

DELEGATED DECISIONS

When: Tuesday 19 December 2023 at 5.30 pm

**Where: Room 1.02, Civic, 1 Saxon Gate East, Milton Keynes,
MK9 3EJ**

This meeting will not be live streamed, but a recording of the meeting will be available on [YouTube](#) as soon as practical after the meeting

Public Speaking

Persons wishing to speak on an agenda item must give notice by not later than 5.15 pm on the day of the meeting. Requests can be sent in advance by email to democracy@milton-keynes.gov.uk

Enquiries

Please contact Jane Crighton on 01908 252333 or jane.crighton@milton-keynes.gov.uk

For more information about attending or participating in a meeting please see overleaf.

Public Attendance / Participation

All our meetings are open to the public to attend.

We use our best efforts to either live stream meetings on YouTube, or upload recordings afterwards. From time to time there are technical problems which could mean we are unable to stream the meeting. When this happens, our meetings will continue, and we will do our best to upload a recording of the meeting after it takes place. Meeting minutes form the formal record and are published after every meeting.

For those registering or entitled to speak, facilities will be in place to do so in person or via video / audio conferencing, but this is not guaranteed. From time to time there are technical problems which mean we are unable to enable remote participation. When this happens our meetings will continue, although we will try to provide alternatives options, for example through a telephone call as opposed to a video call.

If you wish to speak at a meeting we recommend reading our guide to Public Participation at Meetings first to understand the process and technology behind participation. This information is [available in our Document Library](#)

Agenda

Agendas and reports for the majority of the Council's public meetings [can be accessed online](#).

Webcasting and Permission to be Filmed

Please note that this meeting will be filmed either for live broadcast or to view after the meeting on the internet and can be viewed online at [YouTube](#). Generally, the public gallery is not filmed, but by entering the meeting room and using the public seating area you are consenting to be filmed.

Recording of Meetings

The proceedings at this meeting (which will include those making representations by video or audio conference) will be recorded and retained for a period of six months, for the purpose of webcasting and preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting. View the [Guidance from the Department for Communities and Local Government](#)

Agenda

- 1. Making of the Emberton Neighbourhood Plan** (Pages 5 - 38)

Decision to be taken by Councillor Marland (Leader of the Council).
- 2. Taxi Licensing Fees 2024/25** (Pages 39 - 52)

Decision to be taken by Councillor Trendall (Cabinet member for Customer Services).
- 3. Hackney Carriage Vehicle Limit** (Pages 53 - 116)

Decision to be taken by Councillor Trendall (Cabinet member for Customer Services).
- 4. Bletchley Transport Hub Enabling Activities - Endorsement of Scheme and Funding Arrangements** (Pages 117 - 126)

Decision to be taken by Councillor Wilson-Marklew (Cabinet member for Public Realm).
- 5. Extension of Contracts for GP Delivery of NHS Health Checks** (Pages 127 - 130)

Decision to be taken by Councillor J Carr (Cabinet member for Tackling Social Inequalities).
- 6. Draft Council Budget 2024/25** (Pages 131 - 212)

Decision to be taken by Councillor Townsend (Cabinet member for Resources).

This page is intentionally left blank

Executive Report

Delegated Decisions - 19 December 2023

Making of the Emberton Neighbourhood Plan

| | |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Peter Marland (Leader of the Council) |
| Report sponsor | Paul Thomas Director of Planning and Placemaking |
| Report author | David Blandamer Senior Urban Designer david.blandamer@milton-keynes.gov.uk |

| | |
|---------------------------------------------|----------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | Not in Council Plan |
| Wards affected | Olney Ward |

Executive Summary

The report seeks agreement to recommend to Council that it makes (brings into legal force) the Emberton Neighbourhood Plan, following the successful referendum held on 23 November 2023.

1. Proposed Decision

- 1.1 That Council be recommended to make the Emberton Neighbourhood Plan pursuant to the provisions of Section 38(A)(4) of the Planning and Compulsory Purchase Act 2004.

2. Reasons for the Decision

- 2.1 The local planning authority must make a neighbourhood plan where the majority of those who vote in a referendum are in favour of the draft neighbourhood plan.

3. Background to the Decision

- 3.1 The Emberton Neighbourhood Plan was submitted to the Council for examination and subsequently publicised for a six-week period, ending on 20 June 2023. All comments received were then passed to the Examiner, Louise Brooke-Smith, who submitted her report on the Plan in September 2023, stating that the plan met the relevant basic conditions and requirements, and should proceed to referendum.

- 3.2 Following the examination, in consultation with the Parish Council, we accepted the examiner’s recommendations and proceeded to make arrangements for a referendum to be held on 23 November 2023.
- 3.3 The Emberton Neighbourhood Plan (attached at **Annex A** to the report) was successful at the referendum. In total, 117 people voted ‘Yes’ and 60 ‘No’; turnout was 34.5%. 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 and used to determine relevant planning applications. The plan must still be made by the local planning authority within eight weeks of the referendum.
- 3.4 In accordance with the Act, the Neighbourhood Plan would be compatible with retained European Union and European Convention on Human Rights obligations. It would also meet the basic conditions (paragraph 37 of National Planning Policy Framework) required for neighbourhood plans. This was also the view of the Neighbourhood Plan examiner, as set out in her report (see **Annex B** to the report).

4. 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 | Subsidy | N |
| Workforce | N | Other | N |

(a) Financial Implications

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

The Emberton Neighbourhood Plan has been consulted on in accordance with the relevant 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, we must, as soon as possible after deciding to make a neighbourhood development plan:

- (i) 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:
- the decision document;
 - details of where and when the decision document may be inspected;

- (i) send a copy of the decision document to:
- the qualifying body; and
 - any person who asked to be notified of the decision.

In accordance with Regulation 20, we must, as soon as possible after making a neighbourhood development plan:

- (i) 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:
- the neighbourhood development plan;
 - details of where and when the neighbourhood development plan may be inspected; and
- (ii) 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.

A Decision Statement (see **Annex C** to the report) will be published once Council makes the plan. As with any planning decision there is a risk of legal challenge, but that risk has been managed by ensuring that the regulations are being followed and that our decision-making process is clear and transparent.

5. Alternatives Considered

- 5.1 In the event of a 'Yes' vote in the referendum, we are obliged to proceed to make the Plan as outlined above, unless there is a breach of a retained EU obligation or Convention rights. The alternative option is to recommend to the Council that the Emberton Neighbourhood Plan is not made, if it is considered that there is a breach of a retained EU obligation or Convention rights.

6. Timetable for Implementation

- 6.1 The Neighbourhood Plan will be made by Council at its meeting to be held on 17 January 2024.

List of Annexes

- Annex A Emberton Neighbourhood Plan [Emberton Neighbourhood Plan | Milton Keynes City Council \(milton-keynes.gov.uk\)](https://www.milton-keynes.gov.uk/emberton-neighbourhood-plan)
- Annex B Examiner's Report
- Annex C Decision document for making the Emberton Neighbourhood Plan

List of Background Papers

The Localism Act, 2011

The Neighbourhood Planning (General) Regulations 2012

National Planning Policy Framework paragraphs 29 and 37

This page is intentionally left blank

**MILTON KEYNES CITY COUNCIL
EMBERTON NEIGHBOURHOOD PLAN**

Decision Statement - 17 January 2024

Summary

Following a referendum of residents eligible to vote within the Emberton Neighbourhood Plan area, Milton Keynes City Council will make the Emberton Neighbourhood Plan part of the Milton Keynes City Council Development Plan on 17 January 2024.

Background

Emberton 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 21st July 2016.

The Emberton Neighbourhood Plan was submitted to Milton Keynes City Council for examination and was subsequently publicised for a six-week period, ending on 20 June 2023. All comments received were then passed to the Independent Examiner, Louise Brooke-Smith, who submitted her report on the Plan in September 2023, 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 Emberton Parish Council, accepted the examiner's recommendations on 7 September 2023 and proceeded to make arrangements for a referendum to be held on 23 November 2023.

The Emberton Neighbourhood Plan was successful at the referendum held on 23 November 2023. 117 voted 'Yes' and 60 'No', turnout was 34.5%. 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 Emberton Neighbourhood Plan came into force as part of the Milton Keynes statutory development plan. The Emberton Neighbourhood Plan must still be made by the Council within 8 weeks of the referendum.

Decision

The Council makes the Emberton Neighbourhood Plan part of the Milton Keynes City Council Development Plan.

This page is intentionally left blank

**A REPORT TO MILTON KEYNES CITY COUNCIL
OF THE EXAMINATION OF
THE EMBERTON NEIGHBOURHOOD PLAN 2019-2031
UNDERTAKEN BY
Dr LOUISE BROOKE-SMITH, OBE, FRICS, MRTPI
INDEPENDENT EXAMINER
SEPTEMBER 2023**

CONTENTS

(i) SUMMARY AND OVERALL RECOMMENDATION

- 1.0 INTRODUCTION**
 - 1.1 The Neighbourhood Development Plan Regime**
 - 1.2 Appointment and Role of the Independent Examiner**
 - 1.3 The Examination Process**
- 2.0 BACKGROUND TO THE EMBERTON NEIGHBOURHOOD PLAN**
- 3.0 COMPLIANCE WITH MATTERS OTHER THAN THE BASIC CONDITIONS AND HUMAN RIGHTS**
- 4.0 THE BASIC CONDITIONS AND HUMAN RIGHTS**
 - 4.1 Basic Conditions Statement**
 - 4.2 National Policy, Advice and Guidance**
 - 4.3 Sustainable Development**
 - 4.4 The Development Plan and Strategic Policy**
 - 4.5 EU Obligations and Conventions**
- 5.0 ASSESSMENT OF THE EMBERTON NEIGHBOURHOOD PLAN POLICIES**
 - 5.1 The Overall Presentation and Form of the Plan**
 - 5.2 to 5.10 Neighbourhood Plan Policies**
- 6.0 MONITORING AND REVIEW**
- 7.0 REFERENDUM**
- 8.0 SUMMARY AND RECOMMENDATION**

APPENDICES

Appendix A– Documents reviewed by the Examiner

Appendix B – Examiners' use of Abbreviations

Summary and Overall Recommendation

As the Independent Examiner into the Emberton Neighbourhood Plan, I have been requested by Milton Keynes City Council, in its capacity as the Local Planning Authority, to present my professional assessment of the Plan, in terms of its compliance with the 'Basic Conditions' as set out in extant legislation, regulations and guidance.

I confirm that I am independent of the Qualifying Body, namely Emberton Parish Council and the Local Planning Authority. Furthermore, I do not have any interest in any land or property that may be affected by the Plan.

I hold relevant professional qualifications and have experience of the planning regime, gained over the past 35 years in both the public and private sectors, to enable an independent judgement of the documents before me. I am also a member of the National Panel of Independent Examiners Referral Service, endorsed at the time of convening by HMGov Department of Housing, Communities and Local Government.

I have undertaken a thorough examination of the Emberton Neighbourhood Plan. This has comprised a review of all documents presented to me by the Local Planning Authority, a review of documents available for public review on the Parish website and documents relating to the Development Plan held on the Council's website plus national guidance, regulations and statute.

*It is my considered opinion that, with modification, the said Plan meets the Basic Conditions and human rights requirement, as set out in the respective legislation and guidance. **I have highlighted where I consider modifications are required and indicated the nature of those changes. These have been set out in bold italics throughout my Report and are presented to complement the style of the overall document.***

Hence, with modifications, I consider that the Emberton Neighbourhood Plan will: have regard to national policies and advice contained in current legislations and guidance; contribute to the achievement of sustainable development; be in general conformity with the strategic policies of the development plan for the area; not breach, but be compatible with European Union obligations and the European Convention of Human Rights; and not likely have a significant effect on a European Site or a European Offshore Marine Site either alone or in combination with other plans or projects.

I consider that, only if modified, the Neighbourhood Plan complies with the legal requirements set out in Paragraph 8(1) and 8(2) of Schedule 4B to the Town and Country Planning Act 1990, as amended, and can proceed to a Referendum.

I have no concerns over the defined Plan area or the manner of its confirmation and consider that this area is appropriate as the extent of any Referendum.

Finally, I refer to a number of abbreviations throughout my Report and for the avoidance of any confusion these are set out in Appendix B.

Dr Louise Brooke-Smith, OBE, FRICS, MRTPI,

September 2023

1.0 INTRODUCTION

1.1 NEIGHBOURHOOD DEVELOPMENT PLAN REGIME

1.1.1 The Neighbourhood Development Planning regime provides local communities with the ability to establish specific land use planning policies which can influence how future development comes forward in their area. It not only provides the opportunity for local people to shape their locality, but it also provides guidance for developers and landowners when considering new proposals and for decision makers when determining planning applications.

1.1.2 Any Neighbourhood Development Plan should be clear, not only in its goals and ambitions, but also in how any policies are presented. The background behind how policies have emerged should be easy to understand and robust in terms of identifying specific policy or evidence.

1.1.3 This Report provides the findings of an Examination into the Emberton Neighbourhood Development Plan, which is here on referred to as the Plan, the Emberton Neighbourhood Plan or the NP.

1.1.4 The Plan was prepared by the Emberton Parish Council, working in consultation with the Local Planning Authority, namely Milton Keynes City Council and a range of interested parties, statutory bodies, community groups, landowners and their agents, plus other key stakeholders.

1.1.5 This Report provides a recommendation as to proceeding to a Referendum. If this takes place and the Plan is endorsed by more than 50% of votes cast, then it would be 'made' by Milton Keynes City Council and would be used to assist in the determination of any subsequent planning applications for the area concerned.

1.2.0 APPOINTMENT AND ROLE OF THE INDEPENDENT EXAMINER

1.2.1 In accordance with current regulations, I was formally appointed by Milton Keynes City Council, as the Examiner of the Neighbourhood Plan on the 5th July 2023. I was issued with the relevant documentation and formally began the examination in late July 2023.

1.2.2 In examining the Plan, I am required, under Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990, (TCPA) to establish whether:

- *The Neighbourhood Development Plan has been prepared and submitted for examination by a Qualifying Body.*

- *The Neighbourhood Development Plan has been prepared for an area that has been designated under Section 61G of the TCPA as applied to Neighbourhood Development Plans by section 38A of the Planning and Compulsory Purchase Act 2004 (PCPA).*
- *The Neighbourhood Development Plan meets the requirements of Section 38B of the PCPA (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one Neighbourhood Area).*
- *The policies relate to the development and use of land for a designated Neighbourhood Area in line with the requirements of Section 38A of the PCPA.*

1.2.3 My role has also been to consider whether the Plan meets the 'Basic Conditions' and human rights requirements, as set out in paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 as applied to Neighbourhood Development Plans by section 38A of the Planning and Compulsory Purchase Act 2004.

1.2.4 In order to meet the Basic Conditions, the making of any Neighbourhood Development Plan must:

- *Have regard to national policies and advice contained in guidance issued by the Secretary of State.*
- *Contribute to the achievement of sustainable development.*
- *Be in general conformity with the strategic policies of the development plan for the area; and*
- *Not breach, and must be otherwise compatible with, European Union (EU) and European Convention on Human Rights (ECHR) obligations.*

1.2.5 Regulations 32 and 33 of the Neighbourhood Planning (General) Regulations 2012 (as amended) set out a further basic condition for Neighbourhood Development Plans, in addition to those set out in primary legislation and referred to in the paragraph above.

- *The making of the Neighbourhood Development Plan is not likely to have a significant effect on a European Site (as defined in the Conservation of Habitats and Species Regulations 2012) or a European Offshore Marine Site (as defined in the Offshore Marine Conservation (Natural Habitats, &c.) Regulations 2007) either alone or in combination with other plans or projects.*

1.2.6 Having examined the Plan against the Basic Conditions, as set out above, and as the Independent Examiner, I am required to make one of the following recommendations:

a) that the Plan should proceed to Referendum, on the basis that it meets all legal requirements.

b) that the Plan should be subject to modification but will then meet all relevant legal requirements and should proceed to Referendum.

c) that the Plan does not proceed to Referendum, on the basis that it does not meet the relevant legal requirements.

1.2.7 If recommending that the Plan should go forward to Referendum, I am also required to consider whether, or not, the Referendum Area should extend beyond the defined Emberton Neighbourhood Plan Area.

1.2.8 As noted above, the role of any Independent Examiner is to assess a Plan in terms of compliance with the Basic Conditions. While it is not to specifically comment on whether the Plan is sound, where changes could be made that would result in removing ambiguity and make the document more user friendly for all parties, this should be considered. This reflects relevant paragraphs of the PPG and the first basic condition.

1.2.9 It should also be noted that it is not the role of the Examiner to add policies, even if this is suggested by statutory consultees or stakeholders. In this regard, where relevant, comments on Regulation 16 representations are noted later in this report.

1.3 THE EXAMINATION PROCESS

1.3.1 I am aware that the preparation of the NP and early engagement began in 2017 and continued through the restricted period associated with the Covid19 pandemic. Accordingly, I have had regard to the relevant amendments to the salient Neighbourhood Development Planning regulations, first brought into effect in April 2020 by the then MHCLG.

1.3.2 In this case, while some public consultation on the emerging versions of the NP was completed during restricted lockdown periods, the final stages of the NP's preparation were pursued when those restrictions were lifted and hence it has been deemed entirely appropriate to continue to examine the Plan in the normal way. Indeed, any referendum that may be appropriate will take place under the salient regulations as confirmed by the Department of Levelling Up, Communities and Housing.

1.3.3 Before, throughout and after the pandemic, the general rule has remained in place, namely that examinations should preferably be conducted by written representations unless there is sufficient reason to hold a Hearing to explore

controversial or ambiguous matters. In this case, I have been able to consider the Plan by way of the key documents, relevant background information, the evidence base, supporting reports and written representations. I have not considered it necessary to hold a Hearing to complete my findings.

- 1.3.4 For the avoidance of any confusion, I have reviewed the position regarding the need to resubmit the Submission Version of the Plan and reissue the Consultation Statement. I consider that the action taken by the LPA and the QB was appropriate.
- 1.3.5 After initially submitting its Submission Version of the Plan in February 2023 and there being a period of publicity between 10th March and 21 April 2023, formal concerns were raised. It was found that the initial version of the Consultation Statement and the Assessment of Potential Housing Sites had erroneously omitted to record submissions made on behalf of Francis Jackson Homes Ltd. made at the Reg 14 stage. This matter was highlighted appropriately by agents acting for this party with respect to a site within the NP area, namely land at Acorn Nurseries, Newton Rd. The QB resubmitted its NP to Milton Keynes City Council on the 27th April 2023 with a corrected version of its Consultation Statement.
- 1.3.6 From the papers before me, I consider that the omission was unfortunate and was corrected appropriately. In accordance with Reg 16 of the salient regulations, the LA publicised the NP for a second period between 9th May 2023 and 20th June 2023.
- 1.3.7 All representation from both the first and second Reg 16 periods of consultation have been presented to me and have been reviewed.
- 1.3.8 My examination findings have resulted from my assessment of all the documents noted at Appendix A and the written submissions from interested parties at both the Regulation 14 and the two 16 stages of the NP process and are in addition to my reference to the following documents, which set out extant legislation, regulation and guidance.
- National Planning Policy Framework (The Framework) (Revised as at 2018 and 2019) and reissued with further amendments in July 2021. It should be noted that while further revisions of the NPPF have been proposed by HMGov for consultation, any changes to that document have yet to be confirmed or endorsed. Hence, the leading document for the purposes of this Examination remains the 2021 version of the NPPF.
 - Planning Practice Guidance (Paragraphs: 001 Reference ID: 41-001-20190509 onwards - Revision date: 09 05 2019)
 - Town and Country Planning Act 1990 (as amended)
 - The Planning and Compulsory Purchase Act 2004 (as amended)

- The Localism Act (2011)
 - The Neighbourhood Planning (General) Regulations (2012) and additions
 - The Neighbourhood Planning Act 2017 and associated guidance and regulations.
- 1.3.9 Finally, I confirm that I undertook an unaccompanied site visit to the Plan area in August 2023.

2.0 BACKGROUND TO THE EMBERTON NEIGHBOURHOOD PLAN

- 2.1. Further to a formal application, Milton Keynes City Council confirmed the designation of the entire civil parish of Emberton as a Neighbourhood Plan Area in July 2016. I note that the area has not been the subject of any other NP proposal.
- 2.2 The Parish Council, as the relevant Qualifying Body, had initiated this and subsequently, through a specifically formed steering group, pursued appropriate consultation across the NP area including engagement with the community and stakeholders with respect to the vision of the NP.
- 2.3 The documents before me and in the public domain indicate that regular meetings and consultation with the community and stakeholders took place between 2017 and 2022. This began with consideration of the issues affecting the community and the formation of a vision and specific policy areas for the Plan.
- 2.4 The consultation background to the Plan is set out in the second version of the Consultation Statement (see comments earlier). I find that this has been prepared in compliance with Section 15(2) of Part 5 of the Neighbourhood Plan Regulations 2012 and that the community liaison was adequate at both a local level and with statutory parties. I comment further on this below.
- 2.5 I have reviewed the evidence base which supports the policies and vision of the Plan. I find this and the second version of the Consultation Statement to be proportionate to the nature of the Plan.
- 2.6 The Plan was subject to some changes as a result of the consultation process and the Reg 14 submissions by third parties. As noted above, a Submission Version was duly prepared and finalised and submitted to the LPA. After clarification of omissions from the Consultation Statement, and a second formal period of public consultation, allowing for further Reg 16 representations, it was confirmed that the Plan could proceed to Examination.
- 2.7 I have been presented with written representations to the Submission Version of the Plan which were submitted within the formal period(s). Some representations have

been in support of the emerging NP but equally some have raised objections. As noted above, I have reviewed them all.

3.0 COMPLIANCE WITH MATTERS OTHER THAN THE BASIC CONDITIONS AND HUMAN RIGHTS

3.1 Given the above, I now report on the procedural tests, as set out earlier in this Report, and find as follows;

- **The Qualifying Body**

3.2 From the documentation before me, I conclude that the Emberton Parish Council is a properly constituted body, i.e., a Qualifying Body for the purposes of preparing a Neighbourhood Development Plan, in accordance with the aims of Neighbourhood Development Planning as set out in the Localism Act (2011) and recognised in the National Planning Policy Framework (as amended) and accompanying Planning Practice Guidance. Accordingly, I find this addresses the necessary requirements.

- **The Plan Area**

3.3 The Emberton Neighbourhood Area reflects the boundary of the Emberton Parish. No other Neighbourhood Development Plan has been proposed for this area. The area is not extensive and is typical of a rural parish surrounding one historic centre, namely Emberton Village. This comprises a mix of residential, and local service development lying to the north of Milton Keynes.

3.4 As noted above, an appropriately made application to prepare a NP was submitted to the Council by the Parish Council and duly endorsed. The appropriate protocol and process were followed. I am satisfied this meets the requirement relating to the purposes and identification of a Neighbourhood Development Plan under section 61G (1) of the Town and Country Planning Act 1990 (as amended) and salient regulations of the Neighbourhood Development Planning (General) Regulations 2012.

- **The Plan Period**

3.5 Any Neighbourhood Development Plan must specify the period during which it is to have effect. The Emberton Neighbourhood Plan states on its front cover and in its introductory sections that it addresses the period between 2019 and 2031. I note that

this reflects the end date associated with the extant Milton Keynes City Local Plan, referred to as Plan:MK (2016-2031). I am satisfied that this matter is clear.

- **Excluded Development**

- 3.6 From my review of the documents before me, the proposed policies within the NP do not relate to any of the categories of excluded development, as defined by statute and extant regulations, or to matters outside the Neighbourhood Development Plan area. I find that in terms of excluded development, the Plan meets legal requirements.

- **Development and use of land**

- 3.7 Any Neighbourhood Development Plan's policies, in accordance with current regulations, should only contain policies relating to development and/or use of land. While supporting text can reflect the goals and ambitions of any community, unless directly relating to development or use of land, this should not be included within or be confused with specific policies.
- 3.8 Where I felt that a policy, or part of a policy was ambiguous, unnecessarily duplicated other policies or statutory regulations, or concerned matters that do not relate to the development or use of land or property, I have recommended that it be modified or clearly explained as such, within the text of the Plan.

- **Public Consultation**

- 3.9 Planning legislation requires public consultation to take place during the production of Neighbourhood Development Plans. Any public consultation should be open and accessible, and any information presented should be easy to understand and to comment upon. It should enable all sectors of the local community the ability to comment on and hence shape the policies which may have a bearing on where they live, work or spend their leisure time.
- 3.10 I have reviewed the Consultation Statement prepared by the QB. As a requirement of the salient regulations of the Neighbourhood Development Planning (General) Regulations 2012 as amended, this was submitted to the Council and made available via the LPA and Parish's websites. As noted above, due to an omission in the initially issued Consultation Statement which failed to note submissions made at the Reg 14 stage of proceedings, the Statement was corrected and reissued. Hence two Reg 16 periods of consultation have been held.

- 3.11 A range of stakeholders including statutory bodies were given the opportunity to take part in proceedings during the Plan's preparation and I am assured that all representations were given due consideration at the point of submission notwithstanding the omission of reference to one Reg 14 party in the first Statement of Consultation. I am of the opinion that this was an unfortunate error that was appropriately rectified. I find that the assessment of housing land and the consultation exercise was appropriate. A sufficiently wide spectrum of the local, professional and statutory community was approached, and all comments raised were assessed.
- 3.12 I have reviewed the salient surveys and documents relating to the consultation work undertaken by the QB and consider that the various initiatives and the approach adopted was again proportionate. While concerns have been raised through representations at the Reg 14 and 16 stages of the Plan's progression, over the age of the questionnaire (2018) I do not share those concerns and consider that the residents survey still has validity. However, I have commented below where I have found the evidence base to be poor or ambiguous to the point of affecting the validity of some policies.
- 3.13 I consider that the responses to representations made to the Neighbourhood Plan, as it progressed through its protracted preparation stages, have been clearly set out in a table within the Consultation Statement. I note the responses issued by the QB and where the Plan was duly amended. Indeed, it is clear that the Plan has been subject to significant changes including the promotion of specific sites for residential development, which were subsequently dropped. I am persuaded by the evidence before me that there have been valid reasons for the change in direction of the Plan and the eventual promotion of a specific site for development, as opposed to the land originally presented. I note that where the Plan was not amended, repeated comments were made by some parties at the Reg 16 stage(s). Some objecting parties secured the services of professional agents and legal representation. Others have made individual submissions to the emerging NP. I have reviewed all representations but should stress that my role has not been to undertake a detailed analysis of the case for or against the development of any specific site. Moreover, it is a review of the process and approach taken. In this light, I believe changes to the draft version of the NP were appropriately assessed, undertaken or otherwise, and then explained by the QB.
- 3.14 As noted elsewhere in this Report, given the evidence before me, I have not felt it necessary to hold a public hearing, as the comments made by Regulation 16 parties and the stance of the LPA and QB has been clear. No issues have been ambiguous.
- 3.15 I conclude that an adequate consultation exercise was undertaken and that stakeholders had the opportunity to input into the Plan's preparation and as such, Regulations 14, and 16 have been addressed.

4.0 THE BASIC CONDITIONS AND HUMAN RIGHTS

4.1 BASIC CONDITIONS STATEMENT

4.1.1 I have reviewed the Basic Conditions Statement (BCS) (undated) and find it to be straight forward, addressing the Basic Conditions in a clear manner. I highlight these as follows.

4.2 NATIONAL POLICY, ADVICE AND GUIDANCE

4.2.1 As noted earlier, the extant NPPF (2018 and revised publications in 2019 and 2021) explains that a presumption in favour of sustainable development means that Neighbourhood Development Plans should support the strategic development needs set out in the Development Plan and plan positively to support appropriate local development. I have noted above about the emerging revised version of the NPPF. No new changes have been formally made and hence the 2021 version of the NPPF remains the valid document for this Examination. I note that the appropriate reference has been made to 2021 in the documents before me.

4.2.2 Neighbourhood Development Plans should be aligned with the strategic needs and priorities of the wider local area, i.e., they must be in general conformity with the strategic policies of the Development Plan. The NPPF advises that they should not promote less development than is set out in the Development Plan or undermine its strategic policies. Neighbourhood Development Plans should provide a practical framework within which decisions on planning applications can be made with predictability and efficiency. It is stressed that the examination has been of the Plan, as a whole.

4.2.3 The Basic Conditions Statement explains how the NP responds to specific core planning principles, as set out in the NPPF and makes appropriate cross reference to each NP policy.

4.2.4 Given the guidance found within Planning Practice Guidance (PPG) which accompanies the NPPF, I have considered the extent to which the NP policies meet this first basic condition in Section 5 below and, **subject to a number of modifications, find the Plan compliant.**

4.3 SUSTAINABLE DEVELOPMENT

- 4.3.1 Any Neighbourhood Development Plan should contribute to the achievement of sustainable development. The NPPF explains that there are three dimensions to sustainable development: economic, social and environmental. I consider that the approach taken and explained in the Basic Conditions Statement is robust.
- 4.3.2 Whilst there is no legal requirement for any Plan to be accompanied by a separate Sustainability Appraisal, it is helpful for it to acknowledge and explain how its policies have reflected sustainability matters in all forms as expressed in the NPPF. I note that the NP has considered this.

4.4 THE DEVELOPMENT PLAN AND STRATEGIC POLICY

- 4.4.1 I note that the 'Development Plan' for Emberton Neighbourhood Area comprises the Milton Keynes City Local Plan (2016-2031) adopted in 2019 and known as Plan:MK.
- 4.4.2 The table at page 6 of the BCS explains how the proposed NP policies are in general conformity with strategic policies and highlights specific policies from the adopted Development Plan. I find this to be appropriate and helpful.
- 4.4.3 I note that a revised local plan has been initiated by the LPA but has not yet reached any statutory plan stage. As such the salient strategic policies contained within Plan:MK remain valid and pertinent to this examination.
- 4.4.4 Failing to identify specific sites promoted by individual representations is not a ground to find the NP unsound, providing the proposed NP policies are generally in accordance with the strategic policies within Plan:MK and the NP does not 'promote less development than those set out in strategic policies for the area, or undermine those strategic policies' (NPPF Para 29).
- 4.4.5 There is encouragement given to both the QB and the LPA to work together to minimise conflicts and indeed for the QB to liaise appropriately with 3rd parties. I note that some Reg 16 representations consider that insufficient dialogue has taken place or agreement reached. This is unfortunate but I am not persuaded by the documents before me that there has been a failure to consult. Clearly the policies and allocation in the proposed NP are not supported by some parties and hence it is inevitable that there is concern. My role as an Examiner is to assess whether the process adopted, and the evidence base used has propriety and the ensuing policies are compliant.

4.4.6 **I find that subject to a number of modifications, as detailed below, the NP policies are in general conformity with the relevant strategic policies of the Development Plan.**

4.5 EUROPEAN UNION (EU) OBLIGATIONS AND CONVENTIONS

4.5.1 Notwithstanding the decision by the UK to leave the European Union, any Neighbourhood Development Plan must still be compatible with certain obligations adopted through European statute, as they have been incorporated into UK law. The NP would not be compliant otherwise.

- Strategic Environment Assessment

4.5.2 Directive 2001/42/EC, often referred to as the Strategic Environment Assessment (SEA) Directive, relates to the assessment of the effects of certain plans and programmes on the environment, and has relevance here. Similarly, Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora and Directive 2009/147/EC on the conservation of wild birds (referred to as the Habitats and Wild Birds Directives respectively) aim to protect and improve Europe's most important habitats and species and can have a bearing on Neighbourhood Development Plans.

4.5.3 I note that an SEA screening was undertaken by Milton Keynes City Council in April 2022. This involved liaison with the relevant statutory bodies. The screening responses advised that policies within the emerging Emberton NP were not expected to have any significant environmental effect and hence an SEA was not required. I understand that the formal position of the LA and statutory consultees has not changed as the Plan progressed to the Reg 16 stage. While some changes had been made to the emerging Plan, these were not of such magnitude to change the screening outcome.

4.5.4 **I concur with this and find that the Plan meets the legal requirements of the EU's SEA Directive and conclude that in respect of this EU obligation, the Plan is compliant.**

- Habitat Regulations and Environmental Impact Assessment

4.5.5 A similar exercise was undertaken at the same time with regard to Habitat Regulations. It concluded that no Habitats Regulation Assessment (HRA) was required. The Emberton NP makes necessary references to the Development Plan's HRA and no NP policies have been proposed that undermined this.

4.5.6 **I find that the NP meets the legal requirements of the EU and HRA Regulations and conclude that, in this respect, the Plan is compliant.**

4.5.7 **I further agree that an Environmental Impact Assessment was not required to accompany the NDP as none of the proposed policies relate to development of a scale or nature as to warrant such work. None fall under the criteria of the extant EIA Directive.**

- **Human Rights**

4.5.8 The Basic Conditions Statement makes reference to compliance with the European Charter on Human Rights (ECHR) and Human Rights Act 1998 in para 5.5.

4.5.9 I am unaware of any matters proposed in the NP that challenge issues of human rights and while comments have been made with regard to this in representations to the Reg 14 and 16 stages of the plan, I do not consider that sufficient or robust evidence has been presented, to indicate that this is not the case. I conclude that the Plan does not breach and is otherwise compatible with the ECHR.

4.5.10 I am not aware of any other European Directives which apply to this particular Neighbourhood Development Plan, and **hence am satisfied that the Plan is compatible with EU obligations.**

5.0 ASSESSMENT OF THE EMBERTON NEIGHBOURHOOD PLAN POLICIES

5.1 THE OVERALL PRESENTATION AND FORM OF THE PLAN

5.1.1 The NPPF advises that plans should provide a practical basis on which decisions on planning applications can be made with a high degree of predictability and efficiency. I consider that this can be interpreted as 'having a clear document'.

5.1.2 I find the Emberton Neighbourhood Plan is well written, clear and straightforward. The document makes good use of headings, subheading, paragraph numbering and policies are highlighted in clear boxes. I am also generally content with the extent of figures and maps within the NP with the following exceptions;

- ***Figure 5 would be improved through the use of an OS base map at a bigger scale, so the NP boundary is easier to distinguish.***
- ***Annotation in terms of orientation and description should be added to the photographs at pages 13, 23 and 24, to assist any user of the Plan.***

- ***The use of a similar tone of green for both the Newport Road and the Local Green Space at Figure 13 and the Designations and Allocation Map is confusing. This should be amended.***
- 5.1.3 The statutory context and relevant background to the Emberton NP is set out in the introductory sections of the Plan. There is a relevant and sufficient amount of narrative setting out the historic and topographical context and a clear explanation of the vision and of the Plan in Chapter 3.
- 5.1.4 ***One small typographical error at para 1.5 should be amended. Reference should be made to Annex A rather than Annex B.***
- 5.1.5 The NP policies are appropriately based on economic, social and environmental principles which reflect the comments raised during the consultation process and both the strategic policies of the Development Plan and the NPPF. I am aware that some consultees, during the preparation of the Plan and at both Reg 14 and Reg 16 stages, suggested additional initiatives and amended text that have not been included in the Submission Version of the NDP. I should stress that it is not the role of the Examiner to add further detail or policies that may have been considered by the QB through the Plan preparation, but not included in the Submission Version.
- 5.1.6 Specific policies are set out in Chapters 4 through 10 and address seven specific issues of Housing, Business and Employment, Character and Design, Highways and Transport, Environment, Climate and Flood Risk, and finally Community. These are followed by a Designation and Allocations Map.
- 5.1.7 In terms of evidence to support the NP policies, I note that appropriate text has been included to accompany each NP policy and that there is salient reference to information and documents which are in the public domain. As with many NPs, some criticism has been levied through representations, as to the robustness of the evidence base. I have therefore given this specific attention and comment where relevant on this below.
- 5.1.8 On balance, I consider that, in most places, a proportionate amount of background information and an appropriate evidence base has been used by the QB to prepare policies to address the vision and objectives of the NP. Again, I highlight below where I feel this is not the case.
- 5.1.9 Further to the above, I now consider the NP policies against the Basic Conditions and for ease of reference follow the structure and headings as adopted in the Plan. As I have set out above, I find that the Plan is compliant with Basic Conditions 4 and 5 and the following sections of this Report assess whether I consider it complies fully with:

- Basic Condition 1 (Compliance with National Policy);
- Basic Condition 2 (Delivery of Sustainable Development); and
- Basic Condition 3 (General Conformity with the Development Plan).

5.1.10 I wish to stress that my examination has comprised a review of the policies and supporting text in the context of their compliance with the Basic Conditions. It has not comprised a forensic review of the rationale behind each policy. Where I have found that the evidence base was unacceptably weak or erroneously interpreted or proposals have been suggested that conflict with extant statute or are ultra vires, I have suggested appropriate modifications. **I stress that it is not the role of the Examiner to re-write elements of the NP requiring modification on behalf of the QB or LPA.** I have, however, suggested amended text where relevant in some cases but in other cases, I consider that sufficient guidance has been presented so modification can be prepared by the QB/LPA.

5.1.11 I confirm again that I have reviewed all comments made as part of the Regulation 16 process, particularly where they have raised matters relating to compliance with national policy, sustainability, general conformity with the strategic policies of the Development Plan or the robustness of the evidence base.

5.2 NEIGHBOURHOOD PLAN POLICIES

5.2.1 Turning to the specific policies and supporting text. I consider that generally the policies are clear and well set out with relevant accompanying text. In some places there is repetition of strategic policy. I am conscious of paragraph 16 of the NPPF and the guidance that straight duplication of adopted Strategic Policies should be avoided. However, where I feel that a local context has been presented in either the wording of the policy itself or the accompanying text, then I consider that an element of duplication is acceptable as it provides emphasis.

5.3.0 HOUSING

5.3.1 I am aware that Plan:MK makes no specific requirement for additional housing at Emberton. However, as part of the LPAs work towards a new Local Plan a briefing note has been issued to guide the preparation of NPs across the area. As a 5 year housing supply can be identified by the LPA, there is currently no direct requirement to identify sites in Emberton other than the addition of a 'nominal' single unit.

5.3.2 The NPPF is clear in stating that NPs can, should they wish, identify more land for development than identified in the strategic policies of any Development Plan. The

outcome from the consultation period and the housing needs assessment indicated that a majority of the community supported additional housing, providing this was within any development boundary. Reflecting this, and having assessed past build rates, an additional 10 units was considered appropriate for Emberton.

- 5.3.3 The NP objectives associated with housing are clearly set out and set an appropriate context for the 4 housing policies.

POLICY H1: DEVELOPMENT STRATEGY

- 5.3.4 This policy is well articulated and advises any user of the Plan that additional housing could be accommodated on windfall sites or on an allocated site identified in a later policy. To accommodate additional housing, the development boundary has been extended around Emberton. I find this is an appropriate and pragmatic approach and find that the development boundary has been set following appropriate consultation and assessment. I acknowledge that some representations have questioned why the boundary has not included the built form to the east of the A509, and specifically not included the Acorn Nurseries site, in Newton Rd. I accept the latter has the benefit of a Certificate of Lawfulness which establishes it as brownfield land. However, the QB has explained in the Consultation Statement, to my satisfaction, why this area has not been included within any amended development boundary.
- 5.3.5 H1 is clear in explaining that any new development beyond the development boundary will need to accord with Plan:MK and the NPPF which is an appropriate stance. It would still allow for appropriate development to take place beyond the development boundary.
- 5.3.6 I find that the boundary has been amended in accordance with Plan:MK and the NPPF and generally has been extended to incorporate domestic garden land.
- 5.3.7 **I find that Policy H1 is compliant without modification.**

POLICY H2: WINDFALL INFILL DEVELOPMENT

- 5.3.8 This policy is well set out. ***However, the reference in (c), referring to the use of 'high quality design and materials' is subjective and would be better moved to the accompanying text and read as guidance as opposed to direct policy that could be interpreted in different ways by different parties.***
- 5.3.9 **With this modification, I find Policy H2 compliant.**

POLICY H3; LAND AT HARVEY DRIVE

- 5.3.10 This policy specifically identifies land for development. This has followed a protracted assessment for suitable land which has included a change in the quantum of units required and the removal of some potential sites because landowners have not wished to progress their land for development. I acknowledge that a site to the east of the village, and specifically to the east of the A509, and hence beyond the development boundary did not receive support from the community. It was not progressed by the QB. While this stance has been challenged in terms of propriety by the owners and promoters of the site, I am not persuaded by the case presented by those parties that any impropriety has occurred.
- 5.3.11 The third paragraph of the policy refers again to 'high quality of design' which is subjective. ***I advise that this reference is removed. If Policy H2 (c) is addressed as detailed above, then this matter will lie in the accompanying text for the Housing chapter. The remainder of the third paragraph of H3 would then read as follows;***
- Proposals should demonstrate how they will include measures that reduce the demand for energy and resources. An electric vehicle charging point should be installed for each property.***
- 5.3.12 **With this modification I find Policy H3 compliant.**
- 5.3.13 I am aware that representations have been made that question the propriety of allocating this site. I have reviewed this matter and the protocols adopted by the QB in terms of potential or perceived conflicts of interest. I consider that the process of allocation was appropriate.

POLICY H4; INTEGRATION OF NEW HOUSING

- 5.3.14 I consider that the essence of this policy could be incorporated into either Policy H1 or Policy H2. However, a stand-alone separate policy is not in conflict with the Development Plan or the NPPF. It clearly covers elements that are important to the community and setting these out as a specific policy is acceptable.
- 5.3.15 **I find Policy H4 compliant without modification.**

5.4.0 BUSINESS AND EMPLOYMENT

POLICY BE1; BUSINESS AND EMPLOYMENT

- 5.4.1 The introductory section of this chapter appropriately sets out the context for the single policy. Reference is made to Plan:MK Policy DS5. While the essence of Policy BE1 repeats the strategic policy found in Plan:MK, the reference in (a) to the defined development boundary means that its specific inclusion within the Emberton NP is valid.
- 5.4.2 I find the policy is clear and would be helpful to both the user of the Plan and the LPA in determining any formal application.
- 5.4.3 **Accordingly, I find Policy BE1 compliant without modification.**

5.5.0 CHARACTER AND DESIGN

- 5.5.1 The introductory sections of this chapter present an appropriate context for the subsequent 3 policies and the objectives set out on page 21 again are unambiguous, reflecting the comments received during the consultation process. It would however be helpful to any user of the Plan to make specific cross reference to Chapter 1 of the NP and Figure 2 (Emberton Conservation Area and Listed Buildings) on page 3 of the NP. This is not a required modification, but simply a suggestion.

POLICY CD1; CONSERVATION AND HERITAGE

- 5.5.2 While I consider that all the elements of this policy simply repeat the guidance within the NPPF and statute, I accept that protection and endorsement of the character of the NP area is of specific importance to the community. Hence for the purposes of emphasis, I consider that the policy is of value and of assistance to any user of the Plan.
- 5.5.3 **I find Policy CD1 compliant without modification.**

POLICY CD2; HIGH QUALITY DESIGN

- 5.5.4 While I have reservations as to the phrase 'high quality design' which is a subjective matter, I welcome the explanation in the second paragraph of the policy that references 'responding to and integrating with' the surroundings. I also find that the list of elements (a) to (g) are sufficiently detailed and hence helpful to any user of the Plan.
- 5.5.5 **Accordingly, I find that Policy CD2 is compliant without modification.**

POLICY CD3; CAR PARKING

5.5.6 **I find this policy compliant without modification.**

5.6.0 HIGHWAYS AND TRANSPORT

POLICY HT1; TRANSPORT, HIGHWAYS AND NEW DEVELOPMENT

5.6.1 The introductory section of this chapter is well articulated, reflecting the concern of the community and highlighted in the residents' survey. These are then reflected in the clearly set out objectives. The last objective refers to bus stops, the provision of which is a matter beyond the remit of the NP policies, but it is helpful to have the issue highlighted for any developer or user of the Plan. ***There is one typographical error in the second line of para 7.1 and 'the' should be deleted.***

5.6.2 Policy HT1 reflects much of the Strategic policy found in Plan:MK but includes local references which provide important additional guidance.

5.6.3 While not a compliancy issue, I suggest that the 4th section of the policy, which references access to the footpath network and cycling routes, could be supported by a reference to a specific map illustrating the local network / routes and local sites of attraction such as recreational areas, the Country Park and surrounding settlements. This would add context to the policy and assist any user of the Plan.

5.6.4 **Notwithstanding this suggestion, I find Policy HT1 compliant without modification.**

5.7.0 ENVIRONMENT

5.7.1 Reflecting the style of the NP, this chapter opens with a clear context section and objectives which set the scene for the subsequent 4 policies. ***There are a couple of minor typographical errors; at 8.9 the reference should be made to Figure 13, not 14; at 8.10 in the first line 'Spaces' should be singular.***

POLICY E1; LOCAL GREEN SPACES

5.7.2 I note that Emberton village is not extensive, nor does it have a proliferation of open space within the built area. The exception to this is the recreation ground in Hulton Drive. I note that this area is important to the community and was highlighted during the consultation process.

5.7.3 As an open space used for sport, it is afforded protection under current statute and the NPPF. However, I accept that its specific designation as a LGS endorses that protection. Comparatively, when looking at the built area of the village, it appears

to be a large tract of land but in reality it reflects a relatively standard area for recreation and hence is an acceptable allocation.

- 5.7.4 **I find that the phrasing of Policy E1 is clear and unambiguous and hence consider that it is compliant without modification.**

POLICY E2; ENVIRONMENT AND BIODIVERSITY ENHANCEMENT

- 5.7.5 **I find this policy compliant without modification.**

POLICY E3; TREES AND HEDGEROWS

- 5.7.6 This policy refers to 'significant 'trees in the first paragraph. ***It would assist any user of the Plan if a definition of 'significant', or appropriate reference, is included in the text accompanying the policy. Similarly, an explanation of BS5837 should be included to assist any lay reader.***

- 5.7.7 **With this modification, I find Policy E3 compliant.**

POLICY E4; DARK SKIES AND LIGHT POLLUTION

- 5.7.8 There is a typographical error in line 2 of para 8.12, which should be amended to read ***'It includes some of the darkest skies.....'***

- 5.7.9 ***Para 8.13 should make specific reference to Fig 14 to avoid ambiguity which should be dated and have an overlay of the extent of the NP area. It is currently unclear and misleading.***

- 5.7.10 **With the above modifications, I find Policy E4 compliant.**

5.8.0 CLIMATE AND FLOOD RISK

- 5.8.1 The context, justification and objectives for this section of the NP are clear and well presented. ***However, Fig 15 illustrating the EA surface water flood risk across the area is difficult to read accurately and should be replaced with a clearer land-based map showing the risk areas in more definition.***

POLICY CFR1; MANAGING FLOOD RISK

- 5.8.2 **I find this policy compliant without modification.**

POLICY CFR; SUSTAINABLE CONSTRUCTION

5.8.3 I note that the last point of this policy repeats similar requests in Policies H3 and HT1 with respect to electric vehicles charging points. However, I see little issue with the matter being emphasized again in this section.

