereafter as the cash-backed MRP charge accumulates and no further prudential borrowing beyond the approved capital programme is assumed to occur. This would imply that on current projection and should the optimum path for borrowing be followed, the General Fund would not have a borrowing

Appendix C: Liability benchmark cont.

requirement from 2039/40 but, in the absence of debt restructuring opportunities arising in the meantime, would continue to hold loan debt until 2064/65.

7. The 'cash-rich' position for the General Fund gives rise to opportunity to continue internally lending surplus cash to the HRA, avoiding counterparty credit risk as well as reducing the HRA's external loans requirement and keeping the interest-cost benefit within the Council.
8. In contrast, Chart 3 below shows the liability benchmark at January 2023 for the HRA only.

Chart 3: Liability Benchmark – January 2023 – HRA



9. The HRA's cash-backed resources are programmed to be applied to fund capital schemes between 2022/23 and 2025/26 before remaining at a constant optimum operating level. The HRA loans CFR increases in 2024/25 and 2025/26 with additional prudential borrowing funding the residual capital programme balance. With no further prudential borrowing beyond the approved capital programme assumed to occur, the HRA loans CFR reduces gradually as voluntary MRP is applied on certain debt liability. The existing loans portfolio (green line/blue bars) reduces as loans fall due for repayment, leading to a rising and continued borrowing requirement from 2023/24 onwards (gap between green and dashed red line). However, the Council's latest HRA Business Plan assumes that future HRA operating surpluses beyond those needed to sustain stock standards are applied to repay debt liability. This would see the HRA

Appendix C: Liability benchmark cont.

loans CFR significantly reduce in later years before eventually becoming debt-free. Any future HRA borrowing will be undertaken with reference to the HRA Business Plan funding model. As mentioned in the General Fund commentary, the 'cash-rich' position for the General Fund gives rise to opportunity to continue internally lending surplus cash to the HRA, reducing the quantum of additional external loans needed.

Conclusion

10. The liability benchmark is intended to identify how much and for how long new external loans are drawn, in theory avoiding borrowing for too long or too short but matching future liabilities. But as cautioned above, the liability benchmark projects forward fifty years and beyond but does not make assumption about the level of future prudential borrowing beyond the five-year capital programme – effectively assuming no further capital borrowing ever occurs. This is intended to avoid making long-term financing decisions today based upon speculative future capital spend and resourcing assumptions, but also means that it is somewhat unlikely that the path projected for the loans CFR and external borrowing will accurately materialise.
11. The TM Code does not expect authorities to follow a compulsory path of matching external loan debt closely to the liability benchmark. Each authority may have a view of interest rates or other external or internal factors that leads it to a prudent alternative conclusion. This may include, for example, an external loans portfolio with more one-to-two-year debt and less five-to-ten-year debt than the benchmark suggests, which may save on immediate interest costs but introduces greater refinancing risk. Alternatively, an authority may wish to borrow now in advance of the cash flow needs of the next two years to secure affordable interest costs where intel suggests rising interest rates. The profile of the actual/planned debt and investments versus the benchmark will identify the maturities where the authority has borrowed more or less than its current plans require and highlight the associated risks. While the projections may show that some authorities may have existing commitments that exceed their liability benchmark, there is no requirement for loans to be repaid to meet the benchmark, although opportunities to do so to align the loans portfolio more closely to the benchmark should be kept under continual review.

Appendix D: HRA Debt Charges; Internal recharge basis

Under a two-pool approach to allocating debt costs between the HRA and General Fund, the HRA is expected to be fully funded to its Capital Financing Requirement (CFR) where possible. Where this is not possible, any residual differences are charged based on:

HRA Loans CFR: short term loans payable (under-funded CFR; HRA borrowing internally from GF)	Average rate on GF external debt, or a pre-arranged formally agreed borrowing rate referenced to a PWLB equivalent rate.
HRA Loans CFR: short term loans receivable (over-funded CFR; HRA lending internally to GF)	Average rate on external investments excluding any earmarked GF investments, or for earmarked HRA reserves an actual external investment rate.
HRA Cash balances: short term loans payable (cash balances overdrawn; HRA borrowing internally from GF)	Average rate on external investments + 5.0%, or a pre-arranged formally agreed borrowing rate referenced to a market equivalent rate.
HRA Cash balances: short term loans receivable (cash balances in hand; HRA lending internally to GF)	Average rate on external investments excluding any earmarked GF investments, or for earmarked HRA reserves an actual external investment rate.

Additional considerations include:

1. Debt management expenses are charged on an apportioned basis that considers the weighting of time spent on managing debt and investments respectively.
2. Risk associated with external loans sit with either the GF or HRA depending on which of these the loan has been earmarked to.
3. Similarly, risk associated with any external investment of earmarked HRA reserves sits with the HRA. This includes impairment risk.
4. Where risk cannot be identified specifically to either the GF or HRA, it is apportioned fairly between the two using relevant available data.

Appendix E: Interest rate forecast – Link Group

Downside risks to current forecasts for UK gilt yields and PWLB rates:

- Labour and supply shortages prove more enduring and disruptive and depress economic activity (accepting that in the near-term this is also an upside risk to inflation and, thus, rising gilt yields).
- The Bank of England acts too quickly, or too far, over the next year to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- UK / EU trade arrangements – if there was a major impact on trade flows and financial services due to complications or lack of co-operation in resolving remaining issues.
- Geopolitical risks, for example in Ukraine/Russia, China/Taiwan/US, Iran, North Korea and Middle Eastern countries, which could lead to increasing safe-haven flows.

Upside risks to current forecasts for UK gilt yields and PWLB rates:

- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly and for a longer period within the UK economy, which then necessitates Bank Rate staying higher for longer than we currently project or even necessitates a further series of increases in Bank Rate.
- The Government acts too quickly to cut taxes and/or increases expenditure considering the cost-of-living squeeze.
- The pound weakens because of a lack of confidence in the UK Government's fiscal policies, resulting in investors pricing in a risk premium for holding UK sovereign debt.
- Longer term US treasury yields rise strongly and pull gilt yields up higher than forecast.
- Projected gilt issuance, inclusive of natural maturities and QT, could be too much for the markets to comfortably digest without higher yields consequently.

The balance of risks to the UK economy:

- Considering the upside and downside risks outlined above, the overall balance of risks to economic growth in the UK is now to the downside.



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RISK ASSESSMENT OF GENERAL BALANCE 2023/24 - FINAL BUDGET

AREA OF RISK	CONTROLLABLE BUDGET/MAX EXPOSURE £	Max Exposure	ASSESSED RISK LEVEL	FACTOR	VALUE £	MINIMUM PRUDENT RESERVE £	ASSUMPTIONS
1 Global Economy							
Inflation on General Supplies & Services Expenditure (non energy)	41,453,000	3.00%	Medium	25.00%	310,898		Economic Forecasts are sensitive to global and domestic factors, including government energy support packages. Inflation peak in 2023 forecast at 9%.
Major Contract inflation	31,399,000	5.00%	High	25.00%	396,000		Provision for additional inflation risk on contracts over budget provision (Indices vary between Sept 22 - April 23).
Inflation on Energy Budgets	4,550,000	50.00%	High	20.00%	455,000		Budget reflects Laser Energy forecasted wholesale prices. Given significant market volatility these could be materially exceeded.
Total						1,161,898	
2 Budget Pressures/New Responsibilities							
On-going 2023/24 Pressures - Amber	5,062,000	100.00%	Medium	5.00%	253,100		In assessing financial demand based pressures the Council models its projections from a range of published data including census data, PANSI and POPPI together with service data. These forecasts are subject to volatility and this allowance provides an additional buffer should these forecasts prove to be insufficient and in year budget measures not be available to offset the financial impact.
On-going 2023/24 Pressures - Green	3,235,000	100.00%	Low	2.50%	80,875		
Total						333,975	
3 High Risk Budgets [Red]							
Homelessness Prevention and Access	14,304,000	100.00%	High	10.00%	1,430,400		Demand for placements is modelled in line with population growth as well as reviewing the current cohort of children. Looked After Children numbers have decreased from 372 in January 2022 to 360 in January 2023. However a number of high cost placements have been required. The cost of residential placements can be between £3k and £11k per week. Emergency unregulated placements can cost up to £18k per week and although they are for fixed periods of time they are putting pressure on the budget. The number of residential and secure placements has increased from 18 in January 2022 to 22 in January 2023
Children's Social Care Placements	19,790,000	100.00%	High	10.00%	1,979,000		
Home to School Transport	5,708,000	100.00%	High	10.00%	570,800		Demand Management is key to the mitigation of this risk across Adult Social Care. This includes an effective reablement service to support people to remain in their homes for as long as possible; strength based assessments; utilisation of internal services for complex home care cases and robust processes for agreeing all care and support. There has also been an increase in the weekly average cost of Older People Care Home placements, coupled with increasing demand which is resulting in higher expenditure
ASC Placements	70,744,101	100.00%	High	5.00%	3,537,205		
Total						7,517,405	
4 Budget Reductions							
Risk Reviewed 2023/24 Budget Reductions & Income Generation - Red	0	100.00%	High	50.00%	0		Risk assessment of each individual saving proposal based on previous experience of delivery rate.
Risk Reviewed 2023/24 Budget Reductions & Income Generation - Amber	4,702,000	100.00%	Med	10.00%	470,200		
Risk Reviewed 2023/24 Budget Reductions & Income Generation - Green	3,021,000	100.00%	Low	5.00%	151,050		
Total						621,250	
5 Business Rates Funding Risk							
Business Rates Funding	29,000,000	100.00%	Medium	20.00%	5,800,000		MKC could lose up to 7.5% of their business rate funding (£29m) before a safety net applies. The amount of Business Rate income that the Council can retain each year is subject to a number of significant risks including Business Rate appeals and bad debts. Since the retained business system was introduced in 2013/14 this has been a volatile and complex source of income. This is partly mitigated through the Appeals and Bad Debt Provision. However, these are snapshots at a point in time and may be overtaken by changing events.
- Growth Assumption - Appeals/Revaluation - Other							
Total						5,800,000	
6 Emergency Planning							
Bellwin threshold			Absolute		350,000		Risk Allowance for unbudgeted costs
Risk Allowance for unbudgeted costs			Absolute		1,000,000		
Total						1,350,000	
7 Income							
Income from Fees, Charges & Contributions	41,453,000	20.00%	Medium	10.00%	829,060		General risk on the collection of fees and charges and impact of on-going Welfare Reforms which could reduce the general publics ability to pay for additional council run services.
Total						829,060	
8 Other							
Staffing - Increased turnover and wage pressure in a tight labour market	100,500,000	10.00%	Medium	10.00%	1,005,000		Following a number of significant events there has been a significant tightening of the labour market, leading to greater turnover, more competition for staff and additional costs through the use of interims, additional recruitment costs and pay inflation.
Insurance Claims					1,000,000		Insurance claims may require additional unbudgeted contributions, above the known level of outstanding claims
School deficits on academy conversion					500,000		Potential risk of further costs from academy conversion (only applies to schools where academisation is directed by the DfE).

AREA OF RISK	CONTROLLABLE BUDGET/MAX EXPOSURE £	Max Exposure	ASSESSED RISK LEVEL	FACTOR	VALUE £	MINIMUM PRUDENT RESERVE £	ASSUMPTIONS
Major Services Contractor failure resulting in emergency re-provision of statutory services	25,000,000	75.00%	Medium	15.00%	2,812,500		In the event of a major contractor failure the Council may need to implement a range of emergency measures to continue service provision including staff TUPE, spot purchase which would result in unbudgeted expenditure. Risk provision using the largest value contract and assumed price pressure at 15%.
Emergency unscheduled re-procurement if major services contractor failure					1,000,000		In the event of a major supplier / contractor failure the Council would need to put in place a full re-procurement earlier than anticipated and would need to fund the costs of this process. With major contracts the costs of this are significant.
Health and Safety Breach	2,000,000	100.00%	Low	50.00%	1,000,000		The Council is responsible under current UK legislation for the safety of its staff, customers and contractors covering a diverse range of services and assets. In the event of any significant breach the Council could become liable to pay compensation and fines.
Fines from Regulators including Data breaches under the new GDPR					1,000,000		Maximum fine rose from 500k to 20m Euro's from May 2019. Any fine is likely to reflect our status as public body, but financial liabilities would still apply.
Cyber Security Recovery					2,000,000		This is a key business risk and the costs of recovery following a successful attack could be significant. Incidents at LB Hackney and Redcar and Cleveland have highlighted the financial costs and risks associated with this.
Losing major planning appeal					1,000,000		The Council has a limited reserve for legal costs. Planning appeals represent one of the more significant and likely events which could lead of a material liability in the event of the Council losing a major planning appeal.
Total						11,317,500	
Risk Assessed General Balance Requirement						28,931,088	

Reserve	Purpose	Active/finished	Forecast Position 31/03/22	Movement in reserves	In-Year Movements	Forecast Position 31/03/2023	Forecast Position 31/03/2024	Forecast Position 31/03/2025	Forecast Position 31/03/2026	Commentary
Unearmarked reserves										
General Fund Balance	Statutory Reserve to hold sufficient revenue funds to meet unexpected or unplanned expenditure or shortfalls to income not allowed for within the Councils main revenue budget.	Active	(29,247)	0.000	0.681	(28,566)	(28,966)	(28,966)	(28,966)	The minimum balance has been revised for 2023/24 and the current projected balance is £35k above this level.
Earmarked reserves										
Non-Distributable reserve										
Funding Core Responsibilities										
Corporate Property Reserve * sinking funds	To fund one-off expenditure of the Council's Operational Buildings in line with approved Asset Management Plans.	Active	(3,009)	1.000	0.046	(1,963)	(1,050)	(1,111)	(1,198)	A Strategic Asset Management Strategy has been developed to identify further investment required in Council Operational Assets. The forecast balance of this reserve is therefore expected to be used to implement this Strategy.
HR Manpower Planning Reserve	This fund supports one-off costs associated with Council Terms and Conditions, Restructuring and Re-organisations.	Active	(1,698)	0.000	0.000	(1,698)	(1,698)	(1,698)	(1,698)	This reserve will be used to fund one-off costs from staff restructuring.
Internal Insurance Fund	Internal fund used to manage the financial risk of claims which fall below the excess limits under the Councils Insurance provider contract.	Active	(2,256)	0.000	0.200	(2,056)	(1,856)	(1,956)	(2,056)	The funding level of this reserve is based on recommendations from the Council's Insurers to provide sufficient resources to meet future liabilities that are not covered by external insurance policies. Whilst this reserve could be recycled this would require the Council to place higher levels of external insurance, resulting in higher premiums and is not recommended.
Pension Fund	Reserve to manage the potential impact of pension revaluation changes.	Active	(3,924)	0.510	(0.510)	(3,924)	(3,924)	(3,924)	(3,924)	This is a reactive reserve to support the legal costs of unexpected or exceptional cost not factored into the Councils base budget. There are no current plans to make new contributions to this reserve but the funding level will be reviewed each year.
Legal Fees Reserve	Provides for one-off funding as and when legal challenges arise to either defend the Council's position or take action to protect its and the taxpayers interests.	Active	(2,097)	0.000	0.500	(1,597)	(1,097)	(0,597)	(0,597)	
Covid 19 Reserve	Covid 19 General Grant earmarked to offset the impact of COVID-19.	Active	(5,860)	0.000	5.592	(0,268)	0.000	0.000	0.000	
Events Reserve	To provide some funding for any future major events, the Council wishes to support but were not known at the time of setting the budget. Dedicated resources for MK50.	Active	(0,100)	0.000	0.050	(0,050)	(0,050)	(0,000)	(0,000)	
Highways Severe Weather Reserve	To fund exceptional costs arising from severe weather events and the cost of keeping local roads accessible and safe (inc. Grit Bins) where the base budget is not sufficient.	Active	(0,200)	0.000	0.000	(0,200)	(0,200)	(0,200)	(0,200)	Balance will fund exceptional costs caused by Severe Weather.
Highways and E&W transformation reserve	Funds set aside to cover the major commissioning programmes being undertaken regarding highways and environment and waste contracts. There highways programme did not start in 19/20 as expected and the funding has been set aside to fund the works as required over the next couple of years.	Active	(0,928)	0.000	0.294	(0,634)	(0,134)	0.000	0.000	
Housing Benefit Subsidy Equalisation	Recommended balance held to manage the impact of the LA Error Threshold being breached.	Active	(0,458)	0.000	0.000	(0,458)	(0,458)	(0,458)	(0,458)	
Devolved Landscape provision	To fund Landscape contract extension funding	Close from 31 March 2023	(0,044)	0.000	0.044	0.000	0.000	0.000	0.000	
LCTS & Welfare	This is to fund the potential impact from LCTS	Active	(0,958)	0.000	0.280	(0,678)	(0,463)	(0,248)	(0,248)	Given all of the uncertainty over Universal Credit and wider economic issues the Council maintains this reserve to help support vulnerable local residents who need additional temporary support which falls outside of the Council Tax Support scheme or Discretionary Housing Payments funding from Central Government.
Overpayments and Welfare Reform	Balance held to fund unexpected and unbudgeted impacts from welfare reform and address the financial risks from non-collection of HB overpayments.	Active	(0,342)	0.000	0.040	(0,302)	(0,262)	(0,222)	(0,222)	The timing over the draw down on this reserve is not easy to predict due to the delays to the roll out of UC and reductions in working age claimants with overpayments which will no longer be deducted from on-going HB payments.
Delivering Transformation and Change										
Strategic Development Fund	Funds one off costs from new initiatives to enable the Council to realise cost savings, grow income or both. Releases are subject to the provision of a satisfactory business case.	Active	(2,577)	0.139	0.577	(1,912)	(2,407)	(2,088)	(1,949)	This reserve will be fully used over the MTFP period and the forecast updated once a clearer view on the costs of transformation delivery are known.
Customer Service and Digital	Funding set aside as part of the Customer Services Transformation programme to provide analysis and programme management to achieve the savings targets.	Active	(0,010)	(0,139)	0.119	(0,030)	0.000	0.000	0.000	
Office 365 Implementation	To implement Office 365	Close from 31 March 2023	(0,032)	0.000	0.032	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Housing Systems Service review	To fund a Housing Systems Review and improvement project which includes Northgate and a number of alternative systems that are currently being used, in part as a result of Northgate not currently meeting service needs.	Close from 31 March 2023	(0,100)	0.000	0.100	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Feasibility Fund	This fund will be managed by the Corporate Programme Board to allocate to potential pipeline projects that support the delivery of the Council Plan and key priorities of the Council.	Active	(0,100)	0.000	0.000	(0,100)	(0,100)	(0,100)	(0,100)	
Budget Management - Ring-fenced										
Better Care Fund	Balance of unspent ring-fenced grant funding held over for future investment in services.	Active	(0,655)	0.000	0.000	(0,655)	(0,655)	(0,655)	(0,655)	
Cyber Security Measures	To fund Cyber security measures to reduce the risk of loss of data as the result of a cyber attack.	Close from 31 March 2023	(0,139)	0.000	0.139	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Bereavement Reserve	This fund will be used to replace and extend the crematorium and cemetery provision in MK as the borough continues to grow. This reserve is a sinking fund to offset this pressure.	Active	(3,630)	0.000	(0,939)	(4,568)	(5,507)	(6,446)	(7,385)	
Parking Reserve	Ring Fenced Trading Account to hold surplus funds not yet deployed in respect of On Street Parking or other related activities.	Active	(0,101)	0.015	(0,150)	(0,236)	(0,236)	(0,236)	(0,236)	
Public Health	Balance of unspent ring-fenced grant funding held over for future investment in services.	Active	(2,437)	0.000	0.128	(2,308)	(1,297)	(0,891)	(0,485)	
3rd Party Funds										

Reserve	Purpose	Active/finished	Forecast Position 31/03/22	Movement in reserves	In-Year Movements	Forecast Position 31/03/2023	Forecast Position 31/03/2024	Forecast Position 31/03/2025	Forecast Position 31/03/2026	Commentary
Shared Services Reserve	Balance of surplus funds held on behalf of the LGSS Partnership managed under a Joint Committee delegated arrangement.	Active	(1.217)	0.250	0.584	(0.384)	(0.384)	(0.384)	(0.384)	
Collection Fund Cashflow Reserve	Reserve maintained to deal with the volatility of business rates income as a result of unexpected changes to income from appeals and potential future changes to the system by government.	Active	(13.917)	(16.298)	30.215	0.000	(25.000)	(25.000)	(25.000)	This reserve is not available as this is held to manage timing differences between the Collection Fund and General Fund.
Health Funding for CSC External Placements	Earmarked funding from Health for placements for 3 children	Close from 31 March 2023	(1.030)	0.000	1.030	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Social Care grant reserve (earmarked in MTFP)	Social care grant used to fund the pressure on the Better Care Fund earmarked in MTFP.	Close from 31 March 2023	(1.600)	0.000	1.600	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
LD Pooled Budget Reserve	To fund one additional joint commissioning post specifically for the Learning Disability Service to manage increased workload in relation to transforming care and manage service provision.	Active	(0.048)	0.000	0.000	(0.048)	(0.048)	0.000	0.000	
Broadband Delivery UK project.	For MKC salary and contribution to Central Beds project management fees for City Fibre and BDUK broadband.	Close from 31 March 2024	(0.045)	0.000	0.023	(0.023)	(0.000)	(0.000)	(0.000)	This reserve is held as a risk contingency associated with the delivery of the BDUK contracts (currently contract 2, with a 3rd approved).
Schools Balances	Balances of net funds held on behalf of schools. Under the current policy these funds belong to the schools and not the Council.	Active	(11.832)	0.000	3.757	(8.075)	(8.075)	(8.075)	(8.075)	The schools balances hold the balances of the maintained schools as they are consolidated and are part of the MKC accounts. This is not our money and is fully delegated to schools.
Tariff Management										
One-off Costs of the HCA Transfer	Potential clawback and financial reporting system requirements.	Active	(0.255)	0.000	0.028	(0.227)	(0.198)	(0.170)	(0.142)	
Tariff Reserve	Funding set aside to manage the potential financial cost to the Council under the Risk Sharing Agreement. This is reviewed on an annual basis and if further contributions are required these will be added into the reserve.	Active	(6.341)	0.000	(0.580)	(6.921)	(7.501)	(8.081)	(8.661)	The reserve will remain in place until the required tariff contributions to meet the infrastructure costs have been received and the programme of works delivered.
Delivering Capital Programme - GF										
Capital Reserve - GF	GF revenue contributions held to finance the current capital programme.	Active	(14.091)	10.978	1.050	(2.063)	(33.311)	(29.320)	(29.320)	Funding is for specific projects allocated within the current capital programme.
Infrastructure Reserve	Revenue contributions held to finance the prior year, current and future borrowing costs of highways investment in the local network.	Active	(16.498)	0.000	1.077	(15.421)	(14.246)	(13.018)	(13.018)	This reserve will remain in use for the term of the borrowing - borrowing terms vary depending on the asset expenditure, but the current programme of work continues until 2038
New Homes Bonus	NHB funding which is allocated within the capital programme together with specific revenue one-off items.	Active	(3.200)	1.551	1.649	0.000	(0.454)	0.000	0.000	
Planning Gain Reserve (S106)	Balance of S106 funds held to be invested in a range of different infrastructure schemes linked to the relevant development agreement.	Active	(1.234)	0.085	0.000	(1.149)	(1.149)	(1.149)	(1.149)	
Waste asset renewal fund	Through annual revenue contributions, the Waste Renewal Fund will be built up to enable the capital financing of replacement waste vehicles, once they reach the end of their useful life.	Active	0.000	0.000	0.000	0.000	(3.891)	(7.782)	(11.673)	
Waste Cashflow Reserve	Equalisation Reserve to manage the timing differences of debt financing costs associated with the new Residual Waste Treatment Facility (RWTF).	Active	(0.893)	0.000	0.790	(0.103)	(0.103)	(0.103)	(0.103)	
Covid 19 earmarked one-off reserve										
Covid 19 Expanded Retail Relief cashflow Reserve	To fund our share of the 20/21 deficit in the NNDR collection fund which is payable over the next three years. The deficit was caused by Government giving enhanced business rates relief to the retail, hospitality and leisure sector after our budget was set. As compensation for this additional relief Government paid local authorities s31 grant which was used to create the reserve.	Active	(5.480)	0.000	2.740	(2.740)	0.000	0.000	0.000	
TOTAL EARMARKED NON DISTRIBUTABLE RESERVES			(109.339)	(1.909)	50.456	(60.792)	(115.757)	(113.913)	(118.937)	
Earmarked reserves										
Distributable reserve										
GF Temporary Earmarked Reserves										
City Archives Project	MKC commitment to 3 external funding bids to deliver Archive projects.	Close from 31 March 2023	(0.004)	0.000	0.004	0.000	0.000	0.000	0.000	
Community & Cultural Services Review (CCSR)	Transitional funding for the community and cultural services review (CCSR).	Close from 31 March 2023	(0.020)	0.000	0.020	0.000	0.000	0.000	0.000	
Conservation Areas	Funding to support the review of Conservation areas.	Active	(0.013)	0.000	0.004	(0.009)	(0.005)	0.000	0.000	
Heritage at Risk	Requirement to engage professional expertise and contractors to address the deterioration of the Council's historic structures. Currently we have several examples where deterioration has reached such a level that without this investment the costs that the Council would have to otherwise incur would be far greater.	Active	(0.046)	0.000	0.003	(0.043)	(0.040)	(0.037)	(0.037)	
Independent Review of Flooding Incident	An Independent Review of the Flooding Incident in May 2018 was requested in June 2018 and commissioned, procured and agreed for delivery by November 2018. Approximately 33% of the work has been completed.	Active	(0.051)	0.000	0.010	(0.041)	(0.031)	(0.021)	(0.021)	
Council Plan 2021/22	To fund the Council Plan Priorities of the Council agreed as part of the setting of the revised Council Plan.	Active	(2.791)	0.265	2.269	(0.257)	0.000	0.000	0.000	
Political Priorities Reserve	To fund the Political Priorities of the Council agreed as part of the budget process (includes proposed new investments included in 23/24).	Active	(8.714)	0.130	7.240	(1.345)	(1.255)	(0.598)	(0.591)	
Paper Recycling Market Risk Reserve	To manage the risk the council due to changes in prices for recycling paper.	Active	0.000	0.000	(0.700)	(0.700)	(0.700)	(0.700)	(0.700)	
One Off Pressures Funding Reserve	To fund one-off pressure agreed in the Budget for 2022/23	Active	0.000	0.000	(1.177)	(1.177)	(0.350)	0.000	0.000	
European City of Sport	To fund the European City of Sport project	Close from 31 March 2023	(0.034)	0.000	0.034	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
School Mobility Action Plan	To fund School Mobility Action Plan.	Close from 31 March 2023	(0.022)	0.000	0.022	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Mobility Action Plan	One off funding set aside to cover up front costs that would later be capitalised once the capital project was formed.	Active	(0.067)	0.000	0.000	(0.067)	(0.067)	(0.067)	(0.067)	
Hot spot litter pick	To target areas with litter that needs clearing to improve the environment	Close from 31 March 2023	(0.017)	0.000	0.017	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.

Reserve	Purpose	Active/finished	Forecast Position 31/03/22	Movement in reserves	In-Year Movements	Forecast Position 31/03/2023	Forecast Position 31/03/2024	Forecast Position 31/03/2025	Forecast Position 31/03/2026	Commentary
Tree management survey and strategy	Tree works resulting from the programme of surveys covering MKC	Close from 31 March 2023	(0.228)	0.000	0.000	(0.228)	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Estate regeneration	To fund "Getting The Basics Right" in conjunction with Housing	Close from 31 March 2023	(0.068)	0.000	0.068	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Fly tipping	To fund Fly tipping - 1% council tax increase - Getting the basics right	Close from 31 March 2023	(0.027)	0.000	0.027	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Illegal encampments	To fund one fte environmental officer for fixed term to support managing unauthorised encampments	Active	(0.085)	0.000	0.042	(0.043)	0.000	0.000	0.000	
Environmental Crime Enforcement officers	To fund one environmental officer for fixed term	Close from 31 March 2023	(0.025)	0.000	0.025	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Period Poverty	Reserve needed to ensure that member priorities are delivered during the three year pilot programme.	Close from 31 March 2024	(0.042)	0.000	0.022	(0.020)	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2024.
E&W Contamination reserve	One off funding to encourage residents to recycle better.	Close from 31 March 2023	(0.051)	0.000	0.051	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Mobility Hub	One off scheme to fund the development of the mobility hub in 21/22	Close from 31 March 2023	0.000	0.000	0.000	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Neighbourhood Planning Support	To fund a project officer in planning to support the Planning Improvement Board to drive improvements	Close from 31 March 2024	(0.109)	0.000	0.059	(0.050)	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2024.
Passenger Transport Studies and Projects	To be used to move concessions pass renewals from current format to on-line	Close from 31 March 2023	(0.010)	0.000	0.010	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Resident involvement	To commission a piece of work to support MKC to redevelop its resident involvement framework in order to meet the forthcoming strengthened regulatory requirements and to offer additional funding and support to residents' associations once COVID restrictions start to ease.	Close from 31 March 2023	(0.027)	0.000	0.027	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
2022/23 Budget Pressure reserve	To fund budget pressure in 2022/23 due to increase in inflation and demand.	Close from 31 March 2023	(1.514)	1.514	0.000	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Towns Fund Revenue Reserves	To fund the revenue expenditure related to the Towns Fund deal.	Active	(0.004)	0.000	(0.706)	(0.710)	(0.460)	(0.210)	0.000	
Traveller Site Clearance	One of pressure unspent in 21/22 put into a reserve to spend in 22/23. This funding is for site clearance of the Traveller's site.	Close from 31 March 2023	(0.050)	0.000	0.050	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Care Leavers Support	Budget amendments 21/22 - Care Leavers Support - Deposits on Renting £20k and Development of Bond £50k.	Close from 31 March 2023	(0.070)	0.000	0.070	0.000	0.000	0.000	0.000	Young people have been contacted and personal advisors continue to work with those that may be suitable for these schemes. However no expenditure has been incurred to date due to the lengthy process that these schemes will take to approve
School Academy Conversion	Agreed financial support package for school academy conversion to be provided over a three year period starting from April 22.	Close from 31 March 2023	(0.495)	0.000	0.495	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Poverty Strategy	one-off funding is for support to assist poverty strategy. The strategy has been put on hold until 2022/23 because of the pandemic as it relates to networking child poverty and work with community foundation.	Close from 31 March 2023	(0.035)	0.000	0.035	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Children's Centre Activity Sessions	Funding for positive activity sessions through Children's Centres which include physical exercise and group activities to build resilience and strengthen purpose amongst parents and children in material need, helping parents and children make their next steps.	Close from 31 March 2023	(0.026)	0.000	0.026	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
HMO License Fee	HMO income is ringfenced and required to be spent on HMO development. Therefore amounts are contributed to the reserve and spent on projects/staff during the year.	Close from 31 March 2023	(0.074)	0.000	0.007	(0.067)	(0.067)	(0.067)	(0.067)	The balance will be fully drawn down by 31st March 2023.
Homework Club	To fund Community Homework clubs to address educational attainment gaps, and increase deprivation for the most vulnerable, agreed as part of the budget amendments for 21/22	Close from 31 March 2023	(0.030)	0.000	0.030	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Temporary Accommodation Bad Debt Management	Reserve requested to fund bad debt review resource in 22/23 for Temporary Accommodation	Close from 31 March 2023	(0.178)	0.000	0.178	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Regeneration - Estates Renewals Forums	There is a significant amount of planned regeneration activity over the coming year which will require engagement with local communities and other stakeholders.	Close from 31 March 2023	(0.045)	0.000	0.045	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Womans Euro - Woughton On the Green	To fund maintenance and upgrade of changing facilities at Woughton on the Green for use during the Women's Euro.	Close from 31 March 2023	(0.025)	0.000	0.025	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
Women's Euro	To fund the additional costs of the Women's Euro partly due to the increased popularity of the sport since the bid was placed and also following a more detailed assessment of the detailed costs	Close from 31 March 2023	(0.072)	0.000	0.072	0.000	0.000	0.000	0.000	The balance will be fully drawn down by 31st March 2023.
TOTAL DISTRIBUTABLE RESERVES			(15.067)	1.909	8.402	(4.756)	(2.975)	(1.700)	(1.483)	
Total General Fund Reserves			(153.653)	0.000	59.539	(94.114)	(147.698)	(144.579)	(149.386)	
HRA Reserves										
HRA Working Balance										
HRA Balance	Statutory Reserve to hold sufficient revenue funds to meet unexpected or unplanned expenditure or shortfalls to income not allowed for within the Councils landlord function.	Active	(7.259)	0.000	(0.079)	(7.338)	(7.889)	(7.919)	(7.949)	
Delivering Capital Programme - HRA	HRA Revenue contributions held to finance the current capital programme.	Active	(64.039)	0.000	31.225	(32.814)	(18.164)	(17.641)	(17.068)	Funding is for specific projects allocated within the current capital programme.
Capital Reserve - HRA	Statutory reserve maintained to hold capital funding for future investment in the Councils Housing Stock or to repay debt.	Active	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Major Repairs Reserve			(71.298)	0.000	31.146	(40.153)	(26.053)	(25.560)	(25.017)	
Total HRA Reserves			(71.298)	0.000	31.146	(40.153)	(26.053)	(25.560)	(25.017)	
Total Reserves			(224.951)	0.000	90.685	(134.266)	(173.751)	(170.139)	(174.403)	

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2023/24 General Fund Final Budget Risk Matrix

5	2,19			17	15
4	18		8,10,12,13,22,24	20, 21	
3	7,9,14,23	1,5,6		16	3,11
2	4				
1					
					5

Likelihood

No	Risk Title/Description	Control	Residual Risk Level
Income Risks			
1	Council Tax Reduction Scheme Costs	A Local Council Tax Scheme has now been in place since April 2013. An allowance has been made to reflect the potential financial impact of the cost of living crisis based on the latest demand and a review of the last economic downturn in 2008. There remains uncertainty over the level of future support that the Council will need to provide through this scheme during the current economic cycle.	9
2	The implementation of Universal Credit and further Welfare Reforms	The Revenue and Benefits service is monitoring the impacts on the service (which includes the financial impacts) of the introduction of universal credit. The drop off in housing benefit caseload is matched by a shift in overpayment recovery with a decrease in recovery from ongoing benefit and increase in the amount of debt being recovered by invoice which has a lower collection rate	10
3	Impact of the business rates retention funding mechanism	Due to the inherent risks with Business Rates, the Council is exposed to material volatility in business rates income through changes from successful appeals by ratepayers and the potential on-going risk of a system reset. These risks mitigated through the setting aside of an appeals provision.	15
4	Estimated income from Fees and Charges or new Income Generation schemes is not achievable.	Budgets are set on a prudent basis considering current income being achieved or a robust proposal for new income generation. Regular budget monitoring will identify any deviation from the anticipated income levels. There is a risk that the financial crisis may see some parts of the Councils income reduce due to falling demand for some of our services. Options for corrective management action will be considered.	4
5	Parking income lower than anticipated	The level of parking income is still significantly lower than the pre-pandemic level. We have modelled an income level for 2023/24 based on activity levels in the summer and early autumn period. Whilst income has recovered some of the losses, there is now further risk that income may be impacted by the cost of living crisis.	9
6	Clients contributions for Adult Social Care are lower than anticipated	Income from client contributions is volatile and can fluctuate significantly dependent on an individual's assets and whether they are assessed as being able to contribute towards the cost of their care. There is a risk that service users who currently fund their care may become the financial responsibility of the local authority in the future once there capital has depleted. The income budget for client contributions is £7.4m.	9
Expenditure Risks (including Demography & Legislation)			

No	Risk Title/Description	Control	Residual Risk Level
7	Home to school travel financial pressures	1,473 children currently receive support to access school, the majority of these are children with Special Education Needs that require specialist school placements. The number of children in Milton Keynes with an Education and Health Care Plan (EHCP) increased by 10% between January 2020 and January 2021 and has increased by a further 20% between that date and December 2022. HTST costs have followed a very similar trend, with weekly costs increasing by 16% since January 2021. There has also been an increase in the number children with an EHCP placed in education provision outside of Milton Keynes, with out of area transport contracts increasing by 21% from 34 to 41 between academic years 2020/21 and 2021/22. The average cost of these contracts is over £600 per week. There is significant uncertainty around future contract prices, which could have a particular impact in financial year 2023/24 when several existing contracts come to an end (summer term 2023).	6
8	Increase in demand for children's social care services as a result of demographic and demand pressures	As at April 22 there were 363 LAC and during the year this has decreased by 13 bringing the total number of LAC to 350 in November 22. There has been an increasing number of referrals and children requiring support from children and family services. There are significant problems with lack of supply, nationally in accessing residential beds for children/young people for both standard and specialist provision, which includes Secure Beds. Due to the lack of capacity, the unit costs are increasing, as the providers respond to the high demand.	16
9	Unaccompanied Asylum seeking Children	Local authorities have a duty to safeguard and promote the welfare of children in need within their area. Children seeking asylum (UASC) who have no responsible adult to care for them are separated or 'unaccompanied', and are therefore 'in need'. Local authorities have a gateway duty to assess such children under section 17 and then to accommodate them. The number of UASC nationally has been increasing in recent years. In July 16 the national transfer scheme was introduced so that UASC are no longer necessarily cared for in the local authority in which they first present but instead may be transferred to a local authority with greater capacity. The scheme is based on the principle that no local authority should be asked to look after more UASC than 0.1% of its total child population. For MK this would equate to around 69. In MK we are currently supporting 27 UASC which is an decrease of 1 since April 22. The grant towards the costs of the placements and support is paid at a daily rate per UASC but similar to the social care placements there is a national shortage of specialist placements alongside increasing costs from providers.	6
10	Homelessness – continuing growth in demand leads to disproportionate cost increases	Demand remains volatile, and is anticipated to increase as some covid measures ease (for example lifting of restrictions on evictions). Managing cost pressures relies on the success of the investment to save program to manage demand and reduce unit costings in addition to an increase in our prevention offer.	16

No	Risk Title/Description	Control	Residual Risk Level
11	Social Care Reforms with the introduction of a Cap of £86k, new means testing and local authority commissioning for private payers.	The government has confirmed that these reforms will now be deferred until October 2025, which is after the next General Election. The government have confirmed that the funding in 23/24 and 24/25 will continue to be directed to local government to support social care. It is not known what will happen to this funding after this point and if this is to be directed to the reforms or extended to support the provision of adult social care.	15
12	Managing increased demand for Adult Social Care services as a result of demographic pressures	The anticipated pressures in Adult Social Care are quantified and managed through the following; <ul style="list-style-type: none"> - investment in reablement services - ensuring timely and accurate data collection to inform financial planning assumptions - regular review of service delivery models (internal and external) to ensure best value - commissioning services that are cost effective and achieve best value - continued investment in preventative services, including re-enablement models, to enable people to remain in their homes for as long as possible - robust processes for agreeing all care and support. 	16
13	Market Sustainability for Adult Social Care Services including impact of the Living wage, rising inflation creating pressures for providers and in addition to increased demand	Contractual inflations pressures include a fee uplift to care providers to reflect the pressures from the increase in Living Wage. There is a risk of additional financial pressures to the Council if providers request fee uplifts over and above the % uplift offered. This would only be awarded if providers can evidence and provide justification for the request.	16
14	Market Price for Recycling Materials	The Council is now responsible for the quality and price of recycling materials. Falls in the market price will have a direct impact on the Councils contract payment for the Waste Transfer Station.	6
15	Residual Waste Treatment Facility	The Council has a contract in place until 2031. The facility is owned by the Council and was designed and built by Amey. If the facility does not perform in line with the business model, there is a risk that the Council could be exposed to financial and service risk in the event of the operator ceasing or increased costs to the Council.	25
16	Risks 2023/24 - 2026/27 Inflation	General inflation has been rising sharply over recent months and is currently projected to remain elevated well into 2023. This will be dependent upon a number of external and domestic factors. If inflation continues to remain higher for longer then this will further impact the Councils cost base, put pressure on service demand (reduce income) whilst the majority of the Councils income is fixed.	12

No	Risk Title/Description	Control	Residual Risk Level
17	Economic Downturn	There is an increased likelihood of a prolonged period of economic contraction which drives increased demand for services and also sees a fall to income collection rates by residents and businesses.	20
18	Fair Funding Review	The Fair Funding review could result in the Council receiving a smaller proportion of total funding. This has been deferred and there is currently no timeline in place for this.	8
19	HCA Asset/Tariff Risk Reserve	A Tariff risk reserve has been established to protect the Council to the level of the risk sharing agreement. The risk reserve was reviewed with the Ministry for Housing, Communities and Local Government and the Communities Agency and the risk sharing agreement currently remains in place. We will continue to keep this under review and reassess the level of resources that needs to be set aside. This will also need to take account of the new tariff arrangement which is being adopted as part of the new MKEAST development agreement.	10

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2023/24 REVENUE BUDGET AND COUNCIL TAX

THE LEGAL FRAMEWORK GOVERNING BUDGET DECISIONS

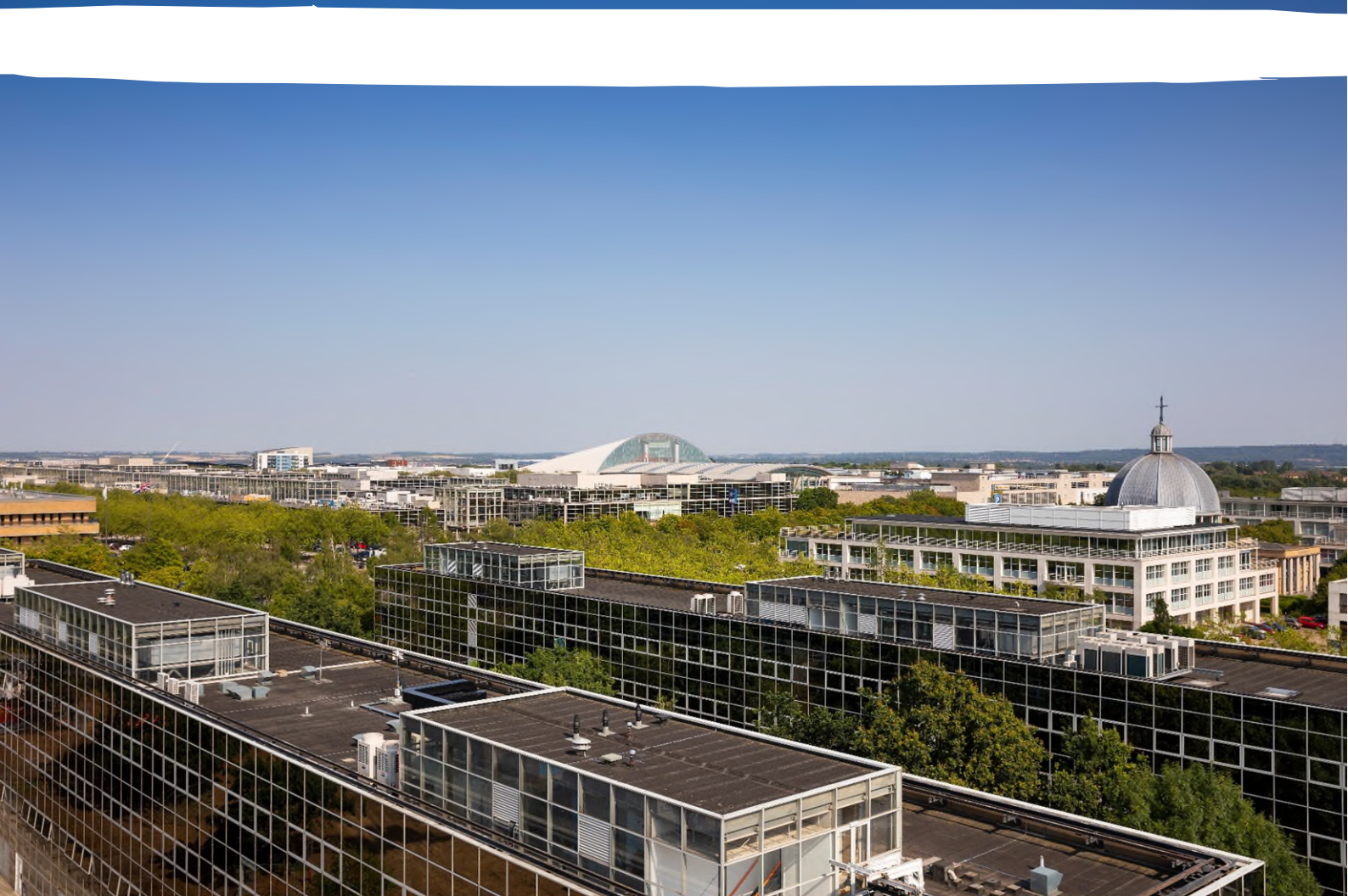
- 1) The Council is required to set a Council Tax for 2023/24 before 11th March 2023. It may not be set before all precepts have been issued or before 1st March 2023, whichever is the earlier, and the decision cannot be delegated to a committee or to Officers. Before setting the level of the tax the Council must have agreed a balanced budget, differentiated by services, which is sufficient to meet estimated revenue expenditure, levies, contingencies, any deficit estimated to be brought forward from previous years, and any amounts required to be transferred between funds. The tax itself must be sufficient to cover the difference between the agreed budget less government grants credited to the consolidated revenue account, and any other expenditure which must be met from the Collection Fund, less any surplus (or plus any deficit) brought forward from previous years.
- 2) In reaching decisions on these matters, Councillors are bound by the general principles of administrative law. Where there is discretion, it must not be abused or fettered. All relevant considerations must be taken into account and no irrelevant ones. Any decision made must be one that only a reasonable authority, properly directing itself, could have reached. Councillors must also balance the interests of service users against those who contribute to the Council's finances. The full resources available to the Council must be deployed to their best advantage and Councillors must act prudently and in a business like manner at all times.
- 3) Among the relevant considerations, which Councillors must take into account in reaching their decisions are the advice of officers. In considering the advice of officers, and the weight to be attached to that advice, Councillors should have regard to the personal duties placed upon the Director of Finance and Resources, the Council's Section 151 Officer. The Council may take decisions which are at variance with his advice, providing there are reasonable grounds to do so. However, Councillors may expose themselves to risk if they disregard clearly expressed advice, for example as to the level of provision required for contingencies, bad debts and future liabilities.
- 4) The Section 151 Officer is required by the Local Government Act 1972 and by the Accounts and Audit (England) Regulations 2015 to ensure that the Council's budgeting, financial management, and accounting practices meet relevant statutory and professional requirements. Furthermore Section 25 of the Local Government Act 2003 requires the Director of Finance and Resources to comment on the robustness of the budget estimates and the adequacy of reserves.
- 5) Councillors must also have regard to, and be aware of the wider duties placed upon the Council by various statutes governing the conduct of its financial affairs. These include the distinction between revenue and capital expenditure, specified within the Local Government and Housing Act 1989. The Local Government Act 2003 requires that the prudential borrowing limits are set by the Council having regard to the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code ("the code"). This sets out a framework for self-regulation of capital spending, in effect allowing Councils to invest in capital projects without any limit, so long as they are affordable, prudent and sustainable. To facilitate this arrangement the code requires the Council to agree and monitor a number of prudential indicators.

- 6) Section 106 of the Local Government Finance Act 1992 makes it a criminal offence for any Councillor with arrears of Council Tax which have been outstanding for two months or more to attend any meeting of the Council or one of its committees at which a decision affecting the budget is to be made, unless the Councillor concerned declares at the outset of the meeting that he or she is in arrears, and will not be voting on the decision for that reason. The Councillor concerned must also, of course then abstain from voting. The application of Section 106 is very wide and there have already been several successful prosecutions under this legislation. It can include meetings held at any time during the year, not just the annual budget meeting, and it may include meetings of committees or subcommittees as well as Council meetings. Councillors should be aware that the responsibility for ensuring that they act within the law at all times rest solely with the individual Councillor concerned.
- 7) Having set a budget at the beginning of the year, the Council is also under a duty to monitor that budget during the course of the year and to take remedial action if at any time it appears likely that expenditure will exceed available resources. Councillors should also be aware of the duty of the Section 151 Officer under Section 114(3) of the 1988 Act to report to the Council if it appears that this will happen, and of the impact of Section 115(6) which prohibits any new agreement which would incur expenditure from being entered into following the issuing of such a report and pending its consideration by the Council. The Councillors of the Council, having received a Section 114 report are obliged to take all reasonable practicable measures to bring the budget back into balance.
- 8) A Section 114 report can create great instability within an authority and can only be avoided by prudent budgeting and effective budgetary control. This adds emphasis to the need for an adequate contingency provision and a strong corporate commitment to holding chief officers accountable for containing expenditure within cash limits approved during the budget process.
- 9) Finally, Councillors are reminded of their fiduciary duty to weigh the needs of the interests of service users against those who contribute to the authority's funds, and to act prudently at all times. Lawful discretions must not be abused or fettered, and in reaching their decisions Councillors must take account of all relevant considerations, disregard irrelevant considerations, and not come to a decision which no reasonable authority could reach. Among the relevant considerations which Councillors must take into account are the views of commercial ratepayers which are set out in Appendix 10 of the report.
- 10) It is the duty of the Director of Finance and Resources as the Section 151 Officer to provide the relevant financial information, which is or ought to be available and advise on the financial prudence of options before Councillors, and Councillors must take account of such information and advice in reaching their decisions. However, officers are not permitted to second guess the wisdom of the Council's Policy or to substitute their judgement for that of Councillors. The Council is therefore free to take decisions which are at variance with the advice of those officers, providing there are reasonable grounds to do so.
- 11) The Director of Finance and Resources must consider whether in his view the Council has agreed a balanced budget which is capable of delivery taking all known factors

into account. In the event that he considers this not to be the case, then he has a personal duty to indicate this by issuing the Council with a notice under Section 114.

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Medium Term Financial Plan 2023-24 to 2026-27



Authors:

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Contents

1	Purpose.....	3
2	Financial Delivery	6
3	Cost Increases	7
4	Pressures and Savings	11
5	Council Tax.....	15
6	Retained Business Rates	16
7	Revenue Support Grant	18
8	Other Resources	18
9	Reserves and Balances	24
10	Summary of Available Resources.....	25
11	The Future Challenge	26
12	Longer Term Financial Prospects	27
13	Sensitivity and Financial Resilience Assessment.....	29
14	Treasury Management	31
15	The Housing Revenue Account	32
16	Capital	32
17	Risks	35

1. Purpose

- 1.1 This plan sets out how the Council will address its financial challenges, prioritise the resources it has and support the delivery of the Council Plan. The financial plans set out in this plan are based on the 2023/24 Provisional Local Government Financial Settlement published in December 2022. There is significant uncertainty beyond this period.
- 1.2 Despite significant challenges arising from the pandemic in 2020 and economic challenges, including sharp increases to inflation and demand the Council remains financially resilient and has continued to strengthening its financial and risk management approach.
- 1.3 This plan sets out the key financial planning assumptions, considers the key financial risks and provides the framework from which the Council will deliver the Council Plan on a financially sustainable basis.

Ambition for Milton

- 1.4 In May 2022 Milton Keynes was officially recognised as a city after being granted the status as part of the Queen’s Platinum Jubilee celebrations.
- 1.5 Milton Keynes continues to be is one of the UK’s fastest growing economies. The Gross Domestic Product (GDP) for the city in 2020 was £14.934bn, with a GDP of £78,188 per worker – one of the highest in the country outside of London.
- 1.6 Growth across the United Kingdom is expected to slow across 2023, with the most recent City Tracker report, produced by Irwin Mitchell (December 2022), finding that for Q4 2023, the economy of Milton Keynes is expected to grow by 0.6%, higher than that of London (0.5%) and equal to that of the Core Cities of Liverpool & Nottingham.
- 1.7 The latest Centre for Cities City Outlook publication (2022) on the UK’s 63 largest towns and cities reported that Milton Keynes had the:
 - 5th highest business stock per 10,000 population
 - 6th highest start-up rate per 10,000 population
 - 7th highest GDP per worker
- 1.8 In 2021 (the latest available data), there were 196,000 jobs in Milton Keynes. This equates to a job density of 1.17, meaning there are more jobs in the MK economy than working age residents. In terms of sectors, there is a lot of diversity. By employee jobs, Wholesale and Retail is still the largest sector (29,000 or 16.3% of all jobs) followed by Education (18,000 or 10.1%) and administrative and support services (17,000, 9.6%).

- 1.9 It should also be recognised however, that Milton Keynes also has areas of deprivation. The latest English Indices of Deprivation data (2019) ranked Milton Keynes the 172nd most deprived Local Authority (out of 317), 8 out of 152 of its local areas feature within the top 10% most deprived areas in the country. The MK Child Poverty commission reported that 22,940 children in Milton Keynes are living in poverty after Housing Costs. The regeneration and revitalisation of our cherished high streets, especially those in MK's original settlements, has and continues to be a long-standing priority of Milton Keynes City Council. Several important initiatives are underway across the City, the most prominent of which focus on Bletchley town centre and Wolverton High Street.
- 1.10 In September 2019, the government invited 100 places to develop proposals for a Town Deal, as part of the £3.6 billion Towns Fund. The Towns Fund is part of the government's plan for levelling up the UK economy and the overarching aims of the Towns Fund are to drive the sustainable economic regeneration of towns and to deliver long term economic and productivity growth. Bletchley and Fenny Stratford were awarded £22.7m from the Fund to drive transformational and sustainable growth in the area.
- 1.11 The Agora high street regeneration is a long standing Council Plan priority. The City Council is acting as developer to develop the former Agora site in Wolverton. This development comprises of 115 new homes with affordable housing, shops and public realm improvements.
- 1.12 In July 2016, the MK Futures 2050 Commission published their report "Making a Great City Greater" which was endorsed by full Council and proposed a programme to deliver continued growth and economic success for Milton Keynes. The Commission identified the need for a new long-term strategy to guide the next phase of the development of Milton Keynes. The Milton Keynes Strategy for 2050 was consequently developed through detailed evidence studies and extensive public and stakeholder engagement that included a draft strategy published for comment in January 2020 for 18-weeks and a subsequent 5-week long review of the impacts of COVID-19. It was agreed by Cabinet on 15 December 2020 and then by Council on 20 January 2021.
- 1.13 The Strategy sets out a long-term approach to spatial development. It aims for a steady population increase to around 410,000 people in the City by 2050 as the best means of achieving Seven Big Ambitions:
- strengthen those qualities that make Milton Keynes special;
 - make Milton Keynes a leading green and cultural city – by global standards;
 - ensure everyone has their own decent home to rent or buy;
 - build safe communities that support health and wellbeing;
 - provide jobs for everyone by supporting our businesses, and attracting new ones;
 - offer better opportunities for everyone to learn and develop their skills; and
 - make it easier for everyone to travel on foot, by bike and with better public transport.

- 1.14 The Strategy includes a commitment to provide essential infrastructure and services, including a Mass Rapid Transit System. It also commits to keep and strengthen those things that make Milton Keynes special – green spaces and trees, being able to move around easily using grid roads and redways, a vibrant economy and diverse communities and a strong community spirit. It includes proposals to help achieve the council’s ambition to be carbon neutral by 2030 and to support the mental and physical health of the community.
- 1.15 The Strategy for 2050 has been prepared to provide ambition and focus at a time of great uncertainty but to be flexible to adapt to changing circumstances. The delivery programme will explore the potential of new forms of delivery vehicles and seek new partnerships, including with government and Homes England, that will help secure the investment in public services and infrastructure necessary to secure high quality growth.
- 1.16 We have produced a Council Plan which sets out the vision, values and objectives for the Council. The Council Plan 2022 - 2026 was adopted at Council in June 2022.
- 1.17 The Council Plan outlines the vision for Milton Keynes, a city which is the pinnacle of post-war planning and innovation. Milton Keynes is designed on the founding principle that each and every citizen has the right to a high quality of life through the provision of good-quality affordable housing, well paid employment and access to open space, our city is a unique and special place of character, innovation, and community.
- 1.18 Milton Keynes City Council is committed to strengthening and enhancing the qualities that make us special while ensuring we are ambitious for the next chapter in our history as an internationally recognised economic powerhouse, centre of innovation and cultural creativity, and pioneer of high-quality sustainable growth.
- 1.19 Milton Keynes City Council is ambitious for all, ensuring everybody has opportunities to fulfil their potential by delivering the best services and support we can while ensuring the change needed to tackle climate change and meeting the challenges of recovering from a global pandemic and a cost-of-living crisis.
- 1.20 The delivery of this Council Plan will determine the financial choices we need to make over the medium term. However, the overall financial position is very challenging; the choices we will need to make will be very difficult.
- 1.21 The Labour Group and Liberal Democrat Group formed a Progressive Alliance in May 2021. The Council Plan 2022 - 2026 is based on the joint key priorities and deliverable policies agreed by the Progressive Alliance as a majority administration of Milton Keynes City Council.
- 1.22 Given the nature of the Council Plan, some of the work involves identifying solutions and programmes which will address key priorities and therefore further resource implications are still to be identified.

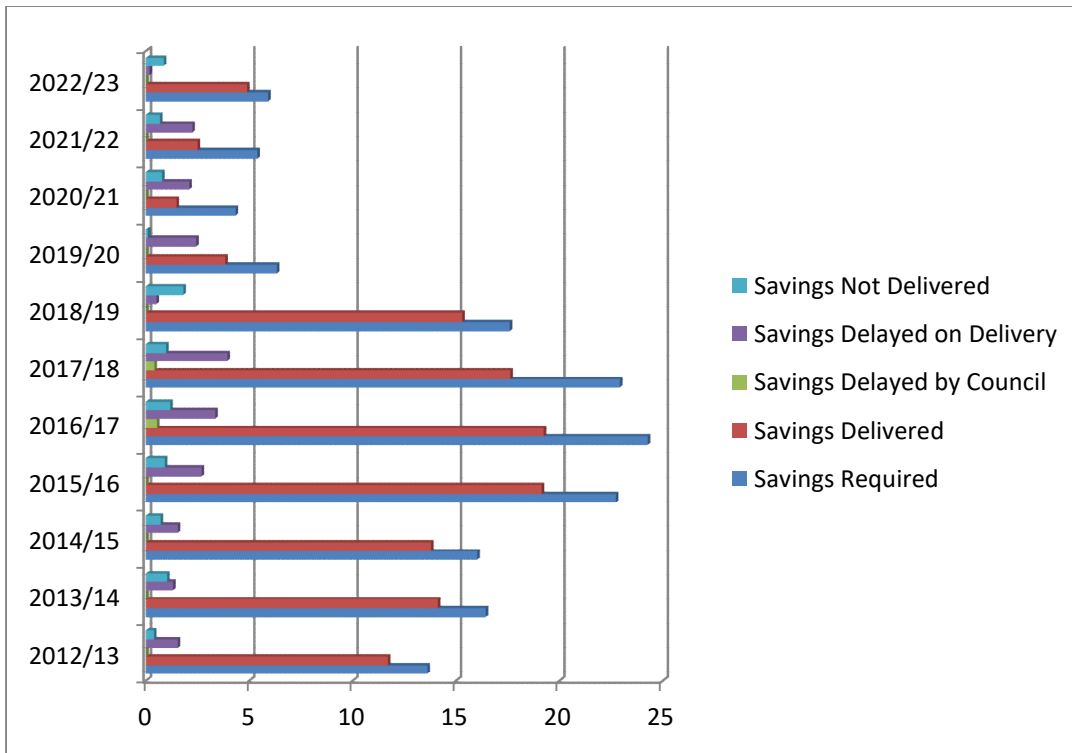
2. Financial Delivery

2.1 Our Budget and Medium Term Financial Planning is based on 12 core principles, which have and continue to be endorsed by the Cabinet:

- Emerging pressures are managed, where possible within existing budgets.
- Spending is aligned to key priorities as set out in the Council Plan.
- Income is only included in the budget where supported by robust proposals and is deliverable.
- Future liabilities are anticipated.
- Budgets are sustainable.
- Base Budget / one-off expenditure/ capital expenditure are distinguished.
- Savings proposals are supported by implementation plans and the impact on service delivery is clear.
- The allocation of capital resources is separate from expenditure approval.
- Capital and revenue planning needs to be integrated to ensure implications are fully anticipated.
- The use of specific grant funding does not lead to revenue budget pressures.
- The Council's reserves (and other one-off resources) are not to be used as a primary method to balance the ongoing pressures in the budget.
- Earmarked reserves are used for specific one-off purposes to support the delivery of corporate objectives and to mitigate risks.

2.2 We have a good track record of savings delivery. Sometimes councillors choose to delay the implementation of a budget reduction as part of the Budget decision, and on occasion the delivery of savings is more complex than anticipated which impacts on the rate of delivery or the ability to deliver a budget proposal overall. The Chart below sets out our performance in delivering budget reductions and income since the period of substantial cost reductions began. The delivery of savings is closely monitored throughout the year.

Chart 1: Financial Outturn and Delivery of Savings



2.3 The next section summarises the key cost pressures that we have reflected in the MTFP in 2023/24, rationale and been reflected in subsequent years of the plan. It is fully recognised that these assumptions will need to be kept under regular review throughout 2023/24 to ensure that any necessary action is taken to manage any material variations to this plan.

3. Cost Increases

3.1 We have identified a number of service pressures which will increase the cost of delivering services by more than £79m over the next four years. The main increases are set out below:

Demography and Demand

3.2 Milton Keynes' population of under-19s is set to grow by approximately 1.6% per year. This is equivalent to 1,177 children which will impact on a number of services including the number of school and early years places required to be available, demands on other children's services and it will result in additional children needing safeguarding and those with special education needs where the number of children with an education and health care plan (EHCP) has increased by 13% in the last year. Over the medium term this is estimated to cost an additional £1.3m in order to fund the costs of placements, social worker support for increased caseloads and legal fees associated with the overall level of interaction with children's social care and SEN. This increase in budget also reflects the increasing complexity of young people requiring support.

- 3.3 The increased complexity of need of young people is also reflected in the home to school transport budget where an additional cost of £0.4m has been included in the MTFP to allow for the changes in the complexity of needs of children eligible for travel together with an increase in the number of young people requiring travel (as a result of an increase in the number of children with an EHCP).
- 3.4 The number of over 65's in Milton Keynes (15%) is slightly lower than the national average (19%). However, the amount of care required per service user is increasing to meet the level of need of an ageing population. The additional number requiring care provided by the Council between 2022 and 2026 is estimated to increase by 3% per year. However, we are seeing increasing costs associated with older people packages and placements, especially in care homes.
- 3.5 Over the medium term it is estimated that we will need to look after 107 more people with learning disability needs, costing £4.162m and an additional 47 people with Mental Health or Autism needs, costing £3.218m.
- 3.6 Our positive approach to housing growth leads to the delivery of approximately 2,000 additional homes a year, 8,000 over the next four years. The additional cost of collecting and disposing of waste from these houses is estimated at £1.577m.
- 3.7 The Council has invested significantly in recent years to provide accommodation to meet the growing demand of homeless people and families, which is in part driven by increasing house prices and the cost of rent in private sector homes, impacting affordability, which contributes to more people having a statutory requirement for rehousing. An invest to save proposal was approved in 20/21 and funding was given to establish a new team to deliver the savings by reducing the numbers in temporary accommodation. However due to the impact of Covid, cost of living crisis and inflation, the invest to save will not deliver in 2022/23 or 2023/24.

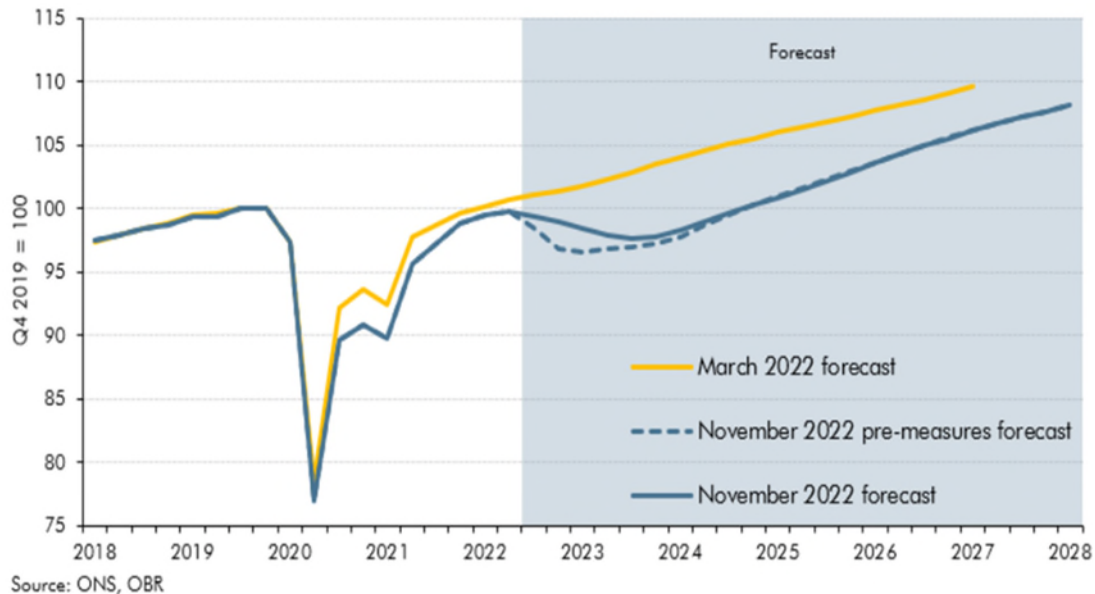
Legislative Pressures

- 3.8 The Government introduced a National Living Wage (NLW) from April 2016. The minimum pay from April 2023 for over 23's is £10.42 per hour (ph), an increase of 9.7% from the existing rate. While the Council pays its staff above this level, we are aware that a number of contractors will need to increase pay rates over the MTFP, the biggest pressure being within our care market. As part of the commitment to the Ethical Care Charter, some providers are subject to pay workers in line with the Foundation Living Wage, recognising that National Living Wage is still a minimal rate.

Economic Context

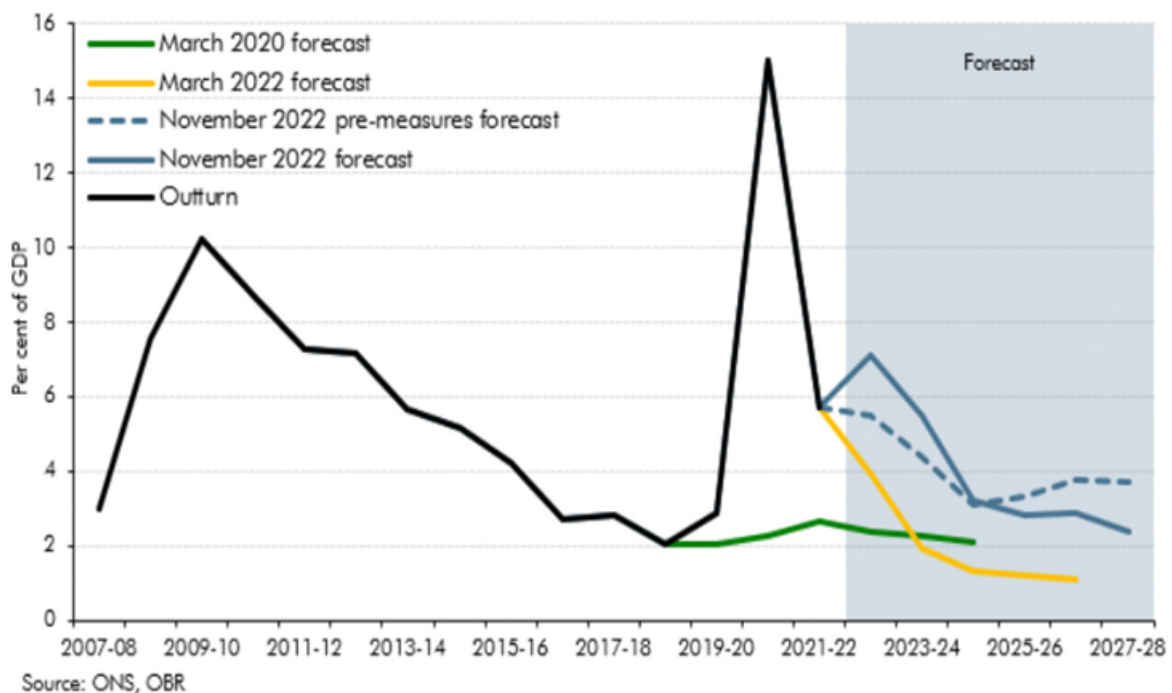
- 3.9 The economic outlook has continued to deteriorate throughout 2022 due to a combination of factors including persistent high inflation, a tight labour market and global factors including the war in Ukraine. The economy is already in recession and GDP is not expected to return to growth until 2024.

Chart 2: Gross Domestic Product (GDP)



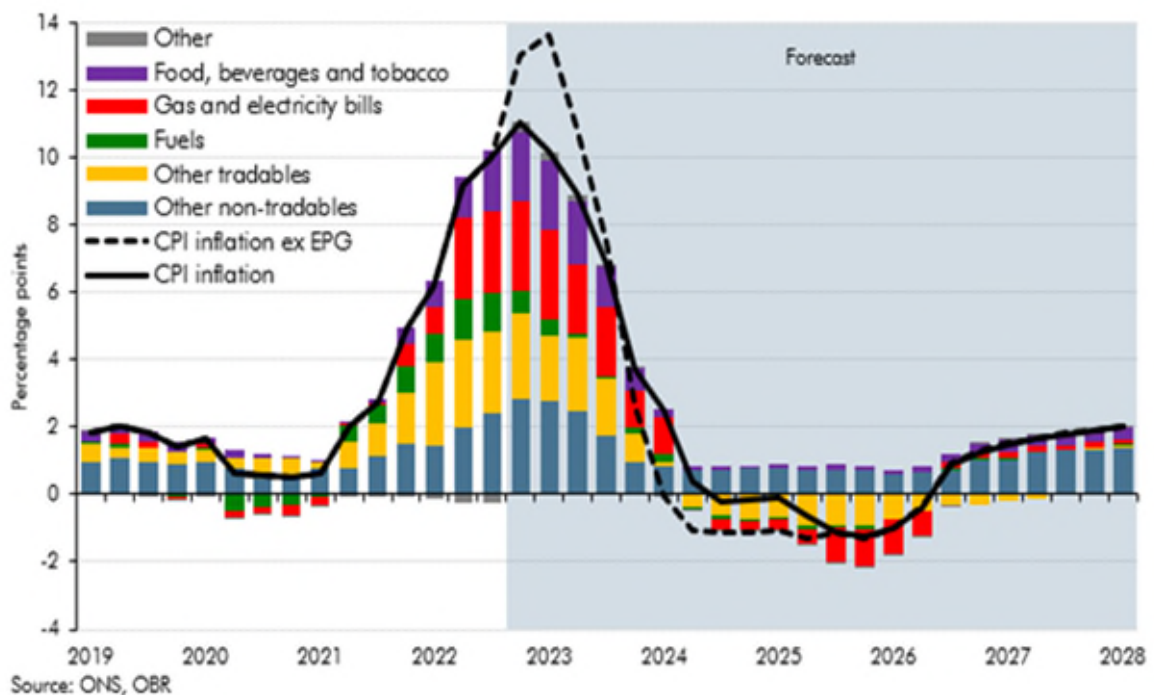
- 3.10 Government spending decisions regarding energy and other cost of living support schemes, and higher interest rates have increased the OBR March government borrowing forecast by £64.2 billion in 2022-23 and £39.8 billion in 2023-24. Public sector net borrowing (PSNB) rises sharply from £133.3 billion (5.7 per cent of GDP) in 2021/22 to £177.0 billion (7.1 per cent of GDP) in 2022-23.

Chart 3: Public Sector Net Borrowing



- 3.11 The OBR expect inflation to peak at a 40-year high of 11.1 per cent in the fourth quarter of 2022, revised up from the peak of 8.7 per cent in their March forecast. High inflation is expected to continue in 2023 and drop down to target in 2024.

Chart 4: CPI Inflation Forecast



- 3.12 It is extremely difficult to predict what impact the current economic challenges, both globally and nationally, are going to have over the medium term, and this represents the most significant financial issue for the Council. However, we continue to face a number of other significant financial concerns:

- The overall funding envelope for local government in 2023/24 and 2024/25 has now been confirmed. Core elements of this will be cash flat and given the sharp increase to inflation, this represents a very tight settlement for local government. However, this has been offset by significant additional funding for social care over the same period. However, the funding outlook beyond this is now expected to be even more challenging with significant public expenditure cuts planned from April 2025.
- The promised Fair Funding Review has not taken place and it is not currently known if and when this will now take place. We have revised our core view within the MTFP and assumed that any change to the system will now not take place **until at least 2025/26**, including the reset of the business rates system. This is consistent with the views of experts in the sector.
- The Councils budget in key areas of demand is still fluid (as a result of Covid-19 and now the wider economic climate) and there remains significant questions about future changes, timing and scale, in particular for adult and children's social care.
- Continuing financial pressures arising from homelessness and the costs of temporary housing. The anticipated savings from the Invest to Save business

case have been reviewed and significantly reduced as a result of the rising costs of provision and lower than expected levels of prevention.

- There are continuing risks around reducing income as a result of lower economic activity, behaviour change and increased risks on debt collection.
- Whilst the government has now confirmed that the proposed Social Care Reforms are to be delayed by two years, this leaves a very uncertain position, with any decision to proceed dependent upon the outcome of the next General Election and potential lead in times for introducing any reforms, including a funding package which meets the full cost of change.

3.13 High inflation poses a significant risk for the Council on our whole cost base (contracts, energy and staffing). The MTFP assumes higher inflation continuing into 2023/24 and then assumes inflation falls back to previous levels thereafter. £15.5m contractual inflation has been factored into the 2023/24 budget and a further £20.1m over the medium term. We have increased the budget contingency since the draft budget was produced to provide an additional risk buffer in part to manage concerns over the current trajectory of inflation.

4. Pressures and Savings

Inflation

4.1 In determining the Revenue Budget expenditure for 2023/24 the following forecasting assumptions have been made:

Table 1: Forecasting Assumptions 2023/24

	2023/24
General Pay Inflation	4.0%
General Non-Pay Inflation*	0.0%
Fees and Charges	9.0%
Water	20%
Electricity inflation	66%
Street Lighting electricity inflation	88%
Gas inflation	224%

*assumes must be contained within existing budgets

4.2 Exemptions to the 9.0% increase in fees and charges are listed in Annex G.

Contractual and Utility Inflation

4.3 Contractual inflation is based on existing contract agreements. Some of the larger contracts are detailed in **Table 9**.

Table 2: Contractual Inflation Assumptions 2023/24

	2023/24
New Integrate Environmental Services Contract - DTI Indices	9.34%
Food and Garden Waste - DTI Indices	3.6%
Ringway - highways works	10.0%
Ringway - street lighting works	13.5%
Excel Care	9.39%
Extracare	13.32%

4.4 Higher inflation forecasts have had a significant impact on the projected cost of contractual inflation as detailed in Table 10.

Table 3: Contractual Inflation – 2023/24

	February 2022 £m	Budget 2023/24 £m	Increase £m
Adult Services			
- National Living Wage	2.108	5.394	3.286
- Other	0.328	0.814	0.486
Children's Services	0.934	1.776	0.842
Environment & Property*	1.238	5.631	4.393
Other	0.028	0.345	0.317
TOTAL	4.636	13.960	9.324

*includes street lighting energy increases

Table 3(a): Utility Budget Inflation – 2023/24

	February 2022 £m	Budget 2023/24 £m	Increase £m
Electricity	0.042	0.531	0.489
Gas	0.018	0.963	0.945
Water	0.008	0.039	0.031
TOTAL	0.068	1.533	1.465

- 4.5 Over the medium term it is estimated that contractual inflation will rise to a budget pressure of £33.513m, an increase of 201% from February 2022, which is a significant risk to the Councils financial position.
- 4.6 It has been assumed in the MTFP that the increase in National Living Wage of 9.78% for 2023/24 is an exceptional increase, with increases in 2024/25 and beyond falling in line with historical levels.

Cost Pressures

- 4.7 The pressures identified in the Budget 2023/24 are summarised below in Table 4. Pressures have been challenged as part of both officer and councillor scrutiny of the Revenue Budget. This is to ensure that pressures are realistic and reflect a reasonable forecast of future costs to ensure an accurate budget, while not overstating costs. A full list of all ongoing pressures is included at Annex C and one-off pressures at Annex E.
- 4.8 In total, we are expecting the additional ongoing costs for services to be as follows:

Table 4: Total Pressures 2023/24 – 2026/27

Budget Pressures by Category	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Demography	8.853	4.281	3.699	3.906
Demand Exceptional	1.559	0.000	(0.150)	(0.450)
Demand – New	2.911	0.300	0.000	0.000
Policy Choice	0.579	0.109	0.450	(0.081)
Contractual Change	0.902	0.000	0.000	0.000
Total Ongoing Service Pressures	14.804	4.690	3.999	3.375
Total One-off Budget Pressures (See Annex E)	6.272	1.727	0.729	0.350

- 4.9 The costs set out in this table increase the base budget each year. So, by 2026/27 we estimate that we will be spending £26.868m more every year on demographic and demand led pressures. In addition to these base budget pressures we have also provided funding for £6.272m one-off pressures in 2023/24. (**Annex E**).

Income & Reductions

- 4.10 Income levels are still significantly behind pre-Covid levels. We have reviewed our assumptions based on current levels of activity and income received assuming that there will be no further improvement in income levels after 2023/24.

Table 5 – Income Budgets

	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	2023/24 Movement £m	2023/24 Budget £m
Car Parking	(5.220)	(7.846)	(0.850)	(8.696)	(5.220)
Planning	(1.824)	(2.480)	0.600	(1.880)	(1.824)
Other	(29.685)	(29.444)	(0.416)	(29.860)	(29.685)
Total	(36.729)	(39.769)	(0.666)	(40.435)	(36.729)

4.11 Reductions and income growth of £7.7m have been included in the 2023/24 budget and £10.937m over the MTFP. These are detailed in Annex D and summarised below.

Table 6 - Reductions & Income Growth

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Being Smarter	(0.950)	(0.053)	0.000	0.000
Working Together	(1.332)	(0.600)	0.000	0.000
Thinking Differently	(5.441)	(1.860)	(0.528)	(0.173)
TOTAL	(7.723)	(2.513)	(0.528)	(0.173)

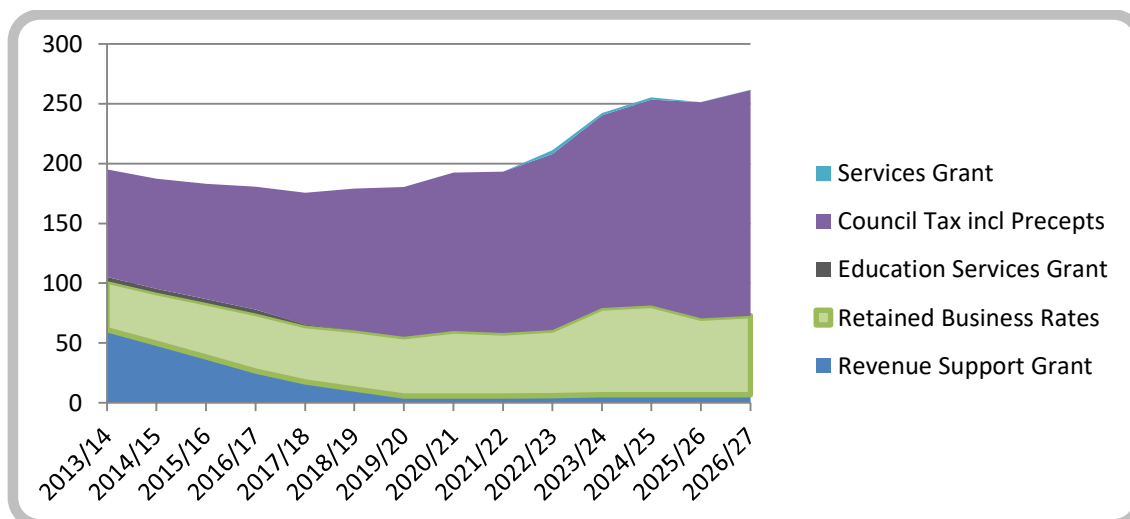
Funding

4.12 We currently have three main sources of funding:

- Council Tax
- Retained Business Rates
- Revenue Support Grant

4.13 The chart below shows how our overall funding has changed since 2013/14 and our best view of how we are projecting this to change by 2026/27. The clear shift is from national funding to locally generated income.

Chart 2: Council Funding from 2013/14 and projected funding to 2026/27



5. Council Tax

5.1 There are three factors which raise additional Council Tax in Milton Keynes. These are:

- An increase in the number of houses paying Council Tax, as we continue to grow. Further details can be found in the Council Tax Base report which went to 1 November Cabinet.
- A local choice about increasing Council Tax. Since 2012/13 there has been a maximum increase allowed before a referendum will need to be held with a public vote in favour for the Council to approve a higher increase. The provisional LGFS set the Council Tax referendum principles for 2023/24 and 2024/25 at a maximum increase of 2.99%.
- The 2023/24 provisional LGFS also allows a 2% Social Care precept for 2023/24 and 2024/25.

5.2 The Council has included a 2.99% Council Tax increase together with a 2% Social Care precept in its 2023/24 and 2024/25 Budget.

5.3 The table below shows the key assumptions and the forecast Council Tax income incorporated into the financial projections. As noted above, it is important to remember that while additional housing increases income, this also places demand on our services.

Table 7: Council Tax Assumptions

	2023/24	2024/25	2025/26	2026/27
Increase in Council Tax Base (Band D equivalents)	3,800	1,800	1,800	1,400
Increase in Council Tax charge	2.99%	2.99%	1.99%	1.99%
Increase in Adult Social Care charge for Adult Social Care precept	2.00%	2.00%	1.00%	1.00%
Estimated Collection rate	98.7%	98.7%	98.7%	98.7%

5.4 These assumptions result in the following increases in Council Tax:

Table 8: Council Tax Increases

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Increase in Council Tax Base	(5,826)	(2,898)	(2,968)	(2,458)
Increase in Council Tax charge	(7,148)	(7,649)	(4,900)	(5,121)
Total Additional Income*	(12,974)	(10,547)	(7,868)	(7,579)

*excludes estimated parish precept increase

- 5.5 The Council Tax Collection Fund is monitored closely throughout the financial year. We are currently forecasting a surplus on the Council Tax Collection Fund. The Council's share is expected to be £6.1m. This is being used to support the MTFP.
- 5.6 The surplus or deficit is shared between the major preceptors, Milton Keynes Council, Buckinghamshire and Milton Keynes Fire Authority and the Police and Crime Commissioner for Thames Valley.

6. Retained Business Rates

- 6.1 Under the retention system central Government retain 50% of the Business Rates collected, the remaining 50% are held locally. The local element is known as retained business rates, of which, 1% is paid to Buckinghamshire and Milton Keynes Fire Authority.
- 6.2 The Council's retained 49% is then subject to a Tariff and also a Levy which is applied to "disproportionate growth". These amounts are paid to central Government. The Tariff funds other authorities where their needs are higher than the Business Rate income they would have retained, while the Levy funds the national Safety Net which provides authorities with protection against a reduction in Business Rates funding compared to their Baseline Funding Level of 7.5%.
- 6.3 The level of Tariff and Levy means that in Milton Keynes we only retain £0.30p in every £1 of business rates collected and therefore only £0.30p in every £1 of business rates growth also. In 2023/24 we expect to collect net rates of circa £208.655m. This reflects the impact of the recent Business Rate Revaluation

which as seen rateable values in Milton Keynes rise by 15.6% from April 2023 and further growth in Milton Keynes. The Council expects to retain £72.599m of the net rates payable after deducting the government share of 50%, Tariff and Levy on growth.

6.4 The Business Rates Retention Scheme has now been in operation since 2013/14. There are significant risks to the Councils income which are summarise below:

- The new rating list from April 2023 is still at draft stage and subject to further changes and corrections.
- Ratepayers are able to raise challenges to their rating valuations and where successful the rateable value is reduced resulting in a reduction to the net rates payable. In line with the government funding assumption we have assumed in the 2023/24 budget that appeals losses will result in the loss of 3.7% of the net rates payable. There can be significant variations depending on both national and local circumstances.
- Business rates is also subject to wider economic factors including collection and reductions for empty properties and other reliefs.
- The estimate included in the 2023/24 budget includes adjustments for these factors using the best information available, but these can be subject to significant variations.
- Over the last five years, the economy in Milton Keynes has continued to grow, but there is a risk that if the economy started to decline income would fall. The Safety Net operates to protect against losses of more than 7.5% from the Business Rates Baseline. If income reduced the Councils potential financial exposure is £28m in a single year, based on £24.4m growth which has been baselined and £3.6m which is the maximum reduction that can happen before the Safety Net would apply. The actual losses in business rates income would need to be higher than this as these amounts are net of any Levy payment to the government.
- The Business Rates system was due to be reset in 2022/23 but has been delayed again until at least 2024/25. A reset means in theory all growth and losses will be reset nationally and locally in the system. In reality this is likely to be based on historical information and due to the dynamic nature of the tax cannot be accurate. To mitigate the potential impact of this risk the MTFP reverses out £5.8m in growth from 2023/24 from the base budget.
- Within the GF working balance we have provided additional financial provision in the event that the Councils base shrinks further as a result of other factors including changes to valuations yet to be considered by the Valuation Tribunal in excess of the provision we have made.

7. Revenue Support Grant

- 7.1 Local authorities Settlement Funding Assessments for 2023/24 were confirmed in the provisional LGFS. This is made up of Revenue Support Grant (RSG) and Business Rates Baseline Funding Level (BFL). For 2023/24 RSG has been uplifted by 10.1% (September CPI) to £6.731m and BFL remains at £48.237m in line with the freezing of the business rates multiplier.

8. Other Resources

- 8.1 There are a number of other grant funding streams which are critical to the operation of the Council, these are:

Public Health Grant

- 8.2 The Health and Social Care Act 2012 transferred substantial health improvement duties from the NHS to local authorities from April 2013. Local authorities have been given a ring-fenced Public Health grant to discharge their responsibilities to:

- Improve significantly the health and wellbeing of local populations.
- Carry out health protection functions delegated from the Secretary of State.
- Reduce health inequalities across the life course, including within hard to reach groups.
- Ensure the provision of population healthcare advice.

- 8.3 Public Health England implemented a year-on-year reduction in Public Health Grant funding until 2020/21, where we then received an increase of 4.7%. Changes in population have not been reflected in the public health funding the Council receives. The provisional LGFS did not provide the detailed allocation information but did reference that it would be increased in line with inflation. The Public Health reserve has largely been committed, therefore receiving a lower increase, could result in increased pressures in the general fund or needing to identify savings in contracts.

Better Care Fund

- 8.4 The Better Care Fund (BCF) is pooled funding between the NHS and local authorities and has been in place since 2015/16 to support the delivery of integrated health services and to also support local authorities in implementing the 'Care Act 2014'.
- 8.5 The pooled Budget has a legal basis under Section 75 of the NHS Act 2006. A condition of this funding is that local authorities must agree with local health partners how the funding should be utilised and the expected outcomes. These spending plans must include detail on how Adult Social Care services will be protected. The total minimum CCG contribution to the BCF pool for 22/23 was £18.589m, inflationary increase for 23/24 has not yet been confirmed. However, the LGFS announced £6.000m of new grant funding for 2023/24 to ensure those people who need to draw on social care when they are discharged from hospital

can leave as soon as possible, freeing up hospital beds for those who most need them. MKCC will receive £0.900m of this funding. This funding will be required to be pooled as part of the Better Care Fund. The government proposes that this funding will be distributed using the existing iBCF grant shares given that it must be pooled into the BCF.

Improved Better Care Fund

- 8.6 The improved Better Care Fund (iBCF) was first introduced in the 2015 Spending Review. In 2022/23 the iBCF total allocation was £6.176m.
- 8.7 The iBCF grant may only be used for the purposes of meeting adult social care needs; reducing pressures on the NHS, including supporting more people to be discharged from hospital when ready and ensuring that the local social care provider market is supported.

New Homes Bonus

- 8.8 It was confirmed in the Provisional Local Government Finance Settlement that the New Homes Bonus (NHB) scheme would continue in 2023/24 but payments would be restricted for 1 year. No legacy payments will now be paid.
- 8.9 The funding allocated to councils based on the building of new homes and bringing empty homes back into use. The intention for the NHB was to ensure that the economic benefits of growth are returned to the local authorities and communities where growth takes place.
- 8.10 MKCC will receive a total payment of £4.542m in 2023/24 reflecting the high level of housing growth in Milton Keynes.
- 8.11 The future of the NHB is very uncertain beyond 2023/24.

Dedicated Schools Grant

Overview

- 8.12 The Dedicated Schools Grant (DSG) is a ring-fenced grant supporting individual schools, academies and other pupil related expenditure as defined in the School and Early Years Finance (England) Regulations 2023. The grant and expenditure is monitored closely by the Schools Forum (a committee of the Council) and the funding and expenditure are ring-fenced within the individual blocks. The full budget summary was taken to the [Schools' Forum meeting 19/01/2023](#) and a summary of the position is outlined in table 9.
- 8.13 Final funding allocations were received on 16 December 2022, however some elements of the DSG are still subject to future revisions (namely the whole of the early years block and the import and export adjustments on the high needs block), both of which are confirmed in July 2023.

Table 9: Dedicated Schools Grant

DSG Allocation	Schools £m	Central Schools Services £m	High Needs £m	Early Years £m	Total £m
2022/23 DSG Grant Allocation	230.982	1.748	54.625	22.943	310.298
2023/24 DSG Grant Allocation	249.110	1.829	59.785	23.537	334.261
Changes from 2022/23	18.128	0.081	5.160	0.594	23.963
2022/23 Forecast Carry Forward	0.451	0.005	1.375	1.501	3.332
Total Resource 2023/24	249.561	1.834	61.160	25.038	337.593

- 8.14 2023/24 will be the sixth year of the national funding formula (NFF) which covers not only how the funding allocation is calculated, but also the distribution of funding out to schools via the school funding formula. Whilst LAs will have local input into the formula in 2023/24, it is expected that this will match the formula proposed by the DfE to aid transition to a hard introduction of the formula at which point it is expected that local involvement will cease. There is no confirmed date for the direct formula introduction.
- 8.15 The transfer to a direct formula allocation of funding to schools is not likely to affect MK significantly as subject to managing local demographic pressures our formula is already in line with that of the DfE.
- 8.16 The forecast carry forward against the schools block will be allocated as part of the school funding formula distribution for 2023/24. The forecast carry forwards against both the early years and high needs blocks are one-off underspends and are held to manage volatility as all expenditure can vary during the year based on the number of and needs of the children. The DfE have also issued revised guidance on the requirement for each of the individual blocks to remain in surplus and in the case of any deficits detailed recovery plans must be submitted to the DfE.

Changes from 2022/23

- 8.17 Additional funding nationally for schools was announced by the Government in the Autumn Statement. The impact of these changes to the MK funding:
- Additional funding of £214.11 and £358.04 per pupil in primary and secondary respectively. The total increase in NFF factors is £5.386m.
 - Mainstream Schools Additional Grant of £8.456m for schools.
 - Increase in growth funding of £0.123m, growth funding remains a pressure for MK.
 - Additional high needs DSG funding of £5.160m.
 - Increase in early years funding of £0.594m due to an increase in take up.
 - No school will lose funding as the Minimum Funding Guarantee (MFG) will be set at 0.0% when comparing their per pupil funding.

8.18 Authorities can still move up to 0.5% between blocks with approval by the schools forum but the DfE expects the number of LAs who do this to significantly reduce given the increase in funding to high needs. MK will not be proposing any block transfers.

School Budget

- 8.19 Although the DfE outline their expected formula for allocation of funding to schools, there are often occasions where this cannot be matched exactly and remain within the overall funding allocation. The reasons for this are:
- We only receive an average amount of funding per pupil. It may be that in some cases the actual cost per pupil via the formula may be higher due to the specific demographic characteristics.
 - Funding is still lagged meaning that some increases in areas such as premises factors, cost more than the amount of money allocated.
 - Authorities that are growing are likely to need to top slice the cost of this from within the schools block. Again, the nature of growth funding is lagged and is only received at a per pupil amount of funding which does not cover the cost of growth. This is especially an issue in MK where we are experiencing rapid growth.
- 8.20 The shortfall in meeting the NFF is £0.856m (0.3% of the schools block allocation). During November we consulted with all schools on the changes that could be considered to manage within the overall funding envelope. These results have been analysed and together with a discussion at the December schools forum meeting, have been considered as part of the setting the 2023/24 formula.
- 8.21 To manage the residual pressure on the funding formula, we are going to reduce the AWPU (average weighted pupil unit) by 0.84% across all sectors.

High Needs Expenditure

- 8.22 High needs expenditure largely consists of commissioned place funding, top up funding and central special education support services. It is allocated to a number of different types of settings in line with the DfE funding regulations.
- 8.23 A full review of the high needs budget for 2023/24 has taken place to reflect increases in demand, inflation and other cost pressures. There have been a number of significant cost pressures resulting from increased demand in the current year and these have been reflected in the base budget for 2023/24 using the majority of the additional funding that was announced. Future funding remains uncertain, with future allocation unknown and the impact of any changes made the High Needs National Funding Formula (NFF) and the SEND review still to be seen. To recognise the increasing costs that schools are facing a top-up rate increase of 3.4% has been applied to special schools and 2.0% for other top-up rates. The table below summarises the change in budgets as a result of both demand and formula cost increases:

Table 10: High Needs Budget

High Needs Budget	2022/23 Budget £m	2023/24 Budget £m	Increase / Decrease £m
Special School Place and Top Up	26.552	29.629	3.077
Departments / Special Units	2.386	2.695	0.309
Alternative Provision Funding	3.258	3.363	0.105
Mainstream Top Up Funding	7.306	7.762	0.456
College Place and Top Up	3.703	4.191	0.488
Independent Special Schools Fees	7.060	7.491	0.431
Demand Risk Reserve	0.896	1.000	0.104
Central Services	3.464	3.654	0.190
Total Expenditure	54.625	59.785	5.160
Surplus C/Fwd	(1.473)	(1.456)	0.017
High Needs DSG Funding	(54.625)	(59.785)	(5.160)
Total Income	(56.098)	(61.241)	(5.143)
Total	(1.473)	(1.456)	0.017

Early Years Expenditure

- 8.24 Additional funding has been confirmed in the DSG allocation for 2 year olds of £0.23 per hour and for 3 and 4 year olds £0.11 per hour. This rate increase will be fully passed on to providers.

School Grants

- 8.25 In addition to the main DSG, schools also currently receive a number of specific grants including pupil premium, PE and Sports, Universal Infant Free School Meals, National Tutoring Programme and Recovery Premium. These are calculated and allocated directly by the DfE. Often these grants are only announced annually either on a financial or academic year.

Other Specific Grants

- 8.26 We also receive a number of other specific grants, although the number and value of these have and will continue to reduce. These grants are in some cases “ring fenced” to individual activities, so spending is dictated along with the funding. Some specific grants are not ring fenced, which means that the Council can choose how funding is spent in accordance with local priorities (even where a grant was previously linked to a specific service or priority). The specific grants (over £50k) we are expecting to receive are as follows:

Table 11: Specific Grants

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Non-ring fenced Grants:				
Benefits Administration Grant	TBC	TBC	TBC	TBC
NNDR Administration Grant	(0.423)	(0.423)	(0.423)	(0.423)
DHP Admin Grant	(0.035)	(0.035)	(0.034)	(0.034)
New Homes Bonus	(4.542)	0.000	0.000	0.000
Total Non-ring fenced Grants	(5.973)	(1.401)	(1.372)	(1.372)
Ring Fenced Grants:				
Mandatory Rent Allowances: Subsidy	(20.613)	(20.613)	(20.613)	(20.613)
Mandatory Rent Rebates outside HRA: Subsidy	(7.472)	(7.472)	(7.472)	(7.472)
Discretionary Housing Payments	(0.837)	(0.837)	(0.837)	(0.837)
Youth Offending Team Grant	(0.330)	(0.330)	(0.330)	(0.330)
Social Care Grant	(11.790)	TBC	TBC	TBC
Local Reform & Community Voices Grant	(0.130)	TBC	TBC	TBC
Prison Specific Grant	(0.053)	TBC	TBC	TBC
War Pensions Disregard Grant	(0.026)	TBC	TBC	TBC
Former Independent Living Fund Grant	(0.662)	(0.662)	(0.662)	(0.662)
Rough Sleepers Grant	(1.106)	(1.028)	0.000	0.000
Homelessness Prevention Grant	(2.083)	(2.165)	TBC	TBC
Improved Better Care Fund	(7.076)	TBC	TBC	TBC
Next Steps Accommodation Programme (NSAP) - Revenue	(0.211)	TBC	TBC	TBC
Bus Service Operators Grant	(0.465)	(0.465)	(0.465)	(0.465)
Asylum Seekers Grant	(1.905)	(1.905)	(1.905)	(1.905)
Staying Put Grant	(0.115)	(0.158)	(0.158)	(0.158)
Looked After Children Remand Grant	(0.138)	(0.138)	(0.138)	(0.138)
Extended Personal Advisor Duty	(0.057)	(0.057)	(0.057)	(0.057)
Arts Council (Music) Grant	(0.407)	(0.407)	(0.407)	(0.407)
Extended Right to Travel	(0.051)	(0.051)	(0.051)	(0.051)
Strengthening Families Grant	(0.855)	(0.855)	(0.855)	(0.855)
Neighbourhood Planning Grant	(0.040)	(0.030)	(0.030)	(0.030)

Teachers Pay and Pension Grant	(1.022)	(1.022)	(1.022)	(1.022)
ESFA Adult Learning	(1.105)	(1.105)	(1.105)	(1.105)
KS2 Moderation and Phonics grant.	(0.010)	(0.010)	(0.010)	(0.010)
Previously Looked After Children (PLAC) Improvement	(0.047)	(0.047)	(0.047)	(0.047)
Universal Infant Free School Meals	(2.010)	(2.010)	(2.010)	(2.010)
PE & Sport Grant	(1.152)	(1.152)	(1.152)	(1.152)
Pupil Premium Grant	(5.794)	(5.794)	(5.794)	(5.794)
Sixth form funding from Education Funding Agency	(3.329)	(3.329)	(3.329)	(3.329)
Covid Recovery	(0.158)	(0.158)	(0.158)	(0.158)
School Recovery Premium	(0.334)	(0.334)	(0.334)	(0.334)
Virtual School	(0.100)	(0.100)	(0.100)	(0.100)
Police and Crime Commissioner Grant	(0.262)	(0.262)	(0.262)	(0.262)
Police Crime Commissioner (Substance Misuse)	(0.040)	(0.040)	(0.040)	(0.040)
Public Health Grant	TBC	TBC	TBC	TBC
Universal Grant- Drug and Alcohol/Criminal Justice	TBC	TBC	TBC	TBC
Rough Sleeper Drug and Alcohol Treatment Grant	TBC	TBC	TBC	TBC
Weight Management	TBC	TBC	TBC	TBC
Total Ring Fenced Grants	(71.784)	(52.545)	(49.352)	(49.352)
Total Specific Grants	(77.757)	(53.946)	(50.724)	(50.724)

9. Reserves and Balances

- 9.1 A risk assessment of the General Fund and Housing Revenue Account balances informs the Director of Finance and Resources view of the adequacy of reserves to provide assurance to the Budget. This is a statutory requirement. This risk assessment has been carried out alongside the development of the 2023/24 Budget to confirm overall General Fund and Housing Revenue Account balances (**Annex P and Annex K** of the Budget Report).
- 9.2 In addition to the General Fund Balance, the Council keeps several earmarked reserves on the Balance Sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice, and others have been set up voluntarily to earmark resources for future spending plans or potential liabilities.
- 9.3 All the reserves listed at **Annex Q** of the Budget Report have been reviewed to ensure that they remain relevant, have clear objective(s) and where appropriate an expiry date has been shown as to when the funds should be fully utilised. They are summarised in the table below.

Table 12: Reserves Analysis

	Forecast Balance at 1 April 2023	Forecast Balance at 1 April 2024	Forecast Balance at 1 April 2025	Forecast Balance at 1 April 2026
	£m	£m	£m	£m
GF Working Balance	(28.566)	(28.966)	(28.966)	(28.966)
Earmarked Budget Management & Risk				
-Corporate Property	(1.963)	(1.050)	(1.111)	(1.198)
-Specific Budget Risks	(11.188)	(9.680)	(9.056)	(9.156)
-Welfare Funding	(0.678)	(0.463)	(0.248)	(0.248)
-Transformation/Restructuring Programmes	(2.042)	(2.507)	(2.188)	(2.049)
Total	(44.436)	(42.666)	(41.568)	(41.616)

- 9.4 The level of General Fund working balance and risk reserves is projected to fall by £2.820m. The Section 151 Officer considers that these balances are prudent and appropriate given the level of risk and complexity of the delivery of the budget.
- 9.5 Housing Revenue Account balances are in excess of the minimum prudent level. These will reduce over the medium term as the investment plans set out in the HRA Rolling Business Plan are delivered into our existing stock, through regeneration and new build schemes.
- 9.6 In addition, there are a number of reserves which address the difference in timing between cash receipt and payment, for example the Collection Fund Cash Flow Reserve which helps manage the turbulence and risks in the Business Rates regime.

10. Summary of Available Resources

- 10.1 The total ongoing resources forecast to be available over the medium-term are shown in the table below.

Table 13: Resources 2023/24 – 2026/27

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Revenue Support Grant	(6.731)	(6.731)	(6.731)	(6.731)
Retained Business Rates	(72.599)	(74.599)	(64.071)	(66.071)
Council Tax (including estimated parish precepts)	(161.012)	(172.143)	(180.619)	(188.790)

Public Health Grant	(12.126)	(12.126)	(12.126)	(12.126)
New Homes Bonus	(4.542)	-	-	-
Services Grant	(1.805)	(1.805)	-	-
Total Ongoing Resources	(258.816)	(267.405)	(263.547)	(273.718)

10.2 Specific grants and the Better Care Fund are offset against expenditure within services, so are not shown in the table above. The Dedicated Schools Grant is treated as a separate ring-fenced grant, where contributions, if agreed by the Schools Forum reduce expenditure, so again this is excluded from the resources table.

11. The Future Challenge

11.1 Increases in demand for services and uncertainty over Government funding are creating an ongoing need to generate cost reductions and increased income. In total we need to address £15.6m of projected financial pressures over the next four years.

11.2 However, significant uncertainty over this forecast exist due to the lack of any clear policy for local government funding and the wider economic, social and environmental risks over which the Council has limited control.

11.3 The nature of some of the financial risks and uncertainty is managed through a prudent approach to how some elements of funding have been applied. The Council has retained an element of the Business Rates Growth in a reserve to help manage the impact of the Business Rates Reset. This funding has been included in the MTFP on a reducing basis between 2024/25 and 2025/26. The Council also only allocates NHB funding once confirmed and for one-off investment purposes. No funding has been assumed after 2023/24.

11.4 As a result of the Councils capital expenditure plans funded by prudential borrowing, net expenditure for the costs of debt financing is anticipated to increase over the medium term. Prudential borrowing principal repayment charges, illustrated in Table 14 below, increase as new internal borrowing is undertaken to support investment such as in highways infrastructure, Agora and regeneration.

Table 14 – General Fund Minimum Revenue Provision (MRP)

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Historic debt liability (pre-2008)	4.717	4.717	4.717	4.717
Residual Waste Treatment Facility (RWTF)	4.403	4.403	4.403	4.403
Other Prudential Borrowing (from 2008 onwards)	3.543	3.573	3.693	4.327
Finance Leases	0.015	0.016	0.017	0.018
Total General Fund MRP	12.678	12.709	12.830	13.465

11.5 The table below, shows the financial pressures we must address over the next four years. So far, we have identified specific proposals which is expected to address up to £10.9m of these financial pressures but there is still significant work for the Council to do to close the gap, particularly in 2025/26, when we are modelling the reset of the business rates system and loss of 50% growth above our projected baseline funding position. and to ensure that it remains financially sustainable.

Table 15: Medium Term Financial Forecast

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	TOTAL £m
Government Funding Adjustments	(26.873)	(1.410)	10.528	(2.000)	(19.755)
Other Funding Sources	(12.974)	(10.547)	(7.868)	(7.579)	(38.968)
Pay, Contract & Other Inflation	21.074	11.440	8.908	10.184	51.607
Budget Service Pressures	15.496	4.990	3.999	3.375	27.860
Budget Delivery	3.324	(3.175)	(1.190)	(0.375)	(1.416)
Corporate Measures	3.702	(0.019)	(0.135)	0.000	3.548
Capital Financing Budget	(4.760)	0.015	0.145	0.205	(4.395)
One-off Pressures	6.272	1.727	0.729	0.350	9.078
Total Pressures	5.261	3.021	15.117	4.160	27.559
Budget Reductions & Income Proposals	(7.723)	(2.513)	(0.528)	(0.173)	(10.937)
Less Earmarked Reserves applied to one-off pressures	(6.272)	(1.727)	(0.729)	(0.350)	(9.078)
Budget Gap	(8.734)	(1.219)	13.860	3.637	7.544
Planned drawdown from Earmarked Reserves	8.734	(0.642)	0.000	0.000	8.092
Net Ongoing Position	0.000	(1.861)	13.860	3.637	15.636

12. Longer Term Financial Prospects

12.1 The MTFP focuses on the next 4 fiscal years. Since 2018/19, local government has only received 12 month funding settlements. There is currently no clear timeframe for the review of local government funding. The earliest that a review could arise is in time for 2025/26, although this would still be challenging. The plan assumes that the reset of the business rates system will take place in 2025/26 and that the Council would lose 50% of its growth. This assumption will remain under regular review given its significance to the overall budget position and level of savings that this would mean need to be delivered by 2025/26. This means that there is continuing uncertainty around many of the core assumptions within our MTFP and limited ability to plan effectively.

12.2 The Councils approach to budget planning aims to balance the uncertainty from both government funding decisions and general economic factors through a measured approach to delivering new savings, holding prudent levels of reserves and putting in place change programmes which can deliver future efficiencies

over a longer timescale. It is recognised that if government support is withdrawn or the wider economic impact is worse than predicted then the Council would need to reconsider the scope of services that it can provide. Given the heightened level of uncertainty over the future trajectory of the council's budget, we are holding £10m in reserves which can be used to manage any unexpected adverse movements over the life of this plan. In this section of the plan, a number of key longer term planning assumptions / decisions are assessed to demonstrate their longer-term potential financial impact.

Children's Social Care – The Milton Keynes child population is increasing at a higher rate than the UK average. In the last year children's services has seen a 4% increase in the number of referrals and 5% increase in contact, resulting in increased demand for support across children's social care services. This together with an increase in the complexity of needs of young people continues to put a pressure on the budget.

Adult Social Care - POPPI and PANSI data alongside local activity data is used to project increases in demand for services. We have assumed demand will settle to pre-pandemic levels. We also look at average cost of care packages (as needs become more complex and packages of care and therefore costs increase). We are bound by the Foundation Living Wage in some of our contracts so this impacts on the contractual inflation award, particularly for homecare and supported living providers. Social Care Reform (SCR) has now been delayed from October 2023 to October 2025. Both demand and costs are rising fast reflecting the lack of capacity in the system, particularly with Care Homes. In the short term the government has provided additional funding and given Councils the ability to increase Council Tax further to mitigate immediate cost pressures. The original SCR funding has been repurposed and baselined for 2023/24. However, there is continuing uncertainty on the future funding system for social care, whilst short term pressures need to be managed

Homelessness – demand for help and support is difficult to predict, and the financial impact of its translation into temporary accommodation costs is also affected by the variability in supply of affordable permanent or rental housing into which the homelessness duty can be discharged. The service will move into year three of the invest to save programme, which will be particularly challenging as we anticipate there will be an increase in demand for temporary accommodation. Therefore, due to the impact of Covid, cost of living crisis and inflation, the invest to save will not deliver in 2022/23 or 2023/24.

Major Contracts – A number of major Environment contracts will be commence during 2023. Services will include waste collection and cleansing; landscape maintenance; play areas; service provision for recycling treatment and processing and food and garden waste treatment. The budget has fully reflected the outcome of the recent procurement both in terms of revenue budgets and capital investment necessary to deliver the new service offer for residents including investment in Wheeled Bins, New Fleet, Infrastructure and Land. Work is also being undertaken on the re-procurement of the Highways Contract for 2024.

13. Sensitivity and Financial Resilience Assessment

- 13.1 The Council has a significant number of statutory duties that it must perform in addition to its other political and local priorities that it delivers for the benefit of its residents, visitors and businesses. The financial model is complex and subject to significant factors, some of which are not within the direct control of the authority. To help inform members, residents and other stakeholders about the overall financial strength and sustainability of the Council's operations the MTFP considers a series of scenarios, the impact that these would have on the Council's financial position and ability for the Council to manage this.
- 13.2 The budget is complex and includes many different assumptions across a large range of service areas. The sensitivity assessment considers the key budget assumptions where there is an increased likelihood of change and where this is likely to have a material bearing on the Council's Financial Sustainability. This assessment helps provide an understanding for the organisation and its stakeholders and inform future choices on intervention and the organisations ability to manage existing and appetite for increased risk.
- 13.3 Based on current assumptions the budget gap over the MTFP is £15.636m. The tables below illustrate the financial impact of changes to key variables could have on the MTFP. The impact of possible changes to current assumptions are used to create optimistic and pessimistic scenarios compared to the current MTFP.

Table 16: Optimistic Scenario

	Change to Assumption	2024/25 £m	2025/26 £m	2026/27 £m	TOTAL £m
Business Rates	Reset delayed until 26/27 (50%)	0.000	(12.528)	12.528	0.000
Fair Funding Review	+10% per annum from 26/27	0.000	0.000	(0.854)	(0.854)
Council Tax	500 additional properties in 25/26 and 26/27	0.000	(0.831)	(0.880)	(1.711)
Inflation	Assumption Unchanged	0.000	0.000	0.000	0.000
Demand Pressures (Adults & Children's)	Assumption Unchanged	0.000	0.000	0.000	0.000
Parking and Planning Income	+2.5% per annum	(0.268)	(0.274)	(0.281)	(0.823)
TOTAL CHANGE		(0.268)	(13.633)	10.513	(3.388)

Table 17: Pessimistic Scenario

	Change to Assumption	2024/25 £m	2025/26 £m	2026/27 £m	TOTAL £m
Business Rates	Growth £1m less per annum (MKCC Share)	1.000	1.000	1.000	3.000
Fair Funding Review	-10% per annum from 25/26	0.000	0.854	0.768	1.622
Council Tax	Higher CTRS costs	1.000	1.000	1.000	3.000
Inflation	24/25 inflation provision 50% higher than MTFP assumption	5.720	0.000	0.000	5.720
Demand Pressures (Adults & Children's)	ASC & CSC 50% in 24/25 than current base forecast	1.891	0.000	0.000	1.891
TOTAL CHANGE		9.611	2.854	2.768	15.233

14. Treasury Management

- 14.1 The Council's Treasury Management Strategy provides the framework within which authority is delegated to the Director Finance and Resources to make decisions on the management of the Council's debt and the investment of surplus funds. The Council is authorised to borrow on a long-term basis to finance capital expenditure and short-term to deal with cash flow fluctuations pending the receipt of revenues.
- 14.2 The detailed Treasury Management Strategy and Policy is updated on an annual basis alongside the Budget Report.
- 14.3 The Council's Investment Strategy outlines the investment priorities:
- **Security** – protecting funds by managing the credit risk associated with investment decisions.
 - **Liquidity** – the ability to fulfil spending obligations and maintain service delivery.
 - **Yield** – achieve optimum returns on investments, commensurate to the Council's appetite to risk.

- 14.4 The Prudential Code for Capital Finance incorporates a number of indicators, set as part of the Treasury Management Strategy and Capital Strategy, which are designed to ensure that:
- Capital programmes are affordable.
 - External borrowing and other long-term liabilities are within prudent and sustainable levels.
 - Treasury Management decisions are taken in line with professional good practice.
- 14.5 During 2021, CIPFA published revised versions of both the Treasury Management and Prudential Codes of practice. The Treasury Management Code update focuses predominately on improvements to skills & knowledge recording and corporate governance. The Prudential Code update focuses on tightening rules on borrowing to invest primarily for yield such as commercial investments as well as the introduction of a new Prudential Indicator that promotes running down investment balances before reactively raising new borrowing as cash flows demands arise.
- 14.6 Furthermore, in November 2021 DLUHC launched a consultation seeking views on proposed changes to the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 (the 2003 Regulations) to better enforce the duty of local authorities to make prudent minimum revenue provision (MRP) charges each year. Draft regulations were published in June 2022 that were intended to apply from 2023/24 but the final version is yet to materialise, with latest information indicating that any changes may now not take effect until 2024/25 at the earliest.
- 14.7 Further details on these revised codes of practice and the MRP consultation can be found in the 2023/24 Treasury Management Strategy **Annex O**.

Council Debt

- 14.8 The timing of external borrowing is a treasury management decision dependent on expenditure forecasts, cash-flow resources and market conditions, and is not directly associated with any particular items of expenditure (in line with legislation).
- 14.9 The difference between the Capital Financing Requirement and External Debt position is referred to as 'internal borrowing' – the funding of capital financing needs using temporary cash-flow resources in lieu of external borrowing. This strategy is prudent in the current economic climate as counterparty risk is high and investment returns are low.
- 14.10 The Council's borrowing plans incorporate funding several major investments set out in the Capital Strategy.
- 14.11 In October 2018 the Government abolished the Housing Revenue Account (HRA) Debt Cap which limited Councils' ability to borrow for housing purposes. Whilst the removal of the HRA debt cap gives rise to more capacity to invest in housing stock, and although currently accompanied by low market interest rates, it is not

a panacea for unconstrained borrowing. The revenue financing costs of servicing new debt need to be sustainable over the long-term.

- 14.12 The Council has introduced a local Interest Cover Ratio (ICR) indicator to quantify risk and inform sound financial judgement. The ICR, which we have set at a floor of 1.25, calculates a prudent proportion of HRA Operating Surplus allocated to cover debt servicing costs (voluntary MRP and interest charges). The Council will set and review each year annual upper limits on HRA debt over the 5-year medium term planning period as part of its Treasury Management Strategy.

15. The Housing Revenue Account

- 15.1 The Housing Revenue Account Business Plan (HRA BP) sets out how we intend to achieve our ambitions to maintain and improve our existing housing stock, regenerate local estates, build new council homes and be the best landlord, by improving the services we deliver to our tenants. The HRA BP is the overarching strategic document that sets out what our anticipated resources and investment priorities are and reflects the renewed ambitions of the council to build more council homes and to bring our existing homes up to a decent standard with a clear focus on carbon reduction and sustainability. Full details on the HRA budget can be found in **Annex K** to the main budget report.

16. Capital

Approach to Capital

- 16.1 Since 2019/20 there has been a requirement under the CIPFA Prudential Code and Treasury Management Code that Council's produce a Capital Strategy. The strategy gives a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of local public services along with an overview of how associated risk is managed and the implications for future financial sustainability. The strategy is detailed in **Annex L**.
- 16.2 We see our capital spending and assets to be an essential part of addressing the medium term financial challenge. This is for three main reasons:
- Funding Source - The assets we hold need to be used as effectively as possible to release funding or generate income in the future. For example, we have an agreement with a major developer to facilitate the sale and development of over 2,500 properties in our Western Expansion Area and we are identifying opportunities to build houses on smaller parcels of land. We are also releasing properties and sites we no longer need to save money in maintenance and running costs while also generating capital receipts.
 - Transformation – We are identifying schemes which can transform services to support the financial position over the medium term. For example, asset rationalisation, transforming the delivery of waste services. These schemes are essential to our long term financial sustainability.

Capital Principles

16.3 Of the 12 core financial principles detailed in para 2.1 many of these apply also to capital. These are:

- Emerging pressures are managed within existing cash limits - new capital schemes are not added in year, unless there is an explicit decision to re-prioritise the Capital Programme removing schemes if necessary. All schemes in the Capital Programme must be fully funded.
- Spending is aligned to Key Priorities - capital schemes will be prioritised based on information arising from Council Plan priorities, infrastructure to support the delivery of growth and asset management plans.
- Income is only included in the budget when supported by robust proposals and is therefore deliverable - capital schemes relying on funding from external parties will only be given spend approval when funding is confirmed. Expenditure against capital receipts will normally only be agreed once received.
- Future liabilities are anticipated - the need to maintain the Council's assets is recognised and given priority within the Capital Programme. The Council is developing a pipeline programme to outline future potential investment requirements. This will provide context when prioritising projects for inclusion within the capital programme. In addition, before committing to a scheme the revenue implications are considered and the asset/ investment are designed to be financially sustainable.
- Budgets are sustainable - Council budgets recognise that sales of assets alone are not a sustainable method of funding the capital programme over the medium-term. The Council needs to anticipate finding shortfalls in the Capital Programme and build into its revenue budget the capacity to borrow or make revenue contributions to capital in order to ensure essential infrastructure is provided.
- Capital schemes: Allocation of resources is separate from expenditure approval to spend.
- Capital and revenue planning needs to be integrated to ensure implications are fully anticipated.
- The use of specific grant funding does not lead to budget pressures - where grant funding is made available to schemes there needs to be an explicit assessment of risk. With complex schemes where grant funding is fixed, the Council needs to recognise it would have to wholly fund any overspend.

Estimating Capital Resources

16.4 There are a number of different funding sources for the capital programme, the main funding sources and the key assumptions are explained in the Capital Strategy in section 28 and summarised in table below:

Table 18: Forecast Capital Resources

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/8 £m
Capital Receipts	2.163	3.411	1.710	1.648	0.540
Developer Contribution	4.077	4.200	1.963	0.000	0.000
New Homes Bonus	6.142	3.990	0.000	0.000	0.000
Prudential Borrowing	9.856	79.984	27.880	4.325	0.953
Single Capital Pot	41.265	11.562	9.082	9.083	9.082
Grant	79.184	30.216	5.238	1.117	1.118
GF Revenue	19.914	0.000	0.000	0.000	0.000
HRA Revenue	14.651	0.523	0.573	0.639	0.000
Third Party Contributions	0.000	0.000	0.000	0.000	0.000
Major Repairs Reserve	17.036	17.185	18.313	18.507	0.000
Total	194.288	151.071	64.759	35.319	11.693

- 16.5 Both in total and at the individual resource level these are at best prudent estimates of future resources, but may be subject to change. The medium term position will continue to be updated on a regular basis.

Forecast Capital Expenditure

- 16.6 In order to assess our capital expenditure needs we have to consider a number of different issues (as set out in section 16.3). The forecast expenditure position is as follows:

Table 19: Forecast Milton Keynes Council Capital Expenditure

		2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/8 £m
Education	Continuations	3.947	0.000	0.000	0.000	0.000
Education	New Starts	2.030	2.030	2.030	2.000	2.000
Transport	Continuations	1.567	10.849	1.963	0.000	0.000
Transport	New Starts	61.009	21.951	9.455	8.833	7.191
Social Care & Housing GF	Continuations	0.000	0.000	0.000	0.000	0.000
Social Care & Housing GF	New Starts	1.117	1.117	1.117	1.117	1.118
HRA	Continuations	14.168	27.941	6.759	0.146	0.000
HRA	New Starts	37.436	54.307	36.529	21.220	0.000
EPCS	Continuations	36.723	31.925	5.430	1.428	0.540
Total		157.997	150.119	63.283	34.745	10.848

Summary Capital Programme

16.7 The table below shows a summary of the capital position over the MTFP period and the resources allocated in the Capital Programme.

Table 20: Forecast Summary of Capital Resources and Expenditure

	2023/24	2024/25	2025/26	2026/27	2027/28
	£m	£m	£m	£m	£m
Capital Resources	194.288	151.071	64.759	35.319	11.693
Capital Expenditure	157.997	150.119	63.283	34.745	10.848
Net Position (surplus) / deficit	(36.291)	(0.952)	(1.476)	(0.574)	(0.845)
Cumulative Position (surplus) / deficit	(36.291)	(37.243)	(38.719)	(39.293)	(40.138)

16.8 Whilst Table 21 shows an excess of £40.138m resources over planned expenditure, £38.3m of this funding is Education specific, and the remainder relates to Integrated Transport funding. There is also a number of areas expenditure which will require funding in the future, thereby increasing the overall funding requirement.

- Pipeline schemes require further work prior to further consideration.
- A Transport Infrastructure Delivery Plan has been approved. This builds on the adopted 2018 Mobility Strategy and the Infrastructure Delivery Plan for Plan MK and its evidence base to clarify the transport infrastructure requirements in the next 10-15 years. Specific schemes have not yet been developed, but a number of potential projects have been included within the pipeline programme.

17. Risks

17.1 A critical element of the MTFP is to ensure that the financial consequences of risk are adequately reflected in the Council's finances. All of the main risks that face the Council are considered in order to assess the likelihood of the risk happening and the potential financial implications. The main risks for the 2023/24 Budget fall into these main categories:

- Income and funding risks.
- Demands for service delivery.
- Inflation
- Delivery of savings.

17.2 These are summarised in **Annex R** (General Fund) and **Annex K** (Housing Revenue Account) of the budget report.

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Cabinet Report



7 February 2023

SUSTAINABILITY STRATEGY ACTION PLAN UPDATE

Name of Cabinet Member	Councillor Jennifer Wilson-Marklew Cabinet member for Climate and Sustainability
Report sponsor	Stuart Proffitt Director Environment and Property
Report author	Neil Allen Head of Regulatory Services Neil.Allen@milton-keynes.gov.uk (01908) 252365

Exempt / confidential / not for publication	No
Council Plan reference	Section 8 - para 8.1 and 8.3
Wards affected	All wards

Executive summary

In 2018 Milton Keynes Council made the commitment to become Carbon Neutral by 2030 and Carbon Negative by 2050. Since then, (as well as becoming a City) we have provided an update to cabinet each year demonstrating the work that has been done over the last year and setting out our ambitions going forward.

An area of focus for the team has been understanding our current position and working on projects that will help us to achieve our target of zero carbon by 2030. As we begin to see this work come to fruition, with carbon neutrality mapped out by 2030, we can expand the work we have been doing in other areas for residents and businesses, looking at ways we exercise influence outside of the council's direct control. This could be extending the support we are providing to private homeowners to make their homes more energy efficient, amplifying businesses who are aiming for a 2030 carbon neutrality goal through a sustainable business accreditation and using our interest in things like our pension fund to push for investments that will deliver world class initiatives to make our geographical area better.

This report highlights these key areas of focus and progress:

- Update on our 2021/22 carbon emissions
- Key Council projects
- City-wide activity and support
- Action plan update

Whilst other authorities may find themselves in the position of considering reducing their sustainability commitments to find savings in their budgets, Milton Keynes City Council sees it as a key part of its strategy to make life better for residents. From helping everyone live in a more energy efficient home, finding ways to generate energy to making it easier for people to leave their cars at home, sustainability isn't a nice to have but an essential part of our medium and long-term strategy to make Milton Keynes an even better place to live.

1. Decisions to be Made

- 1.1 That Cabinet acknowledges the progress to date and continues to support the direction of travel set out within this update.
- 1.2 That yearly progress updates continue to be brought to Cabinet, targeting Q4 of 2022/23 in line with the Cabinet meeting for that period.

2. Update on our 2021/2022 carbon emissions

- 2.1 We continuously work through the sustainability action plan and develop key projects to meet our carbon zero 2030 goal. Local Partnerships provide us with expert support for the measurement of carbon emissions, as well as specialist input on key projects. Local Partnerships have updated our emissions reporting for 2021/22 and pathway to carbon zero by 2030 for our operational emissions. The emissions reporting uses the Local Partnerships/LGA Greenhouse Gas Accounting Toolkit. A summary of the emissions reporting and the refreshed pathway to net zero is included in Annex A.
- 2.2 The 2021/22 emissions reporting includes the same emissions sources as the 2018/19 baseline. Our operational emissions for 2018/19 were 24,000 tCO₂e. Our 2021/22 emissions were 16,400 tCO₂e. Our net zero pathway modelling has been updated with this figure, as well as reprofiling the interventions that are programmed for delivery between now and 2030. After all our proposed interventions have been modelled, the pathway is showing that in 2025 there is a residual 10,445tCO₂e to be removed from our operations to reach net zero by 2030.
- 2.3 Should the existing projects in the plan not reach implementation, alternative projects will need to come forward in their place. Please refer to Annex B for the Sustainability Strategy Action Plan report.

- 2.4 The breakdown of the 2021/22 emissions shows that most of our operational emissions are from providing heat and power to our buildings and schools, which make them a priority for either rationalisation (our operational estate) or decarbonisation projects. Retrofit and transition to low carbon heating will be the focus for the coming year, to understand the scale of the investment required and the pace at which this can be delivered via either a retrofit programme approach or specific project schemes, working with our Property and Facilities team and other service areas.
- 2.5 The transition to a low carbon fleet is a key project within the pathway modelling. Additional projects to be added to the model, when the data becomes available later this financial year, will be the additional LED upgrades in residential grid squares and carbon sequestration from our proposed additional tree planting.

3. Key Council Projects

- 3.1 Several of our key projects contributing to our 2030 net zero target are described below.

(a) Street Lighting LED conversion programme (phase 2)

In 2014 we started our programme to modernise and upgrade our street lighting stock to low energy LED to reduce energy costs and carbon, extend the life of our assets and reduce maintenance. To date we have converted 38,000 units, with a reduction of 8.089 million Kwh of electricity and 8,522 tonnes of carbon per annum, a cumulative saving of 29.2 million Kwh and 38,268 tonnes of carbon.

In October 2022 we saw energy prices increase by 88%, with further increases forecast over the medium term. This has resulted in a revenue pressure for 2023/24 of £1.635m. Our annual lighting energy consumption is currently 13.127 million Kwh and 3,037 tonnes of carbon. We have brought forward our planned second stage of street lighting conversation, so that all our lighting assets are fully modernised to LED and operating in the most carbon-efficient manner. Through 2023 and into 2024 at a cost of £10M, we will install, test and commission the final 20,000 management system-controlled LED streetlights, as well as carry out management system upgrades on all of our existing 38,000 LED street lighting lanterns.

(b) Re:Fit Programme

Our Re:fit programme will see the completion of works at Everglade House and Granby Court. These schemes were funded by the BEIS Green Homes Grant Local Authority Delivery scheme. Residents at Everglade House now benefit from fabric improvements, solar panels and more efficient heating and hot water provision. Granby Court residents will benefit from low carbon heating supplied by communal Air Source Heat Pumps, solar PV and individual heating controls.

Our Re:fit provider is currently developing further Investment Grade Proposals (IGP's) for a selection of corporate buildings (including Civic and the Crownhill Crematorium) and several schools. The detailed design documents are due to be submitted for review, with the projected carbon savings from these projects will be added to the emissions pathway analysis.

- (c) Milton Keynes Waste Recovery Park (MKWRP) private wire for vehicle charging of fleet

Electricity generated at the MKWRP will power the Waste Transfer Station, the new environmental services waste fleet, as well as hopefully new electric buses in the city in the future. The waste collected from across MK provides energy via a gasification process in the Advanced Thermal Treatment Facility to power the environmental services vehicles, including household waste collection. This enables a cyclical economy from waste collection from our residents to produce energy. Heat from the plant could also form part of the proposed city-wide heat network (see below).

- (d) Renewable Energy Generation, Solar Farm

As the pathway to net zero modelling shows, from 2025 there will be at least 4,213tCO₂e of scope 2 (grid supplied electricity) to remove from the operational footprint. As there will be increasing electricity demand across the estate as we move to the electrification of heating and electric fleet vehicles, the scope 2 emissions will increase and the only available option to remove these emissions is through the supply of renewable energy. A detailed review and evidence report has been undertaken to explore the potential for the Council to develop large scale solar PV (photo-voltaic) scheme on its own land holdings within the borough.

The lack of suitable available land and grid constraints mean that within the borough boundary there is limited opportunity for large scale solar to meet our 2030 net zero target, therefore options for investment in schemes outside the boundary are being actively appraised. Engagement with CIPFA has taken place to understand the requirements and implications of the updated prudential borrowing rules, and preparation for an outline business case adhering to the HM Treasury Green Book Five Case model has been completed, supported by Local Partnerships. This has been presented to the Corporate Portfolio Board (CPB) will follow up action in respect of legal and financial advice.

To ensure that all options for decentralised energy generation and storage have been explored, a further review of the potential for wind generation and co-located battery storage is underway. We are working towards a 'non-binding' offer for a solar farm soon. Depending on viability and risk, a purchase power agreement (PPA) will be considered as a back-up option.

4. City-wide Activity and Support

4.1 The 2022/23 Corporate Delivery Plan commits us to delivering on our ambition to the leading sustainable city. The priorities within the delivery plan will contribute to reducing our area-wide emissions, increasing biodiversity and adaptation to unavoidable climate change.

(a) Sustainable Construction Supplementary Planning Document

As our city continues to grow, it is critical that new developments (both residential and commercial) reflect our vision of being a leading sustainable city. 2022 has seen the Sustainable Construction Supplementary Planning Document (SPD) drive up the standard of planning applications for new developments. The SPD has also been recognised nationally as an exemplar guidance document for developers. The Planning Awards 2022 awarded the SPD a Highly Commended status, and the Royal Town planning Institute (RTPI) awarded the SPD as Best Plan and Best in Region.

(b) Resident energy support, with local partners

Supporting our residents with the dual challenge of the cost-of-living crises and carbon reduction is a key priority. The Cost-of-Living Crisis Winter Plan was approved by Cabinet in November 2022. A free to use helpline 0800 107 0044 has been set up by the National Energy Foundation (NEF) for free energy advice and the funds set aside for energy reviews and surveys of properties by both the NEF and Wolverton Community Energy (WCE).

The helpline was launched in November 2022 and is included on our Cost-of-Living factsheet, which has had c.16,500 hits on our web page. Reminders were published on the 2 and 7 December during the extreme cold temperatures and Fuel Poverty Awareness Day and the factsheet will also be sent out with the council tax bills in March 2023.

287 calls have been made to the helpline up to the end of December 2022, resulting in 112 warm and well assessments; 50 referrals to other agencies/charities; 60 emergency fuel vouchers issued and 22 home visits to provide advice and guidance to our residents. A greater number of home energy visits will be available in February once an additional Home Visit Advisor has completed their training.

WCE have attended two community money saving events in Fullers Slade and Fishermead to raise awareness of the available energy efficiency actions and possible grants under the national Sustainable Warmth scheme. They have also had meetings with community organisers in Stony Stratford, Woughton, Fishermead and Great Linford and have discussed the provision of a future retrofit skills training programme with MK College.

(c) Support for Businesses

Since 2020 the Council's Economic Recovery Plan has been delivering a green business recovery scheme that has directly supported 54 Milton Keynes businesses on their sustainability journey. Four different schemes have been delivered, including a Green Roof for Saxon Court with Bridgman and Bridgman, a ready for net zero programme through Cranfield University, sponsoring the Parks Trust to develop skills in green landscaping for young people in MK, providing free online resources to businesses looking to make their first steps in developing environmental policy.

Additional work in progress includes:

- The Net Zero MK programme which will ultimately support up to 180 businesses in Milton Keynes
- Working with the established green business networks across the city to spread news of business focussed initiatives MKC is running
- Working to deliver a business recognition scheme to celebrate MK businesses taking pledges to be Net Zero by 2030
- Through the Milton Keynes Accelerator programme, running a trial with Skenario Labs to explore scenarios for decarbonising the Councils' buildings

(d) Carbon Offset Fund; Support for Parish and Town Councils, and Community Organisations

New developments should comply with the requirements of Plan:MK. Through Section 106 agreements developers who are unable to achieve a carbon zero development with on-site measures must pay into the Carbon Offset Fund (COF). This creates a fund which can be invested in measures elsewhere within the city via an approved business case at the Council's Carbon Offset Board. Residual carbon emissions are calculated after on-site mitigation is implemented, and payment to the fund is based on a set amount per tonne (currently £200 per tonne).

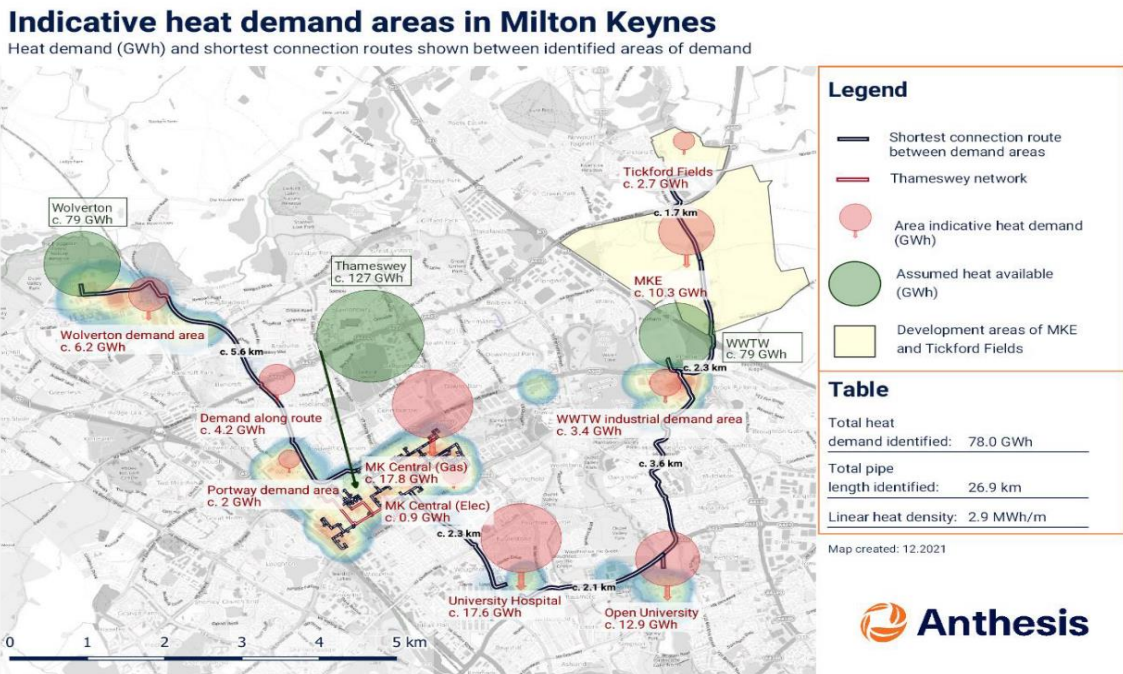
The current value of the COF is more than £2.5M. Some Town and Parish Councils have applied to use this fund for schemes they are delivering, such as energy efficient lighting and insulation which following evaluation of the carbon savings, have been approved. The COF is open to the Council, Parish and Town Councils and Community Organisations. Guidance to access the COF and contact details are contained in Annex C

(e) City-wide Heat Network for Residents and Businesses

The Heat Network Delivery Unit (HNDU) funded feasibility study (£130k) for a city-wide heat network has demonstrated that there is potential for a low carbon district heat network linking the Wolverton Waste Recovery Park to the existing Thameswey network in CMK.

The results of this study have led us to submit a further application to HNDU for grant funding for a Detailed Project Development plan (DPD), £250k for the study and £100k for project management and stakeholder engagement. We have committed £83k as match funding and we now await the decision on award of the grant funding in February 2023. The DPD is the in-depth planning phase for the spending proposal; during this stage the project should move from a concept to an investable opportunity, with a business case.

A heat network of this scale will have a significant contribution to reducing city-wide emissions to our residents and business by providing low carbon heat. A more detailed summary of the network can be seen in Annex D. There may be the potential to expand a network out to the eastern flank of the city and down to the MK University Hospital.



f) Transport

MK Connect has been successful in providing over 400,000 journeys per year, with half of the fleet (13 vehicles) electrically powered. A recent survey has also suggested that around 13% of all trips on MK Connect would previously have been taken by personal car so there is evidence of modal shift evident, as well as there being around 60,000 new journeys created by access to MK Connect, which otherwise would have not been undertaken. Additionally, feedback from users suggests that disabled users who did not have access to affordable public transport previously now actively use this service.

Under the new shelters procurement system, coming into place in June 2023, a rolling replacement of infrastructure will begin which requires solar or green roofs to be included wherever viable and will seek more sustainable design and materials.

(f) Retrofit Social Housing Decarbonisation Fund (SHDF)

With our housing repairs, maintenance and planned programme provider, Mears, we were successful with a Social Housing Decarbonisation Fund wave 1 bid for £3.6m which, with funding through the Housing Revenue Account (HRA), will seek to upgrade c.303 properties on Netherfield in a c.£11.3m overall project, linked to the planned maintenance programme. This will focus on improvements to the fabric of the dwellings, to reduce space heating demand for residents. The project has required an application for planning permission, which was granted on 23 January 2023, and we are due to start works on site in April 2023. We have adopted a 'worst first' approach to our housing retrofit activities and these projects are forecast to save their residents around £390/yr. from their energy bills at current prices.

We will continue to work with Mears to target additional funding to deliver similar improvements to council housing stock on other grid squares, such as our ambitious bid for over £22M of funding from SHDF wave 2 for over 1,600 homes, with award notification due late February / March 2023. Annex E contains more detailed information on the wave 1 and 2 proposals.

(g) Biodiversity and recycling

Work on the MK grid roads, called the Golden Grids programme, has seen the planting of wildflowers to increase biodiversity, and gully maintenance and clearance to reduce the risk of surface water flooding from heavier rainfall events.

Additional tree planting across the city continues and there are pilot projects underway to plant urban trees in tree pits, which will provide better water retention to minimise surface water flooding and increase the shade cover and urban cooling in these areas. The forthcoming 'City of Trees' strategy will further set out efforts and the benefits of tree planting across the city and how this will provide benefit for carbon offsets and climate adaptation efforts.

In 2020 the Council undertook a public waste consultation where it was agreed following a successful trial to implement wheeled bins. The containerisation of residual waste increases in capture of material, material segregation will increase both quality and quantities of recyclate produced. This will reduce the carbon footprint of the waste disposal programme in Milton Keynes as well as drive value of commodities up the supply chain.

(h) New Construction Projects

In September 2022 we completed our largest school build to date (£32M). Glebe Farm School is an exciting net zero all-through school in Wavendon. Energy measures included within the build are solar panels, LED lighting throughout and air source heat pumps. 1530 pupils from ages 4 to 16 (with an additional 39 place nursery setting) will attend the school at full capacity.

In 2023/24 we plan to complete Watling Way Primary School, which will also have solar panels, LED lighting and air source heat pumps. The primary school will accommodate 630 pupils with a 39-place nursery. Design work is progressing for a Primary School on a new development area to the East of the M1 in Milton Keynes, the school will have similar features as others, with no gas being installed.

We have an ongoing programme of upgrade works to address key elements of our existing school buildings, including the replacement of windows and doors, heating systems and roof replacements. These elements are renewed with more energy efficient products.

The redevelopment of the Agora site in Wolverton is well underway and is due to commence work on site in Summer 2023. This scheme won a recent planning award and including a highly innovative microgrid to self-supply electricity to provide low carbon electricity to its future residents.

The redevelopment at the Lakes Estate continues to progress, with a contractor appointed. The new homes will embrace a fabric first, low carbon approach with external fabric performance more than that of building regulations and in compliance with PlanMK. The homes will benefit from air source heat pumps, solar photovoltaics, and electric vehicle charging.

5. Our progress against the Sustainability Action Plan

5.1 The MK Energy and Carbon Hub Board has ensured Council wide engagement and momentum on the delivery of the Sustainability Strategy Action Plan. The Board continues to monitor progress, risks and issues associated with:

- key workstreams in the Sustainability Strategy
- coordinating delivery of the proposals detailed in the Sustainability Strategy Action Plan and any technical evidence supporting such documents and review
- providing budgetary oversight for the Energy and Carbon Hub

5.2 The Action Plan in its original format had close to 400 individual actions, addressing the themes and priorities from within the Sustainability Strategy. The revised Sustainability Strategy Action Plan (Annex B) has been continually updated during the year with 13 actions being completed; 38 actions in progress and 56 actions being investigated further to ensure successful delivery.

- 5.3 The remaining actions are at various stages of delivery, with priority focus on those that have scored highly in terms of the impact of the intervention towards the 2030 target and increasing the resilience of the borough to the impacts of climate change.
- 5.4 After several unsuccessful recruitment exercises in a very competitive market, we are pleased to have now recruited a Senior Sustainability Officer to the team who joined us in November 2022. A further recruitment exercise is underway to secure further resources specifically for the contract management of gas and electricity. Both positions will also help in our greenhouse gas reporting and the delivery of the Sustainability Strategy Action Plan.
- 5.5 We also regularly scan for new funding opportunities, to understand the scopes of any grants, and our approach to have the best chance to secure them, where they align to our plans / target areas.
- 5.6 The Government has made several commitments for funding of energy efficiency works and carbon reduction initiatives and we have bid for several of them. We have been awarded £23k under the Sustainable Warmth initiative to publicise access to the £2.3m available to private homeowners to obtain energy efficiency measures for their home.
- 5.7 We were also given £10k by National Grid (formerly Western Power Distribution) to provide surveys to 20 buildings within the city to provide solutions to achieve net zero emissions to the properties. The information gathered will form a handbook for other owners on ways to achieve zero carbon emissions from their homes.
- 5.8 With the continued support of Local Partnerships, as well as our forming relationships with wider partners, we are looking to develop shovel ready projects to allow us to take advantage of the Government grants we are aware of that are due to come forward.

6. Implications of the decision

Financial	Y	Human rights, equalities, diversity	N
Legal	Y	Policies or Council Plan	Y
Communication	Y	Procurement	Y
Energy Efficiency	Y	Workforce	Y

(a) Financial implications

There are financial implications in delivering this action plan for revenue income and expenditure and for capital expenditure, which will be fully assessed at each stage. Each of the proposed actions will require its own business plan and be considered as part of the capital programme (where appropriate) or be assessed as part of the existing revenue budget process.

(b) Legal implications

The Council has general powers of competence under section 1 of the Localism Act 2011 to do anything which an individual can do subject to any limitations. The recommendations proposed within the report, if approved, will facilitate the Council's vision to create a world-leading sustainable city.

(c) Council Plan

Action on climate change and sustainability is one of the key commitments; number 8, of the current Council Plan 2016-2022 and the delivery of the action plan and the case for an energy company are two of the specific elements.

(d) Other implications

Procurement of partners, contracts and services will need to be undertaken as required.

7.0 Timetable for implementation

7.1 Following Cabinet's approval in December 2020 the actions were split into short, medium and long term targets; prioritised to deliver our 2030 target with confidence, whilst looking to take advantage of grant funding streams, our growing capacity in this area, our developing network of partners and technological advances, which continue to come at pace.

List of Annexes

Annex A – MKC Greenhouse Gas Baseline 20/21 and Pathway to Net Zero by 2030

Annex B – Sustainability Strategy Action Plan 2019 – 2050 update

Annex C – Carbon Offset Fund Guidelines

Annex D – Heat Network Summary

Annex E – Social Housing Decarbonisation Fund (wave 1 and wave 2 updates)

List of Background Papers

Sustainability Strategy 2019-2050

<https://www.milton-keynes.gov.uk/environmental-health-and-trading-standards/mk-low-carbon-living/the-2019-2050-sustainability-strategy>

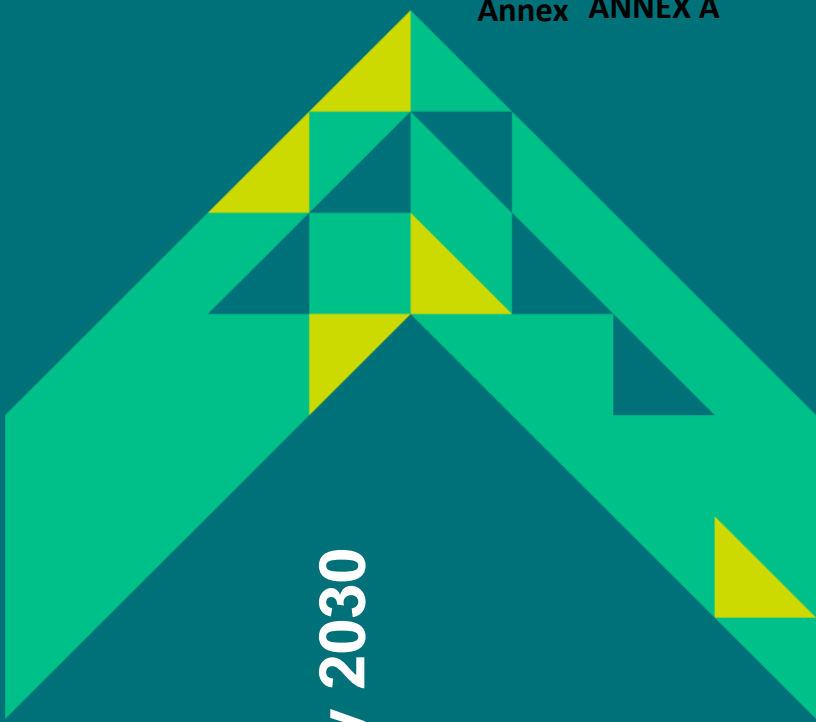
Task and Finish Group Report – Cabinet 10 March 2020

<https://milton-keynes.cmis.uk.com/milton-keynes/Calendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/6392/Committee/1257/SelectedTab/Documents/Default.aspx>

Cabinet Report 14 December 2021

[CMIS > Calendar](#)

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MKC Greenhouse Gas Baseline 2020/21 & pathway to net zero by 2030

JOINTLY OWNED BY



HM Treasury



Llywodraeth Cymru
Welsh Government



31/01/23

2021/22 Emissions update

Reporting boundary

Previously reported annual emissions have used the data reported for the Carbon Reduction Commitment (CRC), which had a very specific reporting boundary.

The baseline data has been recalculated for 2018/19, and it is from this baseline data that we will develop our trajectory to net zero by 2030 (for the Council's own operations). **This summary presents the updated emissions for 2021/22 and progress towards the 2030 target.**

The reporting boundary has been set as Financial Control, meaning that the emissions reported are those that the Council has financial management over.

The 2021/22 emissions sources reported are:

- Corporate property sites
- Schools (those on LASER contract, including some academies)
- Street lighting
- Fleet (internal, waste and highways)
- Staff business travel
- Sheltered Housing and Landlord Supplies
- Water Supplies

Explainer – Financial Control

The authority reports on all sources of carbon emissions over which it has financial control. The authority has financial control over a service if it has the ability to direct the financial and operating policies of the service with a view to financially managing its activities, e.g. setting budgets, managing expenditure, and/or obtaining an "income", such it might be the case in leisure centres, entertainment halls, community centres, etc.

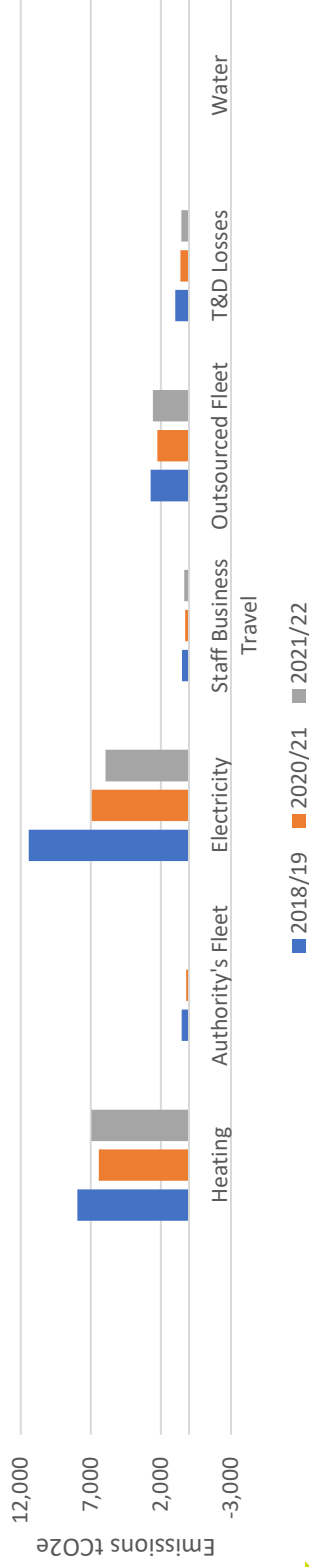


2021/22 Emissions

Scope	Emissions Type	Emissions (tCO2e)	Percentage of Total Emissions
Scope 1	Heating	6,961.60	42.4%
	Fugitive Emissions		
Scope 2	Authority's Fleet	50.62	36.3%
	Electricity	5,949.55	36.3%
Scope 3	Staff Business Travel	330.43	2.0%
	Outsourced Fleet	2,578.91	15.7%
	Transmission & Distribution Losses	526.50	3.2%
	Water	2.07	0.0%
	Total Emissions	16,399.68	100%

Points of note:

- Post lockdown expected increases in emissions from heating, staff business travel and authority's fleet
- Electricity consumption had biggest decrease
- Impact of working from home on Council's Scope 3 is an emerging topic across the sector, this has not yet been reported for MKCC



Setting a pathway to 2030

To become net zero by 2030 for the Council's own operations a trajectory for emissions reductions should be mapped to assist with setting carbon budgets and identify opportunities for emissions reduction.

There are two basic approaches available for building a GHG emissions budget trajectory (or target emissions). These are as follows:

- a) Linear - A simple linear regression with a fixed reduction year on year
- b) Exponential - An approach based more on exponential decay. This approach recognises that there are measures which we can take today at scale and pace which are cost effective and represent good practice. This approach works hardest in the early years, recognising that some of the latter reductions are likely to be harder to achieve and takes a more realistic view that around 5% of emissions will be too difficult to reduce and will need treating in other ways.

The pathway to 2030 for the Council's own operations has been modelled to show a linear and exponential pathway, and a scenario using planned interventions and assumptions about additional scenarios to identify "gap" that needs to be addressed by additional carbon reduction programmes and investment.

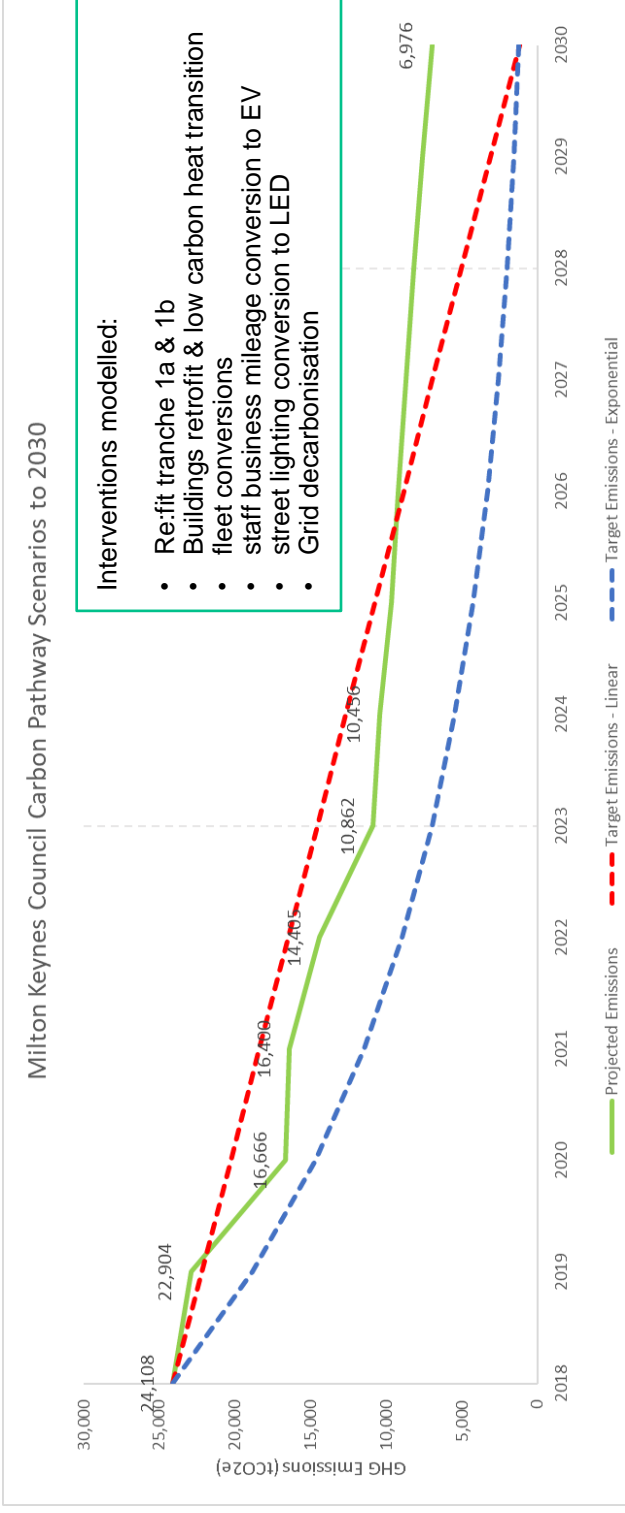
The trajectory model has been updated with the 2021/22 emissions.