5.8.4 **I find this policy compliant without modification.**

5.9.0 COMMUNITY

5.9.1 This section of the Plan presents a good overall context and, given the nominal extent of community assets and facilities in the Parish, sets out realistic objectives which, inter alia, reflect recent community activity. I note this has resulted in the retention of the local pub as a community asset (The Bell and Bear PH).

POLICY CF1; COMMUNITY FACILITIES

5.9.2 This policy helpfully sets out a clear list of extant community facilities. While many of these would be afforded protection under existing statute, the Development Plan and planning guidance, I accept that the identification of all facilities in this way provides emphasis. It would be helpful to any user of the Plan if these facilities were illustrated on a specific map. While the omission of a specific map does not make the policy non-compliant, its inclusion would remove ambiguity for any reader.

5.9.3 **Notwithstanding the addition of a specific map, I find the wording of Policy CF1 compliant without modification.**

POLICY CF2; FORMER EMBERTON SCHOOL AND PLAYING FIELD

5.9.4 **I find this policy compliant without modification.**

5.10 DESIGNATIONS AND ALLOCATION MAP

5.10.1 This is an important map illustrating all the allocations and designations proposed within the Plan. I find it reasonably clear. ***However, as noted earlier, it would assist if the colour of the LGS and the A509 were modified to enable them to be more distinguishable. This would avoid any potential confusion on the part of a user of the Plan.***

6.0 MONITORING AND REVIEW

6.1 I note that reference is made in the NP at paragraphs 2.15 and 2.16 to monitoring and review which will be undertaken by the QB. I further note that Plan:MK is the subject of review and when progressed may propose new areas for specific development needs. Any review of NP policies will need to take any new or changed Local Plan into account at the relevant time, and not frustrate the ability to secure sustainable development in accordance with the NPPF.

6.2 Given the approach taken in the NP before me, I would anticipate the QB, namely the Parish Council, to be pragmatic in this regard and hence consider this to be **in accordance with current guidance**.

7.0 REFERENDUM

7.1 **Further to my comments and only further to the proposed modifications as set out above, I recommend to Milton Keynes City Council that the Emberton Neighbourhood Plan should proceed to a Referendum.** I am required, however, to consider whether the Referendum Area should reflect the approved Neighbourhood Area or whether it should extend beyond this, in any way.

7.2 As noted earlier, the Neighbourhood Area reflects the whole of the parish of Emberton and **I am content that this should also reflect the area for any forthcoming Referendum.**

8.0 SUMMARY AND RECOMMENDATION

8.1 I find that the Emberton Neighbourhood Plan has been the subject of effective consultation and the resulting vision and ensuing policies reflect the findings of those consultations and evidence base. Drafts of the NP have been the subject of some amendments to take on board relevant comments from statutory consultees, the community and key stakeholders.

8.2 The resulting submission draft is well crafted and clear. While some policies repeat Plan:MK and the NPPF, I accept that this reinforces the key issues of importance to the local community.

8.3 Overall, I consider that the document is supported by an appropriate evidence base. I repeat my comments from the start of my report and confirm that I have reviewed the objections raised during the Regulation 14 and both Reg 16 stages of the NP preparation. I do not feel that, given the papers before me, the issues raised present

sufficient weight to require deletion or further modification of policies, over and above those suggested within this report.

- 8.4 In summary, the Plan complies with the legal requirements set out in Paragraph 8(1) and 8(2) of Schedule 4B to the Town and Country Planning Act 1990 and the relevant regulations relating to the preparation of a Neighbourhood Development Plan.
- 8.5 I do not have any concerns over the defined Plan Area nor with that area forming the basis for any Referendum.
- 8.6 **Hence, I recommend that further to my proposed modifications, the Emberton Neighbourhood Plan can proceed to a Referendum.**

Louise Brooke-Smith, OBE, FRICS, MRTPI

September 2023

Appendix A - Documents reviewed by the Examiner

- National Planning Policy Framework (The Framework) (2018) and subject to clarification in 2019 and revision in July 2021.
- Planning Practice Guidance (Paragraphs: 001 Reference ID: 41-001-20190509 (and onwards relating to Neighbourhood Plans) - Revision date: 09 05 2019
- Town and Country Planning Act 1990 (as amended)
- The Planning and Compulsory Purchase Act 2004 (as amended)
- The Localism Act (2011)
- The Neighbourhood Development Planning (General) Regulations (2012) and additions
- The Neighbourhood Planning Act 2017 and associated guidance and regulations.
- Draft Version of the Emberton Neighbourhood Plan
- Submission Version of the Emberton Neighbourhood Plan
- Documents identified in the Emberton Neighbourhood Plan pages of the LPA and Parish Council Websites
- Plan:MK (2016 - 2031)

Appendix B – Examiner's use of Abbreviations

- | | |
|---------------------------------------|---------------|
| • Emberton Neighbourhood Plan; | NP |
| • The Plan / The Neighbourhood Plan; | NP |
| • Emberton Parish Council; | PC |
| • Qualifying Body; | QB |
| • Milton Keynes City Council; | MKCC /Council |
| • Local Planning Authority; | LPA |
| • National Planning Policy Framework; | NPPF |
| • Planning Practice Guidance; | PPG |
| • Basic Conditions Statement; | BCS |

This page is intentionally left blank

Executive Report

Delegated Decisions - 19 December 2023

Taxi Licensing Fees 2024-25

| | |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Paul Trendall (Cabinet member for Customer Services) |
| Report sponsor | Adele Wearing Strategic Lead - Transport and Taxis |
| Report author | Jason Agar Taxi Licensing Lead jason.agar@milton-keynes.gov.uk |

| | |
|---------------------------------------------|----------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | Not in Council Plan |
| Wards affected | All wards |

Executive Summary

On 1 November 2023 the Regulatory Committee reviewed its fees and charges ('fees') for driver, vehicle and operator licences. The Regulatory Committee has recommended that vehicle and operator fees increase by 17.3%. This increase is composed of:

- 6.8% - which is in accordance with the general income inflation assumptions currently being applied to all Council income budgets for 2024/25; and
- 10.5% - which covers out of hours enforcement costs.

A 6.8% increase in driver associated fees and charges, to cover general income inflation, was approved by the Regulatory Committee on 1 November 2023 in accordance with section 53 of the Local Government (Miscellaneous Provisions) Act 1976. There were 40 objections to this proposal which were considered by the Regulatory Committee on 1 November 2023.

1. Proposed Decisions

- 1.1 That vehicle and operator associated fees and charges, as set out in **Annex A** to the report, be approved to take effect from 1 April 2024 under Section 70 of the Local Government (Miscellaneous Provisions) Act 1976.

1.2 That driver associated fees and charges, as set out in **Annex A**, be noted to take effect from 1 April 2024 under Section 53 of the Local Government (Miscellaneous Provisions) Act 1976.

2. Reasons for the Decision

2.1 It is a statutory requirement for the Council to publicly advertise, and consider any objections, to the variation of its fees and charges for vehicle and operator licences under Section 70 of the Local Government (Miscellaneous Provisions) Act 1976.

3. Background to the Decision

3.1 The fees charged by the Taxi Licensing Service must be approved by both the Regulatory Committee (for drivers under Section 53) and Executive (for vehicles and operators under Section 70) as set out in the Local Government (Miscellaneous Provisions) Act 1976 and Local Authorities (Functions and Responsibilities) (England) Regulations 2000. The proposed fees are contained in **Annex A** and will be included in the general budget setting reports to Council in February 2024 which will come into effect on 1 April 2024. The general principle is that taxi and private hire licensing income is ring-fenced and the cost of delivering the service is predominantly met by licensing fees (income) and the service should be self-financing.

3.2 The ring-fenced nature of the taxi budget requires the Council to consider its income and expenditure over more than one year and this should be clearly evidenced. The Council is predominantly reliant on the last full year of financial data for its relevant costs and they are set out in **Table 1**. In 2022/23 the taxi licensing budget had an actual deficit of £56,146 (24% less than 2021/22).

Table 1

| Year | Income (£) | | Expenses (£) | | Net (£) | | Net Var £ |
|---------|------------|---------|--------------|---------|---------|---------|--------------|
| | Budget | Actual | Budget | Actual | Budget | Actual | Net |
| 2014/15 | 662,888 | 505,986 | 597,627 | 718,299 | -65,261 | 212,313 | 277,574 |
| 2015/16 | 733,888 | 530,053 | 771,544 | 761,470 | 37,656 | 231,417 | 193,761 |
| 2016/17 | 633,888 | 623,291 | 650,613 | 763,557 | 16,725 | 140,266 | 123,541 |
| 2017/18 | 633,888 | 555,958 | 710,861 | 558,288 | 76,973 | 2,330 | -74,643 |
| 2018/19 | 633,888 | 555,291 | 728,260 | 576,671 | 94,372 | 21,380 | -72,992 |
| 2019/20 | 523,075 | 596,275 | 671,051 | 647,682 | 147,976 | 51,407 | -96,569 |
| 2020/21 | 533,537 | 314,417 | 772,695 | 736,857 | 239,158 | 422,440 | 183,282 |
| 2021/22 | 453,428 | 436,475 | 578,681 | 509,957 | 125,253 | 73,482 | -51,771 |
| 2022/23 | 462,497 | 499,227 | 533,719 | 555,373 | 71,222 | 56,146 | -15,076 |

Previous Increase

- 3.3 In February 2022 the Council approved a 9% fee increase after considering four objections.

Proposed Increase

- 3.4 The proposed 17.3% fee increase for vehicles and operators is comprised of:
- 6.8% - this is in accordance with the Council's Income and Debt Collection Policy which states that income should be inflated by CPI. This increase is being applied to other income streams in the Council's budgets. This income will cover on-costs to meet pressures such as staff pay rises, rent, electricity and IT (overheads) etc.
 - 10.5% - this is to meet out of hours enforcement costs activities which are set out in **Annex B** to the report.
- 3.5 A proposed vehicle and operator fee increase of 17.3% will raise income by approximately £48k¹ (based on current forecasting). Each specific fee increase is stated in **Annex A**.

Consultation

- 3.6 This proposal was advertised in the MK Citizen on 31 August 2023 (**see Annex A**). The Council received 40 responses² which opposed the fee increases on the grounds that they are:
- Too high.
 - High cost of living (inflation).
 - Should be decreased.
 - Poor service provided by taxi licensing.
 - High vehicle costs.

Comparison with other Local Authorities

- 3.7 Up to 45% of vehicles working in Milton Keynes are licensed by other Local Authorities (incl Transport for London). **Table 2** sets out what other neighbouring Councils charge in regard to vehicle and driver fees (*with an additional hypothetical 6.8% increase for drivers and 17.3% increase for vehicles) in comparison to the MKCC proposal(s) for 2024/25. Whilst Milton Keynes is generally more expensive than its neighbouring Councils this extra income is essential in order to deal with the high number of out of town vehicles working in Milton Keynes that create problems such as plying for hire, defective vehicles, no badges/plates, obstruction, congestion and illegal parking (Station Square). These offences impact on public safety and also the level of income earned by our local licenced trade.

¹ In addition, approximately £15k will also be generated from driver income – see [Regulatory Committee - Review of Taxi Licensing Fees and Charges 2024-25 – 1 November 2023](#)

² See [Annex C - Review of Taxi Licensing Fees and Charges 2024-25 - Regulatory Committee 1 November 2023](#)

Table 2

| Authority | HC/PHV Fee (PA) | Dual Driver Fee (PA) | Cost of both licences (PA) | % difference under new fee proposals (2024-25) |
|------------------|-----------------|----------------------|----------------------------|------------------------------------------------|
| Milton Keynes | 374 | 96 | £470 | |
| Luton* | 310 | 403 | £713 | 51% dearer than MKCC |
| Buckinghamshire* | 327 | 128 | £455 | 3% cheaper than MKCC |
| West Northants* | 330 | 100 | £440 | 7% cheaper than MKCC |
| TfL* | 147 | 217 | £364 | 23% cheaper than MKCC |

Fee Calculations

- 3.8 The cost of a vehicle and operator licence is split into three categories: on-costs; administration; and enforcement. The 17.3% increase for vehicles and operators includes 6.8% for on-costs and an extra 10.5% to cover out of enforcement costs (**see Annex B**). Given that the Taxi Licensing budget is in deficit should these fee increases not be agreed then a further cost pressure will be needed.

4. Implications of the Decision

| | | | |
|--------------------------|---|-------------------------------------|---|
| Financial | Y | Human rights, equalities, diversity | N |
| Legal | Y | Policies or Council Plan | Y |
| Communication | Y | Procurement | N |
| Energy Efficiency | N | Workforce | N |
| Other - Crime & Disorder | Y | | |

(a) Financial Implications

The 17.3% increase for vehicles and operators will cover on-costs (6.8%) and additional out of hours enforcement costs (10.5%). The additional income generated (approximately £48k)³ will be included in the general income inflation increases built into the 2024/25 budget.

(b) Legal Implications

The power to impose fees on vehicle and operator licences is authorised under sections 70 of the Local Government (Miscellaneous Provisions) Act 1976. The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 states that section 70 is an Executive (Cabinet) function. The consultation process set out in this report is in accordance with Section 70 and Sections 4.2.6 and 6.2 of the Council's Taxi Policy.

³ In addition, approximately £15k will be generated from driver income – see [Regulatory Committee - Review of Taxi Licensing Fees and Charges 2024-25 – 1 November 2023](#)

The High Court in *'Wakefield PH and HC Assn v Wakefield Borough Council 2018'* concluded that Councils could only recover enforcement costs from vehicle and operator fees and not driver fees.

(c) Communication

Licence holders must pay fees approved by the Council should they want to be licenced by this Council. All licence holders were consulted on this proposal via the statutory advertising process (**Annex A**), website and email. This report has taken into account the views of the Milton Keynes Taxi Association (MKTA) and 40 other respondents to the consultation. The MKTA advised the Regulatory Committee on 1 November 2023 that they did not support the increase in fees due to the on-going cost of living crises.

(d) Council Policies or Plan

Section 6.2 of the Council's Taxi Policy sets out the process for the setting of Taxi and Private Hire Licensing fees and will be updated should this proposal be approved.

The Local Government Association issued guidance⁴ to Councils relating to fees which stated:

- It is an accepted principle that licensed activities should be funded on a cost-recovery basis, paid for by those benefiting from the licensed activity, rather than drawing on the public purse.
- Charges must be reasonable and proportionate to the cost of the processes associated with a licensing scheme. Councils must not use fees to make a profit or act as an economic deterrent.

Interested parties have three months to challenge Council policy and procedure and this can be done via a judicial review application to the High Court. If an interested party wants to challenge Council policy and procedure after three months they would need to ask the Council to amend the policy (and set out reasons why they think it should be amended) and if the Council refuses then they (interested party) would have three months to make a judicial review application challenging the Council's decision. After that the routes of appeal are permitted against specific decisions (refuse, revoke, suspend, challenge a condition) and the applicant/licence holder has 21 days to appeal from the date in which they are notified of the decision.

⁴ Open for Business – LGA Guidance on locally set licence fees May 2017

(e) Other - Crime and Disorder

Income generated from enforcement fees contributes to the investigation; licence review and revocation; and prosecution of licensing crime in Milton Keynes. Some of these offences include illegal plying for hire, over-charging, unlicensed vehicles/drivers, refusal of assistance dogs, refusal of wheelchairs and illegal tyres.

Should the additional enforcement fee of 10.5% not be approved this may reduce or even cancel out of hours enforcement activities. This will lead to a reduction in public safety as the level of licensing crime will increase. It may also lead to less driver applications (and therefore income) as applicants may decide to licence elsewhere due to a lack of enforcement (and value for money) in Milton Keynes. Reduced enforcement activity will also reduce the level of income earned by hackney carriage drivers as more private hire drivers will illegally ply for hire (as this offence will go undetected).

5. Alternatives Considered

- 5.1 Partially uphold the objections and change the fee increases to a lower amount.
- 5.2 Fully uphold the objection(s) and reject the fee increases.
- 5.3 5.1 and 5.2 are not recommended as they will result in the service being subsidised further by alternative budgets and/or the reduction/cancellation of out of hours enforcement. Whilst the service could consider further staff cost savings this would be counterproductive as it would lead to efficiency problems in the production and enforcement of licences, and in the detection of licensing crime, which occurred in 2021/22. This will also result in a loss of income as applicants/renewals will go elsewhere in order to be licenced in a timelier manner.

6. Timetable for Implementation

- 6.1 The proposal will take effect on 1 April 2024 if approved by the Executive and Full Council.

List of Annexes

- Annex A Proposed Taxi and Private Hire Fees and Charges for 2024/25 and Newspaper advertisement (31 August 2023)
- Annex B Out of hours enforcement statistics for 2022/23

List of Background Papers

- [Regulatory Committee - Review of Taxi Licensing Fees and Charges 2024-25 – 1 November 2023](#)
- [Annex C - Review of Taxi Licensing Fees and Charges 2024-25 - Regulatory Committee 1 November 2023](#)

[Milton Keynes Taxi Policy 2023](#)

[LGA – Locally Set Licence Fees](#)

[Taxi licensing | West Northamptonshire Council \(westnorthants.gov.uk\)](#)

[taxi - Transport for London \(tfl.gov.uk\)](#)

[Taxis and private hire | Buckinghamshire Council](#)

[Taxi and private hire licences \(luton.gov.uk\)](#)

This page is intentionally left blank

| No | Taxi Licensing Item | Basis | 2024-25 | 2023-24 | Increase |
|----|--------------------------------------------------------|-------|----------|----------|----------|
| 1 | Private Hire Operators Licence New 1-4 vehicles | PA | 399.50 | 340.50 | 17.33% |
| 2 | Private Hire Operators Licence New 5-10 vehicles | PA | 532.50 | 454.00 | 17.29% |
| 3 | Private Hire Operators Licence New 11*-50 vehicles | PA | 1,065.00 | 908.00 | 17.29% |
| 4 | Private Hire Operators Licence New 50+ vehicles | PA | 1,599.00 | 1,363.00 | 17.31% |
| 5 | Private Hire Operators Licence Renewal 1-4 vehicles | PA | 386.50 | 329.50 | 17.30% |
| 6 | Private Hire Operators Licence Renewal 5-10 vehicles | PA | 520.00 | 443.00 | 17.38% |
| 7 | Private Hire Operators Licence Renewal 11*-50 vehicles | PA | 1,051.00 | 896.00 | 17.30% |
| 8 | Private Hire Operators Licence Renewal 50+ vehicles | PA | 1,584.50 | 1,351.00 | 17.28% |
| 9 | Private Hire Operators Licence New 1-4 vehicles | 5 Y | 1,199.00 | 1,022.00 | 17.32% |
| 10 | Private Hire Operators Licence New 5-10 vehicles | 5 Y | 1,599.00 | 1,363.00 | 17.31% |
| 11 | Private Hire Operators Licence New 11*-50 vehicles | 5 Y | 3,196.50 | 2,725.00 | 17.30% |
| 12 | Private Hire Operators Licence New 50+ vehicles | 5 Y | 4,794.00 | 4,087.00 | 17.30% |
| 13 | Private Hire Operators Licence Renewal 1-4 vehicles | 5 Y | 1,159.00 | 988.00 | 17.31% |
| 14 | Private Hire Operators Licence Renewal 5-10 vehicles | 5 Y | 1,559.00 | 1,329.00 | 17.31% |
| 15 | Private Hire Operators Licence Renewal 11*-50 vehicles | 5 Y | 3,155.00 | 2,690.00 | 17.29% |
| 16 | Private Hire Operators Licence Renewal 50+ vehicles | 5 Y | 4,754.00 | 4,053.00 | 17.30% |
| 17 | Operator licence - additional address or operator base | PA | 399.50 | 340.50 | 17.33% |
| 18 | Combined Drivers Licence - initial | 3 Y | 287.50 | 269.00 | 6.88% |
| 19 | Combined Drivers Licence - renewal | 3 Y | 269.00 | 252.00 | 6.75% |
| 20 | Private Hire Vehicle NEW | PA | 368.00 | 314.00 | 17.20% |
| 21 | Private Hire Vehicle RENEWAL | PA | 362.00 | 308.50 | 17.34% |
| 22 | Plate Exempt | - | 42.50 | 36.10 | 17.73% |
| 23 | Hackney Carriage Vehicle New | PA | 380.00 | 324.00 | 17.28% |
| 24 | Hackney Carriage Vehicle Renewal | PA | 372.50 | 317.50 | 17.32% |
| 25 | Driver Assessment Re-Sit | - | 121.50 | 113.50 | 7.05% |
| 26 | Replacement Licence (paper) | - | 9.50 | 8.90 | 6.74% |
| 27 | Bracket | - | 26.80 | 22.80 | 17.54% |

| | | | | | |
|-----------|-------------------------------------------|---|--------|--------|--------|
| 28 | Replacement of Plate | - | 26.80 | 22.80 | 17.54% |
| 29 | Replacement of Drivers Badge | - | 24.40 | 22.80 | 7.02% |
| 30 | Plate Magnet Set | - | 47.00 | 40.10 | 17.21% |
| 31 | Vehicle Age Exemption Test | - | 66.50 | 56.75 | 17.18% |
| 32 | Change of Vehicle Registration | - | 57.50 | 49.05 | 17.23% |
| 33 | Vehicle Transfer | - | 53.50 | 45.51 | 17.56% |
| 34 | Second Office Fee | - | 399.00 | 340.10 | 17.32% |
| 35 | Safeguarding Training | - | 51.30 | 48.00 | 6.87% |
| 36 | Third-Party Advertising on HC/PH Vehicles | - | 130.50 | 111.20 | 17.36% |

GENERAL NOTICES

**MILTON KEYNES CITY COUNCIL
PUBLIC NOTICE**



Local Government (Miscellaneous Provisions) Act 1978 – Sections 53(2) & 70(3)
 Notice is hereby given that Milton Keynes City Council, in accordance with the provisions of Sections 53(2) & 70(3) of the Local Government (Miscellaneous Provisions) Act 1978, proposes to vary the following Table of Fees in respect of Hackney Carriage and Private Hire Licensing

| No | Taxi Licensing Item | Base | 2024-25 | 2023-24 | Increase | No | Taxi Licensing Item | Base | 2024-25 | 2023-24 | Increase |
|----|-------------------------------------------------------|------|----------|----------|----------|----|---------------------------------------------------------|------|----------|---------|----------|
| 1 | Private Hire Operators Licence New 1-4 vehicles | PA | 399.50 | 340.50 | 17.33% | 16 | Private Hire Operators Licence Renewal 50+ vehicles | 5 Y | 4,754.00 | 4093 | 17.06% |
| 2 | Private Hire Operators Licence New 5-10 vehicles | PA | 532.50 | 454.00 | 17.29% | 17 | Operator Licence - additional address or operator basis | PA | 300.00 | 340.50 | 17.33% |
| 3 | Private Hire Operators Licence New 11-50 vehicles | PA | 1,065.00 | 908.00 | 17.23% | 18 | Combined Drivers Licence - initial | 3 Y | 287.50 | 269.00 | 6.88% |
| 4 | Private Hire Operators Licence New 50+ vehicles | PA | 1,599.00 | 1,363.00 | 17.31% | 19 | Combined Drivers Licence - renewal | 3 Y | 269.00 | 252.00 | 6.75% |
| 5 | Private Hire Operators Licence Renewal 1-4 vehicles | PA | 338.50 | 329.50 | 17.30% | 20 | Private Hire Vehicle NEW | PA | 368.00 | 314.00 | 17.20% |
| 6 | Private Hire Operators Licence Renewal 5-10 vehicles | PA | 520.00 | 443.00 | 17.38% | 21 | Private Hire Vehicle RENEWAL | PA | 362.00 | 308.50 | 17.34% |
| 7 | Private Hire Operators Licence Renewal 11-50 vehicles | PA | 1,051.00 | 896.00 | 17.30% | 22 | Plate Exempt | - | 42.50 | 36.10 | 17.73% |
| 8 | Private Hire Operators Licence Renewal 50+ vehicles | PA | 1,584.50 | 1,351.00 | 17.28% | 23 | Hackney Carriage Vehicle New | PA | 360.00 | 324.00 | 17.28% |
| 9 | Private Hire Operators Licence New 1-4 vehicles | 5 Y | 1,199.00 | 1,022.00 | 17.32% | 24 | Hackney Carriage Vehicle Renewal | PA | 372.50 | 317.50 | 17.32% |
| 10 | Private Hire Operators Licence New 5-10 vehicles | 5 Y | 1,599.00 | 1,363.00 | 17.31% | 25 | Driver Assessment Re-Sit | - | 121.50 | 113.50 | 7.05% |
| 11 | Private Hire Operators Licence New 11-50 vehicles | 5 Y | 3,195.50 | 2,725.00 | 17.30% | 26 | Replacement Licence (paper) | - | 9.50 | 8.99 | 6.74% |
| 12 | Private Hire Operators Licence New 50+ vehicles | 5 Y | 4,734.00 | 4,087.00 | 17.30% | 27 | Bracket | - | 26.80 | 22.80 | 17.56% |
| 13 | Private Hire Operators Licence Renewal 1-4 vehicles | 5 Y | 1,159.00 | 988.00 | 17.31% | 28 | Replacement of Plate | - | 26.80 | 222.8 | 17.54% |
| 14 | Private Hire Operators Licence Renewal 5-10 vehicles | 5 Y | 1,559.00 | 1,329.00 | 17.31% | 29 | Replacement of Drivers Badge | - | 24.40 | 22.80 | 7.02% |
| 15 | Private Hire Operators Licence Renewal 11-50 vehicles | 5 Y | 3,155.00 | 2,690.00 | 17.29% | 30 | Plate Magnet Set | - | 47.00 | 40.10 | 17.21% |
| | | | | | | 31 | Vehicle Age Exemption Test | - | 66.50 | 56.75 | 17.18% |
| | | | | | | 32 | Change of Vehicle Registration | - | 57.50 | 49.05 | 17.23% |
| | | | | | | 33 | Vehicle Transfer | - | 53.50 | 45.51 | 17.56% |
| | | | | | | 34 | Second Office Fee | - | 399.00 | 340.10 | 17.32% |
| | | | | | | 35 | Safeguarding Training | - | 51.30 | 48.00 | 6.87% |
| | | | | | | 36 | Third-Party Advertising on HCP/H Vehicles | - | 139.50 | 111.20 | 17.36% |

It is proposed that all fees and charges be increased by approximately 6.8% in accordance with the Council's income policy in regard to inflation. In addition, a further 10.5% is proposed for all Vehicle and Operator fees and charges to cover ongoing costs of out of hours enforcement.

Should a person require a copy of this Notice please email taxi@milton-keynes.gov.uk and it will be provided by email. Should a person require a Notice in person then they must make an appointment using the same email address and then attend Milton Keynes City Council, Civic Offices, 1 Saxon Gate East, Milton Keynes, MK9 3EJ

Objections to the variation of fees may be made in writing to Adele Wearing, Head of Taxi Licensing & Passenger Transport, Milton Keynes City Council, Civic Offices, 1 Saxon Gate East, Milton Keynes, MK9 3EJ or email taxi@milton-keynes.gov.uk on or before 6 October 2023.

If no objections are received by 6 October 2023 or if all objections received are withdrawn the proposed variation of fees shall come into effect on 1 April 2024 following consideration by the Council.

If any objections are received in response to this Notice on or before 6 October 2023 and are not withdrawn, then the variation of fees shall come into effect with or without modification on 1 April 2024 following consideration of the said objections by the Council.

Adele Wearing
 Head of Taxi Licensing & Passenger Transport
 Dated: 31 August 2023

| | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| HOLIDAYS | LICENCE APPLICATIONS | TRUSTEES NOTICES | PLANNING NOTICES |
| <p>Licensing Act 2003 Notice For Website Of Application For A New Premises Licence NOTICE is hereby given that MK Shisha Ltd is</p> | <p>Naville Nigel Vaughan (Deceased) Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate</p> | <p>MILTON KEYNES CITY COUNCIL Representations, if any, to be submitted in writing to www.milton-keynes.gov.uk/publicaccess within 21 days of the publication of this notice.</p> | |

This page is intentionally left blank

Milton Keynes City Council Taxi Enforcement Statistics 2022-23

Breakdown of 2022-23 Enforcement Statistics, Daytime vs Out of Hours

| 2022-23 Comparison of Daytime & Out of Hours Enforcement | | | | | |
|----------------------------------------------------------|--------------|-------------------|-----------------------------|----------------------------|---------------------------------------|
| | Total Checks | % of Total checks | Total Annual Breaches Found | % of total annual breaches | % of breaches found per shift pattern |
| Out of Hours | 1113 | 45.84% | 656 | 53.64% | 58.94% |
| Daytime | 1315 | 54.16% | 728 | 46.36% | 43.12% |
| TOTAL | 2428 | | 1223 | | |

Breakdown of 2021-22 Enforcement Statistics, Daytime vs Out of Hours

| 2021-22 Comparison of Daytime & Out of Hours Enforcement | | | | | |
|----------------------------------------------------------|--------------|-------------------|-----------------------------|----------------------------|---------------------------------------|
| | Total Checks | % of Total checks | Total Annual Breaches Found | % of total annual breaches | % of breaches found per shift pattern |
| Out of Hours | 1002 | 29.06% | 617 | 42.90% | 61.58% |
| Daytime | 2446 | 70.94% | 821 | 57.10% | 33.57% |
| TOTAL | 3448 | | 1438 | | |

Breakdown of 2022-23 Enforcement Statistics

| Breakdown of 2022-23 Enforcement Statistics | | | | | | | | |
|---------------------------------------------|-----------------|-----------------|--------------------|-----------------|----------------|----------------------|-----------------------------|----------------------------------------------|
| Shift Pattern | No. of Checks | MKCC checks | Out of Town Checks | No. of Breaches | MKCC Breaches | Out of Town Breaches | MOT / Mechanical Breaches * | Conditions, and Non - Mechanical Breaches ** |
| TOTAL | 2428 | 1266 (52.1%) | 1162 (47.9%) | 1223 | 500 (40.9%) | 723 (59.1%) | 134 (11.0%) | 1089 (89.0%) |
| Out of Hours | 1113 (45.8%) | 456 (41.0%) | 657 (59.0%) | 656 (53.6%) | 268 (40.9%) | 388 (59.1%) | 59 (9.0%) | 597 (91.0%) |
| Daytime | 1315 (54.2%) | 810 (61.6%) | 505 (38.4%) | 567 (46.4%) | 232 (40.9%) | 335 (59.1%) | 75 (13.2%) | 492 (86.8%) |

*Mechanical Breaches include defective lights, illegal / non-compliant tyres, vehicle damage and any other issue that undermines the condition or safety of the vehicle

** Conditions & Non-Mechanical breaches include breaches of licence conditions, breaches of parking restrictions, failure to display vehicle licence plate / driver badge, driver conduct, smoking in a licensed vehicle, use of mobile phone, standing for hire, poor driving standards and any other breach not related to the condition of a vehicle.

Notes:

Out of Hours Enforcement for 2022-23 included 57 out of hours enforcement work broken down as:

- 49x routine out of hours enforcement patrols (on foot & roving)
- 3x Joint Enforcement with Thames Valley Police Roads Policing Unit
- 4x Concert / Football events at Stadium: MK
- 1x Joint Enforcement with West Northants & Buckinghamshire Council's at Silverstone F1 event in MK and at the circuit

In addition, a Test Purchase Operation was conducted in December 2022. This included a total of 28 vehicles tested comprising of:

- 9 tests on MKCC hackney carriages for refusal of short journey / credit card jobs / using the meter – All passed, one non-compliant vehicle found of engine management light on and driver watching video whilst driving.
- 19 tests on private hire vehicles for illegally plying for hire – 1 driver took officers without a booking, currently awaiting court.

Executive Report

Delegated Decisions - 19 December 2023

Hackney Carriage Vehicle Limit

| | |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Paul Trendall (Cabinet member for Customer Services) |
| Report sponsor | Adele Wearing Strategic Lead: Transport and Taxis |
| Report author | Jason Agar Taxi Licensing Lead jason.agar@milton-keynes.gov.uk |

| | |
|---------------------------------------------|----------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | Not in Council Plan |
| Wards affected | All wards |

Executive Summary

Milton Keynes City Council (MKCC) currently has a limit on the number of hackney carriage vehicle licences that it will grant each year and this limit was reviewed by the Regulatory Committee in November 2023. The Regulatory Committee has recommended that the Executive remove the limit and have an open issue policy on the strict condition that a new hackney carriage vehicle licence will only be granted to a wheelchair accessible **and** electric/hydrogen (zero emissions/no exhaust) powered vehicle. This recommendation is in accordance with government guidance on limits; national and local net zero targets; and the Council's obligations under the Equality Act 2010 and Section 10 of the Council's Taxi Policy (providing wheelchair accessible vehicles). The Regulatory Committee's recommendation reflects the need to balance the current circumstances in Milton Keynes; the need to meet future carbon reduction targets; and being able work within the existing regulatory framework.

1. Proposed Decision

- 1.1 That the Taxi Policy be updated to state that the Council will have an open issue policy in regard to new hackney carriage vehicle licences but this will be strictly conditioned to only allow wheelchair accessible **and** electrical / hydrogen (zero emissions / no exhaust) powered vehicles for any new licences granted.

2. Reasons for the Decision

(53)

- 2.1 Reviewing the hackney carriage vehicle limit is a statutory duty and the Regulatory Committee has made this recommendation to the Executive in accordance with government guidance on limits; national and local net zero targets; and the Council's obligations under the Equality Act 2010 and Section 10 of the Council's Taxi Policy (providing wheelchair accessible vehicles).¹

3. Background to the Decision

- 3.1 Section 16 of the Transport Act 1985 requires the Council to review its limit on hackney carriage vehicle licences.

- 3.2 Hackney carriage vehicles are licensed under section 37 of the Town Police Clauses Act 1847. The Council currently has a limit of 137 on the number of hackney carriage vehicles licences that it will issue. At present there are 196 hackney carriage vehicles licenced by MKCC; with the additional 59 vehicle licences permitted to work as they were issued before the limit was first set in December 2013.

- 3.3 Many local licensing authorities do not impose quantity restrictions on the number of hackney carriage licences they issue. They operate an open issue policy and the Department for Transport Best Practice Guidance 2010 states this is best practice. However, the Guidance does state:

where restrictions are imposed, the Department would urge that the matter be regularly reconsidered²

- 3.4 Section 16 of the Transport Act 1985 states that Councils can only refuse to grant a hackney carriage vehicle licence if it is satisfied that there is no significant unmet demand. As a result, an independent unmet demand survey (see the attached **Annex** to the report) was carried out in June 2023 at a cost of £10,956³. The results of the survey suggested that no change to existing policy was necessary based on the current service demand alone:

Taking account of availability and passenger waiting over all periods within the ranks studies, the Index of Significant Unmet Demand value is below the threshold which would suggest that unmet demand is significant at times and further action may be required [Page 50].

- 3.5 However, despite this finding, there are other reasons why the Council should consider changing the existing policy.

¹ [Regulatory Committee Report on the Hackney Carriage Vehicle Limit - 1 November 2023](#)

² Para 47 - [Taxi and Private Hire Vehicle Licensing: Best Practice Guidance](#)

³ This will be recouped from hackney carriage proprietors.

Net Zero

- 3.6 On 21 September 2023 the government announced that no new petrol and diesel cars will be sold in the UK after 2035 (instead of 2030) as part of its 2050 net zero strategy. The Council plans to be carbon neutral by 2030 and carbon negative by 2050. For these targets to be met locally and nationally the licensed trade must begin the process of converting its fleet to electrical/hydrogen powered vehicles. Given that a petrol/diesel/hybrid vehicle can be licenced for up to ten years under existing Council policy, this process must begin as soon as possible to meet net zero targets.
- 3.7 In Milton Keynes 40 licenced private hire vehicles are electrically powered (zero emissions / no exhaust) out of a fleet of 984 (4%). Currently there are no electrical / hydrogen (zero emissions / no exhaust) powered hackney carriages licenced by the Council. This proposal will encourage the purchase of electrical / hydrogen (zero emissions / no exhaust) powered vehicles should a new proprietor want to provide hackney carriage services in Milton Keynes. In addition, some private hire vehicle proprietors have indicated they would like to drive hackney carriage vehicles, however, the current restriction on new hackney carriage licences prevents them from doing so. This proposal will encourage private hire proprietors to give up their existing petrol / diesel / hybrid vehicles and purchase wheelchair accessible and electrical / hydrogen (zero emissions/no exhaust) powered vehicles.

Equality

- 3.8 The Equality Act 2010 states that drivers cannot refuse to take a passenger in a wheelchair. Section 167 allows the Council to maintain a list of designated wheelchair accessible vehicles (WAVs) which imposes the following duties on the driver of that vehicle:
- to carry a passenger whilst in wheelchair and not to make any additional charge for doing so (as long as it's a WAV);
 - if the passenger chooses to sit in a passenger seat to carry the wheelchair;
 - to take such steps as are necessary to ensure that the passenger is carried in safety and reasonable comfort; and
 - to give the passenger such mobility assistance as is reasonably required.
- 3.9 The Equality Act 2010 guidance⁴ states that public bodies have to consider all individuals when carrying out their day-to-day work - in shaping policy, in delivering services and in relation to their own employees. It also requires that public bodies have due regard to the need to:

⁴ [Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/equality-act-2010)

- eliminate discrimination;
- advance equality of opportunity; and
- foster good relations between different people when carrying out their activities.

3.10 Council Taxi Policy states:

The Council's transport objective is to have an accessible public transport system where people with disabilities have the same opportunities to travel as other members of society. Whilst the overriding objective of this policy is public safety and safeguarding, the Council expects that drivers and operators of licensed vehicles ensure that they provide a service to all members of society without discrimination (10.1.1).

The Council will monitor the provision of WAVs and other services provided to persons with a disability in Milton Keynes and shall, if deemed insufficient, consider imposing further requirements on operators, drivers and proprietors to ensure this (10.1.5).

On 13 December 2017 the Regulatory Committee considered a report on 'Improving Taxi Services to those with Disabilities in Milton Keynes⁵.' After considering the recommendations of this report the Committee concluded:

That the Senior Licensing Practitioner, in consultation with disability organisations within the Borough be requested to ascertain what improvements can be made to the 'taxi' services provided to those with disabilities with a view to:

- obtaining agreement from all licensed operators on the principles of the guidance document;*
- considering how more wheelchair accessible vehicles could be made available;***
- considering whether more wheelchair accessible Hackney Carriages can be used to fulfil private hire bookings;***
- considering whether it is necessary for the Council to impose a condition requiring that a certain percentage of an operator's fleet must be wheelchair accessible; and*
- looking at ways to reduce and deal with the common complaints made about taxis. [Emphasis Added]*

Cost of Wheelchair Accessible Electric Vehicles

3.11 Wheelchair Accessible electric vehicles start from £47,995⁶ with the Vauxhall Vivaro and go up to £67, 189⁷ with the LEVC TX.

⁵ [Regulatory Committee – 13 December 2017](#)

⁵ www.thetaxicentre.com/new-taxi-sales/levc/

⁶ www.wavsgb.com/electric-wheelchair-accessible-vehicles-for-sale/

Charging Points

- 3.12 Milton Keynes has the highest density of fast charging points than anywhere else in the country outside London, and the highest concentration of rapid chargers in the UK. However, there are no charging points at any of the hackney carriage ranks in Milton Keynes. Consideration will be given in future roll outs of electric charging points for them to be installed at taxi ranks should there be a demand.

Consultation

- 3.13 A public consultation on the removal of the limit and allowing wheelchair accessible electrical/hydrogen (zero emissions/no exhaust) powered vehicles was conducted with 30 responses received.⁸ The responses in regard to the hackney carriage vehicle limit were varied and included:⁹
- Electric Vehicles are too expensive and not suitable as a licenced vehicle outside London;
 - no more hackney carriage vehicle licences should be issued;
 - new hackney carriage vehicle licences should be granted for zero emission vehicles; and
 - the Council should gradually increase the hackney carriage vehicle limit.
- 3.14 The Milton Keynes Taxi Association (MKTA) attended the Regulatory Committee on 1 November 2023 and advised that it did not support the removal of the limit. The MKTA stated there was already enough hackney carriage vehicle licences issued and that electric vehicles were still too expensive and also many drivers could not afford them due to the on-going cost of living crises.

4. Implications of the Decision

| | | | |
|-------------------|---|-------------------------------------|---|
| Financial | Y | Human rights, equalities, diversity | Y |
| Legal | Y | Policies or Council Plan | Y |
| Communication | Y | Procurement | N |
| Energy Efficiency | Y | Workforce | N |

(a) Financial Implications

Taxi licensing fees are calculated using estimated costs and volumes of licences issued. Any increase in the expected number of licences will be adjusted when fees are next agreed. No funding is currently available for the implementation of charging points at taxi ranks, these will be considered when new funding has been identified should there be a demand.

⁷ www.thetaxicentre.com/new-taxi-sales/levc/

⁸ See Annex B - Hackney Carriage Limit Consultation Responses – Regulatory Committee 1 November 2023

⁹ The consultation included a proposal on the hackney carriage limit but also broader proposals to encourage the purchase of Electric Vehicles however these broader proposals will be considered at a later date and do not form part of this report.

(b) Legal Implications

Any amendments to local regulation give rise to a legitimate expectation of consultation to those affected. Within Milton Keynes there is an established route for consultation and in this instance the consultation was conducted in accordance with Section 4.2.6 of the Council's Taxi Policy.

Section 37 of the Town Police Clauses Act 1847 allows the Council to licence hackney carriage vehicles. Section 16 of the Transport Act 1985 outlines the power to limit hackney carriage vehicle licences. The Transport Act 1985 is an Executive power under the Local Government Regulations 2000.

Section 47 of the Local Government (Miscellaneous Provisions) Act 1976 allows the Council to condition hackney carriage vehicles. If the Executive accepts this recommendation, then the Regulatory Committee has resolved that the following condition be applied to all new hackney carriage vehicle licences:

Should the hackney carriage vehicle proprietor change the vehicle whilst it is licenced or at renewal, s/he must replace it once again with a wheelchair accessible **and** electrical/hydrogen (zero emissions/no exhaust) powered vehicle.

This condition will take effect once the policy is approved.

(c) Communication

The stakeholders are the hackney carriage and private hire vehicle proprietors licensed by the Council. This report has taken into account the views of the MKTA and 30 other respondents to the consultation. The MKTA has advised that it does not support the removal of the limit. The Regulatory Committee fully took all views into account in coming to this recommendation; which balanced policy; underlying legislation; and the needs and costs of proactively regulating local trade with the views of those consulted.

(d) Energy Efficiency

The introduction of more electric/hydrogen (zero emissions/no exhaust) powered vehicles will contribute to local and national net zero strategies.

(e) Human Rights, Equalities and Diversity

The introduction of more wheelchair accessible vehicles will promote the Council's obligations under the Equality Act 2010 and Section 10 of the Council's Taxi Policy (providing wheelchair accessible vehicles).

(f) Council Policies or Plan

If policy changes are approved by the Executive (Cabinet) then the Council's Taxi Policy (Part 1) will be updated to reflect these changes. Also, if approved, a new condition will be applied to new hackney carriage vehicle licences and incorporated into the Hackney Carriage and Private Hire Licensing Procedures & Conditions (Part 2) document.

Interested parties have three months to challenge Council policy and procedure and this can be done via a judicial review application to the High Court. If an interested party wants to challenge the Council's policy and procedure after three months they would need to ask the Council to amend the policy (and set out reasons why they think it should be amended) and if the Council refuses then they (interested party) would have three months to make a judicial review application challenging the Council's decision. After that the routes of appeal are permitted against specific decisions (refuse, revoke, suspend, challenge a condition) and the applicant/licence holder has 21 days to appeal from the date in which they are notified of the decision.

5. Alternatives Considered

- 5.1 Remove the limit on the number of hackney carriage vehicle licences that it will grant and have an open issue policy.

The Regulatory Committee and Council officers do not support this alternative without conditions as it will allow more petrol/diesel/hybrid vehicles to be licensed as hackney carriages which will undermine local and national net zero targets.

- 5.2 Retain the limit of 137 on the number of hackney carriage that will be granted by the Council.

The Regulatory Committee and Council officers do not support this recommendation as it is not in accordance with the Department for Transport Best Practice Guidance 2010; national and local net zero targets; and the Council's obligations under the Equality Act 2010.

6. Timetable for Implementation

- 6.1 The policy change will take effect once approved by the Executive.

List of Annexes

Annex Unmet Demand Survey 2023

List of Background Papers:

[Regulatory Committee Report on the Hackney Carriage Vehicle Limit - 1 November 2023](#)

[Annex B - Hackney Carriage Limit Consultation Responses – Regulatory Committee 1 November 2023](#)

[Taxi and Private Hire Vehicle Licensing: Best Practice Guidance](#)

[Regulatory Committee – 13 December 2017](#)

[Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](#)

[Equality Act 2010 \(legislation.gov.uk\)](#)

[Rishi Sunak defends U.K. climate policy changes amid criticism : NPR](#)

[www.wavsgb.com/electric-wheelchair-accessible-vehicles-for-sale/](#)

[www.thetaxicentre.com/new-taxi-sales/levc/](#)

[https://milton-keynes.power-h2020.eu/?location=challenge&loadP=3200](#)

[https://www.milton-keynes.gov.uk/sites/default/files/2022-](#)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/739460/road-to-zero.pdf](#)

[https://www.rac.co.uk/drive/electric-cars/choosing/road-to-electric/](#)

[https://www.milton-keynes.gov.uk/environmental-health/licensing/taxis/taxi-licensing-policy-annual-report-public-registers](#)

2020
CONSULTANCY

Hackney Carriage Unmet Demand Study

FOR MILTON KEYNES CITY COUNCIL

JUNE 2023



CONTENTS

| | | |
|-------------|----------------------------------------------------------------|-----------|
| 1.0 | INTRODUCTION | 4 |
| 1.1 | THE BEST PRACTICE GUIDANCE | 4 |
| 1.2 | CURRENT GOVERNMENT POLICY REVIEW STATUS | 5 |
| 1.3 | THE PRESENT BACKGROUND TO POLICY | 6 |
| 1.4 | UNMET DEMAND AND ITS SIGNIFICANCE | 7 |
| 1.5 | CASE LAW AND UNMET DEMAND | 8 |
| 1.6 | MOST RECENT CHANGES RELATING TO DEMAND | 8 |
| 1.7 | THE CURRENT STATUS REGARDING UNMET DEMAND STUDIES | 9 |
| 2.0 | BACKGROUND | 11 |
| 3.0 | WHEELCHAIR ACCESS VEHICLES (WAV) | 15 |
| 4.0 | MILTON KEYNES TAXI RANKS | 17 |
| 4.1 | PATENT DEMAND MEASUREMENT (RANK SURVEYS) | 19 |
| 4.2 | RANK USAGE BY LOCATION AND TIME | 19 |
| 5.0 | MILTON KEYNES KEY TAXI RANK SURVEYS | 20 |
| 5.1 | RANK SURVEYS | 21 |
| 5.2 | OVERVIEW OF OBSERVATIONS | 21 |
| 6.0 | EVALUATION OF UNMET DEMAND AND ITS SIGNIFICANCE | 25 |
| 6.1 | ISUD CONCLUSIONS | 28 |
| 7.0 | WAITING PASSENGERS | 29 |
| 8.0 | ADDITIONAL UNMET TAXI DEMAND IDENTIFIED | 31 |
| 9.0 | RAIL PASSENGER GROWTH | 36 |
| 10.0 | PASSENGER QUESTIONNAIRE RESULTS | 37 |
| 11.0 | SUMMARY & CONCLUSIONS | 50 |
| 12.0 | RECOMMENDATIONS | 51 |
| | APPENDIX A - PASSENGER QUESTIONNAIRE – FURTHER COMMENTS | 52 |

EXECUTIVE SUMMARY

Milton Keynes Council is responsible for the licensing of Taxi and Private Hire Vehicles operating within the area. At present it retains a limit of the number of vehicles that can operate within Milton Keynes.