The assumptions modelled are delivery of a programme of interventions, including

- Re:fit Energy Performance Contract (in progress)
- Street light LED conversion (in progress – near to completion)
- Fleet conversion to EV and biomethane (planned)
- Grey fleet conversion to EV (staff business mileage – not yet planned)

Pathway emissions to 2030

Updated intervention assumptions November 2022



Pathway emissions to 2030

Updated intervention assumptions November 2022

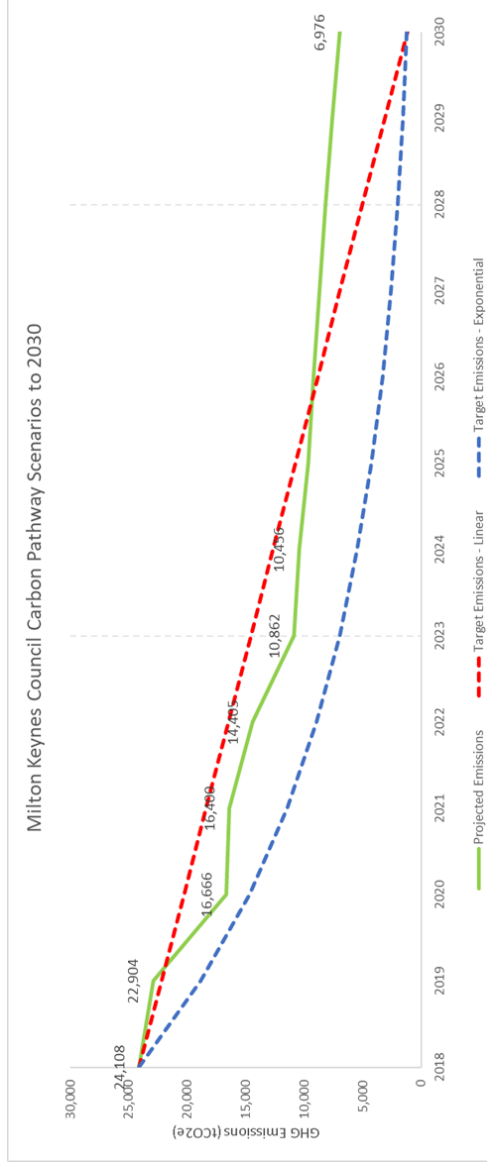
- The interventions modelled in the pathway and the assumptions behind them have been updated for this year's reporting
- Street lighting – actual savings are now included in the pathway for 2020/21 and 2021/22 which are lower than previously modelled. This is likely due to overall asset growth of the streetlighting asset
- Re:fit – the Phase II intervention scenario based on a high level appraisal has been replaced with a longer running buildings retrofit scenario, assuming a 60% reduction in gas consumption for a transition to low carbon heat (electrification) and a 5% reduction in electricity consumption. This is to align with the assumptions in the Renewable Energy Options Report and sizing of solar PV requirements
- There is a forthcoming Investment Grade Proposal, the impact of this proposal will be added to the pathway analysis when it has been received
- The delay in delivery of retrofit across the corporate and schools estate results in a higher emissions forecast in later years
- The overall trajectory is showing a positive trend – addressing a transition to low carbon heat in Council buildings needs to accelerate to ensure net zero is achieved



Projected carbon budget (tCO2e)

Projected Carbon Budget (tCO2e)										
Year	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Cumulative	
Linear Budget	20,292	18,384	16,476	14,568	12,660	10,752	8,844	6,937	108,914	
Exponential Budget	14,694	11,472	8,956	6,992	5,459	4,262	3,327	2,598	57,758	
Projected Emissions	16,666	16,400	14,405	10,862	10,456	9,680	9,210	8,712	96,391	

Carbon budget aligned to UK Government Carbon Budget



2024/25 Emissions
 Scope 1 5529 tCO2e
 Scope 2 4213 tCO2e
 Scope 3 712 tCO2e



Interventions not yet included in pathway, to address the emissions gap

- Streetlighting – carbon savings from remainder of programme 19,400 lanterns to be upgrade post 21/22 – business case in development
- Re:fit – additional tranches (e.g. dedicated schools programme, full heat decarbonisation of corporate sites)
- Asset rationalisation
- Carbon sequestration from new woodland (awaiting data from Nick Hannon when available)
- Offset options from delivery of large scale solar (options appraisal underway)
- Sheltered housing proposals

Decarbonisation of heat will increase electricity consumption, placing additional importance on large scale renewable delivery/investment

(398)

Hexagon	Primary area	Priority from scoring
A secure & resilient energy supply and distribution system	Adaptation	High
Clean Air	Adult Services	Medium
Diversify energy supply	Baseline & target setting	
Encourage biodiversity	Children's Services	
Encourage system wide thinking, design and models	Communication, Engagement & Education	
High levels of green energy production	Energy Efficiencies	
Inclusive economic growth	Energy Supply	
Minimise water usage	Environment & Property	
Reduce emissions from transport, agriculture and industry	Finance & Resources	
Reduce waste and increase reuse of all materials	Governance	
Use land to capture and store carbon	Growth, Economy & Culture	

Weighting (100%)

#	Source	Primary area	Theme	Principle (SSAP)	Hexagon	Recommendation / Action	Owner	Progress update Sep-22	Complete?
Top 40	24	SSAP	Adaptation	Circular economy	Use land to capture and store carbon	Consideration of green roofs on commercial scale and across Council owned buildings	Bee Lewis		
Top 40	7	SSAP	Adaptation	Low emissions	Minimise water usage	Fit rainwater collection systems into all new MKC buildings and make use of grey water where appropriate including the consideration of water storage for future developments.	Bee Lewis		
Top 40	163	Directorate actions	Environment & Property	Circular economy	Encourage biodiversity	Collation of SPD for biodiversity offsetting. This will mean that where developers cannot offset biodiversity onsite on site then contributions may be paid to the Authority.	Luke Gledhill		
Top 40	79	Task & Finish report	Staff & Councillors	Education	Encourage system wide thinking, design and models	That the Council develops and delivers a climate change skills/learning and development programme for staff and councillors to improve understanding of carbon reduction and the wider environmental context.	Neil Allen	no progress	
Top 40	8	SSAP	Adaptation	Low emissions	Minimise water usage	Reduce household, council and new development water consumption across Milton Keynes by implementing the use of water saving devices	Neil Allen ?comms	new development water consumption is covered in item 283. Reducing existing consumption in existing buildings is highlighted by Anglian Water who offer water saving kits to households. From a comms perspective we could advertise the Anglian Water offer on our website	in progress
Top 40	164	Directorate actions	Environment & Property	Adaptation	Development of flooding capital programme of work and delivery of fluvial flooding enhancements. Working of revised drainage schemes to cope with increased storm loads. Delivery of actions as linked to marine enhancement, pond life, restocking of lakes and habitat creation.		Nick Hammon	Approved at Environmental Services Board. Funding from Anglian Water has been agreed. Funding with Environmental Agency going through process. Whole programme has been outlined and new major programme with the Shared Prosperity fund in Woughton.	Complete
Top 40	6	SSAP	Adaptation	Low emissions	Minimise water usage	LLFA coordination with IDB (Integrated Drainage Board) and Water Board to improve drainage and agree attention rates	Nick Hammon	From the EA Catchment Explorer, analysis has been undertaken on seven river catchments in the Borough. Of these, there are 64 RNAGs (Reasons for not achieving good status – the measures (as defined by the Environment Agency) to outline why a river has a ‘poor’ or ‘moderate’ status) of which 8 (13%) are attributed to the water industry. Five of those are due to levels of phosphate.	in progress
Top 40	17	SSAP	Adaptation	Circular economy	Encourage biodiversity	Mobilise and deliver the Biodiversity and Natural Environment Action Plan	Nick Hammon	MKCC will be working with the Natural Environment Partnership to deliver the Local Nature Recovery Strategy (LRNS) for the wider Bucks area which will be a critical planning tool delivered through the Environment Act 2021.	in progress
Top 40	323	Directorate actions	Environment & Property	Circular economy	Encourage biodiversity	Review of larger bodies of lakes such as Emberton Country Park and Blue Lagoon with restocking and enhancement.	Nick Hammon	Health and Safety review complete. New signage being agreed for installation across all main water bodies. Review of pest control at Tongwell Lake completed with actions being agreed for winter 22/23 delivery with MKWSC.	Complete
Top 40	31	SSAP	Adaptation	Low emissions	Minimise water usage	Work with sewage and water processing industry for consideration of resource extraction from sewage (phosphate)	Nick Hammon	Discussion with Anglian Water planning to be facilitated by their Engagement Lead. Head of ESW to review the work undertaken at Slough sewage works where phosphate extraction was delivered.	in progress
Top 40	324	Directorate actions	Environment & Property	Circular economy	Encourage biodiversity	Working with The Parks Trust on changing maintenance arrangements and agreements to keep in actual perpetuity of changes to increased biodiversity.	Nick Hammon	New Biodiversity Offsetting policy whereby biodiversity offsetting funding to be used to put land (or existing endowed land) into 999 year lease with dedicated biodiversity commitment to be forthcoming in 2023 policy pipeline.	Complete
Top 40	322	Directorate actions	Environment & Property	Circular economy	Encourage biodiversity	Renewed approach to landscaping and environmental management across the borough incorporating multiple public land stakeholders such as Parish & Town Councils, The Parks Trust and the community sector. Increased biodiversity with a phased approach to changing embedded horticultural practices in consultation with residents.	Nick Hammon	New pesticides policy rolled out which significantly reduce the use of glyphosate on green areas and instead targets use of hand standing areas to reduce weed growth in roads / pavements. Guidance has been composed for Parishes / Town Councils. MKCC to work with NEP on setting up a rural affairs working group to work with farms and agriculture on environmental issues.	in progress
Top 40	313	Directorate actions	Finance & Resources	Buildings	Reduce emissions from transport, agriculture and industry	Review opening hours of Civic offices in staff-only areas, enabling reduction of building overhead costs. This will also be supported by an increase in access channels which enable customers to access services remotely to reduce footprint. Targets to be assessed and set as part of the CEP.	Bee Lewis		

Annex

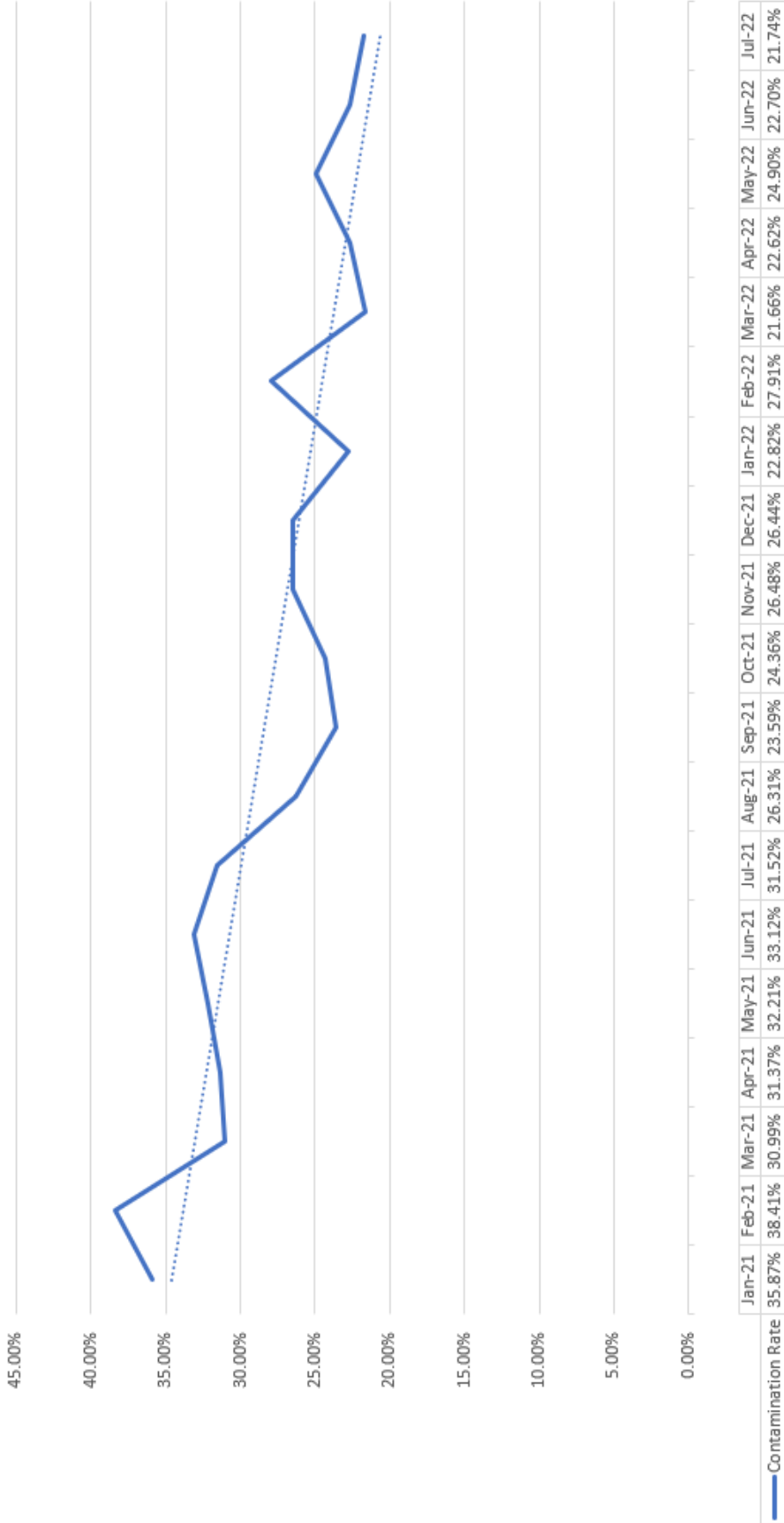
71	Task & Finish report	Governance	Strategy	Encourage system wide thinking, design and models	That the Council ensures that the appropriate staffing is in place to enable the delivery of the work programmes associated with its carbon neutral and greenest city ambitions.	Neil Allen	The Sustainability Team have been trying to recruit to the team but have been struggling to find suitable candidates.	delayed
19	SSAP	Staff & Councillors	Policy	Circular economy wide thinking, design and models	A consistent theme through all MKC policies and procedures to ensure alignment and which include requirements to indicate contribution to lowering emissions	Neil Allen	All Cabinet, Council and Delegated Decision reports include a section that authors need to complete covering how the proposed item deals with or contributes to sustainability	complete
48	SSAP	Energy Supply	Energy	Green energy	Identify sites and develop solar farms - Refit & energy and carbon hub	Neil Allen	Feasibility works are underway to establish the viability and locations for such schemes	in progress
47	SSAP	Energy Supply	Energy	Green energy	Use the energy hub to create a local renewable energy supply chain to reduce local dependency on fossil fuels	Neil Allen	The Carbon and Energy Hub is in its infancy and the next stage will be to link the results of item 48 to a wider membership including external representatives to establish a potential route forward	in progress
41	SSAP	Energy Efficiencies	Buildings	Circular economy wide thinking, design and models	Implement a zero-carbon building programme for all MKC buildings and schools	Be Lewis		
66	Task & Finish report	Energy Efficiencies	Fuel poverty	Inclusive economic growth	That the Council develops a Strategy to tackle Fuel Poverty Borough wide.	Neil Allen	no progress update	
64	Task & Finish report	Energy Efficiencies	Buildings	Encourage system wide thinking, design and models	That the Council assesses the energy efficiency of all of its properties including offices, social housing and schools, and retrofit these properties to Energy Performance Certificate C or higher and that all new council owned or commissioned properties are built to at least this standard.	Neil Allen	New properties are being built to higher standards eg Glebe Farm School is a net zero development and work is ongoing to assess and to upgrade the Council's portfolio of buildings. Retrofitting of council housing is also underway including 304 properties at Netherfield where Government funding was obtained from the Social Housing Decarbonisation Fund (SHDF)	in progress
20	SSAP	Procurement	Contracts	Circular economy wide thinking, design and models	Ensure all contracts require low carbon suppliers and deliveries to the buildings	Neil Allen	Discussions with the procurement team have happened and clauses to insert into procurement documents are being prepared	in progress
2	SSAP	Waste	Travel	Clean Air	Implement low emission fleet for Authority fleet(s)	Nick Hammon	In procurement. Reuse Collection Vehicles (RCVs) to be largely hydrocarbon fuelled but a low emission fuel will be available and costed. All light commercial, sweepers and internal fleet shall be electric where viable.	in progress
16	SSAP	Waste	Recycling	Reduce waste and increase reuse of all materials	Reduce contamination rate in recycling through proactive community engagement	Nick Hammon	see tab "graph 1" - contamination rate reduced by 14% from Jan-21 to Jul-22	Complete
13	SSAP	Communication, Engagement & Education	Education	Reduce waste and increase reuse of all materials	Expand the Eco-Warrior education programme to focus on material reuse and waste reduction, as well as expand the programme to Secondary Schools	Nick Hammon	Ongoing expansion of the programme is confirmed.	Complete
280	Directorate actions	Housing & Regeneration	Energy	Green energy	High level assessments (HLA) of our sheltered stock as we work with ENGIE on carbon reduction and renewable energy innovation across our 27 sheltered schemes.	Stephen Young		
65	Task & Finish report	Energy Efficiencies	Street Lighting	High levels of green energy production	That the Council speed the progress of and complete the delivery of the switch to LED smart lights action across Milton Keynes.	Graham Cox	The completion of the LED program across the remainder of MK will not only act as a key contributor to the carbon reduction targets and wider sustainability but is also part of the agreed future budgetary program, with a draft program and procurement exercise being undertaken and a formal DD or budget update towards the end of 2022, and an implementation program across 2yrs completing in 2024.	in progress
28	SSAP	Energy Efficiencies	Energy	Green energy	Install PV on council owned assets - Refit	Neil Allen	Under the RE-Fit programme we are installing PV to Everglade House and the flats at Granby and have commenced a review of a further number of properties under a second tranche of work. Outside of the RE-Fit programme other PV solutions are being considered including at CWIC.	in progress
26	SSAP	Energy Supply	Energy	Diversify energy supply	Smart procurement of alternative sources of energy	Neil Allen	The provision of alternative sources of energy are being monitored and when a system is available in MK it will be considered	in progress
49	SSAP	Energy Supply	Energy	A secure & resilient energy supply and distribution system	Consider options for energy use / production at the new Recycling Centre (Materials Recycling Facility) in Old Wolverton	Nick Hammon	Dedicated programme in place. The electricity being produced at MKWRP will be used to power waste, cleaning, landscaping fleets and Waste Recycling Depot and Environmental Services Depot. It will also power the new Electric Bus fleet from Arriva. There are plans to expand this approach to include heat for localised housing schemes.	Complete
50	SSAP	Energy Supply	Energy	A secure & resilient energy supply and distribution system	Establish options for grid upgrade, battery storage and private wire at Milton Keynes Waste Recovery Park (MKWRP)	Nick Hammon	Private wire completed and now in procurement. Grid upgrade to be considered as part of commercial arrangements with Arney and batteries to be integrated into the wider fleet programme for phase 2.	in progress
326	Directorate actions	Environment & Property	Waste	Reduce waste and increase reuse of all materials	Implementation across Milton Keynes in other areas / across the borough. Significant reduction in 'milk float' round for emptying bins. Much more responsive approach.	Nick Hammon	Big Belly Bins are now a common sight across Milton Keynes. With 30 purchased in 2018/19, another 25 in 2020/21 and another 10 in 2022. They have freed up cleaning resources (personnel) who now focus on cleaning activities (removing flyposts, weeding, removal of staining etc).	Complete
34	SSAP	Transport	Travel	Low emissions from transport, agriculture and industry	Reduce new car parking policy to take account of changes in customer use; new technology and future trends	Paul Harrison		
205	Directorate actions	Children's Services	Stakeholders	Encourage system wide thinking, design and models	Climate emergency support by MK Youth Cabinet	Neil Allen	no specific progress	delayed

4	SSAP	Baseline & target setting	Healthy lifestyle	Low emissions	Clean Air	Continue to robustly monitor emissions and air quality to maintain and improve the current levels	Neil Allen	Air quality monitoring is undertaken at key locations across MK with the Air Quality Annual Status Report produced which is available at https://www.milton-keynes.gov.uk/environmental-health/pollution/local-air-quality-management	complete
52	SSAP	Energy supply	Energy	Green energy	A secure & resilient energy supply and distribution system	Implement electricity storage options including batteries, Evs via the energy and carbon hub	Neil Allen	Battery storage solutions are being considered under RE-Fit when schemes are proposed, for new buildings and as a measure to complement the provision of any solar solutions.	in progress
22	SSAP	Energy Supply	Energy	Circular economy	Inclusive economic growth	Promote use of decentralised balanced smart energy systems	Neil Allen	Decentralised smart energy solutions are being promoted and implemented in such schemes as the Agora development where a microgrid is under consideration as a solution for the flats.	complete
224	Directorate actions	Finance & Resources	Travel	Low emissions	Clean Air	Reconsider courier for Members saving £30k and reducing Emissions / reduce / eliminate	Pete Brown	Courier saving set out. Current deliveries remain predominantly via diesel vehicles but this is contingent on fleet procurement work. Procurement completed September 22 to move from existing committere management software to Modern.gov which has enhanced functionality for agenda production and Councillor app - which should drive transition to Councillors receiving agendas digitally.	Delayed
279	Directorate actions	Housing & Regeneration	Energy	Green energy	Diversify energy supply	Housing stock to achieve an EPC rating of C or above as we continue with our investment programme. Upgrading insulation, windows and doors, energy efficient boilers, and warm roof replacements	Stephen Young		
33	SSAP	Communication, Engagement & Education	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Explore how freight transport can reduce its carbon footprint, such as with freight consolidation, cargo bikes etc.	Adele Wearing	Council's eCargo bike project has allocated 17 of the 21 bikes purchased in 2020 using government grant to council service areas and local businesses. There is interest in the remaining 4, so should fully allocate by 2023. The role of freight in transport carbon emissions will be considered as part of the next Local Transport Plan to be developed during 2023, with a strategy adopted in 2024.	in progress
10	SSAP	Transport	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Implement alternative strategies to reduce car use and promote bus, cycling and other more efficient / sustainable modes of transport	James Povey	Cycling Infrastructure - Local Cycling & Walking Infrastructure Plan drafted, consulted on and due for adoption Autumn 2022. Provides a long term direction and scheme pipeline for development and delivery subject to funding. Redway Design Manual being finalised and due for adoption Autumn 2022. Will align our design standards with national standards to ensure inclusivity, high quality provision and maximise government funding potential. Super Routes project upgrading the 13 cross city roadways continues with improvements to H2 and V8 in 2022/23. Local Authority Capability funding 22/23 of £196k is delivering cycle scheme development, and a range of behaviour change activities (E Bikes for before you buy, Betterpoints App, bike purchase scheme etc) to encourage active travel. The Get Around MK brand and website is being used and developed to promote bus and active travel. Schools Streets Pilot delivered in 3 schools to encourage active travel to school. Ongoing app provided to schools and businesses to adopt, maintain and deliver travel plans using the MaaS4all STARS programme. Bikeability cycle training in schools delivery with circa £115k programme in 22/23.	complete
371	Directorate actions	Growth, Economy & Culture	Energy	Green energy	Diversify energy supply	MK to become a net energy producer providing resilience to energy and water supplies.	Neil Allen	this item is linked to the results from the studies task 48	in progress
51	SSAP	Energy Supply	Energy	Green energy	A secure & resilient energy supply and distribution system	Create new and expand existing District Heating Networks via the energy and carbon hub	Neil Allen	A feasibility study is nearing completion regarding the provision of a heat network across MK. This work includes other city partners and proposes to link a number of energy sources together to provide heat to residential and commercial buildings alike.	in progress
365	Directorate actions	Environment & Property	Environment & Property	Circular economy	Inclusive economic growth	Finessing of resource management and alternative resources with lower carbon impact.	Neil Allen	no progress	delayed
45	SSAP	Energy Supply	Energy	Green energy	Diversify energy supply	Install ground source heat pumps under school playing fields, public open space	Neil Allen	Initial thoughts on the suitability and viability of such schemes have begun	in progress
354	Directorate actions	Adult Services	Green energy	Green energy	Diversify energy supply	Social care facilities to increase their use of alternative energy, e.g. Incentivise care home providers to utilise solar power.	Neil Allen	no progress	delayed
359	Directorate actions	Environment & Property	Green energy	Green energy	Diversify energy supply	New cremation process called Resomation which does not use gas or electricity in the cremation process (2019 - not yet approved in the UK)	Neil Allen	no progress	delayed
255	Directorate actions	Environment & Property	Environment & Property	Green energy	Reduce emissions from high maintenance assets	Migration from high maintenance assets to lower maintenance, higher carbon absorption assets	Nick Hamon	Landscaping Transformation in under the second year of review. Over 100 tonnes of waste and detritus cleared from Stantonbury and replanting currently commencing for higher carbon capture.	in progress
172	Directorate actions	Environment & Property	Environment & Property	Low emissions	Encourage system wide thinking, design and models	Assessment of enhanced industrial symbiosis of co-location of Council infrastructure to reduce carbon impact of service delivery.	Nick Hamon	As linked to 49. Acquisition of additional land agreed at DD and will now be profiled for major infrastructure improvements in 2024/25 focused on haulage and transport.	in progress
177	Directorate actions	Environment & Property	Trees	Low emissions	Clean Air	Identification of areas that are currently high risk for maintenance for landscaping to migrated to automated to reduce carbon footprint.	Nick Hamon	Same as 255.	in progress
21	SSAP	Energy Efficiencies	Energy	Circular economy	Encourage system wide thinking, design and models	Retrofit all MKC housing to improve energy efficiency	Stephen Young		
267	Directorate actions	Growth, Economy & Culture	Energy	Green energy	A secure & resilient energy supply and distribution system	Maximise the opportunities offered by smaller scale, community and individually-owned and locally sourced renewable energy generation facilities including at a neighbourhood scale	Neil Allen	no progress	delayed

204	Directorate actions	Children's Services	Travel	Low emissions	Clean Air	Closely monitored Home to School transport arrangements to ensure efficiency of transport use	Neil Allen	no update	
18	SSAP	Energy Efficiencies	Energy	Circular economy	Encourage system wide thinking, design and models	Provide energy transition advice to individuals, organisations and businesses	Neil Allen	Energy advice helpline being set up with local business, NEF, who will provide access to energy surveys and offer advice about potential funding schemes to deliver the work.	in progress
1	SSAP	Baseline & target setting	Trees	Low emissions	Clean Air	Implement Environment Action Plan with Clean Air enhancements (i.e. tree planting)	Nick Hammon	MKCC needs to profile a dedicated tree planting and replacement programme. Operational Tree Policy has been signed off and Urban Trees is currently profiled for sign off in early 2023 as revised policy or planting trees in urban areas.	in progress
14	SSAP	Waste	Waste	Circular economy	Reduce waste and increase reuse of all materials	Consider options for bulking up carbon intensive materials for reprocessing (bottom ash into aggregates, mattresses to be recycled etc) via a Transfer Station potential capital investment - depends whether w build or household recycling site	Nick Hammon	This will form part of the wider assessments and programme delivered through the acquisition of land highlighted and expanded upon in 49. The wider infrastructure will consider rail import and export of raw materials.	in progress
330	Directorate actions	Environment & Property	Working in Partnership	Low emissions	Encourage system wide thinking, design and models	Implementation of agreed delivery vehicles for principles of aligned resource management with outcomes of reduced costs, improved environmental performance and carbon metric improvements.	Nick Hammon	Same update as 2.	in progress
86	Task & Finish report	Environment & Property	Strategy	Low emissions	Encourage system wide thinking, design and models	That the Council establishes a 'Climate Change Partnership' to include a wide range of organisations in the public, private and voluntary sectors to work together to achieve a carbon neutral Milton Keynes by 2030 and that the Climate Change Partnership be	Stuart Proffitt		
231	Directorate actions	Environment & Property	Travel	Low emissions	Low emissions	Work with taxi trade to reduce emissions	Adelle Wearing	proposal to lift hackney limit for zero emission vehicles and only allow zero emission vehicles to register as new vehicles from 2025 was declined at regulatory committee.	delayed
320	Directorate actions	Environment & Property	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Implementation of Mass Rapid Transit system to commence, providing a step-change in travel behaviour	Fiona Robinson	Development of a Strategic Outline Business Case for a first phase of a Mass Rapid Transit (MRT) system is underway and due to complete by December 2022. Work on outline and full business cases for an MRT could follow. This will provide an evidence base for the next Local Plan and Local Transport Plan.	in progress
367	Directorate actions	Environment & Property	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Potential build programme for new assets including sustainable transport methods for staff and green travel plans.	James Povey	Intention is to update the MK Council Travel Plan in 2023 to re-baseline staff travel behaviour and agree updated action plan to encourage more sustainable travel.	in progress
203	Directorate actions	Children's Services	Travel	Low emissions	Clean Air	Accredited schemes for schools to reduce traffic at drop-off and pick up	Neil Allen	no update	in progress
155	Directorate actions	Environment & Property	Catering	Low emissions	Reduce emissions from transport, agriculture and industry	Ordering vegetarian options only when ordering catering at council events	Neil Allen	Over the past few year very little catering has been provided but as more events are put on this will need to be addressed	in progress
366	Directorate actions	Environment & Property	Energy	Green energy	Diversify energy supply	Finessing of facilities and migration towards decentralisation district heating approaches and alternative resources with lower carbon impact.	Neil Allen	Such approaches are linked to planning of schemes. Plan MK requires developers to address how sustainable the development is and requires the developer to connect to such schemes unless it isn't viable to do so	in progress
306	Directorate actions	Public Health	Public Health	Circular economy	Encourage system wide thinking, design and models	Inclusion of sustainability in work with anchor institutions, around improving local contributions	Neil Allen	Work has been undertaken with BLMK Integrated Care Board (BLMK ICE) to help develop their Green Plan and collaboration is continuing gaining an understanding of what each other are seeking to achieve	in progress
23	SSAP	Communication, Engagement & Education	Catering	Circular economy	Inclusive economic growth	Develop a sustainable food procurement policy for all council premises including schools, nurseries, care homes	Neil Allen	no progress	
349	Directorate actions	Children's Services	Social Value	Circular economy	Encourage system wide thinking, design and models	Sustainability and social value to be assessed with provider organisations to promote emission reduction	Neil Allen	no progress	
15	SSAP	Waste	Waste	Circular economy	Reduce waste and increase reuse of all materials	Investigate potential for open windrow composition facility to process borough garden waste and create community compost	Nick Hammon	This is now dependent on the Environment Act 2021 interpretations in policy for whether or not food and garden waste can continue to be co-collected and comingled. Also, future service reviews will need to review carbon viability of weekly collections of food and garden waste against an alternative approach to organics collection. Currently disposal costs through IVC (In-vessel Composting) of FGW is high. Open windrow would be significantly cheaper and can be returned back to soil locally or provided to residents (see RE3).	in progress
329	Directorate actions	Environment & Property	Waste	Circular economy	Reduce waste and increase reuse of all materials	Strategic business case, political oversight for commissioning of a dedicated facility within Milton Keynes to process organic material. Overarching circular economy principles for compost / materials to go back to Milton Keynes land (including residents gardens)	Nick Hammon	Production of energy, gas and compost to be managed against carbon impact and benefit.	in progress
249	Directorate actions	Environment & Property	Waste	Circular economy	Reduce waste and increase reuse of all materials	Working to understand volumetric waste production and trends across MK to ensure that the waste collection service from 2023 is the correct frequency and volume both in terms of improving carbon performance and also driving performance. Tailing of waste collection services with carbon as a KPI.	Nick Hammon	Ongoing review in place. Now assessing the next steps on wheeled bin service implementation. Large number of KPIs for service evaluation in place to demonstrate pre and post monitoring plan and improvements to services as were projected.	in progress
336	Directorate actions	Environment & Property	Environment & Property	Low emissions	Clean Air	Potential implementation of technology to under basic grounds maintenance functions in high risk areas.	Nick Hammon	All grounds maintenance equipment to migrating to being electric as opposed to hydrocarbon fuelled thus reducing carbon usage in services. Electric draw to be from Recovery Park.	in progress
308	Directorate actions	Public Health	Travel	Low emissions	Clean Air	Delivering Public Health England's Whole System Approach to Obesity to replace the Allen Weight Strategy. Working with transport policy and planning colleagues to improve active travel levels in Milton Keynes	Oliver Mylton / Neil Allen / James Povey	Transport Policy activity in this area covered in item 10. Remove this line?	remove

42	SSAP	Communication, Engagement & Education	Education	Circular economy	Inclusive economic growth	Green job creation and skills training, engaging with our partners in the business and education community	Sophie Lloyd
287	Directorate actions	Housing & Regeneration	Education	Circular economy	Encourage system wide thinking, design and models	Work with residents associations to educate and encourage them to focus on supporting their communities with the sustainability agenda. Consider offering additional funding for projects that have a positive impact on sustainability, and support residents associations to access other funding for sustainability focussed projects.	Will Rysdale
311	Directorate actions	Strategy & Futures	Travel	Low emissions	Clean Air	Innovation project to trial induction charging for electric cars. Launch of staff electric car pool scheme, and creation of additional community electric car share scheme for CMK and Ashland areas.	Brian Matthews
283	Directorate actions	Housing & Regeneration	Water	Low emissions	Minimise water usage	Replacing household taps with low flow and cisterns with dual flush. All new build houses will have water butts fitted to harvest rainwater. Enhancement to the Sustainable Underground Drainage systems on our new build to minimise surface water flooding and slower release to the local river courses.	Neil Allen
353	Directorate actions	Adult Services	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Low carbon care pathways - promoting Active Travel with all service providers (helped by commissioning on a neighbourhood basis), increasing the use of assistive technology, use of video conferencing for meetings.	Neil Allen
12	SSAP	Communication, Engagement & Education		Circular economy	Reduce waste and increase reuse of all materials	Support the establishment of the third sector in working to repair and resell items which have gone through 'planned obsolescence' cycle	Nick Hannon
321	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Increasing prevalence of electric cars starting to impact on parking revenue that is used to fund wider sustainable transport measures, so increasing imperative to review parking charges if not already tackled	Paul Harrison
182	Directorate actions	Growth, Economy & Culture	Housing	Green energy		Consideration of housing competitions on MKC owned housing sites to deliver passivhaus/zero carbon housing	Stuart Proffitt
232	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Launch car clubs (shared car ownership)	Brian Matthews
355	Directorate actions	Public Health				Refinement of 0-19 HCP, Sexual Health Services and Substance misuse services sustainability linking to NHS Long-term plan requirements.	Neil Allen
201	Directorate actions	Children's Services	Travel	Low emissions	Clean Air	Strategy of 'local schools for local children' to mitigate travel	Neil Allen
175	Directorate actions	Environment & Property	Adaptation	Low emissions	Clean Air	Mapping and surveying trees in the borough. To focus on those in poor condition and replace. Identification of areas where trees can be planted, woodlands created and baseline of CAVAT value and total canopy cover.	Nick Hannon
198	Directorate actions	Housing & Regeneration	Less paper	Circular economy	Reduce waste and increase reuse of all materials	Delivering a LGA funded Digital Housing project to develop an online housing application; this will reduce the amount of paper forms used in the application process.	Will Rysdale
347	Directorate actions	Housing & Regeneration	Waste	Circular economy	Reduce waste and increase reuse of all materials	Planning to increase use of Modern Methods of Construction and volumetric procurement to improve quality of sustainable insulation materials used; reduce wastes; addresses fuel poverty and speed of delivery	Will Rysdale
350	Directorate actions	Children's Services	Education	Circular economy	Encourage system wide thinking, design and models	Deliver MK - University with clear ethos of efficiency and sustainability in its practice and curriculum approaches	Neil Allen
374	Directorate actions	Housing & Regeneration	Development	Circular economy	Encourage system wide thinking, design and models	To actively encourage new technology to try and invest carbon offset levels within the new build homes. To continue to test 3D printed homes as part of our innovation project.	Will Rysdale
317	Directorate actions	Finance & Resources	Buildings			MKC already benefits from the business rates retention schemes for energy efficient building - could look at some scheme to accelerate this through reliefs or loans to support business community??	Neil Allen

Contamination Rate



Scoring notes
To assist with the objective prioritising of actions on this action plan, Local Partnerships has created a scoring/weighting methodology to calculate a score out of a total of 100%.
A total score of 100% indicates the highest priority score.
The scoring is just an aide to decision making in prioritising each action and is not a hard and fast indicator of whether an action should be prioritised over another, as ultimately, the scores for each test depend on human judgement.
In terms of the scoring exercise itself 3-1, 3 is for situations with an excellent impact on the Net Zero Trajectory and 1 is poor.

Impact on GHG trajectory	Score	GHG reduction impact	£ per tonne of CO2e (£/tCO2e)	Programme cost (£) best guess	Council control / influence	Ease of delivery	Scope	SCORE - out of 100%
Excellent	3	Significant GHG reduction	Lower £/tCO2	less than £10,000	Total or high council control	Easy / straightforward delivery	Scope 1 - Direct	
Good	2	Moderate GHG reduction	Medium £/tCO3	£10,000 - £50,000	Moderate council control	Moderate ease / complexity of delivery	Scope 2 - Indirect	
Poor	1	Low GHG reduction	High £/tCO4	More than £50,000	Low council control	Difficult / complex delivery	Scope 3 - Indirect	

Pre-scoring

#	Source	Primary area	Theme	Principle (SSAP)	Priority (SSAP hexagon)	Recommendation / Action	Notes	Activity stage	Column1	Column2	Output	Extent of control	Emissions Scope	Council operation or Borough	Links to other action numbers	Project prioritisation / Rank	Risks	Cost	Additional resource	Measurable?	Progress	Notes 23.08.21 / Progress update		
25	SSAP	Biodiversity	Biodiversity	Circular economy	Use land to capture and store carbon	Afforestation of available land, linked to the biodiversity baselining and with partners, such as the Parks Trust	Potential for leaders pot spend	Short term 2020 - 2022			Hard deliverable	in house	Offset	Council operation			Engagement with Forestry Commission					Duplicate action	duplicate	
36	SSAP	Waste	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Reduce carbon emissions from public transport vehicles through modernisation and electrification of the fleet	Linked to the fleet strategy	Medium term 2023 - 2027			Hard deliverable	in house		3 Council operation								Duplicate action	Built ID replacing green assembly - changed from assembly to engagement	
44	SSAP	Biodiversity	Biodiversity	Circular economy	Use land to capture and store carbon	Maintain grassed areas to retain carbon in the soil	Adaptation	Medium term 2023 - 2027			Hard deliverable	in house		Council operation								Duplicate action	in progress - refit programme	
53	SSAP	Energy Supply	Energy	Green energy	A secure & resilient energy supply and distribution system	Establish schemes for residents and businesses to reduce energy consumption during peak demand		Medium term 2023 - 2027			Hard deliverable	in house		3 Borough wide								Duplicate action	ringway delivering, highways to update statement	
59	Task & Finish report	Biodiversity	Trees	Circular economy	Use land to capture and store carbon	That the Council delivers on a commitment for a Forest for the Borough of Milton Keynes of (at a minimum) an additional one million trees.	Adaptation Potential for leaders pot spend	Long term 2028 - 2030			Hard deliverable	in house		3 Council operation								Duplicate action	as opposed to action - housing in progress, board in place, sustainability team leading	
60	Task & Finish report	Biodiversity	Trees	Low emissions	Clean Air	That the Council include a greater commitment to deliver sustainable planting of trees and increasing biodiversity as part of any planning proposals for 11 dwellings or more including encouraging rewilding projects.	Duplicate - Adaptation	Medium term 2023 - 2027			Hard deliverable	influence		3 Borough wide	59							Duplicate action	pv options appraisal	
62	Task & Finish report	Communication, Engagement & Education	Education	Circular economy	Inclusive economic growth	That the Council establishes or supports the establishment of a climate change advice service for businesses and residents.	Duplicate Potential for leaders pot spend (e.g Built ID)	Medium term 2023 - 2027			Hard deliverable	in house		Council operation	18, 61							Duplicate action		
69	Task & Finish report	Flooding	Flooding			That the Council invests in service provision in areas such as highways drainage clearance to deal with the increasing number of flash flooding rainfall incidents.	Duplicate Adaptation	Medium term 2023 - 2027			Hard deliverable	in house		3 Council operation	6							Duplicate action	duplicate	
70	Task & Finish report	Governance	Policy			That the Council aligns all its strategies and policies to place its carbon neutrality and greenest city ambitions at the heart of all its work effectivity establishing a 'green/golden thread' throughout all its activity and ensuring that the reduction of carbon emissions is assessed as an impact in all reporting and decision making processes.	Duplicate	Short term 2020 - 2022			Strategic change	in house		1 Council operation	19							Duplicate action	duplicate	
77	Task & Finish report	Procurement	Contracts			That the Council include an agreed sustainability/environmental statement within tender documents and implement a percentage weighting of supplier environmental performance in its supplier/contractor selection process.	Duplicate	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Strategic change	in house		3 Council operation	20							Duplicate action	additional recruitment planned	
81	Task & Finish report	Transport	Travel			That the Council utilise all measures open to it to ensure that bus services are convenient, frequent, accessible, affordable, reliable, punctual and low carbon emitting and that this ultimately leads to reducing the need for private car use across the Borough.	DUPLICATE Enhanced partnership new nat bus strat	Medium term 2023 - 2027	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	influence		3 Borough wide	36							Duplicate action	needs update following the progressive alliance	
167	Directorate actions	Environment & Property	Waste			Reviewing of waste production per person and per property in terms of kg benchmarked against other Local Authorities.	what will this achieve?	Current	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	influence		3 Council operation								Duplicate action	in progress - cabinet update due	
206	Directorate actions	Children's Services	Buildings			Sustainability considered on all new builds of schools and libraries etc	DUPLICATE	Current	Circular economy	Encourage system wide thinking, design and models	Strategic change	contract		3 Council operation	29							Duplicate action	consider complete - Plan MK	
207	Directorate actions	Children's Services	Education			Schools encouraged to include sustainability and green issues on curriculum and model good environmental awareness in schools		Current	Circular economy	Encourage system wide thinking, design and models	Strategic change	influence		3 Council operation								Duplicate action	consider complete - Plan MK	
208	Directorate actions	Children's Services	Education			Sessions in children's centres on sustainability and encouraging families on recycling	DUPLICATE	Current	Circular economy	Encourage system wide thinking, design and models	Strategic change	influence		3 Council operation	16							Duplicate action	consider complete - Plan MK	
210	Directorate actions	Children's Services	Stakeholders			Promote awareness of school governors as to the environmental impact of their school and responsibility towards promoting environmentally friendly activities		Current		Encourage system wide thinking, design and models	Strategic change	influence		3 Council operation								Duplicate action	others to drop off this one	
229	Directorate actions	Environment & Property	Travel			Work with Adult Social care and Home to School to review transport footprint of council and identify opportunities.	DUPLICATE	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	contract		3 Council operation								Duplicate action	complete - agile working consultation	
237	Directorate actions	Environment & Property	Contracts			Aim to get recycling and waste reduction requirements in all MKC future procurements.		Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	contract		3 Council operation								Duplicate action	in progress	
238	Directorate actions	Environment & Property				Roll out initiatives to other MK council owned properties, e.g. libraries, children's centres, Bleak Hall, Galley Hill, etc.	WHAT INITIATIVES?	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	in house		Council operation									Duplicate action	NH to provide progress update / duplicate

240	Directorate actions	Environment & Property	Less paper	Use of mobile technology for inputting inspection/work to further reduce use of paper.	DUPLICATE same as action 135 and 189	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable			Council operation	135,189	Duplicate action	duplicate
241	Directorate actions	Environment & Property	Less paper	Online forms for ceremony planning	DUPLICATE - ONLINE FOR PLANNING	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		3 Council operation		Duplicate action	
242	Directorate actions	Environment & Property	Less paper	Marriage registers will be online but schedules and certificates will still be paper/printed	DUPLICATE	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		3 Council operation	241	Duplicate action	
244	Directorate actions	Environment & Property	Biodiversity	Biodiversity Action Plan. Actions and approach for land owners (both public and private) and engagement and deliverable approach with community, third and private sectors.	DUPLICATE - ADAPTATION	Short term 2020 - 2022	Circular economy	Use land to capture and store carbon	Hard deliverable	in house		Council operation	17	Duplicate action	closed
247	Directorate actions	Environment & Property		Review of the trial and business case for potential expansion for 2023.	of what?	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable			Council operation		Duplicate action	
251	Directorate actions	Environment & Property	Contracts	Commissioning, review, and procurement of services for holistic approach to resource management on backend of services.	what does this mean?	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Strategic change			Council operation		Duplicate action	
257	Directorate actions	Environment & Property	Procurement	Technology review and consideration of outcomes emanating from commissioning.	what does this mean?	Short term 2020 - 2022			Hard deliverable			Council operation		Duplicate action	complete
259	Directorate actions	Growth, Economy & Culture	Policy	Plan:MK2 to introduce policies that support MK being carbon neutral by 2030 and carbon zero by 2050	DUPLICATE - PLAN:MK 2	Short term 2020 - 2022		Encourage system wide thinking, design and models	Hard deliverable	influence		3 Council operation		Duplicate action	complete
260	Directorate actions	Growth, Economy & Culture	Travel	Review of SPD for parking requirements, especially in areas such as CMK and Bletchley where there are clearly other modes of transport.	DUPLICATE - PARKING REVIEW	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Duplicate action	
264	Directorate actions	Growth, Economy & Culture		Accept the principle that compact cities with a well-planned and managed mixed use development with an increase in land-use density will reduce emissions, support district heating initiatives, require alternative modes of transport and promote healthier lifestyles.	Statement as opposed to action	Short term 2020 - 2022			Strategic change			Council operation		Duplicate action	
277	Directorate actions	Policy, insight & communications	Education	Comms campaigns to encourage positives behaviour	FOR WHO? MKC OR PUBLIC?	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable			3 Council operation		Duplicate action	
281	Directorate actions	Housing & Regeneration	Energy	Investigating removal of fossil fuels from stock through electric boilers, air sourced heat pumps and the installation of photo voltaic (PV) panels. Electric charging points. All new build homes are carbon neutral and looking at procuring air source heat pumps in new homes and retrofitted homes.	Potential for leaders pot	Short term 2020 - 2022	Green energy	Diversify energy supply	Hard deliverable	in house		3 Council operation	279	Duplicate action	
282	Directorate actions	Housing & Regeneration	Waste	Target of 95% of contractor waste to be diverted from landfill	MEARS? KPI?	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	contract		3 Council operation		Duplicate action	
284	Directorate actions	Housing & Regeneration	Digital	Extend our digital offer so that physical transactions are reduced	DUPLICATION - EG PLANNING	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Strategic change	in house		3 Council operation		Duplicate action	
285	Directorate actions	Housing & Regeneration	Travel	Reduce mileage travelled by housing officers by more effective management of estate and home visits	DUPLICATION	Short term 2020 - 2022	Low emissions	Clean Air	Strategic change	in house		1 Council operation	78	Duplicate action	
286	Directorate actions	Housing & Regeneration	Energy	Review levels of fuel poverty of council tenants and leaseholds and invest in tackling inefficient heating and poor insulation.	DUPLICATION	Short term 2020 - 2022	Green energy	Diversify energy supply	Hard deliverable	in house		3 Council operation	279	Duplicate action	
290	Directorate actions	Children's Services	Contracts	Contract tenders to include sustainability scoring	DUPLICATE	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	contract		3 Council operation	20	Duplicate action	
291	Directorate actions	Children's Services	Less paper	Reduction in printing and increased use of IT for legal proceedings and panels	DUPLICATE - PAPER	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working	in house		3 Council operation		Duplicate action	complete
292	Directorate actions	Children's Services	Recycling	Increased recycling options across schools and children's services buildings, including food recycling	DUPLICATE	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		3 Council operation		Duplicate action	
293	Directorate actions	Children's Services	Re:fit	Widen regeneration/refit programme across schools and children's services buildings to promote energy efficient buildings	DUPLICATE REFIT	Short term 2020 - 2022	Green energy		Hard deliverable	in house		1 Council operation	1	Duplicate action	
294	Directorate actions	Children's Services	Healthy lifestyle	Continue Healthy Living Approaches for children and young people across MK, promoting city of sport, healthy lifestyles and sustainable active travel through walking and cycling	DUPLICATE - ENGAGEMENT	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Duplicate action	complete
295	Directorate actions	Children's Services	Travel	In "preparation for adulthood" work with 16+ young people, further promote the use of public transport and reduce expectations on car usage	DUPLICATE - ENGAGEMENT	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Duplicate action	complete
296	Directorate actions	Children's Services	Travel	Consider changing current mobile library vehicle to more greener hybrid option	DUPLICATE - FLEET	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	in house		1 Council operation		Duplicate action	complete - fleet review
297	Directorate actions	Adult Services	Procurement	Ensure that our Commissioning Framework includes: (1) developing all future service specifications to include environmental sustainability as an expectation eg. Use of electric powered vehicles for service delivery; and (2) the environmental impact of service provision, and mitigations/solutions, during procurement eg. at the tender evaluation stage	DUPLICATE - COVERED FOR ALL SERVICE AREAS	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	in house		3 Council operation	BAU	Duplicate action	

298	Directorate actions	Adult Services		When letting contracts include a scored evaluation in relation to the sustainability of the service or product.	DUPLICATE	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	contract	3	Council operation	290		Duplicate action	complete	
299	Directorate actions	Adult Services	Re:fit	Changes to heating/lighting systems in schemes through Ref:fit or know build	DUPLICATE - REFIT	Short term 2020 - 2022	Low emissions	Diversify energy supply	Hard deliverable	in house	1	Council operation		1	Duplicate action	complete	
300	Directorate actions	Adult Services	Travel	Increase use of hybrid vehicles car pool for site visits	DUPLICATE - FLEET	Short term 2020 - 2022	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	in house	1	Council operation			Duplicate action	complete	
301	Directorate actions	Adult Services	Travel	Investigate use of electric cars for home carers	DUPLICATE - FLEET	Short term 2020 - 2022	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	in house	3	Council operation			Duplicate action	complete - plan MK	
302	Directorate actions	Adult Services	Travel	SMART thinking when booking appointments. To reduce travel/mileage	Statement as opposed to action	Short term 2020 - 2022	Low emissions	Reduce emissions from transport, agriculture and industry	Strategic change	in house		Council operation			BAU	Duplicate action	complete - covid impact that needs to not go back to how it was before - positive behaviour changes looking to embed
303	Directorate actions	Adult Services		Encourage people to work from home or to work at different basis, compared to where they live.	DUPLICATE - REMOTE WORKING	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Strategic change	in house	1	Council operation			BAU	Duplicate action	which businesses are you engaging with?
312	Directorate actions	Finance & Resources	Less paper	Aim to reduce printing through staff behaviour change, move towards paperless meetings and reconfiguration of printing software to limit ad-hoc printing on a reduced fleet of MFD's. Aim to reduce printing by 50%	DUPLICATE - PAPER	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	in house	3	Council operation				Duplicate action	
314	Directorate actions	Finance & Resources	Less paper	Review of Post with a view to reduce the volume of both outgoing and incoming post through improved use of on-line forms (removal of PDF forms from the website), e-billing for Council Tax and NDR. Note: Legislation supports this but requires individual consent and this will mean change is slow and resource intensive. Target to be set once business case is completed for Council Tax and Business Rates.	COMPLETE? DUPLICATE - PAPER	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all	Changes to day-to-day working			Council operation				Duplicate action	
318	Directorate actions	Environment & Property	Travel	Opportunity to move Council Fleet to low emission / electric	DUPLICATE - FLEET	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable		1	Council operation	9		Duplicate action		
319	Directorate actions	Environment & Property	Travel	Move to zero emission bus fleet	DUPLICATE	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable	licence	3	Council operation			Duplicate action	complete - new food probes purchased	
325	Directorate actions	Environment & Property	Waste	Action as agreed in revised drainage strategy, surface water management plan and enhanced provision of Sustainable Urban Drainage.	DUPLICATE - ADAPTATION	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Hard deliverable			Council operation	6		Duplicate action	complete	
327	Directorate actions	Environment & Property	Recycling	With the adoption of a revised and renewed waste collection system there will be a heightened focus on improved quality of recycling. The direction of travel will be to focus on accessing a supplying domestic markets for recycling.	DUPLICATE - WASTE MARKETS	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable			Council operation			Duplicate action	needs more info - is there a policy? Has meat been removed from booking forms	
328	Directorate actions	Environment & Property	Recycling	Implementation of agreed waste collection service with aims to increase recycling but also to significantly reduce the amount of waste produced per person. This will significantly reduce carbon impacts of waste collections.	DUPLICATE OF RECYCLING ACTIONS	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Hard deliverable			Council operation			Duplicate action	complete - built ID	
331	Directorate actions	Environment & Property	Biodiversity	Procurement, build and delivery of microgeneration / gasification plants in regeneration areas.	DUPLICATE	Medium term 2023 - 2027	Circular economy	Use land to capture and store carbon	Hard deliverable	in house	3	Council operation			Duplicate action	complete	
332	Directorate actions	Environment & Property	Recycling	Asset build and delivery of new asset that can enhance resource extraction, separation and quality of recyclables. This will improve access to local markets and reduce international freight, transport shipments and carbon footprint.	DUPLICATE - WASTE MARKETS	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Hard deliverable			Council operation			Duplicate action	complete	
334	Directorate actions	Environment & Property	Travel	Procurement and implementation of new fleet across all services. Business case for provision of commercial hub for logistics centres in MK to use alternative fuel technology (i.e. gas station / hydrogen provision).	DUPLICATE - FLEET	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable			Council operation	9		Duplicate action	complete	
335	Directorate actions	Environment & Property	Trees	Forest City status consideration and for ongoing development of community orchards (local food supplies), bio-fuel provision (including grid road harvesting and biodiversity integration) and getting tree maintenance to have a cyclical programme by this date.	DUPLICATE AND MULTIPLE ACTIONS	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable			Council operation	1,256		Duplicate action	separate SPD for biodiversity? Speak to Luke (LG)	
338	Directorate actions	Growth, Economy & Culture		A compulsory PERS (pedestrian environment review) on all proposed development / regeneration (eg over 10 units or 30m of road)	DUPLICATE - PLAN-MK 2	Medium term 2023 - 2027			Hard deliverable	in house		Council operation			Duplicate action	NH to provide update	
339	Directorate actions	Growth, Economy & Culture		A reduction in parking standards need to be accompanied by viable PT alternatives.	DUPLICATE	Medium term 2023 - 2027			Hard deliverable	influence	3	Council operation	10		Duplicate action	NH to provide update - done?	
340	Directorate actions	Law & Governance	Less paper	Consider making use of election forms that can be completed entirely online	DUPLICATE - PAPER	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working	in house	3	Council operation			Duplicate action	duplicate - linked to reduction in recycling - link to previous action	
341	Directorate actions	Law & Governance	Less paper	Consider more online functionality for election information updating	DUPLICATE - PAPER	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Changes to day-to-day working	in house	3	Council operation			Duplicate action	NH to provide update	

342	Directorate actions	Housing & Regeneration	Energy		Investment appraisal on Housing stock not performing to EPC rating of C or above as we look at disposal options. Ensure new installs of boilers, windows, doors and roofs maximise energy efficiency and carbon reduction. Review insulation levels in all council homes. Develop an Asset Management Strategy that promotes carbon reduction.	DUPLICATE - Potential for leaders not	Medium term 2023 - 2027	Green energy	Diversify energy supply	Hard deliverable	in house	3	Council operation			Duplicate action	NH to provide update
343	Directorate actions	Housing & Regeneration	Refit		Retro fitting of existing stock to be 0% carbon neutral. Installing micro-generation in our larger new build developments, or areas where we are regeneration. Looking at ensuring homes are built off site and / or volumetric by forming partnerships with such manufacturers	DUPLICATE - MULTIPLE ACTIONS Potential for leaders not	Medium term 2023 - 2027	Green energy		Hard deliverable		1	Council operation	1		Duplicate action	NH to provide updates
344	Directorate actions	Housing & Regeneration	Waste		Target of 98% of contractor waste to be diverted from landfill	DUPLICATE - contracts	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	contract	3	Council operation			Duplicate action	complete
345	Directorate actions	Housing & Regeneration	Recycling		Investigate grey water recycling inside new build homes.	DUPLICATE - PLAN-MK 2, this should be a requirement under SPD	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	influence	3	Council operation			Duplicate action	NH to provide update
346	Directorate actions	Housing & Regeneration	Travel		Introduce requirement for R&M contractor to move to electric vehicles. Phase in electric vehicles for caretakers as vehicles require renewing.	DUPLICATE - FLEET	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable	contract	3	Council operation			Duplicate action	
348	Directorate actions	Children's Services	Travel		Consider car pool of electric/hybrid vehicles	DUPLICATE - FLEET	Medium term 2023 - 2027	Low emissions	Clean Air	Strategic change	in house	1	Council operation			Duplicate action	NH to provide update
351	Directorate actions	Children's Services	Travel		Reduction in staff travel to visit children at a distance and influence change of policy at national level to consider contact options	DUPLICATE - REMOTE WORKING	Medium term 2023 - 2027	Low emissions	Reduce emissions from transport, agriculture and industry	Strategic change	in house	1	Council operation			Duplicate action	NH to provide update - trees in the process of being surveyed
352	Directorate actions	Children's Services	Less paper		Continue to influence judiciary and court system to reduce need for all legal papers to be printed alongside current approach	DUPLICATE - PAPER	Medium term 2023 - 2027	Circular economy	Reduce waste and increase reuse of all	Strategic change	influence	3	Council operation			Duplicate action	NH to provide update
356	Directorate actions	Strategy & Futures	Buildings		MK:U buildings commitment to BREEAM 'very good' standard by 2026 but aiming for minimum of 'Excellent'. Campus development aims for net gain in environment and biodiversity.	DUPLICATE - PLAN-MK 2 - IS THIS AN MKC	Medium term 2023 - 2027			Hard deliverable		3	Council operation			Duplicate action	NH to provide update
360	Directorate actions	Environment & Property	Biodiversity		Look at creation of pond clusters and implementation of wider water and pond strategy approaches linked to drainage, biodiversity and water management approaches.	DUPLICATE -	Long term 2028 - 2030	Circular economy	Encourage biodiversity	Hard deliverable	in house		Council operation	17		Duplicate action	
361	Directorate actions	Environment & Property	Biodiversity		Ongoing development to create true biodiversity enhancement (Government states 30 years is perpetuity - MK model will be 999 years).	DUPLICATE -	Long term 2028 - 2030	Circular economy	Encourage biodiversity	Hard deliverable	influence	3	Council operation	17		Duplicate action	
362	Directorate actions	Environment & Property	Recycling		Ongoing pursuit of accessing domestic markets and migrating towards full cyclical economy of all recycling materials being utilised as closed as possible to Milton Keynes.	DUPLICATE - WASTE MARKETS	Long term 2028 - 2030	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	in house	3	Council operation			Duplicate action	
363	Directorate actions	Environment & Property	Waste		Review of services and ongoing improvements to rounds, services, volume and focus on waste prevention methodologies.	DUPLICATE -	Long term 2028 - 2030	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	in house	1	Council operation			Duplicate action	statement - Plan MK
364	Directorate actions	Environment & Property	Waste		Delivery, asset build and integration of a dedicated facility within Milton Keynes to process organic material. Overarching circular economy principles for compost / materials to go back to Milton Keynes land (including residents gardens).	DUPLICATE -	Long term 2028 - 2030	Circular economy	Reduce waste and increase reuse of all	Hard deliverable	contract	3	Council operation	15		Duplicate action	
369	Directorate actions	Environment & Property	Trees		Full responsive proactive tree maintenance across the entire public estate (including The Parks trust) adaptive to climate change, reduced / low risk of biosecurity and an agreed replacement to monoculture planting approaches.	DUPLICATE -	Long term 2028 - 2030	Low emissions	Clean Air	Hard deliverable	contract	3	Council operation	17		Duplicate action	complete
375	Directorate actions	Housing & Regeneration	Waste		Target of 100% of contractor waste to be diverted from landfill	DUPLICATE - EXTENDED TARGET FROM 98%	Long term 2028 - 2030	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	contract	3	Council operation			Duplicate action	complete
378	Directorate actions	Strategy & Futures	Travel		Move to all electric Public Transport services with fleet conversion and operation	link to fleet strategy	Long term 2028 - 2030	Low emissions	Clean Air	Hard deliverable		3	Council operation	9		Duplicate action	

Post-scoring

#	Source	Primary area	Theme	Principle (SSAP)	Hexagon	Recommendation / Action	GHG reduction impact	£ per tonne of CO2e (£/tCO2e)	Programme cost (£) best guess	Council control / influence	Ease of delivery	Scope score	SCORE (out of 3)	Score (out of 100%)	Priority from scoring	Activity stage	Output	Links to other action numbers	Notes 23.08.21 / Progress update	Notes
245	Directorate actions	Environment & Property	Adaptation	Circular economy	Encourage biodiversity	Proposals to renew and enhance existing ponds and blue infrastructure both for biodiversity and community amenity. This will enhance flora and fauna in areas.	1	2	1	3	2	1	Adaptation	54%	Medium	Short term 2020 - 2022	Hard deliverable	17		DUPLICATE - ADAPTATION linked to bio action plan -
228	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Development of smart ticketing to encompass other transport modes, supporting Mobility as a Service (MaaS)	2	1	1	2	2	1	1.625	54%	Medium	Short term 2020 - 2022	Hard deliverable			DUPLICATE as above - with the app
227	Directorate actions	Environment & Property	Travel	Circular economy		Review parking charges to assess alignment with sustainability strategy	1	1	3	2	1	1	1.5	50%	Medium	Short term 2020 - 2022	Hard deliverable			DUPLICATE short term parking review
46	SSAP	Energy Supply	Energy	Green energy	Diversify energy supply	Produce and use biogas to help decarbonise the grid	3	1	1	2	1	1	1.5	50%	Medium	Medium term 2023 - 2027	Hard deliverable	15	heat strategy	Duplicate
179	Directorate actions	Environment & Property	Street Lighting	Low emissions	Reduce emissions from transport, agriculture and industry	Streeting Lighting programme – switching to LED lighting	3	2	1	3	2	2	1.5	50%	Medium	Current	Hard deliverable	65		DUPLICATE
180	Directorate actions	Growth, Economy & Culture	Policy		Encourage system wide thinking, design and models	Requiring development to reduce carbon or provide contributions to the Carbon Offset Fund (COF) as part of the planning obligations requirement for development	2	3	3	2	2	1	1.5	50%	Medium	Current	Hard deliverable	29		DUPLICATE
63	Task & Finish report	Communication, Engagement & Education	Education	Circular economy	Inclusive economic growth	That the Council develops and delivers a climate change public engagement programme to engage and empower citizens, Town and Parish Councils, community groups, schools and businesses, possibly through a Citizens Assembly, to enable everyone across the borough to achieve the aim of being carbon neutral by 2030. This would include establishing a Green Champions Community across Milton Keynes.	1	3	3	2	3	1	1.5	50%	Medium	Medium term 2023 - 2027	Hard deliverable	18,61,62	Built ID replacing green assembly - changed from assembly to engagement	Duplicate
181	Directorate actions	Growth, Economy & Culture	Policy		Encourage system wide thinking, design and models	Implementation of policies in Plan:MK (the local plan requires a sustainability appraisal as part of the formal process, and it needs to meet the requirements for sustainable development to be found sound)	3	2	1	3	2	1	1.5	50%	Medium	Current	Hard deliverable		statement - Plan MK	DUPLICATE

192	Directorate actions	Policy, insight & communications	Travel	Low emissions	Clean Air	Encouraging sustainable transport	2	2	3	2	3	1	1.375	46%	Medium	Current	Strategic change	10		DUPLICATE
61	Task & Finish report	Communication, Engagement & Education	Education	Circular economy	Encourage system wide thinking, design and models	That the Council establishes a dedicated web and social media presence to provide information and news in support of its ambitions for a carbon neutral Milton Keynes.	1	3	1	3	3	1	1.375	46%	Medium	Medium term 2023 - 2027	Hard deliverable	18	in progress - new website being discussed	Duplicate
190	Directorate actions	Policy, insight & communications	Agile working		Encourage system wide thinking, design and models	Agile working at least once a week for all team members	1	2	2	3	2	3	1.25	42%	Medium	Current	Changes to day-to-day working	78		DUPLICATE
222	Directorate actions	Finance & Resources	Agile working		Encourage system wide thinking, design and models	"Promoting Increased Agile Working - to reduce the need for staff to come into the office. NB: need to consider the costs of staff working from home - additional heating, lighting, etc."	1	2	2	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change	78		DUPLICATE
85	Task & Finish report	Waste	Policy	Circular economy	Reduce waste and increase reuse of all materials	That the Council adopt circular economy waste policies as well as promoting residents and community sharing, reuse and recycling.	1	2	3	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Strategic change	38		DUPLICATE
148	Directorate actions	Environment & Property	Catering	Circular economy	Reduce waste and increase reuse of all materials	Engage with business to reduce waste. Inspecting and advising business who 'recycle' food e.g. the community fridges.	1	1	3	3	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change	86	which businesses are you engaging with?	DUPLICATE
150	Directorate actions	Environment & Property	Housing	Circular economy	Reduce waste and increase reuse of all materials	Promote use of local recycle/refuse centres when dealing with hoarding, accumulations and untidy gardens.	1	1	3	3	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change	38		DUPLICATE
151	Directorate actions	Environment & Property	Housing	Circular economy	Encourage system wide thinking, design and models	Advice on appliances used in domestic and commercial settings, for e.g. when installing smokeless appliances.	1	1	3	3	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change	86		DUPLICATE
152	Directorate actions	Environment & Property	Housing	Circular economy	Reduce waste and increase reuse of all materials	Encourage recycling in our rat warning/advice letters.	1	1	3	3	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change	86		DUPLICATE
178	Directorate actions	Environment & Property	Education	Circular economy	Encourage system wide thinking, design and models	Eco-Warriors. Dedicated education programme linking sustainability activities to education.	2	1	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	58		DUPLICATE
268	Directorate actions	Environment & Property	Energy	Green energy	A secure & resilient energy supply and distribution system	Allocate designated urban and rural land or reserve sites for locally sourced community owned energy and food production.	1	1	3	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	262		DUPLICATE
246	Directorate actions	Environment & Property	Adaptation	Circular economy	Encourage biodiversity	Identification of sites where biodiversity value can be enhanced and trial sites undertaken.	1	3	2	3	2	1	Adaptation	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	17		DUPLICATE - ADAPTATION mapping officer in and identifying sites - complete. Handover to PTrusts COMPLETE
234	Directorate actions	Environment & Property	Travel	Low emissions		Develop strategy for reducing bus emissions	2	1	1	2	1	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable			DUPLICATE - BSIP app into Dft for conversion of arriva fleet - end sept confirmation
305	Directorate actions	Public Health	Social Value	Circular economy	Encourage system wide thinking, design and models	Sustainability and social value assessed in procurement of 0-19 HCP, Sexual Health Services and Substance misuse services, with all providers identifying appropriate measures. Development of sustainable approaches during mobilisation phase and will develop tracking as part of contract meetings.	2	2	1	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable		need update	DUPLICATE - COVERED FOR ALL SERVICE AREAS
54	SSAP	Waste	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Increase rate of recycling to 70% by 2030	2	3	2	2	3	1	#VALUE!	#VALUE!	#VALUE!	Long term 2028 - 2030	Hard deliverable	16	NH to provide progress update	Duplicate - currently 59%. Wheeled bins 66% by 23/24. ON TARGET
5	SSAP	Adaptation	Strategy	Low emissions	Minimise water usage	Implement and deliver the Environment Action Plan	2	2	1	2	2	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Strategic change	1	stays as over-arching action	Duplicate - currently in delivery
269	Directorate actions	Growth, Economy & Culture	Healthy lifestyle	Low emissions	Clean Air	Promote the health and wellbeing benefits gained from low carbon living as a USP of living and working in MK, especially concerning enabling active travel and improved air quality	1	1	2	2	3	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Strategic change			DUPLICATE - ENGAGEMENT
199	Directorate actions	Children's Services	Travel	Low emissions	Clean Air	Electric Car for duty social worker use	3	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable		needs update	DUPLICATE - EV FLEET
213	Directorate actions	Adult Services	Travel	Low emissions	Clean Air	Electric cars available for staff for site visits	2	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable			DUPLICATE - EV FLEET
214	Directorate actions	Adult Services	Travel	Low emissions	Clean Air	Utilise hybrid vehicles for mobile wardens??	2	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable			DUPLICATE - EV FLEET
254	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Assessment, market consideration and business cases for all vehicles to migrate to lower carbon, clean fuel provision to reduce carbon impact and improve air quality across the entire borough.	3	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	9	NH to provide update	DUPLICATE - FLEET
40	SSAP	Waste	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Source local (UK) markets for recycling where possible and use proximity principle for off-taker destination where viable	1	2	3	3	2	1	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	12	update from NH required	Duplicate - migration to UK markets has begun, OCMPELTE
38	SSAP	Waste	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Create a dedicated "reuse" facility at one of the current or future Household Waste Recycling Centres	2	3	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	12	update from NH required	Duplicate - NOT PROGRESSED, ON HOLD. Booking sytem took priority.
55	SSAP	Waste	Waste	Circular economy	Reduce waste and increase reuse of all materials	Reduce landfill to near zero by 2030	2	1	1	2	1	1	#VALUE!	#VALUE!	#VALUE!	Long term 2028 - 2030	Hard deliverable	16	NH to provide progress update	Duplicate - OCOMPLETE
170	Directorate actions	Environment & Property	Energy	Green energy	High levels of green energy production	Looking at ways of increasing energy and gas production and linking to use within the MK estate or MK users. Photovoltaics going onto the MKWRP. Use of private wire to power the MRF at reduced cost.	3	2	1	2	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	67	NH to provide updates	DUPLICATE - on target, smarter working, heat options, PW. Optimisation of the site. Pelletisation etc. Anthesis study - ON TARGET
270	Directorate actions	Law & Governance	Less paper	Circular economy	Reduce waste and increase reuse of all materials	Bundles for court – cut printing by using iPads or USBs (reusable)	1	2	2	3	3	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working			DUPLICATE - PAPER
273	Directorate actions	Law & Governance	Less paper	Low emissions	Reduce emissions from transport, agriculture and industry	Storing files digitally (ie cut down storage costs and courier services)	1	2	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working	270		DUPLICATE - PAPER
274	Directorate actions	Law & Governance	Less paper	Circular economy	Reduce waste and increase reuse of all materials	Engaging in court digitalisation process – push printing onto counsel	1	2	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working	270		DUPLICATE - PAPER
276	Directorate actions	Law & Governance	Education	Circular economy	Reduce waste and increase reuse of all materials	Helping councillors get on board with the agenda for example reduction in printed agendas	1	2	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Strategic change	78		DUPLICATE - PAPER
266	Directorate actions	Growth, Economy & Culture	Energy	Green energy	High levels of green energy production	Develop a connected water, energy and resources strategy and consider the orientation of all block layouts for optimum resource and solar energy capture	3	2	1	2	1	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	259		DUPLICATE - PLAN:MK2
261	Directorate actions	Growth, Economy & Culture	Policy		Encourage system wide thinking, design and models	Review of a number of SPD's, such as Health Impact Assessment, Affordable Housing, Biodiversity, Urban Design Framework for Central Bletchley, which all have a sustainability requirement	2	1	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	259		DUPLICATE - PLAN:MK2
262	Directorate actions	Growth, Economy & Culture	Land	Circular economy	Use land to capture and store carbon	Through the local plan process or through land that the Council owns, consider allocating land or rural sites to reserve them for locally sourced community owned energy and food production	2	1	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	259		DUPLICATE - PLAN:MK2
265	Directorate actions	Growth, Economy & Culture	Policy		Encourage system wide thinking, design and models	Develop a policy regarding the embedded carbon within the fabric of proposed buildings and materials used for all surfaces which considers the whole life cost and endurance of materials used	3	1	1	2	1	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	259		DUPLICATE - PLAN:MK2
223	Directorate actions	Finance & Resources	Growth		Encourage system wide thinking, design and models	Review Procurement Practice to ensure that this consistent with the Council's Green Credentials and we are transparent about what this is achieving, costs and wider implications.	3	3	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Current				DUPLICATE - POLICY THEME
258	Directorate actions	Growth, Economy & Culture	Policy		Encourage system wide thinking, design and models	All committee reports to provide an assessment of the contribution of sustainable developments	1	3	3	3	3	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable			DUPLICATE - POLICY THEME
212	Directorate actions	Adult Services	Re:fit	Green energy	Reduce emissions from transport, agriculture and industry	Active participation in refit programme to deliver energy efficient buildings	3	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable			DUPLICATE - REFIT
215	Directorate actions	Public Health	Agile working		Encourage system wide thinking, design and models	Agile working where possible given IT constraints	1	2	2	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current	Changes to day-to-day working	78		DUPLICATE - REMOTE WORKING
271	Directorate actions	Law & Governance	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Working from home / car pooling / shuttle bus (electric)	1	2	1	3	3	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working	78		DUPLICATE - REMOTE WORKING

272	Directorate actions	Law & Governance	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	Video meetings / conferences	1	2	1	3	3	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working	78		DUPLICATE - REMOTE WORKING
304	Directorate actions	Public Health	Agile working	Low emissions	Reduce waste and increase reuse of all materials	More improvements to PH team sustainability through agile team working across the 3 LAs to reduce business mileage and use of IT to reduce printing.	1	2	1	3	3	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Changes to day-to-day working	303	need update	DUPLICATE - REMOTE WORKING
186	Directorate actions	Law & Governance	Energy	Green energy	Encourage system wide thinking, design and models	Team encouraged to turn off electrical devices not in use	1	2	3	3	3	2	#VALUE!	#VALUE!	#VALUE!	Current	Strategic change			DUPLICATE - STAFF POLICY
174	Directorate actions	Environment & Property				Mapping of all current environmental assets against GPS and using a dedicated tool for new Bill of Quantities.	1	1	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	58, 64	NH to provide update	DUPLICATE - started, ongoing since 2020
250	Directorate actions	Environment & Property	Waste	Circular economy	Reduce waste and increase reuse of all materials	Increasing the amount of organic waste captured in the green garden and food waste collection service by increasing participation and provision of receptacles. Working with low performing areas on promotion of the food and garden waste service.	1	2	3	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable			DUPLICATE - WASTE ENGAGEMENT. Trial in low performing areas start in november 2021.
248	Directorate actions	Environment & Property	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Focusing on reducing contamination of comingled recycle which has a detrimental impact on the quality of recycling and ergo, markets that can be accessed.	1	1	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable		NH to provide update	DUPLICATE - WASTE MARKETS . Comms programme complete, ongoing review. Contamination rate now being reported as a crp KPI
168	Directorate actions	Environment & Property	Waste	Circular economy	Reduce waste and increase reuse of all materials	Focusing on improving the quality of compost like output (CLO) from the AD at the MKWRP to try and access enhanced markets for the material. Review of service provision and contract to check carbon and performance impact of comingled food and garden waste against splitting out materials.	2	2	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable		NH to provide update	DUPLICATE - waste markets. 2 actions. CLO is under review to see if land remediation. Comingled - post 2023review
230	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Further investment in infrastructure to support sustainable travel (redways and bus priority), and electric vehicle charging	2	1	1	3	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable			DUPLICATE as above
96	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Delivering cycle training in schools	1	2	2	2	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	83		DUPLICATE Bikability ongoing BAU
225	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Bus network review to deliver more attractive services	2	1	1	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable			DUPLICATE BSIP - network review
97	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Developing infrastructure proposals to promote sustainable transport, e.g. bus infrastructure and redway	2	2	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	83		DUPLICATE BSIP and EP, WCIP
82	Task & Finish report	Transport	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	That the Council commit to pursuing franchising powers under the Bus Services Act 2017	1	2	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	36		DUPLICATE Enhance partnership new nat bus strat by 31st march 2022. funding for elec fleet. MRT - opps for franchising?
91	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Quality Bus Partnership with Arriva	2	1	1	2	1	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	81		DUPLICATE Enhanced partnership has replaced.
173	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Collation of all vehicles in waste (RCVs), ROROs, street cleaning, CRCs, highways, landscaping, play areas and community transport including fuel usage, engine types and fleet age profile.	3	3	1	3	3	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	80		DUPLICATE FLEET REVIEW - completed
83	Task & Finish report	Transport	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	That the Council delivers a borough wide programme to increase the number of journeys taken by walking and cycling.	2	1	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	37		DUPLICATE LCWIP - pipeline of infra investments, in development now, to be adopted by Dec 21. linked to activity above on BC. Superroutes upgrades on redway network
80	Task & Finish report	Transport	Travel	Low emissions	Reduce emissions from transport, agriculture and industry	That the Council undertakes a fleet review of all its vehicles (plus existing and/or potential supporting infrastructures to move towards a fleet of ultra-low emission vehicles.	3	2	2	2	3	3	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	32	NH to provide progress update duplicate	DUPLICATE Need an update on fleet review - informing action 3 - speak to NH - contract procurement delegate decision 9th November for new contract with majority of EV
239	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Company vehicles for teams – EV fleet.	2	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable		NH to provide update	DUPLICATE NH fleet review - report highlight low mileage, need to look at allocation of vehicles - COMPLETE 9th november will include for this, 70% EV. EVCP infra holding back deployment
95	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Working with major employees and schools to develop travel plans	2	2	1	2	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	83		DUPLICATE ongoing BAU activity
67	Task & Finish report	Energy Supply	Strategy		A secure & resilient energy supply and distribution system	That the Council uses the carbon offset fund to establish a programme to deliver innovative and sustainable energy generation projects.	3	3	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	64	in progress, board in place, sustainability team leading	Duplicate Potential for leaders pot spend
68	Task & Finish report	Energy Supply	Energy	Green energy	A secure & resilient energy supply and distribution system	That the Council explore the bulk purchase of renewable energy for example from offshore wind farms to provide lower cost sustainable energy options.	3	3	1	3	2	2	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	26	pv options appraisal	Duplicate Potential for leaders pot spend
121	Directorate actions	Environment & Property	Buildings	Green energy	Diversify energy supply	Using heat recovery from the cremators to heat the building	3	2	1	3	2	3	#VALUE!	#VALUE!	#VALUE!	Current		64		DUPLICATE REFIT
122	Directorate actions	Environment & Property	Buildings	Green energy	Diversify energy supply	Natural cooling in the Oak chapel	2	2	2	3	3	2	#VALUE!	#VALUE!	#VALUE!	Current		64		DUPLICATE REFIT
189	Directorate actions	Law & Governance	Less paper	Circular economy	Reduce waste and increase reuse of all materials	Using laptops rather than notebooks at meetings	1	3	2	2	3	1	#VALUE!	#VALUE!	#VALUE!	Current	Changes to day-to-day working	135,240		DUPLICATE same as action 135 and 240
39	SSAP	Waste	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Improve quality of recycling in terms of materials	1	2	2	2	2	1	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	16	update from NH required	Duplicate UK Markets. Enagment. Ongoing progreamm/completed
202	Directorate actions	Children's Services	Travel	Low emissions	Clean Air	"Walking bus" schemes for school children	1	2	3	2	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	10		DUPLICATE WALKING & CYCLING
43	SSAP	Waste		Circular economy	Use land to capture and store carbon	Investigation of creation of open windrow composting facility to create compost from collected garden waste	1	2	1	3	1	1	#VALUE!	#VALUE!	#VALUE!	Medium term 2023 - 2027	Hard deliverable	15	update from NH required	Duplicate. Post 2023 link to above
256	Directorate actions	Environment & Property	Trees	Low emissions	Clean Air	Review of future biosecurity risks (to ensure that we do not plant trees that are adaptable to climate change or appropriate for predicted climate changes). Planting of trees across the borough across all areas.	2	2	1	3	2	1	#VALUE!	#VALUE!	#VALUE!	Short term 2020 - 2022	Hard deliverable	1		DUPLICATION - ADAPTATION
176	Directorate actions	Environment & Property	Trees	Low emissions	Clean Air	Review of providence of tree procurement	1	1	2	3	2	1	#VALUE!	#VALUE!	#VALUE!	Current	Hard deliverable	60	NH to provide update	DUPLICATION - biosecurity of trees. Etsblishment of policy Q1 2022 . Trialling underway on tree tyoes.

Below are the actions that have either been completed already or are less SMART actions - unable to be measured and thus removed from the master sheet (pre-scoring)

#	Source	Primary area	Theme	Recommendation / Action	Notes	Activity stage	Principle (SSAP)	Priority (SSAP hexagon)	Output	Extent of control	Emissions Scope	Council operations or Borough wide	Links to other action numbers	Progress	Notes 23.08.21 / Progress update
3	SSAP	Transport	Travel	Assessment, market consideration and business cases for all MKC vehicles to migrate to lower carbon, clean fuel provision to reduce carbon impact and improve air quality across the entire borough.	Done? Commission business case put forward to cabinet?	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	in house		Council operation			
9	SSAP	Waste	Travel	Complete review of low emission waste, cleansing, landscaping and highways fleet and circular economy fuelling options	NH	Short term 2020 - 2022	Low emissions	Reduce emissions from transport, agriculture and industry	Strategic change	in house		3 Council operation	2	Complete	duplication of fleet - complete, and moving into implementation
11	SSAP	Transport	Travel	Implement policies and schemes that encourage ride sharing and reduced single occupancy car use	Liftshare website, car club, escooter/bikes, MKconnect,	Short term 2020 - 2022	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	Influence		3 Borough wide		Complete	policies implemented
27	SSAP		Energy	Consider option to invest in offshore wind power complete - options considered and ruled out		Short term 2020 - 2022	Green energy	Diversify energy supply	Strategic change		Offset			Complete	closed - ruled out (why?)
29	SSAP	Planning Policy	Buildings	Require all new developments to have green energy generation included as part of the building - Plan.MK and SC1/SC2 SPD development complete		Short term 2020 - 2022	Green energy	High levels of green energy production	Strategic change	in house		3 Council operation		Complete	complete - SPD all new developments have to comply with Plan MK
30	SSAP	Baseline & target setting	Energy	Mobilise an energy and carbon hub to facilitate and accelerate energy generation and carbon reduction opportunities complete	In progress with LP	Medium term 2023 - 2027	Green energy	A secure & resilient energy supply and distribution system	Strategic change	in house		2 Council operation		Complete	complete - Board set up, projects running
32	SSAP	Waste	Travel	Deliver a low emissions fleet for category 1 (waste, cleaning, landscaping community transport, highways fleets etc) with options for fuelling lower emissions fleets to be considered for wider offer to domestic logistics industry. Complete	Duplicate Linked to the fleet strategy	Medium term 2023 - 2027	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	in house		1 Council operation	1,9	Complete	fleet is run as a single contract - linked to 2. complete
35	SSAP	Transport	Travel	Facilitate the adoption of new forms of e-mobility (e-bikes, e- scooters) that could maximise use of the redways, such as with public charging points, secure storage/parking. Complete	Strategy team led, becoming BAU - trials successful (march 22, gov't decision after that).	Medium term 2023 - 2027	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	Influence		3 Council operation		Complete	trials happened, mark as complete
37	SSAP	Transport	Travel	Implement the Mobility Strategy and deliver the behaviour change aims, by encouraging an increase in the proportion of trips made by non-car modes of travel complete	Repeats earlier updates - development of info apps for decision making for journeys - mobility as a service. BSIP - bus serv imp plan (includes all public transport)	Medium term 2023 - 2027	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable	Influence		3 Council operation		Complete	duplicate. App live. Complete
56	Task & Finish report	Baseline & target setting	Education	Initial piece of academic work to be commissioned by the Council should provide the authority with an updated Milton Keynes Greenhouse Gas Inventory, using the World Resources Institute's Global Protocol for Community-Scale Greenhouse Gas Inventories (GPC) - https://www.wri.org/publication/global-protocol-community-scale-greenhouse-gasemission-inventories .	Complete Carbon baselining / p13 SSAP	Current	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	in house		1 Council operation		Complete	complete
57	Task & Finish report	Baseline & target setting	Education	To better understand the possible pathways towards achieving carbon neutrality, Milton Keynes Council should commission additional work to analyse what a carbon neutral future for Milton Keynes could look like and what the Council will need to do in order to reach that future.	Complete Carbon route map (p12)	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	in house		1 Council operation		Complete	complete
58	Task & Finish report	Baseline & target setting	Education	Commission a local university to provide an initial evidence base to help it ensure that the Council's response to the climate emergency is informed by science (evidence) based targets and expert guidance to ensure it deploys the most effective solutions to help it tackle climate change.	N/A	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	in house		1 Council operation		Complete	obsolete - 56 - complete
74	Task & Finish report	Housing	Buildings	That in the review of the new Local Plan, and any related planning policy documents and building regulations, the Council prioritises policies to ensure that all existing and new residential and non-residential dwellings are built or retrofitted to achieve zero carbon standards.	Duplicate	Medium term 2023 - 2027	Green energy	High levels of green energy production	Hard deliverable	in house		3 Council operation	29	Complete	consider complete - Plan MK
75	Task & Finish report	Planning Policy	Strategy	That when the relevant planning policies are reviewed, for example Section 106 Agreements, that the Council look to maximise what it can receive for carbon reduction projects.	Duplicate	Medium term 2023 - 2027		High levels of green energy production	Hard deliverable	in house		3 Council operation	29	Complete	consider complete - Plan MK
76	Task & Finish report	Planning Policy	Policy	That the Council place carbon reduction and the consideration of environmental impacts at the heart of the new Local Plan and associated planning policy documents.	DUPLICATE AndrewTurner - transport studies are part of evidence base. Should dovetail with the LTP	Medium term 2023 - 2027		High levels of green energy production	Strategic change	in house		3 Council operation	29	Complete	consider complete - Plan MK
78	Task & Finish report	Staff & Councillors	Travel	That the Council defines an optimum flexible working pattern and develops an enabling programme to reduce carbon impact of staff travel.	travel plan developed - covid impacts., needs senior endorsement and review post covid (increase use of Teams etc, CLT for buy in etc.) Dft survey - are travel patterns expected to return to pre covid levels?	Current	Low emissions	Reduce emissions from transport, agriculture and industry	Changes to day-to-day working	in house		1 Council operation		Complete	complete - agile working consultation
84	Task & Finish report	Transport	Travel	That the Council considers the introduction of ultra-low emission zones where the air quality evidence suggests this mechanism would be beneficial.	at present unlikely to meet AQ threshold, but could look at midsummer blvd, and access for EV. Could test and trial as a pilot. Could explore parking strat and increasing charges for high emission vehicles.	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable	in house		3 Borough wide		Complete	closed
87	Directorate actions	Environment & Property	Travel	Go Ultra low funding supporting EV Experience centre and extensive vehicle charging infrastructure	COMPLETE funding coming to ena ned, continue to expand the EVCP network, onstreet charging is focus. Annoucnemnt on funding next month	Current	Low emissions	Clean Air	Hard deliverable	licence		3 Borough wide	80	Complete	complete
88	Directorate actions	Environment & Property	Travel	Parking discounts for lift share and low emission vehicles	DUPLICATE linked to activity above. Short term parkin policy review. Workign with highways on validation	Current	Low emissions	Clean Air	Hard deliverable	influence		3 Borough wide	80	Complete	complete
89	Directorate actions	Environment & Property	Travel	Support for ViaVan fully electric demand responsive minibus service	COMPLETE ceased in MK. Mkconnect is min 50% EV fleet	Current	Low emissions	Clean Air	Hard deliverable	contract		3 Borough wide	81	Complete	
90	Directorate actions	Environment & Property	Travel	Collaboration with bike share companies Nextbike and Lime	COMPLETE partership for promo, next bike to move to floating bike (like lime)	Current	Low emissions	Clean Air	Hard deliverable	contract		3 Borough wide	83	Complete	
92	Directorate actions	Environment & Property	Travel	Subsidise bus routes where no commercial services exist, subject to demand	COMPLETE MK connect	Current	Low emissions	Clean Air	Hard deliverable	contract		3 Borough wide	81	Complete	
93	Directorate actions	Environment & Property	Travel	All-in-One Card provides reduced bus fares for under 19s	COMPLETE still exists, moving to smart this year	Current	Low emissions	Clean Air	Hard deliverable	contract		3 Borough wide	81	Complete	
94	Directorate actions	Environment & Property	Travel	Development of smart (oyster style) public transport ticketing	COMPLETEMK move smart card - complete	Current	Low emissions	Clean Air	Hard deliverable	contract		3 Borough wide	81	Complete	
98	Directorate actions	Environment & Property	Catering	In Group Rooms single use glass/plastic bottled water was replaced with refillable drinking water dispensers or iced water jugs. Done	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
99	Directorate actions	Environment & Property	Catering	Tea and coffee service was streamlined to reduce non-recyclable sachets	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
100	Directorate actions	Environment & Property	Catering	Removal of single use plastic cups and stirrers in Hospitality and committees	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
101	Directorate actions	Environment & Property	Catering	Food waste 23l caddies placed in all kitchenettes throughout Civic Offices.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
102	Directorate actions	Environment & Property	Recycling	Blue bins for glass collection were made available in all kitchenettes throughout Civic Offices.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
103	Directorate actions	Environment & Property	Recycling	Recycling exhibition boards 'travelled' around many of the kitchenettes of various departments at Civic Offices over a period of several months to be seen by all staff.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
104	Directorate actions	Environment & Property	Recycling	New waste/recycling education notices in breakout areas and kitchenettes, placed by taps and in seating areas. Included various recycling messages, e.g. shredded paper, window envelopes, food waste, etc. for staff to see which having their lunches.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
105	Directorate actions	Environment & Property	Recycling	New 'over the bin' posters to advise what goes in.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
106	Directorate actions	Environment & Property	Catering	Civic staff are now required to use their own cups/beakers/glasses when utilising facilities in Kitchenettes.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Strategic change	in house		Council operation	85		
107	Directorate actions	Environment & Property	Catering	Single use plastic bottles were removed from vending machines.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
108	Directorate actions	Environment & Property	Catering	Discount available at Civic Café if staff bring their own reusable cup/mug.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
109	Directorate actions	Environment & Property	Recycling	Exhibition boards were placed at Civic Café displaying which items from the café can be recycled, and encouraged the use of reusable cups/mugs.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		
110	Directorate actions	Environment & Property	Catering	Civic Café swapped to compostable cutlery, which can be placed in the green food waste bins.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house		Council operation	85		

111	Directorate actions	Environment & Property	Catering	The aim for Civic Café is that the majority of food packaging is 100% recycled and compostable or recyclable.	N/A	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
112	Directorate actions	Environment & Property	Recycling	Removal of individual bins under desks, to central locations in each department.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
113	Directorate actions	Environment & Property	Recycling	Relabelling of all recycling & general waste bins & lids.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
114	Directorate actions	Environment & Property	Recycling	New posters above all office recycling and general waste bins.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
115	Directorate actions	Environment & Property	Recycling	All bins now colour coded.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
116	Directorate actions	Environment & Property	Recycling	New battery collection bins installed.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
117	Directorate actions	Environment & Property	Recycling	Cleaning tissue dispensers and wipes dispensers all marked as 'Not Recyclable'	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
118	Directorate actions	Environment & Property	Recycling	Recycling messages and feedback in One Council weekly internal e-newsletter.	N/A	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	85		
119	Directorate actions	Environment & Property	Recycling	Staff 'Recycling Champions' have been recruited. Staff on each floor/department at Civic Offices as a go-to point for colleagues for clarification & advice on recycling.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation	79, 85		
120	Directorate actions	Environment & Property	Buildings	Utilising cardboard ash boxes (crematorium)	DUPLICATE	Current	Circular economy	Reduce waste and increase reuse of all materials		in house	3 Council operation	85	Complete	complete
123	Directorate actions	Environment & Property	Water	Use of wood chippings in graves for water absorption	ADAPTATION	Current	Circular economy	Reduce waste and increase reuse of all materials		in house	Council operation	85	Complete	complete
124	Directorate actions	Environment & Property	Recycling	Recycling floral tributes	Reuse	Current	Circular economy	Reduce waste and increase reuse of all materials		in house	3 Council operation		Complete	complete
125	Directorate actions	Environment & Property	Travel	Request for electric council vehicle	DUPLICATE Will be picked up through the fleet review?	Current	Low emissions	Clean Air	Hard deliverable	in house	1 Council operation	80	Complete	complete - fleet review
126	Directorate actions	Environment & Property	Catering	Using compostable vending cups in Oak waiting room	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation			
127	Directorate actions	Environment & Property	Recycling	Composting green waste from Crownhill	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	Council operation			
128	Directorate actions	Environment & Property	Travel	Staff cycling to work	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Changes to day-to-day working		Council operation	83		
129	Directorate actions	Environment & Property	Less paper	Case management system means thousands of pages not being printed for case files	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials						
130	Directorate actions	Environment & Property	Travel	Conference calls with businesses if appropriate and fewer face to face meetings	COMPLETE Teams	Current	Low emissions	Clean Air	Changes to day-to-day working	influence	1 Council operation		Complete	
131	Directorate actions	Environment & Property	Less paper	Service requests not printed off all dealt with on PC	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working	in house	Council operation			
132	Directorate actions	Environment & Property	Travel	Visits to businesses arranged via location saving numerous trips across MK	Staff business travel - covid impacts (ASC)	Current	Low emissions	Clean Air	Strategic change	in house	1 Council operation	78	Complete	complete
133	Directorate actions	Environment & Property	Recycling	Seized evidence is sent to a charity to recycle when cases are concluded if at all possible	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable					
134	Directorate actions	Environment & Property	Travel	Arrange site inspections so that staff are not visiting the same area and doing inspections on the way in and out of the office.	Staff business travel - covid impacts (ASC)	Current	Low emissions	Clean Air	Strategic change	in house	1 Council operation	78	Complete	complete
135	Directorate actions	Environment & Property	Less paper	Taking tablets/laptops to team meetings to reduce printing		Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working	in house	3 Council operation		Complete	complete
136	Directorate actions	Environment & Property	Buildings	Encourage and support developers in considering low emission approaches to building design	DUPLICATE	Current	Low emissions	Reduce emissions from transport, agriculture and industry	Strategic change	in house	3 Council operation	74	Complete	complete - plan MK
137	Directorate actions	Environment & Property	Travel	Use of video conferencing for inquests to reduce calling witnesses to court	DUPLICATE/COMPLETEunderway, covid impacts.	Current	Low emissions	Clean Air	Hard deliverable	in house	3 Council operation	78	Complete	complete - covid impact that needs to not go back to how it was before - positive behaviour changes looking to embed
138	Directorate actions	Environment & Property	Less paper	Use of One Drive for court disclosures to reduce printed documentation in court	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable					
139	Directorate actions	Environment & Property	Catering	Staff all using reusable cups	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working					
140	Directorate actions	Environment & Property	Travel	Car sharing adopted when attending meetings/courses.	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Hard deliverable			78		
141	Directorate actions	Environment & Property	Travel	CPD training largely achieved through the use of online conference/webinars – no mileage to attend.	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Hard deliverable			78		
142	Directorate actions	Environment & Property	Travel	Video conference used for meetings with counsel and Public Health England.	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Hard deliverable			78		
143	Directorate actions	Environment & Property	Less paper	Rather than officers having own paper copies of legislation, guidance etc. we have an Electronic Quality Procedure Manual and electronic library for all officers to share.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working					
144	Directorate actions	Environment & Property	Less paper	Inspection reports reconfigured to limit amount of paper used, reduced by 20%+.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable					
145	Directorate actions	Environment & Property	Travel	Management control on inspection/visits to ensure mileage is limited. Team is structured into smaller units so people operate in smaller geographical area.	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Strategic change			78		
146	Directorate actions	Environment & Property	Less paper	All records are held electronically. Paperwork reduced by 95%+ in last 5 yrs.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working					
147	Directorate actions	Environment & Property	Less paper	We have analysed all work flows to reduce printing and postage, for e.g. we email inspection reports and leave the Food hygiene sticker on site.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Strategic change					
149	Directorate actions	Environment & Property	Recycling	During house clearances we recycle clothing to Willen hospice shop and other items to charity shops. We also turn off the heating and water.	Completed action? More detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable					
153	Directorate actions	Environment & Property	Recycling	Rechargeable batteries used in our equipment e.g. our food probes		Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	3 Council operation		Complete	complete - new food probes purchased
154	Directorate actions	Environment & Property	Travel	Use of public transport to travel to meetings both in the UK and Europe	DUPLICATE Covid impacts -	Current	Low emissions	Clean Air	Strategic change	in house	1 Council operation	78	Complete	complete
156	Directorate actions	Environment & Property	Less paper	Using a Web based platform to engage with MK Citizens, rather than paper flyers where possible.	DUPLICATE	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	3 Council operation		Complete	complete - built ID
157	Directorate actions	Environment & Property	Less paper	Leaflets available as pdf online to reduce some printing	DUPLICATE	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	in house	3 Council operation	156	Complete	complete
158	Directorate actions	Environment & Property	Travel	Car share to venues where possible	DUPLICATE	Current	Low emissions	Clean Air	Strategic change	in house	1 Council operation	78	Complete	complete
159	Directorate actions	Environment & Property	Less paper	Other records online where possible and reduced dramatically (50-70%)???	more detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable					
160	Directorate actions	Environment & Property	Travel	Reduced attendance at meetings/car share or use train where possible	DUPLICATE	Current	Low emissions	Clean Air	Hard deliverable	in house	1 Council operation	78	Complete	complete
161	Directorate actions	Environment & Property	Stakeholders	Cabinet sign off on Environment Vision principles. Delivery of stakeholder workshops involving the private, third and community sectors to collate action plan across Water, Trees, Landscape and Nature.	Completed action? More detail needed or remove	Current		Encourage system wide thinking, design and models	Hard deliverable			86		
162	Directorate actions	Environment & Property	Baseline	Mapping all of biodiversity to create baseline for areas that require unit enhancement. Creation of ponds through Great Crested Newt licensing. Review of all existing ponds and small water areas has been completed.	Completed action? More detail needed or remove	Current	Circular economy	Encourage biodiversity	Hard deliverable					
166	Directorate actions	Environment & Property	Recycling	15th highest recycling rate in country across all Local Authorities, and 3rd for Unitary Authorities.	Remove - statement not action	Current	Circular economy	Reduce waste and increase reuse of all materials						
171	Directorate actions	Environment & Property		Review of plant and asset over past 25 years with review of current market for service delivery and technology available to improve quality.	DUPLICATE	Current	Low emissions	Clean Air	Hard deliverable	contract	3 Council operation	64	Complete	complete
183	Directorate actions	Growth, Economy & Culture	Policy	Development Frameworks to ensure development is sustainable	DUPLICATE PLAN:MK2?	Current		Encourage system wide thinking, design and models	Hard deliverable		3 Council operation		Complete	complete
184	Directorate actions	Growth, Economy & Culture	Housing	Neighbourhood Plans	more detail needed or remove	Current								
185	Directorate actions	Growth, Economy & Culture	Buildings	All new developments should incorporate all the latest technologies within the fabric of the buildings / highways such as innovative drainage systems, PVs, green, blue and brown roofs, green walls, use of grey water integrally within the building etc	DUPLICATE	Current	Green energy	Diversify energy supply	Hard deliverable	influence	3 Council operation		Complete	complete
187	Directorate actions	Law & Governance	Less paper	Reduce printing wherever possible	statement - not specific or measureable	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working					
191	Directorate actions	Policy, insight & communications	Less paper	Reducing print where possible	statement - not specific or measureable	Current	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working					

193	Directorate actions	Housing & Regeneration		Housing Investment programme	more detail needed or remove	Current											
194	Directorate actions	Housing & Regeneration		Future proofing our sheltered housing stock	more detail needed or remove	Current											
195	Directorate actions	Housing & Regeneration		Future proofing our housing stock	more detail needed or remove	Current											
196	Directorate actions	Housing & Regeneration	Waste	Waste management put on master sheet and in notes "clarify what this means"	more detail needed or remove	Current	Circular economy	Reduce waste and increase reuse of all materials									
197	Directorate actions	Housing & Regeneration	Water	Water conservation	more detail needed or remove	Current	Low emissions	Minimise water usage									
200	Directorate actions	Children's Services	Technology	IT investment for increased agile working	DUPLICATE	Current		Encourage system wide thinking, design and models	Hard deliverable	in house		1 Council operation	78	Complete		complete	
209	Directorate actions	Children's Services		Civic Café have changed practices and achieved increased sustainability	Completed action? More detail needed or remove	Current											
211	Directorate actions	Adult Services		Progressing well co-ordinated integrated health and social care services to reduce duplication	what does this mean?	Current	Circular economy	Encourage system wide thinking, design and models	Strategic change	in house		Council operation		Complete		complete	
216	Directorate actions	Public Health	Travel	App and phone offer in stop smoking service, meaning less travel for both service users and staff	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Hard deliverable								
217	Directorate actions	Public Health	Healthy lifestyle	Implementation of the Healthy Weight Strategy which included promoting active travel through the Milton Keynes Physical Activity Alliance	Completed action? More detail needed or remove	Current	Low emissions	Clean Air	Hard deliverable								
218	Directorate actions	Strategy & Futures		Draft MK Futures 2050 Strategy makes commitment to build sustainability into everything the city does in order to address global challenge of climate change by becoming carbon neutral by 2030 and carbon negative by 2050.	COMPLETE	Current			Hard deliverable	licence		3 Council operation		Complete		complete	
219	Directorate actions	Strategy & Futures	Travel	Starship light freight delivery services reduce requirement for journeys by car and van.	expansion now to 200 robots to XXX homes. Risk to be evaluated that this is still a trial and decision on value to MK. MKC need to permit on perm basis. Ecargo bikes - Drones for light freight at hospital	Current	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Complete		complete	
220	Directorate actions	Strategy & Futures	Travel	Go Ultra Low programme to promote take-up of electric vehicles includes implementing charging infrastructure and EV Experience Centre in Centre:MK	COMPLETE likely to close - conf	Current	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Complete		complete - Brian update	
221	Directorate actions	Finance & Resources		CLT have approved the reduction of Multi Functional Devices at Civic by 50% as part of the current re-procurement and relocation of the Central Print Room from Bradwell Abbey.	COMPLETE	Current				in house		2 Council operation		Complete		complete	
233	Directorate actions	Environment & Property	Travel	Implementation of micro e-mobility services (e.g. electric scooters)	trial underway	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	influence		3 Council operation		Complete		complete	
235	Directorate actions	Environment & Property	Catering	Re usable cups are currently being ordered by Civic Café to sell	COMPLETE	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable	influence		3 Council operation		Complete		complete	
236	Directorate actions	Environment & Property	Education	Requested computer screen saver recycling messages on all staff VDIs		Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Hard deliverable	influence		Council operation		Complete		complete	
243	Directorate actions	Environment & Property	Less paper	Reduce paper where possible	more detail needed or remove	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Hard deliverable								
263	Directorate actions	Growth, Economy & Culture	Labour	Local Labour Agreements	more detail needed or remove	Short term 2020 - 2022		Inclusive economic growth									
275	Directorate actions	Law & Governance	Less paper	"Digital by default" approach	statement - not specific or measureable	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working								
278	Directorate actions	Policy, insight & communications	Less paper	Reducing print across the board but specific areas	statement - not specific or measureable	Short term 2020 - 2022	Circular economy	Reduce waste and increase reuse of all materials	Changes to day-to-day working								
288	Directorate actions	Housing & Regeneration	Education	Through our enabling and partnership work we can: a) Work with Registered Providers of Social Housing to share innovative and best practice around environmental sustainability in social housing b) Encourage house builders to consider sustainability when selecting their Registered Provider partners.	2 SEPARATE ACTIONS	Short term 2020 - 2022	Circular economy	Encourage system wide thinking, design and models	Strategic change	influence		3 Council operation		Complete		complete - work done with EON, EON contacted housing associations to tell them about the hub offer	
289	Directorate actions	Housing & Regeneration	Energy	The plans for Serpentine Court are designed to be an exemplar of achieving up to 90% zero carbon on the estate in line with PlanMK. Plans include use of ASHP; solar panels; units to high insulation standards etc leading to significant reduction in energy costs. Electric car charging stations throughout and sustainable treatment /landscaping of the public realm.	THIS IS A STATEMENT NOT AN ACTION Potential for leaders pot	Short term 2020 - 2022	Green energy	Diversify energy supply	Strategic change			Council operation		Complete		complete	
309	Directorate actions	Strategy & Futures	Travel	Draft MK Futures 2050 Strategy includes proposals to introduce energy efficient Mass Rapid Transit systems and measures to reduce over-dependence on the car. Policies in the Strategy for 2050 also set expectation of increased standards of sustainable construction and energy efficiency in new development, to be delivered through future local plan policies	Statement as opposed to action	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable			Council operation		Complete		complete	
310	Directorate actions	Strategy & Futures	Energy	5G test bed project includes work streams on mobility (supporting new more sustainable forms of transport and local package delivery services) and community and household energy saving schemes	Statement as opposed to action	Short term 2020 - 2022	Green energy	Encourage system wide thinking, design and models	Hard deliverable			Council operation		Complete		complete	
315	Directorate actions	Finance & Resources	Travel	Review the Council's Policy on Staff Travel and Subsistence to assess the benefits, costs and implications for incentivising greener travel, e.g. staff using electric cars or public transport (including a Council fleet) for business travel, this could also consider a reduction to allowances where staff use heavy polluting vehicles for work purposes. Need to also consider if the Council could promote or incentivise the use of Greener Travel for staff commuting, whilst needing to retain and attract staff from outside of MK's.	COMPLETE? REMOTE WORKING	Short term 2020 - 2022	Low emissions	Clean Air	Hard deliverable	in house		1 Council operation	78	Complete			
333	Directorate actions	Environment & Property		Themes delivered through service provision and new asset builds in accordance with respective strategies and business cases.	more detail needed or remove	Medium term 2023 - 2027			Strategic change								
337	Directorate actions	Growth, Economy & Culture		Sustainability SPD	more detail needed or remove	Medium term 2023 - 2027			Strategic change								
357	Directorate actions	Strategy & Futures	Travel	Creation of city scale 'on demand' electric vehicle passenger services, building on Via Van initiative launched in 2019	COMPLETE linked to fleet strategy MK connect	Medium term 2023 - 2027	Low emissions	Clean Air	Hard deliverable			3 Council operation		Complete			
358	Directorate actions	Environment & Property	Travel	Opportunities around Connected and Autonomous vehicles becoming prevalent. Infrastructure and legislative framework will be developed over preceding years to ensure this contributes to Sustainability targets, rather than adds to issues	COMPLETE ongoing trials, til end of FY - decision on rollout to follow	Long term 2028 - 2030	Low emissions	Clean Air	Hard deliverable			3 Council operation		Complete			
368	Directorate actions	Environment & Property		Expansion / delivery of commercial and industrial hub principles.	needs to be more specific	Long term 2028 - 2030			Strategic change								
370	Directorate actions	Environment & Property		Potential later adoption of technology that is established.	more detail needed or remove	Long term 2028 - 2030	Green energy	Diversify energy supply									
372	Directorate actions	Growth, Economy & Culture	Development	Surface car parking in CMK could slowly be removed/ redeveloped.	more detail needed or remove	Long term 2028 - 2030	Low emissions	Reduce emissions from transport, agriculture and industry	Hard deliverable								
373	Directorate actions	Policy, insight & communications	Policy	Supporting Cllrs and depts with research and policy options to make policy decisions	more detail needed or remove	Long term 2028 - 2030		Encourage system wide thinking, design and models	Strategic change								
376	Directorate actions	Children's Services		Realise MK 2050 Ambitions: particularly Learning MK and realise increasingly energy-efficient options	more detail needed or remove	Long term 2028 - 2030	Green energy	Diversify energy supply	Strategic change								
377	Directorate actions	Strategy & Futures	Travel	MK Futures 2050 Strategy proposes new neighbourhoods are designed to prioritise walking and cycling for shorter journeys and to make shared and Mass Rapid Transit services more viable. Also includes ambition to maintain unique, green character of MK and provide new areas of strategic green space and water, protecting and promoting wildlife and plants	more of a statement than an action	Long term 2028 - 2030	Low emissions	Clean Air	Hard deliverable								

Post-scoring

#	Source	Primary area	Theme	Principle (SSAP)	Hexagon	Recommendation / Action	GHG reduction impact	£ per tonne of CO2e (£/tCO2e)	Programme cost (£) best guess	Council control / influence	Ease of delivery	Scope score	SCORE (out of 3)	Notes 23.08.21 / Progress update	Notes	
72	Task & Finish report	Governance	Strategy		Encourage system wide thinking, design and models	That the Council establishes a permanent cross-party Council Advisory Group or Scrutiny Committee to provide ongoing oversight to the delivery of the Sustainability Strategy Action Plan.	3	3	3	3	3	3	1	#VALUE!	needs update following the progressive alliance	COMPLETE P5 & P13
188	Directorate actions	Law & Governance	Travel	Low emissions	Clean Air	Use of conference calls instead of travel to meetings	3	3	2	3	3	2	3	#VALUE!		COMPLETE Teams
316	Directorate actions	Finance & Resources				Review of procurement practice (note evaluation criteria can be suitably weighted to account for this) to understand how well this is being driven within the Council and potential size of future opportunities. This review will be scheduled for September 2020 completion.	2	3	3	3	3	3	1	#VALUE!		COMPLETE? THIS WOULD CLEAR THE SIMILAR PROCUREMENT ACTION FROALL SERVICE AREAS?
73	Task & Finish report	Governance	Strategy		Encourage system wide thinking, design and models	That a climate change dashboard/scorecard is developed to report regularly the progress of the Sustainability Strategy Action Plan and an annual carbon budget and reduction targets.	1	3	3	3	3	3	1	#VALUE!	in progress - cabinet update due	COMPLETE P13
165	Directorate actions	Environment & Property	Recycling	Circular economy	Reduce waste and increase reuse of all materials	Insertion of smart litter / recycling bins using solar power to increase capacity in bin and enable the deployment of street cleaning resources to clean elsewhere. Reduce fuel usage and increase recycling on the go.	1	2	3	3	3	2	3	#VALUE!	NH to provide update - done?	COMPLETE
253	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Waste collection, disposal and cleansing services well integrated. Transport, wider resources (minerals), highways, all fleet to be considered to integrated asset approach to reduce transport, share resources, reduce carbon footprint.	3	2	1	3	3	2	1	#VALUE!	NH to provide update	DUPLICATION Nh fleet review - COMPLETE, highways pending commissioning cycle, and potential relocate to wolverton
252	Directorate actions	Environment & Property				Development and research of solid recoverable and refuse derived fuels from MKWRP to power smaller microgeneration / gasification plants in regeneration areas. Planning permission sought	3	2	1	3	3	1	1	#VALUE!	NH to provide update	COMPLETE? feasibility - link to Fullers Slade regen and heat strategy
307	Directorate actions	Public Health	Travel	Low emissions	Clean Air	Developing a Skype offer for weight management services particularly for pregnant women, this will reduce need to travel.	1	2	3	1	1	3	1	#VALUE!	need update	COMPLETE? COVID MEASURE?
169	Directorate actions	Environment & Property	Waste	Circular economy	Reduce waste and increase reuse of all materials	Commissioning of alignment of services to focus on all waste materials produced across services (aggregates, gully emptying, street cleaning) for a single dedicated processing approach	1	1	2	2	2	2	1	#VALUE!	NH to provide update	COMPLETE pending highways commissioning
226	Directorate actions	Environment & Property	Travel	Low emissions	Clean Air	Implement further discounted fares for young adults	1	1	2	2	2	2	1	#VALUE!		CPMLETE/DUPLICATE? not progressing at moment

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Carbon Offset Fund (COF) Funding Guidelines

January 2023

Final v.1



Contents

Aims and restrictions on funding using the COF	3
Methodology	4
Completion & Monitoring	5

The Milton Keynes City Council Carbon Offset Scheme is funded by Section 106 planning contributions for the purpose of reducing carbon emissions within the city of Milton Keynes only. The funding is subject to the availability of sufficient funds from Carbon Offset S106 contributions. If there are insufficient S106 funds available, grant funding may have to wait for funds to be replenished.

Aims and restrictions on funding using the COF

1. Provide funding to support works that provide long term carbon emissions reductions in Milton Keynes, in line with the requirements of Plan:MK, section 17.
2. Provide help for local community groups¹ and public organisations to reduce their carbon footprint – MK (Milton Keynes) Council, Parish & Town Councils, community organisations including charities & bulk domestic schemes active within the borough.
3. The fund normally provides a maximum of 50% capital finance support for eligible² costs. There may be cases where this maximum can be exceeded, but the exact percentage will be based on additionality of the work, i.e., the technical challenge involved, social need, visibility, and public education. This is at the discretion of the COF board.
4. To encourage local support and knowledge sharing network for carbon reduction activities.
5. Require the grantee to monitor carbon emissions savings and promote awareness of the benefits of this.
6. Funding of carbon capture or offsetting is not covered by the scheme, as this is not considered to maximise local benefit and financial savings.
7. Funding for batteries or other energy storage projects is not covered directly, as these do not save carbon emissions directly, however they may be included in the overall scheme but do not contribute to carbon savings.

¹ Including not for profit, community run companies.

² Eligibility refers to costs for carbon saving work, not maintenance or cosmetic improvements.

Methodology

1. Applicants must calculate the annual carbon savings and the cost/tonne of these to be delivered by the proposal over the estimated lifetime of the measure³. These calculations should use BEIS (Business, Energy, and Industrial Strategy) emissions factors prevalent at the time of first application to the fund. Applicant must supply the calculations and supporting data.
2. Establish a nominal lifetime of the measure, using manufacturer's guarantees, BBA data, building lifetime data – to be agreed with the applicant.
3. Grants paid must be supported by at least 3 quotes with evidence that some sort of procurement has been done. Level of support based on the lowest quote which shall be agreed before project start. Release of financial support shall be based on receipted invoices for the work. Any unforeseen changes to the project will be at the applicant's risk and may not be considered eligible for financial support unless there are exceptional circumstances. Any such changes must be agreed by the council. Funding provided when installation finished.
4. Percentage support above 50% is based on the technical or community 'Merit' of the measure e.g. Is this technically difficult but with a worthwhile outcome? Does the measure have additional social merit e.g., job creation, social impact, visibility? This is at the discretion of the COF Board.
5. Applicant must consider the legalities of the works. What are planning or building control requirements? Who owns the property and has permission been granted? Who benefits? Is the measure structurally sound (roof top solar).
6. Applications will be considered by a COF board, with officer recommendation. Applications are approved in principle by Sustainability team and funds release approved by planning obligations team against an approved S106 contribution. Quarterly approvals mtg are held, with a fast-track process available for opportunistic schemes with short timescales.

³ Evidence for this is required, see paragraph 3

Completion & Monitoring

1. An informal approach to the sustainability team for discussion of funding guidelines prior to a full application is encouraged. This is to ensure that a scheme meets the policy and financial criteria for funding prior to making a full application.
2. The grantee must provide evidence of energy/carbon emissions for at least one year before the works and at least one year after. Where renewables are involved (Solar PV etc), these must be separately metered, and readings provided at monthly intervals following completion. Additional sub metering, if required is an eligible cost. This is to allow verification of the efficacy of the measure(s).
3. Above a financial threshold, (**£75k**) the council may require external assessment of the project, both before and after the project is approved and completed. The cost of this will not be borne by the COF.
4. All approvals and financial processes, including procurement will be subject to the council's internal audit process.
5. Upon completion, the grantee must provide evidence of the expenditure and physical completion of the works to required standards (MCS certification, guarantees, building control sign off etc). Photos of the installation must be provided and may be used by the council in publicity for the scheme. The council reserves the right to inspect the works during and after completion, subject to an agreed time and date with the grantee.

Contact details

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HM Treasury



Milton Keynes City-wide Heat Network Feasibility Report: Work Package 2

Summary Note: External

Version No: Final

ISSUE DATE: 14TH SEPTEMBER 2022





1	INTRODUCTION	3
1.1	Heat Decarbonisation and Heat Networks within Milton Keynes.....	3
1.2	Aims of the project	3
1.3	Areas under review	4
1.4	Outcomes of the review:.....	6
1.5	Feasibility Report Recommendations	9
1.6	Next Steps	10
	APPENDIX 1: OPPORTUNITY AREAS.....	12



1 INTRODUCTION

1.1 Heat Decarbonisation and Heat Networks within Milton Keynes

Milton Keynes Council's (the Council) Sustainability Strategy 2019 – 2050 is a long-term vision to create a world leading sustainable city which embraces innovation, creates high quality jobs, and recognises it has a vital role in tackling the global challenges of climate change.

The Council is delivering a sustainability strategy which seeks to create an integrated energy system. To achieve these ambitions, the Council are developing a heat decarbonisation strategy, principally focussed on the development and optimisation of heat networks.

Based on mapping data, most residential properties across Milton Keynes appear to be served from the local gas distribution network, with only 5-25% having alternative solutions. If the Council is to successfully decarbonise these properties, they will need to consider either connection to heat networks, individual or communal heat pumps or the potential for hydrogen, a fuel which is currently under investigation by the UK Government.

In May 2021, the Council applied for Heat Network Delivery Unit (HNDU) funding to determine the feasibility of heat networks within Milton Keynes. This application was successful and in October 2021 work commenced with the appointed contractor, Anthesis (UK) Limited.

The purpose of this report is to provide a concise summary of the work undertaken by Anthesis and Local Partnerships for the Council to consider further the next steps and recommendations made.

1.2 Aims of the project

The aims of the project were to build on existing studies undertaken by the Council to determine:

- Whether the four heat network opportunity areas ('opportunity areas') previously identified, via heat mapping exercises, are appropriate for further feasibility. These areas included:
 - i. Eastern Expansion
 - ii. Lakes Estate
 - iii. ThamesWey District Heat Network (DHN) – an existing district heat network within central Milton Keynes
 - iv. Milton Keynes Waste Recovery Park (MKWRP) in Wolverton
- Techno-economic modelling for the four identified opportunity areas, to aid assessment and prioritisation of the opportunities.
- The feasibility of a city-wide heat network (connecting identified opportunity areas) providing low carbon, affordable heat to the city's residents and businesses.
- To identify additional opportunities, if now available.
- Detailed techno-economic feasibility study (TEF) for one or more of the opportunity areas, as appropriate.



The intention of this work is to help inform local planning policy approaches and identify district heating opportunities where funding under current and proposed national government schemes might be available.

It should be noted that analysis for the report was restricted to the main grid squares rather than the local authority boundary to focus on maximising heat load and heat density which are key requirements for a commercially viable heat network.

1.3 Areas under review

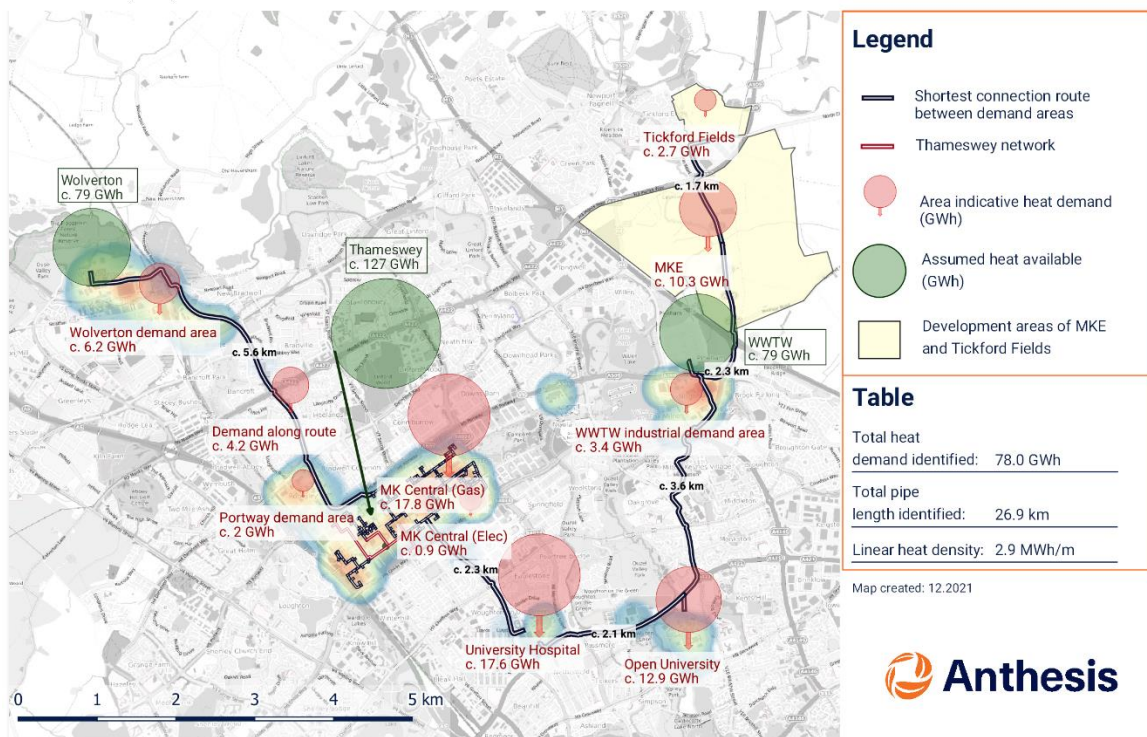
1.3.1 Work Package 1 (WP1)

WP1 concluded in March 2022. This feasibility study sought to determine the viability of a city-wide heat network by linking together the opportunity areas identified (see Appendix 1), making use of waste heat supplies available and linking areas of current high and future heat load.

Figure 1: Potential maximally heat dense network linking demand areas with potential supply sources across Milton Keynes

Indicative heat demand areas in Milton Keynes

Heat demand (GWh) and shortest connection routes shown between identified areas of demand



A full techno-economic analysis was then undertaken for one of the opportunity areas identified. Using a ranking and prioritisation exercise, the Lakes Estate was identified for this analysis.

I Potential for a City-wide heat network

The study identified three heat sources within Milton Keynes:

- o Cotton Valley Wastewater Treatment Works (WWTW)



- MK Waste Recovery Park
- Existing ThamesWey DHN energy centre (third party owned, gas fired systems)

The study concluded the following:

- The most likely district heating opportunities for Milton Keynes appeared to be the utilisation of waste heat either from the MKWRP or Cotton Valley WWTW.
- The most likely load centres remain Central Milton Keynes (CMK) and the Eastern Expansion area (a major residential extension, planned to the east of Milton Keynes)
- A district heating system linking these sources to CMK may be commercially viable with financial intervention (e.g., grant funding) and sufficient customer support (i.e., contractual commitments to heat supply) and local policy support such as heat zoning¹. There is also the existing ThamesWey DHN system in this zone which requires a decarbonisation strategy, but does not appear sufficiently large (i.e., have sufficient existing demand) to justify these investments by themselves.
- Further detailed design development recommended building on the existing ThamesWey DHN system, with potential linkages to the CMK and Milton Keynes University Hospital (MKUH).
- The Lakes Estate was prioritised for TEF. The TEF concluded that district heating was less cost-effective, when considered in isolation, than alternative solutions at the Lakes Estates.

1.3.2 Work Package 2 (WP2)

Following the conclusion of WP1, Work Package 2 (WP2) was commissioned to carry out a detailed feasibility of a potential heat network, supplied by MKWRP, delivering heat to CMK and MKUH.

The study sought to test the viability of the DHN against two alternate options (also known as ‘counterfactuals’ for delivery of low carbon heat within the city. These options have been identified below:

Figure 2: Scenarios summary

Scenario	Summary
Counterfactual A	Additional residential and commercial customers to be served by Air Source Heat Pumps (ASHPs) . Existing networks at ThamesWey and the University Hospital to continue operating as usual until 2030, at which point switching to an ASHP solution.

¹ The Department of Business, Energy and Industrial Strategy (BEIS) closed a consultation on Heat network zoning in Nov 2021.

(https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1024216/heat-network-zoning-consultation.pdf)



Counterfactual B	Additional residential properties to be served by direct electric heating. All other loads to be served as described in Counterfactual A
S1 –Waste Heat to MK Central Only	A heat network solution supplying heat from MKWRP to deliver heat to existing ThamesWey customers, as well as additional residential and commercial customers. The hospital operates as defined in Counterfactual A.
S2–Waste Heat to MK Central + Hospital	Waste Heat to MK Central+ Hospital – A heat network solution supplying heat from MKWRP to deliver heat to existing ThamesWey customers, as well as additional residential, commercial customers, and the hospital.

1.4 Outcomes of the review:

The review concluded the technical and commercial viability of a DHN in Milton Keynes. It also demonstrated that, when compared to alternate options for the delivery of low carbon heat in the City, a DHN connecting waste heat to CMK and hospital was the most cost and carbon effective option for the Council.

If the Council either delay or fail to progress the opportunity for a City-wide DHN, then the other options assessed, may become default options for the Council, businesses, and residents within the city.

1.4.1 Key opportunities

I Heat Supply: MKWRP

MKWRP is a national leading waste treatment facility operating within Milton Keynes. It is the only operating example within the UK. Of the three potential heat supplies investigated, MKWRP was considered to have the highest potential to offer a balance between low carbon and low-cost heat supply.

II Heat Offtakers: ThamesWey DHN

An existing district heating system is in place serving parts of Central Milton Keynes. The existing gas fired Combined Heat and Power (CHP) DHN system is currently under-utilised, despite its location, in an area of high heat use.

The existing system requires a decarbonisation strategy to decarbonise existing connected assets and increase appeal of future connection. This will require financial assistance (e.g., grant funding and/or investment) to realise.

III Heat Offtakers: MKUH

MKUH currently operate with a CHP and gas boiler led system. Its existing plant is coming to the end of its economic life and requires replacement in the near future. The hospital has identified the need to decarbonise its existing operations to transition to a low-carbon heat solution to align with the NHS Net Zero target of 2045. (It should also be noted that MKUH require a back up system to ensure business continuity)

1.4.2 Carbon emissions

Figures 3 and 4 show the likely carbon reduction trajectories for each of the modelled scenarios.

Figure 3: Carbon Trajectories for each scenario

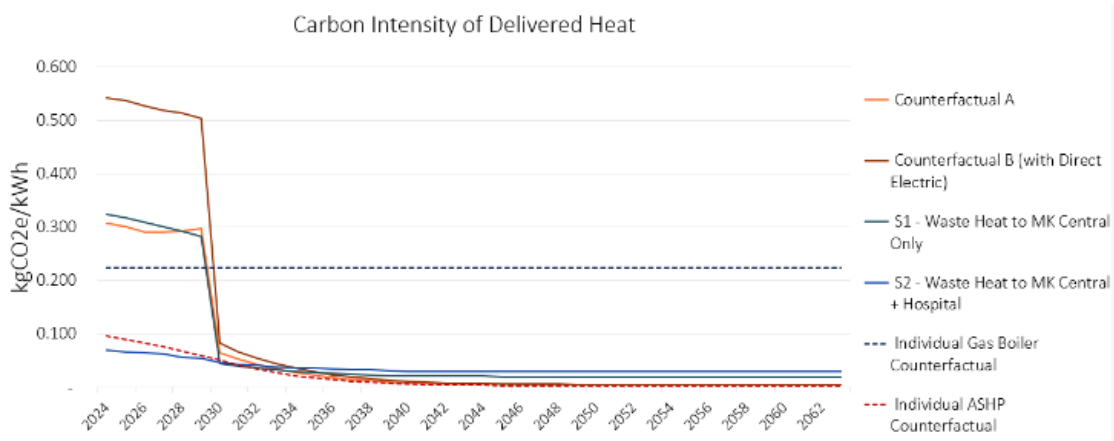
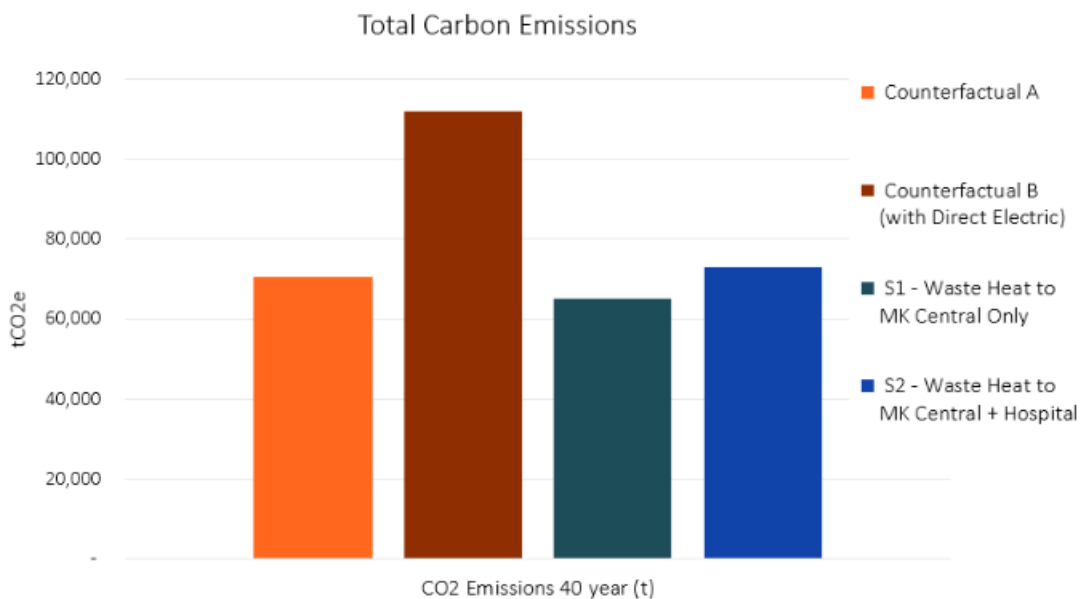


Figure 4: Total carbon emissions for each scenario over a 40-year period



All scenarios perform well compared to a gas-led system.

Scenario 2: Waste heat to CMK and the hospital, initially has the lowest carbon intensity of delivered heat due to the low carbon factor related to waste heat. All other scenarios have higher carbon intensities because they are initially running gas-based systems and due to the relatively high carbon factor of electricity at present.



Overall, the scenarios have very similar lifetime carbon emissions. This is because, as time progresses, the national grid is expected to decarbonise thereby reducing emissions related to electricity consumption. The counterfactual scenarios switch to ASHPs, which takes advantage of the grid decarbonisation.

However, it should be noted that a potential benefit of a DH solution is that they can reduce the impact on the electricity grid (see section 1.4.3) and do not rely as heavily on the decarbonisation of the grid to achieve carbon reductions. As the DH solution is predominantly using heat from the MKWRP, this reduces the dependency on external factors, and therefore reduces the risk of providing and achieving low carbon heat supply to the city of Milton Keynes.

1.4.3 Commercial analysis

Outputs from the Techno Economic Model (TEM) were assessed to determine the financial viability of developing, delivering, and operating a city-wide heat network. To determine the financial viability, heat demand, energy balances and capital cost data has been extracted from the TEM and combined with market-based assumptions on customer pricing and operational costs.

To be financially viable the project should return a positive return on investment whilst supplying customers at a price point below the counterfactual. To be investable by the private sector it is assumed that a 10% pre-tax, real rate of return is required, which consistent with market analysis carried out by BEIS.

The overall IRR for the project, extending to the hospital is 6.6% pre grant. This presents a commercially attractive opportunity despite the additional capital expenditure required. However, it should be noted that the extension of the network may facilitate further connections and overall heat demand not included in the model. This would reduce capex cost per kWh and ensure the capacity to cope with any future demand.

1.4.4 Key challenges for Milton Keynes

The key challenges identified for Milton Keynes are:

- i. Current electrical distribution infrastructure is under stress, both for supply (in certain locations) and for additional embedded generation (e.g., PV and wind turbines) across Milton Keynes. This is ahead of additional load anticipated from both from increased transportation demand (i.e., vehicle charging), any electrification of individual or communal heating systems or further deployment of Low/Zero Carbon electrical systems as part of built assets (e.g., PV).
 - o Western Power Distribution is the District Network Operator (DNO) for Milton Keynes.
 - o There are three bulk electrical supplies to Milton Keynes at 33kV, likely supplied from the 132 kV substation at Bradwell Abbey. The bulk electrical supplies are located at Bradwell Abbey, Stony Stratford and Bletchley.
 - o Stony Stratford is already overloaded, Bradwell Abbey has limited spare demand capacity and whilst Bletchley has headroom for both supply and additional generation, this does not include future requirements from the Eastern expansion site.
 - o Both Stony Stratford and Bradwell Abbey are already constrained on additional generation connections, which may impact the future connection of additional renewables.



Table 1: Electrical demand and spare capacity reported by Western Power Distribution for local 33 kV substations

33kV Substation	Peak Demand (MVA)	Spare Demand Capacity (MVA)
Stony Stratford	128.98	-11.98 (overloaded)
Bradwell Abbey	71.9	45.10
Bletchley	127.81 (+27.46 for MKE)	45.73-73.19
Totals	328 MVA	78.85-118 MVA

- ii. The low built density of the planned town approach reduces the viability of district heating as an alternative heat supply infrastructure.
- iii. Several key geographical constraints exist through Milton Keynes which will need to be navigated with the assistance of the Highways and Planning Teams if the project were to go ahead. These include:
 - o The M1 motorway – a major North/South road system in England, to the east of the town
 - o The A5 Trunk road – running to the west of the city • Other major A roads including the A421
 - o Two railways – the West Coast mainline to the west of town, and the Oxford to Bedford line currently under upgrade as part of the East-West rail link
 - o The Grand Union canal, and river Ouzel – relatively substantive waterways
- iv. Long term impact of the pandemic of demand and use of energy in the city centre and the impact that this might have on the viability of district heating.

1.5 Feasibility Report Recommendations

Review the potential to reduce capital costs:

- Obtain quotes to improve the accuracy of capital cost estimates
- Undertake an optimisation exercise to pipework sizing and assess routing the initial length of pipework through MKWRP
- Assess opportunities for consolidation of the proposed network and ThamesWey’s planned network so that one set of pipework may be installed in the same sections of road where new ThamesWey connections are planned.
- Engagement should be carried out with heat customers to discuss current secondary network temperatures and whether they can be reduced.

Heat supply:

- Continue to track the performance of MKWRP to ensure modelling conditions are representative of reality
- Carry out further work to test how a reduced availability of the MKWRP would affect the economics of the relevant schemes.



Heat demand/ offtake:

- Further engagement with ThamesWey is recommended to discuss location for offtake heat
- Further stakeholder engagement, particularly with developers to assess and refine heat demand scenarios.

Network routing:

- Engage with utilities, network rail and other key stakeholders to clarify connection locations and requirements.

1.6 Next Steps

The Council is at a critical juncture in its heat decarbonisation strategy. Both feasibility Work Packages 1 and 2 have provided strong evidence of the technical and commercial viability of a city-wide heat network utilising waste from the MKWRP and potentially other sources.

The next step for the Council is to make a clear decision on how this project can move to delivery and its role in support of this.

There are options available to bring in grant funding and/or private sector investment to support the further development of the feasibility work and business case, and for capital investment in the infrastructure. To access this funding the Council needs to make decisions in a timely manner to avoid being timed out of grant funding opportunities.

It should be noted that if the Council either delay or fail to progress the opportunity for a city-wide DHN, then the other options assessed, may become the default options for the council, businesses and residents within the city. As the study has concluded these options are more expensive and have higher carbon intensities than the DHN. Furthermore, significant work will be required to ensure an effective roll out across the city in support of the Council's net zero targets.



Appendix 1: Opportunity Areas

The following areas were identified for consideration during the WP1 feasibility study:

I Eastern Expansion and Tickford Fields

- A major residential extension to the city has been planned to the east of Milton Keynes, known as MK East (MKE).
 - This comprises a total of circa 4600 residential homes, with associated community infrastructure (retail, schools, leisure etc) and warehousing planned to be constructed through to 2040.
 - The development is a greenfield site to the east, and directly adjacent to the M1 motorway, south of the A422 and west of the A509.
- The development is in the early planning stages.
 - There are two phases expected, aligned with anticipated building regulation amendments up to 2030.
 - These developments will require some form of green energy infrastructure (e.g., enhanced electrical networks or district heating) to facilitate construction.
 - A major part of the energy supply capacity for these developments is understood to have already been procured by the developer from district network operator (DNO) Western Power Distribution (WPD). This will require a new primary substation to be constructed as part of the development with an estimated £1M charge required for DNO upgrades and circa £13.5M for the substation and cable installation to the MKE area.
 - The developer is taking a 'fabric first' approach to minimise space heating demand in housing but is not proposing building 'zero carbon homes' or to 'Passivhaus' standards at this stage.
 - Highly variable electrical demands are envisaged from the planned warehousing, assumed to be distribution facilities. These may be very lightly loaded, if providing storage for general goods, or very heavily loaded if providing for example chilled food storage, or acting as a centre for electric fleet utilisation, and charging
- The redevelopment of the Tickford Fields area, currently owned by the council to the Northeast of the City, is also planned.
 - This is at an early stage, therefore there is currently no appointed developer or public details of master planning for this site.
 - Some aspirations for the site future have been developed, which provisionally includes an estimated 930 homes, some small retail, leisure, and a primary school.
- Cotton Valley sewage treatment works, owned by Anglian Water, is adjacent to the M1 and the A509 and could provide a resource to provide heat to the Eastern Expansion and Tickford Fields.

II Lakes Estate

- Planned regeneration project of social housing within the direct control of the Council.
 - The Lakes estate redevelopment encompasses 396 new units, of which 66 are new houses (mostly terrace form) and 330 apartments.

- There are 15 small commercial units of a variety of types proposed, mostly at ground floor level for the flat blocks.
- The scheme is to be developed in 2 phases.
- On trajectory for construction, having achieved outline planning.
- Initial estate design plan specified a district heating (DH) system and energy centre
 - The system proposed hybrid gas and heat pump heating solution.

III ThamesWey DHN

- An existing district heating system, ThamesWey DHN, is in place serving Milton Keynes city centre.
- ThamesWey Central Milton Keynes Ltd (TCMK) is a subsidiary of ThamesWey Ltd, a wholly owned subsidiary of Woking Borough Council.
- This is a legacy system serving 17 connections and fed from gas fired Combined Heat and Power (CHP) and gas boilers.
 - It is understood 6.3 MW_{th} 6.1 MW_e of CHP is co-located with 10 MW_{th} of conventional gas boilers.
- Although the system is located in an area of high heat use, the current network is under-utilised and will need to be decarbonised in line with Government strategy².

IV Milton Keynes Waste Recovery Park (MKWRP)

- In the North of Milton Keynes is MKWRP. This contains a national leading mechanical treatment, anaerobic digestion, and advanced thermal treatment waste facility, currently the only operating example within the UK. The facility processes the collected black bag waste from the Milton Keynes area
- The site currently produces heat which is used within the anaerobic digestion process and steam to produce electricity via a steam turbine.
- The facility has the capacity to produce 11 MWe with its turbine, though this is currently working at approximately 7MWe owing to calorific limitations on the residual material, which is a current bottleneck on the processing.
- There is a planned project at the facility to supply electricity for charging a local bus fleet via a Private Wire supply from the energy created from the waste.
- The facility utilises three quarters of the sit area therefore leaving approximately one quarter remaining of free land available, which has the potential in the future to accommodate additional energy reclamation processing facilities, were these to be required.

V Other areas for consideration

Milton Keynes University Hospital (MKUH) and the Open University (OU) are both located within Milton Keynes. Both MKUH and the OU have identified the need to decarbonise their existing operations, including heating systems and are working towards these objectives. They are also undergoing a review of their building assets and further

² Government strategy launched in December 2021 includes the Net Zero Strategy: Build Back Greener (<https://www.gov.uk/government/publications/net-zero-strategy>) and the Heat and Buildings Strategy (<https://www.gov.uk/government/publications/heat-and-buildings-strategy>)



measures required to address emissions reduction, particularly heating emissions from these.

- MKUH is a campus style hospital
 - Thermal energy use is moderately substantive with 7.15 MW_{th} peak capacity installed, estimated at circa 1.5 MW constant average heating load. This is, however, based on existing consumption which is expected to increase with expansion of the site.
 - Existing thermal energy is supplied from dual fuel boiler systems predominately fuelled by natural gas serving large heating systems. These are supported by two small Combined Heat and Power (CHP) systems (145 kW_e and 230 kW_e) with one of these at the end of its economic life and requiring major refit.
 - The hospital operates its own High Voltage electrical supply with a 4.5MVA import capacity.
 - As well as electrical supply from CHP, there is circa 850 kW_e of solar photo-voltaic (PV) systems on site generating zero carbon electricity.
 - There are also substantive cooling systems at the site
 - The hospital has historically explored interconnection with the ThamesWey DHN system, which is relatively local to the campus. This is not currently a priority because heat supplied from this system is currently from gas-fired CHP and not a low carbon heat source.
 - MKUH is independently investigating the installation of large Air Source Heat Pumps (ASHP) at the site serving existing or networked heating systems. This would include the expansion of electrical capacity at the facility to serve these additional loads.

- The OU operates a substantive campus at Walton Hall within Milton Keynes.
 - The OU, like the hospital is undertaking its own net zero carbon strategic planning across its built assets.
 - The campus has an existing district heating system serving circa 60 buildings and supplied from gas boiler plant.
 - Two major gas supplies feed the site, with a relatively recent district heating pipe network.
 - No CHP is present within the energy centre.
 - Several buildings around campus use natural gas directly in local plant to provide heat and hot water services.



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MEARS



Energy Improvement Programme (EIP)

Social Housing Decarbonisation Fund (SHDF)

Agenda

MEARS

- Introductions
- SHDF Wave 1
- SHDF Wave 2.1
- Questions
- Next steps



SHDF Wave 1

MEARS

- £178m allocated by BEIS in February 2022
- MKCC secured £3.4m to support ongoing Energy Improvement Programme
- Overall programme investment worth c£11.5m
- 304 homes in scope with the aim of reaching EPC band C, reducing fuel bills and carbon emissions, whilst improving internal comfort for residents and uplifting streetscape
- Works include external wall insulation (EWI), internal wall insulation (IWI) windows & doors, warm roofs, ventilation upgrades, RWGs and other elements of external façade
- Proposals co-designed by MKCC and Mears Group from March 2021, for submission in October 2021

Progress to date

MEARS

- Property specific plans and specifications prepared for all homes
- Quality of design work is excellent and will ensure a first class product for residents
- Strong buy in from residents to date, including Netherfield Residents Association. Full resident engagement session held with all residents 17th August
- Planning application submitted to MKCC September 2022 & approved January 2023
- Currently engaging with Building Control post planning consent
- Installer and material supply chain in place to meet the scale and pace of delivery programme

HISTORY OF THE ESTATE



Photos from the 1970s



THE ORIGINAL ESTATE

The Netherfield estate was commissioned by MKDC (Milton Keynes Development Corporation), designed and constructed during the early to mid 1970s, and was one of the earliest residential estates constructed in the emerging New Town.

The houses were constructed in timber frame for all external walls, internal partitions and party walls, with timber joist floors and rafters to the flat roof. This allowed the houses to be built quickly, with semi-skilled labour. The timber frame construction did not include thermal insulation, and as such the houses are expensive to heat.

The original design was a bold move to find new ways of rapidly constructing volume housing. Nearly 50 years on, a significant upgrade is needed.

EVOLUTION & KEY CHANGES

There have been limited upgrades to the properties since 1970s and as a result the building fabric is in relatively poor condition.

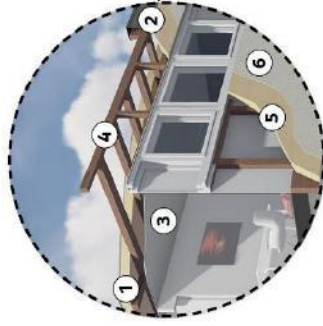
The original metal cladding to the front facades is still generally in place on the council owned properties, though has been overpainted in many cases and in others has been replaced with pebble dash panels.

Since right-to-buy in the 1980s, a number of houses have been sold off and are now in private ownership. Facade alterations are evident: from tile hanging, stone effect cladding, render over external wall insulation, uPVC weatherboarding and various paint colours. A variety of replacement windows and doors can be seen, along with garages converted to habitable rooms.



Photos showing changes over time to Netherfield properties

PROPOSED FACADE & ROOF UPGRADE WORK

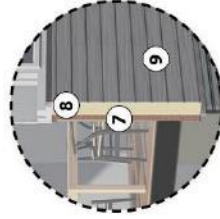


ROOF BUILD-UP

1. New roof insulation and waterproofing will be added on top of the existing roof structure.
2. Proposed aluminium eaves trim, to align with existing eaves line.
3. Existing ceiling - to be retained
4. Existing timber structure - to be retained

EXTERNAL WALL BUILD-UP - RENDER FINISH

5. Proposed external wall insulation - to be added over existing structure
6. Proposed silicone render finish



EXTERNAL WALL BUILD-UP - WEATHERBOARDING

7. Existing timber structure to be retained
8. Proposed external wall insulation to be added over existing structure
9. Proposed weatherboarding finish

REPLACEMENT FIN

10. Stucco finish to replace current GRP fin

CUT-AWAY VIEW OF A 3 STOREY HOUSE SHOWING THE FACADE AND ROOF UPGRADES



PROPOSED COLOUR PALETTE

WHICH ONE DO YOU PREFER? WE WANT YOUR FEEDBACK!

We need your help to choose a colour combination for walls, windows and the slatted fin.

Have a look at the two images on the right and the samples that should be available around you. The samples show the exact colour and texture of the render and weatherboard that we are proposing, so make sure you have a look at them before deciding!

Do you prefer **OPTION A** or **OPTION B** ?

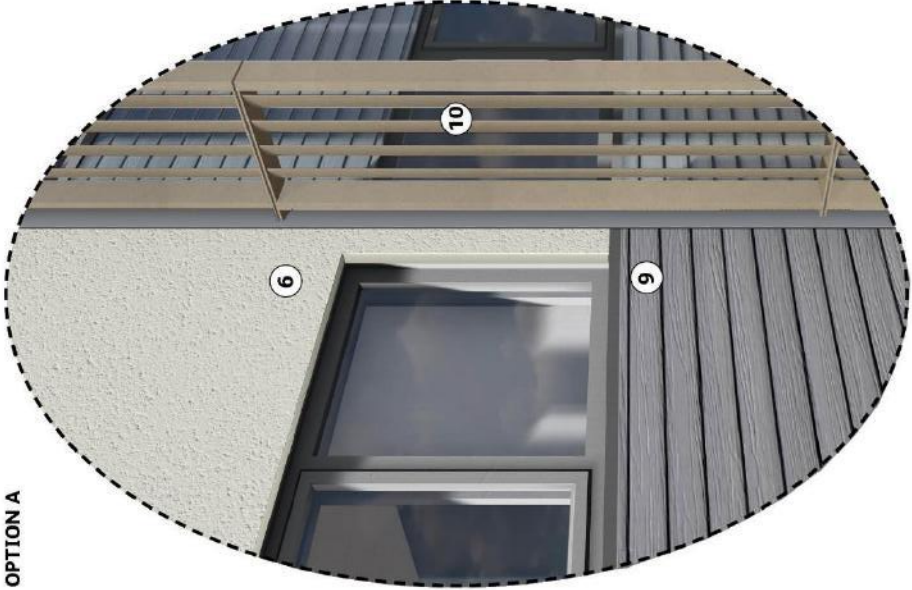
Please vote for a material option using the ballot box provided.

DOOR COLOUR CHOICE

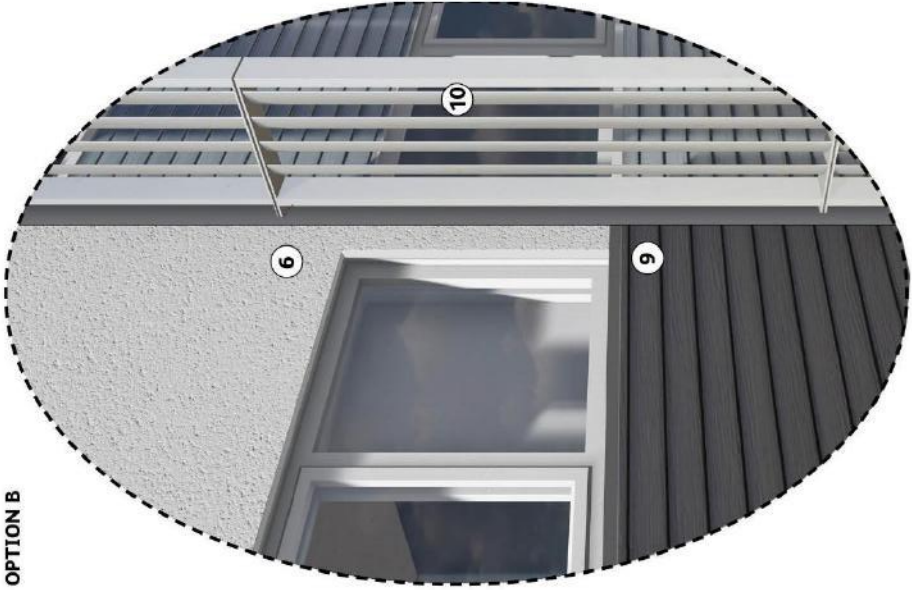
Each resident will also have the opportunity to choose their entrance door colour at a later stage, and typical door colours are shown below.



OPTION A



OPTION B



If you have any questions or thoughts about the proposals, please speak to one of us at this event. You may also write your comments on the forms provided and put these in the 'Comments' box.

Lessons learned

- Time, complexity and resources required to deliver a PAS2035:2019 retrofit programme at scale – thankfully we had this in place up front
- Inconsistency across England in relation to Planning guidelines –full planning vs permitted development for EWI
- Resident engagement crucial
- Maintenance of relationship with BEIS and their Monitoring & Evaluations partners Ricardo, is essential, yet time consuming
- Investing in data collection and modelling early in process crucial
- Skills and expertise to deliver these projects is a scarcity across the sector

SHDF Wave 2.1

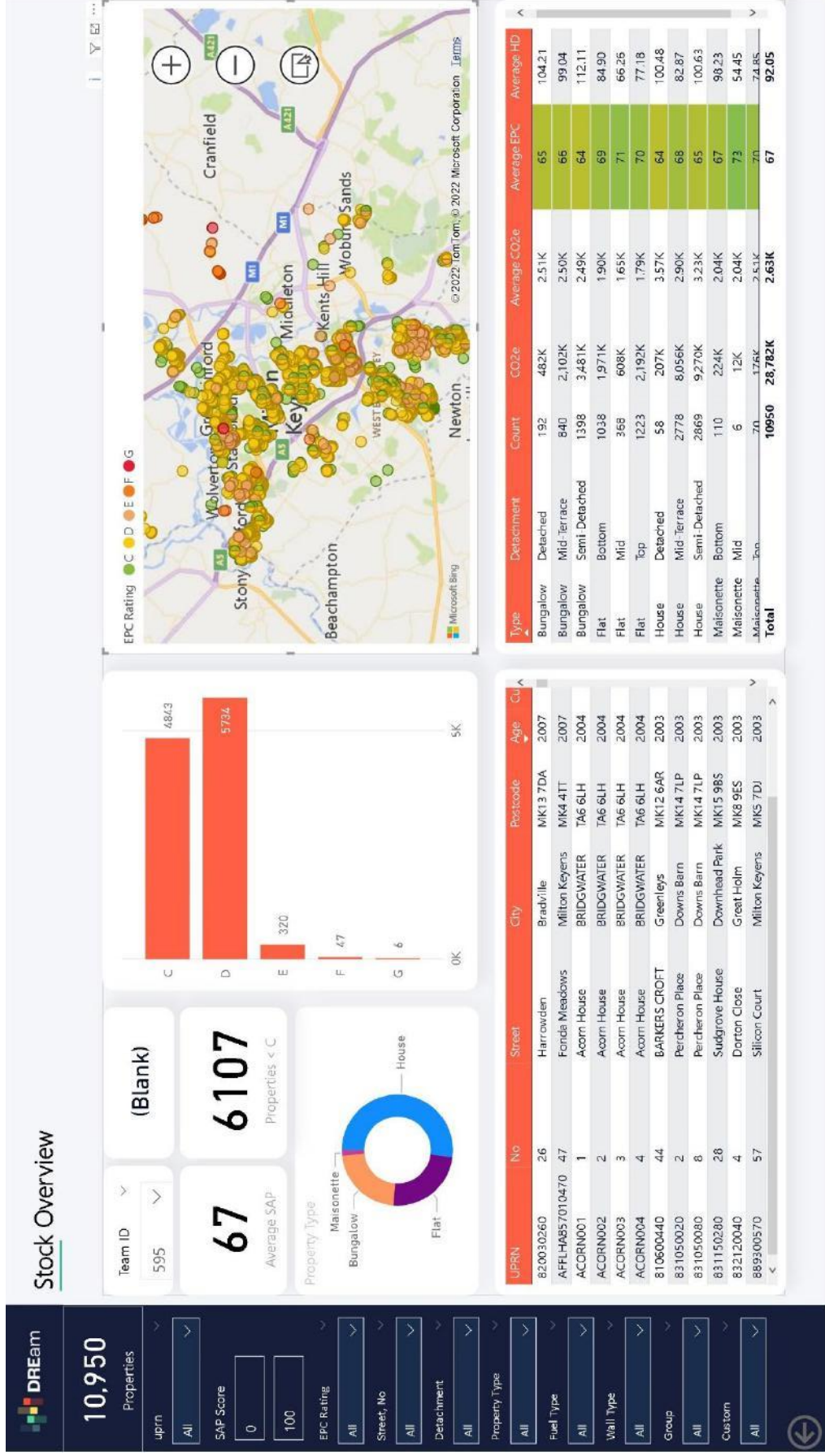
MEARS

- £800m fund launched in September 2022
- Works to be delivered between April 2023 and September 2025
- Aim of fund is to lift as many social rented homes to EPC band C, reduce fuel costs and carbon emissions, promote green skills and scale up the retrofit supply chain
- D-G rated social homes eligible. Other tenures can be considered, but only up to 30% of overall scheme size
- BEIS were looking for ambitious bids, in line with the augmented funding in place
- Recommendation is to target worst performing homes, taking a fabric first approach
- MKCC submitted a proposal on Friday 18th November

SHDF Wave 2.1

MEARS

- 1,676 homes currently in scope for MKCC Wave 2.1 submission
- Areas in focus are remainder of Netherfield, Tinkers Bridge, Bradville, Stacey Bushes and Fullers Slade
- The bid also includes loft, cavity and lighting upgrades to 497 properties across the MKCC stock which are band D.
- Strategy to follow that of Netherfield Wave 1, taking a holistic approach to retrofit and capital investment, providing delivery efficiencies and improved customer journey
- C 70% of homes have already had Retrofit Assessments completed to improve sophistication of bid



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Cabinet report



7 February 2023

MAKING THE NORTH CRAWLEY NEIGHBOURHOOD PLAN

Name of Cabinet Member	Councillor Peter Marland Leader of the Council
Report sponsor	Paul Thomas Director of Planning & Placemaking
Report author	David Blandamer Senior Urban Designer david.blandamer@milton-keynes.gov.uk 01908 254836

Exempt / confidential / not for publication	No
Council Plan reference	Not in Council Plan
Wards affected	Olney Ward

Executive summary

The report seeks Cabinet's agreement to recommend to Council that it makes (brings into legal force) the North Crawley Neighbourhood Plan, following the successful referendum held on 26th January 2023.

1. Decision to be Made

1.1 That Council be recommended to make the North Crawley Neighbourhood Plan pursuant to the provisions of Section 38(A)(4) of the Planning and Compulsory Purchase Act 2004.

2. Why is the decision needed?

2.1 The North Crawley Neighbourhood Plan was submitted to the Council for examination and was subsequently publicised for a six-week period, ending on 19th August 2022. All comments received were then passed to the Examiner, Ann Skippers, who submitted her report on the Plan in November 2022, stating that the plan met the relevant basic conditions and requirements, subject to modifications, and should proceed to referendum.

- 2.2 Following the examination, Milton Keynes City Council, in consultation with North Crawley Parish Council, accepted the examiner’s recommendations and proceeded to make arrangements for a referendum to be held on 26th January 2023.
- 2.3 The North Crawley Neighbourhood Plan was successful at the referendum. In total, 253 people voted ‘Yes’ and 35 ‘No’; turnout was 49%. Under Section 38(3A) of the Planning and Compulsory Purchase Act 2004 a neighbourhood plan comes into force as part of the statutory development plan once it has been approved by referendum. The plan must still be made by the local planning authority within 8 weeks of the referendum.
- 2.4 Under Sections 38A(4) and 38A(6) of the Planning and Compulsory Act 2004, before making the Neighbourhood Plan, Milton Keynes City Council is required to consider whether the making of the plan would breach, or would otherwise be incompatible with, any retained EU obligation or any of the Convention rights within the meaning of the Human Rights Act 1998. The Neighbourhood Plan would not be in breach of any retained EU obligations or any of the Convention Rights. This was also the view of the Neighbourhood Plan examiner.
- 2.5 National Planning Policy Framework 2021 (NPPF) footnote to paragraph 29 states that neighbourhood plans must be in general conformity with the strategic policies of the development plan. Neighbourhood Plans should reflect these policies, and neighbourhoods should plan positively to support them. Neighbourhood plans should not promote less development than is set out in the Local Plan or undermine its strategic policies. The North Crawley Neighbourhood Plan was examined against the strategic policies set out in Plan:MK, adopted in March 2019, and was found to be in general conformity with them.
- 2.6 Once a neighbourhood plan has successfully passed the referendum stage, it comes into force as part of the statutory development plan, meaning it will be a material consideration when considering development proposals in the neighbourhood plan area.

3. Implications of the decision

Financial	N	Human rights, equalities, diversity	Y
Legal	Y	Policies or Council Plan	Y
Communication	N	Procurement	N
Energy Efficiency	N	Workforce	N

a) Financial implications

The Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012 (“the 2012 Regulations”) place duties on local planning authorities in relation to neighbourhood planning. These duties have considerable implications for Council resources.

In recognition of the additional burdens that these duties place on local planning authorities, Department for Levelling Up, Housing and Communities (DLUHC) makes funding of £20,000 available to local authorities in the form of a Neighbourhood Planning Grant. A claim has been submitted for the Neighbourhood Planning Grant.

Publicity and officer support costs associated with making neighbourhood plans is met within the Urban Design budget and staff resources to implement the plan come from the existing staff within the Development Plans and Development Management teams.

b) Legal implications

Neighbourhood planning is part of the Government's initiative to empower local communities to take forward planning proposals at a local level, as outlined in Section 116 of the Localism Act 2011. The Localism Act 2011 and the subsequent regulations confer specific functions on local planning authorities in relation to neighbourhood planning and lay down the steps that must be followed in relation to Neighbourhood Planning.

The North Crawley Neighbourhood Plan has been consulted on in accordance with the 2012 Regulations and subjected to a referendum in accordance with the Neighbourhood Planning (Referendums) Regulations 2012.

In accordance with Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 Regulations, the Council must, as soon as possible after deciding to make a neighbourhood development plan:

- publish on the website and in such other manner as is likely to bring the Plan to the attention of people who live, work or carry on business in the neighbourhood area:
 - i) the decision document,
 - ii) details of where and when the decision document may be inspected;
- send a copy of the decision document to:
 - i) the qualifying body; and
 - ii) any person who asked to be notified of the decision.

In accordance with Regulation 20 of the Neighbourhood Planning (General) 2012 Regulations, the Council must, as soon as possible after making a neighbourhood development plan:

- publish on the website and in such other manner as is likely to bring the Plan to the attention of people who live, work or carry on business in the neighbourhood area:
 - i) the neighbourhood development plan; and

- ii) details of where and when the neighbourhood development plan may be inspected; and
- notify any person who asked to be notified of the making of the neighbourhood development plan that it has been made and where and when it may be inspected.

As with any planning decision there is a risk of legal challenge, but that risk has and is being managed by ensuring that the regulations are being followed and that the Council's decision-making process is clear and transparent.

c) Other implications

The North Crawley Neighbourhood Plan has been tested against and found to meet the basic conditions (paragraph 37 of NPPF) required for neighbourhood plans.

The Examiner's report has confirmed that the North Crawley Neighbourhood Plan meets the basic conditions and officers are satisfied that there are no conflicts with these aspects.

The consultations on the draft plan carried out by North Crawley Parish Council and then the publicity on the submitted plan carried out by Milton Keynes City Council have helped to raise awareness of its preparation and have allowed community engagement and participation in the process.

4. Alternatives

- 4.1 In the event of a 'Yes' vote in the referendum, the Council is obliged to proceed to make the Plan as outlined above, unless there is a breach of a retained EU obligation or Convention rights. Cabinet is advised in this report that there is no breach of a retained EU obligation or Convention rights, and therefore it is recommended that Cabinet recommends to the Council to make the North Crawley Neighbourhood Plan, and for Council to implement that recommendation, so that the North Crawley Neighbourhood Plan becomes part of the Milton Keynes Development Plan. Alternative option for Cabinet is to recommend to the Council that the North Crawley Neighbourhood Plan is not made, if Cabinet considers that there is a breach of a retained EU obligation or Convention rights.

5. Timetable for implementation

- 5.1 The Neighbourhood Plan will be made by Council at its 22nd February 2023 meeting.

List of Annexes

Annex A – Decision document for making the North Crawley Neighbourhood Plan

Annex B – North Crawley Neighbourhood Plan [North Crawley Neighbourhood plan | Milton Keynes City Council \(milton-keynes.gov.uk\)](http://www.milton-keynes.gov.uk/planning/north-crawley-neighbourhood-plan)

Annex C – Examiner’s Report

List of Background Papers

The Localism Act, 2011

The Neighbourhood Planning (General) Regulations 2012

National Planning Policy Framework paras 29 & 37

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MILTON KEYNES CITY COUNCIL NORTH CRAWLEY NEIGHBOURHOOD PLAN

Decision Statement - 22 February 2023

Summary

Following a referendum of residents eligible to vote within the North Crawley Neighbourhood Plan area, Milton Keynes City Council will make the North Crawley Neighbourhood Plan part of the Milton Keynes City Council Development Plan on 22nd February 2023.

Background

North Crawley Parish Council, as the qualifying body, successfully applied for its area to be designated a Neighbourhood Area, under the Neighbourhood Planning (General) Regulations (2012). The area was designated on 30th January 2018.

The North Crawley Neighbourhood Plan was submitted to Milton Keynes City Council for examination and was subsequently publicised for a six-week period, ending on, 19th August 2022. All comments received were then passed to the Independent Examiner, Ann Skippers, who submitted her report on the Plan in November 2022, stating that the plan met relevant basic conditions and requirements, and should proceed to referendum.

Following the examination, Milton Keynes City Council, in consultation with North Crawley Parish Council, accepted the examiner's recommendations on 28th November 2022 and proceeded to make arrangements for a referendum to be held on 26th January 2023.

The North Crawley Neighbourhood Plan was successful at the referendum held on 26th January 2023. 253 voted 'Yes' and 35 'No', turnout was 49%. Under the changes to Section 38 of the Planning and Compulsory Purchase Act 2004, introduced by the Neighbourhood Planning Act, 2017, following the successful referendum the North Crawley Neighbourhood Plan came into force as part of the Milton Keynes statutory development plan. The North Crawley Neighbourhood Plan must still be made by the Council within 8 weeks of the referendum.

Decision

The Council makes the North Crawley Neighbourhood Plan part of the Milton Keynes City Council Development Plan.

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Milton Keynes City Council

**North Crawley
Neighbourhood Plan
2021-2036**

Independent Examiner's Report

By Ann Skippers BSc (Hons) MRTPI FHEA FRSA AoU

28 November 2022

Contents

	Summary	3
1.0	Introduction	4
2.0	The role of the independent examiner	4
3.0	The examination process	6
4.0	Neighbourhood plan preparation	7
5.0	Compliance with matters other than the basic conditions	8
6.0	The basic conditions	9
	<i>National policy and advice</i>	9
	<i>Sustainable development</i>	10
	<i>The development plan</i>	11
	<i>Retained European Union (EU) obligations</i>	11
	<i>European Convention on Human Rights (ECHR)</i>	13
7.0	Detailed comments on the Plan and its policies	13
	1. Introduction	14
	2. Background and Context	14
	3. Neighbourhood Plan Policies	14
	▪ Housing (Policies H1 to H8)	14
	▪ Employment and Traffic (Policy T1)	22
	▪ Heritage and Design (Policies HD1 and HD2)	22
	▪ Landscape and Green Spaces (Policies L1 and L2)	24
	▪ Community Facilities (Policy C1)	27
	4. Community Projects and Monitoring	28
	5. North Crawley Neighbourhood Plan Policies Map	28
	6. List of Appendices	28
8.0	Conclusions and recommendations	29
	Appendix 1 List of key documents	30
	Appendix 2 Questions of clarification	31

Summary

I have been appointed as the independent examiner of the North Crawley Neighbourhood Development Plan.

North Crawley is located about 3.5 miles east of Newport Pagnell. The village has a rich heritage with a Conservation Area, three Ancient Monuments and a number of listed buildings, including the Grade 1 St Firmin's Church. The village is located in an elevated position and is surrounded by arable fields and pasturelands with significant woodlands. This landscape and the village's heritage give it a distinct local character.

It has a population of around 736 according to the Census 2011, but this population is declining with fewer families and an ageing profile. The village has a number of services and facilities including an infant school, shops and two public houses.

The Plan is presented well. It has 14 policies covering a wide range of issues, but most importantly it contains five site allocations providing for around 30 – 35 houses, over and above any requirement. This recognises the importance placed on a sustainable community and a strong desire to influence the area's future. The policies do not repeat Milton Keynes City Council level policy, but seek to add a local layer or address matters of importance to the local community.

It has been necessary to recommend some modifications. In the main these are intended to ensure the Plan is clear and precise and provides a practical framework for decision-making as required by national policy and guidance. These do not significantly or substantially alter the overall nature of the Plan.

Subject to those modifications, I have concluded that the Plan does meet the basic conditions and all the other requirements I am obliged to examine. I am therefore pleased to recommend to Milton Keynes City Council that the North Crawley Neighbourhood Development Plan can go forward to a referendum.

In considering whether the referendum area should be extended beyond the Neighbourhood Plan area I see no reason to alter or extend this area for the purpose of holding a referendum.

Ann Skippers MRTPI
Ann Skippers Planning
28 November 2022



1.0 Introduction

1. This is the report of the independent examiner into the North Crawley Neighbourhood Development Plan (the Plan).
2. The Localism Act 2011 provides a welcome opportunity for communities to shape the future of the places where they live and work and to deliver the sustainable development they need. One way of achieving this is through the production of a neighbourhood plan.
3. I have been appointed by Milton Keynes City Council (MKC) with the agreement of the Parish Council, to undertake this independent examination. I have been appointed through the Neighbourhood Planning Independent Examiner Referral Service (NPIERS).
4. I am independent of the qualifying body and the local authority. I have no interest in any land that may be affected by the Plan. I am a chartered town planner with over thirty years experience in planning and have worked in the public, private and academic sectors and am an experienced examiner of neighbourhood plans. I therefore have the appropriate qualifications and professional experience to carry out this independent examination.

2.0 The role of the independent examiner

5. The examiner must assess whether a neighbourhood plan meets the basic conditions and other matters set out in paragraph 8 of Schedule 4B of the Town and Country Planning Act 1990 (as amended).
6. The basic conditions¹ are:
 - Having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the neighbourhood plan
 - The making of the neighbourhood plan contributes to the achievement of sustainable development
 - The making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area
 - The making of the neighbourhood plan does not breach, and is otherwise compatible with, retained European Union (EU) obligations²
 - Prescribed conditions are met in relation to the neighbourhood plan and prescribed matters have been complied with in connection with the proposal for the neighbourhood plan.

¹ Set out in paragraph 8 (2) of Schedule 4B of the Town and Country Planning Act 1990 (as amended)

² Substituted by the Environmental Assessments and Miscellaneous Planning (Amendment) (EU Exit) Regulations 2018/1232 which came into force on 31 December 2020

7. Regulations 32 and 33 of the Neighbourhood Planning (General) Regulations 2012 (as amended) set out two additional basic conditions to those set out in primary legislation and referred to in the paragraph above. Only one is applicable to neighbourhood plans and was brought into effect on 28 December 2018.³ It states that:

- The making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.

8. The examiner is also required to check⁴ whether the neighbourhood plan:

- Has been prepared and submitted for examination by a qualifying body
- Has been prepared for an area that has been properly designated for such plan preparation
- Meets the requirements to i) specify the period to which it has effect; ii) not include provision about excluded development; and iii) not relate to more than one neighbourhood area and that
- Its policies relate to the development and use of land for a designated neighbourhood area.

9. I must also consider whether the draft neighbourhood plan is compatible with Convention rights.⁵

10. The examiner must then make one of the following recommendations:

- The neighbourhood plan can proceed to a referendum on the basis it meets all the necessary legal requirements
- The neighbourhood plan can proceed to a referendum subject to modifications or
- The neighbourhood plan should not proceed to a referendum on the basis it does not meet the necessary legal requirements.

11. If the plan can proceed to a referendum with or without modifications, the examiner must also consider whether the referendum area should be extended beyond the neighbourhood plan area to which it relates.

12. If the plan goes forward to referendum and more than 50% of those voting vote in favour of the plan then it is made by the relevant local authority, in this case MKC. The plan then becomes part of the 'development plan' for the area and a statutory consideration in guiding future development and in the determination of planning applications within the plan area.

³ Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018

⁴ Set out in sections 38A and 38B of the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act

⁵ The combined effect of the Town and Country Planning Act Schedule 4B para 8(6) and para 10 (3)(b) and the Human Rights Act 1998

3.0 The examination process

13. I have set out my remit in the previous section. It is useful to bear in mind that the examiner's role is limited to testing whether or not the submitted neighbourhood plan meets the basic conditions and other matters set out in paragraph 8 of Schedule 4B to the Town and Country Planning Act 1990 (as amended).⁶

14. Planning Practice Guidance (PPG) confirms that the examiner is not testing the soundness of a neighbourhood plan or examining other material considerations.⁷ Often representations suggest amendments to policies or additional and new policies. Where I find that policies do meet the basic conditions, it is not necessary for me to consider if further amendments or additions are required.

15. In addition, PPG is clear that neighbourhood plans are not obliged to include policies on all types of development.⁸

16. PPG⁹ explains that it is expected that the examination will not include a public hearing. Rather the examiner should reach a view by considering written representations. Where an examiner considers it necessary to ensure adequate examination of an issue or to ensure a person has a fair chance to put a case, then a hearing must be held.¹⁰

17. I sought clarification on a number of matters from the Parish Council and MKC in writing on 4 November 2022 and my list of questions is attached to this report as Appendix 2. I am grateful to both Councils who have provided me with comprehensive answers to my questions. These responses received (all publicly available) together with consideration of all the documentation and the representations made, have enabled me to examine the Plan without the need for a hearing.

18. In 2018, the Neighbourhood Planning Independent Examiner Referral Service (NPIERS) published guidance to service users and examiners. Amongst other matters, the guidance indicates that the qualifying body will normally be given an opportunity to comment upon any representations made by other parties at the Regulation 16 consultation stage should they wish to do so. There is no obligation for a qualifying body to make any comments; it is only if they wish to do so. The Parish Council chose not to offer any comments.

19. I am very grateful to everyone for ensuring that the examination has run smoothly and in particular David Blandamer at MKC.

⁶ PPG para 055 ref id 41-055-20180222

⁷ Ibid

⁸ Ibid para 040 ref id 41-040-20160211

⁹ Ibid para 056 ref id 41-056-20180222

¹⁰ Ibid

20. I made an unaccompanied site visit to familiarise myself with the Plan area on 20 September 2022.

21. Where modifications are recommended they appear in **bold text**. Where I have suggested specific changes to the wording of the policies or new wording these appear in ***bold italics***.

22. As a result of some modifications consequential amendments may be required. These can include changing section headings, amending the contents page, renumbering paragraphs or pages, ensuring that supporting appendices and other documents align with the final version of the Plan and so on.

23. I regard these as primarily matters of final presentation and do not specifically refer to such modifications, but have an expectation that a common sense approach will be taken and any such necessary editing will be carried out and the Plan's presentation made consistent.

4.0 Neighbourhood plan preparation

24. A Consultation Statement has been submitted. It meets the requirements of Regulation 15(2) of the Neighbourhood Planning (General) Regulations 2012.

25. Work began on the Plan in 2017. A questionnaire was sent to all households and the results fed back at a number of events

26. During preparation of the Plan, monthly public meetings were held between November 2019 and March 2020. An information leaflet was distributed to all households in February 2021 explaining how feedback could be offered. Regular updates were made on the Community Facebook page and emailed to those on a distribution list. An update on the Plan was a standing item on Parish Council agendas and included in the monthly Parish magazine distributed to all households. A series of events was also held in July and November 2021.

27. Two periods of pre-submission consultation were undertaken. In response to a question regarding this sequence of events, I am informed that the Strategic Environmental Assessment had not been prepared prior to the first consultation as it was only Historic England's response to the first consultation which highlighted the need for SEA.

28. The first period was undertaken for a six week period between December 2021 and January 2022. The second period was undertaken for a six week period between April and May 2022.

29. The first and second periods of consultation were advertised by a hand delivered letter with a copy of the Plan (in the first consultation) and an explanation of the SEA (in

the second consultation) to each household and email contact with all those on the distribution lists and statutory bodies. The consultations were publicised on the Facebook page and via the Parish Council meetings and website. Two drop in sessions were held during each consultation period.

30. I consider that the consultation and engagement carried out is satisfactory.

31. Submission (Regulation 16) consultation was carried out between 8 July – 19 August 2022.

32. The Regulation 16 stage resulted in six representations. I have considered all of the representations and taken them into account in preparing my report.

5.0 Compliance with matters other than the basic conditions

33. I now check the various matters set out in section 2.0 of this report.

Qualifying body

34. North Crawley Parish Council is the qualifying body able to lead preparation of a neighbourhood plan. This requirement is satisfactorily met.

Plan area

35. The Plan area is coterminous with the administrative boundary for the Parish. MKC approved the designation of the area on 30 January 2018. The Plan relates to this area and does not relate to more than one neighbourhood area and therefore complies with these requirements. The Plan area is shown on page 1 of the Plan.

Plan period

36. The Plan period is 2021 – 2036. This is clearly stated on the front cover of the Plan and within the Plan itself. This requirement is satisfactorily met.

Excluded development

37. The Plan does not include policies that relate to any of the categories of excluded development. The Plan therefore meets this requirement.

Development and use of land

38. Policies in neighbourhood plans must relate to the development and use of land. Sometimes neighbourhood plans contain aspirational policies or projects that signal the community's priorities for the future of their local area, but are not related to the development and use of land. If I consider a policy or proposal to fall within this

category, I will recommend it be clearly differentiated. This is because wider community aspirations than those relating to development and use of land can be included in a neighbourhood plan, but actions dealing with non-land use matters should be clearly identifiable.¹¹

39. In this instance, actions and projects unrelated to the development and use of land are referred to in the Introduction and more detail is provided in the separate Section 4 of the Plan. This approach aligns with the approach advised by PPG.

6.0 The basic conditions

Regard to national policy and advice

40. The Government revised the National Planning Policy Framework (NPPF) on 20 July 2021. This revised Framework replaces the previous National Planning Policy Framework published in March 2012, revised in July 2018 and updated in February 2019.

41. The NPPF is the main document that sets out the Government's planning policies for England and how these are expected to be applied.

42. In particular it explains that the application of the presumption in favour of sustainable development will mean that neighbourhood plans should support the delivery of strategic policies in local plans or spatial development strategies and should shape and direct development outside of these strategic policies.¹²

43. Non-strategic policies are more detailed for specific areas, neighbourhoods or types of development.¹³ They can include allocating sites, the provision of infrastructure and community facilities at a local level, establishing design principles, conserving and enhancing the natural and historic environment as well as set out other development management policies.¹⁴

44. The NPPF also makes it clear that neighbourhood plans should not promote less development than that set out in strategic policies or undermine those strategic policies.¹⁵

45. The NPPF states that all policies should be underpinned by relevant and up to date evidence; evidence should be adequate and proportionate, focused tightly on supporting and justifying policies and take into account relevant market signals.¹⁶

¹¹ PPG para 004 ref id 41-004-20190509

¹² NPPF para 13

¹³ Ibid para 28

¹⁴ Ibid

¹⁵ Ibid para 29

¹⁶ Ibid para 31

46. Policies should be clearly written and unambiguous so that it is evident how a decision maker should react to development proposals. They should serve a clear purpose and avoid unnecessary duplication of policies that apply to a particular area including those in the NPPF.¹⁷

47. On 6 March 2014, the Government published a suite of planning guidance referred to as Planning Practice Guidance (PPG). This is an online resource available at www.gov.uk/government/collections/planning-practice-guidance which is regularly updated. The planning guidance contains a wealth of information relating to neighbourhood planning. I have also had regard to PPG in preparing this report.