This taxi study has been undertaken by 2020 Consultancy on behalf of Milton Keynes City Council. A number of key taxi ranks have been surveyed and a passenger survey has also been carried out. The analysis of the surveys is detailed within this report.

An Unmet Taxi Study investigates Taxi operation within a specific area. To obtain an understanding of the demand and possible unmet demand of taxi service within Milton Keynes an Index of Significance of Unmet Demand (ISUD) was actioned.

Leeds University Institute for Transport Studies (see page 8) initially developed a tool to help understand taxi demand across a specific area. The tool was taken forward from subsequent studies and refined over time to allow accurate analysis of data. An ISUD is now the established tool within the industry which provides conclusions on overall taxi numbers within a study area. This study has taken cognisance of the 2010 Department for Transport Best Practice Guidance.

The study has two focusses which are, vehicles which can pick up passengers along the street and at designated taxi ranks or those that are privately hired and can be booked through an operator.

The survey results at key taxi rank locations show a picture of general good service and availability with some availability issues at peak times which is reflected within the overall ISUD score. Of the five ranks studied all show to have good security and accessibility with some having issues with general manoeuvrability and access to key trip generators.

As commuter patterns continue to return to a pre-covid 19 levels the taxi rank outside Milton Keynes train station remains the most used by passengers and taxis. Anecdotal evidence does show some instances where queues are forming with no taxis available. During the study period the outcome highlights that over 90% of passengers are having to wait less than one minute for a taxi, with Thursday being the day when

people had to wait the longest. Responses from the passenger survey suggest that Friday and Saturday nights are the most difficult when looking to use a taxi.

Overall the majority of responses to the passenger survey show that most engagement with the taxi options within the city are positive. However, some issues around availability and access have been raised which should be investigated further.

The data recovered during the period shows that in most circumstances the demand vs availability for taxis was met, however when looking at the industry best practice measurement tool there is periods of unmet taxi demand across the ranks surveyed. Some recommendations have been made which are detailed at the end of this report.



1.0 INTRODUCTION

Milton Keynes Council is responsible for the licensing of hackney carriage and private hire vehicles operating within the Council area and is the licensing authority for this complete area. Section 16 of the 1985 Transport Act provides guidance to limiting hackney carriage vehicle numbers, with such a restriction in place in Milton Keynes.

1.1 THE BEST PRACTICE GUIDANCE

This review of current policy is based on the Best Practice Guidance produced by the Department for Transport in April 2010 (BPG). It seeks to provide information to the licensing authority to meet section 16 of the Transport Act 1985 “that the grant of a hackney carriage vehicle licence may be refused if, but only if, the licensing authority is satisfied that there is no significant demand for the services of hackney carriages within its local area, which is unmet.” This terminology is typically shortened to “no SUD”.

Current hackney carriage, private hire and operator licensing is undertaken within the legal frameworks first set by the Town Police Clause Act 1847 (TPCA), amended and supplemented by various following legislation including the Transport Act 1985, Section 16 in regard to hackney carriage vehicle limits, and by the Local Government Miscellaneous Provisions Act 1976 with reference to private hire vehicles and operations. This latter Act saw application of regulation to the then growing private hire sector which had not been previously part of the TPCA. Many of the aspects of these laws have been tested and refined by other more recent legislation and more importantly through case law.

Beyond legislation, the experience of the person in the street tends to see both hackney carriage and private hire vehicles both as ‘taxis’ – a term we will try for the sake of clarity to use only in its generic sense within the report. We will use the term ‘licensed vehicle’ to refer to both hackney carriage and private hire.

The legislation around licensed vehicles and their drivers has been the subject of many attempts at review. The limiting of hackney carriage vehicle numbers has been a particular concern as it is often considered to be a restrictive practice and against

natural economic trends. The current BPG in fact says “most local licensing authorities do not impose quantity restrictions, the Department regards that as best practice”.

The most recent reviews were by the Office of Fair Trading in 2003, through the production of the BPG in 2010, the Law Commission review which published its results in 2014, the Parliamentary Task and Finish Group which reported in September 2018, the Government Response in February 2019 and the consultation on “Protecting Users” which closed on 22 April 2019 that then resulted in issue of the “Statutory Taxi and Private Hire Vehicle Standards” (STPHVS) on 23rd July 2020. None of these resulted in any material change to the legislation involved in licensing. Other groups have provided their comments (including the Urban Transport Group and the Competition and Markets Authority) but the upshot remains no change in legislation from that already stated above.

With respect to the principal subject of this survey, local authorities retain the right to restrict the number of hackney carriage vehicle licenses. The Law Commission conclusion included retention of the power to limit hackney carriage vehicle numbers but utilising a public interest test determined by the Secretary of State. It also suggested the three-year horizon also be used for rank reviews and accessibility reviews. It is assumed the Government response to the Task and Finish Group is now effectively the current reaction to this extensive research. There was no mention of this topic in the STPHVS although that document did discuss wider review of the overall BPG document in the next consultation (see below).

1.2 CURRENT GOVERNMENT POLICY REVIEW STATUS

It is also understood that the revisions resulting from the recently closed Government Consultation will eventually lead to a more comprehensive review of the sections of the BPG not affected by the February 2019 Statutory Guide, as stated in para 1.8 of that document – “A consultation on revised BPG, which focusses on recommendations to licensing authorities to assist them in setting appropriate standards (other than those relating to passenger safety) to enable the provision of services the public demand, will be taken forward once the final Statutory Guidance has been issued.”

STPHVS suggests this wider BPG review will involve a consultation ‘later this year (2020) confirming the aim of making “clear recommendations on the measures

licensing authorities should consider to enable the trade to react to the demands of passengers". This means the April 2010 BPG therefore remains valid for our review.

1.3 THE PRESENT BACKGROUND TO POLICY

A more recent restriction, often applied to areas where there is no 'quantity' control felt to exist per-se, is that of 'quality control'. This is often a pseudonym for a restriction that any new hackney carriage vehicle licence must be for a wheel chair accessible vehicle, of various kinds as determined locally.

In many places this implies a restricted number of saloon style hackney carriage licences are available, which often are given 'grandfather' rights to remain as saloon style. Within this quality restriction, there are various levels of strength of the types of vehicles allowed. The tightest restriction, now only retained by a few authorities only allows 'London' style wheel chair accessible vehicles, restricted to those with a 25-foot turning circle, and at the present time principally the LTI Tx, the Mercedes Vito special edition with steerable rear axle, and the Metrocab (no longer produced).

Others allow a wider range of van style conversions in their wheel chair accessible fleet, whilst some go as far as also allowing rear-loading conversions. Given the additional price of these vehicles, this often implies a restriction on entry to the hackney carriage trade. For some, this is complicated by local education authority rules on vehicles used on their contracts. Some authorities do not allow vehicles which appear to be hackney carriage, i.e. mainly the London style vehicles, to be within the private hire fleet, whilst others do allow wheel chair accessible vehicles.

The most usual method of distinguishing between hackney carriages and private hire is a 'Taxi' roof sign on the vehicle, although again some areas do allow roof signs on private hire as long as they do not say 'Taxi', some turn those signs at right angles, whilst others apply liveries, mainly to hackney carriage fleets, but sometimes also to private hire fleets.

1.4 UNMET DEMAND AND ITS SIGNIFICANCE

After introduction of the 1985 Transport Act, Leeds University Institute for Transport Studies developed a tool by which unmet demand could be evaluated and a determination made if this was significant or not. The tool was taken forward and developed as more studies were undertaken. Over time this ISUD became accepted as an industry standard tool to be used for this purpose. Some revisions have been made following the few but specific court cases where various parties have challenged the policy of retaining a limit.

Some of the application has differed between Scottish and English authorities. This is mainly due to some court cases in Scotland taking interpretation of the duty of the licensing authority further than is usual in England and Wales, requiring current knowledge of the status of unmet demand at all times, rather than just at the snapshot taken every three years. However, the three-year survey horizon has become generally accepted given the advice of the Best Practice Guidance (BPG) and most locations that review regularly do within that timescale.

The DfT asked in writing in 2004 for all licensing authorities with quantity restrictions to review them, publish their justification by March 2005, and then review at least every three years since then. The reaction of many authorities to that request was to remove limits. In due course, DfT produced a summary of the government guidance which was last updated in England and Wales in 2010 (but more recently in Scotland).

The BPG in 2010 also provided additional suggestions of how these surveys should be undertaken, albeit in general but fairly extensive terms. A key encouragement within the BPG is that “an interval of three years is commonly regarded as the maximum reasonable period between surveys”. BPG suggests key points in consideration are passenger waiting times at ranks, for street hailings and telephone bookings, latent and peaked demand, wide consultation and publication of “all the evidence gathered”.

The latest STPHVS requires an update given to the DfT by the end of January 2021 in terms of consideration of the measures included in that document, principally production of a comprehensive policy document, review of if CCTV might be mandated and documentation of passenger complaints.

1.5 CASE LAW AND UNMET DEMAND

In respect to case law impinging on unmet demand, the two most recent cases were in 1987 and 2002. The first case (R v Great Yarmouth) concluded authorities must consider the view of significant unmet demand as a whole, not condescending to detailed consideration of the position in every limited area, i.e. to consider significance of unmet demand over the area as a whole. R v Castle Point considered the issue of latent, or preferably termed, suppressed demand consideration. This clarified that this element relates only to the element which is measurable. Measurable suppressed demand includes inappropriately met demand (taken by private hire vehicles in situations legally hackney carriage opportunities) or those forced to use less satisfactory methods to get home (principally walking, i.e. those observed to walk away from rank locations).

2019 saw three challenges with respect to surveys of unmet demand. All three found in favour of the current methodology being undertaken. A key focus was the need for a robust and up to date independent survey report being available.

In one case it was made clear the current guidance is based on the 2010 BPG, which supersedes previous notes and DfT advice, whilst in another case having a valid survey meant those challenging had no case for their proposed challenge, and in the final case an authority was clearly told they could not rely on a very old survey which itself could not be produced. In the end a fresh survey was undertaken, finding no unmet demand.

1.6 MOST RECENT CHANGES RELATING TO DEMAND

The most recent changes in legislation regarding licensed vehicles have been enactment of the parts of the Equality Act related to guidance dogs (sections 168 to 171, enacted in October 2010), the two clauses of the Deregulation Act which were successful in proceeding, relating to length of period each license covers and to allowing operators to transfer work across borders (enacted in October 2015), and most recently enactment of Sections 165 and 167 of the Equality Act, albeit on a permissive basis (see below).

In November 2016, the DfT undertook a consultation regarding enacting Sections 167 and 165 of the Equality Act. These allow for all vehicles capable of carrying a wheel chair to be placed on a list by the local council (section 167). Any driver using a vehicle on this list then has a duty under section 165 to:

- Carry the passenger while in the wheel chair;
- Not make any additional charge for doing so;
- If the passenger chooses to sit in a passenger seat to carry the wheel chair;
- To take such steps as are necessary to ensure that the passenger is carried in safety and reasonable comfort;
- To give the passenger such mobility assistance as is reasonably required.

This was enacted from April 2017. There remains no confirmation of any timetable for instigating either the remainder of the Equality Act or the Law Commission recommendations, or for the update of the BPG (except in the case of the latter where STPHVS suggests the next consultation should occur during the remainder of 2020).

1.7 THE CURRENT STATUS REGARDING UNMET DEMAND STUDIES

In general, industry standards suggest (but specifically do not mandate in any way) that the determination of conclusions about significance of unmet demand should take into account the practicability of improving the standard of service through the increase of supply of vehicles.

It is also felt important to have consistent treatment of authorities as well as for the same authority over time, although apart from the general guidance of the BPG there is no clear stipulations as to what this means in reality, and certainly no mandatory nor significant court guidance in this regard.

During September 2018 the All-Party Parliamentary Group on taxis produced its long-awaited final report. There was a generally accepted call for revision to taxi licensing legislation and practice, including encouragement for local authorities to move towards some of the practical suggestions made within the report. The Government has broadly supported the recommendations of this Task and Finish Group.

Despite some opposition from members of the group, the right to retain limits on hackney carriage vehicle numbers was supported, with many also supporting adding

a tool which would allow private hire numbers to be limited where appropriate, given reasonable explanation of the expected public interest gains. This latter option is now being taken forward in Scotland, with two studies published and the Scottish Government preparing guidance, although the Government response did not support this option.

As already stated, other groups have provided comments giving their views about licensing matters but the upshot remains no change in legislation from that already stated above. The Scottish Government are moving forward in terms of their application of the potential limiting of private hire vehicle numbers but this is specific to Scottish law and not presently relevant to the English licensing authorities.

2.0 BACKGROUND

Milton Keynes has a current population of 287,100 people as provided by the 2021 census. The previous census record which was given in 2011 outlined the population at 248,800. This increase of 15.4% is the second largest increase in the south east of England between the two census data collections. This indicates that the city is growing with services needing to be at the required level to facilitate the populations requirements.

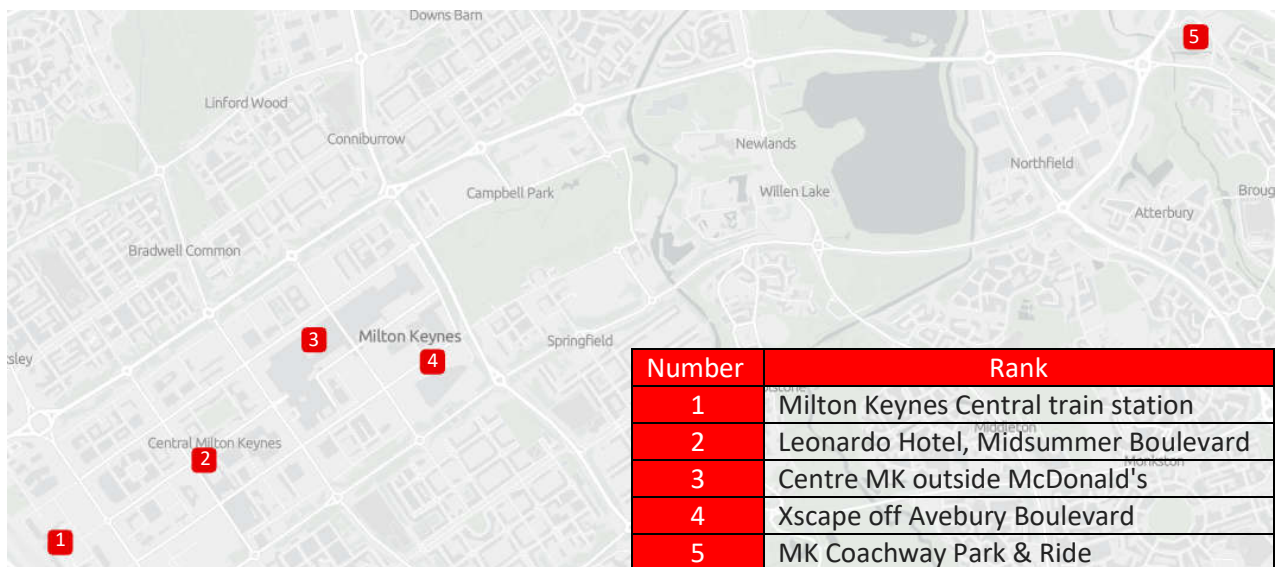


Figure 1 – Map representing locations of primary taxi ranks

The Milton Keynes Local Transport Plan 3 2011 – 2031 highlights that “The Taxis and private hire vehicles have an important role to play in providing a real and attractive transport choice in Milton Keynes. Functions include door-to-door alternatives to other forms of transport; late night public transport; completing the trip-end of a journey (e.g. from Central Milton Keynes Rail Station to a final destination); parallel service to community transport; and as a form of Home to School transport¹.

The responsibility for granting licences falls to the Council pursuant to the powers conferred by The Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 (as amended). This responsibility is delegated to the Regulatory Committee and Council officers.

¹ <https://www.milton-keynes.gov.uk/sites/default/files/2022-06/Transport%20Vision%20and%20Strategy%20for%20Milton%20Keynes.pdf>

The aim of the licensing regime is to protect the public. For this reason the aim and objective of the Milton Keynes Taxi Policy is Public Safety and Safeguarding. This includes minimising crime and disorder and the fear of crime; and protecting children and vulnerable adults².

In general, industry standards promote that the determination of conclusions about the significance of unmet demand should take into account the practicality of improving the standard of service through the increase of supply of vehicles. In doing this it is important to promote consistency throughout all authorities over time. In this regard, there are no mandatory requirements or significant guidance.

Therefore, the present legislation in England and Wales sees public fare-paying passenger carrying vehicles split by passenger capacity. All vehicles able to carry nine or more passengers are dealt with under national public service vehicle licensing. Local licensing authorities only have jurisdiction over vehicles carrying eight or less passengers. Further, the jurisdiction focusses on the vehicles, drivers and operators but rarely extends to the physical infrastructure this use (Principal ranks).

The vehicles are split between hackney carriages which alone are able to wait at ranks or pick up people on the streets without a booking, and private hire who can only be used through an appropriate booking made through an operator. If any passenger uses a private hire vehicle without a pre-made booking then generally they will not be insured for the journey.

Drivers who operate private hire vehicles can only take bookings via an operator with the operator, driver and vehicle all being from the same authority. Whilst as previously mentioned a hackney carriage operator can accept on street passengers or at time phone call bookings.

Now the ability to book a vehicle by means of app is widely used, which has also led to confusion as to how the use of apps sit with present legislation. All these matters can impact on hackney carriage services, their usage, and therefore on unmet demand and its significance.

² <https://www.milton-keynes.gov.uk/sites/default/files/2022-02/Milton%20Keynes%20Taxi%20Policy%202021%20v10.pdf>

| Local Authority | Total Taxis | Total PHV | Total Licensed Vehicles |
|------------------------|--------------|---------------|-------------------------|
| All South East | 8,591 | 17,308 | 25,899 |
| Oxfordshire | 1,057 | 1,233 | 2,290 |
| Milton Keynes | 201 | 790 | 991 |
| Buckinghamshire | 335 | 1,724 | 2,059 |
| West Berkshire | 119 | 137 | 256 |
| Bracknell Forest | 55 | 117 | 172 |
| Reading | 216 | 660 | 876 |
| Slough | 103 | 373 | 476 |
| Windsor and Maidenhead | 144 | 538 | 682 |
| Wokingham | 64 | 78 | 142 |
| Portsmouth | 202 | 721 | 923 |
| Southampton | 281 | 1,025 | 1,306 |
| Hampshire | 951 | 2,285 | 3,236 |
| Surrey | 1039 | 2,237 | 3,276 |
| Medway | 386 | 226 | 612 |
| Kent | 1517 | 1,991 | 3,508 |
| West Sussex | 651 | 1,388 | 2,039 |
| Brighton & Hove | 590 | 395 | 985 |
| East Sussex | 494 | 1,336 | 1,830 |
| Isle of Wight | 186 | 54 | 240 |

Table 1 – Total licensed vehicles by area

Although Milton Keynes has a very unique offering, it is important to see how Milton Keynes compares to areas nearby. The above table details the total number of taxis and private hire vehicles in area within the South-east. It also details the total amount of vehicles combined. This information is important to review on a regular basis to ensure that the total number of vehicles are in line with other areas whilst taking into account the unique characteristics of Milton Keynes.

Table 001 above shows that the area has a large number of licensed vehicles. As expected, the total number of private hire vehicles is greater than the total number of licensed taxis for all areas. Milton Keynes has the 9th largest total licensed vehicle number in the southeast. This is in part due to the unique economic offering and leisure infrastructure that is present within the city.

Fares can also vary from area to area. This is an important consideration when looking at unmet taxi demand. The following table details the cost of Hackney carriages per 2

mile journey. These figures should be taken as an approximation due to the fact they are often changing.

| Local Authority | 2 Mile Fare |
|------------------------|--------------|
| Oxfordshire | £7.50 |
| Milton Keynes | £7.50 |
| Buckinghamshire | £6.00 |
| West Berkshire | £8.60 |
| Bracknell Forest | £7.80 |
| Reading | £8.60 |
| Slough | £7.20 |
| Windsor and Maidenhead | £7.10 |
| Wokingham | £8.20 |
| Portsmouth | £7.40 |
| Southampton | £7.60 |
| Hampshire | £7.80 |
| Surrey | £7.80 |
| Medway | £7.00 |
| Kent | £7.70 |
| West Sussex | £7.60 |
| Brighton & Hove | £8.10 |
| East Sussex | £7.80 |
| Isle of Wight | £7.10 |

Table 2 – Approximate cost for a 2mile journey across local authorities

The fares that Milton Keynes provide are approximately average when compared to other areas in the South-east. It is important to maintain a good understanding of the fares within an area to ensure that they are competitive. Competitive fares ensure that the use of taxis is consistent. If fares are too high, then passengers will be reluctant to use the facility and thus demand for the service will decrease.

3.0 WHEELCHAIR ACCESS VEHICLES (WAV)

In England, 14% of all licensed vehicles were wheelchair accessible in 2022. 55% of all taxi were wheelchair accessible while 2% of Private hire vehicles were wheelchair accessible. In London, all 14,600 taxis were wheelchair accessible as required by Transport for London's 'Conditions for Fitness' taxi licensing policy. In the rest of England outside London, only 40% of taxi were wheelchair accessible.

In London, only 1% of private hire vehicles were wheelchair accessible, whereas in the rest of England this figure is slightly higher at 4%. Generally speaking, metropolitan areas tended to have higher proportions of wheelchair accessible taxis, but lower proportions of wheelchair accessible PHVs.

Information is also available from sources on the level of wheelchair access vehicles within Milton Keynes. It must be noted that in most cases the values of wheelchair access vehicles on the private hire side are very approximate rather than that of the Hackney Carriage vehicles, which is more accurate. In some areas, to strengthen the ability of the public to differentiate between the two parts of the licensed vehicle trade, licensing authorities might not allow any WAV in the private hire fleet at all.

The information for levels of wheelchair accessible vehicles and the number of operators is shown in the table below.

| Local Authority | Wheelchair accessible | Wheelchair accessible |
|------------------------|-----------------------|-----------------------|
| | taxis | PHVs |
| All South East | 2415 | 983 |
| Oxfordshire | 225 | 51 |
| Milton Keynes | 125 | 30 |
| Buckinghamshire | 96 | 115 |
| West Berkshire | 74 | 7 |
| Bracknell Forest | 55 | 0 |
| Reading | 216 | 31 |
| Slough | 64 | 8 |
| Windsor and Maidenhead | 84 | 0 |
| Wokingham | 64 | 0 |
| Portsmouth | 84 | 30 |

| | | |
|-----------------|-----|-----|
| Southampton | 70 | 36 |
| Hampshire | 275 | 198 |
| Surrey | 171 | 111 |
| Medway | 5 | 67 |
| Kent | 278 | 140 |
| West Sussex | 134 | 15 |
| Brighton & Hove | 290 | 89 |
| East Sussex | 34 | 50 |
| Isle of Wight | 71 | 5 |

Table 3 – Wheelchair accessible vehicles across local authorities

Of the total taxi and private hire vehicles that operate in Milton Keynes 16% of the vehicles have wheelchair accessible capabilities. We therefore confirm that the level of provision and manner of provision of WAV style vehicles across the full licensed fleet in Milton Keynes appears to be appropriate. Consideration should be taken for measured re-analysis of the total numbers of wheelchair accessible vehicles across Milton Keynes on regular intervals.

4.0 MILTON KEYNES TAXI RANKS

Milton Keynes has a number of taxi ranks which are in operation and for the purposes of this study the five key ranks have been surveyed. Included within the unmet taxi study was an assessment on each taxi rank based on the following criteria:

- **Trip generators** – Trip generators are a consistent measure of how popular a taxi rank will be. If there are many varied trip generators within a short distance of a rank this not only improves the likelihood of have consistent customers but also provides a destination for taxis to escort passengers too.
- **Visibility** – The visibility of a taxi rank is vitally important in ensuring custom can locate where to get a taxi from. This will improve the likelihood of a high turnover of custom and higher probability of having substantial numbers of taxis servicing the rank.
- **Accessibility** – The accessibility of a rank is also important. It needs to be accessible from various directions both by footfall and by vehicle.
- **Rank Size** – The size of a rank will contribute to its overall popularity, with the larger the rank the higher probability of being serviced quicker due to the higher number of taxis that can service it.
- **Allows taxi manoeuvrability** – The ease at which a taxi can enter and rank and navigate out of the rank is important not only for the passenger but also for the licence holders. If it is hard to manoeuvre out of the rank, then it isn't going to be a rank that is serviced regularly.
- **Disabled Accessibility** – A rank should provide adequate facilities for disabled passengers to alight on and off an adapted vehicle. This would include sufficient pavement space and not located near an area where high numbers of people will congregate.
- **Security** – The security that is provided is of paramount importance. If a user of this facility doesn't feel comfortable when using it, they are highly unlikely to use the facility again. The security can be measure by how well lit the taxi rank and surrounding areas are and if the facility has CCTV in operation.

The assessment score is based on an overall maximum score being a total of 5 on each criteria. Which can provide a maximum score of 30 out of 30.

| Score | Assessment |
|-------|--------------------------------------|
| 1 | Doesn't meet criteria at all |
| 2 | Below what is expected |
| 3 | Meets the expected criteria |
| 4 | Slightly above the expected criteria |
| 5 | Exceeds the expected criteria |

Table 4 – Assessment scoring criteria

The table below details the five primary taxi rank based on the above assessment criteria.

| Taxi Rank | Trip generators | Visibility | Access | Rank size | Disabled Access | Security | Total |
|-------------------------------------|-----------------|------------|--------|-----------|-----------------|----------|-----------|
| Milton Keynes Central train station | 4 | 5 | 4 | 4 | 4 | 5 | 26 |
| Centre MK outside McDonald's | 4 | 4 | 4 | 3 | 4 | 5 | 24 |
| Xscape off Avebury Boulevard | 3 | 3 | 3 | 3 | 4 | 5 | 21 |
| Leonardo Hotel, Midsummer Boulevard | 2 | 2 | 3 | 2 | 3 | 4 | 16 |
| MK Coachway Park & Ride | 2 | 4 | 4 | 3 | 4 | 5 | 22 |

Table 5 – Assessment score of each rank

The assessment scores for the five primary taxi ranks highlight a number of elements for consideration.

- All of the ranks score high on security and all ability access.
- The specific built environment in and around the Leonardo Hotel rank highlights issues with manoeuvrability, the size of the rank and with some aspects of visibility. The ranks positioning within the city also has limited impact in terms of location to key trip generators.
- The ranks outside McDonalds and Xscape also highlight issues with manoeuvrability.
- Overall the taxi rank outside the train station performs well over the 7 areas of assessment. This co-insides with the ranks position in terms of taxi/passenger occupancy rates.

4.1 PATENT DEMAND MEASUREMENT (RANK SURVEYS)

Control of provision of on-street ranks in the Milton Keynes area is entirely with the authority itself, albeit being through the separate Highways department.

Chapter 4 provides a list of ranks at the time of this current survey. Our methodology involves a desktop study that involves current review both in advance of submitting our proposal to undertake this Unmet Taxi Demand survey and at the study inception meeting, together with site visits where considered necessary. This provides a valid and appropriate sample of rank coverage which is important to feed the numeric evaluation of the level of unmet demand, and its significance (see discussion in Chapter 1.9). The detailed specification of the hours included in the sample is provided in Chapter 5.2 detailed results by rank, day and hour are also included. A subsequent overview of all taxi ranks occurred on the following dates and times.

- Thursday 04th May 2023 – Friday 5th May 2023
- Friday 5th May – Saturday 6th May
- Saturday 6th May – Sunday 7th May

Of the 72 hours of recorded video footage, there were a total of 1652 taxis recorded at the locations specified. The rank observations were analysed to identify the usage of each site by passengers. For context, the table includes comparison to all previously available and identified values.

4.2 RANK USAGE BY LOCATION AND TIME

The information below details usage over time periods by rank

- Central Station – Significant activity between 00:00-1:00 and then moderate usage between 1:00-3:00. From 3:00 onwards to 6:00 there was no usage. 6:00 to 7:00 there was just one user. Following that from 7:00 till 8:00 there was moderate usage. Finally from 8:00 till 00:00 there was significant usage.
- McDonalds – There was no usage from 00:00 till 7:00. Following that there was light usage from 7:00 until 10:00. Finally from 10:00 – 00:00 there was significant usage.
- Xscape – There was no usage at this rank from 00:00 till the following 00:00.

Please see chapter 7.0 for further information and graphs.

5.0 MILTON KEYNES KEY TAXI RANK SURVEYS

Three taxi ranks were surveyed for this project from the morning of Thursday 4th of May 2023 to Sunday the 7th of May 2023. The locations were as follows.

Central Station, Milton Keynes



Centre Mk, outside McDonalds



Xscape, off Avesbury Boulevard



5.1 RANK SURVEYS

Surveys were undertaken using video cameras which recorded activity at the above mentioned ranks. The data which could be extrapolated included the number of taxis which were seen at the rank and the passenger movements including passenger arrival and departing times.

5.2 OVERVIEW OF OBSERVATIONS

During the study timeframe 1,652 taxis were observed frequenting the taxi ranks above with 1,144 taxis departing with passengers.

There are 201 number taxis licensed to operate within Milton Keynes. So of the 1,144 separate examples of taxi hire from the designated ranks this would equate to a total of 5.7 hires per vehicle or 1.9 hires per day of the above mentioned timeframe.

The total percentage of taxis that left the rank empty was 44% this can be for various reasons including deciding to move to an alternate rank due to no custom or moving due to scheduled commitments.

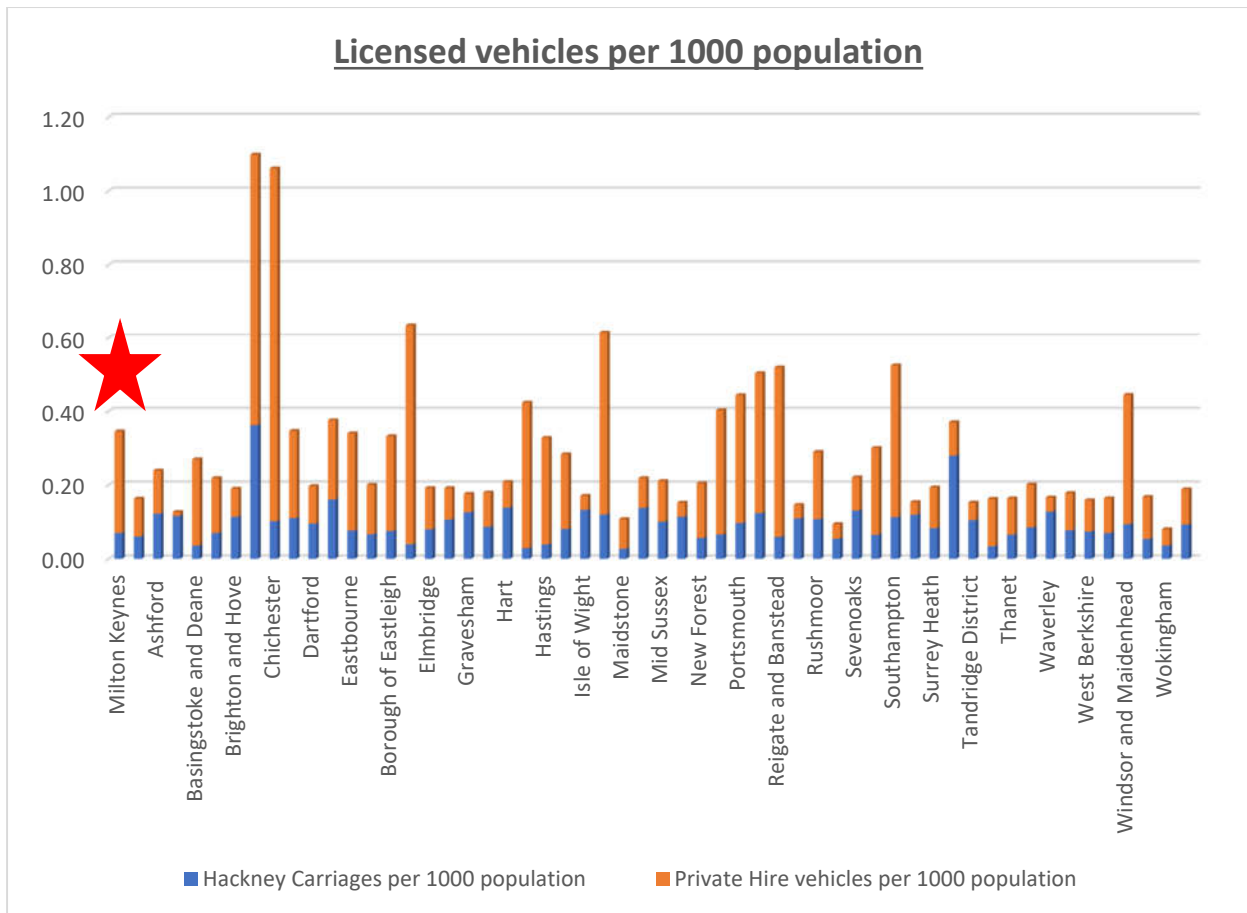


Figure 2 – Chart detailing licensed vehicles per 1000 population

It is difficult to determine what all licensed vehicles are doing at differing times in the day, week, and month. However, a greater understanding of the habits of existing licensed vehicles is required to be able to identify why at differing times there is unmet demand.

Thursday 04th May 2023 – Friday 5th May 2023

| Rank Location | Total taxis departing ranks empty | Total taxis departing ranks with passengers | Total taxi departing ranks | Total passengers departing ranks | Passengers dropped at rank by a taxi | Average passengers per taxi | Average vehicle waiting time at rank per taxi |
|--------------------------------|-----------------------------------|---------------------------------------------|----------------------------|----------------------------------|--------------------------------------|-----------------------------|-----------------------------------------------|
| Total for all locations | 140 | 402 | 542 | 523 | 64 | 0.96 | 00:25:59 |
| Central Station | 51 | 348 | 399 | 452 | 24 | 1.13 | 00:44:37 |
| McDonalds | 61 | 54 | 115 | 71 | 39 | 0.62 | 00:21:57 |
| Xscape | 28 | 0 | 28 | 0 | 1 | 0 | 00:11:22 |

Table 7 – Data from taxi ranks on Thursday through to Friday (hours/mins/secs)

Friday 5th May 2023 – Saturday 6th May 2023

| Rank Location | Total taxis departing ranks empty | Total taxis departing ranks with passengers | Total taxi departing ranks | Total passengers departing ranks | Passengers dropped at rank by a taxi | Average passengers per taxi | Average vehicle waiting time at rank per taxi |
|--------------------------------|-----------------------------------|---------------------------------------------|----------------------------|----------------------------------|--------------------------------------|-----------------------------|-----------------------------------------------|
| Total for all locations | 193 | 393 | 586 | 522 | 67 | 0.89 | 00:25:33 |
| Central Station | 68 | 317 | 385 | 414 | 22 | 1.08 | 00:52:01 |
| McDonalds | 67 | 76 | 143 | 108 | 45 | 0.76 | 00:15:20 |
| Xscape | 58 | 0 | 58 | 0 | 0 | 0 | 00:09:17 |

Table 7 – Data from taxi ranks on Friday through to Saturday (hours/mins/secs)

Saturday 6th May 2023 – Sunday 7th May 2023

| Rank Location | Total taxis departing ranks empty | Total taxis departing ranks with passengers | Total taxi departing ranks | Total passengers departing ranks | Passengers dropped at rank by a taxi | Average passengers per taxi | Average vehicle waiting time at rank per taxi |
|--------------------------------|-----------------------------------|---------------------------------------------|----------------------------|----------------------------------|--------------------------------------|-----------------------------|-----------------------------------------------|
| Total for all locations | 175 | 349 | 524 | 632 | 71 | 1.21 | 00:41:17 |
| Central Station | 50 | 255 | 305 | 469 | 10 | 1.54 | 01:42:45 |
| McDonalds | 68 | 94 | 162 | 163 | 57 | 1.01 | 00:12:24 |
| Xscape | 57 | 0 | 57 | 0 | 4 | 0 | 00:08:42 |

Table 8 – Data from taxi ranks on Saturday to Sunday (hours/mins/secs)

Combined data across three days

| Rank Location | Total taxis departing ranks empty | Total taxis departing ranks with passengers | Total taxi departing ranks | Total passengers departing ranks | Passengers dropped at rank by a taxi | Average passengers per taxi | Average vehicle waiting time at rank per taxi |
|--------------------------------|-----------------------------------|---------------------------------------------|----------------------------|----------------------------------|--------------------------------------|-----------------------------|-----------------------------------------------|
| Total for all locations | 508 | 1144 | 1652 | 1677 | 202 | 1.02 | 00:30:56 |
| Central Station | 169 | 920 | 1089 | 1335 | 56 | 1.23 | 01:06:28 |
| McDonalds | 196 | 224 | 420 | 342 | 141 | 0.81 | 00:16:34 |
| Xscape | 143 | 0 | 143 | 0 | 5 | 0 | 00:09:47 |

Table 8 – Data from taxi ranks across all three days (hours/mins/secs)

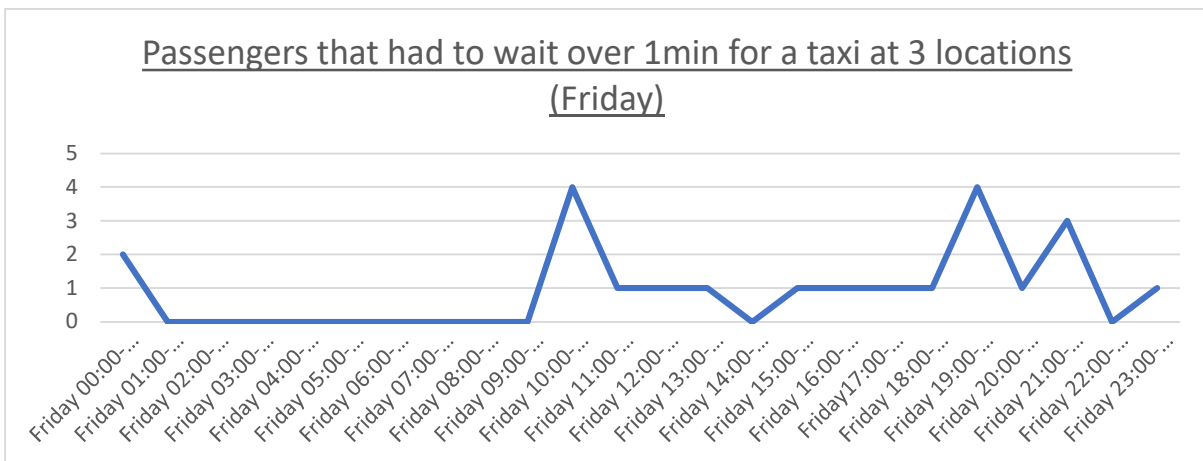
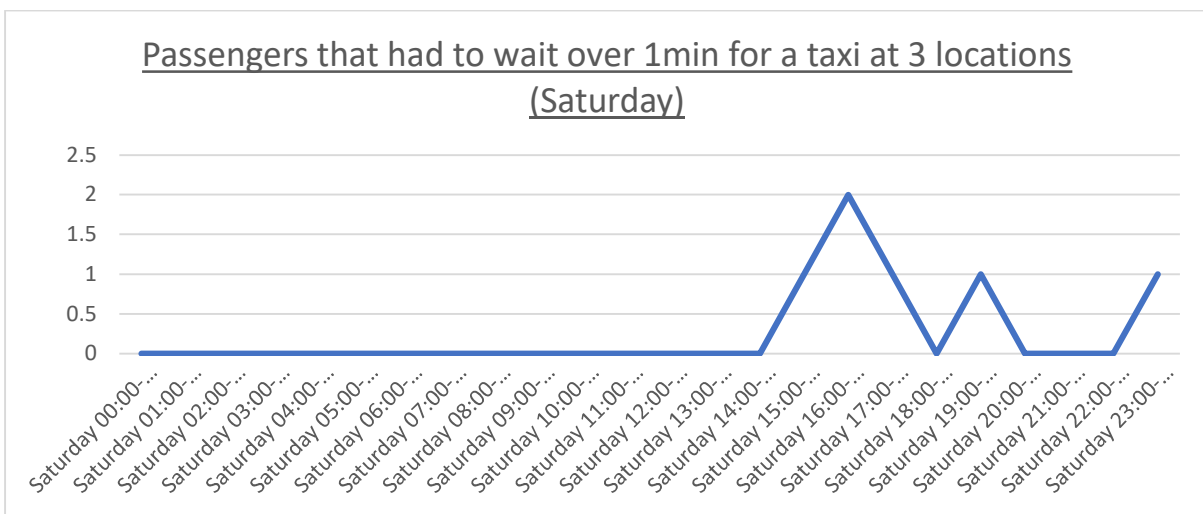
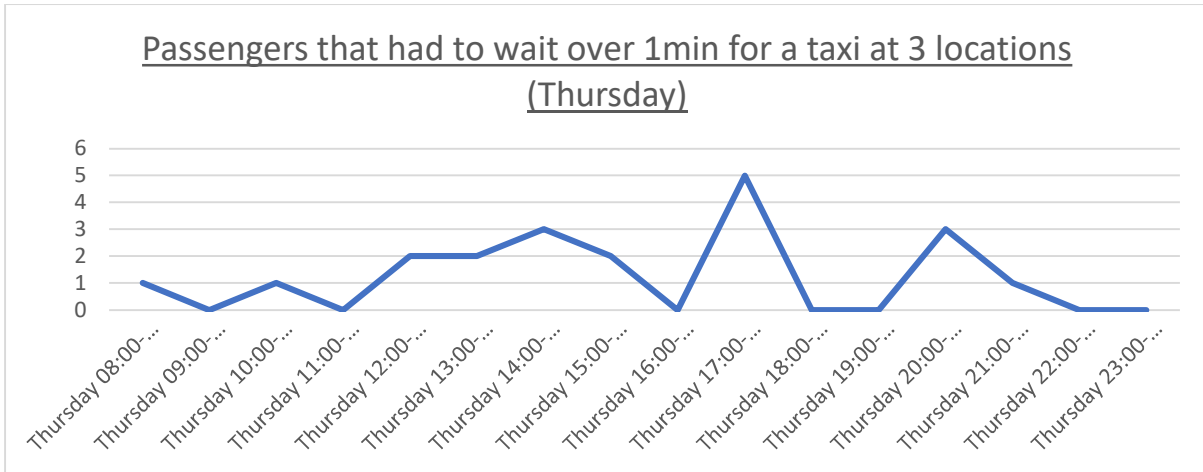


Figure 3 – Graphs showing passenger wait over 1min per day

6.0 EVALUATION OF UNMET DEMAND AND ITS SIGNIFICANCE

It is important to define an agreed consensus about what constitutes unmet demand. A general definition is when a person turns up at a taxi rank and finds there is no vehicle there available for immediate hire. This can lead to a queue of people building up, some of whom may walk off (taken to be latent demand), whilst others will wait till a vehicle collects them. Later passengers may well arrive when there are vehicles there, but because of the queue will not obtain a vehicle immediately. There are other instances where queues of passengers can be observed at taxi ranks. This can occur when the level of demand is such that it takes longer for vehicles to move up to waiting passengers than passengers can board and move away. This often occurs at railway stations but can also occur at other ranks where high levels of passenger arrivals occur. We do not consider this as unmet demand, but geometric delay and although we note this, it is not counted towards unmet demand being significant.

As stated in section 1.4 of the report the industry standard ISUD was initiated at the time of the introduction of section 16 of the 1985 Transport Act as a numeric and consistent way of evaluating unmet demand and its significance. The index has been developed and deepened over time to take into account various court challenges. It has now become accepted as the industry standard test of if identified unmet demand is significant. The index is a statistical guide derived to evaluate if observed unmet demand is in fact significant. However, its basis is that early tests using first principles identified based on a moderate sample suggested that the level of index of 80 was the cut-off above which the index was in fact significant, and that unmet demand therefore was such that action was needed in terms of additional issue of plates to reduce the demand below this level, or a complete change of policy if it was felt appropriate. This level has been accepted as part of the industry standard. However, the index is not a strict determinant and care is needed in providing the input samples as well as interpreting the complexities of the location and the result provided. However, the index has various components which can also be used to understand what is happening in the rank-based and overall licensed vehicle market.

For the purposes of this report the ISUD draws from several different parts of the study data. Each separate component of the index is designed to capture a part of the

operation of the demand for hackney carriages and reflect this numerically. Whilst the principal inputs are from the rank surveys, the measure of latent demand comes from the public on-street surveys, and any final decision about if identified unmet demand is significant, or in fact about the value of continuing the current policy of restricting vehicle numbers, must be taken fully in the context of a careful balance of all the evidence gathered during the survey process.

The following explains the several components which make up the overall sum to calculate ISUD:

ISUD = Average Passenger Delay x Peak Factor x Steady State Performance x General Incidence of Delay x Seasonality Factor x Latent Demand Factor

An ISUD value of 80 or higher is generally taken as indicating there is significant unmet demand.

As previously discussed, the ISUD factor was developed fully in the early 1990's and has been used by several transport consultancies since that time for Unmet Demand Surveys. It provides a useful benchmark measure for the level of Unmet Demand that is present. It combines several intuitive measures of Unmet demand with the intention that locations where there are long delays in most hours for a high proportion of passengers produce very high values, where minimal delays for short periods affecting a small minority of passengers result in a low value.

The present ISUD calculation has two components which both could be zero. In the case that either are zero, the overall index result is zero, which means they clearly demonstrate there is no unmet demand which is significant, even if other values are high. The first component which can be zero is the proportion of daytime hours where people are observed to have to wait for a hackney carriage to arrive. The level of wait used is ANY average wait at all within any hour. The industry definition of these hours varies the main index user counts from 10:00 to 18:00 (i.e. eight hours ending at 17:59). The present index is clear that unmet demand cannot be significant if there are no such hours where wait for a taxi is occurring. The only inclusion required for this component is that the sample of hours collected must include a fair element of such hours.

The other component which could be zero is the test identifying the proportion of passengers which are travelling in any hour when the average passenger wait in that hour is greater than one minute. If both of these components are non-zero, then the remaining components of the index come into play. These are the peakiness factor, the seasonality factor, average passenger delay, and the latent demand factor.

Average passenger delay (APD) is the total amount of time waited by all passengers in the sample, divided by the total number of passengers observed who entered hackney carriages.

Peak factor (PF) is generally either 1 (level demand generally) or 0.5 (demand has a high peak at one point during the week). This is used to allow for the difficulty of any transport system being able to meet high levels of peaking. It is rarely possible or practicable for example for any public transport system, or any road capacity, to be provided to cover a few hours a week.

Steady State Performance (SSP) is the percentage of weekday daytime hours in which queues are observed

General incidence of delay (GID) is the proportion of Hackney Carriage users travelling in hours where average passenger delay exceeds one minute represented as a percentage.

Seasonality factor (SF) allows for the undertaking of rank survey work in periods which are not typical, although guidance is that such periods should normally be avoided, if possible, particularly as the impact of seasons may not just be on the level of passenger demand but may also impact on the level of supply. This is particularly true in regard to if surveys are undertaken when schools are active or not. Generally, use of hackney carriages is higher in December in the run-up to Christmas, but much lower in January, February and the parts of July and August when more people are likely to be on holiday. The factor tends to range from 0.8 for December (factoring high demand level impacts down) to 1.2 for January / February (inflating the values from low demand levels upwards). There can be special cases where summer demand needs to be covered, although high peaks for tourist traffic use of hackney carriages tend not to be so dominant at the current time, apart from in a few key tourist authorities.

Latent demand factor (LDF) was added following a court case. It comes from asking people in the on-street questionnaires if they have ever given up waiting for a hackney carriage at a rank in any part of the area. This factor generally only affects the level of the index as it only ranges from 1.0 (no-one has given up) to 2.0 (everyone says they have). It is also important to check that people are quoting legitimate hackney carriage rank waits as some, despite careful questioning, quote giving up waiting at home, which must be for a private hire vehicle.

The ISUD index is the result of multiplying each of the components together and benchmarking this against the cut-off value of 80. Changes in the individual components of the index can also be illustrative. For example, the growth of daytime hour queueing can be an earlier sign of unmet demand developing that might be apparent from the proportion of people experiencing a queue.

Finally, any ISUD value must be interpreted in the light of the sample used to feed it, as well as completely in the context of all other information gathered. Generally, the guide of the index will tend not to be overturned in regard to significant unmet demand being identified, but this cannot be assumed to be the case – the index is a guide, part of the evidence, and needs to be taken fully in context with other evidence provided.

| ISUD Component | Milton Keynes 2023 |
|----------------------------------------------------------------------|--------------------|
| Average Passenger delay | 10.09 |
| Off Peak Hours with notable queues | 10 |
| % of passengers travelling in hours with average queue over a minute | 3.0 |
| Seasonal factor | 1.0 |
| Peak Factor | 0.5 |
| Latent demand factor | 1.7 |
| Sum | 257.295 |

Table 9 – ISUD Index for Milton Keynes

The result of 257.295 is higher than the 80 threshold which would suggest that the observed unmet demand might be significant. This also means that there is significant unmet demand across the ranks surveyed.

6.1 ISUD CONCLUSIONS

There was evidence of extensive passenger demand at public ranks within Milton Keynes. In particular photographic evidence of waiting occurring at the Central Station taxi rank. This in support of the ISUD sum above shows the significance of the findings.

7.0 WAITING PASSENGERS

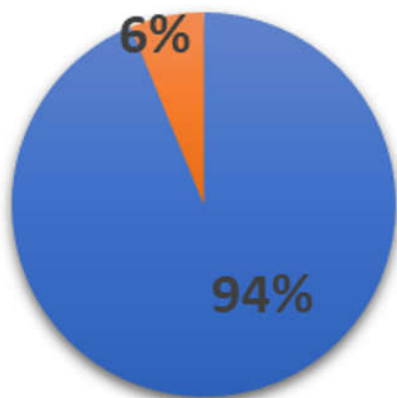
The implementation of cameras at the three sites allowed for data to be scrutinised once the assessment period was complete. A valuable opportunity came from being able to determine the length of time that passengers had to wait to alight a taxi. The three graphs above detail this information and have been broken down into the three days that make up the duration of the assessment period. The highest number of passengers waiting for 1min plus was observed on Thursday at 17:00 – 18:00 with the second largest number of passengers at four occurred on the Friday at 10:00-11:00. Overall the total number of passengers waiting per day are detailed in the table below.

| Day | Passengers waiting over 1min for a taxi |
|----------|-----------------------------------------|
| Thursday | 20 |
| Friday | 22 |
| Saturday | 6 |

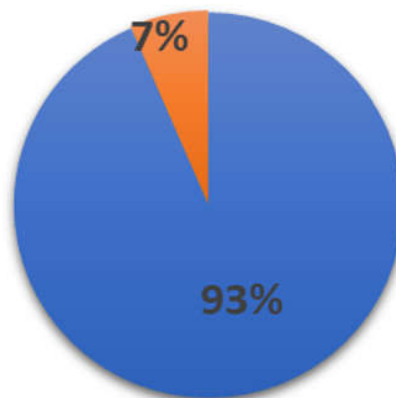
Table 10 – Total passengers waiting over 1min per day

The conclusion from this data is that there are far more people left waiting for significant periods on the Thursday and Friday than on the Saturday.

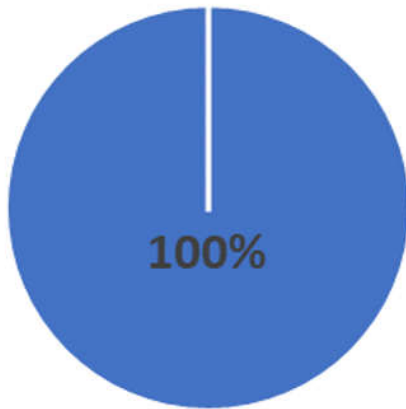
McDonalds



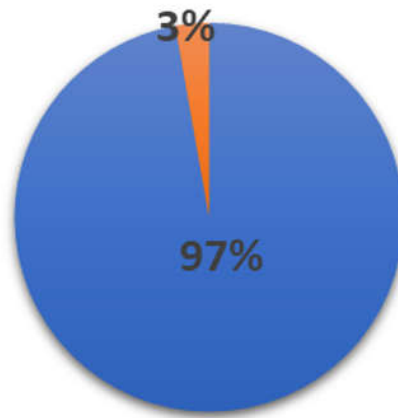
Central Station



Xscape



Total passengers across the 3 locations



Passengers not having to wait



Passengers waiting over 1 minute

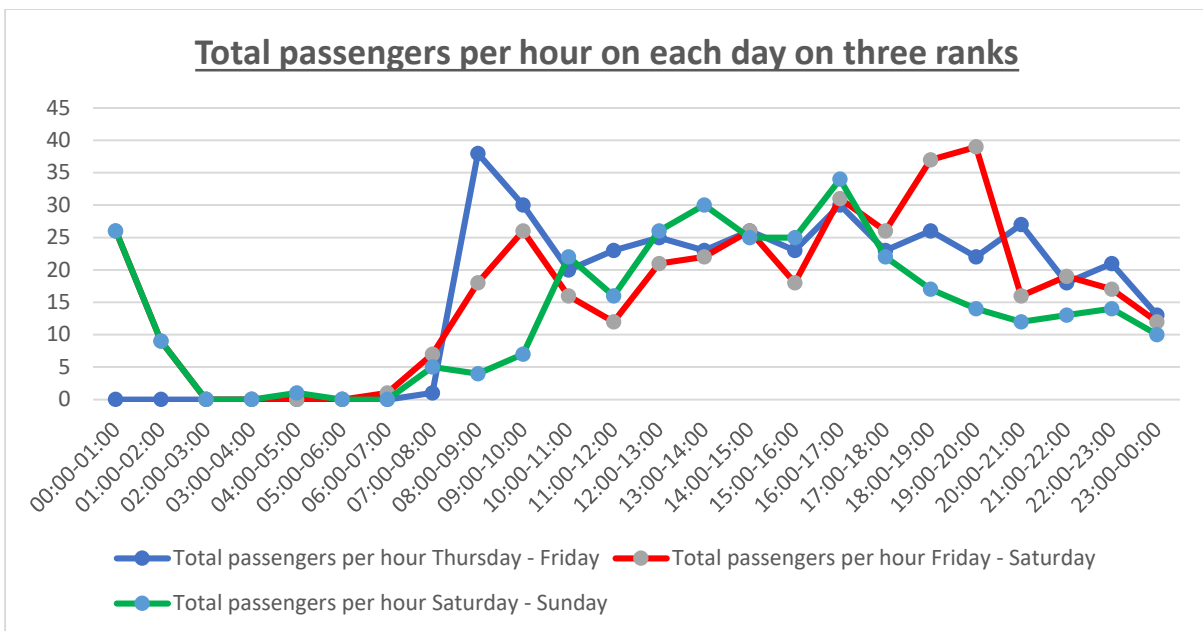


Figure 4 – Graphs showing total passengers per hour on each day

8.0 ADDITIONAL UNMET TAXI DEMAND IDENTIFIED

In addition to the taxi rank surveys that were undertaken between Thursday and Sunday morning, additional observations and site visits were undertaken. This included both from 2020 Consultancy team members during familiarisation site visits and ad-hoc assessments, and MK Council staff members. During these additional observations and site visits, there were a number of occasions where unmet taxi demand was experienced, most notably at Milton Keynes Central train station, but also MK Centre, and outside Leonardos. In some cases there were a number of passengers seen waiting for taxis, which should be acknowledged as part of the study.

Figure 5 provides examples of these occasions, includes dates and times these observations were carried out.

Milton Keynes Central Tuesday 28th March 2023 at 09:41am



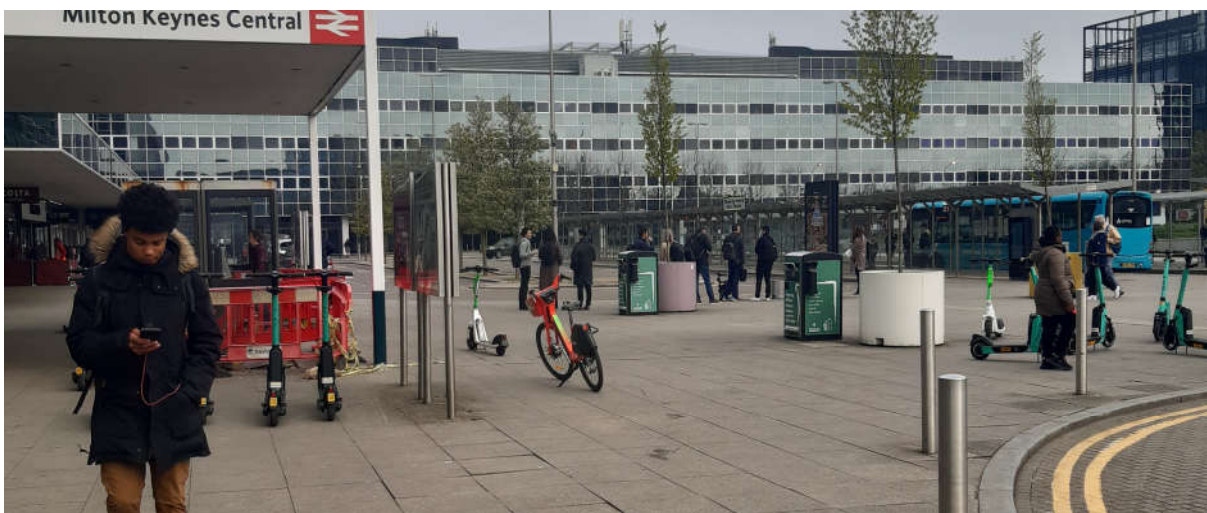
Milton Keynes Central Tuesday 18th April 2023 at 08:24am



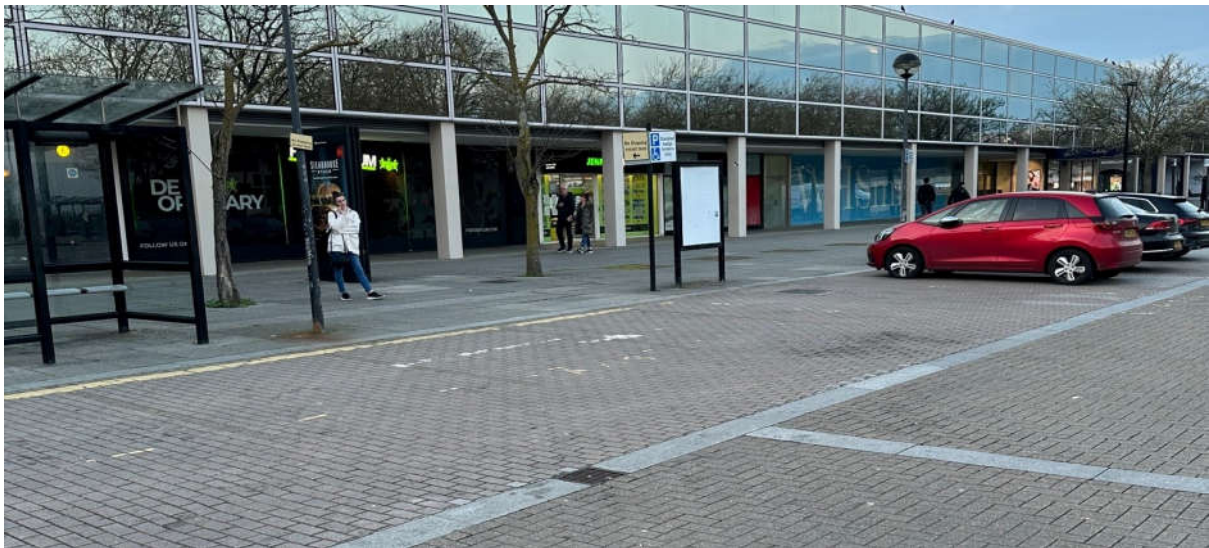
Milton Keynes Central Wednesday 19th April 2023 at 08:31am



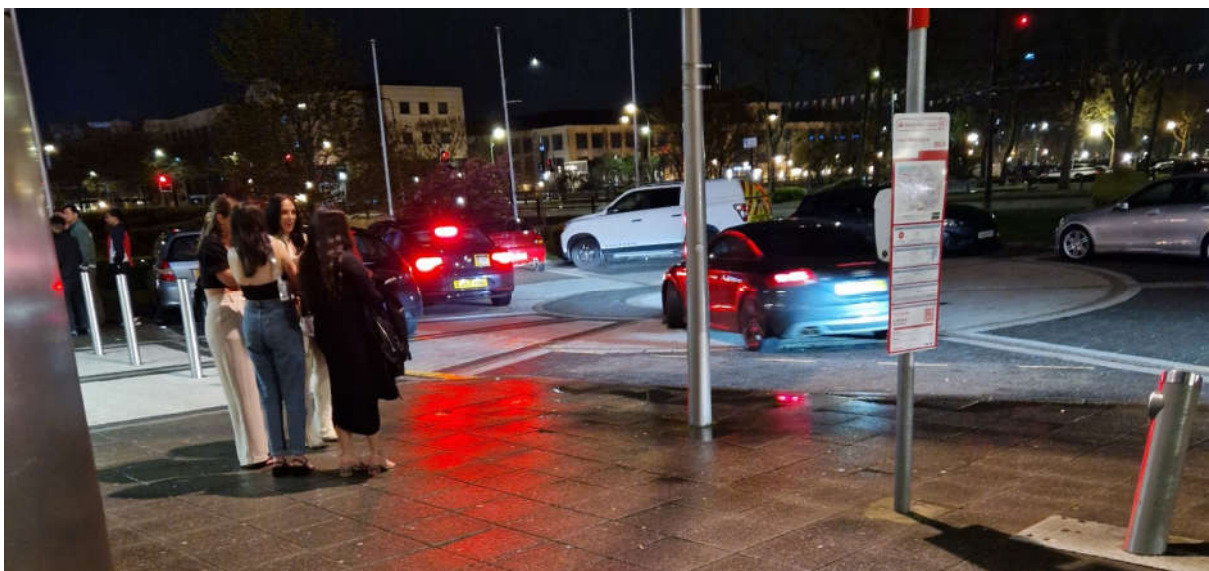
Milton Keynes Central Wednesday 19th April 2023 at 08:33am



Centre MK - Friday 21st April 2023 at 20:00pm



Leonardos - Saturday 22nd April 2023 at 23:18pm



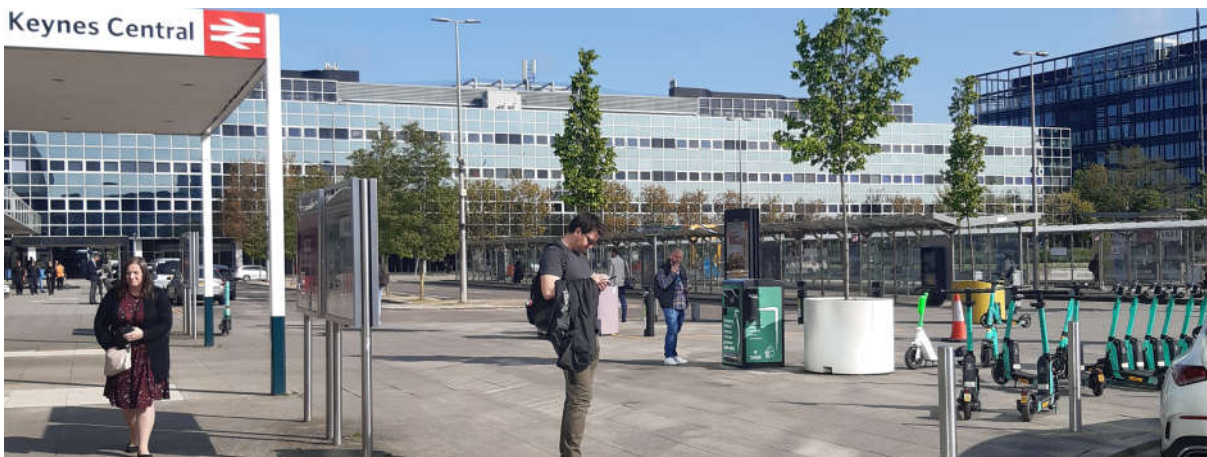
Centre MK - Sunday 7th May 2023 at 14:10pm



Centre MK - Friday 12th May 2023 at 13:24pm



Milton Keynes Central Tuesday 16th May 2023 at 09:24am



Milton Keynes Central Tuesday 23rd May 2023 at 08:37am



Milton Keynes Central Tuesday 6th May 2023 at 08:47am



Figure 5 – Examples of unmet taxi demand during site visits & assessments

9.0 RAIL PASSENGER GROWTH

The total number of hires which can be expected from the Central Station location are based on the passenger footfall through the station. Therefore it is useful to consider this data when making an overall assessment of the unmet taxi demand and the demand on licensed vehicles.

| Year | Total number of passenger entries and exits |
|------------|---------------------------------------------|
| 2019 –2020 | 6,935,904 |
| 2020 –2021 | 1,207,226 |
| 2021 –2022 | 4,238,858 |

Table 11 – Total number of passenger entries and exits at Central Station, Milton Keynes

Passenger volumes through Central Station in Milton Keynes are substantial, above details the figures available for the last three years. This includes the impact that the Covid-19 pandemic had on the railway industry represented by the significantly lower total of 1,207,226 compared to the previous years figure. This was due to the national lockdown and subsequent perceived apprehension towards public transport use.

However, since then there has been a return in passenger volume facilitated by the ease of lockdown measures and subsequent confidence in travel. These total passenger figures highlight as to why the Central Station taxi rank is a popular destination for licensed vehicles to service. The nature of custom at this location is dependent on the sporadic nature of passenger arrival and exits. This can often lead to queues forming at differing times as highlighted by the images included above as part of the additional unmet taxi demand section.

10.0 PASSENGER QUESTIONNAIRE RESULTS

To support the Unmet Taxi Demand study, a stakeholder engagement exercise was undertaken to gain feedback from hackney carriage customers within Milton Keynes city. This is an important aspect of the project to better understand the views of customers, especially those that use taxi ranks on a regular basis. This may support or contradict the results of the taxi rank surveys. Although the evidence should be taken as anecdotal, it's a worthwhile exercise to compare the results with the survey data.

The stakeholder engagement task involved an online questionnaire that was embedded onto the MK Council website. In addition to this, 2020 Consultancy staff approached customers at taxi ranks during site visits to run through the questionnaire.

During the four week stakeholder engagement process, 172 respondents completed the questionnaire, either online or during the face to face interviews with 2020 Consultancy staff. The questionnaire included 18 questions. The results of these questions are summarised below.

Question 1 of the online questionnaire required the respondent to declare their age. This single selection question allowed for a simple tabulation of responses. Of the 172 respondents 168 number gave an answer for this question.

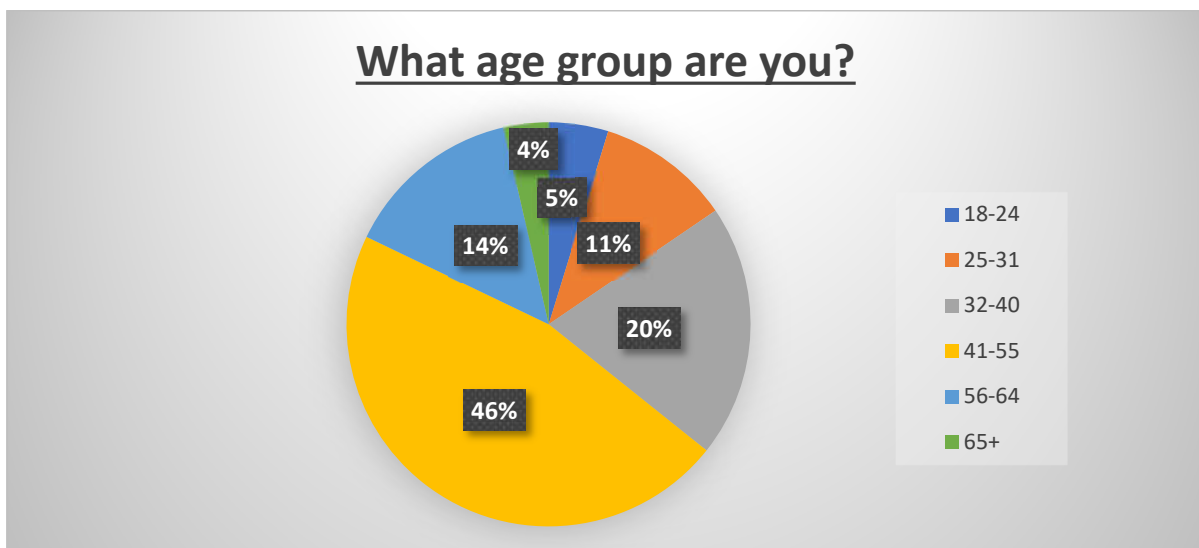


Figure 6 – Pie chart representing results of question 1

The results show that the largest age group represented by respondents is the 41-55 with nearly half the respondents being in this age range at 46%. The age group that was least represented was the 65+ with only 4% of the overall responses being of this age.

Question 2 of the online questionnaire required the respondent to declare what best described them from a list. This single selection question allowed for a simple tabulation of responses.

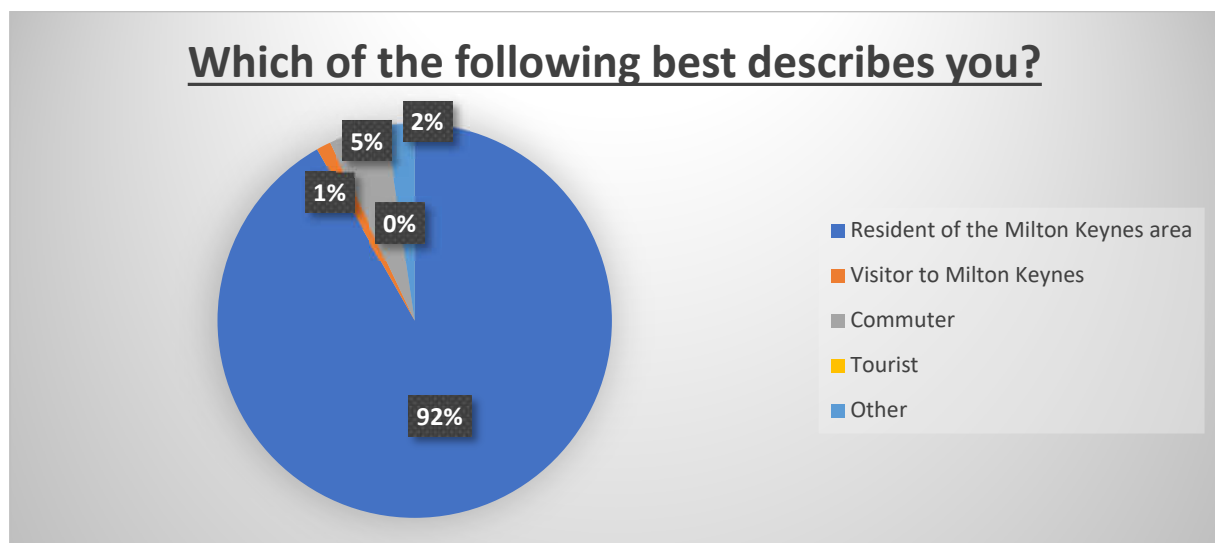


Figure 7 – Pie chart representing results of question 2

The list included residents of Milton Keynes, visitor to Milton Keynes and commuter or Tourist. The results show that the overwhelming majority of respondents are residents of Milton Keynes which was expected.

Question 3 of the online questionnaire asked respondents for the reason why they use taxis. This single selection question allowed for a simple tabulation of responses.

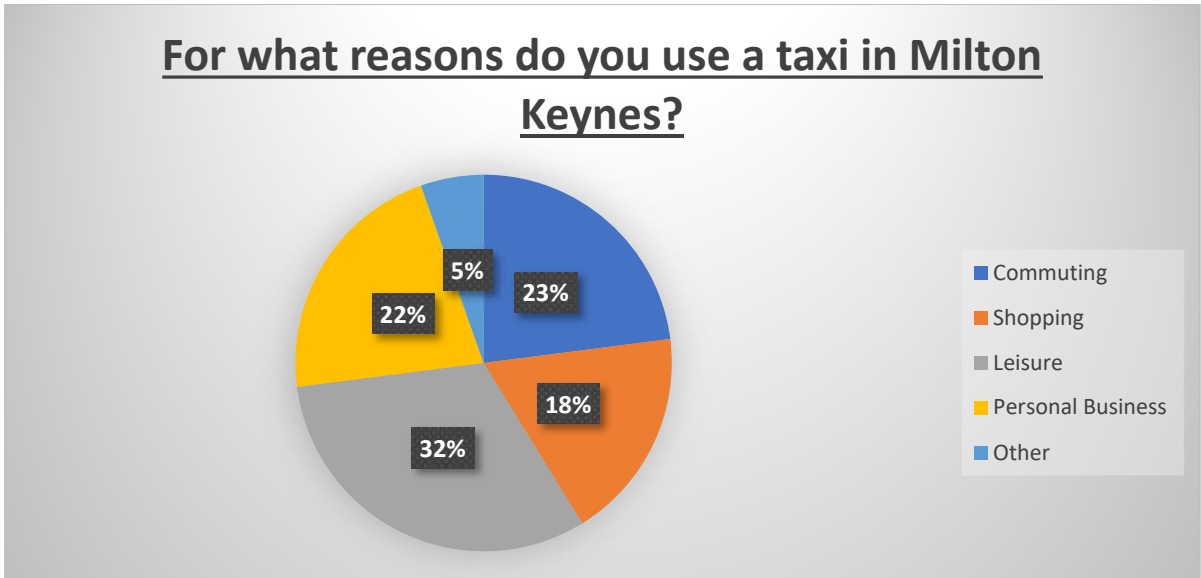


Figure 8 – Pie chart representing results of question 3

The results show that there is a fairly even spread across the options provided. The option selected most by respondents was Leisure with 32% of the overall responses. Second to Leisure was commuting with 23% of the responses. Next was Personal business at 22% of the responses. Shopping was then selected by 18% of the respondents and finally other which stood at the remaining 5% of the responses. This is encouraging as the wide selection of reasons for taxi use ensure that there are various avenues for taxis to ensure they can service a requirement.

Question 4 asks the respondents how frequently do they travel by taxi in Milton Keynes. This single selection question allowed for a simple tabulation of responses.

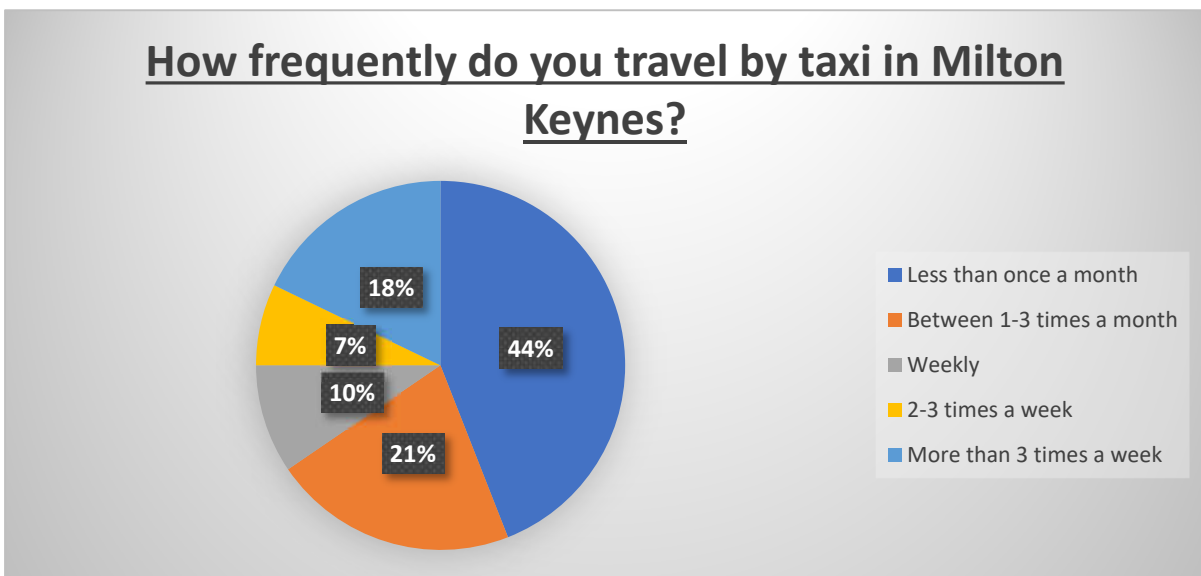


Figure 9 – Pie chart representing results of question 4

The results of the survey show that 44% of respondents travel less than once a month. The next most selected response was between 1-3 times a month which had 21% of the responses submitted. In comparison there are 18% of responses that come from people who use taxis more than three times a week which is encouraging for the taxi industry. The two least selected options were weekly and 2-3 times a week with 10% and 7% respectively.

Question 5 asks the respondents how frequently they use private hire vehicles in Milton Keynes. This single selection question allowed for a simple tabulation of responses.

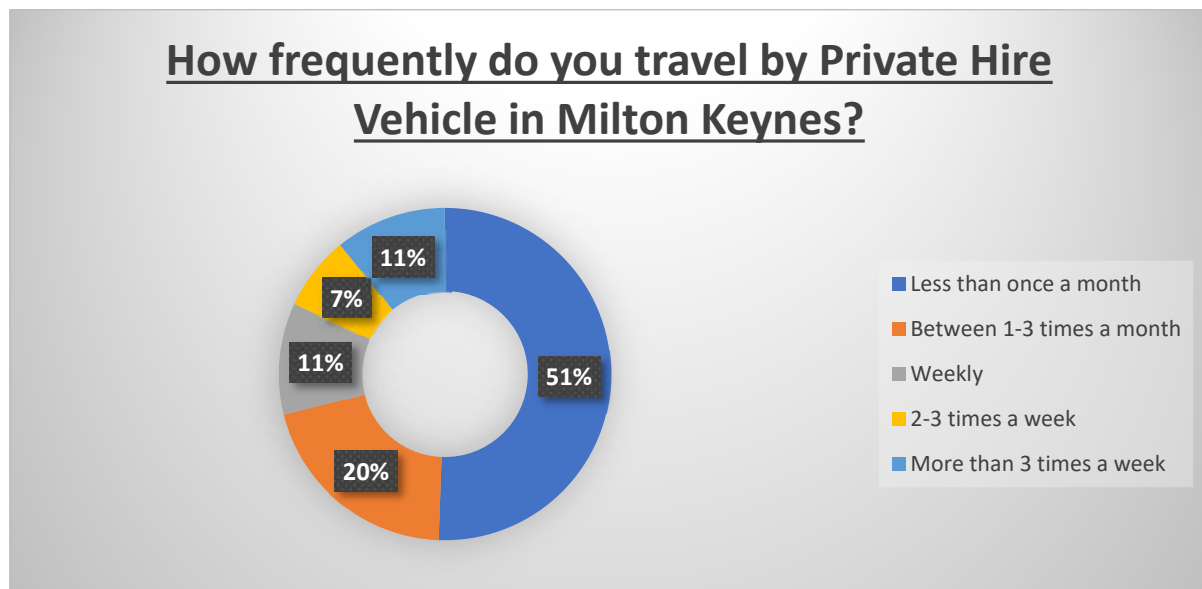


Figure 10 – Pie chart representing results of question 5

Over half of the responses submitted selected less than once a month at 51% of the responses. The next most popular response was between 1-3 times a week at 20% of the overall response. Joint third at 11% were weekly and more than 3 times a week. And finally 2-3 times a week was selected by 7% of the overall response.

Question 6 asks the respondent to advise which taxi ranks they use. This single selection question allowed for a simple tabulation of responses.

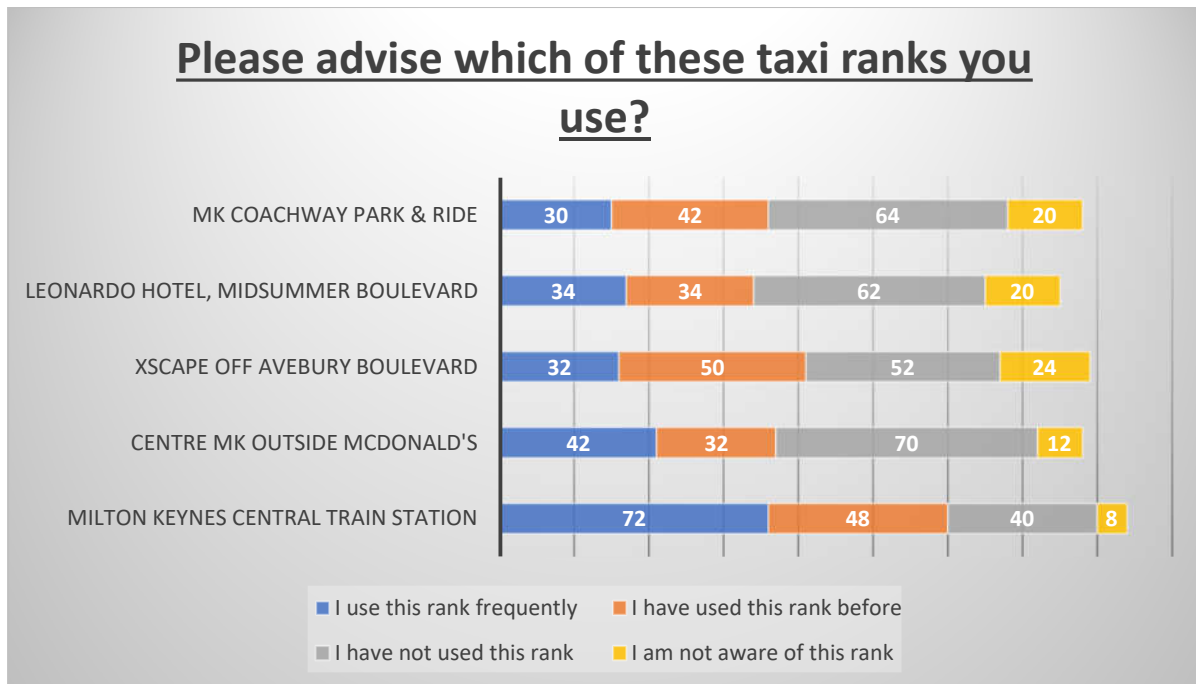


Figure 11 – Pie chart representing results of question 6

The results have been compiled and represented below. The rank that is used most frequently by respondents is the Central station. The rank that has been least selected by respondents most is the taxi rank outside McDonalds at Centre MK. The results show that the rank that was selected by respondents as dthe one they have been least aware of was Xscape off Avebury Boulevard. Potentially the reason for this could be that this rank is prodimantly servicing the needs of leisure users whilst other taxi ranks service additional needs such as business and transport links.

Question 7 asks if there has been an occasion within the last three months where a respondent has given up waiting for a taxi because no taxis were available. This single selection question allowed for a simple tabulation of responses.

Has there been any occasion in the last three months where you have given up waiting at a taxi rank because no taxis were available?

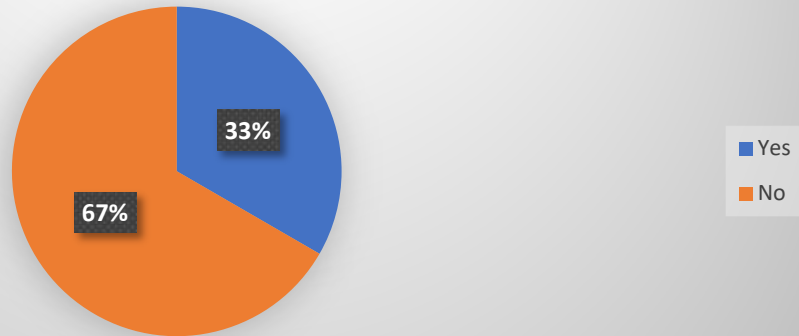


Figure 12 – Pie chart representing results of question 7

The results show that 67% of respondents selected no whereas 33% of respondents selected yes. The results are important in showing that 33% of respondents have had issues obtaining a taxi at a rank location.

Question 8 asks the respondent if the answer to the previous was correct then to state which taxi rank location this occurred at. This single selection question allowed for a simple tabulation of responses.

If the answer to the previous question is yes, can you state which taxi rank location?

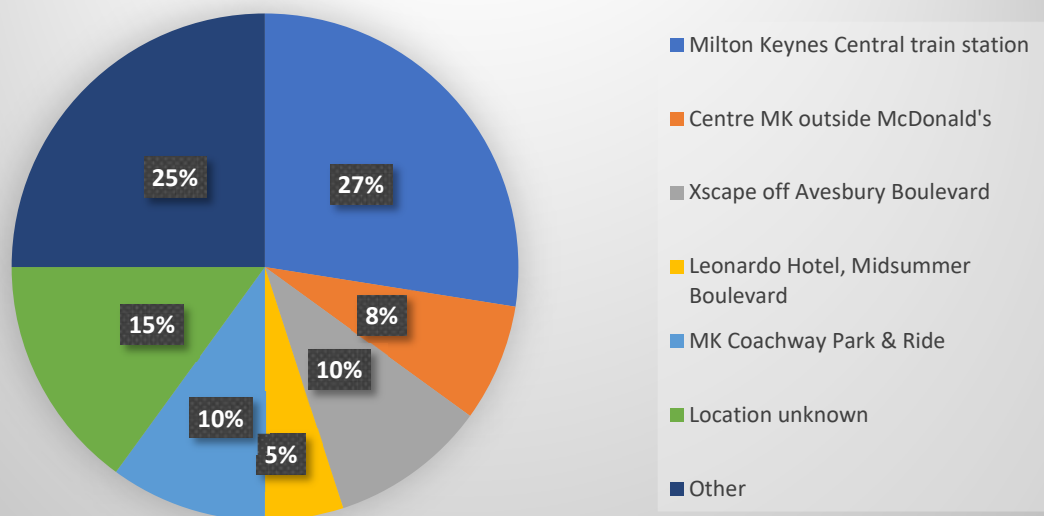


Figure 13 – Pie chart representing results of question 8

The two most selected taxi ranks were Central Station with 27% of the responses and other with 25% of the responses. The breakdown of these responses are predominately directed at the Hospital which has no formal taxi rank. The next most selected response was location unknown with 15% of the overall response rate. Subsequent to this the next most selected option was both the MK Coachway park and ride and Xscape off Avesbury Boulevard with 10%. Finally the least most selected two selections are Centre MK outside of McDonald's at 8% and Leonardo Hotel outside Midsummer Boulevard with 5% of the overall response.

Question 9 asked 'Have you experienced a delay waiting for a taxi. If so, please state at what location this occurred and how recent it was? This single selection question allowed for a simple tabulation of responses.

| | Milton Keynes Central station | Centre MK | Xscape | Leonardo Hotel | MK Coachway Park & Ride |
|-------------------------------|----------------------------------|-----------|--------|-------------------|----------------------------|
| Within the last week | 16 | 16 | 10 | 8 | 8 |
| Within the last month | 18 | 4 | 14 | 10 | 8 |
| Within the last 3 months | 24 | 14 | 12 | 14 | 10 |
| More than 3 months ago | 20 | 10 | 10 | 12 | 8 |
| I haven't experienced a delay | 74 | 54 | 42 | 48 | 50 |

Table 12 – Table representing results of question 9

The question allowed for multiple responses to ensure it encapsulated the whole of Milton Keynes rather than focusing predominantly on the more popular taxi ranks. This ensured a broad overview of the whole taxi service within Milton Keynes. As detailed below the largest number of examples of having to wait have occurred at the Central Station taxi rank. However, this is the most popular taxi rank within Milton Keynes, so this is to be expected. The remaining results are moderate in that most options have been selected by some respondents. This suggests that delays and issues occur across all taxi ranks.

Question 10 asks respondents approximately how long the delay was? This single selection question allowed for a simple tabulation of responses.

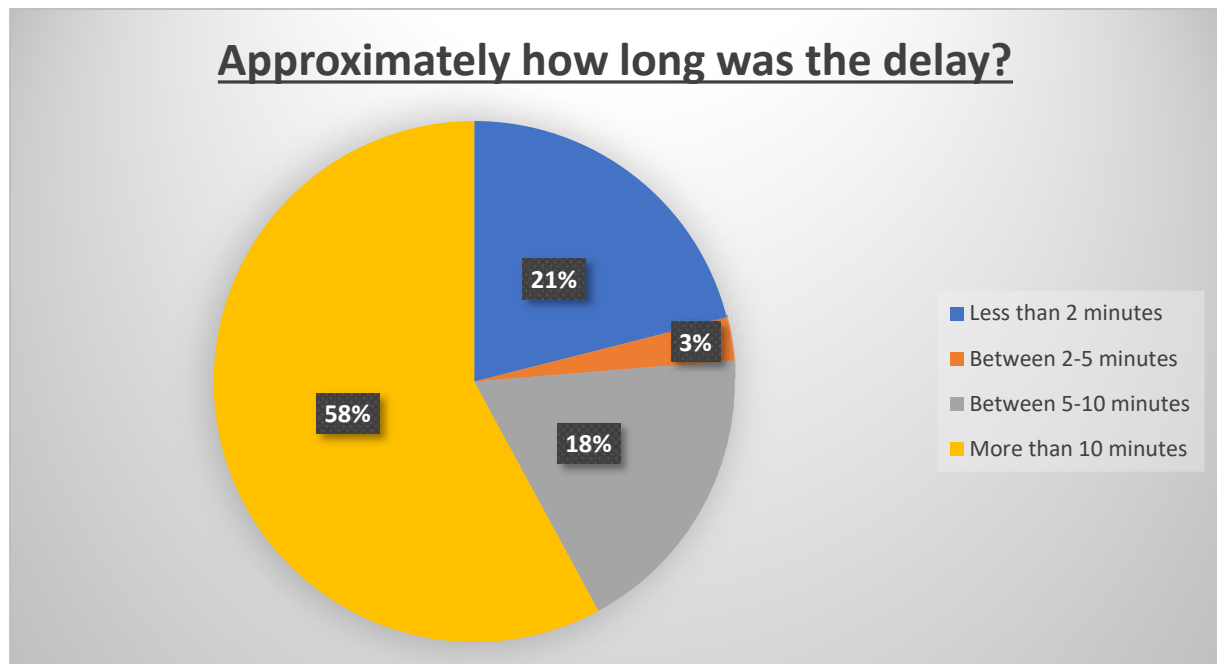


Figure 14 – Pie chart representing results of question 10

Over half of the respondents at a total of 58% detailed that the delay experienced was more than 10mins. The next most selected option was less than 2mins at 21% of the overall responses closely followed by between 5-10 minutes at 18% of the total responses. The least selected option was between 2-5 minutes at a total of 3%. The results show that generally if users experience delays, then they are substantial periods of time with over 76% of delays being 5 minutes or above.

Question 11 ask the respondent to detail on what time this delay occurred. This single selection question allowed for a simple tabulation of responses.

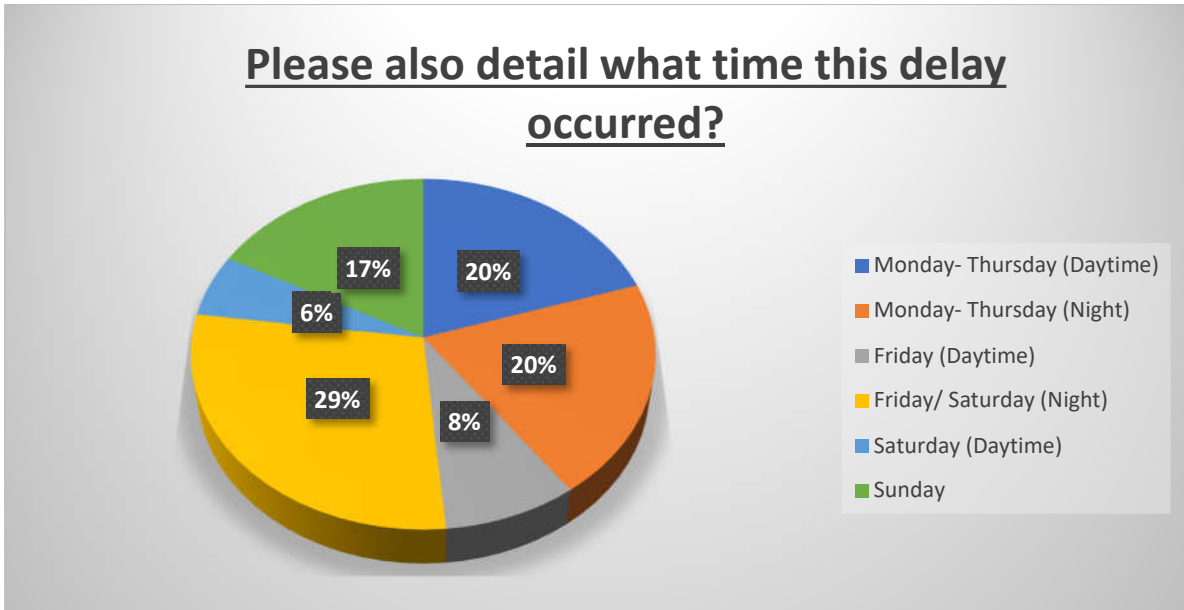


Figure 15 – Pie chart representing results of question 11

There were various options detailing both weekend and weekday and also whether it was night or day. The results show that the highest selected option was Friday/ Saturday (night) which had 29% of the total response. The joint second most selected option was Monday-Thursday (Daytime) and Monday-Thursday (Night) with 20%. The next most selected option was Sunday 17%. The final two options are Friday (Daytime) and Saturday (Daytime) with 8% and 6% respectively.