48. PPG indicates that a policy should be clear and unambiguous¹⁸ to enable a decision maker to apply it consistently and with confidence when determining planning applications. The guidance advises that policies should be concise, precise and supported by appropriate evidence, reflecting and responding to both the planning context and the characteristics of the area.¹⁹

49. PPG states there is no 'tick box' list of evidence required, but proportionate, robust evidence should support the choices made and the approach taken.²⁰ It continues that the evidence should be drawn upon to explain succinctly the intention and rationale of the policies.²¹

50. Whilst this has formed part of my own assessment, the Basic Conditions Statement sets out how the Plan has responded to national policy and guidance. It contains a table which considers each Plan policy alongside the NPPF offering a helpful commentary.

Contribute to the achievement of sustainable development

51. A qualifying body must demonstrate how the making of a neighbourhood plan would contribute to the achievement of sustainable development.

52. The NPPF confirms that the purpose of the planning system is to contribute to the achievement of sustainable development.²² This means that the planning system has three overarching and interdependent objectives which should be pursued in mutually supportive ways so that opportunities can be taken to secure net gains across each of the different objectives.²³ The three overarching objectives are:²⁴

- an economic objective – to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved

¹⁷ NPPF para 16

¹⁸ PPG para 041 ref id 41-041-20140306

¹⁹ Ibid

²⁰ Ibid para 040 ref id 41-040-20160211

²¹ Ibid

²² Ibid para 7

²³ Ibid para 8

²⁴ Ibid

productivity; and by identifying and coordinating the provision of infrastructure;

- a social objective – to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering well-designed, beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities’ health, social and cultural well-being; and
- an environmental objective – to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

53. The NPPF confirms that planning policies should play an active role in guiding development towards sustainable solutions, but should take local circumstances into account to reflect the character, needs and opportunities of each area.²⁵

54. Whilst this has formed part of my own assessment, the Basic Conditions Statement offers a commentary on how the Plan helps to achieve sustainable development as outlined in the NPPF.

General conformity with the strategic policies in the development plan

55. The development plan consists of the Local Plan for Milton Keynes (Plan:MK) which was adopted on 20 March 2019. The development plan also consists of the Site Allocations Plan adopted on 18 July 2018, the Minerals Local Plan adopted on 1 July 2017, the Waste Development Plan Document adopted in 2008 and a number of made neighbourhood plans detailed on MKC’s website.

56. The Basic Conditions Statement includes an assessment of the Plan’s policies in relation to Plan:MK. I have also assessed the Plan against the relevant strategic policies in the development plan which are helpfully identified in Appendix J of Plan:MK.

57. MKC has also begun work on reviewing the Plan:MK, but this is at an early stage.

Retained European Union Obligations

58. A neighbourhood plan must be compatible with retained European Union (EU) obligations. A number of retained EU obligations may be of relevance for these purposes including those obligations in respect of Strategic Environmental Assessment, Environmental Impact Assessment, Habitats, Wild Birds, Waste, Air Quality and Water matters.

²⁵ NPPF para 9

59. With reference to Strategic Environmental Assessment (SEA) requirements, PPG²⁶ confirms that it is the responsibility of the local planning authority, in this case MKC, to ensure that all the regulations appropriate to the nature and scope of the draft neighbourhood plan have been met. It states that it is MKC who must decide whether the draft plan is compatible with relevant retained EU obligations when it takes the decision on whether the plan should proceed to referendum and when it takes the decision on whether or not to make the plan.

Strategic Environmental Assessment and Habitats Regulations Assessment

60. The provisions of the Environmental Assessment of Plans and Programmes Regulations 2004 (the 'SEA Regulations') concerning the assessment of the effects of certain plans and programmes on the environment are relevant. The purpose of the SEA Regulations, which transposed into domestic law Directive 2001/42/EC ('SEA Directive'), are to provide a high level of protection of the environment by incorporating environmental considerations into the process of preparing plans and programmes.

61. The provisions of the Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations'), which transposed into domestic law Directive 92/43/EEC (the 'Habitats Directive'), are also of relevance to this examination.

62. Regulation 63 of the Habitats Regulations requires a Habitats Regulations Assessment (HRA) to be undertaken to determine whether a plan is likely to have a significant effect on a European site, either alone or in combination with other plans or projects. The HRA assessment determines whether the Plan is likely to have significant effects on a European site considering the potential effects both of the Plan itself and in combination with other plans or projects. Where the potential for likely significant effects cannot be excluded, an appropriate assessment of the implications of the Plan for that European Site, in view of the Site's conservation objectives, must be carried out.

63. The Basic Conditions Statement states that the Plan has been screened by MKC for both SEA and HRA purposes. In relation to SEA, the Screening Report dated February 2022 identified that a SEA would be needed because of the potential for significant effects in relation to heritage considerations following a response to this effect from Historic England.

64. An Environmental Report (ER) has been submitted. This explains that a scoping exercise was carried out. The ER underwent a period of consultation alongside the pre-submission version of the Plan as a second period of consultation was held.

65. The ER concludes that the Plan "...with the appropriate mitigation in place, ... is likely to lead to positive or neutral effects in relation to the historic environment..."²⁷

²⁶ PPG para 031 ref id 11-031-20150209

²⁷ ER page 30

66. The ER has dealt with the issues appropriately bearing in mind the reason for the ER and the policies and level of detail in the Plan. This in line with PPG advice which confirms the SEA does not have to be done in any more detail or using more resources than is considered to be appropriate for the content and level of detail in the Plan.²⁸

67. With regard to Habitats Regulations Assessment, the Screening Report of February 2022 concluded that Appropriate Assessment was not required. This was because no European sites are located within the District and no impact pathways have been identified linking those sites outside the District to development within Milton Keynes Borough. Natural England did not respond to the consultation undertaken.

68. I have treated the Screening Report to be the statement of reasons that the PPG advises must be prepared and submitted with the neighbourhood plan proposal and made available to the independent examiner where it is determined that the plan is unlikely to have significant environmental effects.²⁹

69. Given the distance, nature and characteristics of the nearest European sites and the nature and contents of this Plan, I agree with the conclusion of the HRA Screening Report that an appropriate assessment is not required and accordingly consider that the prescribed basic condition is complied with, namely that the making of the Plan does not breach the requirements of Chapter 8 of Part 6 of the Habitats Regulations.

Conclusion on retained EU obligations

70. National guidance establishes that the ultimate responsibility for determining whether a plan meets EU obligations lies with the local planning authority.³⁰ In undertaking work on SEA and HRA, MKC has considered the compatibility of the Plan in regard to retained EU obligations and does not raise any concerns in this regard.

European Convention on Human Rights (ECHR)

71. The Basic Conditions Statement contains a very short statement in relation to human rights. Having regard to the Basic Conditions Statement, there is nothing in the Plan that leads me to conclude there is any breach or incompatibility with Convention rights.

7.0 Detailed comments on the Plan and its policies

72. In this section I consider the Plan and its policies against the basic conditions. As a reminder, where modifications are recommended they appear in **bold text** and where I suggest specific changes to the wording of the policies or new wording these appear in **bold italics**.

²⁸ PPG para 030 ref id 11-030-20150209

²⁹ Ibid para 028 ref id 11-028-20150209

³⁰ Ibid para 031 ref id 11-031-20150209

73. The Plan is presented to a high standard and contains 14 policies. The Plan begins with a helpful contents page and a Foreword from the Chairman of the Parish Council.

1. Introduction

74. This section offers a helpful introduction to the Plan and how to use it.

2. Background and Context

75. This interesting and well-written section provides an informative and thorough description of the Plan area as it has developed historically and sets out some of the key issues facing the Parish today.

76. This section also contains a vision and objectives for the Plan.

77. The vision for the Plan states:

“Over the period of this Neighbourhood Plan, North Crawley will continue to be a thriving and vibrant community. Future development will recognise and respect its history, rural landscape and distinctive views and its unique village character. Modest growth will contribute to the parish becoming an even better place in which to live, work and to visit.”

78. The vision is supported by five objectives covering housing, employment and traffic, heritage and design, landscape and green spaces and community facilities. All are articulated well, relate to the development and use of land and will help to deliver the vision.

3. Neighbourhood Plan Policies

3.1 Housing

79. This section contains a set of eight policies on housing including five site allocations. Plan:MK aims to deliver a minimum of 26,500 dwellings between 2016 and 2031, but allocates land for around 30,900 dwellings. Plan:MK covers the same length of time as this Plan, but has different start and end dates.

80. Although this is not a strategic policy, I note that Plan:MK Policy DS1 indicates that development within villages and other rural settlements will be within defined settlement boundaries and in compliance with made neighbourhood plans.

81. Plan:MK Policy DS2 is the housing strategy. It sets out the delivery of a minimum 26,500 new dwellings. The focus for development is the existing urban area of Milton Keynes, the adjoining land to the urban area and in three key settlements. In addition, the development of small and medium sized sites within rural settlements appropriate to the size, function and role of that settlement is supported through site allocations in neighbourhood plans.

82. I am also mindful that the NPPF supports the allocation of small and medium sized sites suitable for housing through neighbourhood plans.³¹

83. The approach to delivering new development in villages and other rural areas at City level is then, as Plan:MK indicates, is to place the emphasis on neighbourhood plans. There is therefore no specific or specified housing requirement figure set out in strategic policy given the stated strategy.

84. MKC has set a nominal housing requirement figure of one dwelling, but has agreed that the Plan can allocate more housing provided it is sustainable and in general conformity with Plan:MK.

85. To support the housing figures put forward by the Plan, a Briefing Paper on the Future Housing Requirement has been prepared. It concludes that the amount of housing proposed in the Plan of some 30 – 35 dwellings is appropriate. This level of growth, which equates approximately to a 10% uplift in housing numbers for the Parish, has been supported by MKC. I consider that this is an appropriate figure taking account of relevant policies, the existing strategy at MKC level, the characteristics of the Plan area and the aspirations of the local community and the reasons for those aspirations.

86. A defined settlement boundary was designated by the Plan:MK. This Plan follows that boundary but revises it to include the proposed site allocations. There are also some other additions to land which will now fall within the settlement boundary. These are areas of land to the west of the bowling green, to the rear of Ivy House, the curtilage of Church Farm, an area adjacent to the road by the telephone exchange and north of the Lodge House on Pound Lane.

87. Having sought clarification from the Parish Council, I understand it was the intention to only alter the settlement boundary to include the proposed site allocations. I therefore intend to recommend that the settlement boundary shown on the Policies Map reverts to that in the adopted Plan:MK, but is amended to include the proposed site allocations. This recommendation appears under the Policies Map section of this report.

88. Plan:MK Policy DS5 defines the land outside settlement boundaries as open countryside and sets out the type and extent of development suitable for such areas.

³¹ NPPF para 70

Policies H1 Delivery of Housing, H2 Infill Development and Replacement Dwellings

89. **Policy H1, Delivery of Housing**, sets out the provision of 30 – 35 new homes over the Plan period. It supports new housing on sites within the settlement boundary, windfall sites and through the site allocations proposed in the Plan. As explained above, I consider this to be an appropriate strategy for the Plan.

90. However, it is important to recognise that despite the design work carried out by AECOM on the proposed site allocations, the figures are indicative and should not be regarded as a ceiling. In addition, in adding up those yields from the indicative design work, the total number of dwellings could be in the range of 30 – 40. For this reason, a modification is recommended.

91. **Policy H2, Infill Development and Replacement Dwellings**, supports windfall development on appropriate infill sites within the settlement boundary. It details what type of land or sites would not be acceptable; these include the loss of open space and wildlife habitats. This is an appropriate way forward as Plan:MK refers to selective infill and this policy defines what that consists of at a local level.

92. The second element of the policy supports development in residential gardens; again where appropriate. The policy details those types of sites which would not be considered appropriate.

93. I consider that the policy could be made more precise in places to provide clear and unambiguous content so that it is evident how a decision maker should react to development proposals in line with PPG.³² A modification is therefore recommended to paragraph two of the policy.

94. With this modification, I consider both Policies H1 and H2 will meet the basic conditions by having regard to national policy for the delivery of housing, being in general conformity with the housing strategy in Plan:MK and in particular Policies DS2 and DS5 of Plan:MK and helping to achieve sustainable development.

95. There is also a correction to make in paragraph 3.1.3 which refers to schemes of more than 11 houses in relation to affordable housing. Plan:MK Policies HN1 and HN2 which respectively address housing mix and density and affordable housing, refer to “11 or more”.

- **Insert the word “*about*” before “...30 to 35 new homes...” in the first sentence of Policy H1**
- **Amend paragraph two of Policy H2 to read:**

³² PPG para 041 ref id 41-041-20140306

“Inappropriate infilling includes proposals that *would* result in the loss of open space; development that would adversely affect the special interest, character, or appearance of the conservation area (or the *setting* or significance of other heritage assets); intensification of existing uses where this *would have* adverse impacts on *the amenity or privacy of nearby occupiers*; development that would cause harm to the *character or appearance of the local area through the loss or reduction of important gaps* between existing dwellings, *the partial or total loss of wildlife habitats*, including the loss of significant trees and *hedgerows*; and developments that are inconsistent with the design principles of Policies HD1 and HD2.”

- **Amend the first sentence of paragraph 3.1.3 on page 13 of the Plan to read: “A development of *11 or more* houses will be required...”**

Policies H3 – H7 Site Allocation Policies

96. **Policies H3 to H7** are the site allocation policies. The Plan explains that an independent site assessment and selection process was carried out by AECOM. The 13 sites assessed resulted from a Call for Sites in 2017 and through landowners’ submissions in 2020. Five sites were found to be suitable or potentially suitable for housing development.

97. AECOM has been commissioned to produce a series of Site Design Guides. As well as containing design guidance, the document also includes specific guidance, a suggested capacity and an illustrative layout for each of the proposed site allocations.

98. The first site allocation is **Policy H3, Top Croft, Chicheley Road**. This is the largest of the site allocations both in terms of site size and number of dwellings. The site is allocated for 15 – 20 units dependent on site-specific technical reports and evidence.

99. The policy has nine criteria. It recognises that the site borders the busy Chicheley Road, one of the main routes into the village of North Crawley. Given the topography of the site, its location and the fields opposite it is very much a transition site with existing residential development in North Crawley forming a strong boundary to the existing countryside. It serves a purpose acting as part of a gap between North Crawley and Little Crawley and Moat Farm, a listed building and scheduled monument, is close by on the opposite side of the road. This means careful design is needed in order to integrate this edge of village site successfully.

100. The Site Design Guide asks for access to be taken off Chicheley Road with pedestrian access via Site H4. The Highways Officer has indicated a preference for vehicular and cycle access to also be taken through Site H4 and wishes to see a footway fronting Chicheley Road. Although Policy H3 refers to the Site Design Guide, it is recognised that this is guidance and the plans illustrative of what might be achieved on

the site. I consider detailed matters can be resolved at any planning application stage. A modification is put forward so that there is flexibility on this point.

101. The second site allocation is **Policy H4, Former Maslin Property**. This site is adjacent to Site H3 and H5. It is allocated for five dwellings. This policy has eight criteria including reference to the Site Design Guides. All are appropriate given the site's context.

102. The third is **Policy H5, Land North of Orchard Way**. This is allocated for five dwellings. Again this policy has seven criteria; all appropriate given the context of the site and its location adjacent to Site H4.

103. This site has confirmed landowner support, but concern has been raised that only one and one and a half storeys properties are to be allowed. This height is specified in the Site Design Guide although I appreciate that the drawing in the document could be interpreted as showing two storey dwellings. However, I consider the words take precedence and this is also included as one of the criteria in the policy. I am therefore clear that the intention is to limit the heights to one and one and a half storeys, but the policy includes the words "where appropriate" and this gives sufficient flexibility.

104. In considering the appropriateness of this height criterion, I consider that given the site's location on the edge of the village and its relationship with Sites H3 and H4, this limit, particularly given the flexibility referred to above, is appropriate to retain in the policy. I appreciate a design-led scheme for the site may demonstrate other solutions. I noted at my site visit that there are two storey properties opposite the site. The criterion is included to ensure that heights are appropriate in relation to the site's edge of village location and the mix of dwelling heights to be found in the locality and to avoid the introduction of high dwellings that would be out of character.

105. The representation also suggests the site is 'squared off' and a further piece of land included in it. There may be merit in this suggestion for practical farming reasons. However, the site has been assessed and consulted upon as it is defined now. To change the boundaries at this late stage in Plan production would not give an opportunity for consultation or further assessment in terms of the site's potential. In my view this would represent a significant change given the land would have to be taken out of its present open countryside designation and included within the new settlement boundary. For these reasons, and taking into account my remit, this is not a modification I recommend.

106. The fourth site allocation is **Policy H6, Land South of High Street**. This site is in two parts with a single dwelling on the smaller part and two units on the other. One part is adjacent to an existing terrace and has sufficient space for one dwelling. The second part is larger, forming a triangular shaped site on the south side of the High Street at one of the entrances to North Crawley village.

107. The site at present has an existing large detached garage building and stable type building on it.

108. It falls within the Conservation Area. In the Conservation Area Review, the larger area of land is identified as parkland and green space. In the Character Area Assessment, the land is described as “Towards the eastern end of the village there is an area often referred to as ‘allotments’ (which is, in fact, private garden land) that provides an informal openness before the village gives way to open countryside.”³³

109. I saw at my visit that the larger part of the site was a transition between the more built up heart of the village and the countryside. As well as an important hedgerow that added to the setting of the terrace and ‘feel’ of this part of the village, there is a large tree close to the boundary of the site.

110. Given the site-specific characteristics of the site, I do have some reservations about development on the site, particularly in relation to the larger part. However, I am mindful that the independent site assessment work shows it as being suitable for development, the previous examiner found the site to be acceptable and no objections have been raised, including from MKC to its inclusion.

111. A number of modifications are recommended in the interests of clarity and to help achieve sustainable development.

112. The first is to recognise that the site is in two parts.

113. The second is to state that two, rather than one, new accesses will be needed. This accords with the strategy put forward in the Site Design Guides Report. A modification to the fourth criterion is therefore recommended.

114. There is a further modification to the criteria of the policy to bring it in line with the legislation that relates to Conservation Areas.

115. Lastly, a new criterion is added in relation to the horse chestnut tree adjacent to the site.

116. The fifth and last site allocation is **Policy H7, Land on Folly Lane**. This site is allocated for two bungalows. The site lies adjacent to the Conservation Area.

117. I saw at my visit that this is a sensitive site on the edge of the village along a narrow lane. Given the topography of the site and the existing development, I consider it is essential that single storey dwellings be specified in the policy itself.

118. The site access is taken outside the site allocation demarcation which I expect has been done in this way to prevent a greater number of dwellings on the site. However, this means that the site boundary does not tie up with the Site Design Guide and the criteria and key features within that document. In addition, one criterion that addresses access is ambiguously worded and refers to not causing “difficulty” for residents living opposite the site. If the access is satisfactorily provided, it should not

³³ Character Areas Assessment page 5

cause any issues, although it is unclear what difficulties were in mind when the policy was written. A modification is therefore made about the access to address both these points.

119. This site has landowner support through a submitted representation.

120. In assessing **Policies H3 – H7**, I consider the site allocations to be in general conformity with Plan: MK Policy DS2 which, as described above, supports site allocations in neighbourhood plans for small and medium sized sites where they are appropriate to the size, function and role of that settlement. Plan:MK Policy NE5 sets out that where development in the open countryside (as defined by Plan:MK Policy DS5) is acceptable in principle under other policies (including Plan:MK Policy DS2), development will need to respect the character of the surrounding landscape. The policy continues that proposals will need to be sensitively designed and incorporate landscape mitigation and enhancement where possible. This includes consideration of historic setting and important views.

121. The Site Design Guides reflect these criteria.

122. Therefore with these modifications, I consider that **Policies H3 – H7** have regard to national policy, are in general conformity with the relevant strategic policies outlined above and will help to achieve sustainable development thereby meeting the basic conditions.

- **Change the first bullet point of Policy H3 to read: “Proposals should satisfy the strategic criteria and incorporate the key features identified in the Site Design Guides Report (Appendix 2) *unless technical evidence demonstrates the need for alternative solutions.*”**
- **Add the words “*in two parts*” after “Site H6...” in the first sentence of Policy H6**
- **Change the fourth criterion of Policy H6 to read: “The development should *retain the existing hedgerows by the introduction of no more than one additional access to the eastern part of the site and only removing what is necessary and essential in the interests of highway safety considerations.*”**
- **Change the fifth criterion of Policy H6 to read: “The housing should be laid out and designed to *conserve, and is encouraged to enhance, the character and appearance of the Conservation Area and its setting to respect the site’s location at the entrance to the village.*”**
- **Add a new criterion to Policy H6 that reads: “A *full assessment of the impact on the protected horse chestnut tree adjacent to the site will be undertaken at an early stage to inform the design of any scheme on the site. The tree should be retained provided it is in good health and otherwise replaced with a specimen of equal merit.*”**

- **Change the first criterion of Policy H7 to read: “Proposals should satisfy the strategic criteria and incorporate the key features identified in the Site Design Guides Report (Appendix 2) and only single storey dwellings will be supported on this site.”**
- **Reword the second criterion of Policy H7 to read: “Vehicular access should be provided to the south of the allocated site in a way that meets all technical requirements and has an acceptable impact on the local highway network.”**

Policy H8 Affordable Housing

123. The premise behind this policy is to ensure that new residential development addresses local housing needs. Policy H8 takes its lead from Plan:MK Policy HN2 which deals with affordable housing and updates it through reference in the supporting text to First Homes. A local connection policy is also set out in the supporting text and the policy has been written with support from MKC.

124. The NPPF is clear that the Government’s objective of significantly boosting the supply of housing should be supported and that the needs of groups with specific housing requirements are addressed.³⁴ Within this context, the size, type and tenure of housing needed for different groups in the community should be addressed and reflected in planning policies.³⁵ This includes the provision of affordable housing, housing suitable for families or older people and those wishing to build their own homes.³⁶

125. However, whilst the policy refers to the policies in Plan:MK and the latest associated supplementary documents, it could be future proofed further. A modification is made to address this in the interests of achieving sustainable development.

126. With this modification, the policy will meet the basic conditions in that it has regard to the NPPF, in particular by seeking to boost the supply of housing needed for different groups in the community. It will help to achieve sustainable development and especially the social objective of ensuring a sufficient number and range of homes are provided to meet the needs of present and future generations. It is a local expression of Plan:MK Policies HN1 and HN2 which respectively address housing mix and density and affordable housing.

- **Add at the end of the third bullet point in the policy “and the latest available data on local housing needs.”**

³⁴ NPPF para 60

³⁵ Ibid para 62

³⁶ Ibid

3.2 Employment and Traffic

Policy T1 Employment Development and Traffic

127. This is a short policy that seeks to ensure that employment related development does not generate traffic that will cause an adverse impact on the local highway network and provides onsite parking.

128. The supporting text refers to the NPPF's support for a prosperous rural economy through the sustainable growth and expansion of all types of businesses and through the development and diversification of agricultural and other land-based businesses.³⁷

129. The supporting text has a number of 'asks' of new development proposals which read as policy and could be included within the policy. With these modifications, I consider the policy will have better regard to the NPPF which indicates policies should support economic growth³⁸ and set out a clear economic vision that positively and proactively encourages sustainable economic growth.³⁹ This will mean the policy will help to achieve sustainable development. It will be in general conformity with Plan:MK and particularly Policies ER8 which supports employment uses in the countryside if they are, amongst other things, appropriate for their location and CT2 which refers to the impact on local highway networks from development and parking amongst other things.

- **Change Policy T1 to read:**

“Employment development proposals should demonstrate that traffic generated will not result in an unacceptable adverse impact on the local highway network and that *satisfactory* on-site parking can be provided *in line with the Council’s latest parking standards*. The layout of development should ensure that *pedestrians and cyclists are taken into account in terms of convenience, safety and accessibility with sufficient cycle parking facilities provided*. Electric vehicle charging points should be provided.”

3.3 Heritage and Design

Policy HD1 Protecting Heritage Assets

130. The Plan area has a number of listed buildings including the Grade 1 listed St. Firmin's Church, three Scheduled Monuments and a Conservation Area.

131. Policy HD1 seeks to ensure that development proposals sustain and enhance the significance of heritage assets through an understanding of the asset's significance and

³⁷ NPPF para 84

³⁸ Ibid para 81

³⁹ Ibid para 82

a statement, as appropriate, that complies with Plan MK: Policy HE1, heritage and development, criterion B. It also refers to the need for an archaeological assessment as appropriate. It supports traffic calming within the Conservation Area. Finally, it refers to the Site Design Guides Report and the Conservation Area Review.

132. The NPPF is clear that heritage assets are an irreplaceable resource and should be conserved in a manner appropriate to their significance.⁴⁰ It continues⁴¹ that great weight should be given to the assets' conservation when considering the impact of development on the significance of the asset.

133. The policy meets the basic conditions having regard to national policy. It is in general conformity with strategic policies and particularly Plan:MK Policy HE1, which refers to heritage assets and from which this policy takes its lead; Policy NE5 which refers to conserving and enhancing landscape character including through the historic setting and structures of villages and hamlets; and Policy D1, designing a high quality place. The policy will especially help to achieve sustainable development. No modifications are therefore recommended.

Policy HD2 Advertisements and Signage

134. This policy deals with advertisements and signage. The Plan notes that the village benefits from what is described as "relatively discrete signage". The Conservation Area Review notes that MKC will be supportive of signage that positively contributes to village life.

135. The display of advertisements is subject to a separate consent process which is principally set out in the Town and Country Planning (Control of Advertisements) (England) Regulations 2007.

136. Advertisements are controlled only with regard to their effect on amenity and public safety.

137. The policy refers to signs and adverts requiring planning permission. It then refers to size, lighting and otherwise in keeping with their setting. As explained above, advertisements do not require planning permission and where they do require express consent, only amenity and public safety can be considered. In addition, phrases like "in keeping with their setting" could be open to interpretation in relation to policies of this nature.

138. PPG explains that amenity is not defined exhaustively, but can include visual and aural amenity.⁴² Relevant considerations for visual amenity may include the

⁴⁰ NPPF para 189

⁴¹ Ibid para 199

⁴² PPG para 079 ref id 18b-079-20140306

characteristics of the locality, including historic, architectural and cultural features, but it is a matter of interpretation.

139. The NPPF states that the quality and character of places can suffer when advertisements are poorly sited and designed.⁴³ Mindful of this and the importance the local community place on advertisements given the inclusion of a policy on this topic in the Plan, I propose modifications to the policy to ensure it will meet the basic conditions.

140. The second part of the policy refers to support for Plan:MK Policy SD1 which sets out a number of place-making principles for development and in criterion 12. expressly refers to visual cues. However, Plan:MK Policy SD1 sets out the key principles that will guide urban extensions and other strategic scale development to Milton Keynes. In any case, it is not usually necessary to cross-reference other policies. A modification is therefore made to delete this reference in this element of the policy as it does not apply to the scale of development expected in the Plan area. However, the aim of the policy can be brought into this policy.

141. With these modifications, the policy will meet the basic conditions by having regard to the NPPF, be a local expression of Plan:MK policies and help to achieve sustainable development.

- **Change Policy HD2 to read:**

“Advertisements requiring express consent should be sited and designed appropriately for their setting. In undertaking assessments of visual amenity, the characteristics of the locality in which the advertisement is situated and any features of historic, architectural or cultural interest including any locational specific features special to the area will be taken into account.

Otherwise acceptable development that includes visual cues to help with wayfaring through the use of landmarks and other features, design and views will be encouraged and supported.”

3.4 Landscape and Green Spaces

Policy L1 Local Green Space Designation

141. Four areas of Local Green Space (LGS) are proposed. These are shown on the Policies Map in the Plan.

142. The proposed designations are supported by a Local Green Space Assessment.

⁴³ NPPF para 136

143. The NPPF explains that LGSs are green areas of particular importance to local communities.⁴⁴

144. The designation of LGSs should be consistent with the local planning of sustainable development and complement investment in sufficient homes, jobs and other essential services.⁴⁵ It is only possible to designate LGSs when a plan is prepared or updated and LGSs should be capable of enduring beyond the end of the plan period.⁴⁶ The NPPF sets out three criteria for green spaces.⁴⁷ Further guidance about LGSs is given in PPG.

145. I saw the areas on my site visit:

1. **Nixey's Walk** is an irregularly shaped area which as well as providing a tranquil, open area for sitting and recreation, also provides a link between a housing area and the village centre. A small wildlife area has been created.
2. **Kilpin Green** is an oval area at the heart of a residential estate. It is valued for its beauty, recreation and tranquility. I saw at my visit that this grassed and treed area was an integral part of the estate important from a visual amenity and recreation perspective.
3. **The Recreation Ground** is readily accessible for the village and wider Parish and primarily offers sports and recreation facilities including a children's play area. It is valued for its recreational offer.
4. **The tree lined verge adjacent to site H4 along Orchard Way** is a narrow strip of land opposite houses, but also adjacent to one of the proposed site allocations, H4. It is already designated as an Asset of Community Value which gives the community an opportunity to bid for the land should the owner wish to dispose of it. The two designations serve different purposes and I can see no conflict between them. I saw at my visit it is important visually and ecologically. It is demonstrably special to the local community and has local significance. The adjacent proposed site allocation specifically protects this tree-lined verge.

146. In my view, all of the proposed LGSs meet the criteria in the NPPF satisfactorily as they all are demonstrably important to the local community, all are capable of enduring beyond the Plan period, all meet the criteria in paragraph 102 of the NPPF and their designation is consistent with the local planning of sustainable development and investment in sufficient homes, jobs and other essential services given other policies in the development plan and this Plan.

147. I note that Kilpin Green and Nixey's Walk are allocated as amenity open spaces in Plan:MK. Plan:MK allocates the Recreation Ground as recreational open space. Both types of areas are defined in the Plan:MK and subject to non-strategic Policies L2 and L3

⁴⁴ NPPF para 101

⁴⁵ Ibid

⁴⁶ Ibid

⁴⁷ Ibid para 102

of that Plan. However, the designation as LGSs will be a stronger protection for these locally significant areas.

148. Turning now to the wording of the policy, in setting out how new development might be regarded, it should have regard to, and be consistent with, the NPPF which explains the management of development in LGSs should be consistent with that in the Green Belt.⁴⁸ Therefore the policy needs modification to ensure that it takes account of national policy and is clear.

149. With this modification, the policy will meet the basic conditions.

150. Another issue arises; in this Plan two policies, this one and the following (L2 Rights of Way) have the same numbers as policies in the Plan:MK. I consider it prudent to change the numbers of the policies in this Plan so no confusion arises.

- **Change the second paragraph of the policy to read: “*Development proposals within the designated local green space will be consistent with national policy for Green Belts.*”**
- **Change the numbers of Policies L1 and L2 to something else which does not repeat policy numbers in the Plan:MK**

Policy L2 Rights of Way

151. The Plan explains that rights of way around the Parish are valued highly. The NPPF is clear that planning policies should protect and enhance public rights of way and access including taking opportunities to provide better facilities for users.⁴⁹

152. Plan:MK Policy EH7 promotes healthy communities and refers to cycling and walking networks.

153. Policy L2 seeks to ensure that new development does not adversely affect existing public rights of way and that enhancements are supported.

154. It meets the basic conditions by having regard to national policy, being in general conformity with the policies in Plan:MK and helping to achieve sustainable development and so no modifications are recommended.

⁴⁸ NPPF para 103

⁴⁹ Ibid para 100

3.5 Community Facilities

Policy C1 Loss of Existing Facilities

155. Policy C1 resists the loss of community facilities unless evidence is provided that six months of marketing has been undertaken unsuccessfully. The policy includes an illustration of the facilities covered by the policy such as public houses, shops, sports facilities, meeting halls and so on.

156. The Plan refers to both Policies CC3 and ER11 of the Plan:MK. I note that Plan:MK Policy CC3 is not a strategic policy. However, it refers to the protection of community facilities, supporting such losses only where it is demonstrated there is no longer a need for the facility for community use purposes or if an acceptable alternative can be found. Strategic policy Plan:MK Policy ER11 is a specific policy protecting local shops, post offices, banks and public houses unless all means of retaining the use have been explored and the use is no longer viable. The supporting text to Policy ER11 refers to a minimum period of six months for marketing.

157. This policy is then an amalgamation of two policies at MKC level.

158. With regard to supporting a prosperous rural economy, the NPPF is clear that planning policies should support the retention and development of accessible local services and community facilities such as shops, meeting places, sports venues public houses and places of worship as well as sports venues.⁵⁰

159. The NPPF is clear that to provide the social, recreational and cultural facilities and services needed by a community, policies should plan positively for community facilities and guard against the unnecessary loss of valued facilities and services.⁵¹

160. Usually, as in Plan:MK Policy CC3, policies of this nature also include a proviso that equivalent or better replacement facilities can be provided. This allows for flexibility.

161. I consider given the stance of the NPPF, that the policy with some modification, will have regard to national policy, be in general conformity with Plan:MK policies and will help to achieve sustainable development.

162. The supporting text also refers to planning obligations. I consider it would be helpful if the text added more detail as to when such obligations can be sought in the interests of clarity.

- **Add a second criterion b) to the first bullet point of the policy that reads: “or an equivalent or better facility is provided in an accessible location to the local community”**

⁵⁰ NPPF para 84

⁵¹ Ibid para 93

- Add at the end of paragraph 3.5.4 *“Planning obligations should only be used where it is not possible to address unacceptable impacts of the development through the imposition of a planning condition.”*
- Add a new paragraph after paragraph 3.5.4 that reads: *“Planning obligations must only be sought where they meet all of the following tests:*
 - a) necessary to make the development acceptable in planning terms;*
 - b) directly related to the development; and*
 - c) fairly and reasonably related in scale and kind to the development.”*

4. Community Projects and Monitoring

163. Although it is not mandatory at the present time to monitor neighbourhood plans, I welcome the stated intention to monitor the Plan as a point of good practice. The Plan is also to be reviewed every five years; again this is not a requirement, but certainly this will help to ensure the Plan is delivering as intended and kept up to date.

164. This section also includes three community projects. Their status is clear.

5. North Crawley Neighbourhood Plan Policies Map

165. It is good to see a Policies Map that is simple and clear to use.

166. As explained earlier, the settlement boundary shown on the Policies Map also includes five areas which the Parish Council have clarified were not intended for inclusion. The only change from the settlement boundary shown in Plan:MK is to include the proposed site allocations. MKC supports this approach. Therefore I recommend a modification to this effect.

- **Change the Policies Map to show the settlement boundary as is in the Plan:MK but to include the proposed site allocations**

6. List of Appendices

167. A number of appendices follow. Appendix 1 is the questionnaire results. Appendix 2 is the character area assessments. Appendix 3 is the briefing paper on future housing requirements. Appendix 4 is the Conservation Area Review. Appendix 5 is the site options and assessment report. Appendix 6 is the site design guides. Appendix 7 is the local green space assessment. Appendix 8 is the basic conditions statement. Appendix

9 is the consultation statement and Appendix 10 is the strategic environmental assessment report.

8.0 Conclusions and recommendations

168. I am satisfied that the North Crawley Neighbourhood Development Plan, subject to the modifications I have recommended, meets the basic conditions and the other statutory requirements outlined earlier in this report.

169. I am therefore pleased to recommend to Milton Keynes City Council that, subject to the modifications proposed in this report, the North Crawley Neighbourhood Development Plan can proceed to a referendum.

170. Following on from that, I am required to consider whether the referendum area should be extended beyond the Neighbourhood Plan area. I see no reason to alter or extend the Plan area for the purpose of holding a referendum and no representations have been made that would lead me to reach a different conclusion.

171. I therefore consider that the North Crawley Neighbourhood Development Plan should proceed to a referendum based on the North Crawley Neighbourhood Plan area as approved by Milton Keynes City Council on 30 January 2018.

Ann Skippers MRTPI
Ann Skippers Planning
28 November 2022

Appendix 1 List of key documents specific to this examination

North Crawley Neighbourhood Plan 2021 – 2036 Submission Version May 2022

Basic Conditions Statement May 2022

Consultation Statement May 2022

Strategic Environmental Assessment (SEA) Screening Report Appropriate Assessment Screening February 2022 (MKC)

Strategic Environmental Assessment (SEA) Scoping Report February 2022 (PC)

Strategic Environmental Assessment (SEA) Environmental Report May 2022 (PC)

Questionnaire Data and Summary Statements December 2017

Character Area Assessment amended January 2022

Briefing Paper on the Future Housing Requirement for North Crawley Version 1 May 2018 amended November 2021 (Smith Jenkins/Steering Group)

Conservation Area Review December 2021 (MKC)

Site Options and Assessment March 2021 (AECOM)

Site Design Guides Final Report June 2021 amended January 2022 (AECOM/Steering Group)

Local Green Space Assessment March 2021

Plan:MK 2016 – 2031 adopted 20 March 2019

List ends

Appendix 2 Questions of clarification

North Crawley Neighbourhood Plan Examination

Questions of Clarification from the Examiner to the Parish Council and MKC

Having completed my initial assessment of the Neighbourhood Plan (the Plan), I am writing to the Parish Council (PC) and Milton Keynes Council (MKC) to ask a number of questions of clarification.

Strategic Environmental Assessment and Habitats Regulations Assessment

1. Planning Policy Guidance (PPG) advises that in some limited circumstances, where a neighbourhood plan is likely to have significant environmental effects it may require a strategic environmental assessment (SEA).

In this case, a SEA Environmental Report (ER) has been submitted. The Basic Conditions Statement states that a screening exercise was carried out by MKC and this concluded a SEA would be needed. Please send me a copy of the screening document and any responses from the statutory consultees.

The ER also refers to a scoping stage. Please send me a copy of the scoping documents, including any responses from statutory consultees.

2. In relation to Habitats Regulations, an assessment must be made to see whether the Plan is likely to have a significant effect on a habitats site, either alone or in combination with other plans and projects.

If the conclusion is that a plan is likely to have a significant effect on a habitats site, then an appropriate assessment of the implications of the plan for the site must be undertaken.

The prescribed basic condition states: "The making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017." The relevant Regulations indicate that sufficient information must be provided to enable the competent authority (in this case MKC) to determine whether an appropriate assessment is required.

The only information I can find about habitats is a short statement in the Basic Conditions Statement that "The making of the Neighbourhood Plan will not have a significant effect on a European site or a European offshore marine site."

Please can sufficient information or earlier screening reports that support this statement be sent to me to help me assess whether the Plan meets the prescribed condition?

Engagement

3. Two periods of consultation have been carried out. The second included the SEA. Please could this sequence of events be clarified? Was the Plan significantly changed between the first and second periods of consultation?

Other queries

4. I have already asked, and received with thanks, a plan which shows the individual boundaries for sites H3, H4 and H5. I include this request here in the interests of completeness.
5. Please could MKC confirm the date of the Plan area designation?
6. For my information, please could a copy of the previous submission neighbourhood plan, the previous examiner's report and the referendum version of the plan be provided?

This note will be a matter of public record and should be placed on the relevant websites.

With many thanks,

Ann Skippers MRTPI
Independent Examiner
4 November 2022

General Fund High Level Revenue Summary	P9 Position			Movement since P6	
	2022/23 Full Year Budget	Forecast Outturn	Variance	Forecast Outturn P6	Movement in month
	£m's	£m's	£m's	£m's	£m's
Service					
Adult Social Care	89.078	91.717	2.639	1.834	0.805
Public Health	12.126	12.126	0.000	0.000	0.000
Children's Services	55.463	57.600	2.137	2.175	(0.038)
Customer and Community	7.340	6.935	(0.405)	(0.339)	(0.066)
Planning and Placemaking	2.065	2.172	0.107	0.183	(0.076)
Environment & Property	68.844	68.606	(0.238)	0.925	(1.163)
Resources - Retained MKC	5.447	5.685	0.238	0.517	(0.279)
Resources - Shared Services	(0.079)	(0.079)	0.000	0.000	0.000
Law & Governance	4.162	5.215	1.053	0.163	0.890
Corporate Codes & Debt Financing	1.251	(3.119)	(4.370)	(5.458)	1.088
Assets Management	(26.030)	(26.030)	0.000	0.000	0.000
General Fund Requirement	219.667	220.828	1.161	0.000	1.161
New Homes Bonus	(5.997)	(5.997)	0.000	0.000	0.000
NNDR	(55.098)	(55.098)	0.000	0.000	0.000
RSG	(5.801)	(5.801)	0.000	0.000	0.000
Public Health	(12.126)	(12.126)	0.000	0.000	0.000
Other Government Grants	(3.566)	(3.566)	0.000	0.000	0.000
Council Tax	(137.079)	(137.079)	0.000	0.000	0.000
Total Financing	(219.667)	(219.667)	0.000	0.000	0.000
Net Surplus / Deficit	0.000	1.161	1.161	0.000	1.161

Introduction

The Council General Fund Services are currently forecasting and overspend of £1.161m.

GFRA KEY VARIANCES AND MANAGEMENT ACTIONS

Table 2 - GF High Level Variations

Service Area	Adult Services	Responsible Officer	Victoria Collins	Variance £m	£2.639m
<p>Key variations:</p> <ul style="list-style-type: none"> <p>Assessment, Review and Hospital Discharge is forecast to overspend by £0.339m. The average cost of an Older People Home Care package has increased by 11% in the last 12 months and 8% since April 2022, resulting in a forecast overspend of £0.601m. The Review Team forecasting to underspend by (£0.137m) due to a vacancy and a member of the team on secondment. Activity levels within the Extra Care contract are unlikely to grow as the provider is unable to meet the levels of need, creating an underspend of (£0.445m).</p> <p>Autism Service is forecast to overspend by £0.334m. The number of packages has increased by 21% since April, in addition to this there is also a £0.097m cost to another Local Authority following the resolution of a residence issue.</p> <p>Commissioning and Contracts is forecast to overspend by £0.580m. Care home placements are forecast to overspend by £0.886m. There has been an increase in average weekly cost of placements, during December new placements for people over 65 were on average £873 compared to £687 (September 2021). This is partially mitigated by an underspend on the Manor House contract (learning disability residential placements) of (£0.140m) due to a reduction of four service users. Additionally, there is a (£0.161m) underspend in mental health commissioned services due to slippage as part of remodelling the service.</p> <p>Community Alarms and Sheltered Housing is forecast to underspend by (£0.248m) due to vacancies within the team (£0.166m) and additional service charge income of (£0.103m).</p> <p>Day Services, Short Breaks and Shared Lives is forecast to underspend by (£0.308m). This is due to staffing vacancies within the Day Care Team (£0.153m) and additional CHC funding (£0.240m), offset by a reduction in Client Contributions £0.087m.</p> <p>Homelessness is forecast to overspend by £2.133, of which, temporary accommodation is forecast to overspend by £1.936m. This is due to the delay in delivery of the invest to save project, additionally the cost of repairs (including repair of void) is forecasted to be £0.794m for 2022/23. As a result of delayed recruitment, there is a forecast overspend of £0.211m due to the level of</p> 					

agency staff. Over this financial year we have seen the average rate per night has risen from £56 to £75. However, hotel use has decreased substantially. At the end of December there were five households in hotels (nine in November).

- **Learning Disability** is forecast to underspend by **(£0.487m)**. This is due to four Transforming Care Packages (£0.114m) and four fully funded CHC (Continuing Health Care) packages (£0.405m), and additional CHC income (£0.187m). This is offset by an overspend of £0.210m, caused by four high cost supported living packages, with an annual cost of £0.059m to £0.167m, reflecting the complexity and needs of the service users.
- **Mental Health** is forecast to overspend by **£0.675m**. Supported Living is forecast to overspend by £0.363m due to an additional five placements, residential care is forecast to overspend by £0.146m due to an additional six placements, and nursing home placements are forecast to overspend by £0.180m due to an additional three placements, compared to budget.
- **Physical Disabilities** is forecast to overspend by **£0.472m**. This is mainly due to the number of home care packages, which have increased by 52% in the last 12 months and 9% since April, resulting in a forecast overspend of £0.404m.
- **Reablement, OT and Home Care** is forecast to underspend by **(£0.644m)**. This is due to staffing vacancies across homecare (£0.413m), out of hours internal home care (£0.095m), and Occupational Therapy (£0.112m). Whilst this service area is experiencing difficulties in recruiting to the vacant posts, a recruitment plan is in place, which included a recruitment campaign in November.

Key demand budgets concerns and actions

- Temporary Accommodation – The impact of the current economic climate and high inflation could result in an increase in households presenting at homeless.
- There has been a significant increase in care home placements (15%) since 2020, because of processes implemented during Covid predominately around hospital discharge. The unit cost has also increased due to lack of capacity in the market.
- We have received £2.152m Hospital Discharge Monies to assist with the facilitation of hospital discharge over winter, a plan is currently in place and being monitored. Depending on the activity, there will be a decrease in the forecasted overspend on reablement, domiciliary care and care home expenditure.

Action plan for overspending areas

- A new project group has been created for temporary accommodation demand, with the aim to increase the number of move-on's, as well as increasing the number of preventions which will ultimately bring down expenditure. There are currently 106 households

under offer and preventions increased from 8 during November to 17 households during December, we are anticipating this increasing further due to introduction of face-to-face appointments.

- A demand management project group has been re-established, focusing initially on demand for older people’s services. The aim will be to reduce demand by offering alternative solutions and determine the baseline for our services moving forward following disruption to trends and services over the COVID period.

Service Area	Public Health	Responsible Officer	Vicky Head	Variance £m	£0.000m
Key variations:					
<ul style="list-style-type: none"> • The Public Health grant for 2022/23 is £12.126m, an increase of 3.34% from 21/22. • Public Health is forecasting a contribution of £0.196m from the Public Health reserve after using £0.643m for one-off projects agreed as part of the budget, including Post-Covid Active MK, health outcomes on regeneration estates and Health Inequalities Improvement project. This decreases the value of the reserve from £2.437m to £2.309m. • There has continued to be an underspend in Sexual Health services of (£0.172m) due to the re-prioritisation of GP appointments during and following Covid, additionally there is low spend for Out of Area costs. The demand trend is being reviewed and monitored regularly. 					
Key demand budgets concerns and actions					
<ul style="list-style-type: none"> • There may be a potential increase in demand for sexual health and NHS health check services due to the lower level of activity during Covid related lockdowns however the current trend is expected to remain static, this is being monitored in monthly forecast sessions. • Risk of additional costs materialising from the Agenda for Change due to NHS staff pay increase, discussions are ongoing with our legal team and commissioned providers, there is a potential risk of £0.289m for 23/24 and this will increase year-on-year in line with pay inflation. 					

Service Area	Children's Services	Responsible Officer	Mac Heath	Variance £m	£2.137m
Key variations:					
<p>Children's Social Work is forecast to overspend by £0.588m. There are significant staffing pressures within the Family Support Teams which has resulted in needing agency staff to cover vacancies, maternity, sickness, and other absences totalling £0.120m. There is a shortage of agency social workers nationally so to deal with the unallocated cases within the service an external agency was commissioned for a six-month fixed term contract which came to an end in December. The cost of this contract was £0.428m which was funded from external one-off grant income. Following the end of this contract a further 2 agency workers have now started to work on the remaining unallocated cases. These workers are forecast to cost £0.050m and will be working in the service until year end. There has also been an increase in the number of families with no recourse to public funds which are therefore entitled to housing and personal allowance support whilst their application to the Home Office for leave to remain is processed resulting in a pressure of £0.143m. Finally, the cost of care packages for children with disabilities is increasing as families are needing more support hours. This has resulted in a forecast overspend of £0.239m. The average care package cost is £6,231 compared to £4,661 in December 21, an increase of 34%. In addition, the number of support packages has increased to 211 from 200 over the past 12 months, an increase of 5%</p> <ul style="list-style-type: none"> • Corporate Parenting is forecast to overspend by £1.376m. Demand for placements nationally is high and there is not enough capacity in the market to meet this demand. For MK there have been significant placement requests for children with complex needs and the market is not set up to meet this level of complexity, as a result we are struggling to place some young people in foster care. Standard residential beds are hard to find because residential providers are having significant staffing issues, so providers are mothballing and deregistering homes which is reducing capacity - one in six providers (17%) have left a Commissioned Framework in the last year. This means that a young person not requiring residential (certainly not specialist residential), is having to be placed in one due to lack of provision generally in the independent sector. The average number of residential placements in 2021/22 was 16, however we have seen an average of 24 between April 2022 and December 2022, that's an increase of 50%. • Special Educational Needs and Disabilities is forecast to underspend by £0.146m as a result of vacant posts that are out for recruitment or being held vacant in the short term and a lower amount of short break vouchers being required by children and families. • Sufficiency, Access, and Attendance is forecast to overspend by £0.669m mainly due to an increase in demand for home to school travel. There are currently 1,473 children receiving transport compared to 1,392 in December 21, an increase of 81 children (5.5%). However, the number of commissioned contracts has reduced by 148 over the last 12 months and there are currently 187 contracts 					

in place. The weekly cost of contracted transport is currently £0.155m per week compared to £0.148m 12 months ago an increase of £0.007m. Education Health and Care Plan (EHCP) numbers continue to increase, and this does impact on children requiring transport. There has been an increase in the number of children with EHCP to 2,739 in December 2022 from 2,420 in December 21, 13% increase. Work continues to rationalise existing routes; however, this is against pressure from some providers requesting an increase in rates given the current cost of fuel. Furthermore, there has been a substantial increase in the number of Exceptions and Appeals, the Tea Panel is receiving this is higher than previous years trends.

Key demand budgets concerns and actions

- Children's Placements - whilst the number of LAC remains stable (363 in April and 361 in December, of which UASC were 28 in April and 31 in December) there are several other placements such as special guardianship and adoptions which continue to increase - this is positive for permanency for children, however there is a financial cost to supporting these placements. There is also a national issue with supply of places, particularly in high-cost placements such as secure and mother and baby, where we are also seeing an increase in complexity since the pandemic, particularly around mental health. The lack of supply of specialist placements is driving up unit costs putting increasing pressure on the budget. We are also seeing an increase in use of external placements due to the lack of in-house capacity and it is also expected that UASC numbers may rise during the financial year because of the National Transfer Scheme (NTS) in which UASC have been moved from another Local Authority. This is impacting on the overall number of placements available for LAC and Care Leavers.
- Since the pandemic, an increase in the demand and complexity of the mental health of young people has placed a demand on health colleagues on their mental health units, which can impact placement stability and the need for more social care intervention.
- Children's Social Care Staff – there continues to be several vacancies across front line social work posts, and it is anticipated that the recruitment campaign will continue to attract new employees, however there is a risk that that agency staff cover will continue to be required at times to cover the vacancies and absences given a general national shortage of social workers.
- Home to School Travel – the number of Education and Health Care Plans (EHCP) in MK (and nationally) is increasing and this is impacting the transport budget, as children are being allocated to the school that can best meet their educational needs, which is often outside of catchment. The service continues to ensure that value for money and efficiency is being achieved through ongoing re-procurement as appropriate and through the introduction of route planning.

Action plan for overspending areas

- The Children's Services Programme Board will be meeting regularly to review progress on delivery the Children's Services Service Plan and addressing the pressures across the service.

Service Area	Customer and Community	Responsible Officer	Sarah Gonsalves	Variance £m	(£0.405m)
Key variations:					
<ul style="list-style-type: none"> • There are forecast underspends due to vacant posts in Policy and Performance of (£0.106m). • Grants received towards Home Office Citizenship Ceremonies totalling (£0.085m) have been forecasted. • There are forecast underspends of (£0.081) due to vacant posts in the Regulatory unit. • There is a pressure of £0.055m relating to the City of Codes and Lights event offset by staff vacancy savings of (£0.090m) within the Leisure area. • Higher income than budgeted within Leisure amounts to (£0.070m), due to the % share in income from the Abbeyhill golf course (membership income). 					

Service Area	Planning and Placemaking	Responsible Officer	Paul Thomas	Variance £m	£0.107m
Key Variations:					
<ul style="list-style-type: none"> • Due to restructures and efficiencies made to staffing, we are now reporting an underspend of (£0.116m) in staffing. • Due to the decrease in construction and property sales, planning application income is forecast to reduce by £0.330m; land charges income is forecast to reduce by £0.122m partly offset by an increase in planning obligation income of (£0.062m). Close monitoring will continue. • An underspend is forecast due to a vacant graduate scheme post in the National Graduate Development Programme, saving (£0.050m) 					

Key demand budgets concerns and actions

- There is a concern regarding a reduction in planning application income and land charges income compared to profile; this is being monitored closely to see if this is likely to impact on the outturn position. An increase in planning fees is anticipated this financial year, subject to the confirmation of the Levelling Up bill, which would off-set the drop in demand if implemented. Changes to the structure of fees for Land Charges is being investigated to take effect in 23/24.

Service Area	Environment & Property	Responsible Officer	Stuart Proffitt	Variance £m	(£0.238m)
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Key Variations:

- Rising inflation is resulting in additional pressures within Environment & Property of £1.419m which includes a forecast increase of £0.643m for electricity costs relating to street lighting of £0.531m and buildings of £0.112m anticipated from October based on the revised energy contract prices; £0.072m inflation for gas costs relating to buildings, £0.300m increased contractual inflation across waste and other environment contracts, and £0.404m for highways maintenance inflation.

The other significant forecast pressures and savings are summarised below.

Several of the variances are on-going and therefore reflected in the 23/24 budget.

- Income from car parking is forecast to be (£1.400m) above budget which is mainly due to pay and display (P&D) and employee permits; in particular, there was a spike in the December P&D income. However, initial indications for January is that this is not a reversal of the trend.
- The Residual Waste Treatment Facility (RWTF) is forecast to be (£0.918m) underspent due to a reduction in the projected tonnage of waste; there has been a continuing decline in tonnage throughout 22/23 although increasing slightly in November.
- Concessionary fares are forecast to be (£0.276m) underspent. The budget was based on 80% pre covid occupancy and, following DFT guidance, concessionary payments are being made at 80% of pre covid levels rather than actual patronage under the English National Concessionary Travel Scheme (ENCTS). Although the budget was reduced in 21/22 to this 80% level, there was some uncertainty that patronage levels going forward may rise above this level, so some contingency remained in the 22/23 budget.

- The Waste Transfer Station is currently forecasting a pressure of £0.382m. However, the service has absorbed a pressure of £0.700m from a loss of rental income as a result of a necessary change to the contract. This contractual income pressure was included in the MTFP in 23/24 but has been incurred earlier than originally expected. This is being offset though to a degree by the new contract arrangements whereby MKCC receives a share of the Dry Mixed Recycling income.
- The cost of the internal fleet is currently forecast to be £0.112m over budget. This budget has always been under some pressure but due to a detailed review of the general council services requirement for vehicles over the next few years (with the aim of reducing costs), the current contract was extended and in doing so, inflationary costs were greater than expected.

Other in year variances are as follows:

- Bus stop advertising site rental and revenue share income is forecast to be (£0.127m) above budget which is due to advertising spend being higher than assumed in the budget. There is a contractual change due soon and there was some nervousness about this income if there was a recession. If this increase is long term, it can be reflected in the next budget setting process.
- Environmental crime income is forecast to be (£0.120m) above budget which is due to the fixed penalty notice (FPN) revenue share, mainly in relation to littering and fly tipping, being higher than assumed in the budget. However, the longevity of this income stream and the costs to administer are still to settle down. Again, if this proves to be on going, it can be reflected in future budgets.
- A one-off Communication Plan cost results in a £0.450m overspend. The communication plan is required to support the new wheeled bin roll out programme in order to maximise both the efficiency of the new waste collection contract implementation and highlight to residents the most effective ways to dispose of household waste which could have long term benefits for the Council's costs and recycling income.
- There has been a delay in the completion of the sale of Saxon Court which has resulted in a forecast pressure of £0.282m for the continuing NNDR liability after allowing for three-month empty property relief. In addition, there have been heating, boiler and repairs costs to corporate properties (including CMK Library) along with added exit costs of the bundled FM services contract which have resulted in a pressure of £0.235m.
- Delayed rental income on the Whitehouse Health Centre due to the fit-out work for Milton Keynes University Hospital results in a pressure of £0.250m.
- Parking contract costs are currently showing a pressure £0.100m essentially due to the increase in parking volumes; costs such as non-cash transactions at the parking meters and penalty notices are variable so increase as the income increases.

- Property income is forecast to be £0.194m below budget reflecting turnover within the portfolio and the pending disposal of Tickford Fields Farm.
- An NDR review has identified that costs have been incurred at a site in Wolverton incorrectly and a 5-year rebate has been approved, resulting in an underspend of (£0.141m).
- Several waste contracts are showing underspends; Household Recycling Waste Centre and Food and Garden Waste Disposal are (£0.129m) and (£0.130m) below budget respectively due to lower tonnages and Street Cleansing is (£0.197m)
- Highways Adoptions income – section 38 and section 278 for the assessment and inspection of new street and improvement works are forecast to be (£0.356m) above budget due to development activity being net of costs greater than assumed in the budget.

Key demand budgets concerns and actions

- The RWTF forecast waste volumes are currently showing a demand saving. This is being monitored closely each month; a further slowdown in economic activity could further reduce waste tonnage in the latter part of the year. The new contract arrangements at the WTS came into effect in April 2022, meaning that it is taking time to forecast the impact on the volume of waste, the costs of disposal and the corresponding recycling income. The actual and forecast volumes will continue to be monitored and the forecast updated accordingly.
- A demand saving on concessionary fares has been forecast but small changes in patronage behaviour over the latter part of the year could impact on the costs. The actual and forecast patronage levels will continue to be monitored and the forecast updated accordingly.

New Pressures / Other key concerns

Possible pressures:

- A UK recession along with higher energy and interest costs could have a significant impact on parking income, rental income from the commercial property portfolio, Highways Adoptions income and bus stop advertising income.

Possible opportunities for reduced costs or increased income

- Parking usage is now stabilising with the latest full year income projection being £1.700m greater than budget. This positive variance has partly been factored into the forecast (£1.400m) and income trends will continue to be closely monitored. However, a downturn

in the economy as a result of higher energy and interest costs could have an impact on pay and display income in the final quarter if fewer shoppers visit CMK.

Action Plan for overspending areas

- Street Lighting - A business case for a further LED street lighting lantern replacement programme has been put forward for inclusion within the capital programme. Significant reductions in electricity usage are forecast to be realised in future years.

Service Area	Finance and Resources	Responsible Officer	Variance £m	£0.238m
Key Variations:				
<ul style="list-style-type: none"> • IT Centralised Software and Systems – An overspend of £0.140m is forecasted due to inflationary increases in software licenses, which is netted off by (£0.070m) vacancies and income from schools in excess of budget (£0.070m). 				
<ul style="list-style-type: none"> • Pressure on housing benefit subsidy recovery is £0.392m. The ongoing pressure in the main is due to the lack of opportunity to recover costs via Ongoing Benefit Recovery due to the Universal Credit migration. 				
<ul style="list-style-type: none"> • The audit function has savings of (£0.086m) due to vacancies in the department. 				
<ul style="list-style-type: none"> • A savings has been recognised within HR due to lower training needs than profiled as various areas are carrying out their training locally, saving (£0.082m). Staff vacancy savings of (£0.050m) in HR operations is offset by £0.062m pressure from various items including inflation on utilities in PDC, and unachievable income targets related to ceased services. 				
Action Plan for overspending areas				
<ul style="list-style-type: none"> • IT Centralised Software and Systems – The department has placed a limit on document sizes to be printed to ensure the most efficient resource is used. It is hoped that this will result in a 10% reduction in print costs across the organisation. 				
Revenues and Benefits				
<ul style="list-style-type: none"> • The Revenues & Benefits and the HR budgets are being reviewed to ensure a more efficient use of resources and to streamline the cost centres. 				

Service Area	Law and Governance	Responsible Officer	Sharon Bridglalsingh	Variance £m	£1.053m
<p>Key Variations:</p> <ul style="list-style-type: none"> • A £0.535m pressure on agency staff and consultants to cover staffing vacancies and increase the size of the team to deal with the pressures on the legal service has been forecasted. • A £0.482m pressure on specialist testing and external legal fees for barristers and advocates attending courts within the children’s social care legal service has been recognised, as a result of the increase in court required testing for guardian suitability and the increased time for completion of cases given the current backlogs. • Member’s Allowances has an underspend of (£0.031m) due to members not claiming allowances. (Some of the members are occupying 2 roles but can only claim once) • A £0.118m pressure on postage and carriage has been forecasted, due to higher associated materials costs, and an increase in the number of postal voters; this is partially offset by payroll savings against budget for the running of elections (£0.073m). • A £0.022m pressure for VAT repaid to HMRC as a result of review carried out into the 2019/20 Elections claims to ensure VAT compliance has been recognised. <p>Key demand budgets concerns and actions-</p> <ul style="list-style-type: none"> • The £1.2m budget for Legal Advice within Children’s Social Care has been transferred to the Legal department so that the work can be managed in house and benefit from the associated economies of scale. Non-controllable items are included in here and pressures are being assessed. • £0.923m on agency staff at a higher cost is forecasted, to cover staffing vacancies and increase the size of the team to deal with the pressures on the children’s social care legal service but is offset by an underspend of (£0.440m) from within the core staff budget. 					

New Pressures / Other key concerns

- A review was carried out into the 2019/20 Elections claims to ensure that VAT incurred was not recovered, as national elections are funded VAT-inclusive by Central Government. As result of the review £0.021m VAT was repaid to HMRC and an associated pressure was identified for Elections. Periodic reviews will be carried out in the future to ensure on-going compliance.

Action Plan for overspending areas

- The Head of Legal Services is reviewing the staffing establishment, with the aim of recruiting to vacancies and reducing agency staff costs and reliance.
- £0.180m additional expenditure on external advocates, to deal with the backlog on the children’s social care legal service, has now been transferred to the Covid Recovery Fund.

Service Area	Debt Financing & Corporate Items	Responsible Officer	Steve Richardson	Variance £m	(£4.370m)
<p>Key Variations:</p> <ul style="list-style-type: none">• Increases in bank rate since the budget was set, are seeing higher investment rates than planned. Investment income is forecast to be (£3.700m) better than budget.• Confirmation of the HPG Grant was received late after the budget was set and therefore an additional (£0.509m) will be received this year.					

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BUDGET REDUCTIONS AND INCOME PROPOSALS DELIVERY TRACKER

Savings of £5.256m were approved for implementation in 2022/23, and £0.646m savings were carried forward from 2021/22, resulting in a total target of £5.902m to deliver in 2022/23. £4.883m (83%) is forecast to be delivered in year, and £1.019m (17%) will either not be delivered until next year or are undeliverable.

Table 1 - Budget Reductions & Income Proposals Tracker 2022/23

Savings Status	Number of Savings Targets	Income/Savings Target £	2021/22 Forecast value to be delivered by YE	Variance
Achieved	8	3,299	3,299	0
On-track	4	900	900	0
Delayed	1	163	0	(163)
Part Delivered	1	316	308	(8)
Undeliverable	3	1,224	376	(848)
Grand Total	17	5,902	4,883	(1,019)

The table on the next page shows the undelivered; part delivered and delayed budget reduction and Income:

Table 2 – Undelivered and Delayed Budget Reductions and Income

Reference	Proposal	Target	Status	2022/23 Forecast	Variance	Progress update on saving to date
S22-1L	Homeless Prevention & Access - Reduction in number of families and individuals in temporary accommodation by move onto Assured Shorthold Tenancy or Flexible Tenancy arrangement, reduction in nightly rates and length of stay in accommodation and more focus on prevention, in areas such as domestic violence, family breakdown. This is the second year of the multi-year invest to save proposal.	(468)	Undeliverable	0	468	Currently Temporary Accommodation is forecasting an overspend of £1.936m due to increasing demand and delay in delivery of invest to save. An action plan started in June 22 to increase the number of preventions and move-ons, and a further weekly operational group set up from November to review voids.
S22-3N	Direct Payment - creation of a new Community Support team, pilot funded from one-off underspends, has now been requested to include in the base budget. This pressure can be found in Annex A (P22-6N), this pressure will be mitigated with a reduction in the Direct Payment budget.	(316)	Part Delivered	(308)	8	Direct payments are currently forecasting an overspend of £0.008m.
S22-8L	Saxon Court savings (S13 2017/18) - sale was originally planned for 2021. The sale has now been agreed and the council was due to vacate the building in March 22. This is later than previously budgeted.	(163)	Delayed	0	163	The sale is subject to planning permission. The prospective purchaser has submitted a planning application but there are some delays. Unbudgeted 2022/23 NNDR of £282k has been paid which was after allowing for three month empty property relief. The current view is that the sale will still go ahead in 2022/23 (Mar 23), so the saving will be delayed until 23/24.
S22-6N	Land Charges Income - land charges income has been in excess of budget for two years and therefore there is additional income of £0.100m that could be added to the budget. The service have proposed using 0.054m of this to invest in additional staff but this is currently on the list of general pressures subject to review.	(100)	Undeliverable	(50)	50	The income within land charges is approximately £0.060m less than the income at period 9 in the last 3 years. Whilst the budget was increased in 22/23 to reflect the strong performance in this area historically, this has not been reflected in the current year income.
S22-7L	Planning Income (COVID-19) - there was a decline as a result of the pandemic and a partial recovery was anticipated in 2022/23. Income was projected to increase by £656k, but the increase has not been as high as projected.	(656)	Undeliverable	(326)	330	There has been a slowing up in the construction industry over the last few months and as such, this has had an impact on the planning income. The forecast is currently showing as a pressure of £0.330m
Total					1,019	

Housing Revenue Account (HRA)

Table 1 - High Level Revenue Summary to Period 9 (December 2022)

Revenue Summary	Forecast Outturn P9			Forecast Outturn P6	Movement from P6
	Budget	Forecast	Variance		
	£m	£m	£m		
Service					
Housing Management	4.197	2.919	(1.278)	(0.600)	(0.678)
Asset Management	14.511	16.373	1.861	1.883	(0.022)
Sheltered Housing	1.533	1.983	0.450	0.400	0.050
Housing Regeneration	1.350	1.389	0.039	0	0.039
Housing Systems & Strategy	3.146	2.924	(0.223)	0.035	(0.258)
Housing Operations	(51.350)	(51.748)	(0.398)	0.543	(0.941)
Prevention & Access	0.251	0.239	(0.012)	(0.017)	0.005
Housing Allocations	0.599	0.556	(0.043)	0.19	(0.062)
Learning & Development	0.034	0.034	0	0	0
HRA Revenue Total	(25.728)	(25.331)	0.397	2.264	(1.866)
Depreciation (Major Repairs Reserve)	13.800	16.540	2.740	1.239	1.501
Revenue Contribution to Capital	4.548	1.411	(3.137)	(3.502)	0.365
HRA Reserves & Technical Total	18.348	17.951	(0.397)	(2.264)	1.866
HRA Total	(7.379)	(7.379)	0.000	0.000	0.000

Table 2 – High Level Variations

Service Area	HRA	Responsible Officers	Stuart Proffitt, Victoria Collins, Steve Richardson	Outturn Variance	£0.397m
Housing Management – (£1.278m) Underspend					
<ul style="list-style-type: none"> Interest receivable income of (£1.131m) is expected due to increases in interest rates which are applied to cash balances. Interest payable costs are expected to be lower by (£0.147m), where new loans at year end were secured in advance of increasing interest rates. This is not expected to be ongoing as cash balances reduce through capital spending. 					
Asset Management - £1.861m Overspend					
<ul style="list-style-type: none"> Underspends of (£0.439m) are forecast due to twelve staff vacancies and a review of professional fees as part of a zero-based budgeting exercise of the HRA. Six of these vacancies will be permanently deleted due to the overall financial position of the HRA. Responsive repairs are forecast to overspend by £2.431m, which is an increase of £0.762m from the outturn overspend of £1.669m in 2021/22. The overspend is mainly due to essential compliance works (which have further increased this year), to ensure that we continue to deliver to the standards required of the increased regulatory regime and standards for safety in social housing properties and to catch up on backlogs caused by Covid-19. We have also seen an increase in spend on exclusions (revenue repairs, over the standard level agreed as part of the main contract sum) – this is in part driven by the impact of Covid backlogs but also reflects our ageing stock profile and level of voids. Underspend of (£0.130m) for costs associated with Mellish and Gables demolition as both blocks are now in the possession of the contractor, with the Gables due to fully demolished in December 22. 					
Sheltered Housing - £0.450m Overspend					
<ul style="list-style-type: none"> Staff vacancies of (£0.054m) have been identified along with a reduction of (£0.058m) where there was a budget for general supplies, but no costs have been incurred in two consecutive years. The increasing costs of utilities has resulted in a forecast overspend of £0.155m for electricity and £0.400m for gas. The current forecast includes the most recent inflation assumptions which are anticipated in October 2022. This sets out that electricity is expecting a 66% increase, and gas will be at 224%. We do not expect to be covered under the commercial price cap (announced by government), because our base rate of wholesale costs was low and with the full increase is still expected to be below the cap. 					

Housing Regeneration – £0.039m Overspend

- The Development Team has identified capital projects which have incurred costs but are now unlikely to proceed at **£0.172m** and **(£0.050m)** of costs had been forecast in revenue which should have been in capital.
- The Regeneration Team has an underspend of **(£0.101m)** due to vacancies, which will be held given the impact of the government's rent cap on HRA resources.
- **£0.020m** pressure has arisen in relation to Estate Renewal Forums, allowing for a grant of £0.005m each to promote and engage with the local community and raise the level of engagement in our development/regeneration projects. A bid has been submitted under the Shared Prosperity Fund which if successful would be used to fund up to six Estate Renewal Forums.

Housing Systems and Strategy – (£0.223m) Underspend

- Staff savings of (£0.025m) and (£0.016m) over several lines including annual license agreement, consultancy which offset an increase in the Professional Hired Services, where NEC consultants are helping to configure our data.
- The insurance premium retender was (£0.211m) less than budget, offset by £0.030m for the cost of the five-year stock valuation.

Housing Operations – (£0.398m) Underspend

- The forecast income from service charges was increased by **(£0.324m)** to reflect the increased service and utility increases referenced above (in relation to sheltered and communal areas) as these costs are recovered from specific tenants and leaseholders.
- Decreased rent income of **£0.627m** is forecast, of which £0.434m is caused by slippage in the development capital programme (newbuild and modular housing), and higher void properties resulting in a forecast overspend of £0.193m.
- Shared Ownership rental has been increased by **(£0.161m)** to reflect a catch up on the uplifts applied.
- Leaseholder Service charges increased by **(£0.351m)** reflecting the reconciliation for 2021/22 service charges and the issuing of the estimates for 22/23.
- The bad debt provision has been reduced by **(£0.361m)** - the budget was set to include the impact of universal credit, (which has been delayed further into the future) together with the ongoing economic impact of Covid, but collection and recovery has been better than expected.
- Caretaking costs have increased by **£0.083m**, mainly because of utility increases of £0.139m on gas and £0.060m on electricity. This is partially offset by underspends of (£0.083m) due to staff vacancies and other services and (£0.033m) in landscaping and other fees.

- Several other teams including Neighbourhoods, Cleaning, and Anti-Social Behaviour are forecasting underspends due to staff vacancies, totalling **(£0.153m)**, most of these posts are currently out for recruitment.
- Garage rent is less than forecast by **£0.036m** due to higher voids because of reduced demand.
- Commercial rent has been reduced by **£0.111m** due to the decommissioning of Mellish & Gables (telephone mast income) and the void Serpentine commercial units. Business rates liabilities on void commercial properties is **£0.046m**. This includes units at Serpentine Court as rates losses will continue to be charged until the demolition order is passed.
- Home Ownership team is forecasting **£0.160m** overspend due to the use of agency staff covering vacancies.
- Other budgets across several areas (that individually are immaterial) have been decreased by **(£0.111m)**.

Housing Allocations – (£0.043m) Underspend

- Staff savings have been reduced **£0.030m** and agency staff extended until March 23 at **£0.010m**.
- The downsizing incentive budget has a saving of **(£0.086m)** due to less take up but the scheme is currently being re-promoted.

Reserves and Technical Adjustments – Reduction in Contribution to Reserves (£0.397m)

- In the HRA, the depreciation charge is added to our major repairs reserve to fund our major component replacement in the capital programme and the charge is a fixed percentage, based on the value of our stock. In 21/22, the year-end valuation on our properties resulted in an increase of £60m, and therefore the subsequent depreciation has been increased by **£2.740m**. This was not included as part of budget setting as the valuation exercise is undertaken after the budget is set.
- The HRA is a ring-fenced account, meaning any funds left over after financing the revenue running costs of the service, are transferred to our capital reserve and when we set the budget this was expected to be £4.548m. However, £2.740m of this will now be transferred to the specific major repairs reserve (as referenced above) due to an increase in stock valuations which drives the cost of component replacements. The effect of the budget variations (outlined above) results in a reduction in the amount of funding able to be transferred to our general capital reserves by **(£3.137m)**, leaving £1.411m to be transferred.

Key demand budgets concerns and actions

- The number of voids was 230 dwellings at end of December (including for example long term voids due to fire or subsistence damage, or those held intentionally, such as Serpentine Court), which is a increase of 5 from last month. Changes are being made on the housing system to allow for better understanding of 'Key-to-Key' times this will allow us to target time and resources to the barriers overcome the areas where delays arise. In addition, daily tenancies will be implemented with a go live date of February

2023, meaning that a tenancy can start on any day of the week rather than just a Monday and this is also expected to reduce the void turn-around time.

- With the unknown costs of utilities and general cost of living pressures, rent and service charge debt could increase so this will be monitored so that early intervention can be targeted.

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DSG KEY VARIANCES AND MANAGEMENT ACTIONS

The DSG has a forecast carry forward at the end of 2022/23 of £3.333m.

Table 1 - The DSG High Level Summary to December 2022:

DSG Budget Headlines	£m				Total
	Schools	Central Services	Early Needs	High Needs	
2022/23 Budget c/f	(0.005)	(0.002)	(0.352)	(2.156)	(2.515)
2021/22 Surplus c/f	(0.385)	(0.005)	(0.958)	(1.473)	(2.821)
2022/23 DSG Allocation	(230.982)	(1.748)	(22.943)	(54.625)	(310.298)
2022/23 DSG Income	(231.367)	(1.753)	(23.901)	(56.098)	(313.119)
Forecast Expenditure	230.916	1.748	22.400	54.723	309.786
2022/23 Forecast c/f	(0.451)	(0.005)	(1.501)	(1.375)	(3.333)
2022/23 Variance to Budget	(0.446)	(0.003)	(1.149)	0.781	(0.818)

Table 2 – High Level Variations

Service Area	DSG	Responsible Officer	Mac Heath	Variance £m	(£0.818m)
<p>The latest forecast carry forward into 23/24 is a surplus of (£2.833m), which is an increase in the surplus of (£0.318m) compared to when the budget was set.</p>					
<ul style="list-style-type: none"> ○ Schools Block: There is a £0.451m (0.2%) surplus carry forward which will be held and allocated through the 2023/24 funding formula. The in-year underspend of £0.446m is due to an increase in the carry forward balance from 2021/22 and an underspend as a result of the growth contingency not being required and as explained in the 2021/22 Outturn report. ○ Early Years Block: There is a £1.501m (6.5%) surplus carry forward. The in-year underspend of £1.149m is due to an additional carry forward from 2021/22 of £0.606m, a reduction of £0.043m in central expenditure due to a vacant post and £0.500m due to an update in the number children accessing early years education. However early years funding remains highly volatile due to the funding allocation not matching the actual take up, therefore it is essential that a reasonable level of contingency is held in order to manage the risk. In addition, there is a small underspend on the centrally retained early years funding. ○ High Needs Block: There is a £1.375m (2.5%) forecast surplus carry forward. The in-year overspend of £0.781m is mainly due to a reduction in the carry forward balances from 2021/22 of £0.683 however there are some over and underspends within the block which are explained below: <ul style="list-style-type: none"> ○ Special schools top up funding is forecast to overspend by £0.500m, which mainly reflects the outcomes of the banding reviews carried out with special schools for the new academic year. Analysis of the children taking up special school places in September 2022 has shown that a higher level of banding is required than for those children leaving. In addition to this, growth in special school places has historically been budgeted using an average banding rate, however, this rate has not matched the actual level of support required for new pupils in 2022. The method of calculating top up funding growth will change to ensure a more accurate forecast is achieved in 2023/24. There are now 79% of children in the higher paid bands A-C with only 21% in the lower paid bands D-E, compared to 2019/20 when there were 59% of children in bands A-C and 41% in bands D-E. A further breakdown along with the banding rates can be seen below: 					

Financial Year	Total Children	Change in No of Children	September									
			A	%	B	%	C	%	D	%	E	%
2019/2020	778		49	6%	193	25%	213	28%	180	23%	138	18%
2020/2021	821	43	51	6%	227	29%	253	32%	158	20%	132	17%
2021/2022	843	22	86	11%	265	33%	239	30%	149	19%	104	13%
2022/2023	883	40	94	11%	310	38%	243	29%	148	18%	88	11%

Highest %

Lowest % (excluding 0%)

22/23 Rates	Banding System				
	Band E	Band D	Band C	Band B	Band A
All Schools	£ 4,775	£ 7,430	£ 14,850	£ 24,400	£ 31,830

- Special departments are forecast to underspend by £0.126m due to 8 out of 128 places in these units currently being unoccupied.
- Mainstream school top ups are forecast to underspend by £0.309m across both children with EHCP and those without an EHCP as demand in this area has not reached the levels expected when the budget was set.
- Post 16 provision is expected to overspend by £0.275m as a result of a higher number of young people accessing these services.

- Based on the forecast under and overspends described above, £0.336m of the high needs demand reserve has been released. This leaves a contingency of £0.560m to cover the cost of any new placements or unexpected pressures for the remainder of the financial year and the level of the reserve will continue to be reviewed. It is vital that the high needs block has a prudent level of reserve to manage demand which can be very volatile due to the nature of the services. It is expected that future years will be challenging with uncertainties over funding from the Government and so it is important that forward planning is in place to ensure a strong position going forward. A review of rates and growth has been undertaken as part of the 2023/24 final budget process.
- **Individual Schools Budgets:**
 - As at March 22 the surplus maintained school balances were £13.530m of revenue and £0.610m of capital balances.
 - The revised 2022/23 budgets submitted in November 2022 are £8.075m revenue and £0.292m of capital balances.
 - There are currently 11 schools that have been identified as a financial high risk due to be in a forecast deficit position by March 23, the total deficit forecast is £0.314m.