Question 12 asks when the respondent believes they have the most difficulty obtaining a taxi. This single selection question allowed for a tabulation of responses.

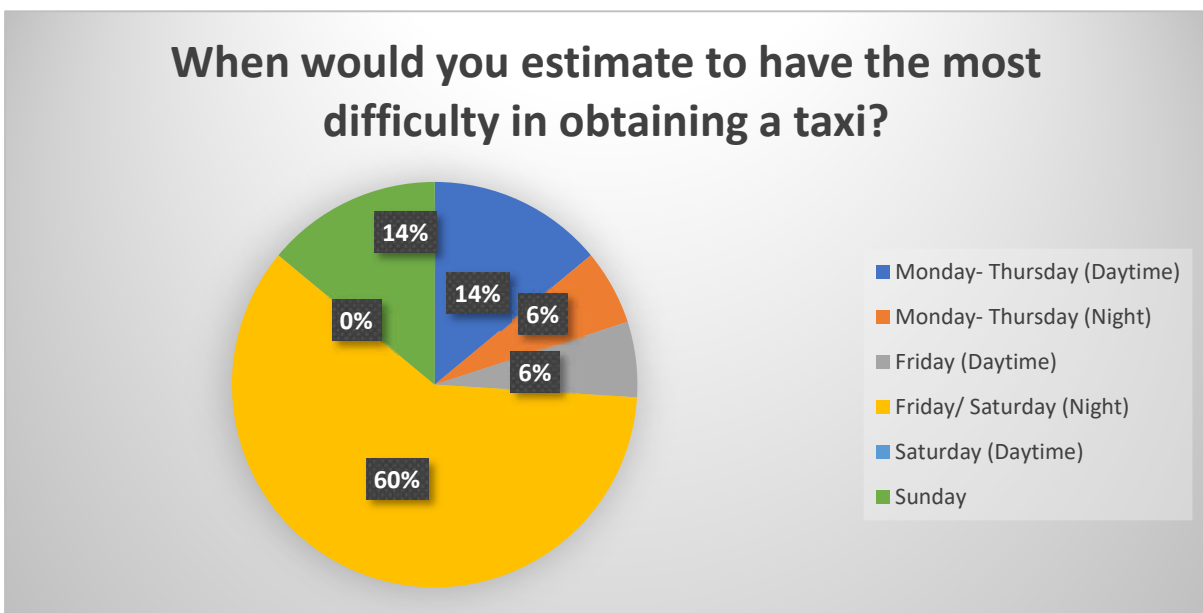


Figure 16 – Pie chart representing results of question 12

The results above show that over half the respondents at 60% believe that the hardest time to obtain a taxi is Friday/Saturday (Night). The joint second most selected option is Monday-Thursday (Daytime) and Sunday with 14% of the overall respondents each. Lastly the Friday (daytime) and Monday – Thursday (Night) have been selected by 8% of the overall respondents apiece. This would again allude to the leisure reason for taxi use.

Question 13 asks when would you estimate to have the most difficulty in obtaining a private hire vehicle. This selection question allowed for a tabulation of responses.

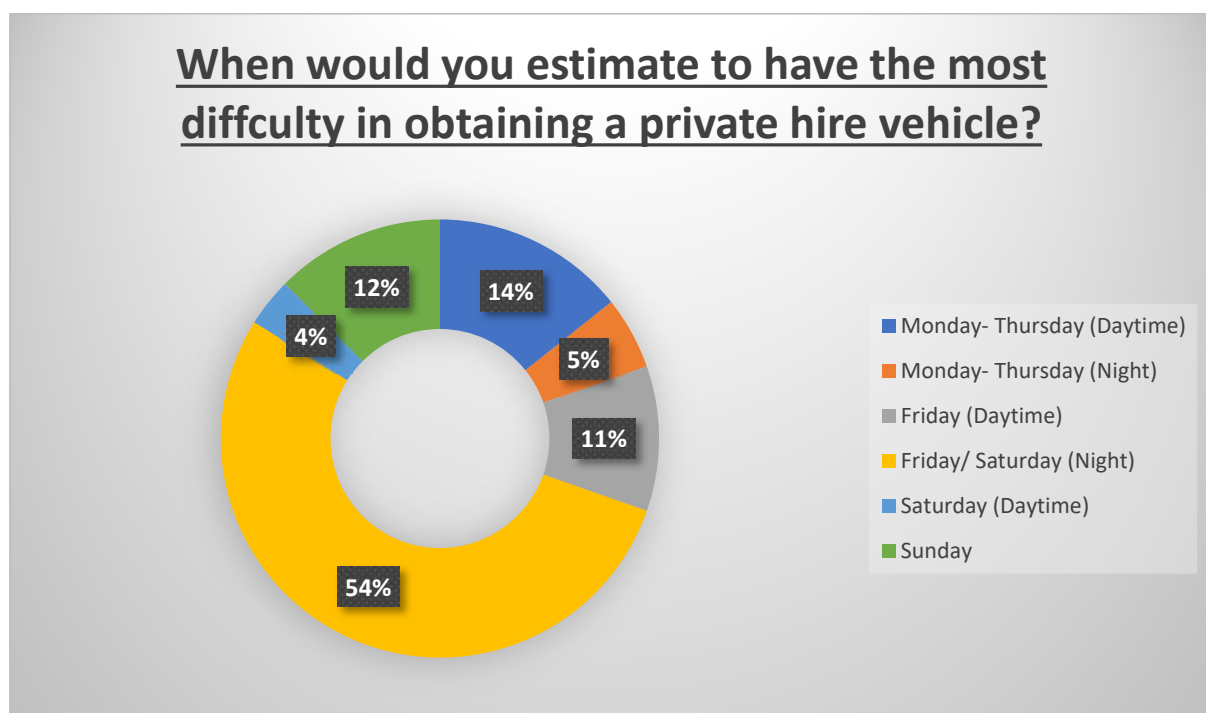


Figure 17 – Pie chart representing results of question 13

The results show that over half of respondents at a total of 54% believe that the hardest time to obtain a private hire vehicle is on a Friday/Saturday night. This is the same result as the previous question which alludes to the servicing of taxis generally being for nighttime leisure custom. The next largest response was attributed to Monday-Thursday daytime at 14%. Following this there was Sunday which had an overall response rate of 12% followed by Friday daytime at 11%. The remaining percentage was spread across Monday- Thursday (Night) at 5% and lastly Saturday daytime at 4%.

Question 14 asks the respondent if they consider themselves or anyone they know to have a disability which would mean they needed an adapted vehicle. This single selection question allowed for a simple tabulation of responses.

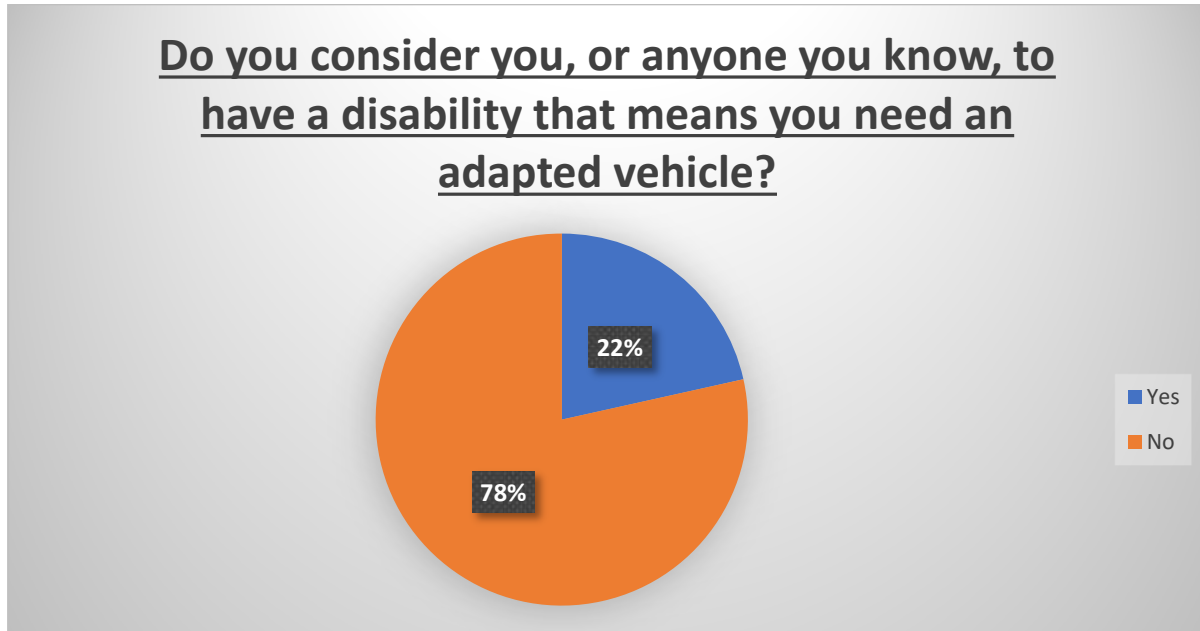


Figure 18 – Pie chart representing results of question 14

As the chart below details 78% of the responses received were for no and 22% of the responses received were for yes. The results show the importance of having a varied fleet with adaptive vehicles which can ensure that all service needs are met.

Question 15 asks if yes, how would you describe the experience. This single selection question allowed for a simple tabulation of responses.

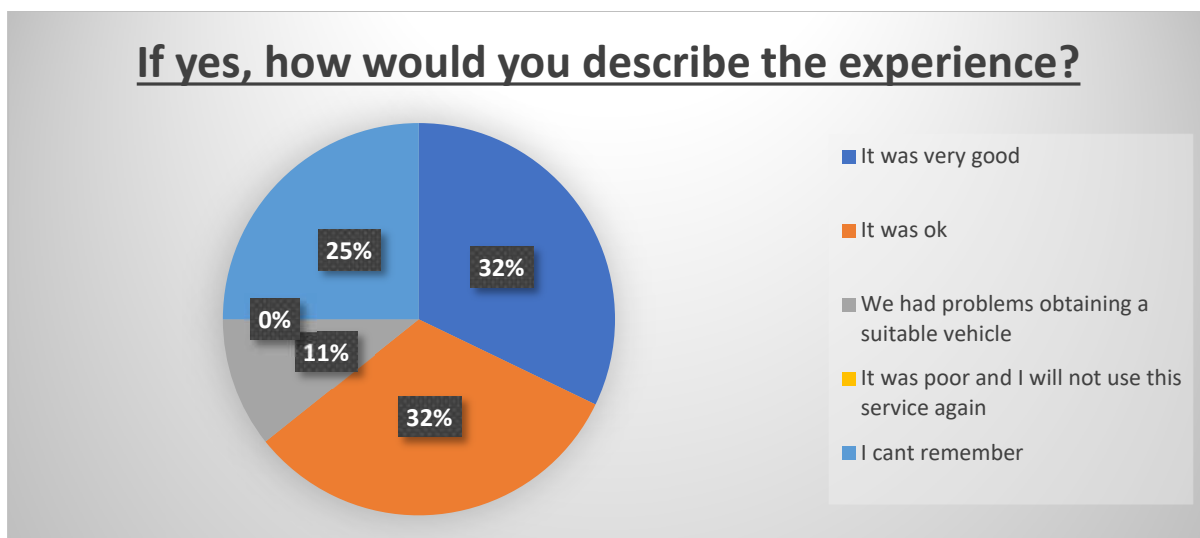


Figure 19 – Pie chart representing results of question 15

The results of this question are detailed above and show that there are two options which have been selected by 32% of the respondents. Both It was very good and it was ok had 32% followed closely by I can't remember at 25%. We had problems obtaining a vehicle was selected by 11% of the overall respondents and it was poor and will not use this service again received no responses. The results are encouraging as 64% of the responses were for options which suggest the service for disabled passengers is running ok if not better. There are 11% of the overall responses which suggest there are some issues obtaining an appropriate service. This is significant to suggest the adaptive vehicle service needs to be given an overall review.

Question 16 asks how would you assess the availability of taxi within Milton Keynes. This single selection question allowed for a simple tabulation of responses.

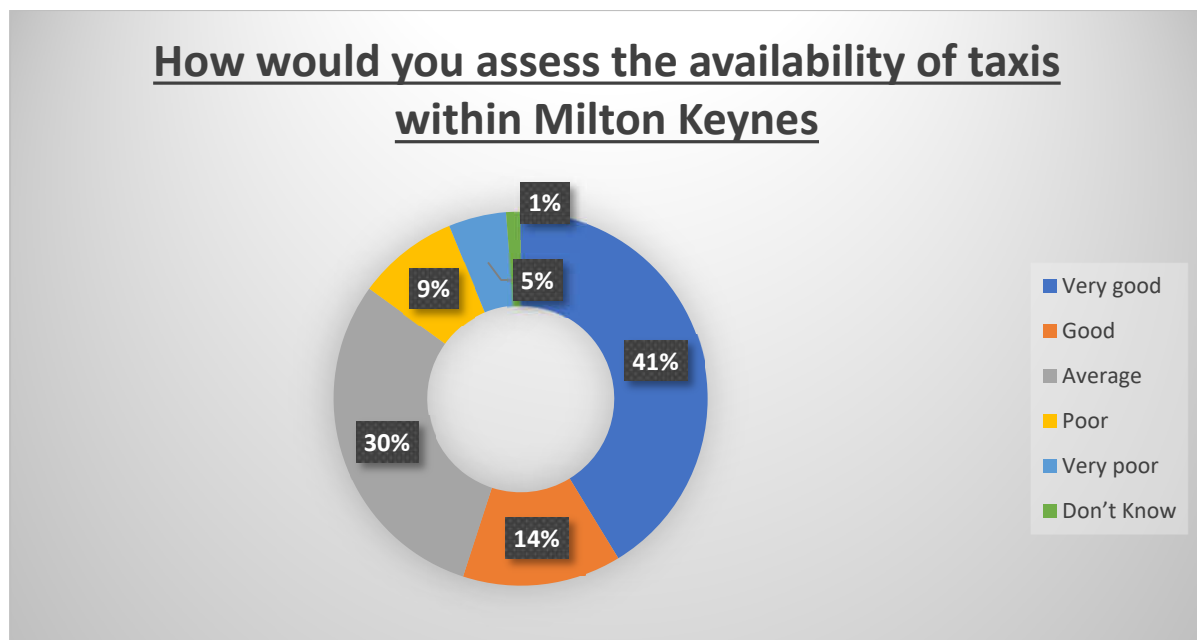


Figure 20 – Pie chart representing results of question 16

The results show that 41% of the overall responses were for very good, with the following largest percentage being average at 30%. Following on the next most selected option is for good at 14%. The remaining options were poor at 9%, very poor at 5% and don't know at 1%. These results are encouraging with 55% of the overall responses being positive and in addition 30% of the responses being for average. A response of average with experience should be regarded as positive as this quote often means that the service meets requirements.

Question 17 asks what would encourage you to use a taxi or use them more often. This single selection question allowed for a simple tabulation of responses.

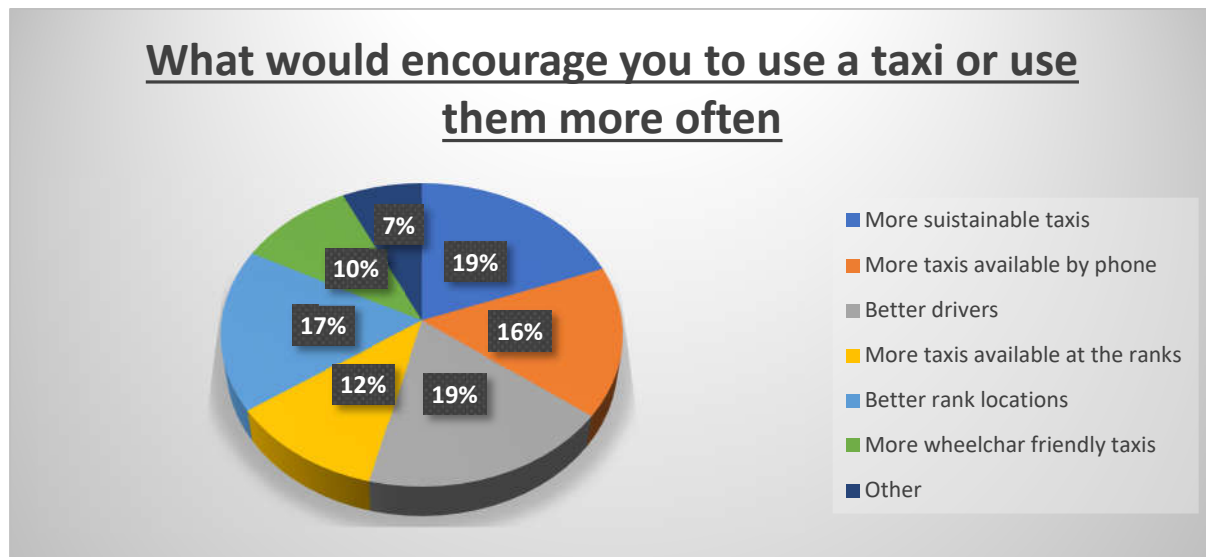


Figure 21 – Pie chart representing results of question 17

The results show that there is a general even spread between all options provided. There are two options with the highest percentage of responses are better drivers at 19% and more sustainable taxi at 19% followed closely by better rank locations at 17%. The next most selected option by respondents was more taxis available by phone at 16%. The remaining three options were more taxi available at the ranks at 12%, more wheel chair friendly taxis at 10% and finally other at 7%. The other option came with an opportunity to detail what in particular the respondent would want with the predominant response being cheaper fares.

Question 18 asked if you have any additional comments on taxis in Milton Keynes, please use the comment box provided.

There were 22 individual comments provided and range various topics regarding taxi. Please see Appendix A below for more details.

11.0 SUMMARY & CONCLUSIONS

The activity at the ranks could be described as in keeping for a city of the size, scale and population of Milton Keynes. The general pattern follows a steady level of activity during the day on weekdays, with increased levels of activity in the week day mornings period and during the evenings on Friday and Saturday nights. Passenger waiting was observed at various times of day and night throughout the study period and as a result the data shows that the level of passenger waiting did not form extensive passenger queues for lengthy durations.

The level of taxi demand follows a logical pattern of activity surrounding commuters and the night time economy within this city and this is highlighted within the report via the graphs and tables.

The passenger questionnaire results allow for a greater understanding of the passenger demographics, passenger reasoning for taxi use and the potential for further expansion of journeys made by taxi across the city and general improvement of the sector. Approximately half of those who completed the questionnaire are between 41 and 55 of years of age and predominately utilise taxis for leisure and commuting purposes.

22% of those who utilise taxis identify with having a disability which has a significant impact on the adaptability and access requirements of the city's taxi fleet. 41% of those who replied to the questionnaire stated when asked how they would assess the availability of taxis within the city as very good with 5% stating they felt it is very poor, which would tend to demonstrate that the public believe that a good service, in the main, is being provided.

Taking account of availability and passenger waiting over all periods within the ranks studies, the Index of Significant Unmet Demand value is below the threshold which would suggest that unmet demand is significant at times and further action may be required.

12.0 RECOMMENDATIONS

The following recommendations are proposed to assist in the ongoing management of unmet taxi demand within the city:

- Milton Keynes is a city that will see significant growth over the coming years. To ensure that any unmet taxi demand is identified further taxi studies would provide a larger, more robust data set and aide with any future decision making. In parallel to that as travel patterns return to a more normal state after the Covid pandemic, taking cognisance of commuter patterns and seasonal trends will allow for a greater understanding of current and future demand.
- Any future study should also pay particular attention to the night time economy demand at peak times.
- Liaise with Taxi providers during the passenger demand peaks at the train station should be encouraged.
- The findings from the passenger surveys should be investigated further with a view of improving performance and passenger experience as well as establishing a greater understanding of the potential taxi demand.

APPENDIX A - PASSENGER QUESTIONNAIRE – FURTHER COMMENTS

Please note that these comments have been left unedited.

- 1 I use MK Connect more often than taxis. Taxis are too expensive. However, MK Connect availability can be poor particularly at peak times, but it surprises me how often they are empty when they arrive when it is so difficult to book onto one.
- 2 There are enough taxis available
- 3 it's confusing which taxi you can get from a rank without prior booking and which ones are pre booked. Trying to order a taxi is sometimes impossible we've had to walk home miles in the dark on several occasions which isn't exactly safe. This makes us reluctant to go out.
- 4 Since covid taxis are much harder to find and much more expensive
- 5 I try to use taxis by hailing but this is very difficult even in CMK away from CMK station
- 6 Only ever use Uber, Bolt or Skyline Taxis in MK. The ease of pre booking and tracking on apps make it the best option.
- 7 The taxi service in MK is quite appalling, particularly Skyline, which I have now stopped using altogether for the following reasons: The price can vary by as much as £5 for the return journey using the same route (this is before 11pm at night); the drivers have no idea where they are going, even with satnav/google maps and 9 times out of 10 I had to give directions for my return journey, not just within the estate I live on which I could understand, but actually getting to the estate in the first place (CMK to Shenley is 3.5 miles and not difficult); the cars were often grubby & smelly; some of the drivers were quite rude (I'm registered disabled, not that that should make any difference, and am not so quick on my feet); and I completely disagree that they are allowed to charge £3.75 before they even move - this is the starting fee for all journeys, although it seems to be anything up to £5 in the evenings. I thought that rule only applied to the black cabs, not the pre-booked ones). Several of my friends & neighbours have stopped using Skyline as well for the very same reasons
- 8 seem to change whatever they like
- 9 There are very few private hire firms in Milton Keynes now, companies like Skyline appear to have the monopoly and are unreliable, over priced at peak times and sometimes feel unsafe. The smaller companies struggle to compete with limited availability and over promise and under deliver. When trying to order a taxi from home or a venue I have found I have been given misleading wait times and have often been late to events or appointments. The current private hire taxi provision in MK is poor, over priced and disappointing.
- 10 Improving Leonardo hotel and having one in front of Xscape at old rank. Please not forget 12th Street which fully parked by private hire drivers and private cars.
- 11 Some taxi drivers smoke in their vehicles, some taxis are not clean enough and smells. Taxis must be checked and monitored by taxi enforcement officers more often and frequently. Some drivers refuse customers for short distances and they overcharge customers too and change the rates manually as well. Checks should be done More Often.
- 12 There are too many taxis but we need taxi rank at xcape hospital stadium mk
- 13 I have never had to wait for a taxi at any if the ranks as there is always lots of taxis waiting. Unlike other cities where i have had to wait upto 1hr on occassions
- 14 There is a high demand for taxi services in MK area and the waiting times are long, it may be beneficial for the council to consider allocating more taxi licenses/Plates to new drivers. This could potentially increase the number of available taxis on the road and reduce the waiting times for passengers
- 15 Looking a taxi rank xcap building and hospital thnks
- 16 Looking a taxi rank xcap building and hospital thnks
- 17 MILTON keynes So many cab driver licences from other council. Uber is licences from LONDON how comes they operate here. No taxi rank in Hospital. Council should provide taxi rank in Hospital for Public.

-
- 18 Taxi service very best in Milton Keynes. Keep continue as same quality when ever.
-
- 19 There is so many taxis queue at the station, i spoke to driver they say minimum one hour to a fare. Sometimes 2 to 3 hour. Mk hospital there is no rank for taxi. Council should provide a taxi rank at hospital. Xscape don't have official rank.
-
- 20 I am a frequent user of private hire and taxi. Only uber private hire is the worst but MK taxi and private hire are promptly available with decent waiting time.
-
- 21 Hackney Carriage was delimited in 2002, after waiting 12 years or more, requiring a London Taxi which every Hackney driver was going to have to have! Then after wasting £31,500, on a black cab, you changed everything and shut it. MK licensing has obliterated the trade by allowing cross border drivers with no knowledge of the area in! Not knowing the shortest way, overcharging etc! I could go on but it would be a waste of my life... much like cabbing in MK for 33 years!

2020 Consultancy Solutions Limited

Basepoint Business Centre
Andersons Road
Southampton
Hampshire

2020 Consultancy Solutions Limited

Tenacity House
11 Osborne Place
Dundee
DD2 1BE

023 9243 2756

info@2020consultancy.co.uk

www.2020consultancy.co.uk

ACTIVE TRAVEL &
SUSTAINABLE
TRANSPORT

TRAFFIC
ENGINEERING

PARKING
CONSULTANCY

TRANSPORT
PLANNING

ROAD SAFETY

HIGHWAY DESIGN

PUBLIC REALM

STAKEHOLDER
ENGAGEMENT

RESOURCE &
TRAINING

(115)

This page is intentionally left blank

Delegated Decisions - 19 December 2023

BLETCHLEY TRANSPORT HUB - SCHEME ENDORSEMENT AND CONFIRMATION OF FUNDING ARRANGEMENTS

| | |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Jennifer Wilson-Marklew (Cabinet member for Public Realm) |
| Report sponsor | Stuart Proffitt Director of Environment and Property |
| Report author | Murray Woodburn Traffic and Transportation Manager murray.woodburn@milton-keynes.gov.uk |

| | |
|---------------------------------------------|----------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | Not in Council Plan |
| Wards affected | All wards |

Executive Summary

The Council has received **£22.7m** DLUHC funding from central Government to support the regeneration of Bletchley and Fenny Stratford Town Centres, and the Town Deal Board has approved allocations to a number of projects that support this overall aim.

One of the projects to be funded is the development and implementation of a new transport hub on Saxon Street, between the station and the town centre, where an interchange for the town centre from trains, buses (including possible future MRT), bicycles, scooters and pedestrians can take place in a high-quality environment, with seamless connections onward to the town centre.

The transport hub will be a key component in delivering greater levels of sustainable travel to and from Bletchley and will support the increased vitality and economic performance of the town centre. It will also help to ‘stitch’ the station to the town centre far better than at present and greatly improve connectivity and permeability in Bletchley Town Centre. It will therefore be a key component in any regeneration of the town centre.

To secure DLUHC Town Deal funding, the Authority has also had to demonstrate a level of commitment to the proposed schemes by providing a level of match funding, which for the Transport hub enabling works is proposed to be via the use of a sum of money currently allocated to support the East West Rail project (intended for projects which are complementary to the EWR scheme). The Council had set aside a capital allocation of £7.24m for this project.

(117)

This report sets out the development of the transport hub scheme, its current status, and future implementation, whilst detailing and agreeing the funding allocations and seeking approval to progress the scheme in line with the existing Bletchley Town Deal board agreements and DLUHC approvals and previous report to Cabinet in October 2021.

1. Proposed Decisions

- 1.1 That the Council's ongoing support for the scheme, and its important contribution to the overall regeneration of Bletchley town centre, be approved.
- 1.2 That the emerging scheme designs, attached as an Annex to the report, (although these remain work in progress subject to ongoing work and discussions and consultations with stakeholders), be noted.
- 1.3 That the allocation of £3.714m from the Town Deal, DLUHC Fund allocation for Bletchley towards the project, as previously approved by the Town Deal Board and S.151 Officer and approved in the Capital Programme, be approved.
- 1.4 That the resource allocation and spend approval of a further £5.54m from the Council's Capital Programme (currently allocated to the East West Rail project) to make an overall project budget of £9.254m be approved.

2. Why is the Decision Needed?

- 2.1 Bletchley is a regeneration priority for the Council, and the Town Deal Board has approved a package of interventions to be delivered with the allocated DLUHC funding as follows:

| Project | (Capital) |
|------------------------------------------------------------------------------------------------|------------|
| 1. Revolving Development Fund | £9,964,500 |
| 2. Transport Hub | £3,714,500 |
| 3. Public Realm Improvements | £3,601,418 |
| 4. Redway Improvements | £1,222,000 |
| 5. Tech Park Bletchley | £274,000 |
| 6. Transformation at Bletchley Park (both capital & revenue in the form of programme costs) | £2,240,000 |
| 7. Active Marketing of Vacant Sites (revenue) | £710,000 |

- 2.2 This report relates to only item 2 on the list above - Bletchley Transport Hub.
- 2.3 The provision of a new and improved public transport interchange to serve the Town Centre is considered an important component in the regeneration of central Bletchley and a catalyst to further improvement and inward investment. This was verified in a Council commissioned study undertaken by City Science in 2021, which proved both the business case and the feasibility of delivering the scheme. Some initial costings were also prepared, although these have subsequently been revisited.

- 2.4 A new interchange is therefore being proposed on Saxon Street, between the station and the town centre:
- to maximise the opportunities from East-West Rail interchange at Bletchley;
 - to optimise integration between trains, buses and active travel modes (and also future MRT); and
 - to deliver high quality onward public realm connections to the town centre and tackle existing severance between transport infrastructure and services and the town centre.
- 2.5 Discussions with Network Rail are also ongoing over a new Eastern entrance to Bletchley station from the new EWR platforms (7 and 8) on Saxon Street, which would enhance the proposed interchange still further. However, this work is complicated by the location of the existing Cemex aggregates depot access, and discussions are ongoing to find a relocation option which would simplify the delivery of a new station entrance in its current location.
- 2.6 While this new eastern entrance to the station is not currently funded within the EWR programme, Network Rail's involvement suggests they are keen to take the project forward and we are hopeful of a positive funding announcement. Some match funding from the Council may assist the securing of a financial commitment from Network Rail.
- 2.7 Emerging design work on scheme options for the new transport hub is shown in the attached **Annex**, which contains four alternative feasibility drawings for options for the proposed new bus station (relocated from existing), improved connections to the town centre, and the relocated Cemex access. No decision on a preferred option has been taken yet, as discussions with key stakeholders are still ongoing. However, the drawings illustrate the options under consideration.
- 2.8 The Town Deal Board has approved and set aside an allocation of £3.714M towards the new Transport Hub, as set out in the original bid documentation and subsequently endorsed by the Town Deal Board. However, this funding will not be sufficient to complete the full extent of the works required.
- 2.9 There is a capital allocation of £7.24m set aside by the Council for the EWR project, primarily for staff time, scheme design and project delivery of schemes which are considered 'of benefit' to EWR. This has not yet been allocated to a specific project, although a small amount of expenditure on staff time to support EWR has been incurred against this allocation.
- 2.10 Bletchley is a key interchange location along the East West Rail route, and therefore this project is clearly a complementary one, of the type which the WIK funding is intended to support. Officers have discussed the potential allocation of some of this funding towards the Bletchley Transport Hub with EWR & England's economic Heartland (EEH), who are in full agreement, and are highly supportive of the project and its outcomes.

- 2.11 It is therefore proposed to allocate **£5.54m** of the EWR capital allocation towards this project, making a total project budget of **£9.254m**.
- 2.12 This will leave approximately **£1.7m** of unallocated funds in the EWR capital allocation that can be used for other projects considered complementary to the EWR scheme.

3. Implications of the Decision

| | | | |
|-------------------|---|-------------------------------------|---|
| Financial | Y | Human rights, equalities, diversity | N |
| Legal | Y | Policies or Council Plan | N |
| Communication | N | Procurement | N |
| Energy Efficiency | N | Workforce | N |

(a) Financial Implications

The £3.714m allocated from Town Deal Fund has been approved by the Bletchley Town Deal Board and also by the Council's S.151 officer as part of the bidding process to DLUHC. This is external grant funding, claimed from Central Government based on evidence of spend.

The additional £5.54m of EWR funding was subject to a START document and Corporate Portfolio Board approval on 22 March 2023.

It can be confirmed that there is sufficient funding within the budget to make this funding allocation, and there is c. £1.7m EWR funding remaining after this allocation is made.

The purpose of this report is therefore to officially endorse this funding package for the Bletchley Transport Hub scheme.

(b) Legal Implications

There are no specific legal implications associated with this decision. There are terms and conditions associated with the allocation of sums from both the intended funding sources, but these are met in full by this proposal.

The Bletchley Transport Hub was a named and costed item in the original bidding document to DLUHC and is therefore confirmed in scope and with the indicated funding of £3.714m set aside.

The EWR funding is intended for projects that support EWR and add value to the scheme overall, and the Bletchley Transport Hub clearly meets those criteria. Agreement for the allocation towards this project has been discussed with EWR and EEH who are in full agreement that it is an entirely appropriate use of the funds.

There may be legal processes involved in the later implementation of the scheme, as there are likely to be Traffic Orders and other changes to traffic regulation because of the changes to highway layout. However, these will be considered later in the process, and any preferred scheme would be subject to a further delegated decision prior to implementation, where these issues can be covered in full.

4. Alternatives

- 4.1 As stated, the Bletchley Transport hub is a key component in any regeneration scheme for Bletchley. Consequently, not progressing with a transport hub would not fit with that conclusion, and the success of the overall regeneration of Bletchley Town Centre could be put at risk. The Bletchley Transport Hub is a key component in the holistic regeneration of Bletchley. The Central Bletchley prospectus (2020) contains numerous aspirations in creating an eastern entrance and turning Saxon Street from a highway into a pedestrian scaled street, which will create a strong sense of arrival to Central Bletchley. This will help break the perceived divide between Bletchley either side of the railway line.
- 4.2 Therefore, given that the scheme is considered essential to the wider regeneration aspirations of Central Bletchley, the options then become the means by which it can be funded.
- 4.3 External grant funding is clearly preferable to any Council funding, and the funding streams available would appear to be the best fit.
- 4.4 The Town Deal bid to DLUHC specified the Bletchley Transport Hub as a key component of the bid and specified the amount of funding. While there is a change control process, and a larger sum could be secured from that source, it would require reductions in the allocations to the other key regeneration projects that are also to be funded from the Town Deal Funding allocation, which is not considered a viable option.
- 4.5 The EWR money could potentially be allocated to another project, but the Bletchley Transport hub is considered to align most closely with the original outcomes of the EWR project, while also being a priority for the Council.
- 4.6 Consequently, the option chosen maximises the use of external grant funding and minimises any financial exposure by the Council.

5. Programme Delivery

- 5.1 While four options are presented in the attached **Annex**, these remain work in progress, and discussions continue with key stakeholders over an optimal solution. They are provided for illustration purposes only.
- 5.2 Officers will continue to refine designs with external partners such as Network Rail and Cemex to reach a preferred design option, which will then be subject to a further Delegated Decision to approve the option and for it to proceed to public consultation.
- 5.3 Consultation, refinement and detailed design is scheduled to take place in the first half of 2024, with implementation due to commence in late 2024 to ensure commitment of the EWR WIK monies with completion due in 2026 which is the commitment date of the DLUHC Town Deal funding.

List of Annexes

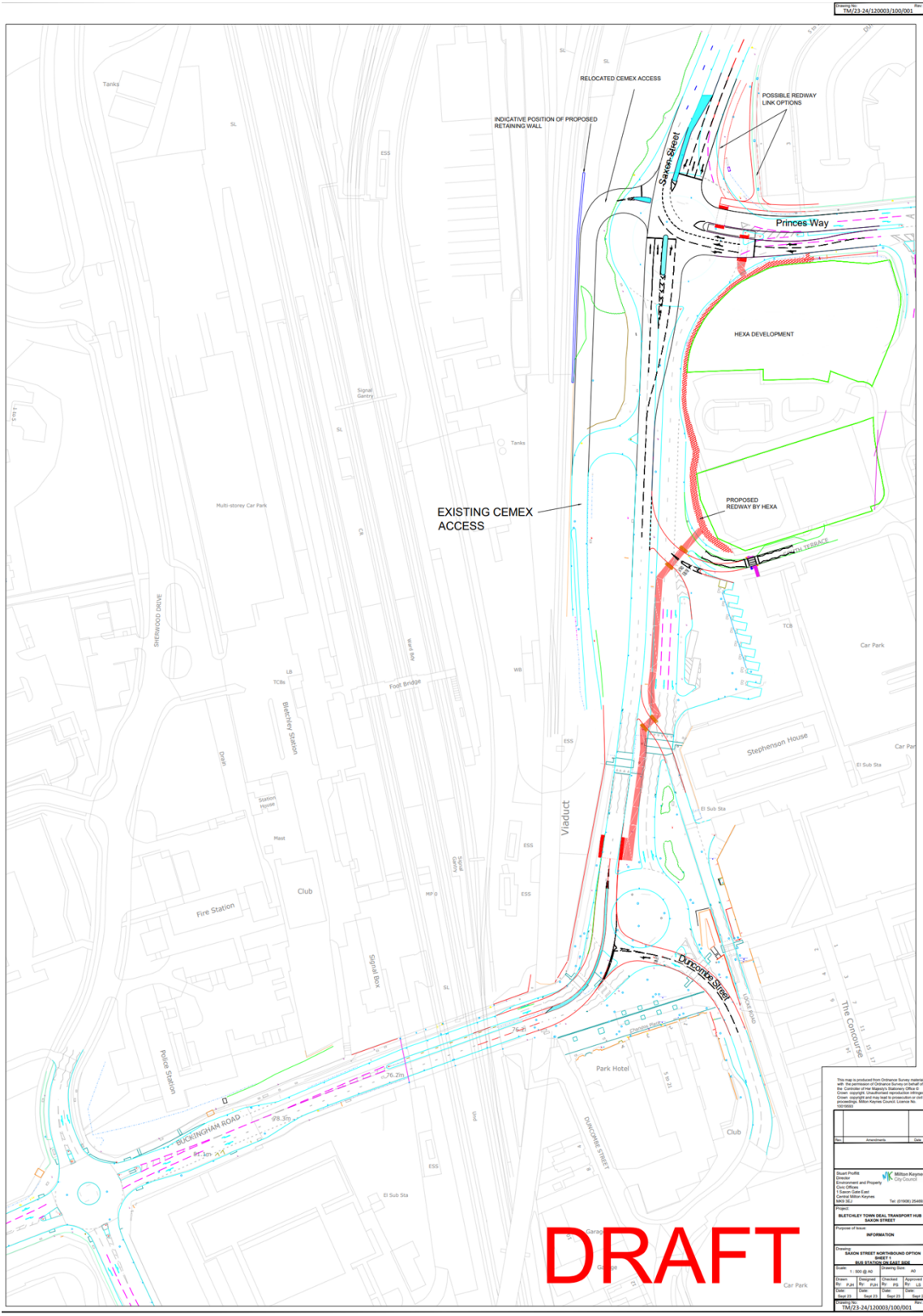
Annex Bletchley Transport Hub - Feasibility - Options 1-4

List of Background Papers

Saxon Street Business Case - Transport Technical Note (City Science, May 2021)

Bletchley Transport Hub - Scheme Endorsement and Confirmation of Funding Arrangements

Option 1



DRAFT

TM/23-24/120003/100/001

This plan is a preliminary design and is subject to change. It is not intended to be used for construction purposes. All dimensions and quantities are approximate and subject to change. The client is responsible for the accuracy of the information provided. The design is for information only and does not constitute an offer of any services.

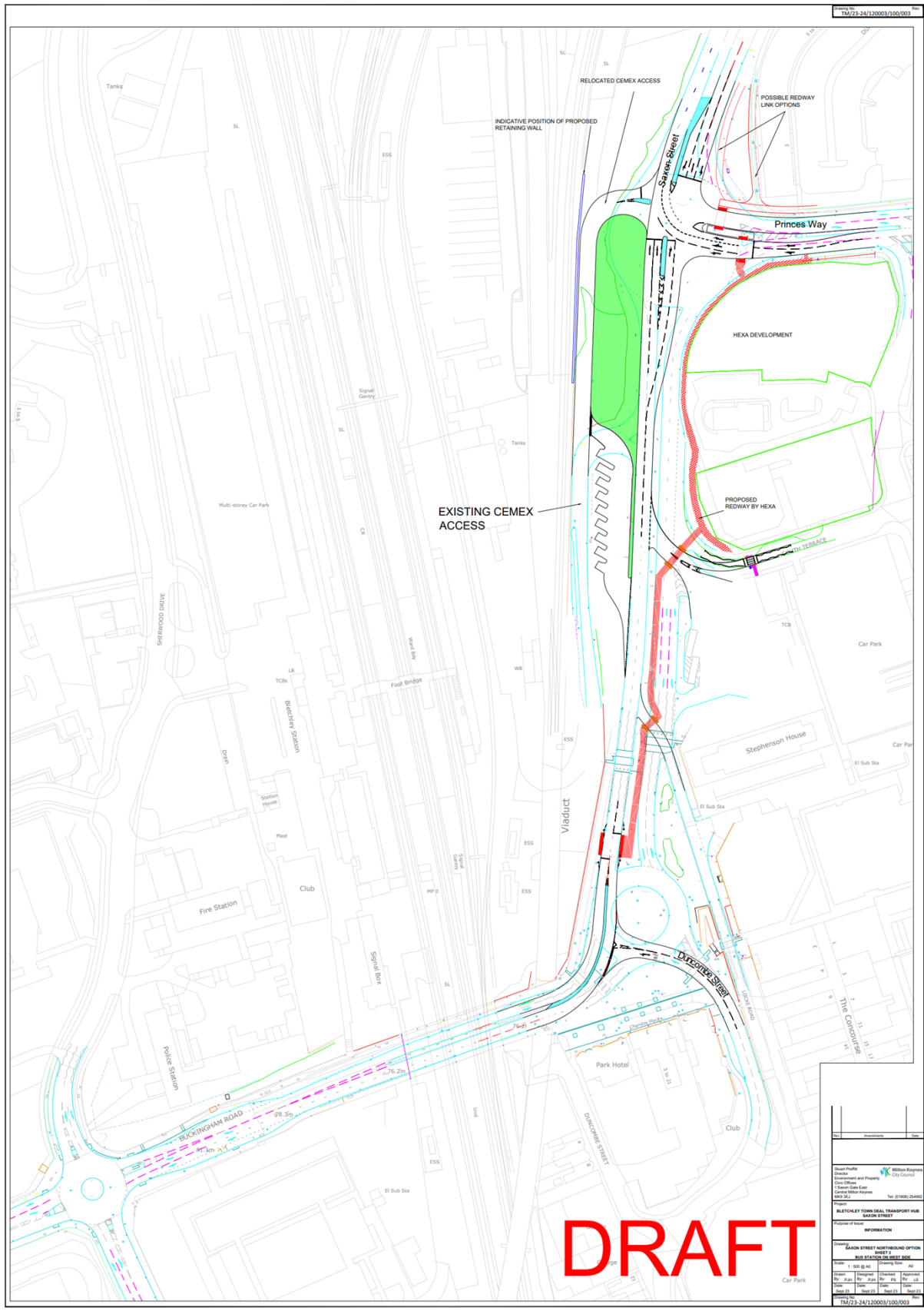
| NO. | DESCRIPTION | DATE |
|-----|-----------------------|------------|
| 1 | Issue for Information | 10/01/2024 |

Client: Bletchley Town Deal Transport Hub
Project Name: Bletchley Transport Hub
Project Location: Bletchley, Milton Keynes
Project Reference: TM/23-24/120003/100/001

| NO. | DATE | BY | DESCRIPTION |
|-----|------------|----------|-----------------------|
| 1 | 10/01/2024 | J. Smith | Issue for Information |

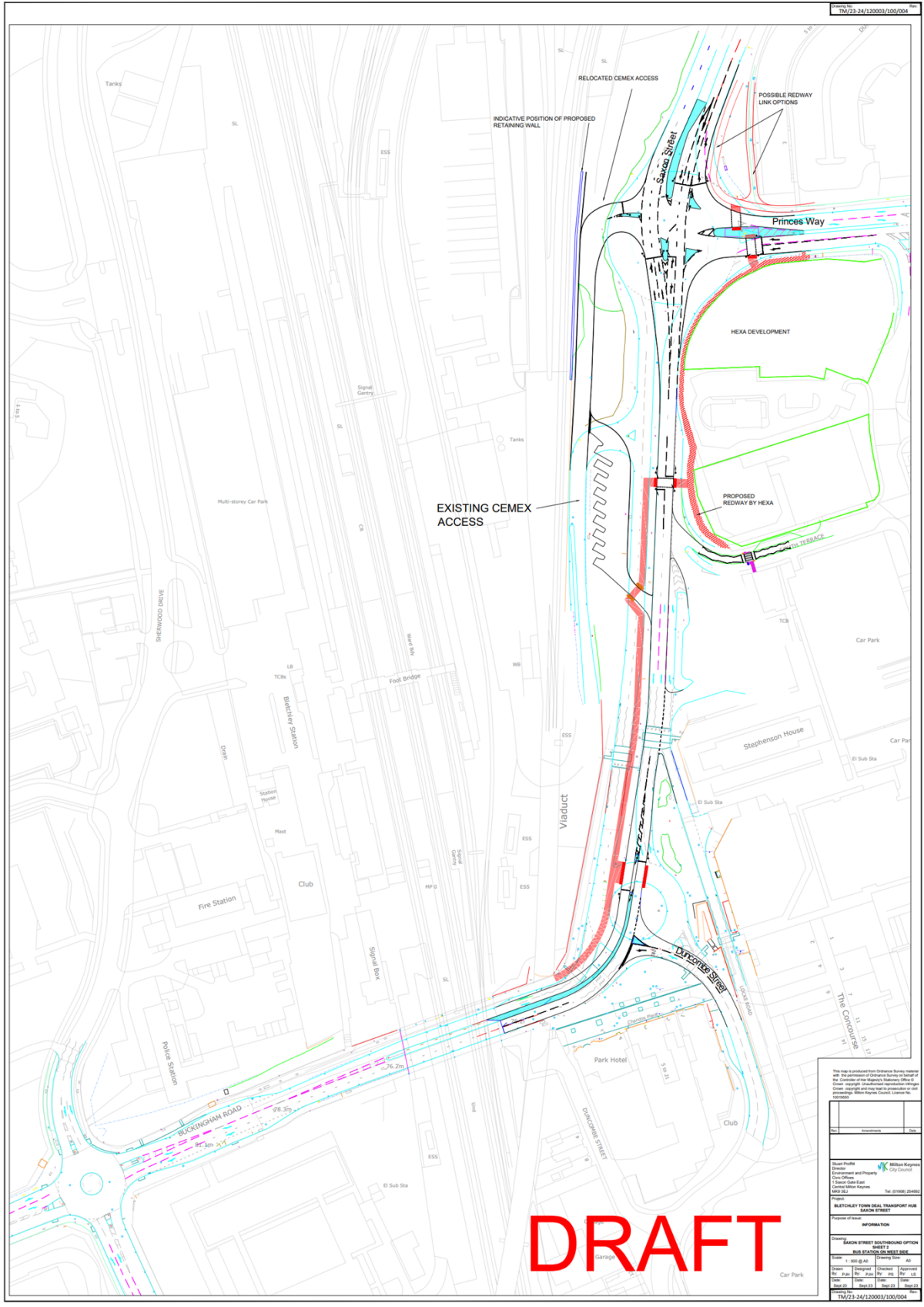
Bletchley Transport Hub - Scheme Endorsement and Confirmation of Funding Arrangements

Option 3



Option 4

Bletchley Transport Hub - Scheme Endorsement and Confirmation of Funding Arrangements



Reference: TM/23-24/12/0003/100/004

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <p>This plan is produced in accordance with the provisions of the Transport Act 2000 and the Transport and Access Act 2005. It is a technical drawing and does not constitute a contract. It is subject to the terms and conditions of the contract between the client and the consultant. It is not to be used for any other purpose without the written consent of the consultant.</p> | |
| <p>Client: Milton Keynes Council Department: Planning and Property City Council City Office Cannon Gate East Milton Keynes MK9 1EJ</p> | <p>Project: BLETCHLEY TRANSPORT HUB BANK STREET</p> |
| <p>Information: Drawing: BLETCHLEY TRANSPORT HUB SHEET 2 BANK STREET</p> | |
| <p>Scale: 1:300 @ A0 Date: 23/01/2024 Drawn: [Name] Check: [Name] Issue: 01</p> | <p>Date: 23/01/2024 Drawn: [Name] Check: [Name] Issue: 01</p> |
| <p>Reference: TM/23-24/12/0003/100/004</p> | |

Executive Report



Delegated Decisions - 19 December 2023

Extension of Contracts for GP Delivery of NHS Health Checks

| | |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Jane Carr (Cabinet member for Tackling Social Inequalities) |
| Report sponsor | Marimba Carr Deputy Director of Public Health |
| Report author(s) | Karen McCormack-Morgan Public Health Practitioner - Primary Care karen.mccormack-morgan@milton-keynes.gov.uk Tel: 01908 252327 Debra Richardson Head of Public Health Programmes debra.richardson@milton-keynes.gov.uk |

| | |
|---------------------------------------------|----------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | Not in Council Plan |
| Wards affected | All wards |

Executive Summary

Milton Keynes City Council are the lead commissioner of NHS Health Checks on behalf of Bedford Borough (BBC), Central Bedfordshire (CBC), and Milton Keynes (MKCC). This is part of the Public Health Shared Service Agreement across the three Local Authorities (LAs). NHS Health Checks is a mandated service which GP practices across each LA are contracted to deliver as part of the primary care Public Health Enhanced Services (PHES) contracts.

The current BBC, CBC and MKCC contract for the delivery of NHS Health Checks expires on 31 March 2024. This report is seeking approval to utilise the 12-month contract extension option, built into the original contract to **extend the contracts from 1 April 2024 to 31 March 2025.**

The total value of the one-year contract extension across the three LAs is £482,231. The MKCC proportion of this cost equates to £225,175, which covers the cost outlined in the original DD (£220,738) plus associated price increases. Bedford Borough and Central Bedfordshire Councils are recharged for their costs.

1. Proposed Decisions

- 1.1 That contracts with GP practices for the delivery of NHS Health Checks across Bedford Borough Council, Central Bedfordshire Council and Milton Keynes City Council be extended or 12 months from 1 April 2024 to 31 March 2025.
- 1.2 That authority be delegated to the Deputy Director of Public Health to finalise contract extensions with individual GP practices.

2. Why is the Decision Needed?

- 2.1 Approval to activate the 12-month extension is needed due to the annual value of the contract.
- 2.2 General Practice (GP) is the most common provider of NHS Health Checks in England as they have access to patient records to enable the correct identification of the eligible population. All GP practices in BBC, CBC and MKCC are contracted to deliver NHS Health Checks until 31 March 2024.
- 2.3 The preferred option is to continue with the current GP practice-provided commissioned service for another twelve months. The extension will enable us, when we are required to recommission the service in 2025, to consider new public sector procurement options when procuring with NHS organisations which come into effect January 2024.

3. Implications of the Decision

| | | | |
|-------------------|---|-------------------------------------|---|
| Financial | Y | Human rights, equalities, diversity | N |
| Legal | Y | Policies or Council Plan | N |
| Communication | N | Procurement | Y |
| Energy Efficiency | N | Workforce | N |

(a) Financial Implications

The total value of the one-year contract extension is £482,231. The table below provides a breakdown of cost by LA. There is no movement of net budgets between authorities. Milton Keynes City Council will pay invoices related to the delivery of NHS Health Checks across BBC and CBC and recharge each council for their proportion of the costs as stated in the Public Health Shared service agreement.

| Local Authority | 1-Year Extension Costs |
|------------------------------|------------------------|
| Bedford Borough Council | £106,921 |
| Central Bedfordshire Council | £150,135 |
| Milton Keynes City Council | £225, 175 |
| Total | £482,231 |

(b) Legal Implications

The Health and Social Care Act 2012 amended the NHS Act 2006 to give local authorities (LAs) the leading role in improving their population's health and the Secretary of State the duty to protect the health of the population in England and reduce health inequalities. NHS Health Checks are a prescribed function and mandatory.

(c) Procurement

The current contracts with GP practices for the delivery of NHS Health Checks across Bedford Borough, Central Bedfordshire and Milton Keynes have an optional extension for one year (from 1 April 2024 to 31 March 2025). Therefore, there is no procurement implication.

4. Alternatives

4.1 To proceed with a full procurement process. This is not a preferred option due to the points identified in section 2.

5. Timetable for Implementation

5.1 Contract extension process will commence on approval of a Delegated Decision, with contract extensions being issued to commence 1 April 2024.

List of Annexes

None

List of Background Papers

None

This page is intentionally left blank

Executive Report



Delegated Decisions - 19 December 2023

DRAFT COUNCIL BUDGET 2024/25 AND MEDIUM TERM FINANCIAL PLAN 2024/25 TO 2027/28

| | |
|------------------------|-------------------------------------------------------------------------|
| Name of Cabinet Member | Councillor Lauren Townsend (Cabinet member for Resources) |
| Report sponsor | Steve Richardson Director of Finance and Resources |
| Report author | Vicky Errington Senior Finance Manager – Corporate Accounting |

| | |
|---------------------------------------------|--------------------------------|
| Exempt / confidential / not for publication | No |
| Council Plan reference | 1 – “A Balanced Budget” |
| Wards affected | All wards |

Executive Summary

This report sets out the draft Milton Keynes City Council (Revenue) Budget for 2024/25, the latest Medium Term Financial Forecast for the period 2024/25 to 2027/28, the draft Capital programme for 2024/25 to 2027/28 and the draft Housing Revenue Account Budget for 2024/25. The public consultation on these draft documents commenced on 12 December 2023.

The context for the 2024/25 budget is severe and the level of uncertainty both nationally and globally is stark. In particular:

1. Growth is expected to remain very low during 2023 and 2024.
2. Inflation has remained significantly higher than anticipated during 2023 and whilst falling into 2024 will remain higher than the BoE target during 2024 adding further pressure to budgets.
3. At the time of publishing this report Central Government has still not published the 2024/25 Provisional Local Government Finance Settlement.
4. The government have not published spending plans beyond 2024/25.
5. The Council has therefore formulated its draft budget and its Medium Term Financial Plan based on a series of assumptions arising from the Chancellors Autumn Statement on 22 November 2023.

The budget was developed in line with the political direction of the Progressive Alliance and in accordance with the following headline objectives:

1. To balance the Council's budget in the coming financial year and over the medium term against a backdrop of continuing austerity in Local Government.
2. To continue to deliver the Progressive Alliance's priorities as set out in the adopted Council Plan.
3. The core assumption remains of a below-inflation 2.99% General Council Tax increase, plus an increase of 2.00% in our Adult Social Care Precept which is earmarked to help offset part of the rapidly increasing cost of providing adult social care services.

The details in this report have been prepared in accordance with the framework set out in the Medium Term Financial Outlook approved by Cabinet in September 2023.

The draft Budget for the HRA was considered at the Cabinet meeting on the 5 December 2023 and forms part of the wider budget consultation process which commenced on the 12 December 2023 and ends on the 23 January 2024.

1. Decisions to be Made

- 1.1 That Cabinet notes and endorses the following draft budget proposals, which are subject to the outcomes of consultation, which commenced on 12 December 2023, and confirmation of the Local Government Finance Settlement. The decision includes noting the Capital Programme and additional schemes and changes to the Programme with it noted that the decision to release funding will be made by the s151 Officer once confirmation of available funding has been received:
 - a) the draft Revenue Budget for 2024/25 (attached at **Annex F** to the report) and the latest MTFs forecast for 2024/25 to 2027/28 (attached at **Annex E** to the report);
 - b) the provisional Council Tax at Band D of £1,676.09 for the Milton Keynes element of the Council Tax be agreed for consultation, a 4.99% increase on the previous year (2.99% plus a 2.00% Adult Social Care Precept);
 - c) the Council's current estimate of the 2024/25 Business Rates Baseline at para 4.37, retaining the delegation to the Director of Finance and Resources to finalise this Baseline, based on the latest data for submission to Department for Levelling Up, Housing and Communities (DLUHC) in January 2024;
 - d) the estimated position for the Dedicated Schools Grant and the planned consultation with schools and the Schools Forum;
 - e) that the Director - Children's Services make decisions around the school funding formula, the funding arrangements for pupils with high needs and the early year's single funding formula for 2024/25 in consultation with the Cabinet Member for Children and Families and the Director for Finance and Resources (paragraphs 4.55 - 4.63);

- f) the proposed fees and charges for 2024/25, which are exceptions to the Income and Collection Policy (attached at **Annex D** of the report);
- g) the reserves position, reserves risk assessment and budget risk register (attached at **Annexes J, K & L**).
- h) the draft forecast parking surplus of £7.993m (attached at **Annex G** of the report);
- i) the draft Capital Programme for 2024/25 to 2028/29 (attached at **Annex H** of the report); and
- j) the resource allocation for the draft Tariff Programme (attached at **Annex I** of the report).

2. Why is the Decision Needed?

2.1 The purpose of this report is to:

- ensure that the Council meets its legal obligations to set a robust balanced budget for 2024/25;
- update and extend the Council’s financial forecasts for the period 2024/25 to 2027/28; and
- to set out our approach to addressing the financial challenges over the medium term and managing short term uncertainty.

2.2 The Council has a clear ambition as set out in the Council Plan and has made a commitment to continue to grow and enhance Milton Keynes through the MK Futures programme. These commitments are alongside the continued financial challenges for the Council.

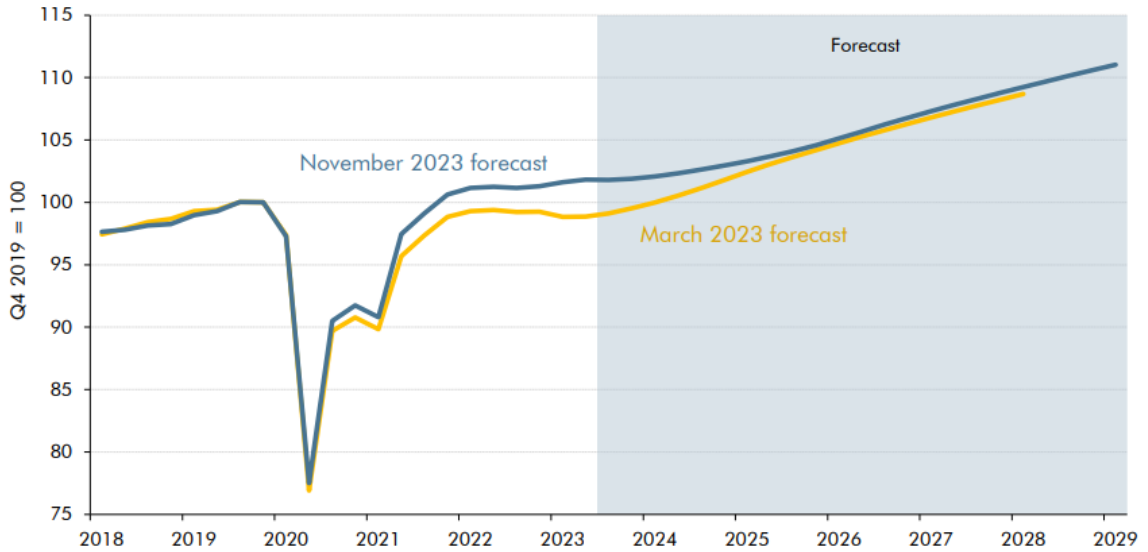
3. Background

National Economic Position

3.1 The economy has proved to be more resilient to the shocks of the pandemic and energy crisis than anticipated. By the middle of this year, the level of real GDP stood nearly 2 per cent above its pre-pandemic level and around 3 per cent above the OBR March 23 forecast. It is now expected that the economy will grow more slowly over the forecast period, leaving the level of real GDP only ½ a per cent higher in the medium term than originally forecast.

3.2 Inflation is expected to be more persistent and domestically fuelled than we previously thought, falling below 5 per cent by the end of 2023/24 but not returning to its 2 per cent target until the first half of 2025, more than a year later than originally predicted. Markets now expect interest rates will need to remain higher for longer to bring inflation under control.

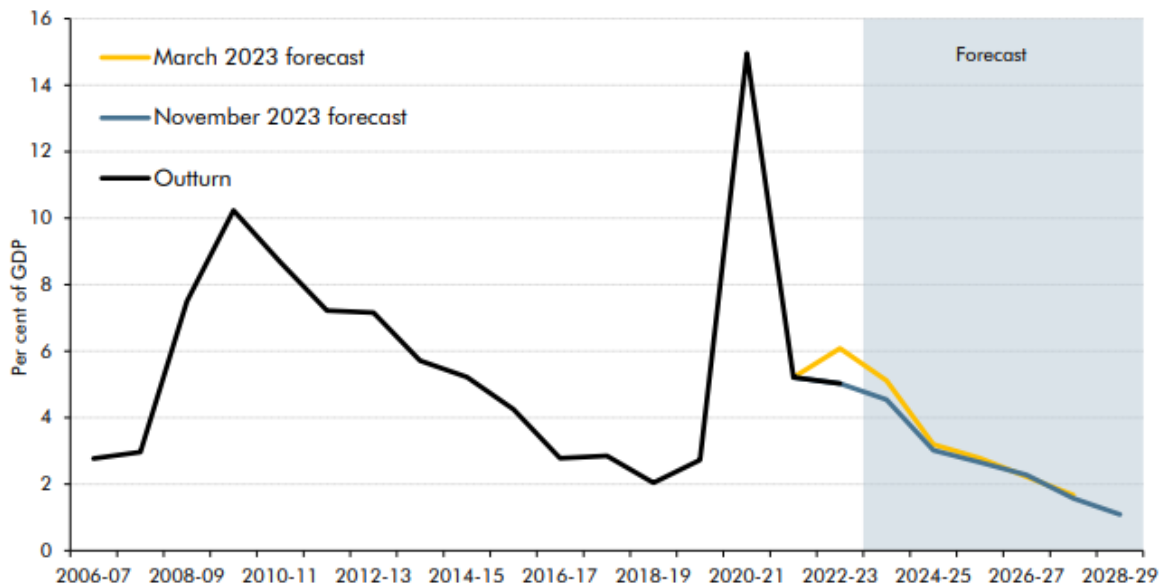
Chart 1: Gross Domestic Product (GDP)



Source: ONS, OBR

3.3 Borrowing is forecast to fall steadily from 5.0 per cent of GDP in 2023/24 to 1.1 per cent of GDP by 2028/29, which would be its lowest level since 2001-02. There is little changed from the forecast in March as the reduction in the pre-measures forecast is almost entirely offset by the cost of the Autumn Statement measures. Most of the 3.5 per cent of GDP decline in borrowing over the forecast period comes from the increase in income tax and NICs receipts driven by higher earnings and fixed tax thresholds (-1.0 per cent of GDP), the reduction in departmental expenditure as a share of GDP (-1.1 per cent of GDP), and debt interest costs falling back from their peak (-0.5 per cent of GDP). In cash terms, borrowing is forecast to fall from £128.3 billion in 2022-23, to £123.9 billion this year, to £35.0 billion by 2028-29.

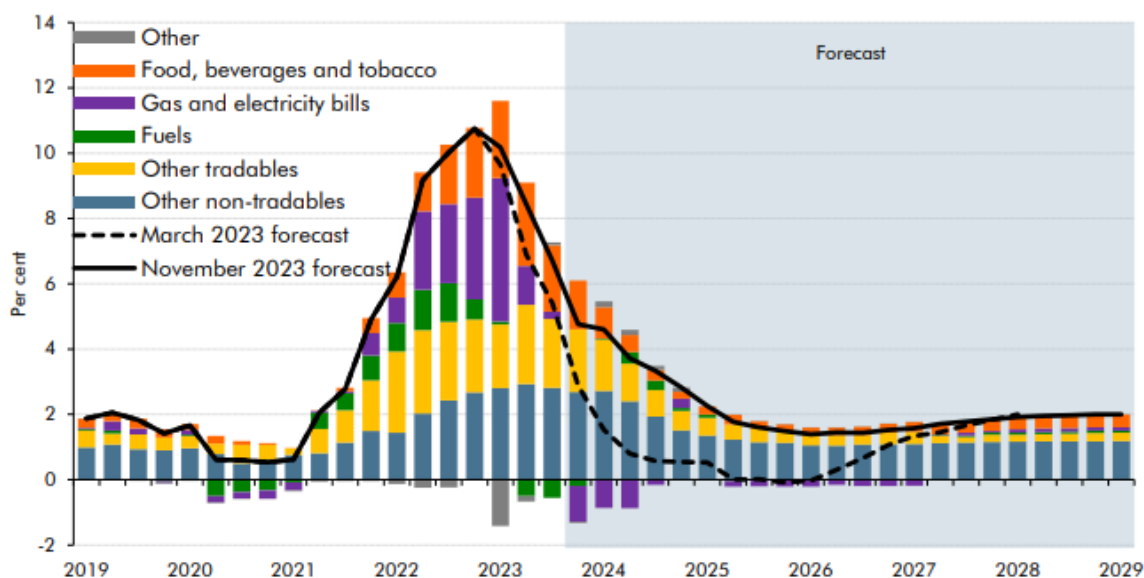
Chart 2: Public Sector Net Borrowing



Source: ONS, OBR

3.4 Inflation has fallen from its 41-year high of 11.1% in October 2022 to 6.7% in the third quarter of 2023. Although inflation is falling, it's not falling as sharply as expected. The OBR expect inflation to fall more gradually over the next few years with CPI forecast at around 4.8% in the final quarter of 2023 and to hit the 2% target by the second quarter of 2025. Risks around the outlook for inflation remain high, given both domestic and international uncertainty.

Chart 3: CPI Inflation Forecast



Source: ONS, OBR

3.5 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 significant uncertainty for the Council. However, we continue to face a number of other significant financial concerns:

- The government confirmed through the Autumn Statement that provisional 2024/25 settlement would be in line with their assumptions published as part of the 2023/24 funding settlement and no additional funding is expected as part of next year's settlement.
- In the Autumn Statement, the government set out overall public spending until 2028. This is expected to rise in real terms by 0.9%. However, if key departments are protected (Health, Schools, Defence and Overseas Aid), funding for unprotected departments will fall in real terms over the whole of this period. Pixel Consulting are currently estimating that government funding for Local Government will be cash flat for the full period of the MTPF after 2024/25.
- DLUCh published a Policy Statement on 5th December 2023, which confirmed the previous announcement made in the Final Settlement published in February 2023. Whilst we do expect some minor changes to be confirmed in the Provisional Local Government Finance Settlement these are not expected to be significant.

- We do not expect that the actual settlement to be published until at least the 18 December 2023.
- 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 2026/27**, including the reset of the business rates system. This is consistent with the views of experts in the sector.
- The budget in key areas of demand such as Adult and Children’s Social Care and homelessness has been significantly impacted by the ongoing effect of the pandemic, challenges in the health service and the wider economic climate and these budgets will need ongoing close monitoring.
- 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 previously confirmed that the proposed Social Care Reforms were 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. Any financial impact as a result of any future reforms are therefore not reflected in the draft 2024/25 budget.

4. Medium Term Financial Outlook

- 4.1 The Medium Term Financial Outlook was refreshed in September 2023. This budget and refreshed Medium Term Financial Outlook have been updated to reflect the governments Autumn Statement on 22 November and further changes to the budget following work with Budget Holders.
- 4.2 Given the volatility and unprecedented level of economic uncertainty our budget approach has taken account of this to balance the need to deliver a realistic level of budget savings, limited use of one-off resources in the short term and retaining a prudent level of contingency and reserves to deal with short term changes to budget assumptions.

Corporate Planning Assumptions

- 4.3 Corporate planning assumptions have been reviewed based on the available data at this time. As detailed in the September MTFO we have seen significant increases in inflation and demand during 2023 and inflation projections are expected to remain elevated for longer than had been expected when the MTFP forecast was last refreshed. These have been reflected in the 2024/25 draft base budget.

4.4 The draft MTFP is summarised in Table 1 and broken down by movement in Table 1a. Over the four years we currently have a base budget funding gap of £24.912m, with £18.051m of this arising in 2026/27. The position has declined since the previous 4 year outlook in September. Whilst we have had to add in further cost pressures (demand, inflation and some specific pressures), these have been more than offset by the delivery of £3.449m of new savings, positive changes to our core assumptions on the timing Business Rates Reset and a proposed increase in Council Tax of 4.99%. This now means that the gap in 2024/25 has been completely removed. The projected gap over four years since September has increased from £21.111m to £24.912m.

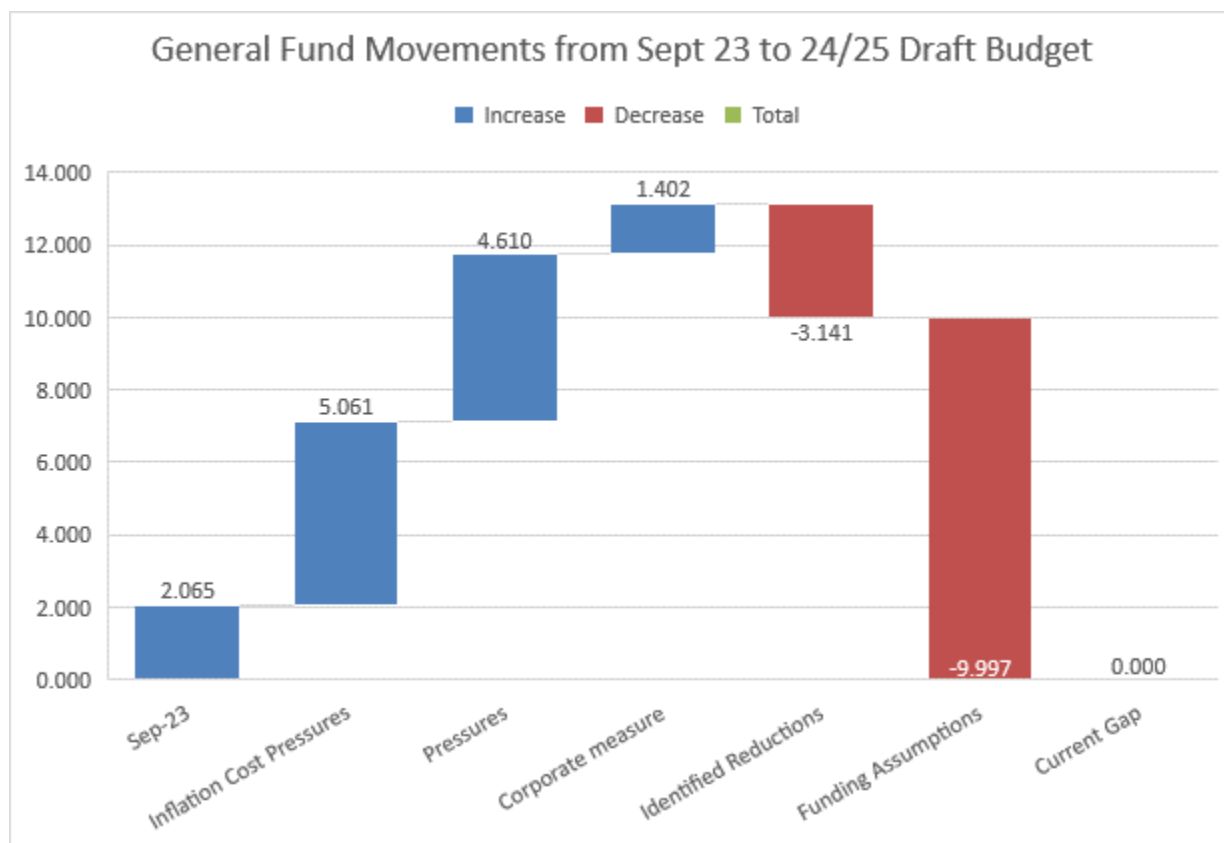
Table 1: Medium Term Financial Plan - Summary

| | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|--------------------------------|---------------|---------------|---------------|---------------|
| Service Budgets | 243.466 | 257.712 | 271.918 | 284.684 |
| Corporate Budgets | 15.464 | 10.214 | 10.041 | 10.041 |
| Sources of Funding | (256.073) | (260.934) | (256.916) | (266.956) |
| Recharge to HRA | (2.857) | (2.857) | (2.857) | (2.857) |
| Budget Gap (cumulative) | 0.000 | 4.135 | 22.186 | 24.912 |

Table 1a: Medium Term Financial Plan – Movements since 2023/24

| | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|------------------------------------------------------|---------------|---------------|---------------|---------------|
| Government Funding Adjustments | (11.786) | 3.000 | 11.642 | (2.000) |
| Local Funding Sources | (12.530) | (7.861) | (7.623) | (8.040) |
| Pay, Contract and Other Inflation | 17.670 | 8.181 | 9.318 | 8.320 |
| Budget Service Pressures | 15.972 | 5.722 | 4.941 | 4.854 |
| Capital Financing Costs | (4.903) | 0.740 | (0.157) | (0.408) |
| Corporate Measures | 2.547 | (5.135) | 0.000 | 0.000 |
| One-off Pressures | 3.572 | 1.359 | 0.546 | 0.476 |
| Total Pressures | 10.542 | 6.006 | 18.666 | 3.201 |
| Total Service Budget Reductions and Income Proposals | (6.970) | (0.512) | (0.069) | 0.000 |
| Less Reserves applied to one-off pressures | (3.572) | (1.359) | (0.546) | (0.476) |
| Budget Gap | 0.000 | 4.135 | 18.051 | 2.725 |
| Budget Gap (cumulative) | 0.000 | 4.135 | 22.186 | 24.912 |

Chart 4: 2024/25 General Fund Movement from Sept 23 to Draft Budget



- 4.5 The significant increase to the Councils costs between 2023/24 and 2024/25 relating to inflationary pressures and demand are not sustainable over the medium term, given the level of projected government grant (predicted to be cash flat) and limits placed on Council Tax increases.
- 4.6 Total spending on Adults Social Care has increased by £14.239m, which is more than the total raised through the estimated increase of both the Adult Social Care Precept and increase to the Market Sustainability and Improvement Funding. The MTFO assumes that this grant funding will be permanent, this is yet to be confirmed.
- 4.7 The ability of the Council to manage demand and unit costs across social care and homelessness will be critical to the medium / long term sustainability of the budget.

General Fund Expenditure

- 4.8 Our baseline assumptions of demand, demography and inflation together with a revised view of income and funding were refreshed in the September update of the MTFO. Any further changes from September are summarised in Table 2.

Table 2 - MTFP Update - Movements since September Cabinet

| | 2024/25 | 2025/26 | 2026/27 | 2027/28 | TOTAL |
|---------------------------------|--------------|--------------|---------------|--------------|----------------|
| | £m | £m | £m | £m | £m |
| MTFP – September 23 | 2.065 | 0.559 | 16.643 | 1.843 | 21.111 |
| Changes: | | | | | |
| Demand Pressures | 4.679 | 1.373 | 1.527 | 0.871 | 8.451 |
| Choice Based Pressures | (0.069) | 0.460 | (0.508) | (0.499) | (0.616) |
| Inflation Cost Pressures | 5.061 | 0.413 | 0.286 | 0.419 | 6.179 |
| Capital Financing | (1.148) | 1.735 | 0.043 | 0.137 | 0.767 |
| Business Rates | (2.917) | 0.000 | 0.000 | 0.000 | (2.917) |
| Other Government Funding | | | | | |
| Council Tax | (1.983) | 0.007 | (0.044) | (0.046) | (2.067) |
| Grant Funding | (5.555) | 5.000 | 0.000 | 0.000 | (0.555) |
| Budget Reductions | (3.641) | (0.412) | 0.104 | 0.000 | (3.949) |
| Contingency and Other Corporate | 3.508 | (5.000) | 0.000 | 0.000 | (1.492) |
| Draft Budget | 0.000 | 4.135 | 18.051 | 2.725 | 24.912 |

Key Movements Since September

Changes to Demand Cost Pressures

4.9 **Adult Social Care** - Demand pressures for Adult Social Care have increased by £1.980m (the total demand pressure is £6.045m). The demand pressure for Older People placements and packages has increased by £1.043m, which in the main is attributable to support at home packages. This is due to an increasing number of packages and increasing complexity of need, resulting in a higher number of care hours being required and therefore an increase in the average cost. The average weekly cost of an older persons' home care package has increased by 5% between April 2023 and September 2023 and the number of home care packages has increased by 11% for the same time period. There has also been an increase of £0.473m in Mental Health and Autism placements and packages; at September 2023 there were 54 Autism packages being provided, compared to 47 in April 2023, an increase of 15%. Additional pressures have also been put forward for Mental Health Supported Accommodation (£0.072m) and staffing for Supported Housing for Older People (£0.295m).

- 4.10 **Homelessness** – Demand pressures have reduced by £0.301m (the total demand pressure is £1.174m). Additional budget is required due to low levels of move on accommodation and prevention, coupled with a higher number of homelessness applicants. Additionally, increased accommodation unit costs (due to inflation) and the costs of void properties (repairs and duration of void) are resulting in overspends. However, the reduction in pressure is a result of leases with Enhanced Private Sector Landlords ending in 2024/25, where the Council incurs repairs costs. However, there is the additional risk that the cost-of-living impact will increase the pressure in 2024/25 (and future years) further, therefore this area will need to be monitored closely.
- 4.11 **Children’s Services Demand** - Demand pressures for Children’s Services have increased by £0.819m (the total demand pressure is £2.798m). The demand pressure for Children’s social care placements and packages has increased by £0.603m. Continued difficulty in increasing national placement sufficiency has resulted in some children needing to be placed in external, higher cost placements. In addition, due to the nature of children's needs and presenting risks to self or others, specialist high-cost placements such as secure and residential placements are also required. As at September 2023 there continues to be a rise in the overall number of residential placement numbers, currently at 24 compared to 21 in May 2023. Children with Disabilities packages of support pressure has increased by £0.163m, this is mainly due to a 3% increase in the average cost of a package between April 2023 and September 2023 due to children’s greater complexity of needs. Home to School Transport has increased by £0.053m and is an area that continues to see demand pressures, largely correlated to the Education Health Care Plans increased numbers.
- 4.12 **Children’s Services Staffing** - Additional staffing is required across Children’s Services where pressures have increased by £0.234m (the total pressure is £0.958m). The staffing teams requiring additional resource due to increased caseload demand are Multi Agency Safeguarding Hub (£0.058m), Children with Disabilities Team (£0.041m) and Independent Reviewing Officers (£0.130m). This will enable the service to continue to meet statutory timelines as per the regulatory guidance and ensure capacity can meet increasing demand.
- 4.13 **Residual Waste Treatment Facility** – The Council has been working with its Operator to agree a mutual termination arrangement which will see this contract end in March 2026, but with a contingent extension of a further 2 years in favour of the Council. We have reflected the financial implications of this termination in the 2024/25 draft budget and also in the draft Capital Programme. This has required an additional net £1.493m to be added in as a pressure for 2024/25. An additional £17.5m has also been added into the draft capital programme to finance additional lifecycle and enhancement to the facility to ensure that it continues remain operationally effective. A procurement will now be undertaken during 2024 to appoint a new operator for the facility.

To mitigate the increased risk to MKCC should a catastrophic event happen at the residual waste treatment facility before a new contractor is appointed, a new risk reserve of £10m has been created. Increased tonnage risks and the risk for business interruption have also been allowed for within the General Fund working balance.

Changes to Inflation Cost Pressures

- 4.14 **Pay Inflation** - we have reviewed our assumptions on pay and in line with most other Councils have made a provision for pay inflation of 3% in each of the next 4 financial years. This will be reviewed prior to the finalisation of the budget in February 2024.
- 4.15 **ASC and Children’s Services** - inflation has been recalculated to take account of CPI rate as at September 2023 and increases to the National Living Wage and Foundation Living Wage. The Foundation Living Wage has been announced to increase by 10% to £12 per hour, our current inflation assumptions have therefore taken this into consideration and the contractual inflation has increased by £1.176m. The National Living Wage has been announced to increase to £11.44 (9.8% increase), which has increased inflation by a further £0.540m. For spot care home inflation, we plan to inflate rates only for placements which are lower or equal to the weekly rates outlined below, which were calculated during the cost of care exercise (the rates have been inflated as per annual uplifts since the review); those above the rate will not receive an annual uplift for 2024/25.

| Median Quartile Rate | Amount |
|-----------------------------|---------------|
| Residential (Frail Elderly) | £ 928 |
| Residential- Dementia EMH | £ 928 |
| Nursing (Frail Elderly) | £ 1,172 |
| Nursing - Dementia EMH | £ 1,253 |

- 4.16 **Environment & Property** - The Environment and Property teams manage significant contracts which are subject to contractual inflation increases. CPI, RPI and other indices for the new financial year have been updated to reflect the September CPI and current position. The Pay Inflation for the new waste contract has been added to the budget in 2024/25 of £0.494m.

Inflation

- 4.17 The table below provides a summary of the inflation pressures included in the draft budget.

Table 3: Inflation summary

| | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|--------------------------|---------------|---------------|---------------|---------------|
| Pay Award | 5.531 | 3.406 | 3.507 | 3.352 |
| Pensions | 0.000 | 0.000 | 1.000 | 0.000 |
| Contractual Inflation | 12.641 | 4.652 | 4.679 | 4.892 |
| Utilities | (0.074) | 0.121 | 0.127 | 0.133 |
| Fees & Charges Inflation | (0.732) | (0.167) | (0.171) | (0.174) |
| Other | 0.304 | 0.170 | 0.175 | 0.117 |
| Total | 17.670 | 8.181 | 9.318 | 8.320 |

- 4.18 The summary of our key inflation assumptions for the draft budget are set out in Tables 4 & 5 below for 2024/25:

Table 4: Forecasting Assumptions 2024/25

| | 2024/25 |
|-----------------------|---------|
| General Pay Inflation | 3.0% |
| Fees and Charges | 6.8% |
| Water | 4.1% |
| Electricity | 8.0% |
| Gas | -10.0% |

- 4.19 Exemptions to the 6.8% increase in fees and charges are listed in **Annex D**.

Contractual Inflation

- 4.20 Contractual inflation is based on existing contract agreements. Some of the larger contracts are detailed in Table 5.

Table 5: Contractual Inflation Assumptions 2024/25

| | 2024/25 |
|-----------------------------------------------------------------|---------|
| Waste Collection - DTI Indices | 6.16% |
| Street Cleansing - DTI Indices | 6.16% |
| Food and Garden Waste - DTI Indices | 3.80% |
| Landscape - DTI Indices | 6.16% |
| Ringway - highways works | 6.33% |
| Ringway - street lighting works | 3.35% |
| Excel Care (subject to change once updated rates/data released) | 8.4% |
| Extracare (subject to change once updated rates/data released) | 6.1% |

- 4.21 Higher inflation forecasts have had a significant impact on the projected cost of contractual inflation as detailed in the table below.

Table 6: Contractual Inflation Financial Summary - 2024/25

| | Feb-23 £m | Draft Budget £m | Increase £m |
|-------------------------------|----------------------------|--------------------------------------------|------------------------------|
| Adult Services | 4.832 | 7.420 | 2.588 |
| - <i>National Living Wage</i> | 4.239 | 6.081 | 1.842 |
| - <i>Other</i> | 0.593 | 1.339 | 0.746 |
| Children's Services | 1.127 | 2.144 | 1.017 |
| Environment & Property | 2.292 | 2.810 | 0.518 |
| Other | 0.143 | 0.267 | 0.124 |
| TOTAL | 8.394 | 12.641 | 6.835 |

- 4.22 Over the medium term it is estimated that contractual inflation will rise to a budget pressure of £26.9m, an increase of 37% from February 2023, which is a significant risk to the Councils financial position.
- 4.23 It has been assumed in the MTFP that the increase in National Living Wage of 8.83% for 2024/25 is an exceptional increase, with increases in 2025/26 and beyond falling in line with historical levels. This remains a material risk to the MTFO projection.

Budget Pressure

- 4.24 The 2024/25 budget includes total new budget pressures of **£15.972m**, an increase of **£4.610m** since February 2023. Details of all the new and revised budget pressures are set out at **Annex A** to the report. The large increase in 2024/25 for demographic pressures takes account of the 2023/24 demand pressures as well as those in 2024/25. The contractual change increase in 2024/25 includes the impact of the new Environmental Services Contract.

Table 7: Budget Pressures 2024/25 - 2027/28

| <i>Budget Pressures by</i> <i>Category</i> | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|-------------------------------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Demography | 11.579 | 5.341 | 5.241 | 5.304 |
| Demand: Exceptional | 0.190 | (0.030) | (0.210) | (0.450) |
| Demand: New | 0.796 | 0.000 | 0.000 | 0.000 |
| Policy Choice | 0.141 | (0.088) | (0.090) | 0.000 |
| Contractual Change | 2.666 | 0.499 | 0.000 | 0.000 |
| Total Ongoing Service Pressures | 15.372 | 5.722 | 4.941 | 4.854 |

Income and Reductions

Income Recovery

- 4.25 Income levels have improved in 2023/24. We have therefore reviewed our assumptions based on current levels of activity to bring the budget back in line with the steady state/recovered position since the Pandemic.

Table 8 - Income Budgets

| | 2021/22 Budget £m | 2022/23 Budget £m | 2023/24 Budget £m | 2024/25 Movement £m | 2024/25 Budget £m |
|---------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| Car Parking | (5.374) | (8.000) | (8.727) | (1.800) | (10.527) |
| Planning | (1.824) | (2.480) | (1.880) | (0.450) | (2.330) |
| MKDP Dividend | (1.203) | (1.203) | (1.203) | (0.600) | (1.803) |
| Other Savings | (1.976) | (2.031) | (2.015) | (0.335) | (2.350) |
| Total | (10.377) | (13.714) | (13.825) | (3.185) | (17.010) |

Reductions

- 4.26 The 2024/25 budget includes total new budget reductions of **£5.091m**. We have also reviewed and updated all existing proposed budget reductions that were approved as part of the February 2023 budget report. This has seen the total of planned savings decrease from **£2.513m** to **£1.879m**. Therefore, the overall net increase in total budget reductions since February 2023 is **£4.457m**. Details of all the new and revised budget reductions are set out at **Annex B** to the report.
- 4.27 Work is being progressed to identify and deliver further budget reductions and additional income for the remainder of the MTFP. Proposals will be brought forward as they are developed to Cabinet for consideration and prioritisation to enable early implementation to ensure timely delivery.
- 4.28 The Council set out 5 key themes as part of its financial outlook in September which will help to frame its approach to delivery of future budget reductions and improved efficiency over the medium term:
- Further improving productivity and reducing headcount
 - Procurement (small to medium) and achieving better value for money
 - Finding lower cost solutions to providing temporary accommodation
 - Increasing car parking income to fund public transport and offset some other highways pressures
 - Developing a social care 'company' to [provide an alternative to higher cost private sector placements
- 4.29 We will be updating Cabinet in future reports on future saving proposals as these are developed.

One-off Pressures

- 4.30 In addition, a further £3.572m of one-off expenditure has been identified in 2024/25 (attached at **Annex C** to the report). The funding for one-off expenditure is detailed in Table 9.

Table 9: Funding for One-Off Expenditure 2024/25 - 2027/28

| | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|-----------------------------------|---------------|---------------|---------------|---------------|
| Events Reserve | 0.050 | 0.000 | 0.000 | 0.000 |
| Strategic Public Health Reserve | 0.703 | 0.337 | 0.000 | 0.000 |
| New Homes Bonus 2024/25 | 0.885 | 0.423 | 0.050 | 0.000 |
| Strategic Development Reserve | 0.454 | 0.159 | 0.496 | 0.476 |
| One Off Pressures Funding Reserve | 0.350 | 0.000 | 0.000 | 0.000 |
| Social Care Grant | 0.150 | 0.000 | 0.000 | 0.000 |
| Improved Better Care Fund | 0.384 | 0.000 | 0.000 | 0.000 |
| Political Priorities Reserve | 0.390 | 0.000 | 0.000 | 0.000 |
| New Political Priorities Funding | 0.206 | 0.440 | 0.000 | 0.000 |
| Total One-off Funding | 3.572 | 1.359 | 0.546 | 0.476 |

Government Funding

- 4.31 At the time of preparing the draft budget, the Provisional Local Government settlement had not been announced. We currently expect the settlement to be announced between the 18th and 19th December 2023.
- 4.32 The total ongoing resources forecast to be available over the medium-term are updated in Table 10.

Table 10: Government Grant and Taxation 2024/25 - 2027/28

| | 2024/25 £m | 2025/26 £m | 2026/27 £m | 2027/28 £m |
|--------------------------------------------------------|------------------|------------------|------------------|------------------|
| Revenue Support Grant | (7.177) | (8.745) | (8.745) | (8.745) |
| Retained Business Rates | (79.420) | (81.420) | (69.778) | (71.778) |
| Council Tax (incl parish precepts) | (162.908) | (170.770) | (178.393) | (186.433) |
| Services Grant | (1.568) | 0.000 | 0.000 | 0.000 |
| Total Ongoing Resources | (251.073) | (260.934) | (256.916) | (266.956) |
| Social Care Funding | | | | |
| Improved Better Care Funding ¹ | (6.176) | (6.176) | (6.176) | (6.176) |
| Social Care Grant ² | (12.452) | (14.768) | (14.768) | (14.768) |
| Market Sustainability & Improvement (ASC) ³ | (3.664) | (3.664) | (3.664) | (3.664) |
| Total Social Care Funding | (22.292) | (24.608) | (24.608) | (24.608) |

(145)

1. *Improved Better Care funding - as this funding is not directly controlled or used to fund MKCC services we have made a corresponding increase to the expenditure line in the budget.*
2. *Social Care funding is assumed to be an increase to the Council's baseline funding and has been included as such, although final allocations will be determined in the settlement.*
3. *Market Sustainability and Improvement Grant - £2.400m of the grant will cover above inflationary fee increases in placement costs (the costs of which are already allowed for within the MTFP) and £0.600m will be held in ASC contingency for wider programmes that are currently being considered. We have assumed that this funding is base funding.*

Business Rates Baseline

- 4.33 The Local Government Finance Act 2012 gave local authorities the power to retain a proportion of funds obtained from business rates in their area. The changes under the 'Localisation of Business Rates' mean that from April 2013 local authorities retain a share of the income they collect from business rates, as funding to meet the cost of service provision.
- 4.34 The DLUHC guidance indicates that each billing authority should formally set a Business Rate Baseline each year. This baseline reflects the authority's estimate of the business rates it forecasts to collect in the following financial year, offset by any reductions such as reliefs and the estimated cost of successful rateable value appeals.
- 4.35 The calculation of the Council's 2024/25 Business Rate Baseline must be formally approved, and then be submitted to DLUHC, through a statutory return by 31 January 2024.
- 4.36 In the absence of the provisional settlement we have estimated the baseline and tariff using advice from Pixel Consulting - see Table 11 below.

Table 11: Business Rates Baseline Distribution

| | 2024/25 £m |
|------------------------------------------------------------------------------------------------|-----------------------|
| Milton Keynes Council Business Rate Baseline (total business rates collected after deductions) | (226.480) |
| 50% Central share paid to Government | 113.240 |
| 1% share paid to Buckinghamshire and Milton Keynes Fire Authority. | 2.265 |
| Deductions for Tariff paid to Central Government | 39.878 |
| Levy paid to Central Government/Section 31 grant receivable | (8.054) |
| Renewable energy (100% retained) | (0.268) |
| Milton Keynes Council forecast retained Business Rates Funding | (79.420) |

- 4.37 We have reassessed the appeals provision using an external assessment from our rating advisors and made a prudent estimate of new growth. The estimate has also been adjusted for inflation.

- 4.38 The improved position reflects the higher than expected rate of Inflation (6.7%) and a reduced appeals provision.
- 4.39 The Autumn Statement also confirmed a number of other important measures in relation to Business Rates:
- An extension to the 75% relief for businesses in the retail, hospitality and leisure sectors for 24/25.
 - A freeze to the small business rates multiplier for 24/25.
 - An increase to the main business rates multiplier of 6.7% in line with September CPI.
- 4.40 These measures all reduce the level of business rates income and the government confirmed that they will fully compensate Councils for the lost revenue through s31 grant. We have estimated this loss and included an equivalent grant for this within the draft budget. This is likely to need revision once the LGFS is published.
- 4.41 Although no official announcement has been made, we have revised our core assumption in respect of the business rates reset and have pushed this back to 2026/27 given this is now highly unlikely to take place in this parliament.

Council Tax

- 4.42 The Referendum Limits were previously announced as part of the Finance Settlement in 2023/24. For 2025/26 the limit is 2.99% for the general increase and 2.00% for the Adult Social Care Precept.
- 4.43 The draft budget includes the following Council Tax increases.

Table 12 – Council Tax

| | 2024/25 | 2025/26 | 2026/27 | 2027/28 |
|-----------------------|----------------|----------------|----------------|----------------|
| MKCC Band D | 2.99% | 1.99% | 1.99% | 1.99% |
| ASC Precept | 2.00% | 1.00% | 1.00% | 1.00% |
| Total Increase | 4.99% | 2.99% | 2.99% | 2.99% |

- 4.44 A report was brought to Cabinet on the 5 December 2023, setting out the Council Tax Base for 2024/25. It was confirmed that the 2024/25 Tax Base for 24/25 would increase to 97,194.98 Band D equivalent properties, an increase of 2.998.76 from 2023/24. Further details are available in the Tax Base report [Council Tax Base](#)
- 4.45 Overall Council Tax income is anticipated to increase by £12.530m in 2024/25; this total comprises £7.649m generated from a 4.99% increase to the charge, an increase of £4.403m arising from the increased Tax base, with a further £0.478m and additional income generated from the discretionary Council Tax in respect of long-term empty property premiums (£0.473m for MKCC).

New Homes Bonus

- 4.46 The Council expects to receive approx. £5m of New Homes Bonus Funding in 2024/25. £1.358m has been used to fund one off pressures in the draft budget, and the balance will be allocated to the funding of the capital programme. This allocation will be confirmed in the Settlement Announcement.