RESERVES POSITION

The table below summarises the expected movement in reserves position of the Council for the year ending 31 March 2023:

Opening Balance on reserves		(224.951)
Key movements in reserves		
Covid 19 Expanded Retail Relief Reserve	-	2.740
Use of the Covid 19 funding		5.592
Collection Fund Cashflow Reserve - Covid 19 funding		13.917
Collection Fund Deficit		
Council Plan 2020/21 Reserve - Covid 19 funding Council Plan Priorities		2.534
Political Priorities Reserve		7.370
Delivering the Capital Programme		48.405
Total		(144.393)
Movement in other reserves		10.127
Closing Balance on Reserves		(134.266)

This table details the expected reserves position of the Council for the year ending 31 March 2023:

Reserve	Opening Balance 1 April 2022	In-Year Movements	Forecast Outturn Current Balance 31/03/23
Unearmarked reserves			
General Fund Balance	(29.247)	0.681	(28.566)
Earmarked reserves			
Non Distributable reserve			
Funding Core Responsibilities			
Corporate Property Reserve * <i>sinking funds</i>	(2.161)	1.134	(1.027)
Brooklands & Whitehouse Sinking Fund	(0.683)	(0.033)	(0.715)
3G Pitch sinking fund	(0.165)	(0.055)	(0.220)
HR Manpower Planning Reserve	(1.698)	0.000	(1.698)
Internal Insurance Fund	(2.256)	0.200	(2.056)
Pension Fund	(3.924)	0.000	(3.924)

Legal Fees Reserve	(2.097)	0.500	(1.597)
Covid 19 Reserve	(5.860)	5.592	(0.268)
Events Reserve	(0.100)	0.050	(0.050)
Highways Severe Weather Reserve	(0.200)	0.000	(0.200)
Highways and E&W transformation reserve	(0.928)	0.294	(0.634)
Housing Benefit Subsidy Equalisation	(0.458)	0.000	(0.458)
Devolved Landscape provision	(0.044)	0.044	0.000
LCTS & Welfare	(0.958)	0.280	(0.678)
Overpayments and Welfare Reform	(0.342)	0.040	(0.302)
Delivering Transformation and Change			
Strategic Development Fund	(2.577)	0.666	(1.912)
Office 365 Implementation	(0.032)	0.032	0.000
One Off Pressures Funding Reserve	0.000	(1.177)	(1.177)
Housing Systems Service review	(0.100)	0.100	0.000
Customer Service and Digital	(0.010)	(0.020)	(0.030)
Feasibility Fund	(0.100)	0.000	(0.100)
Budget Management - Ring-fenced			
Better Care Fund	(0.655)	0.000	(0.655)
Cyber Security Measures	(0.139)	0.139	0.000
Bereavement Reserve	(3.630)	(0.939)	(4.568)
Parking Reserve	(0.101)	(0.135)	(0.236)
Public Health	(2.437)	0.128	(2.308)
3rd Party Funds			
Shared Services Reserve	(1.217)	0.834	(0.384)
Collection Fund Cashflow Reserve	(13.917)	13.917	0.000
Health Funding for CSC External Placements	(1.030)	1.030	0.000
Social Care grant reserve (earmarked in MTFP)	(1.600)	1.600	0.000
LD Pooled Budget Reserve	(0.048)	0.000	(0.048)
Broadband Delivery UK project.	(0.045)	0.023	(0.023)
Schools Balances	(11.832)	3.757	(8.075)
Tariff Management			
One-off Costs of the HCA Transfer	(0.255)	0.028	(0.227)
Tariff Reserve	(6.341)	(0.580)	(6.921)

Delivering Capital Programme - GF				
Capital Reserve - GF	(14.091)	12.028	(2.063)	(2.063)
Infrastructure Reserve	(16.498)	1.077	(15.421)	(15.421)
New Homes Bonus	(3.200)	3.200	0.000	0.000
Planning Gain Reserve (S106)	(1.234)	0.085	(1.149)	(1.149)
Waste Cashflow Reserve	(0.893)	0.790	(0.103)	(0.103)
Covid 19 earmarked one-off reserve				
Covid 19 Expanded Retail Relief Cashflow Reserve	(5.480)	2.740	(2.740)	(2.740)
TOTAL EARMARKED NON DISTRIBUTABLE RESERVES	(109.339)	47.370	(61.969)	(61.969)
Earmarked reserves				
Distributable reserve				
GF Temporary Earmarked Reserves				
City Archives Project	(0.004)	0.004	0.000	0.000
Community & Cultural Services Review (CCSR)	(0.020)	0.020	0.000	0.000
Conservation Areas	(0.013)	0.004	(0.009)	(0.009)
Heritage at Risk	(0.046)	0.003	(0.043)	(0.043)
Independent Review of Flooding Incident	(0.051)	0.010	(0.041)	(0.041)
Council Plan 2021/22	(2.791)	2.534	(0.257)	(0.257)
Political Priorities Reserve	(8.714)	7.370	(1.345)	(1.345)
European City of Sport	(0.034)	0.034	0.000	0.000
School Mobility Action Plan	(0.022)	0.022	0.000	0.000
Mobility Action Plan	(0.067)	0.000	(0.067)	(0.067)
Hot spot litter pick	(0.017)	0.017	0.000	0.000
Tree management survey and strategy	(0.228)	0.000	(0.228)	(0.228)
Estate regeneration	(0.068)	0.068	0.000	0.000
Fly tipping	(0.027)	0.027	0.000	0.000
Illegal encampments	(0.085)	0.042	(0.043)	(0.043)
Environmental Crime Enforcement officers	(0.025)	0.025	0.000	0.000
Period Poverty	(0.042)	0.022	(0.020)	(0.020)
E&W Contamination reserve	(0.051)	0.051	0.000	0.000
Neighbourhood Planning Support	(0.109)	0.059	(0.050)	(0.050)
Passenger Transport Studies and Projects	(0.010)	0.010	0.000	0.000
Resident Involvement	(0.027)	0.027	0.000	0.000
Traveller Site Clearance	(0.050)	0.050	0.000	0.000

Care Leavers Support	(0.070)	0.070	0.000
School Academy Conversion	(0.495)	0.495	0.000
Poverty Strategy	(0.035)	0.035	0.000
Paper Recycling Market Risk Reserve	0.000	(0.700)	(0.700)
2022/23 Budget Pressure reserve	(1.514)	1.514	0.000
Towns Fund Revenue Reserves	(0.004)	(0.706)	(0.710)
Children's Centre Activity Sessions	(0.026)	0.026	0.000
HMO License Fee	(0.074)	0.007	(0.067)
Homework Club	(0.030)	0.030	0.000
Temporary Accommodation Bad Debt Management	(0.178)	0.178	0.000
Regeneration - Estates Renewals Forums	(0.045)	0.045	0.000
Womans Euro - Woughton On the Green	(0.025)	0.025	0.000
Women's Euro	(0.072)	0.072	0.000
TOTAL DISTRIBUTABLE RESERVES	(15.067)	11.488	(3.579)
Total General Fund Reserves	(153.653)	59.539	(94.114)
HRA Reserves			
HRA Working Balance			
HRA Balance	(7.259)	(0.079)	(7.338)
Delivering Capital Programme - HRA			
Capital Reserve - HRA	(64.039)	31.225	(32.814)
Major Repairs Reserve	0.000	0.000	0.000
Total HRA Reserves	(71.298)	31.146	(40.153)
Total Reserves	(224.951)	90.685	(134.266)

Tariff Programme Forecast December 22

Scheme	Revised Budgets	Forecast	Variance	Slippage	Variance to Capital Budget after Slippage	Explain the reason for the forecast outturn position
		£'000	£'000	£'000	£'000	
Cash Investment						
Roads and Highways						
Monkston Junctions	110	110	0	0	0	
Brinklow Junction	50	50	0	0	0	Acceleration of budget
Crownhill & Loughton Junctions	50	50	0	0	0	
Magna Park Traffic Calming Scheme	120	20	(100)	100	0	Consultation ongoing with local stakeholders
Northfield Roundabout Signals	100	100	0	0	0	
CMK Junction Improvements	100	0	(100)	100	0	Preferred solution being re-evaluated
Strategic Land Traffic Mitigation	34	34	0	0	0	
Broughton Brook Fen Street crossing	200	0	(200)	200	0	No agreement to date with Places for People to complete
Tariff Local Roads	107	107	0	0	0	
H10 connection to Church Farm	200	50	(150)	150	0	Commencement of design process delayed
Redway Super Routes	75	75	0	0	0	
Fairfield's Civils Infrastructure	235	235	0	0	0	Addition of footpath and further lighting to temporary road to allow for longer term use
Total Roads and Highways	1,381	831	(550)	550	0	
Public Transport						
Magna Park & Whitehouse Bus Stops	129	49	(80)	80	0	Magna Park scheme delayed
P T Patronage and Subsidy	250	0	(250)	250	0	No schemes yet identified outside of DRT
Demand Responsive Transport	600	600	0	0	0	
Total Public Transport	979	649	(330)	330	0	
Schools						
WEA Primary 2 (Calverton Lane)	1,847	1,847	0	0	0	
Total Schools	1,847	1,847	0	0	0	
Leisure and Culture						
Fairfields Community Meeting Place	52	20	(32)	32	0	Delay in delivery of Local Centre has had consequential delay
Brooklands Community Space	300	30	(270)	270	0	Third party project delayed
Whitehouse (Area 10) WEA Leisure Facilities	50	10	(40)	40	0	Discussions with cricket bodies at early stages
Wavendon Sports & Community Centre	260	260	0	0	0	
CMK Library	255	55	(200)	200	0	Project delayed while issues with roof investigated
Fairfields Allotments	7	7	0	0	0	
Fairfields LP4	461	61	(400)	400	0	Limited delivery possible before end of financial year
Fairfields Playing Fields	45	45	0	0	0	
WEA Community Meeting Place	1,865	165	(1,700)	1,700	0	Construction commencement delayed due to material availability
Wavendon Playing Fields	386	386	0	0	0	
Brooklands Allotments	250	100	(150)	150	0	Delivery delayed whilst GCN position resolved
Whitehouse Allotments	200	75	(125)	125	0	On site works will commence but limited works possible this year
SLA Allotments	225	0	(225)	225	0	Currently behind Brooklands and Whitehouse in pipeline
Green Spaces	4,750	4,750	0	0	0	

Total Leisure and Culture	9,106	5,964	(3,142)	3,142	0	
Social Care and Health						
MKUH Pathway Unit	5,000	5,000	0	0	0	
Total Social Care and Health	5,000	5,000	0	0	0	
Other Services						
Expansion Area Flooding & Drainage Schemes	625	125	(500)	500	0	Staff changes at LLFA and IDB likely to lead to project delay
University for Milton Keynes	202	0	(202)	202	0	Delays in progression of Levelling Up Fund bid
Phase 2 Expansion Teaching & Learning	245	0	(245)	245	0	Awaiting project proposals from MK College, likely to be future year
St Mary Wavendon - Garden of rest	35	35	0	0	0	
Carbon Offset Schemes	340	315	(25)	25	0	Balance of funding to be applied to Street Light LED Programme
Voluntary Sector	250	250	0	0	0	
Expansion Area Public Art	80	80	0	0	0	
Inward Investment	200	200	0	0	0	
Total Other Services	1,977	1,005	(972)	972	0	
Total Cash	20,290	15,296	(4,994)	4,994	0	
Works in Kind						
Fen City Street	5,433	5,433	0	0	0	
Tariff Local Roads WIK	750	750	0	0	0	
TP Open Space and Play	460	460	0	0	0	
TP Local Play Area 1	179	179	0	0	0	
Fen Street Magna Park to Brooklands	1,524	1,524	0	0	0	
Calverton Lane/Fairways	1,612	1,612	0	0	0	
KS Incidental Open Space	58	58	0	0	0	Stockwell Lane works completed and settled.
EEA Local Play Area 6	315	315	0	0	0	
Brooklands Open Space phase 2	1,250	1,250	0	0	0	
EEA District Park and Playing Fields	1,527	1,527	0	0	0	
Western Expansion Area Local Play Area 5	236	236	0	0	0	
Western Expansion Area Neighbourhood Play Area 4	225	225	0	0	0	
Strategic Land	1,602	1,602	(0)	0	(0)	
V2 Extension	500	500	0	0	0	Delivery now being led by L&Q
Total Works in Kind	15,671	15,671	(0)	0	(0)	
Running Costs	146	146	0	0	0	
Total Tariff Programme	36,107	31,113	(4,994)	4,994	(0)	

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project				In Year								Commentary	RAG Status	Forecast Reason	Forecast Completion Date
		Total Expenditure Capital Budget	Prior Year Expenditure Actuals	Total Expenditure Actuals to date	Total Scheme Forecast	Forecast Variance to Capital Budget	Current Year Capital Budget	Current Year Actuals	Current Year Actuals Variance to Capital Budget	Current Forecast 2022/23	Forecast Slippage to Future Years	Forecast Variance to Capital Budget					
50T2X010	Adult Social Care and Health	85,756	17,422	17,422	85,756	0	68,334	0	-68,334	68,334	0	0					
50T4X012	Social Care - Property	85,756	17,422	17,422	85,756	0	68,334	0	-68,334	68,334	0	0					
50CPX001	Health & Safety in Social Care Buildings	85,756	17,422	17,422	85,756	0	68,334	0	-68,334	68,334	0	0	04/01/23: No current scheme	Green	On Target	00/01/00	
50T2X011	Children and Families	158,627,272	111,254,283	127,280,145	157,274,560	-1,352,712	29,104,402	16,025,862	-13,078,540	24,152,396	6,613,310	1,661,304					
50T3X019	Education, Effectiveness & Distribution	157,462,401	110,721,233	126,551,080	156,287,966	-1,174,435	28,472,581	15,829,847	-12,642,734	23,988,897	6,406,265	1,922,581					
50T4X014	Fire Alarms	956,886	276,575	525,597	956,886	0	680,311	249,022	-431,289	330,311	350,000	0	20/12/22: Willen distribution board due to complete Feb 1/2 term. Remaining fund slipped due to project scope needed.	Green	Slippage	31/03/23	
50CPX005	Fire Protection Improvements	956,886	276,575	525,597	956,886	0	680,311	249,022	-431,289	330,311	350,000	0					
50T4X015	Heating Installations	1,810,721	523,736	846,416	1,810,721	0	1,286,985	322,680	-964,305	686,985	600,000	0	20/12/22: CH start TBC due to working in term time & lead times for materials. M & T have planning to overcome start now due 2023-24 hence slippage	Green	Slippage	31/03/23	
50CPX005	Boiler & Distribution Replacements & Enhancements	1,810,721	523,736	846,416	1,810,721	0	1,286,985	322,680	-964,305	686,985	600,000	0					
50T4X019	Windows & Doors	2,236,364	866,605	1,779,529	2,236,364	0	1,369,759	912,924	-456,835	1,169,759	200,000	0	20/12/22: Sherington postponed until 2023. 2 additional roofing project investigation Cold Harbour & Caroline Haslett. Slippage of unexpected spend to next year.	Green	Slippage	31/03/23	
50CPX005	Roofs, Windows and Doors	2,236,364	866,605	1,779,529	2,236,364	0	1,369,759	912,924	-456,835	1,169,759	200,000	0					
50T4X020	Internal Works	750,000	107,518	128,570	748,430	-1,570	640,912	21,052	-619,860	300,000	339,342	-1,570	20/12/22: 2022-23 works will be identified & carried up to March 23. Slippage of extra over money to cover costs from future projects	Green	Slippage	31/03/23	
50CPX005	Emergency/reactive improvements Health and Safety	750,000	107,518	128,570	748,430	-1,570	640,912	21,052	-619,860	300,000	339,342	-1,570					
50T4X024	Primary - Nursery Places	387,743	387,743	419,821	419,821	32,078	0	32,078	32,078	32,078	0	32,078	21/12/22: 09/11/22: Project completed but incorrectly claimed a reduction from HRMC which was not eligible, therefore the costs have been recharged.	Green	On Target	00/01/00	
50CPX001	Stony Stratford Day Nursery	387,743	387,743	419,821	419,821	32,078	0	32,078	32,078	32,078	0	32,078					
50T4X025	Primary - Extension/Structural Works	7,566,290	6,265,377	6,984,224	7,429,569	-136,721	1,300,913	718,847	-582,066	721,218	442,973	-136,722	20/12/22: Localised improvement works only are required, awaiting completion of lighting works. Un-used funding to be returned to source.	Green	Underspend	30/08/22	
50CPX001	Priory Rise 1FOE	2,690,052	2,518,330	2,538,653	2,553,330	-136,722	171,722	20,323	-151,399	35,000	0	-136,722	20/12/22: Works complete, Final Account to be agreed. Slippage for professional fees at end of defects period	Green	Slippage	16/09/22	
50CPX010	Primary PRU site in Bletchley	280,000	0	222,862	280,000	0	280,000	222,862	-57,138	279,500	500	0	20/12/22: Snagging & Defects period will continue until end May 2023, hence slippage.	Green	Slippage	31/05/22	
50CPX008	Hanslope Primary School Expansion	4,596,238	3,747,047	4,222,709	4,596,239	1	849,191	475,662	-373,529	406,718	442,473	0					
50T4X026	Primary - New Build	33,559,948	8,302,937	13,955,464	33,554,977	-4,971	7,807,011	5,652,527	-2,154,484	10,108,090	193,950	2,495,029	15/12/22: project complete	Green	Underspend	30/12/22	
50CPX001	Shenley Wood New Primary 2 FOE	8,059,948	8,054,977	8,054,977	8,054,977	-4,971	4,971	0	-4,971	0	0	-4,971					
50CPX009	MK East - HIF Social Infrastructure	15,000,000	6,050	407,905	15,000,000	0	743,950	401,855	-342,095	550,000	193,950	0	22/12/22: 22/12/22: Now in detailed design development phase (RIBA Stage 4) with current stage cost plan being interrogated with potential savings identified. Planning application made 16/12/22 - 13-week process.	Green	Slippage	31/03/25	
50CPX009	Calverton Lane Primary School	10,500,000	241,910	5,492,582	10,500,000	0	7,058,090	5,250,672	-1,807,418	9,558,090	0	2,500,000	20/12/22: Project on programme for June 2023 completion. Cash flow forecast informs forecasting and will be updated as work progresses on site	Green	Acceleration	02/06/23	
50T4X028	Secondary - New Build	102,105,838	92,960,792	99,818,452	101,110,792	-995,046	8,397,734	6,857,660	-1,540,074	7,920,000	10,000	-467,734	15/12/22: final works to pitches to be paid to the Academy. Outstanding professional fees to be paid when amount agreed, being disputed.	Green	On Target	31/03/22	
50CPX001	Walton High at Brooklands Ph1	27,679,269	27,654,269	27,658,092	27,679,269	0	25,000	3,823	-21,177	25,000	0	0	15/12/22: Contribution towards Fire doors to be agreed and installed, along with externals works in 2023. Future funding not required, to be returned to source	Green	Underspend	30/06/23	
50CPX005	Whitehouse 12FE Secondary School	39,526,042	39,076,042	38,596,508	39,336,042	-190,000	260,000	-479,534	-739,534	60,000	10,000	-190,000	22/12/22: 22/12/22: Project delivered on time. Now in 12-month aftercare phase with final retention payment to be released Sept 23. Awaiting install of separate EV charging posts (via BP Pulse). PO raised.	Green	Underspend	02/09/22	
50CPX008	Glebe Meadows Primary & Secondary School	34,900,527	26,230,481	33,563,852	34,095,481	-805,046	8,112,734	7,333,371	-779,363	7,835,000	0	-277,734					
50T4X029	Special Schools	7,886,664	952,791	1,995,848	7,888,164	1,500	6,933,873	1,043,057	-5,890,816	2,665,373	4,270,000	1,500	20/12/22: Project in defects period. Forecast is for final QS fees. Funding available and will be requested as required.	Green	On Target	28/02/22	
50CPX007	Shepherdswell Academy - Special Provision	295,150	295,150	291,988	295,650	500	0	-3,162	-3,162	500	0	500	20/12/22: Planning application submitted. Start works Feb 23, complete Sept/Oct 23, profiling to be agreed and monitored closely.	Green	Slippage	30/09/23	
50CPX008	St Pauls School - Special Provision	2,602,981	3,481	88,107	2,602,981	0	2,599,500	84,626	-2,514,874	150,000	2,449,500	0	20/12/22: All works complete, Phase two in defects period. Retained budget for final account and fees at end of defects period	Green	On Target	18/02/22	
50CPX009	New Bradwell - Special Provision	93,150	93,150	91,216	93,150	0	0	-1,934	-1,934	0	0	0	20/12/22: Project complete	Green	On Target	02/10/20	
50CPX009	Romans Field - Special Provision	500,000	11,615	295,152	500,000	0	488,385	283,537	-204,848	487,885	500	0	20/12/22: Project complete, final account to be agreed. Slippage for professional fees at end of defects period	Green	Slippage	30/09/22	
50CPX009	The Walnuts (Bletchley) Phase Three - Special Provision	160,383	160,383	159,385	161,383	1,000	0	-998	-998	1,000	0	1,000	20/12/22: Project complete, budget retained for final fees	Green	On Target	31/01/22	
50CPX011	Stephenson Academy - Special Provision	2,000,000	0	651,552	2,000,000	0	2,000,000	651,552	-1,348,448	1,900,000	100,000	0	20/12/22: School managed project, forecast based on latest cash flow. Works commenced on site, completion due April 23	Amber	Slippage	30/04/23	
50CPX011	Primary PRU - Special Provision	1,820,000	0	22,825	1,820,000	0	1,820,000	22,825	-1,797,175	100,000	1,720,000	0	20/12/22: Out to tender, works due to commence early 2023, completion Sept 23	Green	Slippage	31/08/23	
50T4X077	Access Initiative	201,947	77,159	97,159	132,242	-69,705	55,083	20,000	-35,083	55,083	0	0	15/12/22: Walnuts delivered, requests received from Germander P & Broughton to be approved	Green	On Target	31/03/23	
50CPX007	Pupil Specific Works-Pre & Primary	201,947	77,159	97,159	132,242	-69,705	55,083	20,000	-35,083	55,083	0	0					
50T3X039	Integrated Support & Social Care	1,164,871	533,050	729,065	986,594	-178,277	631,821	196,015	-435,806	163,499	207,045	-261,277					
50T4X048	Libraries	1,041,099	503,483	648,723	782,827	-258,272	537,616	145,240	-392,376	72,299	207,045	-258,272					

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project					In Year							Commentary	RAG Status	Forecast Reason	Forecast Completion Date
		Total Expenditure Capital Budget	Prior Year Expenditure Actuals	Total Expenditure Actuals to date	Total Scheme Forecast	Forecast Variance to Capital Budget	Current Year Capital Budget	Current Year Actuals	Current Year Actuals Variance to Capital Budget	Current Forecast 2022/23	Forecast Slippage to Future Years	Forecast Variance to Capital Budget					
50CPX010 37	Community Learning MK - CMK Library changes	Janis Stars	255,000	118,281	147,254	138,281	-116,719	136,719	28,973	-107,746	20,000	0	-116,719	21/12/22: Phase 1 works completed. Underspend to be returned to source and rest of the works in CMK Library placed on hold until further notice CPB.	Green	Underspend	30/03/23
50CPX012 16	Bletchley Library - Building work at Bletchley Library	Janis Stars	45,625	0	0	45,625	0	45,625	0	-45,625	20,000	25,625	0	21/12/22: Project to commence in March 2023 with planned completion April 2023 hence slippage.	Amber	Slippage	30/05/23
50CPX002 83	Self Service Kiosks in Libraries	Simon Sims	200,000	167,701	167,701	200,000	0	32,299	0	-32,299	32,299	0	0	23/12/22: Remaining amount to support roll-out of contactless payment installation and for maintenance after the first year.	Amber	On Target	31/12/19
50CPX006 47	Library ICT Upgrade	Simon Sims	100,000	78,761	78,761	78,761	-21,239	21,239	0	-21,239	0	0	0	23/12/22: All work has been completed on this capital project - the upgrade has been completed.	Green	Underspend	31/03/22
50CPX006 48	Open Libraries Solutions	Simon Sims	250,000	53,289	168,579	134,709	-115,291	196,711	115,290	-81,421	0	81,420	-115,291	23/12/22: Remaining amount to support the future development of Libraries Xtra (Open Libraries) to other libraries - this is expected to happen in 2023/24 looking to expand our open libraries offer.	Green	On Target	31/03/22
50CPX008 41	Central Library and City Archive Integration, Phase 1	Simon Sims	100,000	0	0	100,000	0	100,000	0	-100,000	0	100,000	0	23/12/22: Bee Lewis is project lead and on hold pending further studies on condition of the building.	Amber	Slippage	30/06/20
50CPX009 49	Library Provision for Western Expansion Area	Simon Sims	90,474	85,451	86,428	85,451	-5,023	5,023	977	-4,046	0	0	-5,023	23/12/22: Project has been completed.	Green	Underspend	00/01/00
50T4X087	Adoption and Fostering		25,772	22,767	22,767	105,767	79,995	3,005	0	-3,005	0	0	-3,005				
50CPX001 93	Adoption and fostering service: Building adaptations and car	Sharon Godfrey	25,772	22,767	22,767	105,767	79,995	3,005	0	-3,005	0	0	-3,005	£83k forecast for adaption works on private home, the remainder of the works are being funded by the DFG.	Green	On Target	31/03/22
50T4X091	Childrens Centres		98,000	6,800	57,575	98,000	0	91,200	50,775	-40,425	91,200	0	0				
50CPX009 98	Hedge rows Childrens Centre	Janis Stars	98,000	6,800	57,575	98,000	0	91,200	50,775	-40,425	91,200	0	0	21/12/22: Phase 1 completed. Phase 2 - boundary fence works: Planning Permission obtained with delivery of works planned until end of January.	Green	On Target	30/03/23
50T2X013	Housing & Regeneration - HRA		296,912,788	134,657,660	163,403,430	297,267,259	354,471	91,232,352	28,745,770	-62,486,582	53,811,075	38,207,880	786,603				
50T3X021	New Council Housing		53,829,671	32,508,437	33,723,840	50,540,046	-3,289,625	12,578,929	1,215,403	-11,363,526	8,885,332	4,298,787	605,190				
50T4X037	New Build		19,973,649	6,253,044	7,318,508	16,666,150	-3,307,499	4,978,300	1,065,464	-3,912,836	2,199,635	3,365,981	587,316				
50CPX007 75	Talland Site 1&2 New Council Houses	Rahul Munday	1,565,709	1,427,451	1,577,853	1,617,537	51,828	105,071	150,402	45,331	153,850	0	48,779	22/12/22: 22/12/2022: project handed over; forecast overspend due to original budgets produced by YourMK no longer being valid;	Red	Overspend	31/05/22
50CPX007 82	Kirkstall Option 1 New Council Houses	Rahul Munday	4,279,259	78,093	80,193	80,193	-4,199,066	732,611	2,100	-730,511	2,100	730,511	0	22/12/22: 22/12/2022: Project aborted due to planning issues	Amber	Slippage	00/01/00
50CPX009 07	Rowlands Close - New Council Houses	Rahul Munday	1,520,849	349,329	541,031	1,461,206	-59,643	1,137,968	191,702	-946,266	689,093	389,232	-59,643	22/12/22: 22/12/2022: Project within approved budget but increased from last forecast due to utility delays and price volatility and inflation.	Amber	Slippage	31/03/21
50CPX002 42	Coltsfoot New Council Houses	Peter Wilson	3,595,958	3,113,904	3,806,387	4,176,818	580,860	402,055	692,483	290,428	893,014	89,901	580,860	09/12/22: 09/12/22 Scheme handed over, additional works to comply with planning condition and worst case estimate of EOT claim included.	Amber	Overspend	01/03/22
50CPX002 46	Germander New Council Houses	Peter Wilson	1,233,158	1,166,443	1,168,285	1,270,346	37,188	66,715	1,842	-64,873	103,903	0	37,188	09/12/22: 09/12/22 Scheme Completed Dec 21. Retention payment to be paid. Increase forecast linked to EOT claim re Coltsfoot & Germander	Amber	Overspend	09/11/21
50CPX007 74	Kellan Drive Site 2 New Council Houses	Peter Wilson	0	0	3,040	0	0	0	3,040	3,040	0	0	0	18/08/22: 18/08/22 Scheme not included in HRA Capital Budget	Amber	Exceptional item	31/03/23
50CPX007 76	Fern Grove New Council Houses	Peter Wilson	855,217	30,735	30,735	874,430	19,213	434,722	0	-434,722	84,545	350,177	0	09/12/22: 09/12/22 tender evaluation underway - subject to gateway review subject to HRA headroom	Amber	Overspend	31/03/22
50CPX007 78	Glovers Lane New Council Houses	Peter Wilson	1,636,832	48,745	48,745	1,643,664	6,832	513,330	0	-513,330	0	513,330	0	09/12/22: 09/12/22 Awaiting planning decision and will be subject to gateway review before committing and contract award.	Amber	Slippage	31/03/22
50CPX007 81	Surrey Road New Council Houses	Peter Wilson	1,397,363	38,344	59,149	1,377,495	-19,868	391,143	20,805	-370,338	127,630	243,645	-19,868	09/12/22: 09/12/22 Demo costs 78k brought forward due to fire/ demo contract starts 12/12/22. Tender evaluation underway - subject to gateway review.	Amber	Slippage	31/03/22
50CPX007 83	Kellan Drive Site 1 New Council Houses	Peter Wilson	0	0	3,090	0	0	0	3,090	3,090	0	0	0	18/08/22: 18/08/22 Scheme not included in HRA Capital Budget	Amber	Exceptional item	31/03/23
50CPX010 46	Berwick Drive - New Council Houses	Peter Wilson	3,889,304	0	0	4,164,461	275,157	1,194,685	0	-1,194,685	145,500	1,049,185	0	09/12/22: 09/12/22 tender evaluation underway - subject to gateway review. Inclusive of s106 costs	Green	On Target	00/01/00
50T4X038	Conversions		1,120,907	1,002,091	1,005,598	1,138,781	17,874	118,816	3,507	-115,309	29,527	107,163	17,874				
50CPX009 06	159 Ramsons Conversions	Clare Dowds	107,915	752	1,167	107,915	0	107,163	415	-106,748	0	107,163	0				
50CPX008 33	Laurels - Conversion to 3 Council Houses	Peter Wilson	1,012,992	1,001,339	1,004,431	1,030,866	17,874	11,653	3,092	-8,561	29,527	0	17,874	09/12/22: 09/12/22 Retention to be released this month - Completed	Red	Overspend	00/01/00
50T4X039	Acquisitions		32,735,115	25,253,302	25,399,734	32,735,115	0	7,481,813	146,432	-7,335,381	6,656,170	825,643	0				
50CPX007 22	Purchase of Properties (Council Dwellings)	Julia Banham	20,409,551	19,447,440	19,504,277	20,409,551	0	962,111	56,837	-905,274	136,468	825,643	0	23/12/22: 24/12/22: JB: No change - At present only 1 acquisition is in the pipeline, total spend in the region of £136,400. 825k to slip to 2023.	Green	On Target	31/03/24
50CPX009 63	NSAP 1 Bed Acquisitions	Julia Banham	4,414,307	4,414,307	4,503,012	4,414,307	0	0	88,705	88,705	0	0	0	23/12/22: 24/12/22: JB: Project ended. NO further spend expected.	Green	On Target	31/03/22
50CPX010 03	2 Beds for MKC's Mellish & Gables tenants	Julia Banham	1,376,257	1,376,257	1,377,147	1,376,257	0	0	890	890	0	0	0	24/12/22: JB: Remaining funds transferred back to HRA. No more spend expected, although items have been posted on this budget incorrectly and a few late Mears invoices appeared.	Green	On Target	31/03/22
50CPX009 64	Fishermead - Modular	Peter Wilson	6,535,000	15,298	15,298	6,535,000	0	6,519,702	0	-6,519,702	6,519,702	0	0	17/11/22: 17/11/22 Units being delivered to site. Expected completion Mar 23.	Amber	Slippage	31/12/21

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project					In Year							Commentary	RAG Status	Forecast Reason	Forecast Completion Date
		Total Expenditure Capital Budget	Prior Year Expenditure Actuals	Total Expenditure Actuals to date	Total Scheme Forecast	Forecast Variance to Capital Budget	Current Year Capital Budget	Current Year Actuals	Current Year Actuals Variance to Capital Budget	Current Forecast 2022/23	Forecast Slippage to Future Years	Forecast Variance to Capital Budget					
50T3X022	Regeneration HRA	92,000,124	6,567,831	8,999,383	95,462,808	3,462,684	26,135,779	2,431,552	-23,704,227	5,781,041	20,354,738	0					
50T4X036	Regeneration (HRA)	92,000,124	6,567,831	8,999,383	95,462,808	3,462,684	26,135,779	2,431,552	-23,704,227	5,781,041	20,354,738	0					
50CPX009 95	Melish and Gables Demolition	Kathleen Cook	4,180,000	56,622	1,102,276	4,180,000	0	2,400,000	1,045,654	-1,354,346	2,000,000	400,000	0	15/12/22: Demolition nearly complete at Gables, due to complete January. Melish started 7 November, asbestos being removed. Demolition to complete June 2023. Telecoms to be removed by end of Jan.	Amber	Slippage	01/07/23
50CPX009 65	Melish & Gables - Leasehold Buy-Backs	Alison Cook	3,095,124	3,095,124	3,096,599	3,095,124	0	0	1,475	1,475	0	0	0		Green	Overspend	30/10/21
50CPX007 84	Lakes Satellite Sites - Land Value Enhancement	Rahul Mundry	2,933,093	2,461,216	2,808,795	2,933,093	0	471,877	347,579	-124,298	339,177	132,700	0	22/12/22: 22/12/2022: RM/PW: Includes grounds investigations and pre-tender design, construction budget for Phase A shown below separately.	Green	On Target	31/03/22
50CPX009 74	Lakes Estate - Environmental Improvements	Rahul Mundry	899,871	183,174	624,991	910,451	10,580	716,697	441,817	-274,880	607,680	109,017	0	22/11/22: 22/11/2022: (RM/PW): Cycle path and 4.no play areas now completed, on-going work on courtyards; expected completion Q1/23-24	Green	On Target	00/01/00
50CPX010 00	The Lakes Estate Regeneration	Rahul Mundry	57,590,036	0	46,005	60,290,902	2,700,866	13,472,673	46,005	-13,426,668	1,777,774	11,694,899	0	22/12/22: 22/12/2022: Forecast spend, includes main construction budget, subject to tender prices; forecast timescales are subject to agreements with Graham Group, the successful Stage 1 tenderer.	Green	On Target	31/03/27
50CPX007 85	Cripps Lodge - Land Value Enhancement	Peter Wilson	740,665	740,665	748,320	740,665	0	0	7,655	7,655	0	0	0	18/08/22: 18/08/22 Costs transferred to 50CPX01047	Amber	Overspend	30/09/21
50CPX009 53	Fullers Slade Regeneration	Peter Wilson	1,829,000	31,030	230,991	1,829,000	0	1,797,970	199,961	-1,598,009	263,184	1,534,786	0	09/12/22: 9/12/22 CPB Nov meeting - regen project paused due to HRA Headroom Position	Amber	On Target	01/10/22
50CPX010 47	Cripps Lodge	Peter Wilson	20,732,335	0	341,406	21,483,573	751,238	7,276,562	341,406	-6,935,156	793,226	6,483,336	0	09/12/22: 09/12/22 Working to produce invitation to tender, inclusive of Parks Trust land purchase and site security.	Green	Overspend	00/01/00
50T3X023	Asset Management	144,019,752	90,054,887	114,116,902	144,330,969	311,217	50,980,909	24,062,015	-26,918,894	37,737,771	13,554,355	311,217					
50T4X018	Urgent Failing Components	5,752,411	911,921	1,709,836	6,063,628	311,217	3,732,034	797,915	-2,934,119	931,000	3,112,251	311,217					
50CPX002 23	Harrier Court	Clare Dowds	2,540,881	28,774	28,774	2,540,881	0	2,343,651	0	-2,343,651	50,000	2,293,651	0	26/09/22: 09/01/23 Planning has been approved, November 22. The scale and complexity of project which includes decanting of 14 flats means delivery will not be on site until 23-24	Green	Slippage	31/03/22
50CPX008 32	Reema Blocks - 16 Blocks	Clare Dowds	1,850,000	0	0	1,850,000	0	950,000	0	-950,000	150,000	800,000	0	26/09/22: 09/01/23 further structural investigations required and will be reviewed scope of works for works to be agreed in future years.	Amber	On Target	31/03/22
50CPX009 89	Replacement stairlifts	Clare Dowds	118,600	0	37,868	118,600	0	78,600	37,868	-40,732	60,000	18,600	0	26/09/22: 26/09/22 this is demand led budget, in year expenditure not currently billed however based on in year spend will slip part to support future years	Green	Slippage	31/03/22
50CPX011 57	Ongoing Council Dwelling Insurance Works	Clare Dowds	0	0	249,615	0	0	249,615	249,615	0	0	0	0				
50CPX009 62	Granby Court and Everglade House	Alison Cook	621,000	261,217	763,382	932,217	311,217	359,783	502,165	142,382	671,000	0	311,217		Green	Underspend	31/03/22
50T4X031	Decent Homes Programme	65,108,688	43,200,735	57,796,592	63,349,193	-1,759,495	21,907,953	14,595,857	-7,312,096	19,198,458	950,000	-1,759,495					
50CPX002 02	Communal	Clare Dowds	11,562,049	6,847,948	9,789,538	11,562,049	0	4,714,101	2,941,590	-1,772,511	4,264,101	450,000	0	26/09/22: 09/01/23: delay in start to some planned works due to leaseholder consultation and lead in time required for these projects, results in budget being slipped to 23/24.	Green	On Target	31/03/22
50CPX002 03	Doors	Clare Dowds	5,320,878	4,388,960	4,931,140	5,320,878	0	931,918	542,180	-389,738	931,918	0	0	26/09/22: 26/09/22 demand led project focusing on replacement of flat entrance fire doors.	Green	On Target	31/03/22
50CPX002 04	Windows	Clare Dowds	4,763,617	3,504,617	3,927,630	4,763,617	0	1,259,000	423,013	-835,987	759,000	500,000	0	26/09/22: 26/09/22 Will be reviewed p7 based on review of remaining asset list. Any underspend would be slipped to support SHDF whole house projects	Green	On Target	31/03/22
50CPX005 86	Bathrooms	Clare Dowds	10,308,598	6,534,688	8,614,706	9,308,598	-1,000,000	3,773,910	2,080,018	-1,693,892	2,773,910	0	-1,000,000	26/09/22: 26/09/2022 current run rates are slowed to ensure quality and review of replacements in voids is likely to see request for £1m to be moved to void bathrooms	Green	On Target	31/03/22
50CPX005 87	Electrics / Wiring	Clare Dowds	2,876,922	1,268,392	3,513,572	3,676,922	800,000	1,608,530	2,245,180	636,650	2,408,530	0	800,000	26/09/22: 09/01/23 continued positive run rate on this compliance related activity, £0.8m moved from Kitchens to support overspend.	Red	On Target	31/03/22
50CPX005 88	Kitchens	Clare Dowds	24,233,423	15,872,423	20,958,863	22,433,423	-1,800,000	8,361,000	5,086,440	-3,274,560	6,561,000	0	-1,800,000	26/09/22: 09/01/23 likely underspend based on current outcomes from condition surveys and run rate to ensure quality. Request to move £1m underspend to support Void Kitchens and £0.8m to support electrics.	Amber	On Target	31/03/22
50CPX008 27	External Walls & Fencing	Clare Dowds	6,043,202	4,783,707	6,061,143	6,283,707	240,505	1,259,495	1,277,436	17,941	1,500,000	0	240,505	26/09/22: 26/09/22 current spend is to forecast. This year primarily demand led adhoc programme.	Amber	On Target	31/03/22
50T4X032	Structural Upgrades	23,658,605	13,810,612	17,039,009	23,409,346	-249,259	9,847,993	3,228,397	-6,619,596	7,198,734	2,400,000	-249,259					
50CPX005 91	Structural - Roofing	Clare Dowds	23,096,616	13,652,251	16,879,500	22,847,357	-249,259	9,444,365	3,227,249	-6,217,116	6,795,106	2,400,000	-249,259	26/09/22 a number of projects due to their complexity required longer lead in times, therefore slipping into 23/24. Small overspend in External walls and fencing covered from this project line.	Green	On Target	31/03/22
50CPX009 30	Lifts at Sheltered Schemes	Clare Dowds	561,989	158,361	159,509	561,989	0	403,628	1,148	-402,480	403,628	0	0	26/09/22: 26/09/22 Four lifts due to be replaced, with Radcote & Petworth projects both complex and requiring structural works which could mean part slippage to 22-23	Green	On Target	31/03/22
50T4X033	Heating Upgrades	9,053,462	7,823,462	8,691,124	9,933,462	880,000	1,230,000	867,662	-362,338	2,000,000	110,000	880,000					
50CPX005 90	Boilers & Heating Distribution	Clare Dowds	5,876,064	4,876,064	5,713,082	6,756,064	880,000	1,000,000	837,018	-162,982	1,880,000	0	880,000	26/09/22: 09/01/23 response to in year planned project to address inefficient boilers has seen smaller than expected up take, which reduces the previously forecast overspend.	Green	Overspend	31/03/22
50CPX008 26	Communal Heating	Clare Dowds	3,177,398	2,947,398	2,978,042	3,177,398	0	230,000	30,644	-199,356	120,000	110,000	0	26/09/22: 09/01/23 two communal heating failures in Qt3 resulted forecast spend, feasibility for Prichard Court ongoing and to be slipped into 23/24.	Amber	On Target	31/03/22

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project					In Year							Commentary	RAG Status	Forecast Reason	Forecast Completion Date
		Total Expenditure Capital Budget	Prior Year Expenditure Actuals	Total Expenditure Actuals to date	Total Scheme Forecast	Forecast Variance to Capital Budget	Current Year Capital Budget	Current Year Actuals	Current Year Actuals Variance to Capital Budget	Current Forecast 2022/23	Forecast Slippage to Future Years	Forecast Variance to Capital Budget					
50T4X035	Fire Safety Works	4,562,212	3,395,783	3,556,139	4,232,212	-330,000	1,166,429	160,356	-1,006,073	266,429	570,000	-330,000					
50CPX002	Mellish Court Fire Safety Upgrades	2,042,531	2,042,531	2,050,288	2,042,531	0	0	7,757	7,757	0	0	0	26/09/22: 26/09/22 - no spend previous year budget	Green	On Target	31/03/22	
50CPX008	Fire Safety Works	2,519,681	1,353,252	1,505,851	2,189,681	-330,000	1,166,429	152,599	-1,013,830	266,429	570,000	-330,000	26/09/22: 09/01/23 this is a demand led project line, the majority of projects identified require leaseholder consultation hence the slippage to 23/24 and £0.330m moved to wiring project	Green	On Target	31/03/22	
50T4X078	Voids	24,384,374	20,912,374	24,768,140	25,843,128	1,458,754	3,472,000	3,855,766	383,766	4,930,754	0	1,458,754					
50CPX005	Voids - Bathroom	1,325,959	1,249,959	1,532,744	1,771,753	445,794	76,000	282,785	206,785	521,794	0	445,794	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Green	Overspend	31/03/25	
50CPX005	Voids - Door	1,628,793	1,498,793	1,816,729	1,942,221	313,428	130,000	317,936	187,936	443,428	0	313,428	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Green	Overspend	31/03/25	
50CPX005	Voids - Kitchen	2,692,857	2,466,857	2,783,586	3,044,525	351,668	226,000	316,729	90,729	577,668	0	351,668	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Green	Overspend	31/03/25	
50CPX005	Voids - Structure	16,958,978	14,046,978	16,704,930	16,958,978	0	2,912,000	2,657,952	-254,048	2,912,000	0	0	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Red	Overspend	31/03/25	
50CPX005	Voids - Windows	180,444	166,444	199,869	213,510	33,066	14,000	33,425	19,425	47,066	0	33,066	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Green	Overspend	31/03/25	
50CPX005	Voids - Wiring	1,597,343	1,483,343	1,730,282	1,912,141	314,798	114,000	246,939	132,939	428,798	0	314,798	25/02/22: 25/02/22: significant works continue to be required in voids however processes in place to reduce expenditure.	Green	Overspend	31/03/25	
50T4X092	Energy Improvement	11,500,000	0	556,062	11,500,000	0	9,624,500	556,062	-9,068,438	3,212,396	6,412,104	0					
50CPX010	Netherfield Decarbonisation	11,500,000	0	556,062	11,500,000	0	9,624,500	556,062	-9,068,438	3,212,396	6,412,104	0	26/09/22: 26/09/22 project design has had additional complexities along with planning application considerations which has delayed project. The majority of site works will now fall during 22-23. On going communication with grant funder to support.	Green	Slippage	00/01/00	
50T3X025	Disabled Adaptations HRA	7,063,241	5,526,505	6,563,305	6,933,436	-129,805	1,536,735	1,036,800	-499,935	1,406,931	0	-129,804					
50T4X030	Disabled Adaptations	7,063,241	5,526,505	6,563,305	6,933,436	-129,805	1,536,735	1,036,800	-499,935	1,406,931	0	-129,804					
50CPX005	Aids & Adaptations	7,063,241	5,526,505	6,563,305	6,933,436	-129,805	1,536,735	1,036,800	-499,935	1,406,931	0	-129,804	19/12/22: Dec-22 forecast adjustment - Contractor unlikely to complete more than 50% of the cases allocated, due to capacity issues (current allocation £1.151m)	Amber	Slippage	31/03/22	
50T2X014	Housing & Regeneration - GF	9,245,313	7,404,549	8,452,912	9,245,313	0	1,840,764	1,048,363	-792,401	1,342,471	498,293	0					
50T3X020	Disabled adaptations GF	9,245,313	7,404,549	8,452,912	9,245,313	0	1,840,764	1,048,363	-792,401	1,342,471	498,293	0					
50T4X040	Disabled Facilities Grant	9,245,313	7,404,549	8,452,912	9,245,313	0	1,840,764	1,048,363	-792,401	1,342,471	498,293	0					
50CPX005	Disabled Facilities Grant	9,245,313	7,404,549	8,452,912	9,245,313	0	1,840,764	1,048,363	-792,401	1,342,471	498,293	0	19/12/22: Dec-22 forecast adjustment - Contractor unlikely to complete more than 50% of the cases allocated, due to capacity issues (current allocation £1.153m)	Amber	Slippage	31/03/22	
50T2X020	Customer and Community Sevices	13,303,527	8,253,039	9,400,467	13,303,527	0	4,243,939	1,147,428	-3,096,511	2,185,343	2,058,596	0					
50T3X052	Customer and Community Sevices	13,303,527	8,253,039	9,400,467	13,303,527	0	4,243,939	1,147,428	-3,096,511	2,185,343	2,058,596	0					
50T4X016	Leisure	9,702,963	6,320,034	6,747,566	9,702,963	0	3,346,380	427,532	-2,918,848	1,351,327	1,995,053	0					
50CPX008	MK Arts Centre	1,271,000	506,554	527,535	1,271,000	0	764,446	20,981	-743,465	696,446	68,000	0	21/12/22: Linford Manor Almshouses transferred to MK Parks Trust completed. Radcliffe building drainage and structural enhancement work on hold due the possible building closure. Hence slippage	Amber	Slippage	30/12/23	
50CPX009	Fairfield Pitches	520,000	474,943	499,072	520,000	0	45,057	24,129	-20,928	45,057	0	0	19/12/22: Works started to complete outstanding planting works by end of Q4.	Green	On Target	31/03/23	
50CPX009	Whitehouse Community Facility	1,900,000	45,765	109,547	1,900,000	0	1,854,235	63,782	-1,790,453	100,000	1,754,235	0	20/12/22: Contract awarded, work expected to commence Feb 23 and complete Summer 23. Slippage due to re-design and material availability issues	Amber	Slippage	31/07/23	
50CPX009	Wavendon Playing Fields	945,000	508,451	812,661	945,000	0	400,000	304,210	-95,790	331,933	68,067	0	19/12/22: Plant replacements ongoing. Outstanding drainage and establishment works planned for spring 2023 hence slippage into 2023/24.	Amber	Slippage	30/09/23	
50CPX001	Tattenhoe Park Community Wellness Hub	2,159,482	2,159,482	2,107,321	2,159,482	0	0	-52,161	-52,161	0	0	0	15/12/22: Project now complete and facility open. Final retention to be released by January 2023.	Green	On Target	31/03/27	
50CPX002	Woolstones Community Centre Refurb	54,601	43,840	43,840	54,601	0	10,761	0	-10,761	10,761	0	0	15/12/22: Structural survey done to identify works on listed building, dependent on historic building consent.	Green	On Target	31/03/23	
50CPX006	Refurbishment of Local Community Centres	85,582	55,831	55,831	85,582	0	29,751	0	-29,751	0	29,751	0	15/12/22: Project to deliver Tattenhoe Pavilion development, work planned to be delivered in 23/24. Seeking third party funding.	Amber	Slippage	31/12/23	
50CPX006	Fairfields (Area 11) WEA Leisure and Community Facilities	1,823,459	1,822,110	1,797,509	1,823,459	0	1,349	-24,601	-25,950	1,349	0	0	15/12/22: Facility in the process of being transferred to MK Dons. Funding will be used to complete any further identified rectifications. Final retention to be released by end Jan 2023.	Green	On Target	30/09/22	
50CPX009	Fairfield Ground works	793,839	703,058	772,852	793,839	0	90,781	69,794	-20,987	90,781	0	0	15/12/22: Facility in the process of being transferred to MK Dons. Work complete on access road, lighting and footpath.	Green	On Target	31/12/22	
50CPX010	Improved Security at Leisure Sites	150,000	0	21,398	150,000	0	150,000	21,398	-128,602	75,000	75,000	0	15/12/22: A programme of improvements has been agreed and work has commenced on a number of sites. Slippage due difficulties sourcing contractors.	Amber	Slippage	31/03/24	

Capital Expenditure Forecast December 2022

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50T4X049	Sports	3,350,564	1,933,005	2,652,901	3,350,564	0	867,559	719,896	-147,663	804,016	63,543	0					
50CPX008 39	SLA Wavendon Community Facility	2,605,000	1,800,484	2,520,380	2,605,000	0	804,516	719,896	-84,620	804,016	500	0	20/12/22: Works complete and handed over, final account to be agreed. Slippage for professional fees at end of defects period	Green	Slippage	15/07/22	
50CPX002 93	Westcroft Pavilion Reconfiguration	145,564	132,521	132,521	145,564	0	13,043	0	-13,043	0	13,043	0	15/12/22: No work required at Westcroft, funding to be used to deliver project at Tattenhoe Pavilion in 23/24. Year end slipped to 50CPX00641.	Amber	Slippage	31/03/24	
50CPX008 40	[CLOSED] Whitehouse (Area 10) WEA Leisure and Community Facilities	600,000	0	0	600,000	0	50,000	0	-50,000	0	50,000	0	15/12/22: Additional funding required, discussions ongoing. May not commence until 2023/4 depending on discussions with England Cricket Board, hence slippage.	Amber	Slippage	31/03/24	
50T4X090	Community Safety	250,000	0	0	250,000	0	30,000	0	-30,000	30,000	0	0					
50CPX009 48	CCTV	250,000	0	0	250,000	0	30,000	0	-30,000	30,000	0	0	15/12/22: TVP in process of developing tender for new CCTV system which is planned for delivery by the end of 23/24.	Green	Acceleration	31/03/24	
50T2X015	Planning and Placemaking	41,441,712	15,975,727	16,779,447	41,441,711	-1	15,625,000	803,720	-14,821,280	12,930,953	2,694,046	-1					
50T3X014	Innovation	12,525,676	11,756,967	11,897,782	12,525,676	0	768,709	140,815	-627,894	558,753	209,956	0					
50T4X075	Transport Innovation	4,820,802	4,322,792	4,487,010	4,820,802	0	498,010	164,218	-333,792	398,010	100,000	0					
50CPX005 18	Go Ultra Low - Infrastructure	3,955,802	3,865,015	3,880,542	3,955,802	0	90,787	15,527	-75,260	90,787	0	0	19/12/22: Final invoices expected by end January 2023. At this point the project will move to closure phase.	Green	On Target	31/01/22	
50CPX010 38	On Street Residential Chargepoint Scheme (ORCS)	865,000	457,777	606,468	865,000	0	407,223	148,691	-258,532	307,223	100,000	0	19/12/22: Project construction started, First phase completed. Final phase commenced (November) and to complete by June	Amber	Slippage	30/06/23	
50T4X089	Connectivity Infrastructure	7,704,874	7,434,175	7,410,772	7,704,874	0	270,699	-23,403	-294,102	160,743	109,956	0					
50CPX008 94	MK5G - Connecting Communities	5,303,428	5,193,472	5,057,846	5,303,428	0	109,956	-135,626	-245,582	0	109,956	0	19/12/22: Remaining funding to be applied to 5g programme costs (22/23) and 5g radio equipment upgrades this may slip into 2023/24	Amber	Slippage	31/03/24	
50CPX009 76	MK 5G Create	2,401,446	2,240,703	2,352,926	2,401,446	0	160,743	112,223	-48,520	160,743	0	0	19/12/22: Programme complete with project in closure phase. Final invoices now posted and being reviewed prior to payments	Green	On Target	31/12/22	
50T3X029	Economy and Culture	2,648,486	2,059,999	2,181,576	2,648,486	0	402,487	121,577	-280,910	327,487	75,000	0					
50T4X050	Culture	2,278,486	2,050,999	2,172,576	2,278,486	0	227,487	121,577	-105,910	227,487	0	0					
50CPX002 97	Bradwell Abbey Improvements Programme	2,278,486	2,050,999	2,172,576	2,278,486	0	227,487	121,577	-105,910	227,487	0	0	20/12/22: Snagging & defects taking place in farmhouse. Other building works progressing well, however weather has delayed progress, completion now expected in early 31 Jan 2023.	Green	On Target	31/12/22	
50T4X079	Public Art	370,000	9,000	9,000	370,000	0	175,000	0	-175,000	100,000	75,000	0					
50CPX009 94	Oakgrove Public Art Commission	370,000	9,000	9,000	370,000	0	175,000	0	-175,000	100,000	75,000	0	21/12/22: 21/12/22: Spend profile revised to reflect timings of fabrication. Designs for furniture due Jan 2023, planning application to be made early Feb.	Amber	Slippage	30/09/23	
50T3X041	Planning	243,000	229,199	237,637	242,999	-1	13,801	8,438	-5,363	8,438	5,362	-1					
50T4X044	Urban Design	243,000	229,199	237,637	242,999	-1	13,801	8,438	-5,363	8,438	5,362	-1					
50CPX009 56	Fairfields Allotments	243,000	229,199	237,637	242,999	-1	13,801	8,438	-5,363	8,438	5,362	-1	19/12/22: Final works can not be completed until March / April due to delay removing Newt fencing prior to winter hibernation. Delivery will slip to Q1 2023/24	Amber	Slippage	01/06/23	
50T3X042	Infrastructure	26,024,550	1,929,562	2,462,452	26,024,550	0	14,440,003	532,890	-13,907,113	12,036,275	2,403,728	0					
50T4X045	Infrastructure Co-ordination	26,024,550	1,929,562	2,462,452	26,024,550	0	14,440,003	532,890	-13,907,113	12,036,275	2,403,728	0					
50CPX002 63	BDUK - Phase 2	550,749	524,910	524,910	550,749	0	25,839	0	-25,839	25,839	0	0	20/12/22: 20/12/22 Delay in finalising the contract due to third party issue between BDUK and BT/Openreach regarding amount of subsidy applicable. This is a national issue and not limited to this contract.	Green	On Target	31/03/23	
50CPX002 64	BDUK - Phase 3	2,219,291	1,377,454	1,377,454	2,219,291	0	841,837	0	-841,837	841,837	0	0	20/12/22: 20/12/22 Delay in finalising the contract due to third party issue between BDUK and BT/Openreach regarding amount of subsidy applicable. This is a national issue and not limited to this contract.	Green	On Target	31/03/23	
50CPX010 18	Towns Fund - 1. Innovation Hub	2,897,500	0	0	3,590,929	693,429	144,875	0	-144,875	0	144,875	0	04/01/23: Outline Business Case sign-off by TDB scheduled for 06/01/23. Summary BC docs on course for submission to DLUHC Jan '23.	Green	Slippage	31/03/26	
50CPX010 19	Towns Fund - 2. RDF	8,464,500	0	0	8,464,500	0	8,464,500	0	-8,464,500	8,464,500	0	0	04/01/23: Business case complete. Summary BC docs have passed DLUHC review process and FY funding received.	Green	On Target	31/03/23	
50CPX010 20	Towns Fund - 3. Transport Hub	3,714,500	0	0	3,714,500	0	0	0	0	0	0	0	04/01/23: Business Case sign-off by TDB scheduled for 06/01/23. Summary BC docs on course for submission to DLUHC Jan '23.	Green	On Target	31/03/26	
50CPX010 21	Towns Fund - 4. Public Realm Imps	1,996,573	0	0	1,996,573	0	0	0	0	0	0	0	04/01/23: Business case completed & summary docs submitted to DLUHC. PERS audit completed.	Green	On Target	31/03/26	
50CPX010 22	Towns Fund - 5. Redway Improvements	722,000	0	0	722,000	0	142,500	0	-142,500	142,500	0	0	04/01/23: Business case complete. Summary BC docs have passed DLUHC review process & FY funding received.	Green	On Target	31/03/24	
50CPX010 23	Towns Fund - 6. Tech Park Bletchley	872,429	0	0	274,000	-598,429	697,943	0	-697,943	188,090	509,853	0	04/01/23: Business case complete. Summary BC docs have passed DLUHC review process & FY funding received.	Green	On Target	31/03/24	
50CPX010 24	Towns Fund - 7. Trans @ Bletchley Pk	2,128,000	0	501,058	2,128,000	0	2,128,000	501,058	-1,626,942	2,128,000	0	0	27/10/22: Business case complete. Summary BC docs have passed DLUHC review process & FY funding received - under construction.	Green	On Target	31/03/23	
50CPX010 25	Towns Fund - 8. Fibre Connectivity	95,000	0	0	0	-95,000	95,000	0	-95,000	0	95,000	0	27/10/22: Business case completed. Funding received but subsidy issue precludes delivery - funding to be reallocated.	Red	On Target	30/09/22	
50CPX010 26	Worrelle Avenue	3,157	3,157	5,299	3,157	0	0	2,142	2,142	0	0	0	19/12/22: Discussions on going to agree the next steps	Green	On Target	31/03/24	

Capital Expenditure Forecast December 2022

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50CPX010 86 <i>Tudor Gardens</i>	<i>Paul VanGeete</i>	851	851	2,512	851	0	0	1,661	1,661	0	0	0	Highways detailing proposals for new redway link to connect Tudor Gardens with Fairfields.	Green	On Target	31/03/24

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50CPX011 06	Replacement of Planning IT system	Sarah Evans	700,000	0	0	700,000	0	700,000	0	-700,000	0	700,000	0	20/12/22: Replacement of Planning, Building Control & Land Charges IT systems. Open tender procurement went live 09/12/22 and will close 27/01/2023. Slippage is from change in Procurement route (from G-Cloud to open tender)	Amber	Slippage	31/12/24
50CPX010 82	Whitehouse Allotments	Susannah Brown	275,000	2,956	10,852	275,000	0	272,044	7,896	-264,148	89,044	183,000	0	19/12/22: Tender for advanced fencing works published. Main Tender pack to be published Q4 with delivery commencement slipped to 23/24.	Amber	Slippage	01/05/24
50CPX010 83	Brooklands Allotments	Susannah Brown	250,000	8,535	15,588	250,000	0	241,465	7,053	-234,412	35,465	206,000	0	19/12/22: Unexpected Newt fencing works required prior to construction. Works can not start until the end of the hibernation period (March at earliest). Hence further slippage into 2023/24.	Amber	Slippage	01/05/24
50CPX010 84	Fairfields LP4	Susannah Brown	910,000	11,699	24,779	910,000	0	461,000	13,080	-447,920	106,000	355,000	0	19/12/22: Park contract tender under evaluation to be awarded January 2023. Play area works due to start end of Q4 slippage likely due to weather conditions and equipment supply.	Amber	Slippage	31/12/24
50CPX012 18	Glebe Farm Allotments	Susannah Brown	225,000	0	0	225,000	0	225,000	0	-225,000	15,000	210,000	0	21/12/22: Awaiting planning approval determination due by end of year. Tender of works to progress Q4 with delivery in 2023/34 establishment works may run into 2024/25	Green	Slippage	31/03/25
50T2X017	Environment & Property		316,749,821	114,660,572	123,402,723	316,859,780	109,959	93,847,077	8,742,151	-85,104,926	40,163,039	53,833,996	149,958				
50T3X010	Traffic Management		2,830,108	1,472,756	1,704,039	2,829,888	-220	1,267,352	231,283	-1,036,069	744,632	522,500	-220				
50T4X061	Traffic Management		2,830,108	1,472,756	1,704,039	2,829,888	-220	1,267,352	231,283	-1,036,069	744,632	522,500	-220				
50CPX010 90	Northfield Roundabout Signal Upgrade	Andrew Dickinson	120,000	0	0	120,000	0	30,000	0	-30,000	30,000	0	0	18/08/22: Carrying out design in Year 1, delivery Year 2. Design options now being considered	Green	On Target	30/10/23
50CPX008 22	Traffic Management & Road Safety	Luciana Smart	1,816,879	1,346,978	1,514,045	1,816,879	0	469,901	167,067	-302,834	469,901	0	0	23/12/22: TM & RS Programme to provide traffic management and road safety schemes to improve highway network. Whirly Pit, Simpson & Newton Rd completed (£130k), and larger scheme will be delivered in Jan/Feb 23.	Green	On Target	31/03/23
50CPX008 24	20mph Zones	Luciana Smart	378,514	74,906	77,346	368,294	-10,220	303,608	2,440	-301,168	33,388	260,000	-10,220	23/12/22: Scheme re-profiled design work for 22 to 24 and estimate delivery dates for 25-26 to ensure construction workload is spread out for new Service Provider. Delays on the procurement to appoint a Consultant.	Amber	Slippage	31/03/23
50CPX009 32	Ferry Meadows	Luciana Smart	143,000	4,046	6,500	143,000	0	138,954	2,454	-136,500	6,454	132,500	0	23/12/22: To improve parking and traffic movement in Ferry Meadows Close, delays on negotiations of 3rd party land and subject to planning and environmental surveys. Planning decision expected in Dec/Jan 23 and delivery in June/July 23.	Amber	Slippage	30/09/23
50CPX010 39	Hanslope Pedestrian Crossing outside Primary School	Luciana Smart	55,000	208	50,390	65,000	10,000	54,792	50,182	-4,610	64,792	0	10,000	23/12/22: S106- To provide controlled pedestrian crossing on Hanslope Long Street. Works completed at the end of Aug. but overspend due to increase of construction costs & inflation.	Green	Overspend	31/03/23
50CPX011 10	Magna Park - Road Safety scheme	Luciana Smart	120,000	0	766	120,000	0	120,000	766	-119,234	80,000	40,000	0	23/12/22: Consultation period completed in Aug, detailed design completed and scheme is planned to commence on 13th Feb to April 23.	Amber	Slippage	31/07/23
50CPX011 11	Cross End, Wavendon - Road closure	Luciana Smart	45,000	0	0	45,000	0	45,000	0	-45,000	20,000	25,000	0	23/12/22: Scheme was reviewed following results of the consultation. Phase 1 - minor works vegetation clearance and road signs and lines to be completed in March 23. Phase 2 - traffic calming measures to be implemented in July 23.	Amber	Slippage	31/03/24
50CPX011 61	Brinklow V11 Improvements	Luciana Smart	50,000	0	0	50,000	0	50,000	0	-50,000	5,000	45,000	0	23/12/22: Design & Construction of new layout at Brinklow Roundabout. Procurement 22/23, Consultation & preliminary & detailed design 23/24, Construction anticipated 2024/25 subject to cost. Delays on the procurement to appoint a Consultant.	Amber	Slippage	31/03/25
50CPX008 25	Accessibility Fund	Rachel Munday	101,715	46,618	54,992	101,715	0	55,097	8,374	-46,723	35,097	20,000	0	15/12/22: 5 schemes in total - 3 complete, 2 to finish end December. Remaining requests to be reviewed in early 2023 to schedule in final batch of schemes.	Amber	Slippage	30/06/23
50T3X012	Land Development		40,950,871	6,318,994	7,795,432	41,100,871	150,000	6,631,877	1,476,438	-5,155,439	2,529,877	4,252,000	150,000				
50T4X074	Land Development		40,950,871	6,318,994	7,795,432	41,100,871	150,000	6,631,877	1,476,438	-5,155,439	2,529,877	4,252,000	150,000				
50CPX009 79	Agora	Kathleen Cook	36,688,583	5,215,706	6,515,344	36,688,583	0	3,472,877	1,299,638	-2,173,239	2,272,877	1,200,000	0	15/12/22: Demolition continues, due to complete January. Main contract tenders evaluated, award December. Final design to be completed, contractor to start in Summer 2023	Amber	Slippage	30/09/24
50CPX005 09	Tickford Park Developments	Peter Beer	1,103,288	1,103,288	1,173,088	1,253,288	150,000	0	69,800	69,800	150,000	0	150,000	21/12/22: Project funded via Prudential borrowing in anticipation of future Capital receipts. Development partner to be appointed to start on site 2023/24. Forecast incl full year of MKDP costs	Green	On Target	31/03/23
50CPX011 08	Acquisition of Land adjacent Theatre Multi-Storey Car Park	Peter Beer	159,000	0	107,000	159,000	0	159,000	107,000	-52,000	107,000	52,000	0	21/12/22: Purchase completed but linked to disposal of car park. Onward sale anticipated in next financial year	Amber	Slippage	30/09/23
50CPX010 27	Lakes Estate - Commercial Development	David Charlton	3,000,000	0	0	3,000,000	0	3,000,000	0	-3,000,000	0	3,000,000	0	28/09/22: 04/10/21: Part of Lakes Estates redevelopment, building commercial property funded from General Fund. Start on site 2023/24 with commercial element planned for 2024/25	Amber	Slippage	31/03/25
50T3X013	Property		19,204,712	13,138,497	13,956,558	19,205,445	733	5,066,216	818,061	-4,248,155	1,798,348	3,268,600	732				
50T4X067	Smart Property		15,428,109	12,604,687	13,073,051	15,428,110	1	2,823,423	468,364	-2,355,059	694,823	2,128,600	0				
50CPX005 17	Whitehouse Health Facility	Sarah Bayliss	14,928,109	12,600,109	12,766,138	14,928,109	0	2,328,000	166,029	-2,161,971	200,000	2,128,000	0	20/12/22: Project recommenced, awaiting updated cost and programme. Works will not commence until 23/24 financial year after MKUH project completed	Amber	Slippage	30/09/23

Capital Expenditure Forecast December 2022

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50CPX009 82	Galley Hill Community Centre	Sarah Bayliss	500,000	4,578	306,913	500,001	1	495,423	302,335	-193,088	494,823	600	0	20/12/22: Works completed on site, Final account to be agreed. Slippage for professional fees for final sign off	Green	Slippage	14/12/22

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50T4X071	Admin Buildings	3,776,603	533,810	883,507	3,777,335	732	2,242,793	349,697	-1,893,096	1,103,525	1,140,000	732				
50CPX007	Civic Offices External Works	132,353	114,358	130,485	133,085	732	17,995	16,127	-1,868	18,727	0	732	29/07/22: July - Project completed	Green	Overspend	31/07/22
50CPX007	Minor Capital Works to Civic Buildings	269,789	269,789	268,985	269,789	0	0	-804	-804	0	0	0	29/07/22: Project code closed	Green	On Target	31/03/22
50CPX010	Asset rationalisation programme	449,461	149,663	380,134	449,461	0	299,798	230,471	-69,327	299,798	0	0	21/12/22: Phase 1 to 3 of 5 completed. Phase 4 cancelled. Phase 5 (NatWest area) creation of appointment centre to be delivered by 3 January 2023	Amber	On Target	30/03/23
50CPX010	Health & Safety Fund	500,000	0	75,659	500,000	0	500,000	75,659	-424,341	260,000	240,000	0	21/12/22: Emberton Park works completed. Furze House and Westminster House tender returned and cost queries under review. Tower Drive Day Centre and Whaddon Way Day Centre works to be approved by SPB and CPB in January 2023	Amber	Slippage	30/03/23
50CPX010	Asset Rationalisation Programme - Phase 2	425,000	0	0	425,000	0	425,000	0	-425,000	125,000	300,000	0	21/12/22: ARP Phase 2 for Adults and Children's has now been agreed with CLT. Projects will start to come forward in the New Year for delivery and will continue in 2023/24 hence slippage.	Amber	Slippage	30/08/24
50CPX010	Building Maintenance programme	2,000,000	0	28,244	2,000,000	0	1,000,000	28,244	-971,756	400,000	600,000	0	21/12/22: Bradwell Common Community Centre works completed. Furze House, Westminster House & Crownhill Crematorium in design stage with planned start date of Feb/Mar 23. Other projects placed on hold until further notice from CBP hence slippage	Amber	Slippage	30/03/24
50T3X015	Bridge Programme	12,037,617	8,701,437	9,695,745	12,048,617	11,000	2,328,510	994,308	-1,334,202	2,279,510	60,000	11,000				
50T4X051	Bridge Programme	12,037,617	8,701,437	9,695,745	12,048,617	11,000	2,328,510	994,308	-1,334,202	2,279,510	60,000	11,000				
50CPX003	Bridge Approach Safety Barrier Upgrades	2,054,462	1,675,971	1,678,148	1,890,462	-164,000	378,491	2,177	-376,314	214,491	0	-164,000	23/12/22: 26/11/22: 3 out of 7 schemes have been ordered. 4 packages being priced. 1 under design review. Utilise £34k for 50CPX00927 Tickford bridge, £130k for 50CPX00317 - Structural Improvements to structures	Green	Underspend	31/03/23
50CPX003	Protective coating to structural element	726,708	676,708	676,708	726,708	0	30,000	0	-30,000	30,000	0	0	26/11/22: Top member on one parapet has failed. Reviewing options for its replacement. There are 4 parapets in the programme to be painted.	Green	On Target	31/03/23
50CPX003	Porte Cochere Roof Upgrades	2,799,794	2,434,794	2,622,598	2,799,794	0	251,610	187,804	-63,806	251,610	0	0	23/12/22: 10 out of the 11 in the programme are complete, 7 of these required additional roof decking sheets due to corrosion. One is being investigated for remedial works to corroded legs.	Green	On Target	31/03/23
50CPX003	Structural Improvements to structures	1,685,484	1,285,484	1,617,792	1,826,484	141,000	400,000	332,308	-67,692	541,000	0	141,000	23/12/22: 12 schemes complete including strengthening arch bridges and steel edge beams. 1 assessment ordered and 1 bridge joint being monitored, £130k from 50CPX00312, £11k from 50CPX00682	Green	Overspend	31/03/23
50CPX003	Footbridge Refurbishments	1,114,866	909,866	945,214	1,114,866	0	175,423	35,348	-140,075	175,423	0	0	23/12/22: Bancroft Causeway phase 2 works complete, Anti-slip at Broughton Bridge complete. Assessment of New Bradwell Canal footbridge ongoing. Redecking package being prepared	Green	On Target	31/03/23
50CPX003	Special Investigation of Half Joint St	404,616	260,158	304,528	404,616	0	65,458	44,370	-21,088	65,458	0	0	23/12/22: Site work complete, technical report writing ongoing. Recommendations for remedial works are being reviewed & prioritised. Additional works for 23-24	Green	On Target	31/03/23
50CPX003	Special Investigatn of Pst Tensioned St	88,235	84,235	87,763	88,235	0	4,000	3,528	-472	4,000	0	0	23/12/22: Technical works and reports are complete. Fees to come.	Green	On Target	01/08/22
50CPX003	H10 Canal Bridge Upgrading	445,940	88,449	88,449	445,940	0	45,000	0	-45,000	45,000	0	0	23/12/22: Professional services being procured through the MHA Framework for design, specification and drawings for remedial works to address leakage & deterioration	Green	On Target	31/03/24
50CPX008	Principal Bridge Inspection Programme	537,955	522,455	529,156	537,955	0	15,500	6,701	-8,799	15,500	0	0	23/12/22: All 13 bridges in the 22-23 programme have been inspected and are in the process of being written up or reviewed/approved. Costs are for access.	Green	On Target	31/03/23
50CPX008	Black Horse Canal Bridge refurbishment	561,396	558,016	558,089	561,396	0	3,380	73	-3,307	3,380	0	0	23/12/22: The Health & Safety File and one minor piece of work to remove some old railings on the north parapet are outstanding, Contractor has been contacted to complete this work.	Green	On Target	31/03/23
50CPX009	H9 Bridge River Challenge Fund	721,000	165,352	180,175	721,000	0	264,648	14,823	-249,825	264,648	0	0	23/12/22: Full structural assessment & further investigation of H9 River Bridge and design including drawings & specification for remedial works to H9 canal bridges - ongoing	Green	On Target	31/03/23
50CPX009	Tickford Bridge Newport Pagnell Re-painting	582,161	12,161	379,337	616,161	34,000	570,000	367,176	-202,824	604,000	0	34,000	23/12/22: Road opened 25th Nov with some minor work completed in Dec, final parapet work 23 Jan 23. Some unforeseen additional costs. Initially £34k from 50CPX00312	Green	Overspend	31/03/23
50CPX009	Stag Railway Bridge, Fenny Stratford	250,000	27,788	27,788	250,000	0	60,000	0	-60,000	0	60,000	0	23/12/22: Review of assessment confirms protection of service bay not required. Rephased £60k to 2023-24 underside works. Negotiation with Network Rail for track possessions to commence in Dec	Amber	Slippage	31/03/23
50CPX010	Footbridge low bridge height restrictions	65,000	0	0	65,000	0	65,000	0	-65,000	65,000	0	0	23/12/22: Low headrooms have been found at a number of footbridges over MK grid roads. Programme being reviewed, additional sites requiring restrictions on rail bridges have been identified.	Green	On Target	31/03/23

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project				In Year								Commentary	RAG Status	Forecast Reason	Forecast Completion Date
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50T3X016	Highways Services	42,548,003	35,565,010	39,216,533	42,516,935	-31,068	6,332,994	3,651,523	-2,681,471	6,099,495	202,430	-31,069					
50T4X017	Resurfacing	35,340,707	31,100,464	33,874,848	35,390,704	49,997	3,590,243	2,774,384	-815,859	3,640,240	0	49,997					
50CPX00130	Lining Upgrade – MK Network	Andrew Dickinson	688,760	521,780	557,402	688,760	0	166,980	35,622	-131,358	166,980	0	0	24/11/22: Works aligned to Golden Grid project now started in progress and also outstanding safety related works. Works in Progress Work to be completed by March 2023.	Green	On Target	31/03/23
50CPX00336	Carriageway Resurfacing	Andrew Dickinson	19,473,723	18,090,723	19,186,420	19,373,723	-100,000	1,383,000	1,095,697	-287,303	1,283,000	0	-100,000	19/10/22: Project complete awaiting final accounts and fees to be charged. £100k to move to 50CPX00337 to offset overspend	Green	Underspend	31/08/22
50CPX00337	Surface Dressing Programme	Andrew Dickinson	12,474,108	11,083,845	12,344,529	12,574,108	100,000	1,390,263	1,260,684	-129,579	1,490,263	0	100,000	19/10/22: Works now complete August 22. £100k from 50CPX00336 to offset overspend	Green	Overspend	31/08/22
50CPX00966	Emergency Active Travel Fund 2 - Redway - Tongwell Lane	Andrew Dickinson	309,815	309,815	311,479	309,815	0	0	1,664	1,664	0	0	08/07/22: 04/07/22: 01/07/22: Tongwell Project Complete.	Green	On Target	31/03/22	
50CPX00968	Emergency Active Travel Fund 2 - Redway - V6 Super Route	Andrew Dickinson	338,747	338,747	403,821	400,983	62,236	0	65,074	65,074	0	0	62,236	24/11/22: Project Complete. Costs charged being reviewed, final costs agreed, extra costs on project wrongly posted previously hence scheme cost plus fee now assigned. Overspend funded from 50CPX00933.	Green	Overspend	31/03/22
50CPX01029	Potholes 10m2	Andrew Dickinson	2,055,554	755,554	1,071,197	2,043,315	-12,239	650,000	315,643	-334,357	637,761	0	-12,239	19/10/22: 18/08/22: Additional funding used to repair road defects greater than 10m2 completed by March 2023. Underspend used on 341 overspend	Green	Underspend	31/03/23
50T4X053	Drainage	2,255,651	1,893,281	2,016,888	2,267,276	11,625	362,370	123,607	-238,763	276,565	97,430	11,625					
50CPX00339	Drainage	Andrew Dickinson	689,486	637,116	637,116	678,328	-11,158	52,370	0	-52,370	41,212	0	-11,158	24/11/22: 1 scheme complete. 2nd scheme March 23. Underspend used to cover actual of £6158 in 50CPX00340	Green	Underspend	30/06/22
50CPX00340	Lavendon Drainage	Andrew Dickinson	248,354	248,354	255,336	254,512	6,158	0	6,982	6,982	0	6,158	20/10/22: 08/07/22: 01/07/22: Project Complete. £6158 cost charged in wrong year. Covered from underspend in 50CPX00339	Green	Overspend	31/03/22	
50CPX00341	Upgrading of Highway Carrier Drains	Andrew Dickinson	1,107,811	1,007,811	1,124,436	1,124,436	16,625	100,000	116,625	16,625	116,625	0	16,625	09/11/22: 18/08/22: Project Complete. Final Invoice in dispute awaiting final figure and any correction. Projected overspend covered from underspend in 50CPX01029	Green	Overspend	15/05/22
50CPX01159	Coffee Hall Sustainable Drainage system Pilot - flood prevention	Naomi Chatfield-Smith	150,000	0	0	150,000	0	150,000	0	-150,000	100,000	50,000	0	05/01/23: Recently approved project and various streams of project in planning stage, anticipate completion next financial year, hence slippage.	Amber	Slippage	30/09/23
50CPX01160	Sustainable Drainage in Schools - Cold Harbour Primary School flood prevention	Naomi Chatfield-Smith	60,000	0	0	60,000	0	60,000	0	-60,000	12,570	47,430	0	05/01/23: Recently approved project and planning in progress but will not be fully delivered until next financial year, hence slippage.	Amber	Slippage	30/09/23
50T4X054	Redway & Footways	3,179,447	1,449,873	1,837,765	3,117,447	-62,000	1,729,574	387,892	-1,341,682	1,637,574	30,000	-62,000					
50CPX00933	Redway Resurfacing	Andrew Dickinson	765,403	487,584	634,554	703,403	-62,000	277,819	146,970	-130,849	215,819	0	-62,000	24/11/22: Works in Progress. Expected to continue programme September 22 and will be delivered by December 22. £62k allocated to overspend on 50CPX00968	Green	Underspend	31/12/22
50CPX00934	Redway Signage	Andrew Dickinson	30,759	26,363	30,181	30,759	0	4,396	3,818	-578	4,396	0	0	19/10/22: Works Complete	Green	On Target	01/12/22
50CPX00936	Redways Improvements	Andrew Dickinson	431,651	196,201	189,356	431,651	0	235,450	-6,845	-242,295	235,450	0	0	09/11/22: 19/10/22: Works in progress Oct 2022 be delivered by March 2023	Green	On Target	31/03/23
50CPX00937	Footpath Improvements	Andrew Dickinson	1,221,634	581,634	814,217	1,221,634	0	640,000	232,583	-407,417	640,000	0	0	22/12/22: Annex U funds now allocated and projects being delivered	Green	On Target	31/03/23
50CPX00939	CMK Capital Programme works (Pavements & Street Furniture)	Andrew Dickinson	50,000	0	0	50,000	0	50,000	0	-50,000	50,000	0	0	19/10/22: Scheme identified, works being planned expected to be completed by February 2023	Green	On Target	10/02/23
50CPX00940	Supporting Access and Mobility across Milton Keynes	Andrew Dickinson	80,000	41,763	40,299	80,000	0	38,237	-1,464	-39,701	8,237	30,000	0	22/12/22: Slippage to 23/24 due to stakeholder consultation	Green	Slippage	31/03/23
50CPX00935	Highways and pavement asset enhancement programme	Tina Guile	600,000	116,328	129,158	600,000	0	483,672	12,830	-470,842	483,672	0	0	19/12/22: CMK sets trial & 1st site completed. Full programme starting Jan 2023 to use 22/23 budget. £200k being used on Golden Grid Phase 2 (Sept 2022 to Feb 2023 - V6, H6, V8)	Green	On Target	31/03/23
50T4X055	Vehicle Safety Barriers	612,774	456,885	528,226	582,083	-30,691	155,889	71,341	-84,548	125,198	0	-30,691					
50CPX00345	Vehicle Safety Barriers	Andrew Dickinson	612,774	456,885	528,226	582,083	-30,691	155,889	71,341	-84,548	125,198	0	-30,691	09/11/22: Programme now built following network survey, works in progress aligned to Golden Grids being done, deliver by March 2023	Green	Underspend	31/03/23
50T4X072	Signage	1,159,424	664,507	958,806	1,159,425	1	494,918	294,299	-200,619	419,918	75,000	0					
50CPX00821	Directional Signs	Andrew Dickinson	1,059,424	664,507	958,806	1,059,425	1	394,918	294,299	-100,619	394,918	0	0	22/12/22: 18/08/22: Works in Progress, full programme to be delivered by January 2023 linked to Golden Grids	Green	On Target	31/01/23
50CPX01096	Traffic Signals Upgrade	Andrew Dickinson	100,000	0	0	100,000	0	100,000	0	-100,000	25,000	75,000	0	22/12/22: Issues with materials availability with long lead times following design, slip £75k to 2023	Green	Slippage	30/07/23
50T3X017	Passenger Transport	18,889,640	2,089,617	2,272,365	18,889,640	0	16,800,023	182,748	-16,617,275	626,309	16,173,714	0					
50T4X057	Passenger Transport	18,889,640	2,089,617	2,272,365	18,889,640	0	16,800,023	182,748	-16,617,275	626,309	16,173,714	0					
50CPX01040	Zero Emissions Bus Initiative	Brian Matthews	16,200,000	43,635	49,229	16,200,000	0	16,156,365	5,594	-16,150,771	156,365	16,000,000	0	19/12/22: Currently exploring with DfT options to retain the funding award. Decision on stop-go due by end of Dec 2022. If scheme proceeds, funding will slip into 23/24	Amber	Slippage	31/03/24
50CPX00362	Passenger Transport	Janice McGowan	1,671,339	1,470,884	1,516,663	1,671,339	0	200,455	45,779	-154,676	64,455	136,000	0	28/12/22: Delivery of new bus stops, shelters and upgrades to power & lighting in shelters. Slippage £60k for CMK information totems and £40k contribution to new CMK mobility hub project; also delays due to sourcing materials & other resources	Amber	Slippage	31/10/23
50CPX00729	CMK Passenger Transport	Janice McGowan	133,987	78,681	78,681	133,987	0	55,306	0	-55,306	55,306	0	0	28/12/22: Upgrade of two bus stops on Midsummer Blvd, each with 3bay shelter and upgraded power supply. One stop in Theatre District, one in business centre. Ringway have been instructed to implement the works	Green	On Target	31/03/23
50CPX00892	Magna Park and Whitehouse Bus Stops	Janice McGowan	140,000	11,750	11,750	140,000	0	128,250	0	-128,250	128,250	0	0	28/12/22: Magna Pk: Design for 3 shelters agreed. Delivery Q4 22/23. Whitehouse delivery under review.	Green	On Target	31/03/23
50CPX00893	Low Emission Buses Initiative	Adele Wearing	544,314	326,600	446,600	544,314	0	217,714	120,000	-97,714	180,000	37,714	0	13/12/22: Additional 4 vehicles in 22/23, additional charging infrastructure in 23/24 hence slippage	Amber	Slippage	01/10/23