Debt Financing

- 4.47 The Council's debt financing budget manages both the requirement for external debt and associated repayment of loans and the investment of council resources. The Council operates separate loans pools for the General Fund and HRA.
- 4.48 The 2024/25 General Fund budget proposals include changes that reflect latest projections for external interest rates and internal accounting requirements, as well as projections for cashflow movements and consequential impact upon investment balances. No additional external debt is planned to be taken and existing external debt will be repaid upon maturity. As new capital funding proposals are brought forward, funding by borrowing will be considered and presented to Cabinet and Council where appropriate.
- 4.49 The Council's Treasury Management Strategy will be presented to Cabinet as part of the Final Budget Proposals in February 2024.

Parking Account

- 4.50 The Council provides car parking to serve local residents, businesses and visitors with charges set for parking management purposes in accordance with section 45 and 122 of the Road Traffic Regulation Act 1984.
- 4.51 As in previous years, the Council has estimated the likely income it will receive from car parking in 2024/25, the costs that are required to manage car parking, and has considered the need for additional car parking.
- 4.52 Parking income during 2023/24 has continued to recover against the amounts received in 2021/22 but it is still not forecast to recover to pre-pandemic levels, meaning that many services previous funded by parking income will need to continue to be funded from other sources. The forecast on-street parking surplus will to be transferred to the General Fund for use (subject to the level of surplus) in accordance with section 55(d) of the Road Traffic Regulation Act 1984 to fund:
- Off street parking provision.
 - Public transport.
 - Highways and road improvements.
 - Environment Improvements.
- 4.53 **Annex G** outlines the forecast parking surplus and the proposed use of this surplus as part of the draft Budget 2024/25.

Dedicated Schools Grant

- 4.54 The Chancellor has announced that school budgets will increase by £1.8bn in the upcoming financial year, with the total core schools budget totalling over £59.6bn in 2024-25. Local councils will get an extra £440m for high needs budgets. Average funding per pupil for mainstream schools will increase by approximately 1.9% overall, in the next financial year compared to 2023/24.
- 4.55 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), who also have responsibility for decision making in some areas.
- 4.56 The DfE published the provisional schools NFF for 2024/25 in July. However, in September the department uncovered an error made by DfE officials during the initial calculations of the National Funding Formula which was amended and revised provisional allocations were published in October. Specifically, there was an error processing forecast pupil numbers, which meant that the overall cost of the core schools budget would have been 0.62% greater than the funding allocated. The department has therefore issued new NFF allocations to correct that error while continuing to deliver, in full, the £59.6bn core schools budget that has been promised. The impact for Milton Keynes City Council is a reduction in the provisional funding allocation of £2.3m from that announced in July. Another area of ongoing risk continues to be the outcome of the Reinforced Autoclaved Aerated Concrete (RAAC) issue being seen nationally, regarding the historic use of unsafe concrete. Updated government guidance has been issued and requires further investigation to ensure our school estates are in a safe, working condition.
- 4.57 Due to the extremely short national timescales required to make decisions around schools funding, this report requests that delegated authority is given to the Director of Children's Services (in consultation with the Cabinet Member for Children and Families and the Director of Finance and Resources) for approval of the final arrangements in respect of the school funding formula, the funding arrangements for pupils with high needs and the early years single funding formulae for 2024/25.
- 4.58 Delegated authority is required because the timescales (set by Department for Education) do not align with our budget setting timescales and because there are several areas where the Schools Forum has a decision-making role, that it will exercise at the meeting on 18 January 2024. The deadline for submitting the final schools budget allocation via the authority proforma tool (APT) to the Education and Skills Funding Agency (ESFA) is 22 January 2024 which, is before the formal ratification of our budget takes place.

- 4.59 Final funding allocations for the Schools, Central Services and High Needs blocks will not be received until late December as these will be updated reflecting the latest October pupil census data. Several other proposed changes by the DfE are currently only estimated and will not be confirmed until the final allocation is received. It is expected that there will be a pressure on the growth fund (as in previous years) and a consultation with all schools has been undertaken to consider the options to manage this shortfall.
- 4.60 The high needs block allocation of £61.531m is an increase of £1.566m compared to the 2023/24 allocation. Officers are currently setting the draft high needs budget ahead of Schools Forum meeting in December however it is anticipated that much of the additional funding allocated to MKCC will be required to meet predicted growth demand in 2024/25, without an increase in rates paid from the block. Focus has also been to bring on local commissioned places in order to continue to meet the needs of children presenting with more complex needs.
- 4.61 The Early Years block is based on a national funding formula and the final allocations for 2024/25 will not be confirmed until July 2025 due to being driven by specific census data. There is expected to be an increase in the funding rates but these will not be confirmed until December.
- 4.62 The 2024/25 draft DSG budget can be found within the Schools Forum reports on the following [link](#).

Capital Programme

- 4.63 Table 13 summarises the Council's capital resources and expenditure needs. The detailed Capital Programme is available at **Annex H**.
- 4.64 Whilst only projects with ring fenced funding have been added as part of these budget proposals, several service critical projects were approved as part of the 2023/24 Capital Programme. Many of the project in the programme are currently reliant on future capital receipts and a prudent assumption of government grant. Capital receipts, whilst forecast using latest data, are reliant on completion of land sales, and therefore the timing is not certain. A total of £31.1m of receipts are assumed within the financing of the draft 2024/25 capital programme. To mitigate potential timing delays for cash being received, any short-term gains on investment income, achieved by current interest rates, over and above, that built into the draft budget will be used to contribute to the financing of the programme. The decision to release funding will be made by the s151 Officer once confirmation of available funding has been confirmed, in the event of delays or lower levels of receipts the addition of new projects may require future scrutiny.
- 4.65 Inflation is having a significant impact on major projects within the programme, with tenders being submitted at higher prices, and reduced interest by contractors in bidding for new works. With uncertainty on future prices there is a risk that the current programme will cost more than planned.

It is therefore essential that any additional funding that is received in the short term is held back to cover the risk on the funding of these projects.

- 4.66 Whilst Table 13 shows an excess of resources over planned expenditure, all £40.995m of this funding is either Education or Integrated Transport specific, meaning there is no unallocated funding to fund any new Capital projects within the current Programme. Projects within the existing programme have been reviewed and where necessary expenditure profiles revised. Rolling programmes have been added in 2029/29 where ring-fenced funding has been identified.
- 4.67 There are a number of projects which are not currently included within the capital programme and will require funding in the future, therefore increasing the overall funding shortfall. A pipeline programme has been developed, these still either need to be worked up further or require funding before they can be considered for inclusion in the main programme.
- 4.68 The Capital Strategy approved in February 2023, sets out the approach that the Council takes in prioritising its Capital Investment Programme including financing and the way that this activity is managed across the organisation. The expected increase to the financial pressures over the medium term on the revenue budget will mean that a key priority will be focused around schemes that deliver financial returns or reduce existing asset lifecycle costs. The Capital Strategy is currently being reviewed and will be presented to Cabinet in February 2024. This will include details of future significant investment requirements in Council infrastructure assets.

Table 13: Forecast Medium Term Summary of Capital Resources and Expenditure

| | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|------------------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | £m | £m | £m | £m | £m |
| Capital Resources | 251.669 | 130.638 | 53.761 | 61.085 | 43.961 |
| Capital Expenditure | 218.594 | 125.185 | 53.267 | 60.280 | 42.793 |
| Net Position (surplus) / deficit | (33.075) | (5.453) | (0.494) | (0.805) | (1.168) |
| Cumulative Position (surplus) / deficit | (33.075) | (38.528) | (39.022) | (39.827) | (40.995) |

Capital Funding

- 4.69 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 Council receives considerable sums of developer contributions which are also used in the financing the capital programme.

S106 Funding

- 4.70 S106 funding is a key resource in supporting the Council to mitigate the impact of growth. The use of S106 funding must be managed carefully to address both local and strategic needs. Developer Contributions (S106) are included in the Capital Programme or to fund projects which meet the specification outlined in the S106 agreement.
- 4.71 The S106 funding received from developers is often a contribution toward total project costs. As appropriate schemes are developed through the Capital Programme processes, these resources are used towards the delivery of the full project.
- 4.72 S106 funding is closely monitored, with a greater focus on those schemes nearing their expiry date to ensure all available resource is used to deliver community facilities and infrastructure as intended.
- 4.73 The development of the capital programme has incorporated consideration of S106 funding, so resources are used in the most effective manner to address necessary schemes. This process has also included reviewing unidentified funding to ensure that this is allocated to future projects. Work is still ongoing to identify individual schemes and future allocations will be updated as schemes are developed.
- 4.74 A total of £0.326m new S106 funding has been allocated within the Capital Programme.

Tariff 1 – West and Eastern Expansion Areas

- 4.75 The Milton Keynes Tariff is a unique s106 based ‘umbrella’ arrangement covering development in the expansion areas covered by the previously designated ‘Urban Development Area’. Through the Tariff mechanism, the Council will collect over £311m 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 Council.
- 4.76 The Capital Programme includes resourcing of various Council led projects from the Tariff. As the operator of the Tariff, the Council is also responsible for controlling expenditure across the whole Tariff mechanism. This is managed by approving Resource Allocation for future schemes as part of a medium term plan, with a spend approval stage before individual projects commence.
- 4.77 **Annex I** shows a breakdown of the Tariff resource allocation for 2024/25 and indicative allocation for the next four years, both for projects to be delivered by the Council and those managed by our partner organisations. The allocation of tariff resources was agreed in the original Tariff Delivery Plan. Changes to the timing of delivery of these projects have been made to reflect actual housing delivery and infrastructure requirements.

- 4.78 Tariff resource allocation includes both amounts to be financed through cash and others to be completed by works in kind. Tariff allocations to the Council's projects totalling £9.302m are included within the Capital Programme. New requests for use of tariff funding will be sought on a project by project basis in line with the agreed process for entry into the Capital Programme.
- 4.79 The current long stop date of the Tariff is 2031 for the delivery programme to be completed. The Council maintains an All Risk Reserve for the Tariff which is held in case there is any shortfall in contributions or scheme delivery costs exceed the level of contributions received.

Tariff 2

- 4.80 The Council in February 2022 agreed a further tariff agreement (Tariff 2a) for the MK East development area in Milton Keynes. We anticipate that financial contributions will start to be received from 2025 onwards. The total tariff funding expected to be received (excluding indexation) is £180m and runs until 2049. The Council has already allocated £9.1m of this funding to part finance the social infrastructure Health Hub facility.
- 4.81 Tariff 2b relating to 3000 houses in South East Milton Keynes, is due for planning permission to be approved in 2024. This programme will run until 2044 with contributions expected to total £100m (excluding indexation). The first contributions are anticipated to be received in 2025.

Risks

- 4.82 A key part of the draft budget is the review of key financial risks. We have reassessed the budgetary risks and where possible looked to mitigate these. It should be noted however that most of the significant risks are not within the direct control the Council and it is therefore critical in setting a robust and legal budget that we make sufficient provision within service budgets using available evidence to manage reasonable variations.
- 4.83 Our full budget risk assessment is set out at **Annex L** to the report. We have identified 44 significant budget risks as part of this assessment, which have been categorised as follows:
- Service Cost – Demand and Pricing
 - Service – Fees and Charges
 - Commercial Contract Risks
 - Critical Service Performance Failure
 - Supporting our Residents
 - Government Funding
 - Balance Sheet Risks
 - Major Events

4.84 The risk assessment sets out the key controls, risk level and how the Council proposes to fund the impact of each risk in the event that this should materialise.

Reserves

General Reserves

4.85 The Finance team have reviewed the level of risk reserves and GF Working Balance), which is included in **Annex J** to the report. This review shows the level of risk exposure for the Council based on the Risk Assessment at **Annex L**. This has informed our assessment of the adequacy of the level of General Fund Balance.

4.86 The draft risk assessment carried out alongside the development of this Budget, shows that the minimum prudent level of General Fund reserves is £32.779m. This will be reviewed again as part of the Final Budget report to reflect any material changes to the Councils risk profile.

Earmarked Reserves

4.87 In addition to the General Fund and HRA working balances, the Council maintains a number of earmarked reserves to enable it to meet a range of different policy objectives as follows:

- to manage known financial risks;
- to enable the Council to invest in services to generate future savings as part of its budget strategy;
- to manage one-off expenditure which has allowed the Council to make on-going revenue savings;
- to build up funding to support delivery of large projects such as capital programme schemes;
- to manage known timing differences between the receipt of funding and the profile of expenditure; and
- to hold ring fenced balances for example, specific grants, trusts, school balances etc.

4.88 The earmarked reserves are listed in **Annex K** to the report. They 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.

4.89 A summary of the planned use of reserve are shown in table 14 below.

Table 14: Planned use of reserves

| Reserve | Balance 1/4/23 £m | Forecast 31/3/24 £m | Forecast 31/3/25 £m | Forecast 31/3/26 £m | Forecast 31/3/27 £m |
|----------------------------------------|----------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| GF Working Balance | (29.668) | (32.779) | (32.779) | (32.779) | (32.779) |
| Earmarked Reserves - non distributable | (74.542) | (135.046) | (129.192) | (128.799) | (132.246) |
| Earmarked reserves - distributable | (15.685) | (5.910) | (1.786) | (1.058) | (0.993) |
| Total GF Reserves | (119.894) | (173.736) | (163.757) | (162.636) | (166.019) |
| HRA Reserves | (52.598) | (15.086) | (15.171) | (15.331) | (15.495) |
| Total Reserves | (172.493) | (188.822) | (178.929) | (177.967) | (181.514) |

4.90 Table 14 shows the distributable General fund reserves reducing from £15.685m at the beginning of 2023/24 to £0.993m in 2027/28 as funding is drawn to finance projects approved in previous budget decisions. Total General Fund reserves will increase from £119.894m at the beginning of 2023/24 to £166.019m in the same period, this includes the use of funding set aside for the approved capital programme, use of 3rd party funding and use of Government grant funding allocated to off-set business rate reductions due to COVID-19.

4.91 In balancing the 2024/25 budget, the Council has not use unearmarked reserves. The draft budget does include the planned use of earmarked reserves for non-recurrent expenditure, which is summarised in Table 9.

Robustness and Risks

4.92 Section 25 (1) of the Local Government Act 2003 requires that ‘the Chief Finance Officer of the authority must report to it on the following matters:

- (a) the robustness of the estimates made for the purposes of the calculations; and
- (b) the adequacy of the proposed financial reserves.

4.93 Section 25 (2) requires that an authority shall have regard to the report when making decisions about the calculations in connection with which it is made (i.e. setting its budget). This element of the draft Budget report and associated annexes outlines the assessment of the adequacy of reserves and robustness of the draft Budget.

4.94 In preparing the Budget for 2024/25, where a clear financial impact has been identified, this has been dealt with through the actions set out in this report. Where the impact is not known this has been highlighted as a risk.

- 4.95 The draft Budget adequately reflects known issues and assessment of the budget requirement and funding. The draft budget will continue to be reviewed before the Budget is finalised in February and revised where necessary.
- 4.96 The Council remains under significant financial pressure and in determining the budget for 2024/25 the Council has avoided needing to make any further significant cuts or reductions to services, whilst containing the Council Tax increase below inflation.
- 4.97 However, the latest MTFO identifies increasingly larger gaps from 2025/26 onwards and consequently difficult decisions will need to be made to ensure that the Council continues to remain financially secure. Given the size of the projected budget gap and risks around the budget, the Council will need to ensure it has very tight control over spending in year and progresses with plans to make material reductions to its cost base.
- 4.98 The Council produced its Draft Statement of Accounts in June 2023. Due to the national audit issues in the sector these statements have not yet been subject to audit. The Councils last full audit was in respect of 2021/22, where an unqualified opinion was issued.
- 4.99 A significant amount of work has been undertaken across the Council to ensure that the budget is robust, appropriate assumptions and data used where available. This has been supported with a detailed risk assessment (**Annex L**) and in-depth review of the adequacy of the Council's level of reserves which is set out in **Annex J** to the report.
- 4.100 The General Fund Balance of £32.779m is estimated to be adequate to meet the Council's financial needs in 2024/25.
- 4.101 This view takes account of the reserves included in the Council's accounts (subject to audit) as at 31 March 2023; the movement of these reserves since that date (as tracked through the Budget Monitoring process); and the proposed use of reserves as part of the draft Budget 2024/25.

Table 15: Section 151 Officers Assessment on the Adequacy of Reserves

| Reserve | Forecast Balance at 31/3/2024 £m | Forecast Balance at 31/3/2025 £m |
|-----------------------------------------------------------------|-------------------------------------|-------------------------------------|
| GF Working Balance* | 32.779 | 32.779 |
| % Net Revenue Budget | 13.27% | 12.28% |
| Specific Risk Reserves** | 36.645 | 35.820 |
| Total Reserves Available to meet known and unknown budget risks | 69.424 | 68.599 |
| % Net Revenue Budget** | 28.10% | 25.69% |

- * See **Annex K** which sets out details of these reserves held to manage specific known budgetary risks.
- ** This excludes schools budgets (DSG) and the HRA for which a separate reserve is held. It should however be noted that the Council continues to underwrite certain financial risks around schools funding, a provision for which is included within the risk assessment.

5. Implications of the Decision

| | | | |
|-------------------|-----|-------------------------------------|-----|
| Financial | Yes | Human rights, equalities, diversity | Yes |
| Legal | Yes | Policies or Council Plan | Yes |
| Communication | Yes | Procurement | Yes |
| Energy Efficiency | Yes | Workforce | Yes |

a) Financial Implications

The Council's Budget and Medium Term Financial Strategy are the financial expression of all the Council's policies and plans.

b) Legal Implications

The annual Budget decisions are among the most important of those which local authorities are required to make during the course of the year. This is emphasised by the fact that they are among the few decisions which the Council is not permitted by law to delegate to a Committee or to officers.

They affect every household and service user and the manner in which decisions must be made is closely prescribed by law. **Annex M** of this report sets out the relevant legal considerations which affect the Council Budget and Council Tax decisions.

Councillors should note these requirements as part of approving the Budget. Councillors will be required to give careful consideration to the information set out in the Budget Report, its annexes, and the equality impact assessments.

In addition, the Local Government Act 2003 places a specific personal duty on the Chief Financial Officer which in the case of Milton Keynes is the Director of Finance and Resources, to report to the Council on the robustness of the budget and the adequacy of reserves.

Councillors are advised that due regard has been given to the requirements of the Local Government Act 2003 during the current budget process. Specific reference is made to the adequacy of General Fund reserves, and to the robustness of the budget proposals in paragraphs 4.93 4.102.

The Budget has again been developed at a detailed level based on information supplied by Directors and has been subject to scrutiny by the Corporate Leadership Team. Budget and Resources Scrutiny Committee have scrutinised the budget process and will be reviewing the specific budget proposals prior to Cabinet considering the final budget proposals in February 2024.

A number of the capital schemes in the programme are necessary to fulfil the Council's legal or statutory obligations. The legal and statutory issues relating to each scheme are set out in the individual project business cases.

(c) Other Implications

The pressures, reductions and income proposals will be reviewed ahead of the publication of the final budget to identify any equalities impacts and these will be report as part of the final budget proposals.

5. Timetable for Implementation

- 5.1 12 December 2023 to 23 January 2024 - Budget Consultation commenced.
- 5.2 6 February 2024 - Final Budget and Capital Programme report to Cabinet.
- 5.3 21 February 2024 - Final Budget and Capital Programme report to Council.

List of Annexes

| | |
|---------|---------------------------------------------------|
| Annex A | 2024/25 Budget Pressures |
| Annex B | 2024/25 Budget Reductions and Income Proposals |
| Annex C | 2024/25 One-off Budget Pressures |
| Annex D | Fees and Charges: Exemptions to the Income Policy |
| Annex E | 2024/25 – 2027/28 Forecasting Model |
| Annex F | 2024/25 GF Draft Budget Summary |
| Annex G | 2024/25 Draft Parking Account |
| Annex H | Draft Medium Term Capital Programme |
| Annex I | Draft Tariff Resource Allocation |
| Annex J | GF Reserves Assessment |
| Annex K | Earmarked Reserves |
| Annex L | 2024/25 Draft Budget Risk Register |
| Annex M | Legal Framework |

Medium Term Financial Strategy 2024/25 - 2027/28 Budget Pressures

| Portfolio Holder | Service Group | Budget Pressure (New or Revision) | New Reference Number | Old Reference Number | Lead Officer | Proposal Description | Risk Level | Budget 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 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 | Previously Approved - Unchanged | P24-1L | P23-1L | Victoria Collins | Learning Disability (LD) Services - There is an increasing number of young people with LD reaching adulthood who need support in supported living placements and direct payments. This provision is based on both the number of service users expected to transition from Children's to Adult Services, and an increase in demand caused by a change in need and an ageing population. In addition there is a pressure for care breakdowns based on an average of 3 packages. The net cost pressure is based on an additional 24 service users in 2024/25, 26 in 2025/26 and 27 in 2026/27. | MEDIUM | 16,602 | 883 | 914 | 1,104 | 1,062 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | Previously Approved - Amended | P24-2L | P23-2L | Victoria Collins | Older People - The pressure is a result of increasing demand for Older People services, in the main there has been an increase in support at home packages. There has also been an increase in residential and nursing spot packages and an increase in placement costs due to complexity being seen in the current financial year. From 2024/25 to 2025/26, activity levels have been provided for based on a general net demographic growth of 4.5% increase, 3% thereafter as evidenced by Poppi/Pansi data (national statistics). | HIGH | 20,711 | 2,319 | 826 | 701 | 701 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | Previously Approved - Amended | P24-3L | P23-3L | Victoria Collins | Physical Disabilities - The 2023/24 forecast pressure is due to a 7% increase in the number of care packages and an 11% increase in the average costs from 2022/23. The future provision is based on a 4.5% increase in number of care packages for 2024/25 and 2025/26. Future provisions are based on a 1% increase in care packages per year, as evidenced by Poppi/Pansi data (national statistics). | HIGH | 8,480 | 1,021 | 314 | 178 | 178 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | Previously Approved - Unchanged | P24-4L | P23-4L | Victoria Collins | Mental Health - The pressure is based on 15% growth (as seen in 2023/24 to date) plus 33 additional service users due to demographic growth and transitions. Future year provisions are based on 35 new packages/placements each year, plus 10 transitions in 2025/26 and 4 transitions in 2026/27. | MEDIUM | 5,074 | 550 | 529 | 525 | 525 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | New this year | P24-5N | NEW | Victoria Collins | Autism - provision based on current growth trends of 14% for 2024/25 and demographic growth of 8 service users from 2023/24 onwards. This budget used to be combined with Mental Health budget in previous years and therefore a proportion of the growth includes prior Mental Health packages. | MEDIUM | 1,119 | 841 | 471 | 481 | 481 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | New this year | P24-6N | NEW | Victoria Collins | Homelessness Prevention - Accommodation - provision for a continued increase in households preventing as homeless based on the current demand (average of 979 households) | HIGH | 13,335 | 1,110 | 430 | 415 | 434 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | New this year | P24-7N | NEW | Victoria Collins | Homelessness Prevention - Staffing - Additional Housing officers (2 FTE) required, due to the increasing number of homelessness applications. | LOW | 1,991 | 64 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |
| Emily Darlington | Adult Services | New this year | P24-8N | NEW | Victoria Collins | Mental Health Supported Accommodation - to enable the commissioning of an additional 8-10 bed places due to increasing demand. Currently, there are 37 beds commissioned and we have 43 out of area placements due to capacity. Therefore, a pressure is required to increase bed capacity, whilst also re-modelling the current delivery of the service. | MEDIUM | 1,090 | 72 | 101 | 0 | 0 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | New this year | P24-9N | NEW | Victoria Collins | Supported Housing for Older People - Staffing - provision for additional staffing budget to meet the capacity of needs for residents who are requiring increasing support covered by overtime and relief staff. | MEDIUM | 2,863 | 295 | 0 | 0 | 0 | DEMOGRAPHY | FINANCIAL Model |
| Emily Darlington | Adult Services | New this year | P24-10N | NEW | Victoria Collins | Community Alarm - Due to national digital transformation of phone lines there are 1382 analogue alarm units that will no longer work and a digital solution is required. Therefore, the current base budget needs to be increased due to the increase in cost of the purchased alarms, as well as the increase of cost of the supporting system, the call handling platform cost is almost double the cost of analogue system. Need to consider as part of the fees and charges review whether these costs should be recovered. | LOW | 103 | 54 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case |
| Total Adult Services | | | | | | | | | 7,219 | 3,585 | 3,404 | 3,381 | | |
| Zoe Nolan | Children's Services | Previously Approved | P24-11L | P23-6L | Mac Heath | Home to School Travel - Currently 1,595 children receive support to access school. The majority are children with Special Education Needs that require specialist school placements. The number of pupils entitled to home to school transport is projected to increase by 7% in 2023/24 and future years, in line with growth forecasts in the number of children with an EHCIP. There is a higher increase in 2024/25 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 children's needs 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 levels of need. | HIGH | 6,780 | 895 | 562 | 602 | 645 | DEMOGRAPHY | BUSINESS CASE |
| Zoe Nolan | Children's Services | Previously Approved - Amended | P24-12L | P23-7L | Mac Heath | Children with Disabilities (CWD) - The average annual cost of a direct payment (DP) package of support for a CWD has increased by 31% from £5,444 in 2021/22 to £7,124 in 2022/23. In August 2023 the average cost increased by a further 20% to £8,538 on the 2022/23 average. The pressure is based on a further increased support package cost of 15%. In addition the number of children requiring a DP package has been steadily increasing with an increase of 3% year on year projected. | HIGH | 1,799 | 465 | 131 | 140 | 150 | DEMOGRAPHY | BUSINESS CASE |
| Zoe Nolan | Children's Services | Previously Approved - Amended | P24-13L | P23-8L | Mac Heath | Children's Social Care Placements - There is a change in the age and profile of children becoming looked after and those requiring permanent placements such as special guardianship, adoption and 'traying pad' alongside the changes in statutory guidance. Continued difficulty in increasing national placement sufficiency has resulted in some children needing to be placed in external, higher cost placements. In addition due to the nature of children's needs and presenting risks to self or others, specialist high cost placements such as secure and residential placements are also required. The 2024/25 pressure is based on projected placement numbers and for 2025/26 onwards demand has been estimated alongside the expected increase in child population. | HIGH | 21,984 | 1163 | 295 | 298 | 302 | DEMOGRAPHY | BUSINESS CASE |
| Zoe Nolan | Children's Services | Previously Approved - Amended | P24-14L | P23-13N | 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 March 2024. The current contract provides for 45 placements. The new contract is expected to deliver the same amount of placements plus an additional 12 to meet increased LASC demand. This pressure relates to a Delegated Decision taken on 12 July 2022 for Young People's Supported Accommodation. | MEDIUM | 851 | 275 | 0 | 0 | 0 | DEMOGRAPHY | BUSINESS CASE |
| Zoe Nolan | Children's Services | New this year | P24-15N | NEW | Mac Heath | Corporate Parenting Staffing - An increase in staffing is required for the Leaving Care team due to the increased number of care leavers. There has been a 65% increase in the care leavers from 280 (average in 2019/20 to 325 (September 2023) for 16+ and care leavers. The majority of this increase is due to rising care leaver numbers. More young people are coming into care in their teens which means they are ageing out quicker but we still have a statutory duty to support care leavers up to age 25. The numbers of Unaccompanied Asylum Seeking Children (UASC) continues to increase and this group tend to come in to care in their late teens. There are a total of 39.8 FTE workers in the team and this pressure is proposing to increase the number to 22.8 FTE. Part of the pressure has been offset by a reduction of 1 FTE workers in the Children in Care team (CIC) recognising the fact that more children are coming into care later. | MEDIUM | 944 | 91 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |
| Zoe Nolan | Children's Services | New this year | P24-16N | NEW | Mac Heath | Multi Agency Safeguarding Hub (MASH) Staffing - the number of contacts and referrals coming into the service has increased by 1.5% in 2022/23 from the previous year and the number of referrals increased by 2.7% during the same period this year. It is anticipated that there will be further increases in 2023/24 and 2024/25 requiring additional capacity to meet statutory timescales and ensure capacity can meet demand. This pressure will increase the establishment from 28.2 FTE to 35.2 FTE. The nature of the team means workers do not carry caseloads but do risk child protection decision making and risk assessments when referrals come in, and timescales of investigations and assessments are currently being compromised due to social worker capacity within the service. | MEDIUM | 1,634 | 418 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |
| Zoe Nolan | Children's Services | New this year | P24-17N | NEW | Mac Heath | Children with Disabilities (CWD) Staffing - The team is being reviewed due to increasing demand. There has been a 21% increase from 339 to 423 in open cases from June 2020 to June 2023. There is roughly a 10:50 split in these case numbers between families requiring statutory intervention/support and short breaks. It is proposed to split the current team into two to ensure statutory support is being delivered in line with regulatory guidance. Therefore additional investment into the team is required to both meet the additional demand but also ensure the Council follows statutory guidance on holding these cases. This will increase the establishment from 16.57 FTE to 20.81 FTE. | MEDIUM | 767 | 289 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |

| | | | | | | | | | | | | | | | |
|-------------------------------------------------------|--------------------------|---------------------------------|----------------|---------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------|--------------|--------------|--------------|------|---------------------|--------------------|---------------|
| Zoe Nolan | Children's Services | New this year | P24-18N | NEW | Mac Heath | Furze House - following an Ofsted direction, a new night post is required for Furze House to operate within sufficient staffing ratios. These additional hours are currently being covered by overtime but this is not sustainable. The additional post is for a 20 hour per week permanent role to increase the establishment from 17 APTs to 18.17PE. | LOW | 875 | 30 | 0 | 0 | 0 | 0 | POLICY CHOICE | Business Case |
| Zoe Nolan | Children's Services | New this year | P24-19N | NEW | Mac Heath | Independent Reviewing Officers (IRO) Staffing - increase of 1.5 FTE to manage increased caseloads in the team as a result of population growth and rising numbers of Unaccompanied Asylum Seeking Children. There are currently 7.5 FTE IRO roles in the team so this proposal will increase the number of these roles to 9 FTE. In September 2023, there were 584 cases across the team which is an average of 78 per IRO. The national guidance recommends 50-70 per IRO and this pressure will allow the average to reduce to 65 per IRO and allow them to be able to execute the role effectively. | MEDIUM | 920 | 110 | 0 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |
| Total Children's Services | | | | | | | | 1,796 | 988 | 1,040 | 1,097 | | | | |
| Lauren Townsend | Finance & Resources | Previously Approved - Unchanged | P24-20L | P23-15N | Steve Richardson | Self-insurance Fund - the council operates a self-insurance fund to reduce the cost of annual premiums. Currently an annual contribution of £500k is made from the General Fund. Based on recent claims history the needs to be increased to reflect the level of losses being incurred. | MEDIUM | 500 | 300 | 0 | 0 | 0 | 0 | DEMAND: NEW | BUSINESS CASE |
| Lauren Townsend | Finance & Resources | New this year | P24-21N | NEW | Steve Richardson | External Audit Fees - Public Sector Audit Appointments (PSAA) have issued a consultation on audit fees which runs until December 2023. The consultation proposes a reset to audit fees for 2023/24 audit, which also includes an overall fee uplift of 151% to the current scale fee. Although we had anticipated a fee uplift, this is higher than we had made provision for and we are therefore increasing this provision to reflect the proposed fee in the consultation, £202.8 (pressure of 151%). | MEDIUM | 354 | 103 | 0 | 0 | 0 | 0 | CONTRACTUAL CHANGE | BUSINESS CASE |
| Lauren Townsend | Finance & Resources | New this year | P24-22N | NEW | Steve Richardson | Hyecentric Licence Costs - The new Income Management System, Hyecentric, administered by the Shared Service model with CC, WMC and MFC has resulted in a pressure on the on-going business. | LOW | 78 | 46 | 0 | 0 | 0 | 0 | CONTRACTUAL CHANGE | BUSINESS CASE |
| Lauren Townsend | Finance & Resources | New this year | P24-23N | NEW | Steve Richardson | HR Recruitment System - The current system was funded from Reserves as the future direction wasn't clear; it is now due for renewal. It is now considered critical to the functioning of the service and has delivered efficiencies within the HR team and more widely across MKCC in helping to streamline with recruitment process. | LOW | 0 | 33 | 0 | 0 | 0 | 0 | CONTRACTUAL CHANGE | BUSINESS CASE |
| Lauren Townsend | Finance & Resources | New this year | P24-24N | NEW | Steve Richardson | Specified Exempt Accommodation - The pressure reflects continued growth in the number of SEA properties. The Council is not able to recover the full cost of benefits paid through the subsidy system as the government cap the amount all Councils are allowed to claim, even though the actual costs claimed are higher. | MEDIUM | 0 | 66 | 0 | 0 | 0 | 0 | DEMAND: NEW | BUSINESS CASE |
| Lauren Townsend | Finance & Resources | New this year | P24-24N | NEW | Steve Richardson | Reduction in subsidy recovery - This is a pressure created by the transition to Universal Credit as the migration of working age claimants will reduce the overall subsidy the council receives from the recovery of HB overpayments. | HIGH | 899 | 180 | 0 | 0 | 0 | 0 | DEMAND: NEW | BUSINESS CASE |
| Total Finance & Resources | | | | | | | | 728 | 0 | 0 | 0 | | | | |
| Paul Trendall | Customer & Community | New this year | P24-26N | NEW | Sarah Gonslaves | Building Control Staffing - A pressure has arisen primarily due to the introduction of regulation for Building Control around building and fire safety, meaning the balance of chargeable and safety work has shifted, as well as correcting historic budget deficits. | MEDIUM | 502 | 175 | 0 | 0 | 0 | 0 | DEMAND: NEW | BUSINESS CASE |
| Paul Trendall | Customer & Community | New this year | P24-27N | NEW | Sarah Gonslaves | Performance & Systems Staffing - An unfunded seconded post has been moved to this area. There is no budget to absorb these additional costs. The post is essential to complete statutory returns for adult social care within the required deadlines. | LOW | 0 | 13 | 0 | 0 | 0 | 0 | STAFFING | BUSINESS CASE |
| Paul Trendall | Customer & Community | New this year | P24-28N | NEW | Sarah Gonslaves | Information Governance Staffing - Historical budget issues have resulted in a small pressure. This cannot be mitigated from within as the team is already working at capacity dealing with regulatory & statutory returns. | LOW | 188 | 37 | 0 | 0 | 0 | 0 | STAFFING | BUSINESS CASE |
| Total Customer & Community | | | | | | | | 235 | 0 | 0 | 0 | | | | |
| Total Chief Executive, Social Care and Housing | | | | | | | | 11,928 | 4,573 | 4,444 | 4,478 | | | | |
| Lauren Townsend | Law & Governance | New this year | P24-29N | NEW | Sharon Bridgslingsh | Independent Persons - Following a Delegated Decision in 2020, and in line with statutory obligations, independent persons were appointed to assist with allegations of misconduct against Councillors and to sit on disciplinary panels relating to statutory officers. The annual fees and associated duties have now created a modest budget pressure. | LOW | 0 | 5 | 0 | 0 | 0 | 0 | DEMAND: NEW | Business Case |
| Lauren Townsend | Law & Governance | New this year | P24-30N | NEW | Sharon Bridgslingsh | Legal Case Management System - On-going licence costs above existing budget for new cloud based legal case management system to replace unrelatable legacy system and ensure timely management of cases. | MEDIUM | 20 | 20 | 0 | 0 | 0 | 0 | DEMAND: NEW | Business Case |
| Total Law & Governance | | | | | | | | 25 | 0 | 0 | 0 | | | | |
| Pete Marland | Planning and Placemaking | Previously Approved - Amended | P24-31L | P23-18N | Paul Thomas | Planning income - anticipated shortfall of planning income against previously forecasted amounts. | MEDIUM | 3,080 | 0 | 0 | -150 | -450 | DEMAND: EXCEPTIONAL | BUSINESS CASE | |
| Pete Marland | Planning and Placemaking | New this year | P24-32N | NEW | Paul Thomas | Land charge income - anticipated shortfall of planning income against previously forecasted amounts. | MEDIUM | 378 | 190 | -30 | -60 | 0 | DEMAND: EXCEPTIONAL | Business Case | |
| Total Planning & Placemaking | | | | | | | | 190 | -30 | -210 | -450 | | | | |
| Jenny Wilson-Marklew | Environment and Property | Previously Approved - Unchanged | P24-33L | P23-19L | 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 cleaning, and household waste sites). This reflects the additional new homes projections over the next 4 years ranging from 1.88% to 2.00%. | LOW | 22,662 | 468 | 534 | 556 | 578 | DEMOGRAPHY | FINANCIAL Model | |
| Jenny Wilson-Marklew | Environment and Property | Previously Approved - Unchanged | P24-34L | P23-20L | 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 1.88% and 2.00% growth in landscape adopted areas, from new homes projections. | LOW | 3,666 | 75 | 86 | 90 | 94 | DEMOGRAPHY | FINANCIAL Model | |
| Jenny Wilson-Marklew | Environment and Property | Previously Approved - Unchanged | P24-35L | P23-21L | 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 | 7,270 | 145 | 148 | 151 | 154 | DEMOGRAPHY | FINANCIAL Model | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-36N | NEW | Stuart Proffitt | POPs - The cost of disposing of unlabelled waste domestic, starting has increased following new guidance from the Environment Agency that waste containing persistent organic pollutants (POPs) must go to incineration rather than landfill. | LOW | 0 | 315 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-37N | NEW | Stuart Proffitt | Pest Control - Provision of a dedicated Pest Control budget. The service has been run via one-off funding for two years and has demonstrated significant improvements. However, a dedicated routine programme now needs to be implemented as business as usual in order to maintain the areas that have been addressed so far. | LOW | 0 | 30 | 0 | 0 | 0 | 0 | POLICY CHOICE | Business Case |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-38N | NEW | Stuart Proffitt | Environmental Services Contract (ESC) - Traffic Management - Street and verge cleaning of main roads requires traffic management and night closures in order for the work to be done in a safe environment and with a improved outcomes in terms of cleansing landscaping and public realm management. As part of the commissioning of the ESC, it was agreed that this area of the contract would be assessed in more detail once the contract was awarded. A ROPN based review of the roads has been undertaken and this additional cost agreed with the new contractor. | LOW | 8,830 | 150 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-39N | NEW | Stuart Proffitt | Environmental Services Contract (ESC) - Landscape Costs - When the new Environmental Services contract was procured, there was a recognition that the GIS data that feeds into the landscape service was a snap shot in time. Since the initial working (summer 2023) a significant amount of work has been done to update the landscape land parcels in the contract, resulting in this pressure. This will be an ever evolving position through the life of the contract as land comes in and out of the contract. This process is contractually managed through a change process. | LOW | 3,666 | 260 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-40N | NEW | Stuart Proffitt | MKWRP Insurance - There continues to be a general hardening in rates for insurance of waste management facilities which started two years ago due to the increase in interest rates and the rising costs of meeting claims due to inflation. This pressure takes account of an actual increase from 2022/23 that remains unbudgeted of £0.100m and an assumption that the increase will be the same again in 2024/25 albeit the 2024/25 is a provisional amount at this stage. | MEDIUM | 170 | 200 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-41N | NEW | Stuart Proffitt | Site/Land Security - A previous 5 year programme to improve the security of sensitive sites from illegal encampments has now been completed. However, new sites continue to be identified, some with unique issues. This pressure will give greater flexibility in addressing future illegal encampments. | LOW | 0 | 50 | 0 | 0 | 0 | POLICY CHOICE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-45N | NEW | Stuart Proffitt | MKWRP - Waste Disposal Costs (revenue implications for the Authority arising from the forthcoming Delegated Decision for Deed of Variation 3 (DOV3) with Thales for Milton Keynes Waste Recovery Park (MKWRP). | LOW | 0 | 1,000 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Jenny Wilson-Marklew | Environment and Property | New this year | P24-46N | NEW | Stuart Proffitt | MKWRP - Bulky Waste - revenue implications for the Authority arising from the forthcoming Delegated Decision for Deed of Variation 4 (DOV4) with Thales for Milton Keynes Waste Recovery Park (MKWRP). | LOW | 0 | 493 | 0 | 0 | 0 | CONTRACTUAL CHANGE | Business Case | |
| Total Environment and Property | | | | | | | | 3,186 | 768 | 797 | 826 | | | | |
| Total Deputy Chief Executive | | | | | | | | 3,401 | 738 | 587 | 376 | | | | |
| Total Demand Pressures | | | | | | | | 15,329 | 5,311 | 5,031 | 4,854 | | | | |
| Other Pressures | | | | | | | | | | | | | | | |
| Lauren Townsend | Finance & Resources | Previously Approved - Unchanged | P24-43L | P23-23N | Steve Richardson | Aspire - A delegated decision was taken to move the council's 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 | 499 | 0 | 0 | CONTRACTUAL CHANGE | BUSINESS CASE | |
| Lauren Townsend | Finance & Resources | Previously Approved - Amended | P24-43L | P23-24N | 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 | 24 | 12 | 0 | 0 | 0 | CONTRACTUAL CHANGE | BUSINESS CASE | |
| Total Finance & Resources | | | | | | | | 12 | 499 | 0 | 0 | | | | |
| Total Chief Executive, Social Care and Housing | | | | | | | | 12 | 499 | 0 | 0 | | | | |
| Pete Marland | Planning & Placemaking | Previously Approved - Unchanged | P24-44L | P23-25N | Paul Thomas | Planning Academy Continuation - This is to continue the Academy into future years, assuming that the cohorts from 23/23 and 23/24 continue their training. This is necessary to take forward the discussions and Memorandum of Understanding we have with the Royal Town Planning Institute. | MEDIUM | 150 | 31 | 88 | -60 | 0 | POLICY CHOICE | BUSINESS CASE | |

This page is intentionally left blank

Medium Term Financial Strategy 2024/25 - 2027/28 - Budget Reductions and Income Growth

| Portfolio Holder Name | Service Group | New Ref No. | Old Ref No. | Reduction or Income Dropdown | Lead Officer | Proposal Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2024/25 Potential FTE Reduction | Delivery Risk Rating Chose From Drop down | Status |
|-------------------------------------------------------|--------------------------|-------------|-------------|------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|------------|----------|---------------------------------|-------------------------------------------|---------------------------------|
| | | | | | | | £000s | £000s | £000s | £000s | | | |
| Emily Darlington | Adult Services | S24-2N | New | Reduction | Victoria Collins | Supported Living - Remodel the way we commission this framework, the current delivery model offers 1-2-1 support, moving to a core fee/core hours per property which will reduce the number of commissioned 1-2-1 hours. | 0 | (100) | 0 | 0 | 0.00 | Amber | New this year |
| Emily Darlington | Adult Services | S24-21N | New | Reduction | Victoria Collins | Community Alarm - Savings to be delivered from a review of building costs; productivity and efficiency of the service delivery and ensure charging is appropriate. | (300) | 0 | 0 | 0 | 0.00 | Amber | New this year |
| Total Adult Services | | | | | | | (400) | (100) | 0 | 0 | 0 | | |
| Zoe Nolan | Children's Services | S24-3N | New | Reduction | Mac Heath | Community Employment Service - review of viability for this non-statutory service, in consideration of current HRA and GF pressures. Considering outcomes, local employment context, alternative funding options and overall value for money. If required, residents will be signposted to other support services that may be available. | (100) | 0 | 0 | 0 | TBC | Green | New this year |
| Zoe Nolan | Children's Services | S24-5N | New | Reduction | Mac Heath | Early Help - refocused and strengthened early help offer where it will have most impact, consolidation of assets and staff to improve delivery of early help and improve the overall cost of the service. | (80) | (83) | 0 | 0 | 0.00 | Green | New this year |
| Zoe Nolan | Children's Services | S24-6N | New | Reduction | Mac Heath | Managing Children's Services Internal Placements Demand - reviewing efficiency and maximisation of internal placements to make better use of existing resources. | (150) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Zoe Nolan | Children's Services | S24-7N | New | Reduction | Mac Heath | Family Assessment and Support Team - review and restructure of service following posts becoming vacant | (112) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Zoe Nolan | Children's Services | S24-20N | New | Reduction | Mac Heath | School Improvement Service - In line with the government's School Improvement and Brokerage Grant funding coming to an end, the service continues to grow and develop traded offer to schools, reducing reliance on the General Fund | 0 | (125) | 0 | 0 | 0.00 | Green | New this year |
| Total Children's Services | | | | | | | (442) | (208) | 0 | 0 | 0.00 | | |
| Lauren Townsend | Finance and Resources | S24-8N | New | Reduction | Steve Richardson | Financial Assessment Team - Restructure with reduction to overall headcount | (44) | 0 | 0 | 0 | -1.00 | Green | New this year |
| Total Finance & Resources | | | | | | | (44) | 0 | 0 | 0 | -1.00 | | |
| Total Chief Executive, Social Care and Housing | | | | | | | (886) | (308) | 0 | 0 | -1.00 | | |
| Pete Marland | Planning & Placemaking | S24-9N | New | Income Growth | Paul Thomas | Planning Income - The increase has been confirmed for both Major and Minor applications as part of the Regeneration and Levelling Up Act passed on 26th October 2023. | (450) | 0 | 0 | 0 | 0.00 | Amber Green | New this year |
| Total Planning & Placemaking | | | | | | | (450) | 0 | 0 | 0 | 0.00 | | |
| Lauren Townsend | Law & Governance | S24-10N | New | Reduction | Sharon Bridglalsingh | Elections - one off saving due to fallow year of elections | | (104) | 104 | 0 | 0.00 | Green | New this year |
| Lauren Townsend | Law & Governance | S24-11N | New | Reduction | Sharon Bridglalsingh | Children's Legal External Spend - To reduce spend on external legal counsel in relation to children's social care cases | (20) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Total Law & Governance | | | | | | | (20) | (104) | 104 | 0 | 0 | | |
| Lauren Townsend | Environment and Property | S24-12L | S23-12L | Reduction | Stuart Proffitt | Closure of the Theatre Car Park - closure approved in Delegated Decision 17 November 2020. The saving has been slipped to 23/24 as NNDR will still be payable up until the point the car park is sold. | (69) | 0 | 0 | 0 | 0.00 | Green | Previously Approved - Unchanged |
| Jenny Wilson-Marklew | Environment and Property | S24-13N | New | Income Growth | Stuart Proffitt | Parking income - Reflects the improved on-going increase patronage since COVID-19 as income levels continue to recover more towards their historical level. | (1,300) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Jenny Wilson-Marklew | Environment and Property | S24-14N | New | Income Growth | Stuart Proffitt | Sponsorship income at bus shelters - to bring the budget back in line with the steady state/recovered position | (200) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Jenny Wilson-Marklew | Environment and Property | S24-15N | New | Reduction | Stuart Proffitt | MWWRP Tonnage - the budget for 23/24 was based on 80,000 residual waste tonnage being disposed at the MKWRP, this was a reduction from the previous year which was 85,000. Actual tonnage in 23/24 is tracking lower than the budget. Although it is expected there will be growth for additional properties, the growth tonnage in 24/25 is to be reduced by 1,000 tonnes to reflect the existing 23/24 baseline trend position. | (150) | 0 | 0 | 0 | 0.00 | Amber Green | New this year |
| Jenny Wilson-Marklew | Environment and Property | S24-16N | New | Reduction | Stuart Proffitt | MKWRP - Green Energy - purchase of electricity generated from waste at the MKWRP via a sleeved arrangement will generate savings compared to current energy costs | (800) | 0 | 0 | 0 | 0.00 | Amber Green | New this year |
| Jenny Wilson-Marklew | Environment and Property | S24-17L | S23-25N | Reduction | Stuart Proffitt | Investment in LED Street Lighting - Conversion of 20,000 lanterns to LED and implementation of a Central Management System (CMS) on the new lanterns, together with retrofit of CMS to the existing 38,000 LED street light stock. | (960) | 0 | 0 | 0 | 0.00 | Amber | Previously Approved - Unchanged |
| Jenny Wilson-Marklew | Environment and Property | S24-22N | New | Income Growth | Stuart Proffitt | Parking income - a Delegated Decision was made on November 14th to alter parking arrangements in Milton Keynes. These changes are to increase the minimum parking time, to phase out the Ultra Low Emissions Parking Permit and reducing the time spent within electric charging parking spaces. | (500) | 0 | 0 | 0 | 0.00 | Amber | New this year |