Capital Expenditure Forecast December 2022

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50CPX009 44	Bus Interchanges	Adele Wearing	200,000	158,067	169,442	200,000	0	41,933	11,375	-30,558	41,933	0	0	27/09/22: Integration of real time passenger info with getaroundmk app will be completed by December 22	Green	On Target	31/03/23	
50T3X031	Major Schemes		106,832,997	22,462,256	21,537,911	106,863,907	30,910	17,121,237	-924,345	-18,045,582	6,327,148	10,865,000	70,911					
50T4X046	Major Schemes		106,832,997	22,462,256	21,537,911	106,863,907	30,910	17,121,237	-924,345	-18,045,582	6,327,148	10,865,000	70,911					
50CPX003 55	V4 Crossings	Andrew Dickinson	6,114,352	6,114,352	6,145,043	6,145,043	30,691	0	30,691	30,691	30,691	0	30,691	19/10/22: Noise abatement required following complaints re removal of vegetation causing increase in noise pollution. 3rd party negotiations with Parks Trust who are responsible for part of the transport corridor, scheme delivered in 2022/23	Green	Overspend	30/09/22	
50CPX009 51	Housing Infrastructure Fund	Paul VanGeete	79,556,689	11,777,497	11,113,606	79,556,689	0	15,723,000	-663,891	-16,386,891	5,723,000	10,000,000	0	19/12/22: Highway procurement led by Berkeley Group and Project funding utilising HIF. Preliminary work completed in December 22. Detailed technical design stage, main works commencement in early 2023, project extended to 2025 and delivery profile updated	Amber	Slippage	31/03/25	
50CPX006 58	A421	Dimple Somerton	1,622,484	1,222,484	764,044	1,622,484	0	400,000	-458,440	-858,440	100,000	300,000	0	15/12/22: Joint project between MKCC & Central Bedfordshire Council ((CBC)lead authority). Potential for budget to slip into next year while developer agrees to release the land to construct the cycle path.	Green	Slippage	31/03/24	
50CPX003 53	Monkston V11 Improvements	Luciana Smart	5,113,682	450,401	450,401	5,113,681	-1	150,000	0	-150,000	30,000	120,000	0	23/12/22: Scheme re-profiled design work for 22 to 24 and estimate delivery dates for 25-26 to ensure construction workload is spread out for new Service Provider. Delays on the procurement to appoint a Consultant.	Amber	Slippage	31/03/26	
50CPX003 54	Crownhill-Loughton Improvements	Luciana Smart	193,268	143,268	143,268	193,268	0	50,000	0	-50,000	20,000	30,000	0	23/12/22: Scheme re-profiled design work for 22 to 24 and estimate delivery dates for 25-26 to ensure construction workload is spread out for new Service Provider. Delays on the procurement to appoint a Consultant.	Amber	Slippage	31/03/28	
50CPX007 73	Section 106 - V6 Grid Road Corridor Improvement Schemes	Luciana Smart	1,399,120	1,391,537	1,392,131	1,399,120	0	7,583	594	-6,989	7,583	0	0	23/12/22: Scheme completed under budget- remaining budget to be spent in other minor works and in accordance with s106. Less than 1% under budget on the £1.2m scheme. Savings made due to in house design work.	Green	On Target	30/11/21	
50CPX009 54	Bletchley to Blue Lagoon Redway links	Luciana Smart	671,000	490,346	594,972	671,000	0	180,654	104,626	-76,028	180,654	0	0	23/12/22: Planning app for sections 2-4 granted in Nov. BC approved by DfT for section 4 (0.76m). Draft legal agreement with NR regarding land for Section 4. Draft Head of Terms with TW for section 2. Additional funding is required.	Green	On Target	31/03/23	
50CPX010 01	H4 Danstead Way-Randall Avenue Junction Improvement	Luciana Smart	551,403	551,403	551,611	551,623	220	0	208	208	220	0	220	23/12/22: Scheme completed.	Green	On Target	31/12/23	
50CPX010 30	Parking and Street Improvements - Agora and Wolverton High Street	Luciana Smart	3,761,000	49,621	104,178	3,761,000	0	500,000	54,557	-445,443	135,000	365,000	0	0	23/12/22: Phase 1-St George's Way delays on the planning process & consent, planned to start construction works on site July/Aug 23. Phase 2- Church St -to allow for the highway design to be produced in 23-24.	Amber	Slippage	01/05/26
50CPX011 62	H10 Bletcham Way	Luciana Smart	200,000	0	0	200,000	0	80,000	0	-80,000	30,000	50,000	0	0	23/12/22: Feasibility design for the extension of the H10 Bletcham Way from its current extent at the junction of Gregories Drive & Britten Grove, that are consistent with the adopted SEMK and the MKCC Highway Design Guide.	Amber	Slippage	31/03/24
50CPX002 65	East West Rail	James Povey	7,649,999	271,347	278,657	7,649,999	0	30,000	7,310	-22,690	70,000	0	40,000	21/12/22: Spend reprofiled to align with latest Town Deal Transport Hub design and delivery programme. Costs limited to design and feasibility work in 22/23, and detailed design in 23/24. Delivery in 24/25.	Amber	Acceleration	31/03/25	
50T3X033	Street Lighting		21,017,854	10,157,854	10,963,333	21,017,854	0	1,110,000	805,479	-304,521	1,110,000	0	0					
50T4X060	Street Lighting		21,017,854	10,157,854	10,963,333	21,017,854	0	1,110,000	805,479	-304,521	1,110,000	0	0					
	Street Lighting LED Upgrade Programme	Christopher Hales	10,000,000	0	0	10,000,000	0	250,000	0	-250,000	250,000	0	0	The street Lighting LED Lantern conversion part of the programme has started, also working on failing MKC private cable Network & Street Light column testing before replacing failed columns.				
50CPX006 68	Street Lighting Column Replacement & LED	Christopher Hales	11,017,854	10,157,854	10,963,333	11,017,854	0	860,000	805,479	-54,521	860,000	0	0	The street Lighting LED Lantern conversion part of the programme has started, also working on failing MKC private cable Network & Street Light column testing before replacing failed columns.	Green	On Target	31/03/23	
50T3X034	Parking		9,523,763	9,508,763	9,508,763	9,518,763	-5,000	15,000	0	-15,000	10,000	0	-5,000					
50T4X081	Other Parking		9,523,763	9,508,763	9,508,763	9,518,763	-5,000	15,000	0	-15,000	10,000	0	-5,000					
50CPX006 79	CMK multi-storey car park	Kathleen Cook	9,462,619	9,462,619	9,462,619	9,472,619	10,000	0	0	0	10,000	0	10,000	15/12/22: Potential funding required to pay Network Rail fees. Awaiting response	Amber	Overspend	30/03/24	
50CPX009 05	Caldecotte Parking	Ted Jiboye	61,144	46,144	46,144	46,144	-15,000	15,000	0	-15,000	0	0	-15,000	12/12/22: Works completed with no further costs anticipated. Funding can be returned to source.	Green	Underspend	31/08/22	
50T3X035	Landscape Services		4,930,733	1,695,396	2,036,782	4,884,337	-46,396	2,740,337	341,386	-2,398,951	1,018,729	1,675,212	-46,396					
50T4X064	Landscape Services		4,930,733	1,695,396	2,036,782	4,884,337	-46,396	2,740,337	341,386	-2,398,951	1,018,729	1,675,212	-46,396					
50CPX010 41	Local Authority Tree Fund - Queens Canopy	Phillip Snell	270,000	53,544	87,335	234,604	-35,396	120,456	33,791	-86,665	85,060	0	-35,396	23/11/22: Trees planted under budget in 2021-22. 2022-2023 tree management cost and replacement trees in December 2022 to ensure maturity of asset	Green	Underspend	31/03/25	
50CPX010 48	Woburn Sands Recreation Ground	Phillip Snell	231,000	62,694	141,174	231,000	0	168,306	78,480	-89,826	153,306	15,000	0	13/12/22: Multi-use games area installed now and line markings to be completed. Second item of play equipment due for installation February, completed by March. Remaining small works in spring	Amber	Slippage	30/06/23	
50CPX011 63	New Bradwell - Off site open space improvements	Phillip Snell	85,212	0	0	85,212	0	85,212	0	-85,212	0	85,212	0	22/12/22: Tender to go out in January to support additional funding bid	Amber	Slippage	31/03/24	

Capital Expenditure Forecast December 2022

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50CPX012 17	Biodiversity: Caldecotte South at Magiavinum Phillip Snell	200,000	0	0	200,000	0	200,000	0	-200,000	100,000	100,000	0	22/12/22: Tender to go out in early 2023 for works in Feb - March	Amber	Slippage	31/03/24
50CPX006 83	ERLAS & LANDSCAPE Footpath & Hard Surfaces Reconstruction Rebecca Trowse	448,051	444,436	448,051	448,051	0	3,615	3,615	0	3,615	0	0	21/12/22: A priority scheme has been identified.	Green	On Target	31/03/23

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50CPX008 91	Landscape Maintenance Equipment	Rebecca Trowse	598,000	488,277	536,345	598,000	0	109,723	48,068	-61,655	109,723	0	0	21/12/22: Equipment has now been delivered and will be goods receipted.	Green	On Target	31/12/22
50CPX010 97	Purchase of Fleet for new Landscape Maintenance contract	Rebecca Trowse	1,445,000	0	0	1,445,000	0	1,445,000	0	-1,445,000	0	1,445,000	0	21/12/22: Orders have been placed for 4x4s and 7.5t chassis. The remaining light commercial vehicles will be ordered in early January ready for the new contract start in September 2023.	Amber	Slippage	30/09/23
50CPX006 82	Public Rights of Way Bridges	Susan Keem	470,555	450,555	454,965	459,555	-11,000	16,000	4,410	-11,590	5,000	0	-11,000	23/12/22: Westfield Road Footbridge surfacing complete. Redecking work being reviewed and other replacement works. Scour protection to Gayhurst Weir now on hold being monitored. £11k for 50CPX00317	Green	Underspend	31/03/23
50CPX009 90	Oxley Park - Off site open space improvements	Tina Guile	463,605	123,818	213,173	463,605	0	339,787	89,355	-250,432	319,787	20,000	0	21/12/22: Work started on Piggot Drive & Glastonbury Thorn. Rest to use at Nelson Dr. Applying for WREN funding to add value & complete site upgrade. Slip £20k to await funding application outcome	Amber	Slippage	31/08/23
50CPX006 81	Parish and Town Council Investment Scheme	Rachel Munday	72,710	48,248	48,248	72,710	0	24,462	0	-24,462	14,462	10,000	0	15/12/22: Fund will be used to increase contingency for any CIF projects that need additional funding for, e.g. rising materials costs	Amber	Slippage	30/06/23
50CPX008 49	Community Infrastructure Fund	Rachel Munday	613,327	0	16,172	555,281	-58,046	218,327	16,172	-202,155	160,281	0	-58,046	15/12/22: 14 projects approved in the Delegated Decision - 5 are complete, 5 will complete over Dec/Jan and 3 that have incurred delays due to costs or legal agreements.	Green	On Target	31/03/23
50CPX010 11	CIF - Central Milton Keynes - Planters	Rachel Munday	9,449	0	18,895	18,895	9,446	9,449	18,895	9,446	18,895	0	9,446	15/12/22: Scheme completed	Green	On Target	30/06/22
50CPX010 11	CIF - Sherington - Village entry signs	Rachel Munday	0	0	7,779	7,779	7,779	0	7,779	7,779	7,779	0	7,779	15/12/22: Scheme completed	Green	On Target	30/06/22
50CPX010 16	CIF - Wolverton & Greenleys - Alleyway improvements	Rachel Munday	23,824	23,824	37,395	37,395	13,571	0	13,571	13,571	13,571	0	13,571	15/12/22: Scheme completed	Green	On Target	30/06/22
50CPX011 31	CIF - Astwood - purchase & installation of play equipment & CIF - Woolstone - new play area equipment & make area more attractive	Rachel Munday	0	0	4,500	4,500	4,500	0	4,500	4,500	4,500	0	4,500	03/01/23: Project completed by parish.	Green	On Target	15/12/22
50CPX011 33	CIF - Woolstone - new play area equipment & make area more attractive	Rachel Munday	0	0	20,000	20,000	20,000	0	20,000	20,000	20,000	0	20,000	03/01/23: Project completed by parish.	Green	On Target	15/12/22
50CPX011 34	CIF - Castlethorpe - tennis court resurfacing	Rachel Munday	0	0	2,750	2,750	2,750	0	2,750	2,750	2,750	0	2,750	03/01/23: Project completed by parish.	Green	On Target	15/12/22
50T3X037	Regulatory Unit		448,999	331,912	331,912	448,999	0	117,087	0	-117,087	68,087	49,000	0				
50T4X069	Environmental Health		448,999	331,912	331,912	448,999	0	117,087	0	-117,087	68,087	49,000	0				
50CPX004 84	Provision of Additnl Cemetery Facilities	Angela Abbott	129,999	127,739	127,739	129,999	0	2,260	0	-2,260	2,260	0	0	08/12/22: Drainage work being reviewed at Wolverton agreed with Landscape Architect additional funding to be confirmed.	Green	On Target	31/03/23
50CPX007 61	Improve Security at Sensitive sites	Shaun Greig	250,000	204,173	204,173	250,000	0	45,827	0	-45,827	45,827	0	0	12/12/22: 12/12/22: Project to defend sensitive sites from illegal encampments as they are identified by bunding or physical barriers. Work on H10 completed and payment pending, which is c £39,000.	Green	On Target	31/03/22
	St Mary Wavendon - Garden of rest	Susannah Brown	69,000	0	0	69,000	0	69,000	0	-69,000	20,000	49,000	0	Recently approved project, initial works in 2022/23 and final works to be tendered and delivered in 2023/24, hence slippage.	Amber	Slippage	30/09/23
50T3X044	Junction Improvements		149,999	142,528	142,528	149,999	0	7,471	0	-7,471	7,471	0	0				
50T4X056	Junction Improvements		149,999	142,528	142,528	149,999	0	7,471	0	-7,471	7,471	0	0				
50CPX003 49	Claridge Dr Junction Improvements	Luciana Smart	149,999	142,528	142,528	149,999	0	7,471	0	-7,471	7,471	0	0	23/12/22: Scheme completed under budget - any remaining funds to be re-allocated to the Capital Programme.	Green	On Target	31/03/23
50T3X046	Waste		33,147,450	71,150	1,070,985	33,147,450	0	33,076,300	999,835	-32,076,465	16,619,202	16,457,098	0				
50T4X068	Waste		33,147,450	71,150	1,070,985	33,147,450	0	33,076,300	999,835	-32,076,465	16,619,202	16,457,098	0				
50CPX009 92	Euro Bins	David Proctor	100,000	25,152	25,152	100,000	0	74,848	0	-74,848	30,000	44,848	0	20/12/22: It is an ongoing requirement to procure and take delivery of euro waste and recycling bins in flats and multiple dwelling apartment. This will be extended into 2023 to support the new waste collection service.	Amber	Slippage	30/08/23
50CPX010 02	Environmental Services Commissioning - Private Wire	David Proctor	1,095,000	45,998	57,870	1,095,000	0	1,049,002	11,872	-1,037,130	839,202	209,800	0	21/12/22: The private wire will be in place by Summer 2023. A preferred bidder will be appointed in the new year.	Amber	Slippage	30/06/23
50CPX011 01	Provision of electric charging infrastructure for new fleet	David Proctor	1,375,000	0	7,123	1,375,000	0	1,375,000	7,123	-1,367,877	1,100,000	275,000	0	21/12/22: The electric vehicle charging infrastructure contract has been awarded and work will take place in early 2023.	Amber	Slippage	30/06/23
50CPX011 04	Conversion to waste transfer Stations	David Proctor	2,700,000	0	958,937	2,700,000	0	2,700,000	958,937	-1,741,063	2,700,000	0	0	Works will be completed to convert to a waste transfer station by the end of 2022. There are additional works identified to future proof the yard to reduce pollution risk and will be complete in early 2023.	Green	On Target	31/03/23
50CPX010 98	Purchase of Wheeled Bins for new Waste Collection contract	Rebecca Trowse	6,240,450	0	0	6,240,450	0	6,240,450	0	-6,240,450	900,000	5,340,450	0	21/12/22: Payment will be made on the delivery of bins to MK in 2023. First delivery to the MK storage facility is expected in Spring 2023.	Amber	Slippage	30/09/23
50CPX010 99	Purchase of Fleet for new Waste Collection contract	Rebecca Trowse	8,155,000	0	0	8,155,000	0	8,155,000	0	-8,155,000	0	8,155,000	0	21/12/22: Build slots have been reserved for Refuse Collection Vehicles and Sweepers and orders will be placed in early January ready for the new contract start in September 2023.	Amber	Slippage	30/03/23
50CPX011 00	Improvements to Waste Services Depot	Rebecca Trowse	3,232,000	0	21,903	3,232,000	0	3,232,000	21,903	-3,210,097	800,000	2,432,000	0	21/12/22: Accommodation plans will be reviewed with the number of vehicles required for the new service commencing in September 2023.	Amber	Slippage	31/08/23
50CPX011 64	Environmental Services Facility Land	Rebecca Trowse	10,250,000	0	0	10,250,000	0	10,250,000	0	-10,250,000	10,250,000	0	0	Purchase of land to enable waste facilities expansion and integration at Old Wolverton linked to the new Waste Service commissioning.	Green	On Target	31/03/23

Capital Expenditure Forecast December 2022

Account/Project	Project Manager Name	Total Project					In Year						Commentary	RAG Status	Forecast Reason	Forecast Completion Date	
		Total Expenditure Capital Budget	Prior Year Expenditure Actuals	Total Expenditure Actuals to date	Total Scheme Forecast	Forecast Variance to Capital Budget	Current Year Capital Budget	Current Year Actuals	Current Year Actuals Variance to Capital Budget	Current Forecast 2022/23	Forecast Slippage to Future Years	Forecast Variance to Capital Budget					
50T3X050	Transport Policy & Programmes	4,237,075	3,004,402	3,169,837	4,237,075	0	1,232,673	165,435	-1,067,238	924,231	308,442	0					
50T4X062	Transport Policy & Programmes	4,237,075	3,004,402	3,169,837	4,237,075	0	1,232,673	165,435	-1,067,238	924,231	308,442	0					
50CPX006 76	Smarter Choices - CMK Wayfinding	Andrew Dickinson	254,463	228,923	230,991	254,463	0	25,540	2,068	-23,472	5,540	20,000	0	22/12/22: On Hold Project being reviewed. Slippage to 2023 to be used to deliver outcome of review	Amber	Slippage	30/09/23
50CPX006 73	CITS Real Time Parking Information System	Brian Matthews	175,000	164,013	164,013	175,000	0	10,987	0	-10,987	10,987	0	0	19/12/22: Following site evaluation the initiative to locate additional cameras is now no longer viable. Project can move to closure with remaining budget to be re allocated to other related projects.	Green	On Target	31/12/22
50CPX004 38	Redway Super Routes	Kevin Hyatt	1,048,761	799,908	799,908	1,048,761	0	248,853	0	-248,853	148,853	100,000	0	21/12/22: retro fit on H6 totems close to being scheduled. H2/V8 - quotes received, waiting on work being scheduled. Using available H2 tariff fund of £75k to fund bulk of work on H2	Amber	Slippage	31/12/23
50CPX006 77	CMK Urban Traffic Management and Control (UTMC) System	Kevin Hyatt	2,400,000	1,811,558	1,974,925	2,400,000	0	588,442	163,367	-425,075	400,000	188,442	0	19/12/22: phase 3 traffic signals (3 CMK junctions) now underway and to complete early March/phase 4 (Secklow Gate junctions x 3) currently delayed whilst waiting for design updates. Programme being monitored closely	Amber	Slippage	31/03/23
50CPX012 19	Safer Streets project	Kevin Hyatt	358,851	0	0	358,851	0	358,851	0	-358,851	358,851	0	0	21/12/22: To deliver improvements on underpasses on Midsummer Boulevard and some overpasses around CMK. Waiting on costs currently	Green	On Target	31/03/23
50T2X018	Resources	6,249,519	1,253,351	1,976,010	6,289,606	40,087	2,029,255	722,659	-1,306,596	1,309,074	720,181	0					
50T3X011	ICT	6,249,519	1,253,351	1,976,010	6,289,606	40,087	2,029,255	722,659	-1,306,596	1,309,074	720,181	0					
50T4X073	ICT	6,249,519	1,253,351	1,976,010	6,289,606	40,087	2,029,255	722,659	-1,306,596	1,309,074	720,181	0					
50CPX004 99	ICT Asset Funding Programme	Peter Firth	1,662,527	784,193	784,193	1,662,527	0	300,000	0	-300,000	20,000	280,000	0	20/12/22: Project is to replace core network ICT asset infrastructure, currently obtaining quotes for phone system. Slippage identified and rephasing of spend due to change in requirements arising from Datacentre move to Azure.	Amber	Slippage	31/03/24
50CPX007 02	Network Security & Wifi	Peter Firth	220,000	162,141	171,115	220,000	0	57,859	8,974	-48,885	57,859	0	0	20/12/22: Project to support implementation of Wi-Fi and security. Whaddon Way install in progress, Kitchener Centre will be next.	Green	On Target	31/03/23
50CPX010 32	VDI Replacement with Laptops	Peter Firth	1,791,000	307,017	1,002,011	1,791,000	0	713,983	694,994	-18,989	713,983	0	0	20/12/22: All laptops have been delivered and the main laptop rollout is completed. Now refreshing the older devices.	Green	On Target	31/03/28
50CPX010 93	Investment in the smarter working programme	Peter Firth	1,700,000	0	18,691	1,700,000	0	100,000	18,691	-81,309	60,000	40,000	0	20/12/22: To refresh mobile devices going end of life this year, procurement started in September. First batch procured and rollout commenced. Slipping some funds as planning to re-use existing assets.	Amber	Slippage	31/03/27
50CPX011 03	IT Improvement Fund	Peter Firth	500,000	0	0	500,000	0	500,000	0	-500,000	100,000	400,000	0	20/12/22: Project to support improving IT systems across the Council to deliver efficiencies to the business. First project is Revs&Bens migration to a hosted platform. Waiting developments for other projects, slipping funding as a result.	Amber	Slippage	31/03/23
50CPX011 02	Income Management System	Robin Bates	375,992	0	0	416,079	40,087	357,413	0	-357,413	357,232	181	0	05/01/23: Went live as scheduled in Dec. Residual interface elements March 23. £40k overspend to be funded from Share Services Reserve, to be confirmed.	Amber	Overspend	31/03/23
GRAND TOTAL			842,615,708	393,476,603	450,712,556	841,767,512	-848,196	237,991,123	57,235,953	-180,755,170	135,962,685	104,626,302	2,597,864				

MKCC DEBT COLLECTION PERFORMANCE SUMMARY QUARTER 3

The Council collects a large range of different types of debts for the services that it provides to individuals and organisations. Whilst payment for a service in advance is the preferred method of collection there are some services where invoices will be issued.

The collection of debts for General Debtors, Council Tax & Business Rates and Housing Benefit Overpayments is centralised within the Corporate Recovery team based in the Revenues and Benefit service.

The Housing Service is responsible for the collection of debts in the Housing Revenue Account (HRA) with the exception of Former Tenant Arrears which sits with the Corporate Recovery team.

General Debtors

These debts cover a wide range of services that the Council provides such as adult social care, rents and service charges on Council owned commercial properties, planning obligations and traded services such as the community language service, IT and HR for schools etc.

Invoices are issued by the service area and if the invoice is unpaid when its due date is passed it becomes the responsibility of the corporate recovery team.

Recovery is undertaken in accordance with the Council's Income & Collection policy and Debt stream collection guidance. Up to three reminder letters are automatically generated for unpaid invoices and the corporate recovery team will seek to contact the customer to secure payment. If payment is not received, recovery options including the use of a debt collection agency or seeking to obtain a judgment in the County Court which would allow for the use of bailiffs, attachment of earnings, insolvency, charging order or third party payment orders are used as appropriate. Where actions incur upfront costs to the Council these will, where possible be recovered from the debtor.

Table 1 - In year Performance

Invoices Raised in 22/23 £m's	Invoices Written Off £m's	2022/23 Invoices Cleared £m's	In Year Collection Rate %	% of Invoices Cleared Within 3 Months	% of Invoices Cleared Within 6 Months
67.907	0.626	65.088	95.85	84.27	98.56

The in-year collection rate (95.85%) is based on the value of invoices raised with a due date in Q3 that were cleared by the end of the Q3.

The % of invoices cleared within 3 months (84.27%) and 6 months (98.56%) is based on the value of invoices raised in September 2022 and June 2022 respectively that are now cleared. The % cleared in 3 months is lower than expected due to an invoice for £0.638m being outstanding as 31 December but it has now been paid.

Unrecoverable debt written off

The Council's scheme of delegation requires that where the value of a debt to be written off exceeds £20,000 it should be referred to Cabinet for authorisation following the relevant approval by s151 Officer.

There has been one balance written off in Q3 that is over £20,000 and therefore requires authorisation.

Mr JK- commercial rent arrears of £33,090 unrecoverable due to insolvency

Table 2 – Aged Debt

	1-30 Days Overdue £m's	31-90 Days Overdue £m's	91-183 Days Overdue £m's	184-365 Days Overdue £m's	Over 365 Days Overdue £m's	TOTAL £m's
Q1	1.257	5.419	1.615	0.745	2.678	11.715
Q2	1.072	3.393	1.382	1.511	2.658	10.017
Q3	1.371	1.449	0.710	1.313	1.673	6.515
Q4						

Breakdown of aged debt by service area

	1-30 Days £m's	31-90 Days £m's	91-183 Days £m's	184-365 Days £m's	Over 365 Days £m's	TOTAL £m's
Chief Executive	0.644	0.630	0.645	1.273	1.604	4.795
Corporate	0.471	0.638	0.000	0.000	0.000	1.109
Deputy Chief Executive	0.256	0.180	0.064	0.039	0.064	0.603
Finance Services	0.000	0.000	0.000	0.000	0.000	0.000
Information Technology Services	0.000	0.000	0.000	0.000	0.002	0.002
Place	0.000	0.000	0.000	0.000	0.001	0.001
not allocated to a directorate	0.000	0.000	0.001	0.001	0.003	0.006
Grand Total	1.371	1.449	0.710	1.313	1.673	6.515

Council Tax & Business Rates (NNDR)

Bills are issued annually for Council Tax and Business Rates and are payable in either 10 or 12 monthly instalments.

Reminders are issued if a payer should fall behind with their monthly instalments and if they fail to bring their instalments up to date, the right to pay in instalments is lost and the balance of the full year becomes payable immediately. Failure to make payment in full will result in the issue of a summons to the magistrates court and at the hearing the Council will be granted a liability order to recover the unpaid debt. Costs become payable by the debtor and are added to the liability order.

Debts may be recovered by payment arrangement, referral to enforcement agents, attachment of earnings or benefits (council tax only), insolvency, charging order (council tax only) or committal to prison for up to 90 days.

Table 3 - In year collection for 2022/23

	Net Collectible Debit	Amount Collected	Target Collection Rate	Actual Collection Rate	MKC 2021/22 Collection Rate	Average Collection Rate for Unitary Authorities 2021/22
	£m	£m	%	%	%	%
Council Tax	182.546	155.217	86.00	85.03	97.8	96.0
NNDR	183.414	152.917	82.25	82.82	98.5	96.3

*Source from MHCLG – latest available data (June 2022)

Collection rates are currently slightly below target, this may be due to a shift to 12 monthly instalments or could be the impact of cost of living increases, the trend will be monitored closely.

Table 4 - In year movement all years

	Council Tax			NNDR		
	Previous Year Arrears Outstanding	Current Year 2022/23	Total Outstanding	Previous Year Arrears Outstanding	Current Year 2022/23	Total Outstanding
	£m	£m	£m	£m	£m	£m
01/04/2022	8.581	180.914	189.495	5.665	180.914	186.579
30/06/2022	8.042	160.155	168.197	5.116	157.754	162.870
30/09/2022	5.962	77.578	83.540	3.786	79.089	82.875
31/12/2022	5.198	19.557	24.755	3.160	26.330	29.490
31/03/2023						

At year end current year outstanding balance will be added to previous years arrears and therefore it is important to ensure that active recovery continues on both current year debt and arrears from previous years.

Housing Benefit Overpayment Debt

Housing Benefit overpayments may be recovered in three different ways:

- (1) A standard weekly deduction made from a claimant's ongoing housing benefit claim, (in most cases £11.10 per week)
- (2) Issuing an invoice where the claimant is no longer in receipt of housing benefit; recovery options include payment arrangement, deductions from earnings, referral to debt collection agents or county court action.
- (3) By requesting the DWP to make a standard weekly deduction from other welfare benefits

Table 5 – Housing Benefit Overpayments Aged Debt

	Recovery From Ongoing Benefit (OGB)	Invoiced Recovery	Deductions From DWP Benefit (PDP)	TOTAL Overpayment to be Recovered
	£m	£m	£m	£m
Overpayments raised in previous years	0.752	3.687	0.891	5.330
Overpayments raised in current year	0.765	1.061	0.246	2.072
TOTAL overpayment to be recovered	1.517	4.748	1.137	7.402

The increase in working age claimants onto Universal Credit is now starting to be reflected in the method of recovery for overpayments. Overpayments being recovered through ongoing benefit and invoiced recovery are declining whilst the number of requests to DWP for direct deduction from Universal Credit has increased. The move to universal Credit is also starting to be reflected in the number of overpayments being created with overall debt to be recovered beginning to fall.

Movement in recovery method for Housing Benefit Overpayment since 1 April 2020

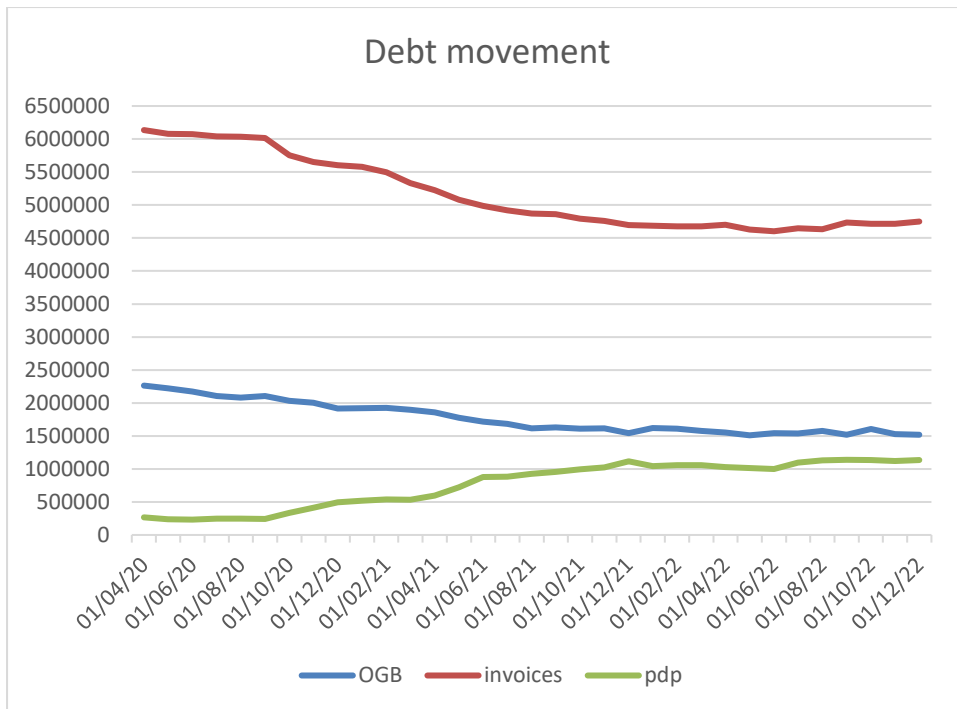


Table 6 - Recovery from Ongoing Benefit

Balance as at:	Total Overpayment to be Recovered From Ongoing Benefits	Inactive (Claim Suspended or Pending)	In Active Recovery or Queued to Start	% of Total Debt in Active Recovery
	£m	£m	£m	%
01.04.2022	1.578	0.162	1.416	89.73
30.06.2022	1.544	0.197	1.357	87.88
30.09.2022	1.518	0.231	1.288	84.85
31.12.2022	1.517	0.202	1.315	86.68
31.03.2023				

Inactive debt is where the Housing Benefit claim is not currently in payment due to an outstanding query and deductions cannot be made until the claim is put back into payment.

Table 7 - Recovery by Invoice in year

In Year Collection	Opening Debit 01/04/22	Change in Debit	Cash Collected	Write Offs	Balance Outstanding	2022/23 Collection at End Q3	2021/22 Collection at 31/03/2022
	£m	£m	£m	£m	£m	%	%
	4.677	0.964	(0.789)	(0.103)	4.748	13.99	21.25

Table 8 – Long Term Collection- since 2012

Opening Debit 01/04/12	Change in Debit	Cash Collected	Write Offs	Balance Outstanding	Long Term Collection Rate	Long Term Write Off Rate
£m	£m	£m	£m	£m	%	%
3.550	17.563	(12.609)	(3.755)	4.748	59.72	17.79

This table shows an analysis of collection since April 2012.

Housing (HRA & AS/GF)

The Housing Revenue Account (HRA) records all revenue expenditure and income relating to the provision of council dwellings and related services. HRA rents and service charges are billed through the NEC housing system. In addition to these HRA charges, Temporary Accommodation (TA) relating to Adult Services (AS) and garage rents relating to General Fund housing (GF) are also billed through NEC. Outstanding debt balances for HRA, AS & GF are shown in table below. Collection of Housing debts sits within Housing teams.

Table 9 – NEC Housing system Debt

Service	Opening Outstanding Debt 1 April 22	Current Debt Outstanding at 31 Dec 22	Move ment	0-90 Days	91-180 Days	181+ Days
	£m	£m	£m	£m	£m	£m
Tenant Rent debts (current & former)	3.002	3.107	0.105	1.222	0.686	1.200
Shared ownership	0.326	0.362	0.035	0.040	0.094	0.227
Leasehold Service charge debts	0.947	1.401	0.454	0.943	-	0.458
Leasehold Major works debts	0.491	0.512	0.021	-	-	0.512
Other (repairs & commercial)	0.035	0.007	(0.027)	0.005	0.00	0.002
Total HRA Debt	4.801	5.389	0.588	2.210	0.780	2.399
MKC Housing (TA and GF)	1.983	2.190	0.207	1.376	0.407	0.407
Total Housing Debt	6.784	7.579	0.795	3.586	1.187	2.806

HRA Tenant and MKC/GF debts

Tenant debts are on an upward trend, impacted by cost-of-living crisis. The wider economy pressures are expected to increase into next year, presenting significant risks to future collection rates. It will be a challenge to maintain performance levels at current levels, but the service is showing strong signs of improvement as they continue to respond to this and maintain performance.

HRA Shared ownership and Leasehold debts

Leasehold service charges billed annually (Sept). Debt levels to fall month on month as clients continue payments towards the recent annual bill and past balances.

Major works billed on completion of works. Works to be billed later this quarter.

Major works and Shared ownership rental debts remain high from historic levels. The service to further review debtor accounts and focus actions.

2022/23 TREASURY MANAGEMENT Q3 (SEPTEMBER TO DECEMBER) UPDATE**1. Purpose**

- 1.1. The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice for Treasury Management recommends that members be updated on treasury management activities at regular intervals. This report ensures the Council is implementing best practice in accordance with the Code.

2. UK Economic background**2.1.1. In summary, during the quarter:**

- There was a +0.50% month-on-month rise in Gross Domestic Product (GDP) in October, mostly driven by the reversal of bank holiday effects;
- Signs of economic activity losing momentum as households increased their savings;
- CPI inflation fell to -0.40% to 10.7% in November after peaking at 11.1% in October;
- A small loosening in the labour market which pushed the unemployment rate up to 3.7% in October;
- The Bank of England (BoE) Bank Rate increased by +1.25% to 3.50%;
- Reduced volatility in UK financial markets.

- 2.2. GDP fell by -0.3% in Q3 2022 (ending 30th September), which probably marked the start of the UK recession. About half of that decline was the effects of the extra bank holiday in September for the Queen's funeral. The unwinding of those bank holiday effects meant that GDP rebounded in October and explained at least +0.3% of the 0.5% month-on-month rise. Accordingly, if GDP were to avoid falls of more than -0.2% in November and December, then GDP over Q4 as a whole could avoid a contraction, which would prevent a recession in 2022.

- 2.3. However, the flash composite activity Purchasing Managers' Index (PMI - an index of the prevailing sentiment of economic trends in the manufacturing and service sectors) stayed below the neutral level of 50 and pointed to a small -0.1% contraction in GDP in Q4. Consumer confidence also remained low in December and stayed close to its record low point of September. Strike action could cause another economic drag and may mean that GDP is 0.0%-0.5% lower than otherwise in December. GDP is projected to contract marginally in Q4 by around -0.1%.

- 2.4. Meanwhile the -0.4% monthly fall in retail sales volumes in November only reversed some of the +0.9% rise saw in October. That left sales volumes -4.5% below their level at the start of the year. Indeed, the rise in the household saving rate from 6.7% in Q2 to 9.0% in Q3 implied that higher interest rates are encouraging households to save more. And a larger-than-usual +£6.2bn rise in cash in household bank accounts in October may imply households have started to increase their precautionary savings.

- 2.5. There were signs that the labour market was loosening gradually (i.e. a shift in the balance between labour demand vs labour supply) going into the final quarter of 2022. Although employment in the three months to October rose by +27,000, the fall in the composite PMI employment balance in December suggests that labour demand will cool. Meanwhile, labour supply improved as inactivity fell by -76,000 in the three months to October. That helped drive a rise in the unemployment rate from 3.6% in September to 3.7% in October. The number of job vacancies in November fell for the sixth consecutive month and were -18% below their peak in May.
- 2.6. Crucially though, wage growth remained resilient. Average earnings growth (excluding bonuses) grew by +0.7% from September to October, above the 2022 monthly average of +0.5%. Wage growth is likely to slow gradually in the coming months as the labour market loosens further but if extensive strike action is successful in achieving large pay increases, then wage growth could be stronger for longer.
- 2.7. Consumer Price Index (CPI) inflation peaked in October at a (41-year) high of 11.1% and fell to 10.7% in November. Goods price inflation, which is driven largely by global factors, has peaked. The sharp rises in energy prices in 2022 mean that energy price inflation will fall sharply in 2023. Meanwhile, the large fall in agricultural prices since May means that food price inflation should start to decline soon. What's more, upward pressure on goods price inflation from global supply shortages is fading quickly.
- 2.8. Domestic inflation pressures also eased in Q4. The +0.2% month-on-month rise in core CPI inflation in November was the smallest monthly gain since August 2020 and drove a fall in core CPI inflation from 6.5% in October to 6.3% in November. Services CPI inflation was stable at 6.3% in November despite the resilience of wage growth. And the easing of price expectations in the Bank of England's Decision Maker Panel survey in November suggests that inflation may become less persistent.
- 2.9. The Chancellor's Autumn Statement on 17 November succeeded in restoring the government's fiscal credibility in the eyes of the financial markets without deepening the recession. The total fiscal consolidation package of £54.9bn (1.8% of GDP) in 2027/28 made the outlook for fiscal policy much tighter than at the beginning of Q4. The package was heavily backloaded, with net outlay of £3.8bn (0.15% of GDP) in 2023/24 and £0.3bn (0.01% of GDP) in 2024/25, and most of the tightening kicking in after 2024/25. The largest fiscal support was the extension of the Energy Price Guarantee for another 12 months, until April 2024, although at a higher price cap of £3,000 from April 2023 rather than £2,500. At the same time, the Chancellor loosened the fiscal rules by requiring debt as a percentage of GDP to be falling in five years' time, rather than three. The Office of Budget Responsibility (OBR) estimated that the Chancellor will meet this new rule with a slim £9.2bn (0.3% of GDP) to spare.

- 2.10. With fiscal policy now doing much less to fan domestic inflation pressures, Bank Rate is expected to peak at 4.50% or at least close to that figure. Despite stepping up the pace of policy tightening with a +0.75% Bank Rate rise in November (from 2.25% to 3.00%), the BoE Monetary Policy Committee's (MPC) accompanying commentary was dovish/conservative. The MPC pushed back heavily against market rate expectations, which at the time were for Bank Rate to peak at 5.25%. The BoE's new forecasts predicts a deeper and longer recession than the analyst consensus, of eight quarters and with a peak-to-trough fall in real GDP of -2.9%.
- 2.11. The BoE was dovish/conservative again in December when it slowed the pace of tightening with a +0.50% rise in Bank Rate (from 3.00% to 3.50%). Two of the nine MPC members voted to leave rates unchanged, judging that the current level of Bank Rate was sufficient to bring inflation back to target. That said, the rest of the MPC appeared to suggest that further rate hikes would be necessary. It is expected that the majority of the MPC will need to see stronger signs that a) activity is slowing b) the labour market is loosening and c) wage growth is slowing before they stop backing rate rises.
- 2.12. Gilt yields have fallen sharply since their highs following the "mini-budget" on 23 September as government fiscal credibility has been largely restored by the fiscal consolidation package announced at the Autumn Statement on 17 November. The 10-year yield fell from a peak of 4.55% to approximately 3.60% in early January 2023, while the 30-year yield fell from 5.10% to 3.90%. Volatility during that period saw yields rise by around +0.50% in December, partially on the back of a global rise in yields. If Bank Rate falls back in 2024 and 2025, then gilt yields will likely also fall over the next two years.
- 2.13. Lower volatility in gilt markets in Q4 meant that the BoE was able to stop its purchases of long-term gilts for financial stability reasons as planned on 14 October. It was also able to begin active gilt sales in November, albeit with a focus on shorter dated gilts. So far quantitative tightening has had little influence on short-term money markets. But as it is still an experiment, the risk of a widespread tightening in financial conditions remains.
- 2.14. The restoration of fiscal credibility boosted the pound sterling and the FTSE 100 early in Q4. While much of the benefit passed in the first half of Q4, sterling continued to rally against the dollar. Further falls in risk appetite could boost safe-haven demand for the dollar and weigh conversely on the pound.
- 2.15. Through December, the rally in the FTSE 100 petered out as investors have become increasingly concerned by the prospect of a global recession. However, the relatively conservative tone of the BoE compared to the US Federal Reserve and the European Central Bank meant that UK equities held up better than other developed market indices. Indeed, at the December month end the FTSE 100 is only marginally below its peak on 5th December, while the S&P 500 is around 4% lower over the same period. Nevertheless, there is a great deal of uncertainty as to which direction markets will move in 2023 and at what pace.

3. Borrowing

3.1. The Council's primary objective when borrowing is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should long-term plans change is a secondary objective.

Loan Pools:

3.2. The Council has disaggregated its loans pool in an equitable manner and so takes borrowing decisions separately for the General Fund and HRA. Appendix A to this report shows the breakdown of loans between the respective two fund pools.

Overall external borrowing portfolio:

3.3. Tables 1 below sets out the profile of the Council's external borrowing portfolio by source:

Table 1: External borrowing profile at 31 December 2022 by loan source

Tenor Bucket	Market		PWLB		Total	
	Amount	% of Total	Amount	% of Total	Amount	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£5,000,000.00	33.3%	£23,155,085.29	5.4%	£28,155,085.29	6.3%
1 - 2 Years	£0.00	0.0%	£13,275,474.60	3.1%	£13,275,474.60	3.0%
2 - 5 Years	£0.00	0.0%	£35,595,579.61	8.2%	£35,595,579.61	8.0%
5 - 10 Years	£0.00	0.0%	£58,532,026.35	13.5%	£58,532,026.35	13.1%
10 - 20 Years	£0.00	0.0%	£131,186,871.81	30.4%	£131,186,871.81	29.3%
20 - 30 Years	£0.00	0.0%	£45,000,000.00	10.4%	£45,000,000.00	10.1%
30 - 40 Years	£0.00	0.0%	£125,360,000.00	29.0%	£125,360,000.00	28.0%
40 - 50 Years	£10,000,000.00	66.7%	£0.00	0.0%	£10,000,000.00	2.2%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£15,000,000.00	100.0%	£432,105,037.66	100.0%	£447,105,037.66	100.0%

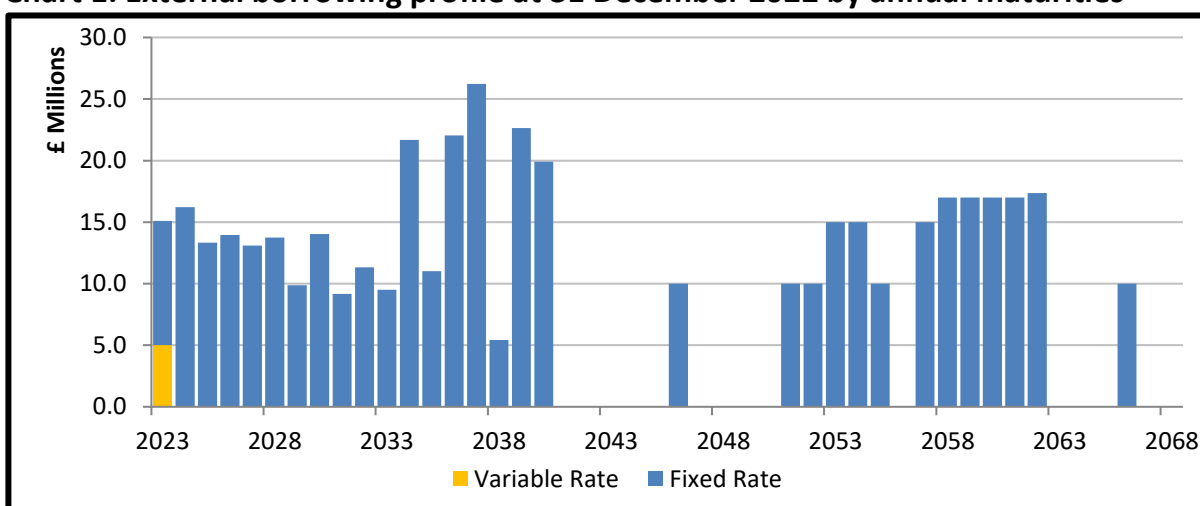
3.4. Tables 2 below sets out the profile of the Council's external borrowing portfolio by interest rate structure/exposure:

Table 2: External borrowing profile at 31 December 2022 by interest rate structure

Tenor Bucket	Fixed Rate Loans	% of Total	Variable Rate Loans	% of Total	Total	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£23,155,085.29	5.2%	£5,000,000.00	100.0%	£28,155,085.29	6.3%
1 - 2 Years	£13,275,474.60	3.0%	£0.00	0.0%	£13,275,474.60	3.0%
2 - 5 Years	£35,595,579.61	8.1%	£0.00	0.0%	£35,595,579.61	8.0%
5 - 10 Years	£58,532,026.35	13.2%	£0.00	0.0%	£58,532,026.35	13.1%
10 - 20 Years	£131,186,871.81	29.7%	£0.00	0.0%	£131,186,871.81	29.3%
20 - 30 Years	£45,000,000.00	10.2%	£0.00	0.0%	£45,000,000.00	10.1%
30 - 40 Years	£125,360,000.00	28.4%	£0.00	0.0%	£125,360,000.00	28.0%
40 - 50 Years	£10,000,000.00	2.3%	£0.00	0.0%	£10,000,000.00	2.2%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£442,105,037.66	100.0%	£5,000,000.00	100.0%	£447,105,037.66	100.0%

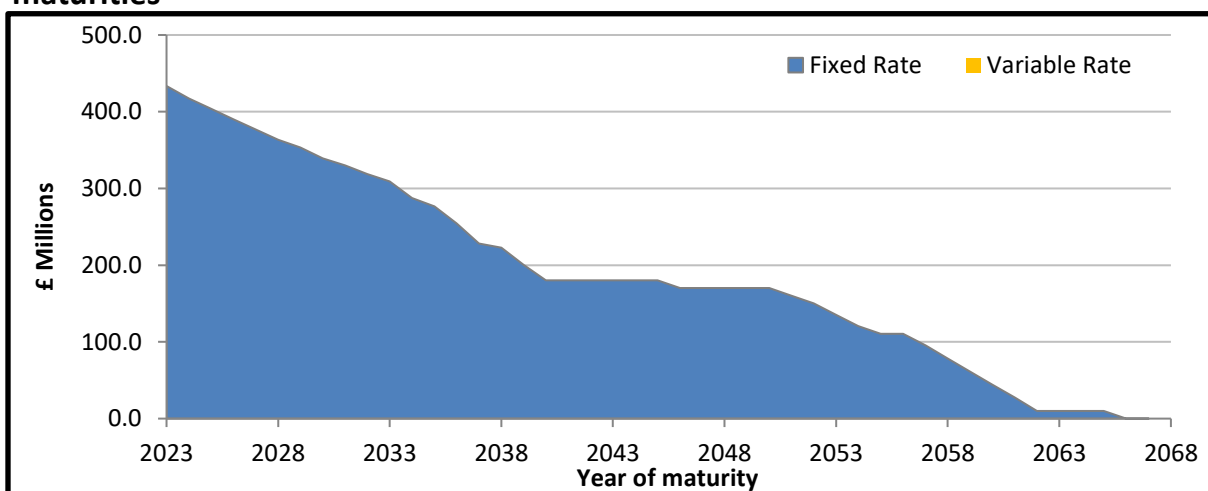
3.5. Chart 1 below shows the annual maturity profile of the Council’s external borrowing portfolio:

Chart 1: External borrowing profile at 31 December 2022 by annual maturities



3.6. Chart 2 below shows the fallout structure of the Council’s external borrowing portfolio:

Chart 2: External borrowing profile at 31 December 2022 by cumulative annual maturities



- 3.7. No new external borrowing was undertaken during Q3. No principal repayments were due during the quarter, so the weighted average rate across the Council's external borrowing portfolio at 31 December 2022 remained as it was carried forward from Q2, at 4.32%.
- 3.8. HM Treasury has issued guidance to local authorities aimed at ensuring capital spending plans are compliant with the conditions for ongoing access to PWLB under lending terms revised in November 2020. These conditions include barring authorities investing in commercial assets bought primarily for yield from accessing PWLB loans. This has complicated the application process with various governance steps now in place to ensure PWLB loans are only advanced for Government authorised purposes.
- 3.9. The Council continues to hold a £5m Lender's Option Borrower's Option (LOBO) loan, where the lender has the option every 6 months to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. Treasury management practice is to present such loans at their next potential maturity date (in this case a rolling 6-month exposure) rather than their backstop maturity date (in this case November 2041). Given underlying market conditions the lender did not exercise their option during the quarter and is not expected to do so soon, so officers are considering this loan to be long term funding.

4. Debt Restructuring

- 4.1. Debt restructuring is the exercise of managing debt maturity profile risks by repaying existing loans early and replacing them with new loans at different maturities and rates. This may be in response to changing market conditions or an authority's own circumstances.
- 4.2. Prior to 2010, authorities could manage their maturity profile risks by repaying PWLB loans and replacing them at different maturities, at cost. But since 2010, the PWLB has placed high premiums on the early repayment of PWLB loans by using a repurchase yield below gilt rates. In the years that past the penalty premium effectively ruled out most restructuring activity.
- 4.3. As previously noted in the Q2 treasury update report, debt restructuring opportunities increased significantly during Q2. The gilt yields that underpin PWLB rates and market loans rose materially on the back of well documented UK political turmoil and unfunded economic decisions. This pattern of gilt yield increases continued into early October before economic policy order was restored, leading to a significant and sustained falling back.
- 4.4. The timing of potential restructuring activity is important to realise the most value from it. In some cases during this period, redemption rates rose above the coupon rate of some of the Council's existing long dated and lowest rate loans, meaning they could have been redeemed at a discount, but at the sacrifice of these long-term

affordable loans that would likely need to be replaced in the medium term at anticipated higher prevailing rates.

4.5. No debt rescheduling was undertaken during the quarter. Officers continue to monitor this position with the Council's treasury advisors.

5. Annual Investment Strategy

5.1. The Treasury Management Strategy Statement (TMSS) for 2022/23, which includes the Annual Investment Strategy, was approved by the Council on 16th February 2022. It sets out the Council's fundamental investment priorities as being (in order):

1. Security of Capital;
2. Liquidity; and then
3. Yield

5.2. The Council's investment activity during the quarter conformed to the approved strategy and the Council had no difficulties meeting its liquidity requirements.

5.3. Investment rates improved dramatically during the first three quarters of 2022/23 and are expected to improve further considering Bank Rate is likely to continue to increase over the next few months.

5.4. The Council's investment portfolio represents the holding of positive short-term cashflows at any given time plus prudent medium and long-term provisions, balances and reserves. During the quarter, the Council's investment balances ranged from a low of £459.5m to a high of £513.4m. The average balance held in Q1 was £406.4m, Q2 was £462.2m, Q3 was £493.7m, giving a year-to-date average of £454.1m. Table 3 below shows the Council's investment maturity position at 31 December 2022:

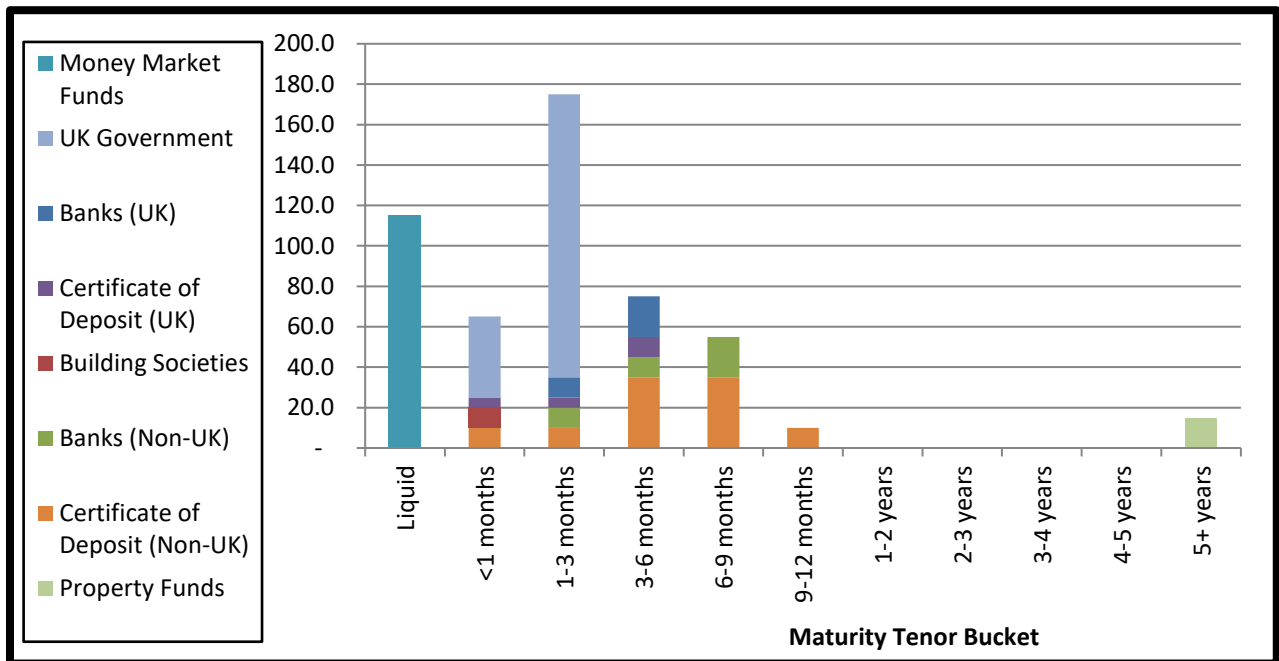
Table 3: Investment Maturity Position at 31 December 2022

Counterparty	Start Date	Maturity Date	Interest Rate	Interest Rate Structure	Principal O/S (£)
Same-day access: Banks					
Barclays Bank plc	n/a	n/a	0.0000%	Variable	14,013.37
National Westminster Bank plc	n/a	n/a	0.0100%	Variable	100,197.67
Handelsbanken plc	n/a	n/a	0.0000%	Variable	1,099.02
					115,310.06
Same-day access: Money Market Funds					
LGIM	n/a	n/a	3.0682%	Variable	9,875,000.00
Insight	n/a	n/a	3.1297%	Variable	15,000,000.00
State Street	n/a	n/a	3.1520%	Variable	15,000,000.00
Goldman Sachs	n/a	n/a	3.1816%	Variable	15,000,000.00
Morgan Stanley	n/a	n/a	3.1904%	Variable	15,000,000.00
Deutsche	n/a	n/a	3.1928%	Variable	15,000,000.00
Federated	n/a	n/a	3.2602%	Variable	15,000,000.00
Aberdeen	n/a	n/a	3.2824%	Variable	15,000,000.00
					114,845,000.00
UK Government:					
Debt Management Office	07/11/22	09/01/23	2.8000%	Fixed	40,000,000.00
Debt Management Office	08/11/22	08/02/23	2.9300%	Fixed	60,000,000.00
Debt Management Office	29/11/22	28/02/23	3.1300%	Fixed	50,000,000.00
Debt Management Office	19/12/22	20/03/23	3.4200%	Fixed	30,000,000.00
					180,000,000.00
Banks and Building Societies:					
Lloyds Bank plc	05/07/22	05/01/23	2.1500%	Fixed	£5,000,000.00
Norddeutsche Landesbank Girozentrale (NordLB)	12/10/22	12/01/23	3.3800%	Fixed	£10,000,000.00
Nationwide Building Society	13/07/22	13/01/23	1.8300%	Fixed	£10,000,000.00
Lloyds Bank plc	15/08/22	15/02/23	2.6500%	Fixed	£5,000,000.00
Bayerische Landesbank (Bayern LB)	23/08/22	23/02/23	2.8500%	Fixed	£10,000,000.00
SMBC Bank International plc	23/08/22	23/02/23	2.8200%	Fixed	£5,000,000.00
DZ Bank	25/05/22	27/02/23	2.0100%	Fixed	£5,000,000.00
Credit Industriel et Commercial	25/05/22	27/02/23	1.9400%	Fixed	£5,000,000.00
SMBC Bank International plc	08/09/22	08/03/23	3.0900%	Fixed	£5,000,000.00
Handelsbanken plc	15/08/22	15/05/23	2.4100%	Fixed	£10,000,000.00
Standard Chartered Bank	23/11/22	23/05/23	4.0100%	Fixed	£10,000,000.00
National Bank of Canada	23/11/22	23/05/23	3.9700%	Fixed	£5,000,000.00
Nordea Bank AB	25/05/22	25/05/23	2.1800%	Fixed	£10,000,000.00
Rabobank Nederland	25/05/22	25/05/23	2.1600%	Fixed	£10,000,000.00
Santander UK plc	25/11/22	25/05/23	3.9100%	Fixed	£10,000,000.00
National Bank of Canada	08/12/22	08/06/23	4.2200%	Fixed	£5,000,000.00
Credit Industriel et Commercial	10/06/22	09/06/23	2.3500%	Fixed	£5,000,000.00
Bank of Montreal	10/06/22	09/06/23	2.5000%	Fixed	£10,000,000.00
Overseas-Chinese Banking Corporation	15/08/22	15/08/23	2.9000%	Fixed	£10,000,000.00
Landesbanken Hessen-Thueringen Girozentrale (Helaba)	15/08/22	15/08/23	3.0350%	Fixed	£5,000,000.00
National Australia Bank Ltd	24/08/22	24/08/23	3.6300%	Fixed	£10,000,000.00
DNB Bank	26/08/22	25/08/23	3.8300%	Fixed	£10,000,000.00
Landesbanken Hessen-Thueringen Girozentrale (Helaba)	09/09/22	08/09/23	3.9200%	Fixed	£5,000,000.00
Royal Bank of Canada	23/09/22	22/09/23	4.4000%	Fixed	£10,000,000.00
Toronto Dominion Bank	28/09/22	28/09/23	5.4000%	Fixed	£5,000,000.00

Counterparty	Start Date	Maturity Date	Interest Rate	Interest Rate Structure	Principal O/S (£)
DZ Bank	08/11/22	08/11/23	4.4900%	Fixed	£5,000,000.00
Toronto Dominion Bank	12/12/22	12/12/23	4.7800%	Fixed	£5,000,000.00
					200,000,000.00
Property Funds (variable net asset value [VNAV]):					
CCLA Local Authorities Property Fund	30/03/15		4.4455%	Variable	9,903,831.59
CCLA Local Authorities Property Fund	26/02/16		4.4455%	Variable	4,656,765.49
					14,560,597.08
					509,520,907.14

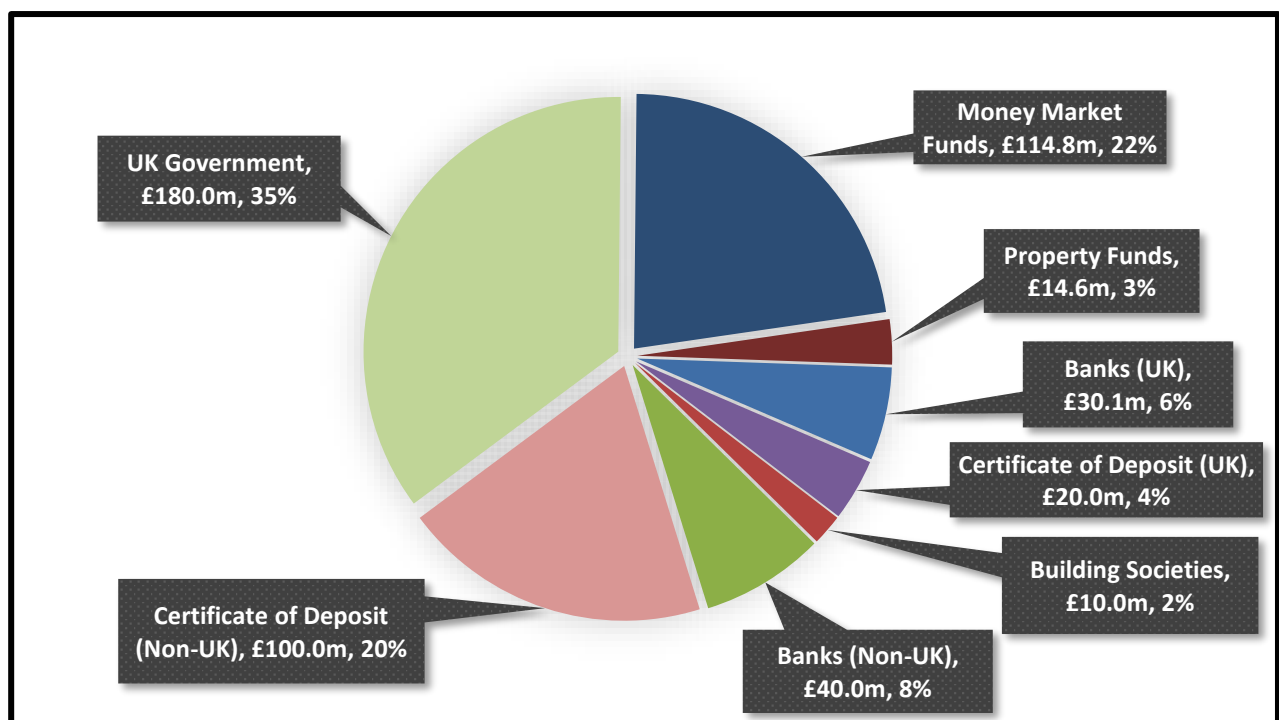
5.5. Chart 3 below shows the investment portfolio maturity profile by tenor buckets per category type at 31 December 2022:

Chart 3: Investment profile at 31 December 2022 by maturity category & tenor buckets



5.6. Chart 4 below shows the investment portfolio maturity profile by tenor buckets per category type at 31 December 2022:

Chart 4: Investment profile at 31 December 2022 composition pie chart



Credit Background:

5.7. Officers continue to closely monitor changes to credit ratings and other measures of creditworthiness to ensure that only appropriate counterparties are considered for investment purposes. There have been some changes to credit ratings over the quarter under review, including:

- Fitch, S&P and Moody's all changed their Outlook on the Sovereign Rating of the United Kingdom to Negative from Stable – mainly in reaction to the large and unfunded fiscal package announced in September.
- Moody's lowered the Outlooks on the Long-Term Ratings to Negative from Stable of a number of "systemically important" UK banks in line with the same change it made to the Outlook on the UK Sovereign Rating.
- Fitch removed several bank Support Ratings as they are no longer relevant under their updated Bank Rating Criteria.
- S&P changed the Outlook on the Sovereign Rating of France to Negative from Stable – in their view reflecting rising risks to France's public finances, amid tightening monetary conditions.
- Fitch downgraded the Long-Term Rating of SMBC Bank International Plc to 'A-' from 'A'. At the same time, the Outlook on the Long-Term Rating was changed to Stable from Negative, and all other ratings were affirmed.
- Moody's upgraded the Long-Term Rating of The Co-operative Bank plc to 'Ba1' from 'Ba2'. At the same time, the Outlook on the Long-Term Rating was upgraded to Positive from Stable, and all other ratings were affirmed.
- Moody's upgraded the Long-Term Rating of Deutsche Bank AG (DB) to 'A1' from 'A2'. At the same time, the Outlook on the Long-Term Rating was changed to Stable from Positive, and all other ratings were affirmed.

Externally managed strategic funds:

- 5.8. The Council invested a cash sum of £15.0m into an externally managed strategic pooled property fund with the CCLA; £10.0m in March 2015 and a further £5.0m in February 2016. Short-term security and liquidity are lesser considerations for this type of investment with the primary objectives instead being regular revenue income and long-term price stability.
- 5.9. At 31 December 2022, the Council's holdings stood at £14.561m against £17.098m at 31 March 2022, representing a decrease in fair value of £2.537m and an overall unrealised loss of £0.440m. This investment has yielded a 3.40% average gross return this year to date.
- 5.10. The current economic environment and outlook present a challenge for the property sector, resulting in capital valuation reductions. Despite this the CCLA Local Authorities' Property Fund remains well positioned; the Fund is made up of high-quality assets with weighting that focuses on industrial & retail warehouses and is cautious to shops & offices, as well as a strong tenant base with just over two-thirds independently rated as lower-than-average risk of failure.
- 5.11. The Council has no immediate plans to liquidate this investment. However, it should be noted that the CCLA have exercised their discretion to temporarily extend the redemption notice period from 90 days to six months. In the current market circumstances, there is a greater risk that continuing investors could be disadvantaged if the Fund were obliged to dispose of properties at unattractive valuations to satisfy redemption requests. Property as an asset class is illiquid and sales best conducted in an orderly fashion, focusing on those assets which may have become less attractive and less well placed to support the funds' income and capital growth over the long term. Extending the redemption notice period therefore maintains the Funds integrity in a way which is fair to all investors.

Investment income performance:

- 5.12. Investment income performance is compared to the bidding rate at which banks are willing to lend and borrow from each other, shown in Table 4 below. The benchmark used is the Sterling Overnight Index Averages (SONIA) 3-month backward-looking rate, which compares the Council's actual return against market returns available during the period in which they were placed.
- 5.13. Investment income budget projections are reported through the Budget Monitoring process.

Table 4: Investment income performance against 3-month SONIA (backward-looking) benchmark

Period	MKC Performance	Benchmark Performance	Difference
Year to date	1.86%	1.31%	+0.55%

Investments for policy reasons outside of normal treasury management operations:

5.14. Although not classed as treasury management activities per se, the 2017 CIPFA Code now requires the Council to report on investments for policy reasons outside of normal treasury management operations. This includes service investments for operational and/or regeneration as well as commercial investments made primarily for financial income reasons. These investments typically earn a higher rate of return compared to normal treasury management investments, which reflects the additional risks that the Council is exposed to.

Milton Keynes Development Partnership LLP (MKDP):

5.15. In July 2022, the Council and its wholly owned subsidiary company MKDP extended the previous £30.0m cashflow loan arrangement by 3 months to the end of September 2022. This short-term renewal was to allow MKDP time to finalise its business plan and use it to help determine the long-term funding requirements to deliver its activities. A delegated decision was taken on 20 September 2022 to allow officers to negotiate a replacement loan facility. MKDP Board accepted a new loan facility with the following characteristics:

- a) A one-year loan starting from 30 September 2022 to 29 September 2023.
- b) A maximum loan facility of £22.0m.
- c) An initial drawdown on day 1 of £12.0m.
- d) Quarterly options at the end of December 2022, March 2023 and June 2023 to repay (in part or full) principal or drawdown additional funds up to a maximum of the total loan facility amount.
- e) A loan rate of 4.01% - set with reference to State Aid regulations and prevailing market rates. This rate will apply throughout the entire loan term in return for a £75,000.00 commitment fee paid in advance.

5.16. MKDP elected to make a principal repayment of £3.5m on 30 December, reducing the ongoing balance outstanding to £8.5m.

National Homelessness Property Fund:

5.17. The Council holds a £5.0m principal investment (match-funded by external investment) in a National Homelessness Property Fund, the assets of which are for use as housing temporary accommodation in Milton Keynes. This investment is not shown within the tables and charts above as it was funded through the capital programme and reported through the capital monitoring process.

6. Compliance with Treasury and Prudential Limits

6.1. It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators are set as part of the Treasury Strategy and Capital Strategy.

6.2. During the quarter the Council has operated within its treasury limits and Prudential Indicators, shown in Table 5 below.

Table 5: Prudential and Treasury Indicators

TREASURY LIMITS			
	Authorised Limit	Operational Boundary	Q3
General Fund External Loans	£480.000m	£470.000m	£227.995m
General Fund Other Long-Term Liabilities	£25.000m	£20.000m	£4.019m
Total General Fund Authorised Limit	£505.000m	£490.000m	£232.014m
HRA External Loans	£415.000m	£405.000m	£219.110m
HRA Other Long-Term Liabilities	£5.000m	£5.000m	£0.000m
Total HRA Authorised Limit	£420.0m	£410.0m	£219.110m
Combined External Loans	£895.000m	£875.000m	£447.105m
Combined Other Long-Term Liabilities	£30.000m	£25.000m	£4.019m
Combined Total Authorised Limit	£925.000m	£900.000m	£451.124m
Maturity structure of external debt limits	Limits	GF Q3	HRA Q3
Under 12 months	Max. 15% Min. 0%	7.5%	5.0%
12 months to 2 years	Max. 15% Min. 0%	2.9%	3.1%
2 years to 5 years	Max. 50% Min. 0%	9.9%	5.9%
5 years to 10 years	Max. 50% Min. 0%	17.8%	8.2%
10 years and above	Max. 100% Min. 50%	61.9%	77.8%
		Limit	Q3
Investments with longer than 365 days to maturity		£75.000m	£14.561m
PRUDENTIAL INDICATORS			
	Indicator	Q3	
General Fund External Loans	£220.432m	£227.995m	
General Fund Other Long-Term Liabilities	£4.019m	£4.019m	
Total General Fund Gross Debt	£224.451m	£232.014m	
General Fund Capital Financing Requirement	£456.542m	£446.754m	
Gross Debt below Capital Financing Requirement?	Yes	Yes	

HRA External Loans	£218.110m	£219.110m
HRA Other Long-Term Liabilities	£0.000m	£0.000m
Total HRA Gross Debt	£218.110m	£219.110m
HRA Capital Financing Requirement	£315.597m	£316.813m
Gross Debt below Capital Financing Requirement?	Yes	Yes
Ratio of financing costs to net revenue streams: GF	7.36%	7.86% *
HRA	46.92%	44.42% **

* increase due to additional MRP charge following change in regulations requiring charge be applied against debt liability on assets earmarked for future sale.

** decrease due to reduction in debt interest costs because of internal loans agreed between GF and HRA at market rates lower than prudently anticipated during original budget build.

The Council manages its loans portfolio as two separate pools, one for the General Fund and one for the HRA. Shown below are the breakdowns of each pool.

General Fund Loans Pool

Table 1: General Fund External Borrowing profile at 31 December 2022 by loan source

Tenor Bucket	Market Loans		PWLB Loans		Total	
	Amount	% of Total	Amount	% of Total	Amount	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£5,000,000.00	33.3%	£12,155,085.29	5.7%	£17,155,085.29	7.5%
1 - 2 Years	£0.00	0.0%	£6,525,474.60	3.1%	£6,525,474.60	2.9%
2 - 5 Years	£0.00	0.0%	£22,595,579.61	10.6%	£22,595,579.61	9.9%
5 - 10 Years	£0.00	0.0%	£40,532,026.35	19.0%	£40,532,026.35	17.8%
10 - 20 Years	£0.00	0.0%	£46,186,871.81	21.7%	£46,186,871.81	20.3%
20 - 30 Years	£0.00	0.0%	£45,000,000.00	21.1%	£45,000,000.00	19.7%
30 - 40 Years	£0.00	0.0%	£40,000,000.00	18.8%	£40,000,000.00	17.5%
40 - 50 Years	£10,000,000.00	66.7%	£0.00	0.0%	£10,000,000.00	4.4%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£15,000,000.00	100.0%	£212,995,037.66	100.0%	£227,995,037.66	100.0%

Table 2: General Fund External Borrowing profile at 31 December 2022 by interest rate structure

Tenor Bucket	Fixed Rate Loans	% of Total	Variable Rate Loans	% of Total	Total	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£12,155,085.29	5.5%	£5,000,000.00	100.0%	£17,155,085.29	7.5%
1 - 2 Years	£6,525,474.60	2.9%	£0.00	0.0%	£6,525,474.60	2.9%
2 - 5 Years	£22,595,579.61	10.1%	£0.00	0.0%	£22,595,579.61	9.9%
5 - 10 Years	£40,532,026.35	18.2%	£0.00	0.0%	£40,532,026.35	17.8%
10 - 20 Years	£46,186,871.81	20.7%	£0.00	0.0%	£46,186,871.81	20.3%
20 - 30 Years	£45,000,000.00	20.2%	£0.00	0.0%	£45,000,000.00	19.7%
30 - 40 Years	£40,000,000.00	17.9%	£0.00	0.0%	£40,000,000.00	17.5%
40 - 50 Years	£10,000,000.00	4.5%	£0.00	0.0%	£10,000,000.00	4.4%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£222,995,037.66	100.0%	£5,000,000.00	100.0%	£227,995,037.66	100.0%

Chart 1: General Fund External Borrowing profile at 31 December 2022 by annual maturities

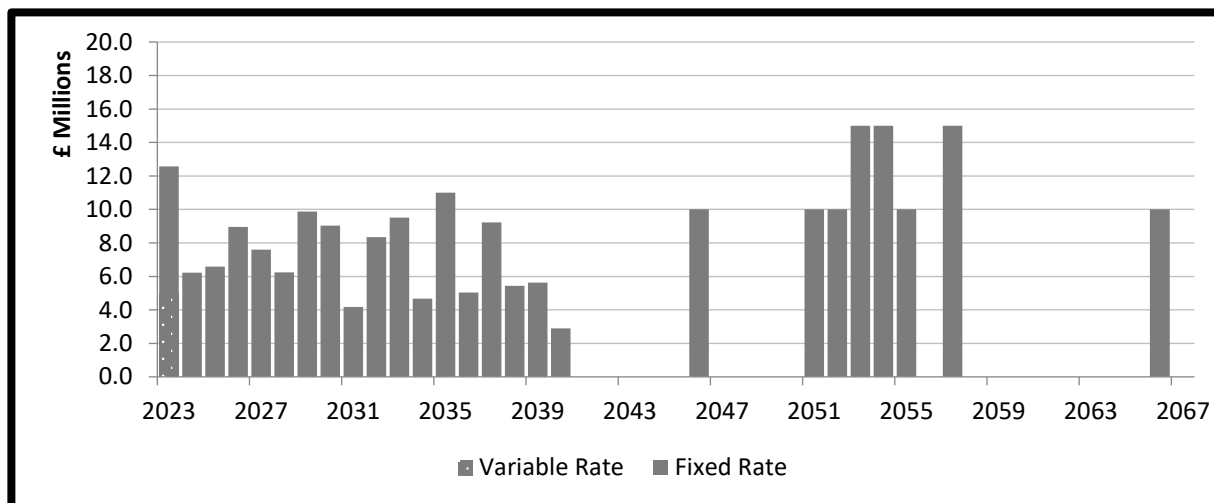
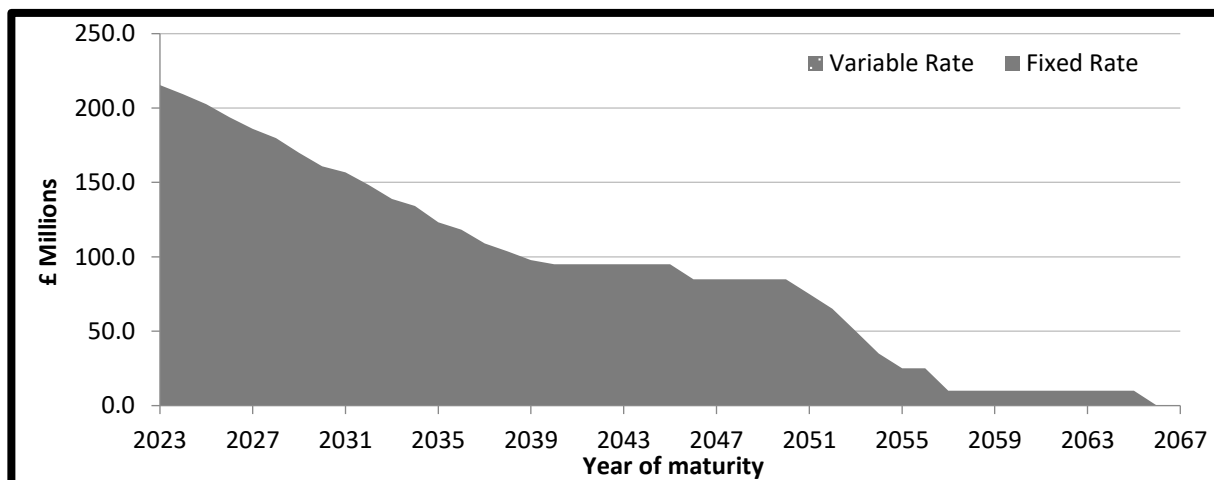


Chart 2: General Fund External Borrowing profile at 31 December 2022 by cumulative annual maturities



HRA

Table 3: HRA External Borrowing profile at 31 December 2022 by loan source

Tenor Bucket	Market Loans		PWLB Loans		Total	
	Amount	% of Total	Amount	% of Total	Amount	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£0.00	0.0%	£11,000,000.00	5.0%	£11,000,000.00	5.0%
1 - 2 Years	£0.00	0.0%	£6,750,000.00	3.1%	£6,750,000.00	3.1%
2 - 5 Years	£0.00	0.0%	£13,000,000.00	5.9%	£13,000,000.00	5.9%
5 - 10 Years	£0.00	0.0%	£18,000,000.00	8.2%	£18,000,000.00	8.2%
10 - 20 Years	£0.00	0.0%	£85,000,000.00	38.8%	£85,000,000.00	38.8%
20 - 30 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
30 - 40 Years	£0.00	0.0%	£85,360,000.00	39.0%	£85,360,000.00	39.0%
40 - 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£0.00	0.0%	£219,110,000.00	100.0%	£219,110,000.00	100.0%

Table 4: HRA External Borrowing profile at 31 December 2022 by interest rate structure

Tenor Bucket	Fixed Rate Loans	% of Total	Variable Rate Loans	% of Total	Total	% of Total
Liquid	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
< 1 Year	£11,000,000.00	5.0%	£0.00	0.0%	£11,000,000.00	5.0%
1 - 2 Years	£6,750,000.00	3.1%	£0.00	0.0%	£6,750,000.00	3.1%
2 - 5 Years	£13,000,000.00	5.9%	£0.00	0.0%	£13,000,000.00	5.9%
5 - 10 Years	£18,000,000.00	8.2%	£0.00	0.0%	£18,000,000.00	8.2%
10 - 20 Years	£85,000,000.00	38.8%	£0.00	0.0%	£85,000,000.00	38.8%
20 - 30 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
30 - 40 Years	£85,360,000.00	39.0%	£0.00	0.0%	£85,360,000.00	39.0%
40 - 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
> 50 Years	£0.00	0.0%	£0.00	0.0%	£0.00	0.0%
Total	£219,110,000.00	100.0%	£0.00	0.0%	£219,110,000.00	100.0%

Table 5: HRA Internal Loans profile on 31 December 2022 by loan source

Tenor Bucket	Total	
	Amount	% of Total
Liquid	£0.00	0.0%
< 1 Year	£0.00	0.0%
1 - 2 Years	£0.00	0.0%
2 - 5 Years	£31,500,000.00	45.0%
5 - 10 Years	£38,500,000.00	55.0%
10 - 20 Years	£0.00	0.0%
20 - 30 Years	£0.00	0.0%
30 - 40 Years	£0.00	0.0%
40 - 50 Years	£0.00	0.0%
> 50 Years	£0.00	0.0%
Total	£70,000,000.00	100.0%

Table 6: HRA Internal Loans – Effective 1 March 2022

Duration (Years)	Value	Interest Rate
3	£8,000,000.00	1.69%
4	£12,000,000.00	1.72%
5	£11,500,000.00	1.75%
6	£9,500,000.00	1.79%
7	£17,000,000.00	1.84%
8	£12,000,000.00	1.91%
Total	£70,000,000.00	Av. 1.79%

Table 7: HRA Internal Loans profile on 31 December 2022 by interest rate structure

Tenor Bucket	Fixed Rate Loans	% of Total
Liquid	£0.00	0.0%
< 1 Year	£0.00	0.0%
1 - 2 Years	£0.00	0.0%
2 - 5 Years	£31,500,000.00	45.0%
5 - 10 Years	£38,500,000.00	55.0%
10 - 20 Years	£0.00	0.0%
20 - 30 Years	£0.00	0.0%
30 - 40 Years	£0.00	0.0%
40 - 50 Years	£0.00	0.0%
> 50 Years	£0.00	0.0%
Total	£70,000,000.00	100.0%

Chart 3: HRA Borrowing profile at 31 December 2022 by annual maturities

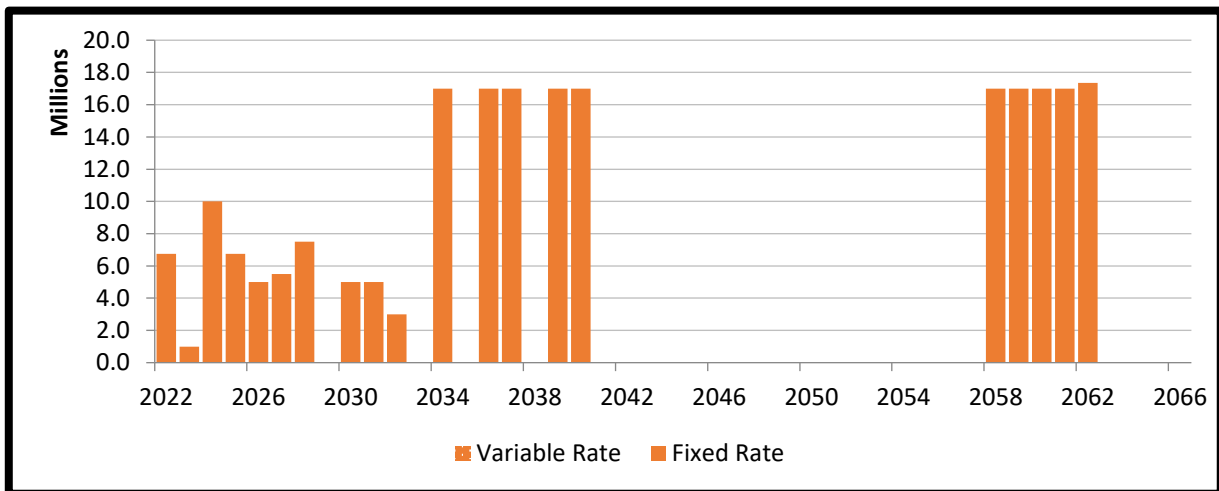
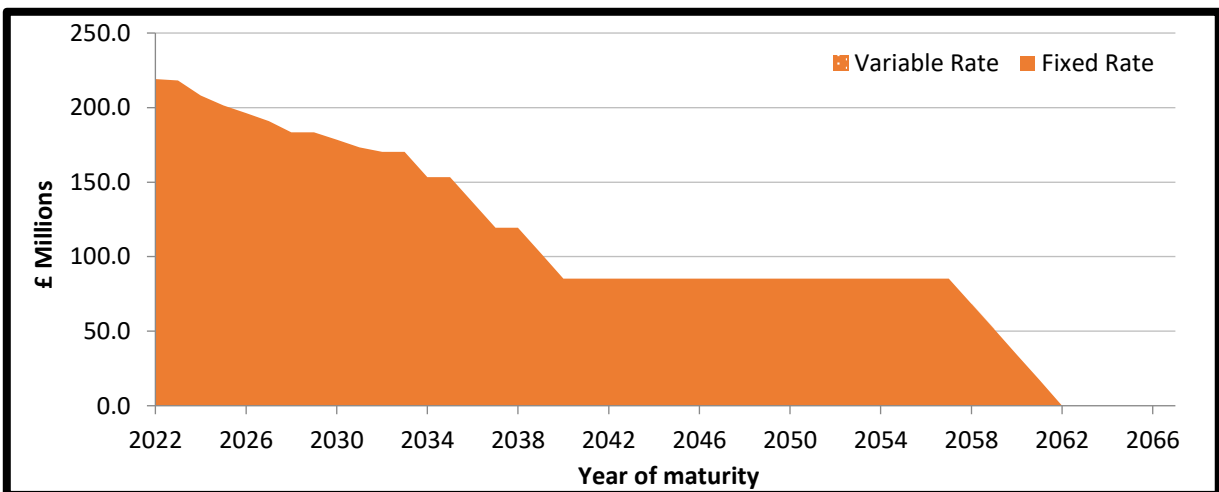


Chart 4: HRA Borrowing profile at 31 December 2022 by cumulative annual maturities



Combined Borrowing Portfolio Per Fund

Chart 5: Combined Borrowing profile at 31 December 2022 by annual maturities per fund

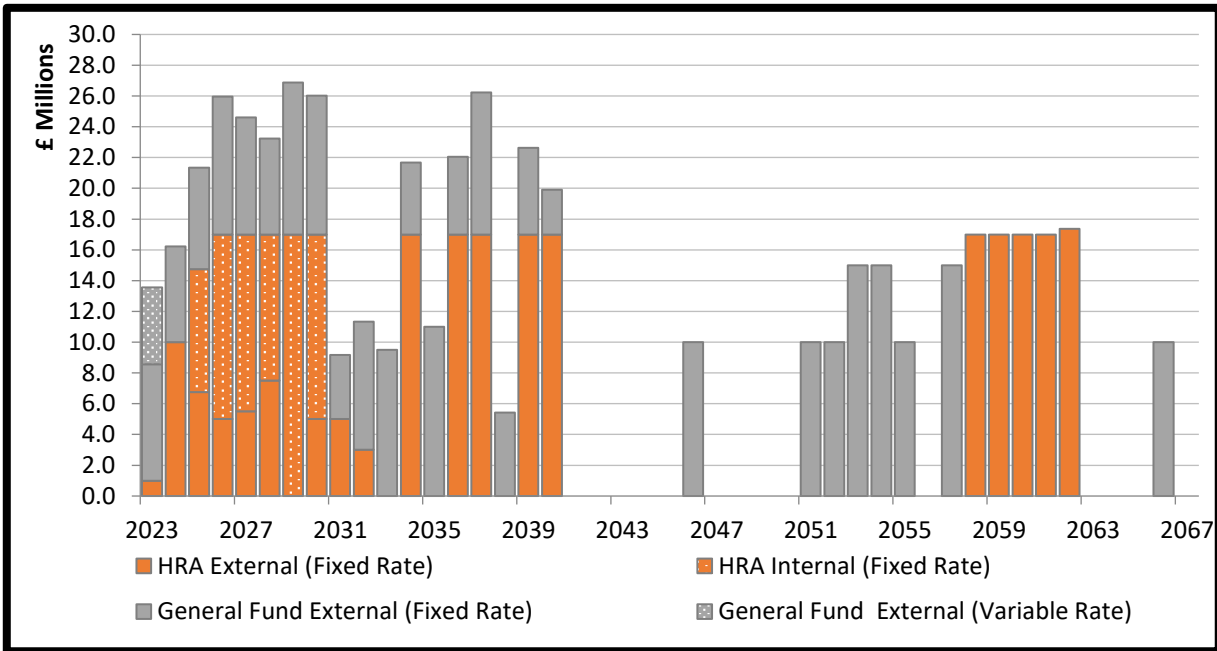
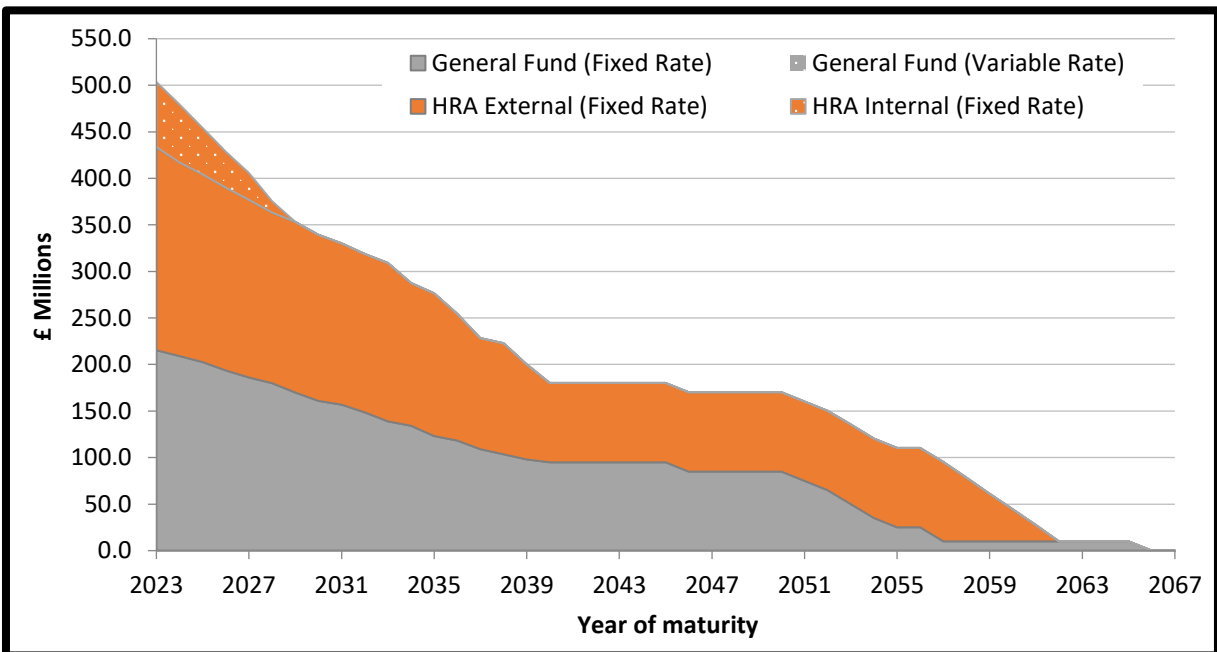


Chart 6: Combined Borrowing profile at 31 December 2022 by cumulative annual maturities per fund



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List of Virements Posted in Quarter 3 – 2022/23

Service Area	Note	Permanent Virement £'000	Temporary Virement £'000
Adult Services	1.25% NI rate increase from April 2022 – October 2022	0	151
	Pay increase 2022/23	1,497	0
	PHS Annual Washroom Services Budget Centralisation	(4)	0
Chief Executive	1.25% NI rate increase from April 2022 – October 2022	0	3
	Pay increase 2022/23	28	0
Children's Services	1.25% NI rate increase from April 2022 – October 2022	0	170
	Drawdown from Reserves	0	4
	Moving establishment costs and budgets	(32)	0
	Pay increase 2022/23	1,692	0
	PHS Annual Washroom Services Budget Centralisation	(5)	0
Customer and Community Services	1.25% NI rate increase from April 2022 – October 2022	0	43
	Moving budget to corporate for 1life loan amount	143	0
	Pay increase 2022/23	427	0
	PHS Annual Washroom Services Budget Centralisation	(1)	0
	Transfer from Internal Audit to Emergency Planning for Clearview annual licence	8	0
Deputy Chief Executive	1.25% NI rate increase from April 2022 – October 2022	0	1
	Pay increase 2022/23	10	0
Environment & Property	1.25% NI rate increase from April 2022 – October 2022	0	47
	Debt Charge Corrections	0	(44)
	Bradwell Abbey dilapidations funded from contingency	0	5
	Landscape Architecture Income Transfer to Environment and Waste	(100)	0
	Landscape Architecture Team Staff Costs Transfer to Environment and Waste	233	0
	Pay increase 2022/23	462	0
	PHS Annual Washroom Services Budget Centralisation	11	0
Finance & Resources - Corporate Codes	1.25% NI rate increase from April 2022 – October 2022	0	(529)
	Apprenticeship Provision	(102)	0
	Bradwell Abbey dilapidations funded from contingency	0	(31)
	Drawdown from Reserves	0	(24)
	Move of budget from CRA Main Expenditure to Revenue and benefit head of service cost centre	150	0
	Moving budget from Corporate code to Elections	0	(60)
	Moving budget to corporate for 1life loan amount	(143)	0
	Pay increase 2022/23	(5,270)	0
Finance & Resources - Debt Financing	Debt Charge Corrections	0	44
Finance & Resources - Services	1.25% NI rate increase from April 2022 – October 2022	0	78
	Apprenticeship Provision	102	0
	Bradwell Abbey dilapidations funded from contingency	0	26
	Move of budget from CRA Main Expenditure to Revenue and benefit head of service cost centre	(150)	0
	Pay increase 2022/23	783	0
	PHS Annual Washroom Services Budget Centralisation	(1)	0
	Transfer from Internal Audit to Emergency Planning for Clearview annual licence	(8)	0
Law & Governance	1.25% NI rate increase from April 2022 – October 2022	0	16
	Drawdown from Reserves	0	20
	Moving establishment costs and budgets	32	0
	Moving budget from Corporate code to Elections	0	60
	Pay increase 2022/23	161	0
Planning and Placemaking	1.25% NI rate increase from April 2022 – October 2022	0	21
	Landscape Architecture Income Transfer to Environment and Waste	100	0
	Landscape Architecture Team Staff Costs Transfer to Environment and Waste	(233)	0
	Pay increase 2022/23	209	0
Grand Total		0	0

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Collection Fund

- 1.1. The Collection Fund includes all income generated from council tax and business rates that is due in the year, including arrears.
- 1.2. The collection rate for Council Tax is currently above target. At the end of the third quarter the collection rate was 89.43% against a target of 86.00%, up by 3.43%. The collection rate for business rates was 85.75% against a target of 82.25% up by 3.50%.
- 1.3. Council Tax – Council Tax –The latest collection fund forecast shows a surplus of £7.216m of which £6.057m is MKCC’s share. This is after taking into account a surplus brought forward balance of £2.677m.
- 1.4. The bounce back from Covid-19 has been better than expected. Council Tax collection rates are at normal levels and LCTS claimant numbers continue to be significantly lower than when the budget was set. This position will be monitored closely given the potential impact of inflation and other adverse economic factors on household incomes.

Table 1 - Council Tax Collection Fund – December 2022

	Carried Forward £m	Q3 £m	Q3 Total	Q2 Total	Variance £m
Council Tax Collection Fund Surplus	(2.677)	(4.539)	(7.216)	(7.422)	0.206
Milton Keynes Share	(2.250)	(3.807)	(6.057)	(6.229)	0.172

- 1.5. Business Rates - The Council’s budget for retained business rates income for 2022/23 is £55.098m. It is currently projected that the Council’s actual share of retained business rates will be £42.151m, giving a deficit of £12.947m. This deficit is mainly due to two factors which were not confirmed when the budget was set.
 - The guidance on the 2022/23 enhanced retail & hospitality reliefs scheme was not released until after the budget was set. This has resulted in significantly fewer reliefs being given. In year this means £7.3m less Section 31 grant being received as compensation.
 - An adjustment to the Appeals Provision increases our levy on growth by £5.6m in year.

- 1.6. The loss in the GF will be offset in 2023/24 as these are timing differences between the funding held in the Collection Fund and charges on an accounting basis that need to be made in the GF. The cash flow reserve will be used to smooth the impact in 2022/23.

Table 2 - Business Rates General Fund – December 2022

MKC Share	Budget £m	Q3 Forecast £m	Variance £m
Business Rates (net of s31 grant for enhanced retail reliefs)	55.098	42.151	12.947

Waivers

Financial Year	2022/23						
	Option 1 – Waiver From CPR Rules		Option 2 – Reported Non Compliance		Option 3 – Request to use Single Supplier		
Directorate	Number of Waivers	Value of Waivers £	Number of Waivers	Value of Waivers £	Number of Waivers	Value of Waivers £	Value of Waivers £
Adult Social Care	0	£0.00	0	£0.00	0	£0.00	£0.00
Public Health	0	£0.00	0	£0.00	0	£0.00	£0.00
Children's Services	0	£0.00	0	£0.00	0	£0.00	£0.00
Customer and Community	0	£0.00	0	£0.00	0	£0.00	£0.00
Housing and Regeneration	2	£130,460.65	0	£0.00	0	£0.00	£0.00
Planning and Placemaking	0	£0.00	0	£0.00	0	£0.00	£0.00
Environment and Property	0	£0.00	0	£0.00	0	£0.00	£0.00
Resources - Retained MKC	0	£0.00	0	£0.00	0	£0.00	£0.00
Law & Governance	0	£0.00	0	£0.00	0	£0.00	£0.00
Total	2	£130,460.65	0	£0.00	0	£0.00	£0.00
Percentage total spend through waivers against total spend with suppliers	0.05%						
Percentage total against total number of contracts awarded	3.45%						

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Capital Programme Changes - P9

Scheme	Resource Allocation					Total £m
	2022/23 £m	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	
Capital Programme Council Dec 2022	238.550	154.682	105.367	19.858	13.413	531.870
Amendments to the programme:						
Highways: Inflationary Impact on Capital Delivery	0.876	0.246	0.000	0.000	0.000	1.121
HRA Asset Management Programme	(1.685)	0.000	0.000	0.000	0.000	(1.685)
New Projects:						
Street Lighting LED Upgrade Programme	0.250	9.750	0.000	0.000	0.000	10.000
Total Capital Programme	237.991	164.678	105.367	19.858	13.413	541.307

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Cabinet report



7 February 2022

MILTON KEYNES COUNCIL PLAN

Name of Cabinet Member	Councillor Pete Marland Leader of the Council
Report sponsor	Sarah Gonsalves Director of Customer and Community Services

Exempt / confidential / not for publication	No
Council Plan reference	All Council Plan commitments
Wards affected	All wards

Executive summary

This report presents the update of progress on the Milton Keynes Council Plan 2022 – 2026 and its associated Delivery Plan for 2022/23. It covers the period November 2022 – February 2023.

1. Decision to be made
 - 1.1 That the progress being made on the Delivery Plan for 2022/23 be noted.
2. Why is the decision needed?
 - 2.1 The new Council Plan 2022 – 26 was agreed at Council on 15 June 2022. The Delivery Plan, which forms part of the new Council Plan, sets out actions that cover this municipal year. It is important to monitor the Delivery Plan and update progress to councillors, stakeholder and residents. The attached Annex contains a detailed overview of progress covering the period November 2022 – February 2023.

3. Implications of the decision

Financial	x	Human rights, equalities, diversity	x
Legal	x	Policies or Council Plan	x
Communication	x	Procurement	x
Energy Efficiency	x	Workforce	x

4. Alternatives

None

List of annexes

Annex – Milton Keynes Council Plan 2022-26 Delivery Plan progress November 2022 – February 2023

CLT Informal Council Plan Gripper - 2022/23

Delivery Plan Ref		Council Plan Action - As published	What are we going to actually deliver	Achievements to date (February 2023)
A Continued financial stability				
1	1	Agree a robust and balanced budget	Balance the 23/24 budget through a package of savings and efficiencies with priority given to protect front line services for local residents. Development phase July to September 2022, finalisation phase October to December 2022 with a view to launch draft budget on 6 December (subject to government announcement on the two year settlement) and consultation and scrutiny to a Cabinet decision on 7 February 2023 and a Council decision on 22 February 2023. An interim report to Cabinet in September will identify the latest budget forecast.	We are on track for the 2023/24 budget process. The draft budget was balanced and is now being updated to reflect the impact of the Provisional Local Governance Finance Settlement, Business Rates Revaluation and the latest changes to demand, inflation and other specific risks. Saving proposals have now been fully developed, with many already implemented ahead of 2023/24. We have reviewed the capital programme and reflected the impact of key changes to programme schedules and inflation where appropriate. The HRA Business Plan update is near completion to reflect the impact of cost inflation and updated repairs data to understand the impact on future HRA investment.
2	2	Mitigate the impact of inflation on services	2022/23 is being managed through a combination of one-off resources, including budget contingency and reserves, together with higher investment income. 2023/24 and future years will need to be mitigated through a combination of new savings, increases to charges and one-off budget resources to support both invest to save and to smooth the saving needed over this period. A full update will be provided to Cabinet in September 2022.	A rolling programme of monthly modelling and forecasting has been put in place. In year savings are being delivered to mitigate financial pressures with level of projected overspending currently being contained without the need to use GF Working Balance. As part of the 2023/24 budget proposals we will be setting aside contingency to ensure that we can continue to manage potential cost pressures on our revenue budget and capital programme.
3	3	Ensure all councillors have an understanding of the financial challenges faced by MK Council	All councillors will receive an update in September 2022 through the Cabinet report. The draft budget (anticipated 6 December 2022) will include detailed commentary on the financial challenges facing the council. Officers will attend the Budget Scrutiny Meetings to provide any insight they can and enable councillors to ask questions about the financial pressures on the council.	Regular updates on the budget position is being provided through cabinet reports and associated commentary. A training session for councillors was prepared to take place on the 30 August 2022, however was cancelled due to poor attendance, subsequently the training material was circulated to all councillors. Budget and Resources Scrutiny have received in depth briefing on key elements of the budget and been supported throughout the scrutiny process to undertake their review of the draft budget which was published on 13 December for consultation. This has since been endorsed by Cabinet and subject to scrutiny process. Final budget being progressed, to reflect the impact of the Provisional Local Government Finance Settlement, Rates Revaluation and the latest inflation projections and demand data. Cabinet due to consider the report on 7 February 2023.
B A strong and robust economy				
1	4	Support independent retailers on our high streets, including investigating introducing a scheme to get empty units back into use	Fully deliver the Economic Recovery Plan support package to the six high streets in Milton Keynes by March 2023. Individual support will be given to each high street, working jointly with Town Councils and Business Associations. The 'Active Marketing of vacant sites' project in Bletchley will act as a pilot for a new approach to getting empty units on high streets back into use. By September 2022 detailed plans for the Bletchley high street project will be established. The Council will fully investigate the proposed new powers under the Levelling up and Regeneration bill for Local Authorities to bring empty premises back into use as detail emerges.	Our programme of COVID-19 support to high streets is continuing in Newport Pagnell, Wolverton, Stony Stratford, Olney, Bletchley and Woburn Sands working with Town Council and business associations. Currently working with High Streets to spend their remaining funding allocations before the end of the financial year. Business Rates data on empty units is currently being analysed to determine vacancy rates across the High Streets in Milton Keynes. Work is continuing with stakeholders across Milton Keynes on what interventions are required to get these empty units back into use.
2	5	Continue to use More for MK to increase the numbers of local Real Living Wage employers	More for MK, including the Real Living wage is a focus point in specifications and evaluation criteria in MKC procurement activity. A series of awareness raising briefings with businesses will be held across MK, with a target to have completed six by March 2023. A broader local supplier engagement event will be held in the autumn of 2022 to raise awareness of More for MK and our procurement processes.	More for MK continues to include reference to the real living wage and all tenders/quotes include it as well. Discussions took place in January 2023 with the local Federation of Small Businesses to promote opportunities to do business with MKCC to local SMEs, with a webinar planned for March 2023. MKCC will also promote the 'more for MK' at the City Breakfast Club in February. Discussions and planning continue with the Lakes Estate main contractor for a supplier event.
C High quality placemaking				
1	6	Demolish the Agora Centre in Wolverton	Demolish the Agora in Wolverton to support the regeneration of the area, engaging proactively with local residents and the Town Council throughout. The demolition is due to commence on 19 July 2022 and is programmed to be completed on 22 September 2022.	Site preparation and asbestos stripping began on 11 April 2022. Commencement ceremony/structural demolition commenced 11 August 2022. Extensive asbestos was found and as a result the planned completion date was delayed several times due to the quantity of asbestos. The demolition was practically completed in December 2022. The contractor is now tidying the site and will begin to demobilise in January 2023 ready for the build contractor. The preferred contractor will be appointed for the next design stage in January, with a planned start on site in Summer.

2	7	Submit a Levelling-Up fund bid to procure a city centre property for MK:U	Levelling Up bid submitted for 2 August deadline (the initial 6 July 2022 deadline for submissions was changed by government) for acquisition and refurbishment of city centre property for MK:U. Expect to hear outcome of bid by end of 2022. If successful, all funding to be spent by March 2025. Local contribution of £5.24m proposed from Tariff and S106 (Higher Education). Continue working with MKDP and Cranfield University on development of concept and initial due diligence while we await to hear the outcome of the bid. If bid is successful, take DD to agree to accept funding and proposals for delivery of scheme. Expected of 2022.	A delegated decision was approved on 14 June to submit a bid to the national Levelling Up fund. Specialist advisors were appointed to assist us in preparing a strong bid. Weekly project meetings took place to guide bid development. The final bid was submitted in August 2022. MKCC responded to clarification questions from government in September 2022 and we were advised in January 2023 that the bid was unsuccessful.
3	8	Continue work on the Bletchley and Fenny Stratford Town Deal (£22.9m across 9 projects in total), including submitting a Levelling-Up Fund bid for the on-going site consolidation in Bletchley town centre in round 3.	New Redway link (section 4) works to commence by third quarter of 2022/23. Tech Park Bletchley Skills Project to be launched in January 2023. Bletchley Park Improvements to be completed by third quarter of 2022. Prepare for a LUF round three submission - although the date for round three is not currently known but is not likely to be in the 2022/23 financial year. Bletchley Technical Group tasked with suggesting potential projects for LUF Round 3 so that early work on business case can be prepared as part of wider pipeline of projects	Business cases for seven of the nine Town Deal projects were submitted and approved by government. An initial £10m of the £22.7m of committed funds have now been received to support the first seven projects. The business cases for the Transport and Innovation Hub were formally approved at the Board meeting on 06 January and summary documents submitted to DLUHC for approval on 12 January. Invitation to Tender to be published early Jan 2023 to appoint a retained consultant to develop business cases and funding bids for Levelling Up Fund and other funding proposals. If Round 3 of LUF goes ahead, this commission can be used to develop a LUF bid for MK South (for Bletchley).
4	9	Bring forward plans for viable and deliverable improvements to the Station Square city gateway	Develop full understanding of opportunities and ambitions, including the continued role for Station square as a transport hub and gateway to the city centre (July - September 2022). Use discussions to inform production of development brief for which we will seek approval to consult (October 2022). Consider consultation responses and refine development brief for full market engagement (March 2022).	Scope of work has been agreed between MKDP (as the landowner) and MKCC. Surveys have been undertaken and the first draft of the development brief has been completed. The brief will be finalised once the feasibility study into the city centre conference and music venue has been completed.
D A centre of culture and creativity				
1	10	Hold an appropriate celebration event to mark the award of city status	Event planned for autumn 2022. Depending on the outcome of our efforts to secure a royal visit, the event will either be a formal royal visit or, alternatively a public event, either stand alone or in association with an existing planned event. The target minimum number of people taking part will be 2000.	Following a full council resolution on 15 June 2022 a stand alone public event was successfully held on 8 October with around 11,000 people attending. A formal presentation of the Letters Patent took place at full council on 19 October and a request for a royal visit has been submitted.
2	11	Investigate the potential to be a host city in any UK bid for Euro 2028	Phase one bid submitted 31 May, and successfully into phase two. Phase two bid will be submitted by 15 August, cities will be notified in October if successful. Close working with MK Dons.	A successful phase one bid was submitted on 31 May 2022 in partnership with Stadium MK. We were considered as part of the highly competitive phase two process and praised for a strong bid, but at this stage Milton Keynes is not likely to be a host city.
3	12	Continue to support the Milton Keynes International Festival	Work with the festival team to agree the theme and programme by December 2022. Then develop audience/marketing plans – with evaluation KPIs agreed by March 2023. Event will take place in summer 2023. Work with The Leader and Deputy Leaders to agree on bringing forward a budget proposal for further funding for events in 2026 and 2028 or to do this in the budget development in 2023/4.	Development work is underway in relation to the 2023 event. Liaison between Festival team, MKCC and MKDP has secured priority spaces for delivery including The Point Car Park and Station Square. MKCC Chief Executive has joined the advisory board. Further funding for future years festivals is included in the draft budget proposals for 2023/24 onwards.
4	13	Support MK Dons to deliver a planning application for a training facility	Provide pre-application advice to MK Dons as part of a paid-for service (summer 2022). MKDons to submit planning application (October 2022) Determine the subsequent planning application against relevant policies.	MK Dons have submitted a planning application, which was validated on 13 September 2022, for a mixed use outdoor entertainment venue and football training centre. Following consultation, additional information has been required to address consultees concerns and the application has an agreed target date for determination by 10 February 2023.
5	14	Co-ordinate work to build an appropriate tribute to Alan Turing in Bletchley	Stage 1 (to August 2022) establish a steering committee, Stage 2 (to November 2022) develop the commissioning brief and run first stage submissions, Stage 3 (to February 2023) commission tender. Installation Summer 2024, assuming funding secured.	Satisfactory progress is being made. A plan has been worked up and a commissioning committee has been formed. Initial community consultation in progress. The design brief is now in development and on track to invite initial designs between December 2022 and February 2023.
6	15	Conduct a feasibility study into a city centre conference and music venue	Produce a feasibility study for the conference centre and music venue as part of the Local Plan evidence base, primarily through the Retail and Leisure Study, which reports back in February 2023. The study will include engagement with potential end-users and consideration of examples of best-practice for city centre venues that meet the highest sustainability criteria and achieve the greatest placemaking benefits. The study will be undertaken in two stages. Stage one will provide the broad retail and leisure evidence base for the Local Plan. The second stage will specifically focus on the feasibility study. This will justify how a CMK conference centre and music venue would be deliverable and, if it is, identify potential sites that could be allocated in the Local Plan to support its delivery.	A high level feasibility study has been progressed through the Cultural Infrastructure Plan which is being augmented by further work on site options, venue capacities and models of delivery, this will complete in March 2023.
E Improved access to affordable housing				

1	16	Agree a contractor to deliver the Tickford Eco-village	Appoint a development partner/contractor to purchase the land and deliver the planning permission at Tickford Fields by the end of March 2022. Once a shortened procurement programme is confirmed in July, milestones will be set.	Following the preferred bidder (development partner) withdrawing, we have informed all bidders and stakeholders and agreed a shortened procurement timeline, with the support of MKDP to meet this Council Plan target. A delegated decision for re-procurement was undertaken 8 November 2022. The procurement process is underway, with evaluation of the initial qualification stage completed w/c 16 January, as well as the final stage commencing. The preferred bidder award by executive decision is planned for 28 March 2023. We will continue to review the market position during this process.
2	17	Investigate ways for the local housing company to directly deliver more social housing	Once MKHC is formalised, Business Plan to identify how to deliver more social housing and actively engage with MKDP and MKC to identify other possible options/sites, not already identified in the MKDP portfolio for MKHC delivery. MKHC Chair and Non Executive Directors to serve on the Board appointed by July 2022. Second stage registration to the social housing regulator to be submitted in November 2022. MKHC initial business plan to be approved by MKHC in September 2022. The 78 new LHC homes at Kents Hill to be available for occupation from the first quarter of 2024.	The first stage of registration was repaired and submitted in March 2022 and approval from the Social Housing Regulator to proceed to second stage process was granted in April 2022. MKHC Chair and NEDs recruited. The final application to the Regulator of Social Housing was submitted in December 2022. The Regulator has confirmed by email that we should not expect to receive an initial response until mid February (six weeks after submission). Homes England have verbally indicated they are supportive of this the level of grant assumed for the homes at Kents Hill (which will enable the 25 non s106 homes to be converted to social rent), the next meeting with them is on 12th January 2023 after which this will be worked up into a formal written application. The initial business plan for MKHC only included the first 78 homes at Kents Hill. There is an element of fixed costs that must be covered as part of any start up. So the MKHC business plan is now being worked up further to include additional sites to confirm ongoing viability once these have been absorbed, this will include considering how MKHC might be able to work with MKCC to reduce the use of temporary accommodation.
3	18	Complete building more council homes	The design and construction of new council homes on sites within the Housing Revenue Account. This includes the delivery of new 20 new homes this year, with 18 of these to be completed in August 2022. Planning is in place and the procurement of contractors to build out the next three pipeline schemes will begin in early August 2022, with homes to be completed throughout 2023 (dates to be confirmed once contractor appointed) Works on Cripps Lodge to deliver 66 new Council homes in the second quarter of 2023/24 will progress, with site investigations commencing July 2022. Following a formal review and valuation of 37 of the remaining pipeline schemes in July 2022, a recommendation will be made whether to dispose of these sites in order to accelerate our house building programme as well as provide additional funding to support wider priority regeneration activities.	Initial site preparation works began on the former Cripps Lodge site in April 2022 with further surveys and ground investigations undertaken in June and July 2022. Detailed design work to produce invitation to tender pack is underway, including the submission of a non material planning application, and is due to complete in March 2023, ready for an executive decision to proceed with tendering. Due to the Government's rent cost cap and it's impact on the HRA budget headroom, this scheme has had to be put on hold to help balance the budget. Officers are now considering how it can either be rephased or delivered through other approaches. Works commenced on site at Rowlands Close, with service diversions underway - due to complete June 2023. Design and build tenders published on 11 September 2022 for three pipeline schemes (Fern Grove, Surrey Road and Berwick Drive) to deliver 19 new council homes. Tender prices were received in October 22 and have been evaluated. As with Cripps Lodge, these schemes have been put on hold because of the impact of the rent cost cap and to enable a balanced budget. A final decision on whether to proceed with these 3 schemes or not will be made by February 2023, once the final 22/23 budget analysis is completed and the payback of right to buy receipts is considered.
4	19	Ensure continued support and accommodation provision for rough sleepers	Operate the crisis accommodation and support for homeless people in Milton Keynes for up to 19 men and 6 women at the Old Bus Station and Drayton Road respectively.	131 people have used the Old Bus Station (OBS) since it opened in March 22 and 45 people have moved on. The average number of people occupying the OBS is currently approximately 15 people per night. Drayton Road closed on 22 nd November 2022 and the 4 residents were all supported to move on to suitable supported provision. We were not able to fully occupy the provision at Drayton Road and with the shared facilities and cost per week it meant the scheme was not continued past the six month pilot. Alternative accommodation and support is now offered to our female rough sleepers.
F	Delivery of regeneration and renewal			

1	20	Appoint a contractor to undertake the Lakes Estate regeneration work and start demolition of Serpentine Court	Complete the procurement and start on site with the agreed Lakes scope - 202 new council homes, community facilities, commercial facilities a new nursery and the demolition of Serpentine Court. Complemented by public realm improvements, some of which are already underway and completed. Tenders return date set for 27 May for scoring and moderation. Delegated Decision planned for 19 July to appoint a preferred contract under a Pre-construction Services Agreement (PTSA). Following this the preferred contractor will work with us to finalise the design and submit a final tender price in December 2022. Start on site to commence as soon as possible in 2023.	The first stage of the two-stage PAGABO construction framework tender was scored and moderated in June 2022. The Homes England grant application is underway, with an ongoing and positive dialogue with Homes England - we will submit the full application by February 2023. Councillors, the Estates Renewal Forum (ERF) and the local community are up-to-date on the progress being made alongside the early works to improve the wider public realm, which have been received positively. The preferred contractor was appointed for the Pre-Construction Services Agreement (PCSA) following their successful tender submission. The PCSA process will produce a lump sum ahead of awarding the main works contract by September 2023. The delay/extended PCSA process is due to extensive additional design, scoping and costing work being required to 1. optimise the design to bring it within budget, 2. account for changes to the design and layout following negotiations with owners of associated leased land and 3. to give budget certainty given market volatility for construction materials.
2	21	Agree final plans for renewal on Fullers Slade and submit a planning application by March 2023	Feasibility report to be finalised in July 2022, with results subject to political and corporate agreement prior to the procurement of the architects and engineers by the end of August 2022 to finalise proposals and submit a planning application by the end of March 2023 (planning application for the regeneration of the Fullers Slade estate to substantially deliver the preferred option voted through by the residents (Option 3). This will include improvements to existing council homes, a percentage of new build homes, new commercial units, improved community facilities and improvements to the public realm. Feasibility report to highlight indicative budget required - working with finance to establish what the HRA can afford.	The professional team was contractually reappointed in May 2022 and draft feasibility reports received in June 2022. The recommendations from the feasibility reports will shape the scope of final works for the planning application stage. Following the Government's announcement on the rent cap and a review of the HRA Business Plan, the project was paused to help balance the budget position. Officers will review several options, including rephasing in future years where there is budget headroom capacity as well as alternative delivery options. It is planned that the original energy improvements to existing council homes on Fullers Slade will be brought forward instead our wave 2 bid to the Social Housing Decarbonisation Fund (SHDF). An announcement on this application is expected in February/March 2023. Refer to action 82 also.
3	22	Progress the work of the Bradville Renewal Forum towards an agreed renewal programme	Start up an Estate Renewal Forum who will work with officers to shape an agreed renewal programme for Bradville. Once formalised this ERF will meet bi-monthly or quarterly and have representation from the ward councillors, Parish Council, local residents (including both Council and private tenants) and the Residents Association.	Several meetings have been held in Bradville, engaging with local residents and the Parish Council, a number of smaller projects are being developed for consideration and formalising the relevant governance of this Estate Renewal Forum (ERF) e.g. Chairperson and sub groups. This ERF may not be constituted in the same way as the Lakes and Fullers Slade ones, having listened to local feedback. Further drop-in sessions were held in Bradville to highlight the impact an ERF can have. The first formal ERF has been held in January 2023 following the wider engagement process.
4	23	Establish a Renewal Forum for the Woughton renewal area	Start up an Estate Renewal Forum who will work with officers to shape an agreed renewal programme for the 4 regeneration estates in Woughton. Initially officers will agree with local members and Woughton Community Council whether there will be one overarching ERF for Woughton or whether the four estates will each have their own. The meetings will be held either bi-monthly or quarterly and have representation from the Ward Cllr's, Parish Council, local residents (including both Council and private tenants) and the Residents Association.	Following discussions with Woughton Community Council, drop-in sessions were completed in November 2022 across the four renewal estates in Woughton, in partnership with the Community Council, and a number of local residents have offered to help with its formation. The drop-in sessions will inform the development of the Woughton based Estate Renewal Forum (ERF) and any relevant sub-groups as agreed. A meeting will be held in by February 2023 with the Community Council to discuss the next steps, with the first formal ERF planned to be held in June 2023. This will include representation from the four estates and will also join up with the Social Housing Decarbonisation Fund (SHDF) works in Netherfield.
5	24	Prepare to reprocure the repairs and maintenance contract	Develop options for different models of delivery (insource, hybrid, outsource) with costings for CLT and then Cabinet feedback in July/August 2022. After this a Delegated Decision will commence the required 12-week consultation. Following consultation and by the end of December 2022 will be a further decision to conclude the route for procurement. Note: The current contract delivered through Mears ending in March 2024.	Detailed work has been undertaken to review and assess the risks of the core options for commissioning, including cost implications. From this assessment the preferred option is a 'hybrid' approach from 2024 with a mix of direct delivery, and day to day repairs being undertaken by a provider(s). In developing the 'hybrid' option there are several critical considerations, including setting up our own databases and systems for repairs and planned maintenance. A negotiation team, including Finance, Legal, HR, and Procurement was put on hold to focus on the impact of the rent cost cap and deliver savings as a priority. Alongside the contractor, the budget will be reviewed on a quarterly basis through 2023/2024 and the hybrid working approach will now be agreed in March 2023, once the final HRA budget position is confirmed, which is the priority.

6	25	Continue to invest over £100m in improving the standard of our housing stock	<p>Programme targeted at improving decency and energy improvements. The decency requirements will be updated in Summer 2022 by government and the new consumer standards will also be issued. Both of these will be reviewed against the programme forecast. The programme will also be rebased; e.g. new condition data, spend to date and spend needed vs forecast up to 2024 and beyond. A Delegated Decision will cover this, likely in November 2022.</p> <p>Key budget items for 22/23; kitchens £8.8m, bathrooms £3.8m, windows £1.3m and wiring £1.7m. These are broken down as follows:</p> <ul style="list-style-type: none"> - Kitchens; Q1 £2.2m, Q2 £2.4m, Q3 £2.0m and Q4 £2.2m - Bathrooms; Q1 £0.9m, Q2 £1.0m, Q3 £0.9m and Q4 £1.0m - Windows; 1 £0.3m, Q2 £0.3m, Q3 £0.3m and Q4 £0.4m - Wiring: Q1 £0.4m, Q2 £0.4m, Q3 £0.4m and Q4 £0.5m 	<p>£47m of investment works were planned to be delivered in 2022/23. Due to the rent cost cap, we had to urgently review and rephase this programme in Q3. £8.5m of schemes works were deferred as a result. Health, safety and compliance works continued to be prioritised (this includes damp and mould). An external specialist then undertook a 5 and 30 year business plan review, which has fed into the HRA 2023/2024 budget plan. The focus of the future capital programme is compliance and decarbonisation, given the additional impact on residents of fuel costs.</p> <p>Due to the ongoing impact of the rent cost cap and market pressures, this programme will be reviewed quarterly, in line with the quarterly HRA budget review.</p>
7	26	Demolish Mellish Court and The Gables	Demolition Contractor procured. Demolition of The Gables due to commence in July 2022 and be completed in November 2022. Mellish Court due to commence in September 2022 and programmed for completion in March 2023.	The demolition of The Gables was completed in December 2022. The demolition of Mellish Court was delayed by one final telecoms provider mast. Legal agreements have been put in place for its removal by 31 January 2023. Site preparation works for demolition at Mellish Court were reprogrammed and commenced in November 2022, with completion expected June 2023.
G Well planned growth				
1	27	Move forward with an updated Local Plan	<p>Prepare evidence base for new local plan. Various studies have been commissioned and currently being progressed: Open Space Assessment (ongoing, completion by October 2022); Landscape Character Assessment (stage 1 report complete, stage 2 report recently commissioned, final report due October 2022); Integrated Water Management Study (recently commissioned, initial report due October 2022, final report due April 2023)</p> <p>Housing and Economic Development Needs Assessment (recently commissioned, final report due October/November 2022); Land Availability Assessment (final report due March 2023); Carbon and Climate Study (scoping stage, commence August/Sept, report completion in January 2023); Retail and Leisure Study (scoping stage, commence Sept, final report estimated March 2023); Mass Rapid Transit Strategic Outline Business Case (ongoing, final report November 2022); MK Infrastructure Study (at procurement stage); Transport Modelling (ongoing, model build complete early 2023, reference case and growth scenario testing by March 2024); Waste Needs Assessment (Scoping stage, expected to commence September 2022, final report March 2023); Sustainability Appraisal/Appropriate Assessment (draft stage, consultation Nov 2022, then ongoing throughout plan preparation) Work is also progressing well on an Engagement and Communications Strategy for the Local Plan which will be finalised in August following discussion at the Local Plan Cabinet Advisory Group. An awareness-raising campaign on the new Local Plan will commence in September 2022.</p>	<p>Following discussion at Planning Cabinet Advisory Group (CAG) a DD was taken on 13 December 2022 to consult on the Ambition and Objectives for the New City Plan. This consultation will commence in late January 2023.</p> <p>Progress on the preparation of the New City Plan and associated evidence base studies was reported to Strategic Placemaking Scrutiny Committee on 11 January 2023. Three studies have now been completed: Gypsy and Traveller Accommodation Assessment; Bletchley Urban Design Framework SPD and the SEMLEP Logistics and Warehousing Study. Eight other studies have been commissioned and are underway (Mass Rapid Transit, Transport Modelling, Housing and Economic Needs Assessment, Land Availability Assessment, Open Space Assessment, Landscape Character Assessment, Integrated Water Management Study, Retail and Leisure Study).</p>
2	28	Work with the RTPI to successfully deliver the new MK Planning Academy	Three graduates to join us and commence post-graduate qualifications in planning. Deliver a comprehensive training plan for our current team and engage with schools in the city to promote planning and career paths through MKC, with the Royal Town Planning Institute (RTPI). This will initially involve delivering sessions to sixth form students at three secondary schools, with a target to engage with 30 students, on the role of planning and the available career opportunities.	<p>Memorandum of Understanding now signed with the Royal Town Planning Institute (RTPI).</p> <p>Following completion of recruitment for the Planning Academy, five graduates started with MKCC on 5 September and are undertaking their Level 7 Apprenticeship in Spatial Planning with Oxford Brooks University. We have hosted secondary school students on structured work experience weeks, and will be attending a secondary school-led question and answer session in February 2023 to address up to 300 year 10 students in the City.</p>
3	29	Develop and submit a devolution bid with our partner authorities to government	Subject to further discussion with The Leader.	Given the changes at national government level and the direction for devolution we are awaiting further guidance on how this policy area is going to be taken forward. High level discussions have taken place with neighbouring authorities on the Devolution framework. A meeting of the Central Area Growth Board is planned for the 14 February.
4	30	Introduce a Local Heritage Register	Appointment of research officer (July 2022). Consultation with owners and public (September). Completion of research Phase (October 2022). Selection Panels meet (November/December 2022). Delegated decision to approve New Town Heritage Register (February 2023).	Draft list has been compiled and published for consultation. Following review by the Panel in March 2023, these will be reported to DD for adoption in June 2023.

H Excellent services for our children and young people				
1	31	Fund new youth activities for young people on Fullers Slade	Two youth workers to be focussed on delivering youth activities within Fullers Slade from September 2022. Activity will be informed by success of HAF Summer scheme over August 2022 to inform type of activity and youth work hours with local providers in Fullers Slade. From September 2022 delivery to be a range of activity based, group worked and detached sessions.	Collaborative youth offer is now running including outreach project (Redeeming Our Communities), youth clubs in Rowans Family Centre alongside Street Dance workshops (Udoit Dance) and detached street work including liaising with the local community and businesses. 53 named young people have accessed the offer. Street dance courses have been started in local primary and secondary schools, with over 30 students engaging. Volunteers from community are being onboarded to support youth club delivery. New equipment (wish list produced by young people) purchased for youth clubs in Rowans. £10K committed to part-funding the community hub renovations. 1:1 sessions to support local young parents to access local support services.
2	32	Invest in additional knife crime prevention activities	Support the thirty days of action linked to the Knife Angel being in MK in December 2022. Between May and July 2022 progress a bid for funding to focus on violence against women and girls, with a focus on public realm improvements.	During December 2022, the 'Knife Angel' was based at Stadium: MK which MKCC worked with Thames Valley Police to deliver. There was 30 days of action associated with this which included targeted education sessions delivered by MK Dons SET and Hazard Alley, the development of a counter narrative campaign along with art and photography competitions. Final figures are awaited, but its estimated c4,000 children received educational input and up to 700 people per day visited the sculpture. In December we published our Serious Violence Strategy and our Action Plan is being updated to progress the legacy work, which as well as the counter narrative campaign, includes an MKCC wide approach to delivering trauma informed assessment and interventions. For the successful Safer Streets bid, planning is underway to start the public realm improvements along with the chosen safer route in the city centre. 9 of the 11 CCTV cameras went live for the Christmas period, 4 Safehub and 3 Project Vigilant deployments. This resulted in disruptions of predatory behaviour and referrals to a perpetrator programme. Lighting and painting improvements to the underpasses is scheduled for early March.
3	33	Create additional SEND places to meet increasing demand	By April 2023 we will complete a proposal for a complex needs school with ASC provision, for primary and secondary aged pupils delivering 210 new places over a 3-5 year period (the school would have a September 2025 target opening date). We will also open an additional satellite provision for children with high/complex needs for April 2023, within an existing special school. This provision will start with 6 to 8 pupils but will grow according to need to a 24-28 place satellite provision.	Delegated decision was taken on 19 July 2022 to give approval for a capital project at the Primary Pupil Referral Unit (PRU) site in Bletchley to progress adaptations to provide three to four classrooms (24 places) for secondary complex needs children with Autistic Spectrum Disorder (ASD). Consultation has progressed with closing date of 4 November 2022, to expand St Paul's Catholic School resourced provision by 24 places, in Year 7 -11 to be phased in by September 2023 with all the places expected to be required by September 2025. A process has been followed to establish the provider who will run the new High Complex Needs satellite provision. We are now in the final stage of this process and the successful provider will be announced shortly.
4	34	Open the new Glebe Farm school in autumn 2022	Glebe Farm school build will be finalised in August 2022 with an opening celebration event for the opening of the school in Autumn 2022. IFTL are the responsible Academy Trust.	Glebe Farm School was opened as planned for new school term September 2022. The school was the City's first All Through Fossil Free School designed for 1,500 children from Reception to Year 11 including a 39 place fulltime equivalent nursery. 220 pupils started at the school at the beginning of the school year with the building opened by the Mayor, at an opening ceremony on 22 September 2022.
5	35	Progress the new primary school on Whitehouse	Watling Primary School is proposed to be a provision for 630 pupils, plus a 39 place full time equivalent nursery and is on track to open in September 2023. Key milestones: September 2022 - parents to be able to preference a place for Watling Academy; April 2023 - parents to be allocated Watling Primary School on National Offer Day; September 2023 - school opening ceremony.	The design and build of the new school is on track for a September 2023 opening and parents were given the option to preference a place for Watling Academy, as planned in September 2022. The scheme will comprise of a 39 place Nursery and 630 place (3FE) Primary School plus associated external works to help meet local education need. Project remains on track for opening in September 2023.
6	36	Improve the fostering service and increase the number of foster carers	Target number of new Fostering arrangements set to have been approved or in recruitment progress: 15 arrangements by April 2023. By August 2022 we aim to have five carer approvals completed, by September 2022 we aim to have full fostering recruitment strategy completed.	Significant recruitment activity has progressed over the last quarter with new fostering households approved in June and July 2022. We are currently on track to approve 14 new fostering households by end of February 2023. (5 already approved, 3 awaiting panel and further 6 in progress). The fostering service is continuing to progress its improvement plan and was part of a LGA Diagnostic in November 2022. We have reviewed our approach, developed a Post SGO support service and have improved compliance including that of the Household Reviews. We have a number of events planned for carers across the year and are regularly consulting with carers in relation to improving the service. Private Fostering audit was completed in October 2022 and a positive endorsement of the service was given in our Ofsted Inspection in November 22.
7	37	Delivery of a new play park in Oakhill	Play Area procured, with work completed in July 2022. Funded (c.£70K) from section 106. Opening ceremony in place for 18 July 2022 with Ward and Parish Councillors attending - comms will follow.	This action was completed in July 2022 with positive feedback.
J Mitigating the rise in child poverty and the impact of the cost-of-living crisis				
1	38	Deliver Summer of Play activities for children and young people	Summer of Play 2022 planned to take place from 1-25 August 2022 to include a wide range of sports, crafts, cookery and music. It proposes to expand on the 30,000 fully funded activities and 28,000 free meals served in the Summer of 2021. The website with a full programme of activities to be distributed and published in June 2022.	The Summer of Play was successfully delivered with 33,000 sessions with meals available offered; 26,128 sessions with meals were attended, with 9,530 children entitled to free school meals participating. A winter programme in December focusing on more activities with meals for families entitled to free school meals was delivered with final figures awaited.

2	39	Continue to support Food Bank Xtra	Continue to house Foodbank and related charities at a monthly cost of £9,700 and with Milton Keynes Community Foundation, deliver a new charity warehouse hub at Granby for June/July 2024.	The Granby hub proposal is currently in pre-planning application stage. If it goes to plan, work will start on site by August 2023 and complete June 2024. MK Community Foundation are leading. There are some potential problems on the site and other aspects of the proposed capital project which are being carefully monitored. Therefore we are exploring other options to provide sustainability due to the potential rise in costs and reduction in term. Colleagues are checking market rate of warehouses currently available to ascertain best value. Meanwhile, we continue to provide substantial support for MK Foodbank, Baby Basics, MK Storehouse and St Marks Meals by paying for accommodation at Kiln Farm warehouse.
3	40	Open more food larders	Six more food larders planned to be opened in target areas and looking at rolling out further use of Healthy Start prepaid cards in all food larders. This will bring the total to 12.	Twelve food larders have been opened. The sustainability of the food larder model is now being considered by the charity given the difficult environment for all food charities with rising the rising cost of food and reduced access to food oversupply.
4	41	Support schools to provide additional homework clubs	Fund £1k grants to local groups who wish to run Homework Plus Clubs in collaboration with schools. Clubs must provide regular services of at least 90 minutes, be available to all children and young people and be free or low cost. Target to have 8 Homework Clubs across MK by April 2023 with an aim to have supported the start and delivery of five Homework Clubs by December 2022.	In June 2022 our first Homework Club was opened in West Bletchley, followed by a further club in Newport Pagnell, in September 2022. We are currently progressing a further eight Homework Clubs across the city. We have completed Wave 2 of the homework clubs and a further 7 clubs have been added to the programme, making 9 clubs in total which are now up and running. This means that so far 9k has been spent, leaving a balance of 21k. Wave 3 was therefore launched in September, and extended to a deadline of 15 December. 2 Expressions of Interest were received and are currently being explored further.
5	42	Use £250,000 to support low-income families over the winter	Funding will be used to provide a mix of direct support to vulnerable residents with energy cost, food and other essential costs. The £250,000 funding will be used in Autumn 2022 to provide direct support to vulnerable residents with fuel cost through the use of vouchers, advice and direct payments to utility providers. (Note it may be that c£50K from this funding is required to pay for an energy advice service as set out in action 84)	A raft of schemes have been launched and reports are provided on take up through future financial forecast reports each quarter. Take up is reported via the cost of living board. Details have been set out in the 'Cost of Living Winter Plan' and updates have been provided to members.
6	43	Investigate supporting a "Library of Things" scheme	In collaboration with Woughton Council and through the new Woughton Library premises set up a trial of a 'Library of Things' to open Autumn 2022 to explore interest in this offer.	In collaboration with Woughton Community Council we worked towards opening a 'Library of Things' pilot in Woughton which was completed by December 2022. We are looking at examples of what works in other areas where they have set up a similar initiatives. From current community consultation the most popular items referenced are a carpet cleaner, garden shredder, gazebo's, pressure washers, and sewing machines. Working with Woughton Council we are proposing to set up the Library of Things using the support of one of the local children's centres, either in Fishermead or in Netherfield as it has been established that the Woughton Library itself does not have sufficient space.
7	44	Implement a discretionary scheme for low-income pensioners in higher band council tax properties	Devise and launch a scheme to pay grants up to £150 per household for eligible low income pensioners in Council Tax Bands E-H.	Scheme successfully launched at the start of June 2022. As at 30 September 2022, 353 applications have been received, with 348 payments made totalling £52,200. All funds were allocated to eligible households before the scheme deadline of 30 September 2022. The Revenue and Benefits service have delivered energy rebates totalling £14.36m to over 96,000 households in MKCC.
K	A more equal, diverse and inclusive Milton Keynes that welcomes and supports everyone			
1	45	Working with local organisations, hold an event for women to discuss current concerns and work to promote solutions and services that support women	Deliver two listening events in the community (one in autumn 2022 and one in winter 2023)	Both events will be held in conjunction with existing events and are still in the planning stage.
2	46	Make Milton Keynes a White Ribbon city to underline our commitment to ending violence against women	A steering group to deliver the White Ribbon Action Plan will be set up in September 2022. Once the steering group is established, we will then be able to apply for White Ribbon accreditation. We expect to hear back during October 2022. During October and November, through our comms process, we will be highlighting our anticipated accreditation, how to support the aims of the council to be a White Ribbon city and promote the aims of the White Ribbon campaign. This is particularly appropriate as it will coincide with White Ribbon Day on November 25th.	MKCC was successfully accredited as a White Ribbon organisation during November 2022. White Ribbon Day was widely recognised with 16 subsequent days of action. A Steering Group is leading on the action plan
3	47	Continue to improve accessibility of street scene and services for people with disabilities and long-term conditions such as dementia	This will take several forms; combining existing capital budgets and additional funding to build a programme. Engagement has already been undertaken with affected stakeholder groups for existing budgets with accessibility improvements in the general MK area being planned. One off capital funding budgets for accessibility in the Bletchley area will be informed by surveys of key infrastructure/public transport links. With regards to the dementia signing pre-project engagement with key stakeholders to determine and guide the strategy for this project. Utilising the £138K identified in the budget and annex U a number of schemes and areas will be subject to accessibility and street scene improvements. Initially this will take the form of upgraded or new 'dropped crossings' in the Bletchley area. then following stakeholder engagement in Q3 a further program of 'wayfinding' signage will be developed for installation in Q4	Between April and September 2022 engagement with the Alzheimer's Association and Community groups was undertaken to determine which streetscene improvements would be suitable to aid dementia sufferers. These engagements identified that signing alterations may have a negative impact, and that enhancing or increasing accessibility more widely would be more helpful. Surveys have identified a number of locations where new or existing crossing points can be upgraded such as Fenny Stratford to Bletchley (particularly into and around Queensway) and a works package developed. Works are programmed to commence in March 2023.

5	48	Work with partners to establish regular forums to provide an opportunity to discuss equalities issues	Working through a partner (ideally the MK Equality Council) organise two listening events in 2022/23 (one in autumn 2022 and one in winter 2023) aiming to engage 30 different people in discussions about city-wide equality issues. These may also involve parish councils and Thames Valley Police, if they are interested.	Several events have now taken place with interested groups which have received positive, and there is further opportunities at the 1st March event (see 50).
6	49	Introduce a MK Council LGBTQ+ Champion and an MK Council Ethnic Minority Champion	To be taken forward politically.	New councillor champions and role profiles agreed at September full Council - LGBTQ+ Champion is Cllr Ed Hume, Ethnic Minority Champion is Cllr Mohammed Khan and Youth Democracy Champion is Cllr Shanika Mahendran. Webpage with all Champions' appointments alongside role profiles now live.
7	50	Hold a large scale event in late 2022 to discuss diversity and inclusion in the context of the 2021 census data	Organise a conference for a target of 100 people (both relevant MKC colleagues and partners) in March 2023 to explore the latest data and trends emerging from the 2021 census (including education, housing, demography and migration, ethnicity and sexual orientation) reflecting on the opportunities and challenges presented for the city. A post conference report would then be produced by the end of April 2023.	Event is being planned for 1st March to be held at MK Gallery, partners and groups will be invited to participate in panels, and a representative from the ONS will be part of the speaker programme.

L Do the essentials well

1	51	Fix over 15,000 potholes and defects on highways and redways	Identification and prioritisation of defects on the carriageway/footway and redways the Highways service, working closely with the appointed Term Service contract provider, repair over 15,000 defects and potholes. From the overarching programme, we expect to have completed approximately 40% by the end of quarter two, 70% by the end of quarter three and 100% by the end of quarter four in March 2023.	13,558 highway and redway defects were completed up to the end of December (nine months), which represents 90% of the action plan target. Rates of defect identification and repairs usually increase later in the financial year as the winter weather conditions impact the road condition, meaning there are no concerns in meeting this target by the end of March 2023, it will likely be exceeded.
2	52	Start the process to retender the highways maintenance contract	Establish a formal Commissioning board consisting of all relevant internal (and where necessary external) subject experts and Legal/Financial advice by May 2022. Identify a budget (£900K) to deliver the retendering and any subsequent mobilisation and rollout costs. Secure an external contract specialist in July 2022. A Delegated Decision to decide on the commissioning route is planned for 2 August '22.	This work formally commenced with a delegated decision in August 2022. The sourcing route is agreed and a formal board is in place with finance, legal and procurement representatives to procure the contract from April 2024. We plan to publish the first stage of the procurement in March 2023.
3	53	Invest £4m in long-term improvements on roads, pavements and redways	Agree a full programme to upgrade and improve the pavements, roads and redways, incorporating significant surfacing, patching, signing, lining and street furniture improvements. This will protect /improve our assets condition, reducing longer term wider costs, whilst providing good quality highway infrastructure for residents and businesses.	The full improvement works programme was agreed and signed off by the portfolio holder on 30 June 2022 with a mid year programme update to the portfolio holder in November 2022. The majority of schemes have completed including all of the resurfacing programme, footway improvements and surface dressing programme, with additional white lining, street lighting and traffic management schemes programmed for Jan - Feb . At the end of December, the programme was over 80% complete.
4	54	Work with partners such as parish councils to tackle persistent graffiti	Increase the amount of graffiti removal MKC can afford from the budget by launching a scheme for Parish and Town Councils to access our services and co-fund graffiti prevention. We will assess locations, with these Councils providing 50% funding - MKC will engage contractor, schedule work and assess options.	The Safer Streets Community Safety initiative has seen graffiti a key area to focus on working with TVP and Community Safety as part of the Home Office funded initiative. Bridges and underpasses in and out of CMK have been surveyed and scoped for works to be done. These works will be completed in February / March 2023.
5	55	Convert at least two disused garage sites in West Bleckley into additional parking	Three potential sites have been proposed by Ward Cllr's for additional parking; 1. the block between 12-14 Middlesex Drive, 2. the block on Dorchester Ave cul-de-sac closest to Whaddon Way, and 3. one near Derwent Drive-Lovett Drive junction. We are looking to evaluate these sites, undertaking cost and scope assessments by the end of August. Once the assessments are reviewed, we will confirm any Planning/Highways input and agree the two best sites to take forward, looking to implement and deliver works by the end of March 2023.	Working with the Ward Councillors, 3 main sites were identified. All of these sites contained asbestos and had boundary issues to agree. Specifications have been issued to the contractor to programme the works, with a start date before March 2023.
6	56	Work with MyMK to improve landscaping in CMK and return Grafton Park to Green Flag Status	MKC, MyMK and Serco will work together to enhance specific CMK landscaping. Grafton Park will have a Green Flag management plan and apply for Green Flag status. Improvements planned will include a new pump for ponds by June 2022. Masterplan for Grafton Park being developed. Green Flag Management Plan to be complete by November 2022. Friends Group to be worked up with BID. Green Flag judging takes place mid-2023.	The masterplan for Grafton Park has been completed, circulated and agreed with CMK Town Council. The Green Flag management plan has been written for application for Green Flag assessment in Summer 2023. Highways works (dredging pond/ rills - which carry the water down the park etc) are complete. Repairs to the bird tower are a major exercise to be undertaken in February and renewed paving / signage installed from March 2023.

M A cleaner and safer MK

1	57	Cut fly-tipping by a minimum of 10%	Ongoing delivery of the Fly tipping Action Plan. The Fly tipping Action Plan will be refreshed for November 2022 Cabinet with a renewed focus on the top 15 worse affected areas; 'hotspot' focused. This will also include an update on the litter warden performance, including proposals for whether or not it will continue.	Initial figures are a 14% reduction so far in 2022/23 against 2021/22. There was a 21% reduction in fly tipping in 2021/22 against the 2020/21 position.
2	58	Continue the roll-out of our litter wardens to help reduce litter on our streets	Current contract with contractor (WISE) has been procured for one year, completing December 2022. A short review of procurement options (including insourcing) will be agreed and thereafter turned into a definitive team within the ECU or simply reprocured past November 2023. It was procured for one year as a trial only and then to consider options.	Nearly 8,500 Fixed Penalty Notices (FPNs) issued as of November 2022. 75% payment rate within 14 days. New contract procurement was approved at Delegated Decision on 14 December 2022, with increased scope of FPNs used (highways, community safety etc) and longer (up to 5 year) contract. Procurement commenced in January 2023.
3	59	Agree a new waste collection contract and ensure the smooth transition from the current provider	Finalise the work to procure a new main contractor by December 2022. Fleet procurement to start in August following formal political decision in June 2022. Ensure smooth handover from April 2023-August 2023.	The preferred bidder was agreed at Delegated Decision on the 6 December 2023. The standstill period was extended to, and completed on 13 January 2023, with a dedicated press release issued on 16 January to confirm the successful bidder. The internal transition to the mobilisation programme has been implemented with seven delivery groups feeding into an overarching mobilisation team/Board. The new Environmental Services Depot has a dedicated group overseeing the transition and conversion of the old Ryder site to the Environmental Fleet Depot, and this will also act as the mobilisation hub for the new contractor and storage for the new fleet.
4	60	Roll out wheeled bins, including agreeing a clear solution for areas unable to take the new bins	The bins have been procured and manufacturing starts in July 2022. Storage has been agreed and first deliveries to storage facility to commence August 2022. Delivery of bins to residents targeted to start June 2023. Communications will start in September 2022; wheeled bin countdown and wheeled bin examples to be installed in Civic post Women's Euros. Plans for homes where wheeled bins are not suitable, as well as the start of a resourced and dedicated communications plan will commence in September'23 and expand over the 12 months until roll out.	A dedicated communications plan for engagement with residents is in place. This includes specific resources secured to support the rollout. Walkabouts with Parish and ward councillors restart in February 2023 for three more months (20 completed in 2022). The trial for those who cannot receive Wheeled Bins will commence is due to commence in mid-February 2023 in New Bradwell to approx. 150 households. All information will be fed back with an executive decision on operational policies for wheeled bins and sacks in June 2023. First new wheeled bin for service will be produced on 14 February and a Valentines Day message of 'MK Heart Wheeled Bins' will be used. New fleet will also have a naming competition most likely channelled through schools. Focus on liveries and uniform is expected from April onwards.
5	61	Submit a request to the Police and Crime Commissioner to increase community police numbers by at least 30 in Milton Keynes by April 2023	To be taken forward politically.	PCC was invited to the Community Safety Partnership (SaferMK) in November 2022 where this subject was discussed.
N Improve health and wellbeing				
1	62	Bring forward increased support for unpaid carers	Our aim is to not only improve support to those carers we know of, but also to identify more carers to support. A new simplified carers support assessment process was agreed in May 2022. This is being rolled out across adult social care in August 2022. A new approach to carers breaks is under development with three new initiatives scoped and specified. We expect our new carers breaks to be in place during September 2022. We will work closely with our partner Carers MK to develop new support to carers. This includes commencing a project during 2022, focused on developing community hubs to support carers of people with dementia.	A number of significant activities have started: the Carer's Conversation has been rolled out. Carers breaks services have developed and consulted on with carers. A new Direct Payment of £240 has been introduced and started to be paid to eligible carers. The project has been expanded to include Children's Services.
2	63	Work with partners to tackle loneliness and support more activities such as gardening clubs	Organise and run an awareness-raising week in October 2022 to highlight the value of clubs and groups as a way of tackling loneliness and promote organisations that can provide information on community activities.	Activities arranged include a page on the MKCC website that has been created and shares the information gathered on clubs and groups, as well as the same information shared via OneCouncil and Social Media.

3	64	Support the MK Integrated Care Partnership's bid for greater flexibilities from the ICB (the MK Health Deal)	Chair the Joint Leadership Team - May 2022. Become a member of the ICB - July 2022. Progress the four propositions to the ICB for greater delegation to place (avoiding unnecessary hospital stays, children's mental health, obesity and people with complex needs) - September 2022. Implement some or all of the four propositions from September to March 2023.	A plan to agree a 'MK Deal' for the delegation of responsibility for certain health outcomes was agreed by the Bedfordshire, Luton and Milton Keynes (BLMK) Integrated Care Board (ICB) and the Milton Keynes Health and Care Partnership on 12 October 2022 after six months of development work. The initial health areas to be focused on will be Improving System Flow (hospital discharge) and tackling obesity. For Improving System Flow an action team has now been formed, with appropriate MKCC involvement, and a steering group is in place with an agreed set of projects to progress.
4	65	Establish if local access to GP services is appropriate and if, and where, improvements could be made	We will work with residents, Healthwatch Milton Keynes, and health colleagues to understand the issues faced by residents in accessing GP services (July - October 2022). Feedback will be presented to Cabinet in Dec 2022 and shared with NHS colleagues.	A Task and Finish Group, consisting of five councillors, met on four occasions between Oct - Nov 22. This included an initial planning meeting, and three further meetings with witnesses from NHSE England (Dental Commissioners), the ICB (Primary Care) and Healthwatch Milton Keynes. In addition Cllrs carried out a site visit to a local GP practice, had informal discussions with two dentists, and took representations from members of the public. A report outlining the findings and recommendations has been completed. This will be presented to Cabinet in February 2023.
5	66	Work with partners to improve access to mental health services	We will evaluate the current digital mental health and wellbeing offer for children and young people, and will work with the NHS to recommission the service to ensure it meets their needs (December 2022). We will work through the MK Joint Leadership Team to better understand the mental health needs of children and young people. We will review current needs, what services are currently provided and how much they cost (March 2023). We will use this information to inform future work including developing a new service model to support children and young people with complex needs. We will involve young people and their families in developing the interventions, and will have a joined up approach to support them.	Work is ongoing with the Integrated Care Board on the procurement of the digital support offer for Children and Young People's mental health. This will be completed in March 2023. The procurement has been informed by a needs assessment completed in 2022, including an evaluation of the current digital offer, engagement with CYP, feedback from health professionals and an evidence review of digital support available locally and nationally. Wider improvements to children and young people's mental health will form part of the MK Deal and will be taken forward in 2023.
6	67	Reduce obesity by agreeing additional resources for action with the ICB	Through the Joint Leadership Team, we are reviewing the current weight management services available for residents (uptake, equity and efficacy). We will review (in Sept/Oct) the evidence base to support community-led weight management services. We will use this information to drive improvements in referrals/uptake, identify important gaps and inform commissioning of services (e.g. community-led weight management). With MKUH, we are undertaking a pilot of wearable technology and the use of financial incentives to encourage people with type 2 diabetes to be more physically active (by March 2023). We will also identify and act on opportunities to influence the local food policy and activity environment (2022/23 and ongoing).	This action is being taken forward as part of the MK Deal. Working with MKUH, the council is in the process of procuring a digital incentive scheme for a trial to promote physical activity amongst people with type 2 diabetes. An inter-disciplinary working group tasked with reviewing existing weight management service provision and making recommendation to the JLT has been established. A health topic paper has been written setting out options for inclusion of health in the New City Plan, with health being one of the core themes/sessions at the New City Plan Conference on the 1 March 2023.
7	68	Continue work to make MK a Dementia Friendly city	During 2022/23 we will be undertaking a range of activities: we will continue to work with four parish councils to support them to be dementia friendly including training sessions and information/advice, and rolling out to other parishes during the autumn; we are starting to work with local businesses and organisations to support them to be dementia friendly, including MK Museum, Cineworld, Wolverton Tennis Club, the Open University, MK College, the Parks Trust, MK Dons and over twenty small businesses. Following on from the promotional work we did during Dementia Action Week in May we intend to continue our awareness raising of dementia during the summer and autumn – this will include showcasing the work undertaken by our Admiral Nurses (who support carers), ensuring that the importance of diagnosis is promoted and also raising awareness amongst hard to reach groups. We anticipate achieving dementia friendly status during 2023	The MKCC Urban Design team have introduced a Supplementary Planning Document 'Designing Dementia Friendly Neighbourhoods' Four parish councils now have designated Dementia Leads, and one (West Bletchley Parish Council) has been awarded 'working to become dementia friendly' accreditation from the Alzheimer's Society. Local Transport providers, including Arriva Bus company and Via (who provide MK Connect) have been contacted and Dementia Friends training made available to staff. Dementia Friends training has been adapted to reflect specific areas such as retail, Public Health, and during the Summer sessions were delivered to 79 individuals . Sessions are also available for the public. All MKCC new starters have Dementia Friendly Community training included in their induction.
P	The world's leading sustainable city			
1	69	Continue our golden grid programme and create wildflower verges along more grid road corridors	Delivery of major highways, deep cleansing and landscaping transformation and asset repair. Surveys of the two grid roads to be undertaken in June and July - Childs Way (H6) and Grafton Street (V6). Permits for road closures to be applied for in June, with September and October scheduled for programme delivery, once all resources confirmed (Serco, Ringway, Parks Trust etc). Additional wildflower seeding will take place in September / October 2023 across Grafton Street and Childs Way.	Childs Way and Grafton Street Golden Grid works are complete and programme is now focusing on individual roundabouts such as Bradwell conversion. The Bradwell and Whirlypits roundabouts will be converted to sedum matting to reduce future maintenance requirements. The comms releases in October were sent out via Highways and approved with Portfolio Holder, which included before and after photographs. This programme has been well received by road-users. A programme has been proposed for linking the 2021/22 and 2022/23 works in CMK as the Golden Gates (focusing on the six gate roads in CMK).

2	70	Investigate options for transforming the Blue Lagoon into a new country park	Complete an options appraisal, including future integration with landfill site in 2036. The appraisal will identify funding routes and include local consultation with B&FSTC and local Regeneration Forum. An initial funding bid has already been made to the Heritage Lottery fund. The HLF have approved the application passed the first stage and now the main bid will be composed for February 2023 submission. We are requesting £3.5M. Consultation with B&FTC to commence in September. We will look to develop working in partnership with B&FTC and The Parks Trust in particular.	A strategic stakeholder group which includes the Portfolio Holder, Ward Councillors and Parish and Town Council representatives has been set up. This agreed the masterplan designed by MKCC. The three stage application of the Heritage Lottery Fund is now at Stage 2 and submission of Stage 2 is due for end of March 2023, to progress to Stage 3. The total bid is now £3.2M. There has been significant levels of anti-social behaviour at the park itself, requiring resources to work with TVP and Buckinghamshire and Milton Keynes Fire and Rescue Service to manage fire/arson issues over the Summer. An operational group has been set up to tackle these challenges and ensure it does not polarise the strategic groups direction and resource.
3	71	Develop a business case for a MK Council-led solar energy farm	By the end of December 2023, develop a business case that defines our requirements for renewable energy generation to meet our 2030 carbon goals and opportunities to deliver this, either through MK land, outside the borough, or another arrangement to deliver similar benefits.	An initial business case was completed in September 2022, highlighting a preferred option. As part of the CIPFA Code of Practice considerations, a more detailed 5-case model business case was developed and presented to Corporate Portfolio Board (CPB) in November 2022 (the preferred option is the same). The actions from this are underway (legal and financial considerations), to be presented back to CPB.
4	72	Convince 30 businesses based in MK to commit to becoming net-zero by 2030	In partnership with the Bettany Centre at Cranfield University, we are aiming to support 50 MK businesses to become Net Zero through the delivery of the 'Net Zero Growth' Programme. Through our wider Business Engagement programme, we encourage businesses to become more environmentally sustainable and committing to Net Zero by 2030.	47 MK companies have now completed the funded Cranfield 'Ready for Net Zero Growth' scheme. The Economic Development Team has developed a new initiative which will profile local companies and organisations making a net zero by 2030 pledge. 10 initial companies have been identified to be the first recipients of the recognition scheme, with the additional 20 companies to follow. The Sustainability Team and the Communications Team are supporting with this roll out, to be publicised before the end of March 2023.
5	73	Promote the uptake of green roofs to offset carbon and increase biodiversity	Arrange three events in the community by the end of March '23, in conjunction with a local provider to explain the benefits and applications of green roofs and to promote their uptake.	The first event took place in Civic on the 28 July 2022 as part of an EU funded event covering green business, green roofs and associated skills. The second event took place on 25 October 2022 to the Bucks and MK Association of Local Councils. Both events were well received, with positive feedback. The final event is planned before April to the Parish Council Forum.
Q	Sustainable public transport and mobility			
1	74	Work with private bus operators to protect services and roll out electric busses	<p>MKC meets with operators at least once every two months. This has been formalised under the Enhanced Partnership agreement. Monthly briefing sessions are held with the portfolio lead and services changes are shared with Ward and Parish Cllrs in advance. The support from DfT ends in October for bus operators, this has been published widely by DfT and will be part of the ongoing comms under the Enhanced Partnership. A 12 month plan for comms and publicity is being developed by the Enhanced Partnership comms team, to which the portfolio lead has been added.</p> <p>The Zebra grant funding project is underway, with the priority being to agree the cost of electricity from Amey at MKWRP to Arriva. Arriva will operate the electric fleet. Below is the programme:</p> <ul style="list-style-type: none"> - Supply chain contracts and enabling companies set up, November 2022 - DfT funding released, December 2022 - Order buses and start installation of chargers commences, January 2023 - First vehicles delivered, April 2023 - First buses into commercial operation, June 2023 	<p>The Zero Emission Buses Regional Assessment (electric bus grant) arrangement has now been dissolved as the previously noted commercial issues could not be resolved satisfactorily. Officers have continued to liaise closely with both the DfT and Arriva to understand if an alternative model can be delivered - there is no timeline for this at present.</p> <p>No major route bus service changes have taken place to date (January 2023). Concessionary fares will begin to roll back 5% every two months from April until operators are paid on actual trips. We will continue to work closely with providers to understand any services level changes. Additionally, all operators are being invited to one to one discussions with Public Transport under the Enhanced Partnership.</p>
2	75	Review the trial MK Connect DRT service and make any necessary improvements	<p>The MK Connect contract runs until end of March 2024 and has a 1 year optional extension. Work continues with the supplier to manage performance of the service, and respond to the current economic situation, as well as clearly communicating expectations of the service to local residents.</p> <p>A comprehensive review of MK Connect was undertaken 6 months after implementation and reported to scrutiny (SPSC). This Autumn, when any changes to the network from bus operators have been submitted to the traffic commissioner, the public transport team will prepare a report to summarise the current position of public transport, including MK Connect, it's future viability and the alternatives (no services, very limited fixed services, a different format for DRT). The report will be completed by end of September and review the recovery of patronage post-COVID-19, and will include the baselining report that will be submitted to DfT the current reporting requirements.</p>	<p>The MK Connect contract runs until end of March 2024 and has a 1 year optional extension. Work continues with the supplier to manage performance of the service, and respond to the current economic situation, as well as clearly communicating expectations of the service to local residents.</p> <p>A comprehensive review of MK Connect was undertaken 6 months after implementation and reported to scrutiny (SPSC). This Autumn, when any changes to the network from bus operators have been submitted to the traffic commissioner, the public transport team will prepare a report to summarise the current position of public transport, including MK Connect, it's future viability and the alternatives (no services, very limited fixed services, a different format for DRT). The report will be completed by end of September and review the recovery of patronage post-COVID-19, and will include the baselining report that will be submitted to DfT the current reporting requirements.</p>

3	76	Progress the business case for a Mass Rapid Transport system	Strategic Business Case to be produced by 30 November 2022. This will clarify next steps including the parameters and objectives of the next design stage, and ultimately scheme delivery. MRT Project Board to agree an updated action plan to advance the project by 31 January 2023.	We appointed international experts (ARUP) as lead consultants to MKCC to assist in the production of the MRT Strategic Business Case and the study reported, in August, on options for the routes and form of the MRT. We will receive the key elements of the Business Case, including high-level costings and an analysis of its economic impact, at our January 2023 MRT project board. The Full Business Case will be received in February 2023.
4	77	Increase the number of journeys made by walking or cycling	We will ensure we fully utilise the Local Authority Capability Funding (£65k in 2022/23) to improve access to bikes, provide grants for schools, deliver adult cycle training and fund a behaviour change programme. In addition we will complete £250k of Redway upgrades to the V2 and V8 routes by March 2023. We will also spend £108k of Government funding on the delivery of Bikeability cycle training in schools (March 2023). Overall programme of activity aims to show an increase in walking and cycling activity as measured by our network of 10 redway counters.	As part of the ongoing support to encourage greater cycling usage a total of 1410 people have now received cycle training (April 22 - Jan 23), this has helped to contribute the 283,596 more walked and cycled journeys (June 22-Jan 23) which represents a 22% increase on the same period in 21/22, meeting the action plan target. Additionally the MK rewards scheme which ended in October (due to external funding completion) is due to be reintroduced in April 23 when new monies become available.
5	78	Continue to roll out a comprehensive electric charging network	Submit Local Electric Vehicle Infrastructure bid (LEVI), with decision due at end of July 2022. Scope potential on-street residential charging scheme with informal consultation from July to September 2022. Develop second on-street residential charging application for submission to government in October 2022.	A Local Electric Vehicle Infrastructure bid (LEVI) was submitted on 17 June 2022, but it was unsuccessful. We will work with government to develop an alternative bid, which could be submitted in April 2023.
6	79	Make the case for a fully electrified EWR that connects Bletchley to Oxford and Cambridge, and make sure that the impact of the route through MK is fully understood and considered by EWR.	Work with England's Economic Heartland (the transport body that has responsibility for the wider Milton Keynes region) and East West Rail Company to make a strong strategic case for the EWR project, including the electrification of the line. This will include providing up-to-date data on passenger demand for the new line; evidencing the growth benefits that would result from the project and producing materials that demonstrate the strong support for the project amongst businesses and other local stakeholders. This information will be compiled over summer 2022 to support the submission to be made by EWR Company. The MKC Member rep on the EEH Board will continue to champion the project and coordinate wider Local Authority support.	Between April and September 2022 we have provided evidence for two reports: 'Building Better Connections' - a brochure focussed on the business imperative of the project, and 'EWR Strategic Narrative', which provides high level strategic rationale for the whole of the EWR project. The EWR project was included in the Plan for Growth which accompanied the Government's September Mini-Budget.
R Mitigate the impact of climate change				
1	80	Invest £1.6million in flood resilience measures and drainage improvements	Deliver the Flood Management and Mitigation Capital Programme, including the various associated studies working with partners including the Environment Agency, Internal Drainage Board and Anglian Water. Prioritisation of projects will be completed in July 2022 with external consultant. External funding has already been identified, including significant additional investment from the Environment Agency, the Internal Drainage Board and Anglian Water. Continue and deliver flood resilience programmes. Work with local communities and Parish Councils to train on responding to a flood event and mitigate impacts, and putting in measures for flood protection in some areas.	We continue to move ahead with a number of multi-year schemes. In 2022/23 activities included the Lake Capacity Study which will assess how much more water can go into the man made balancing lakes. We are also undertaking survey work in Stony Stratford with a view to implementing measures to prevent future river flooding with the Environment Agency. We are on track to deliver £150K worth of linked work from government's Shared Prosperity Fund by April 2023. This will see tree pits planted in Woughton to hold water during storm events. Community support for Parish and Town Councils, including Flood Wardens is also being progressed as is Lavendon flood modelling and works.
2	81	Complete energy efficiency improvements to 300 council homes on Netherfield	Deliver the Social Housing Decarbonisation scope and grant funding awarded by BEIS. Detailed surveys and designs complete. Planning is required due to the extent of work proposed, which is underway and this has shifted the programme back. Works due to commence on site early September 2022 and complete July 2023. Works consist of external wall insulation, 'warm roofs', windows & doors, solar shading, ventilation / air management. Detailed resident communication to commence late July / early August.	Retrofit assessments surveys were completed as part of the necessary surveys. This has fed into the design work for the planning submission in September 2022. There were over 20 positive responses to the planning submission. Planning determination is due by the end of February 2023. Subject to the outcome of planning, works will start in April 2023.
3	82	Bid for more funding to undertake more energy efficiency improvements to insulate 1,500 council homes by 2024	Agree ambition (£10-20m grant funding) and undertake preparatory works (e.g. surveys and designs) to be 'bid ready'. The Social Housing Decarbonisation Fund (SHDF) Wave 2 significant opportunity with available funding increased from £160m in wave 1, to £800m in wave 2 in Autumn. Further opportunities will come, including the ECO4 scheme currently in consultation. All funding streams are continually monitored to prepare for and be bid ready to maximise grant opportunities for Council residents.	The second wave of the Social Housing Decarbonisation Fund (SHDF) bidding window opened on 29 September 2022 and closed on 18 November 2022, with winning bidders due to be notified in March 2023. A submission was made for approximately 1,600 homes within wave 2 and retrofit assessment surveys were taken in targeted areas of Netherfield (phase 2), Stacey Bushes, Tinkers Bridge and Bradville as part of our submission. Fullers Slade homes were also included within this submission.

4	83	Provide funding to improve the energy efficiency ratings of low-income households	Procure a provider by the end of August 2022 to deliver community/street based surveys in areas of poor energy performance and low income households, producing detailed energy intervention business cases and identifying grant funding to deliver works. These will be done on a street-by-street basis involving consulting with residents and by archetype. As part of this phase, deliver 5 demonstrator homes by March 2023, subject to any planning requirements.	<p>Grants to both Wolverton Community Energy (WCE) and the National Energy Foundation (NEF) are now in place to undertake energy efficiency surveys and to assist the homeowners to find relevant grants to pay for the energy improvement works. WCE and NEF agreed joint working proposals, which is very positive. Home Visit Advisors are in the final stages of training and the free home energy visits will start in February 2023.</p> <p>Two community money saving events in Fullers Slade and Fishermead took place in December 2022 and 300 leaflets have been distributed through community organisers raising awareness of the Home Energy programme. Discussions started with MK College about retrofit training programmes have started and meetings with community organisers in Stony Stratford, Woughton, Fishermead and Great Linford have taken place. The 'Home Energy' brand is being developed and the website is being built ready for comms.</p>
5	84	Work with partners to establish an advice service for residents on improving energy efficiency of homes	Deliver a one-off time limited telephone advice service (probably with the National Energy Foundation - NEF). This is to be operational by September 2022, ready for the winter and available to all residents. This will signpost to partners to provide further support, as well as our the Revenues and Benefits team.	The National Energy Foundation (NEF), based in MK, started providing the 'Warmth and Wellbeing' helpline in mid-October 2022. MKCC Revenue and Benefits team have provided NEF with service information and links to ensure NEF can undertake appropriate sign-posting to those calling the helpline. The helpline has received 287 calls to the end of December 2022 and actions taken include issuing 60 emergency fuel vouchers; 112 warm and well assessments and 54 referrals to partners including MK Foodbank, AgeUK and Citizens Advice.
6	85	Identify a small area of land to establish a carbon sink forest	Make a funding bid by the end of August to The Forestry Commission to fund the delivery of a forest. Wider land assessment options to commence in August 2022 and an assessment of placing the forest in close proximity to The Tree Cathedral will be considered. Discussions commenced in June with The Parks Trust to potentially use Tongwell Lake and to hand the asset to MKPT on long lease with the forest. Target would be to have land agreed for the forest by the end of March 2023.	Following the acquisition of the Environmental Services Depot in Wolverton, the team are now engaging with the Parks Trust on land adjacent to both the Old Wolverton facilities and the excavated quarry site for a carbon sink forest to be planted that can be accessible to the public. Planting would commence as part of the wider commissioning programme in Old Wolverton and be completed by May 2023. This should be included within the proposal to transfer Tongwell Lake - this is planned to be agreed with the Parks Trust and a meeting has been set up for February 2023.

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