Medium Term Financial Strategy 2024/25 - 2027/28 - Budget Reductions and Income Growth

| Portfolio Holder Name | Service Group | New Ref No. | Old Ref No. | Reduction or Income Dropdown | Lead Officer | Proposal Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2024/25 Potential FTE Reduction | Delivery Risk Rating Chose From Drop down | Status |
|---------------------------------------------------|--------------------------|-------------|-------------|------------------------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|--------------|----------|---------------------------------|-------------------------------------------|---------------------------------|
| | | | | | | | £000s | £000s | £000s | £000s | | | |
| Jenny Wilson-Marklew | Environment and Property | S24-23N | New | Income Growth | Stuart Proffitt | Commercial Property Income - following the final rental agreement with Oxford University Hospitals NHS Foundation Trust in relation to the Whitehouse Health Centre, additional rent of £0.277m was agreed to offset the MKCC capital investment in fit-out costs. However, there are other commercial property pressures in some of the smaller retail units that are becoming vacant and more difficult to find replacement tenants. As such, a new saving of £0.135m is being included. | (135) | 0 | 0 | 0 | 0.00 | Amber | New this year |
| Total Environment and Property | | | | | | | (4,114) | 0 | 0 | 0 | 0 | | |
| Total Corporate and Deputy Chief Executive | | | | | | | (4,584) | (104) | 104 | 0 | 0 | | |
| Lauren Townsend | Environment and Property | S24-18L | S23-21L | Income Growth | Tracey Aldworth | MKDP Dividend - this will be delivered by MKDP via the Accountability Framework and through commercial activity. | (600) | 0 | 0 | 0 | 0.00 | Amber | Previously Approved - Unchanged |
| Lauren Townsend | Environment and Property | S24-19L | S23-22N | Reduction | Stuart Proffitt | Property Asset Rationalisation - The property team, working alongside services, are taking a strategic view of the council's operational building and land to assess both the possible capital receipt from disposal and in the case of this savings target, the reduced running costs of buildings. There is a programme of property mergers what is continually being developed and implemented as appropriate | (250) | (100) | (173) | 0 | 0.00 | Amber | Previously Approved - Unchanged |
| Zoe Nolan | Children's Services | S24-4N | New | Reduction | Mac Heath | Reduction in budgets - winding down and reduction in schools premature retirement costs | (50) | 0 | 0 | 0 | 0.00 | Green | New this year |
| Lauren Townsend | Corporate Services | S24-25N | New | Reduction | Michael Bracey | Establishment Savings - Ongoing review of all recruitment and appointments across MKCC | (500) | 0 | 0 | 0 | 0.00 | Amber Green | New this year |
| Lauren Townsend | Corporate Services | S24-24N | New | Reduction | Michael Bracey | Agency Staff - Reduction in all agency staff across all MKCC. | (100) | 0 | 0 | 0 | 0.00 | Amber Green | New this year |
| Total Management Action Plan | | | | | | | (1,500) | (100) | (173) | 0 | | | |
| GRAND TOTAL | | | | | | | (6,970) | (512) | (69) | 0 | | | |

Medium Term Financial Strategy 2024/25 - 2027/28 Budget One Off Pressures

| Portfolio Holder | Service Group | New Budget Pressure Ref | Old Budget Pressure Ref | Lead Officer | Proposal Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | Category | Status |
|-------------------------------------------------------|---------------------|-------------------------|-------------------------|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------|-----------|----------|------------------------|---------------------------------|
| | | | | | | £000s | £000s | £000s | £000s | | |
| Emily Darlington | Adult Services | OP24-1L | OP23-2N | Victoria Collins | Rough Sleeper Male Shelter: Provision of overnight accommodation for rough sleepers. Previously the Old Bus Station was funded from one-off reserves; the current property lease will expire in December 2024 and new premises are being reviewed for a suitable alternative. | 337 | 337 | 0 | 0 | General | Previously Approved - Unchanged |
| Emily Darlington | Adult Services | OP24-2L | OP23-17N | Victoria Collins | Social Care Improvement and Transition - transitional costs for social care, including systems set up costs and staffing. Funding was commitment from social care grant for funding system implementation and changes relating to social care reform. This will be spent in 24/25. | 150 | 0 | 0 | 0 | General | Previously Approved - Unchanged |
| Emily Darlington | Adult Services | OP24-3N | NEW | Victoria Collins | Temporary Accommodation Debt Recovery- Staffing - 1.5 FTE Debt recovery officers to assist with recovering unpaid invoices from current and former tenants | 54 | 0 | 0 | 0 | General | New this year |
| Emily Darlington | Adult Services | OP24-23N | NEW | Victoria Collins | Community Alarm units: Due to national digital transformation of phone lines there are 1982 analogue alarm units that will no longer work and a digital solution is required. This pressure will be funded from improved Better Care Fund. | 384 | 0 | 0 | 0 | General | New this year |
| Emily Darlington | Adult Services | OP24-4N | NEW | Victoria Collins | Citizen Advice Bureau - Budget required to continue the existing preventative service which has previously been funded by one-off income. | 118 | 0 | 0 | 0 | General | New this year |
| Total Adult Services | | | | | | 1,043 | 337 | 0 | 0 | | |
| Zoe Nolan | Children's Services | OP24-5L | OP23-18N | 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 | 0 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Zoe Nolan | Children's Services | OP24-6L | OP23-19N | 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 | 0 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Zoe Nolan | Children's Services | OP24-7N | NEW | Mac Heath | Commissioning Team - The creation of a dedicated children's commissioning team will provide opportunities to manage placement sufficiency, focusing on internal provision for LAC, CWD and Care Leavers. There are currently 32fte staff in the commissioning team, this pressure will increase this by 3fte to give total of 35 fte. This is a one off investment for Children's Commissioning, a review will be undertaken within 12 months to determine the outcome and costs of service delivery. | 150 | 0 | 0 | 0 | DEMOGRAPHY | Business Case |
| Total Children's Services | | | | | | 225 | 0 | 0 | 0 | | |
| Jane Carr | Public Health | OP24-8L | OP23-3L | 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 | 0 | 0 | 0 | Public Health Reserve | Previously Approved - Unchanged |
| Jane Carr | Public Health | OP24-9L | OP23-4L | 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 | 0 | 0 | 0 | Public Health Reserve | Previously Approved - Unchanged |
| Total Public Health | | | | | | 291 | 0 | 0 | 0 | | |
| Lauren Townsend | Finance & Resources | OP24-10L | OP23-9N | 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 | 0 | 0 | 0 | General | Previously Approved - Unchanged |
| Total Finance and Resources | | | | | | 25 | 0 | 0 | 0 | | |
| Shanika Mahendran | Economy and Culture | OP24-11L | OP23-6L | Michael Bracey | Funding for Festival of Creative Urban Living (£50k every two years). This will be funded from the Events Reserve. | 50 | 0 | 50 | 0 | Previous Policy Choice | Previously Approved - Unchanged |
| Shanika Mahendran | Economy and Culture | OP24-12L | OP23-23N | 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. | 0 | 300 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Shanika Mahendran | Economy and Culture | OP24-13L | OP23-24N | Michael Bracey | City of Code and Light - funding to support annual event that has won Arts Council support | 40 | 40 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Shanika Mahendran | Economy and Culture | OP24-14L | OP23-25N | Michael Bracey | CMK Events Fund - to support free city centre events to boost visitor numbers | 100 | 100 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Total Economy and Culture | | | | | | 190 | 440 | 50 | 0 | | |
| Total Chief Executive, Social Care and Housing | | | | | | 1,774 | 777 | 50 | 0 | | |
| Lauren Townsend | Law & Governance | OP24-15L | OP23-10N | Sharon Bridglalsingh | 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 | 67 | 67 | 0 | 0 | General | Previously Approved - Unchanged |

Medium Term Financial Strategy 2024/25 - 2027/28 Budget One Off Pressures

| Portfolio Holder | Service Group | New Budget Pressure Ref | Old Budget Pressure Ref | Lead Officer | Proposal Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | Category | Status |
|---------------------------------------------------|--------------------------|-------------------------|-------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|------------|------------|-------------------|---------------------------------|
| | | | | | | £000s | £000s | £000s | £000s | | |
| Lauren Townsend | Law & Governance | OP24-16L | OP23-11L | Sharon Bridglalsingh | Local Elections – costs of local elections are not consistent each year for a variety of reasons (for example some are combined with polls which attract central government funding such as PCC or parliamentary, whilst some will be combined with Parishes, or involve electing the whole Council (2026), so will be more expensive). In previous years, reserves have been used in addition to the existing base budget, but these are now exhausted. Direct costs such as accommodation, paper and postage costs have risen in recent years due to inflation. New Elections Act burdens will also drive additional staff and training costs as changes are phased over a number of years, whilst central new burdens funding is difficult to predict in the medium term. 2025/26 is a fallow year so no added budget required. | 250 | 0 | 496 | 476 | General | Previously Approved - Amended |
| Lauren Townsend | Law & Governance | OP24-17N | NEW | Sharon Bridglalsingh | Legal Case Management System - Implementation costs for proposed new cloud based legal case management system, including duplicate licence costs for the first two years to ensure continuity. | 40 | 20 | 0 | 0 | General | New this year |
| Lauren Townsend | Law & Governance | OP24-18N | NEW | Sharon Bridglalsingh | Commercial Property Lawyer Post - To create a commercial lawyer post to assist with commercial property matters for the council and reduce the expenditure on external legal services. | 63 | 63 | 0 | 0 | General | New this year |
| Lauren Townsend | Dem Services | OP24-19L | OP23-26N | Sharon Bridglalsingh | Council Champion funding - Small level of resource to support new Ethnic Minority, LGBTQ and Youth Champion roles (2k each for two years) | 6 | 0 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Total Law & Governance | | | | | | 426 | 150 | 496 | 476 | | |
| Pete Marland | Planning and Placemaking | OP24-20L | OP23-13N | 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 | 0 | 0 | General | Previously Approved - Unchanged |
| Total Planning and Placemaking | | | | | | 72 | 72 | 0 | 0 | | |
| Jenny Wilson-Marklew | Environment and Property | OP24-24N | NEW | Stuart Proffitt | Highways Commissioning - the extension to the Highways Maintenance Contract until August 24 will require additional one off funding. Further funding may also be required for the mobilisation costs once the new contract is awarded. A decision on the award of the new contract will be made in April 24. | 500 | 0 | 0 | 0 | General | New this year |
| Jenny Wilson-Marklew | Environment and Property | OP24-25N | NEW | Stuart Proffitt | Commissioning MKWRP - A decision was taken on the 7th Novmeber for the MKWRP contract to be reprocured in 2026. Funding is set aside for the costs associated with the commissioning costs of this procurement. | 390 | 360 | 0 | 0 | General | New this year |
| Total Environment and Property | | | | | | 890 | 360 | 0 | 0 | | |
| Lauren Townsend | Corporate | OP24-21L | OP23-16L | 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 | 0 | 0 | 0 | General | Previously Approved - Unchanged |
| Lauren Townsend | Corporate | OP24-22L | OP23-16LA | 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 | 0 | 0 | 0 | New Policy choice | Previously Approved - Unchanged |
| Total Corporate | | | | | | 410 | 0 | 0 | 0 | | |
| Total Corporate and Deputy Chief Executive | | | | | | 1,798 | 582 | 496 | 476 | | |
| GRAND TOTAL | | | | | | 3,572 | 1,359 | 546 | 476 | | |

| | 2024/25 | 2025/26 | 2026/27 | 2027/28 |
|-----------------------------------|--------------|--------------|------------|------------|
| Funding of One Off Pressures | £000s | £000s | £000s | £000s |
| Events Reserve | 50 | 0 | 0 | 0 |
| New Homes Bonus 2024/25 | 885 | 423 | 50 | |
| Strategic Public Health Reserve | 703 | 337 | 0 | 0 |
| Political Priorities Reserve | 390 | 0 | 0 | 0 |
| Strategic Development Reserve | 454 | 159 | 496 | 476 |
| One Off Pressures Funding Reserve | 350 | 0 | 0 | 0 |
| Social Care Grant | 150 | 0 | 0 | 0 |
| Improved Better Care Fund | 384 | 0 | 0 | 0 |
| New Political Priorities Funding | 206 | 440 | 0 | 0 |
| Total | 3,572 | 1,359 | 546 | 476 |

Fees and Charges: Exemptions to the Policy

| Service Group | Area | Activity/Item | 2024/25 Charge | 2024/25 Charge | Increase/ Decrease from 2023/24 | Increase/ Decrease from 2023/24 | Explanation for the fee/charge differing from the inflationary policy (6.8% increase in 24/25) |
|----------------------------|-----------------------------------|-------------------------------------------------------------------------------------------------|-----------------|----------------|---------------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | Value Incl. VAT | | | | |
| | | | £ | | % | | |
| | | | Range From | Range To | Range From | Range To | |
| Children's Services | | | | | | | |
| Children's Services | Music Fees | | | | | | |
| Children's Services | Music Fees | Various instrument charges | 22.50 | 64.00 | 7.14% | 7.56% | The increase in this fee is due to the impact of inflation and rising costs, necessating adjustments to ensure fair prices are charged to cover costs. |
| Children's Services | Music Fees | WCET iPad Project incl. hire of iPads | 440.00 | 440.00 | 7.32% | 7.32% | The increase in this fee is due to the impact of inflation and rising costs, necessating adjustments to ensure fair prices are charged to cover costs. |
| Children's Services | Music Fees | Musical Apps - Years 5 & 6 | 270.00 | 270.00 | 8.00% | 8.00% | The increase in this fee is due to the impact of inflation and rising costs, necessating adjustments to ensure fair prices are charged to cover costs. |
| Children's Services | Music Fees | External Organisation Delivery / Collection Charge | 44.85 | 44.85 | New Fee | New Fee | New Fee |
| Children's Services | Community Learning | | | | | | |
| | Community Learning | Various community learning courses | 65.00 | 820.22 | 7.14% | 8.75% | The charge reflect the latest prices provided by the CLMK service. This adjustment ensures our pricing structure remains accurate and up-to-date, allowing us to provide a fair representation of the value associated by our offerings. |
| Children's Services | Children Missing Education | | | | | | |
| Children's Services | Children Missing Education | School Attendance Fixed Penalty Notices | 60.00 | 120.00 | -8.26% | -8.26% | Penalty Notices are set by the Government and are £60 / £120 - Nationally and this cannot be changed. |
| Children's Services | Governor Services | | | | | | |
| Children's Services | Governor Services | Governor Support Packages - Non-maintained School | 2,758.01 | 5,223.80 | -3.71% | -1.43% | In order to better support the whole MK education sector, we now have one rate for all schools instead of charging a different rate for academies. |
| Children's Services | Governor Services | Governor Development Maintained Schools & Non-maintained schools | 990.00 | 1,188.00 | 2.06% | 2.06% | The price covers the cost of service delivery: allowing us to continue offering the valued service at an affordable rate. |
| Children's Services | Governor Services | Lay Clerk Service for non-maintained schools | 1,243.15 | 1,243.15 | 0.09% | 0.09% | In order to better support the whole MK education sector, we now have one rate for all schools instead of charging a different rate for academies. |
| Children's Services | Governor Services | Federation Service - maintained schools only | 1,500.00 | 1,500.00 | 50.00% | 50.00% | The cost of the service has increased to cover full cost of delivery |
| Children's Services | School Improvement | | | | | | |
| Children's Services | School Improvement | Maintained schools senior leader appointments and interim senior leader appointment service | 2,500.00 | 2,500.00 | 4.17% | 4.17% | We increased the cost of this service significantly in 2023-2024. This price continues to cover the cost of service delivery: allowing us to continue offering the service at an affordable rate. |
| Children's Services | School Improvement | Non-maintained schools senior leader appointments and interim senior leader appointment service | 3,000.00 | 3,000.00 | 4.17% | 4.17% | We increased the cost of this service significantly in 2023-2024. This price continues to cover the cost of service delivery: allowing us to continue offering the service at an affordable rate. Also, to better support the whole MK education sector, we now have one rate for all schools instead of charging different rate for academies. |
| Children's Services | School Improvement | Headteacher Performance Appraisal - maintained schools & non-maintained schools | 680.00 | 816.00 | 0.00% | 0.00% | This price covers the cost of service delivery and brings the charge in line with one day of consultancy. The charge allows us to continue offering the valued service at an affordable rate. |
| Children's Services | School Improvement | Headteacher Performance Appraisal - Non-maintained schools outside of MK | 840.00 | 840.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Improvement Partner Consultancy - Non-maintained Schools outside of MK | 840.00 | 2,484.00 | 2.94% | 3.50% | The price covers the cost of service delivery and the associated costs of travelling out of MK: allowing us to continue offering the service at an affordable rate. |
| Children's Services | School Improvement | Annual Evaluation - Maintained Schools | 1,360.00 | 1,360.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Annual Evaluation - Non-maintained Schools | 1,632.00 | 1,632.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Annual Evaluation - Non-maintained Schools outside of MK | 1,680.00 | 1,680.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Safeguarding Audit - Maintained Schools | 1,020.00 | 1,020.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Safeguarding Audit - Non-maintained Schools | 1,224.00 | 1,224.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Safeguarding Audit - Non-maintained Schools outside of MK | 1,260.00 | 1,260.00 | New Fee | New Fee | New Fee |
| Children's Services | School Improvement | Evolve Access based on number on roll 201-500 | 900.00 | 900.00 | 33.59% | 33.59% | We increased the cost of this service significantly in 2023-2024. This price continues to cover the cost of service delivery: allowing us to continue offering the service at an affordable rate. |
| Children's Services | Library Services | | | | | | |
| Children's Services | Library Services | Photocopying and FAX | | | | | |
| Children's Services | Library Services | Photocopies | 0.25 | 0.35 | 0.00% | 0.00% | Budget Manager has requested to keep this at current price, we do not accept copper in coin machines, and rounding would be too expensive |
| Children's Services | Library Services | Computers | | | | | |
| Children's Services | Library Services | Printing: Black & White | 0.25 | 0.25 | 0.00% | 0.00% | Budget Manager has requested to keep this at current price, we do not accept copper in coin machines, and rounding would be too expensive. |
| Children's Services | Library Services | Reservations | | | | | |
| Children's Services | Library Services | Items from SELMS partner's stock | 3.00 | 3.00 | 0.00% | 0.00% | We currently cannot adjust this, we are in a consortium, currently under review will change in line with review. |

Adult Services

| Adult Services | | | | | | | |
|---------------------------------|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adult Services | Standard Rate Charges | | | | | | |
| Adult Services | Internal Homecare services | Rate of charge for internal homecare services | 24.36 | 24.36 | 9.02% | 9.02% | To be closer in line with UKHCA minimum homecare hourly rate - £25.95 |
| Adult Services | Community Alarm & Telecare | | | | | | |
| Adult Services | Community Alarm & Telecare | Community Alarm Installation | 30.00 | 30.00 | 115.92% | 115.92% | Benchmarking with other providers suggests MKCC are charging considerably less |
| Adult Services | Homelessness | | | | | | |
| Adult Services | Homelessness | Emergency Bed & Breakfast Accommodation for families/individuals | 17.30 | 17.30 | 0.00% | 0.00% | Not increasing in 24/25, as a review is being undertaken in 24/25 to take into consideration the benefit cap. Additionally, increasing the rate will go against a Delegated Decision taken to introduce the cap |
| Environment and Property | | | | | | | |
| Environment and Property | Car Parking | | | | | | |
| Environment and Property | Car Parking | Residents Parking Permits | | | | | |
| Environment and Property | Car Parking | Residents Parking Permits | 25.00 | 25.00 | 0.00% | 0.00% | Full consultation to be conducted before any increase is proposed |
| Environment and Property | Car Parking | Residents Visitors Parking (per day) Day Voucher or Cashless/RingGo | 1.00 | 1.00 | 0.00% | 0.00% | Full consultation to be conducted before any increase is proposed |
| Environment and Property | Car Parking | Pay and Display and Permits | | | | | |
| Environment and Property | Car Parking | Various Pay and Display and Permit charges | 0.50 | 2,250.00 | 0.00% | 0.00% | Full consultation to be conducted before any increase is proposed |
| Environment and Property | Car Parking | Off Street Car Parking | | | | | |
| Environment and Property | Car Parking | Elder Gate Multi Story Car Park | 10.00 | 10.00 | 0.00% | 0.00% | Full consultation to be conducted before any increase is proposed |
| Environment and Property | Car Parking | Other Parking | | | | | |
| Environment and Property | Car Parking | Bay suspensions | 16.50 | 16.50 | 0.00% | 0.00% | Full consultation to be conducted before any increase is proposed |
| 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 | Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000 | n/a | n/a | Base Charge £2,000 + 5% of Bond amount to a maximum of £6,000 |
| Environment and Property | Officer Time | Provision of Collision Data | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Taxi Licensing | | | | | | |
| Environment and Property | Taxi Licensing | Licences - Hackney Carriages | | | | | |
| Environment and Property | Taxi Licensing | Private Hire Operators Licence Charges | 386.50 | 4,794.00 | 17.28% | 17.32% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Operator licence - additional address or operator base | 399.50 | 399.50 | 17.33% | 17.33% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Combined Drivers Licence - initial | 287.50 | 287.50 | 6.88% | 6.88% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Combined Drivers Licence - renewal | 269.00 | 269.00 | 6.75% | 6.75% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Private Hire Vehicle NEW | 368.00 | 368.00 | 17.20% | 17.20% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Private Hire Vehicle RENEWAL | 362.00 | 362.00 | 17.34% | 17.34% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Plate Exempt | 42.50 | 42.50 | 17.73% | 17.73% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Hackney Carriage Vehicle New | 380.00 | 380.00 | 17.28% | 17.28% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Hackney Carriage Vehicle Renewal | 372.50 | 372.50 | 17.32% | 17.32% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Driver Assessment Suitability Re-Sit | 121.50 | 121.50 | 7.05% | 7.05% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Replacement Licence (paper) | 9.50 | 9.50 | 6.74% | 6.74% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Bracket | 26.80 | 26.80 | 17.54% | 17.54% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Replacement of Plate | 26.80 | 26.80 | 17.54% | 17.54% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Replacement of Drivers Badge | 24.40 | 24.40 | 7.02% | 7.02% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Plate Magnet Set | 47.00 | 47.00 | 17.21% | 17.21% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Vehicle Age Exemption and Extra Test | 66.50 | 66.50 | 17.18% | 17.18% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Change of Registration | 57.50 | 57.50 | 17.23% | 17.23% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Vehicle Transfer | 53.50 | 53.50 | 17.56% | 17.56% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Second Office Fee | 399.00 | 399.00 | 17.32% | 17.32% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Safeguarding Training | 51.30 | 51.30 | 6.87% | 6.87% | To achieve full cost recovery |
| Environment and Property | Taxi Licensing | Third-Party Advertising (Hackney Only) | 130.50 | 130.50 | 17.36% | 17.36% | To achieve full cost recovery |
| Environment and Property | Highways | | | | | | |
| Environment and Property | Highways | Provision of Temporary Traffic Regulation Order | 2,203.00 | 2,203.00 | 0.00% | 0.00% | Already the most expensive in the region so an increase cannot be justified |
| Environment and Property | Highways | 3rd party Recharges | | | | | |
| Environment and Property | Highways | Damage assessment fee routine only (Based on incident severity - special engineering difficulty priced at cost) | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Necessary alterations to the highway and street furniture - at cost | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Review/approval of method statements/risk assessments for works affecting sites of engineering difficulties (Bridges & Highway Structures) | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Winter Services | | | | | |
| Environment and Property | Highways | Winter preparation (Consultancy Service) | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | S38 Charges to Developers | | | | | |
| Environment and Property | Highways | Section 38 Charges to Developers | 10% of bond fee + Flat rate | 10% of bond fee + Flat rate | n/a | n/a | 10% of bond fee + Flat rate |
| Environment and Property | Highways | Section 278/S38 Charges to Developers, additional flat rate fee for legal costs | 3,500.00 | 3,500.00 | 46.44% | 46.44% | To achieve full cost recovery |
| Environment and Property | Highways | S278 Charges to Developers | | | | | |
| Environment and Property | Highways | Approval/Supervision schemes up to £15m and over £15m | 10% of scheme value | 10% of scheme value | n/a | n/a | 10% of scheme value |
| Environment and Property | Highways | Approval/Supervision schemes over £15m | 8% of scheme value | | n/a | n/a | 8% of scheme value |
| Environment and Property | Highways | Design Fees | | | | | |

| | | | | | | | |
|------------------------------|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------|---------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Environment and Property | Highways | To undertake a Stage 2,3&4 - Road Safety Audits | [5% of scheme cost + £2000 to a maximum of £6000 + agreed inflation]+VAT | [5% of scheme cost + £2000 to a maximum of £6000 + agreed inflation]+VAT | n/a | n/a | 5% of scheme cost + £2000 to a maximum of £6000 + agreed inflation |
| Environment and Property | Highways | Traffic Management | | | | | |
| Environment and Property | Highways | Provision of new signs and commuted sums | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Amendment to Temporary Direction Signing Licence admin fee | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Bridge & Highway Structures Condition Inspections | | | | | |
| Environment and Property | Highways | General Inspection (visual inspection & condition summary, photographs, recommendations & technical review/approval) | POA | POA | n/a | n/a | Price on application |
| 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) | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Highways | Artwork and statues erected on the highway - Review of proposals, risk assessments, technical advice/approvals | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Emberton Park | | | | | | |
| Environment and Property | Emberton Park | Entrance To Park | | | | | |
| Environment and Property | Emberton Park | Entrance To Park | 2.00 | 5.50 | 0.00% | 0.00% | To encourage use of the park |
| 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 | With Hook-up and Water | 36.25 | 36.25 | New Fee | New Fee | New Fee |
| Environment and Property | Emberton Park | With Hook-up and Water | 213.00 | 213.00 | New Fee | New Fee | New Fee |
| 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. | 20.00 | 20.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| Environment and Property | Waste Management | Special Collections - domestic waste - supplementary charge to Bulky Waste Collection charges. | 10.00 | 10.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| Environment and Property | Waste Management | Chargeable "special" collections, including disposal - for DIY waste, garden waste and "industrial waste" | 100.00 | 100.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| 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). | 6.00 | 6.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| Environment and Property | Waste Management | Chargeable "special" collections - for Household Waste. | 60.00 | 60.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| Environment and Property | Waste Management | Supplementary cost for chargeable "special" collections of 'Household Waste' (in addition to above). | 6.00 | 6.00 | 0.00% | 0.00% | Under review politically and part of the new waste contract |
| Environment and Property | Landscape & Countryside | | | | | | |
| Environment and Property | Landscape & Countryside | Commemorative Benches | POA | POA | n/a | n/a | Price on application |
| Environment and Property | Buildings Contracts | | | | | | |
| Environment and Property | 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 |
| Environment and Property | Film Location Charges | | | | | | |
| Environment and Property | 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 | 25% added to Admin and Filming Fees |
| Environment and Property | Cycling | | | | | | |
| Environment and Property | Cycling | Cycle Facilities (inc locker) - Get Changed | 288.00 | 288.00 | 0.00% | 0.00% | To encourage cycling |
| Environment and Property | Cycling | Cycle Lockers - Station Square and Get Changed | 63.25 | 63.25 | 0.00% | 0.00% | To encourage cycling |
| Environment and Property | Cycling | Bikeability Cycle Training - ad hoc courses | POA | POA | POA | POA | Price on application |
| Environment and Property | Cycling | Bikeability Cycle Training - school related | 33.00 | 196.00 | 0.00 | 0.00 | To encourage cycling |
| Environment and Property | Cycling | Bikeability Cycle Training - non school related | 10.90 | 10.90 | 0.00% | 0.00% | To encourage cycling |
| Environment and Property | Transport Policy | | | | | | |
| Environment and Property | Transport Policy | Developers charge to assess the transport implications of planning applications in relation to the MKCC Multi Modal Model | POA | POA | n/a | n/a | Price on application |
| Finance and Resources | | | | | | | |
| Finance and Resources | Court Costs Charged to Local Taxation Defaulters | | | | | | |
| Finance and Resources | Court Costs Charged to Local Taxation Defaulters | Council Tax summons and Liability Orders | 52.50 | 52.50 | -6.25% | -6.25% | Costs are not increased with inflation as they are based on a statutory model based on the direct cost of recovery - no increase will be applied for 2024-25 |
| Finance and Resources | Court Costs Charged to Local Taxation Defaulters | Council Tax Liability Order | 30.00 | 30.00 | 1.69% | 1.69% | Costs are not increased with inflation as they are based on a statutory model based on the direct cost of recovery - no increase will be applied for 2024-25 |
| Finance and Resources | Court Costs Charged to Local Taxation Defaulters | Non Domestic Rates summons | 72.50 | 72.50 | 0.00% | 0.00% | The service reviewed costs for 23-24. Costs are not increased with inflation as they are based on a statutory model based on the direct cost of recovery - no increase will be applied for 2024-25 |
| Finance and Resources | Court Costs Charged to Local Taxation Defaulters | Non Domestic Rates Liability Order | 40.00 | 40.00 | 0.00% | 0.00% | The service reviewed costs for 23-24. Costs are not increased with inflation as they are based on a statutory model based on the direct cost of recovery - no increase will be applied for 2024-25 |
| Law and Governance | | | | | | | |
| Law and Governance | Legal Charges | | | | | | |
| Law and Governance | Legal Charges | Legal Advice Charges – Principal (equiv. to at least 8 yrs relevant post qualification/call) - Property opted to VAT | 297.55 | 297.55 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |

| | | | | | | | |
|---------------------------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|---------|---------|------------------------------------------------------------------------------------------------------|
| Law and Governance | Legal Charges | Legal Advice Charges – Senior (equiv. to at least 4 yrs relevant post-qualification/call) - Property opted to VAT | 273.80 | 273.80 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal Advice Charges – Assistant (other solicitors, barristers, legal executives or fee earners of equivalent experience) - Property opted to VAT | 229.10 | 229.10 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal Advice Charges – Paralegals or fee earners of equivalent experience - Property opted to VAT | 157.85 | 157.85 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal Advice Charges – Trainee solicitors (may vary on grade of trainee) - Property opted to VAT | 157.85 | 157.85 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Prosecutions/Court work - Property opted to VAT | 229.10 | 229.10 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Lease (including renewals) - Property opted to VAT | 1,396.94 | 1,396.94 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Leasehold extension - Property opted to VAT | 1,047.71 | 1,047.71 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Tenancy Agreement (garages) - Property opted to VAT | 488.93 | 488.93 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Licences - Property opted to VAT | 698.47 | 698.47 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Tenancy at Will - Property opted to VAT | 488.93 | 488.93 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Notices (assignment/mortgage) - Property opted to VAT | 111.76 | 111.76 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Licences to Assign (with Rent Deposit OR AGA) - Property opted to VAT | 838.17 | 838.17 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Licences to Assign (with BOTH Rent Deposit OR AGA) - Property opted to VAT | 977.86 | 977.86 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Licence for Alterations - Property opted to VAT | 768.32 | 768.32 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Licence to Underlet - Property opted to VAT | 838.17 | 838.17 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Sales of Land (Residential) - Property opted to VAT | 698.47 | 698.47 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Surrenders/Deeds of Release - Property opted to VAT | 698.47 | 698.47 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Deeds of Variation - Property opted to VAT | 1,047.71 | 1,047.71 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Leasehold enquiries - Property opted to VAT | 111.76 | 111.76 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Freehold Reversions - Property opted to VAT | 698.47 | 698.47 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Deeds/Letters of Postponement - Property opted to VAT | 139.69 | 139.69 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Easements and Wayleaves - Property opted to VAT | 1,047.71 | 1,047.71 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services (Housing/Property) - Low cost Housing (deed of covenant/letter of compatibility) - Property opted to VAT | 488.93 | 488.93 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Law and Governance | Legal Charges | Legal service charges – rates for specific services - contracts and procurement advice for schools - Property opted to VAT | 125.72 | 125.72 | New Fee | New Fee | Vat Exclusive fee same as 23/24 - New fee to include VAT for opted properties |
| Housing and Regeneration | | | | | | | |
| Housing and Regeneration | Private Sector Housing | | | | | | |
| Housing and Regeneration | Private Sector Housing | Statutory Notice Scheme | 405.00 | 405.00 | 0.00% | 0.00% | Rates to remain at 23/24 level - working papers show an increase would result in a profit |
| Housing and Regeneration | Private Sector Housing | Immigration Inspections | 172.00 | 172.00 | 0.58% | 0.58% | Rates increase capped at 0.58% - working papers show an increase above this would result in a profit |

Customer & Community Services

| | | | | | | | |
|-------------------------------|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------|----------|---------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Customer & Community Services | Environmental Health - Burials and Cremation | | | | | | |
| Customer & Community Services | Environmental Health - Burials and Cremation | Exhumation | POA | POA | n/a | n/a | Price on application |
| Customer & Community Services | Crematorium | Other Fees | | | | | |
| Customer & Community Services | Crematorium | Urns and Caskets - various sizes | POA | POA | n/a | n/a | Price on application |
| Customer & Community Services | Crematorium | Packing and despatch of ashes | POA | POA | n/a | n/a | Price on application |
| Customer & Community Services | Crematorium | Photographic images on the Visual Tribute Screens administration fee (£10.00) + £1.45 per photo used (Oak chapel only) | POA | POA | n/a | n/a | Price on application |
| 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) | POA | POA | n/a | n/a | Price on application |
| Customer & Community Services | Environmental Protection | | | | | | |
| Customer & Community Services | Miscellaneous Charges | Consultancy Visit | 300.00 | 300.00 | -23.55% | -23.55% | This is a service offered by most EH departments free of charge and we would like to encourage its up take as it saves officer time/money down the line (most visits only take 2 hours so the cost will be covered, it is also unethical and bad policy to charge someone who is trying to get things right more than what we would be charging those in an enforcement situation/getting things wrong |
| Customer & Community Services | Environmental Protection | Water Sampling - Private Supplies | POA | POA | n/a | n.a | POA |
| Customer & Community Services | Licensing | | | | | | |
| Customer & Community Services | Licensing | Sex Establishment Venue | | | | | |
| Customer & Community Services | Licensing | Sex Establishment Licence charges | 211.00 | 3,678.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Street Trading | | | | | |
| Customer & Community Services | Licensing | Street Trading fees | 15.00 | 2,618.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Scrap Metal | | | | | |
| Customer & Community Services | Licensing | Scrap Metal fees | 95.00 | 454.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Other | | | | | |
| Customer & Community Services | Licensing | Other Licensing - Hypnotism | 93.00 | 93.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Home Boarding Dogs * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 456.56 | 666.64 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Kennel & Cattery * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 537.68 | 624.00 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Kennel OR Cattery * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 462.80 | 530.40 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Pet Shops * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 448.24 | 722.80 | 0.00% | -37.99% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Hiring out Horses* | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 901.68 | 1,244.88 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Breeding of Dogs * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 360.88 | 736.22 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Dog Warden | | | | | |
| Customer & Community Services | Licensing | Dog warden charges | 22.00 | 126.74 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Dangerous Wild Animals (2years) * | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 298.48 | 298.48 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |

| | | | | | | | |
|----------------------------------|--------------------------------|---------------------------------------------------------------------------|--------|----------|---------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Customer & Community Services | Licensing | Animal Exhibition (3 years) | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 448.24 | 722.80 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Doggy Day Care | | | | | |
| Customer & Community Services | Licensing | New/Renewal | 462.80 | 530.40 | 0.00% | 0.00% | fees and charges are due to be presented to the Regulatory Committee for approval |
| Customer & Community Services | Licensing | Piercing/ Acupuncture (no expiry) | | | | | |
| Customer & Community Services | Licensing | Piercing/ Acupuncture charges | 92.00 | 437.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Special Events Registration | | | | | |
| Customer & Community Services | Licensing | Special events checks | 601.00 | 2,378.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | 20 + | POA | POA | n/a | n/a | Price on application |
| Customer & Community Services | Licensing | Change of details e.g. name, address, towing vehicle etc. | 30.00 | 30.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Licensing | Copy Licence | 16.00 | 16.00 | 0.00% | 0.00% | Every two years we audit the associated cost with application of these licenses/permits take to Licensing or Regulatory Committee to agree increase or decrease |
| Customer & Community Services | Registrar | | | | | | |
| Customer & Community Services | Registrar | Marriage and civil partnership charges | 250.00 | 2,500.00 | 1.54% | 22.00% | Fees already agreed with Cabinet. Set 3 years in advance to offer online booking |
| Customer & Community Services | Citizenship | | | | | | |
| Customer & Community Services | Citizenship | Private ceremony specified weekdays/weekends | 190.00 | 300.00 | 0.00% | 0.00% | Fees already agreed with Cabinet. Set 3 years in advance to offer online booking |
| Customer & Community Services | Copy certificates | | | | | | |
| Customer & Community Services | Copy certificates/post | Special Delivery (inc any standard postage required) online and in person | 8.50 | 8.50 | 0.00% | 0.00% | Standard royal mail fee |
| Customer & Community Services | Registrar | Various registrar charges | 35.00 | 100.00 | 0.00% | 20.01% | Fees already agreed with Cabinet. Set 3 years in advance to offer online booking |
| Planning and Place Making | | | | | | | |
| Planning and Place Making | Local Land Charges Fees | | | | | | |
| Planning and Place Making | Local Land Charges Fees | Part II Enquiries | | | | | |
| Planning and Place Making | Local Land Charges Fees | CON290 Enquiries (existing but not showing) | 29.68 | 29.68 | New Fee | New Fee | New Fee |
| Planning and Place Making | Local Land Charges Fees | Additional Parcels (commercial searches) new fee | 93.82 | 93.82 | New Fee | New Fee | New Fee |
| Planning and Place Making | Local Land Charges Fees | Copy Agreements (existing) - Small | 44.70 | 44.70 | New Fee | New Fee | New Fee |
| Planning and Place Making | Local Land Charges Fees | Copy Agreements (existing) - Medium | 68.45 | 68.45 | New Fee | New Fee | New Fee |
| Planning and Place Making | Local Land Charges Fees | Copy Agreements (existing) - Large | 86.60 | 86.60 | New Fee | New Fee | New Fee |

Medium Term Financial Plan 2024/25 - 2027/28- Year on Year Movement

| | 2024-25 | 2025-26 | 2026-27 | 2027-28 |
|---------------------------------------------------------------------|-----------------|----------------|----------------|-----------------|
| | £000's | £000's | £000's | £000's |
| Government Funding | | | | |
| Core Government Grant | (135) | 0 | 0 | 0 |
| Business Rates Growth & Inflation | (6,821) | (2,000) | (2,000) | (2,000) |
| Business Rates Impact of Revaluation/Reset | 0 | (0) | 13,642 | 0 |
| Additional Social Care Funding (Autumn Statement) | (4,454) | 0 | 0 | 0 |
| New Homes Bonus - End of legacy payment | (458) | 5,000 | 0 | 0 |
| Other Grants Movements | 82 | 0 | 0 | 0 |
| Total Government Funding Adjustments | (11,786) | 3,000 | 11,642 | (2,000) |
| Local Funding Choices | | | | |
| Council Tax -2.99% 23/24 - 24/25; 25/26+ 1.99% | (4,583) | (3,261) | (3,408) | (3,562) |
| Council Tax - adult social care precept 2% 23/24 - 24/25; 25/26+ 1% | (3,066) | (1,639) | (1,713) | (1,790) |
| Council Tax - Long Term Empty impact | (478) | 0 | 0 | 0 |
| Council Tax Base uplift | (4,403) | (2,961) | (2,502) | (2,688) |
| | (12,530) | (7,861) | (7,623) | (8,040) |
| Estimated Variance in Resource Base | (24,316) | (4,862) | 4,019 | (10,040) |
| Inflation Assumptions | | | | |
| Pay Inflation (4%,3%,3%,3%) | 5,531 | 3,406 | 3,507 | 3,352 |
| ER Pension Contribution -Revaluation | 0 | 0 | 1,000 | 0 |
| Contractual inflation - National Living Wage | 7,070 | 2,288 | 2,418 | 2,550 |
| Contractual Inflation - Other | 5,571 | 2,363 | 2,261 | 2,342 |
| Utilities | (74) | 121 | 127 | 133 |
| Insurance | 210 | 73 | 75 | 78 |
| Shared Service Partnership Indexation | 58 | 60 | 62 | 0 |
| Fees & Charges (9%/7%/2%/2%) | (732) | (167) | (171) | (174) |

| | | | | |
|--------------------------------------------------------------------|---------------|---------------|---------------|---------------|
| Other Forecasting Assumptions | 36 | 37 | 38 | 39 |
| Demand Budget Pressures | | | | |
| Adult Social Care - Demographic/Cost pressures | 5,750 | 3,155 | 2,989 | 2,947 |
| Adult Social Care - Pressure Funded by additional Better Care Fund | 600 | 0 | 0 | 0 |
| Homelessness - Cost Pressure | 1,469 | 430 | 415 | 434 |
| Children's Social Care (Placements/emergency beds) | 2,861 | 426 | 438 | 452 |
| Home to School Transport - Demographic/Cost pressures | 895 | 562 | 602 | 645 |
| Environment & Property - Demographic/Cost pressures | 3,186 | 768 | 797 | 826 |
| Planning Income Loss | 190 | (30) | (210) | (450) |
| Finance & resources | 428 | 0 | 0 | 0 |
| Customer & Community | 225 | 0 | 0 | 0 |
| Law & Governance | 25 | 0 | 0 | 0 |
| Other Pressures | 43 | 411 | (90) | 0 |
| One Off Pressures (funded by reserves) | 3,291 | 919 | 546 | 476 |
| Political Priorities One Off Pressures | 281 | 440 | 0 | 0 |
| Corporate | | | | |
| Capital Financing Costs | (4,918) | 595 | (362) | (603) |
| Levies | 15 | 15 | 0 | 0 |
| Recharges | 127 | 0 | 0 | 0 |
| Planned Changes ASC Contingency Budget | (913) | 0 | 0 | 0 |
| Planned Changes Contingency Budget | (278) | (150) | 0 | 0 |
| Transfer to/from reserves | | | | |
| - Waste - Collection fund | | | | |
| - Planned use of Collection Fund Cashflow Reserve | 4,000 | 0 | 0 | 0 |
| - Insurance Fund | 300 | 0 | 0 | 0 |
| - General Fund Reserve | (400) | 0 | 0 | 0 |
| - Tariff Risk Reserve | (580) | 0 | 0 | 0 |
| - Increase in Berevement Reserves | 118 | 0 | 0 | 0 |
| - NHB transferred to Capital Reserve | 458 | (5,000) | 0 | 0 |
| Total Pressures | 34,843 | 10,722 | 14,443 | 13,047 |

| | | | | | |
|---------------------------------------|---------------|--------------|---------------|--------------|---------------|
| Sum Required to Balance Budget | 10,527 | 5,861 | 18,461 | 3,006 | |
| Treasury Management Investment Income | 15 | 145 | 205 | 195 | |
| Reductions & Income Growth | (6,970) | (512) | (69) | 0 | |
| Funding for one off pressures | (3,572) | (1,359) | (546) | (476) | |
| Budget Gap Draft Budget | 0 | 4,135 | 18,051 | 2,725 | 24,912 |

This page is intentionally left blank

2024/25 General Fund Draft Budget Summary

| | 2023/24 Budget £'000 | Movements £'000 | 2024/25 Budget £'000 |
|-----------------------------------------|----------------------------|--------------------|----------------------------|
| SERVICES: | | | |
| Adult Services | 90,558 | 10,314 | 100,873 |
| Public Health | (282) | 0 | (282) |
| Children's Services | 47,559 | 5,461 | 53,020 |
| Customer and Community Services | 6,662 | 409 | 7,071 |
| Planning & Placemaking | 824 | (263) | 562 |
| Environment and Property | 75,753 | 1,562 | 77,315 |
| Finance and Resources | 19,962 | 6,809 | 26,772 |
| Law & Governance | 4,881 | 191 | 5,072 |
| Debt Financing | 2,827 | (4,887) | (2,060) |
| Corporate Items (Contingency) | 5,293 | (285) | 5,009 |
| Corporate Items (ASC Contingency) | 1,513 | (913) | 600 |
| Corporate Items (Pay Inflation, other) | 8,353 | 2,096 | 10,449 |
| Total | 263,903 | 20,497 | 284,400 |
| Levies | | | 560 |
| Asset Management | | | (26,030) |
| Recharges to HRA | | | (2,857) |
| Total Expenditure | | | 256,073 |
| FUNDED BY: | | | |
| Revenue Support Grant | | | (7,177) |
| Retained Business Rates | | | (79,420) |
| Council Tax (including parish precepts) | | | (173,858) |
| Parish Precepts Paid | | | 10,950 |
| New Homes Bonus | | | (5,000) |
| Services Grant | | | (1,568) |
| Total Funding | | | (256,073) |
| Budget Gap | | | (0) |

This page is intentionally left blank

2024/25 Car Parking Surplus

| | |
|---------------------------------------------|---------------------------------|
| Budgeted Income | -10,027,100 |
| CMK Parking Management costs | 2,063,690 |
| Decriminalisation of Parking | 15,000 |
| Surveys and fees | 15,000 |
| Budgeted 2024/25 Car Parking Surplus | <u><u>-7,933,410</u></u> |

Allowable notional spend of 2024/25 Car Parking Surplus - Section 55 1984 Road Traffic Act

| | |
|---------------------------------------------------------|-----------|
| Highways and Street lighting in on-street parking areas | 323,000 |
| Cleansing in on-street parking areas | 1,400,000 |
| Landscaping in on-street parking areas | 42,000 |
| Running costs of off-street car parks | 1,236,491 |
| Passenger Transport Team | 251,486 |
| Concessionary Fares | 3,847,847 |
| Bus Subsidies | 1,292,493 |
| Publicity | 55,383 |
| Other Passenger Transport Projects | 272,050 |
| Highway Improvement Design & Project Management | 93,388 |
| Sustainability funding for Highways Improvements Works | 4,845,134 |
| Environmental Improvements, | 845,522 |

| | |
|-------------------------------------------------------------------|---------------------------------|
| Total allowable expenditure of 2024/25 Car Parking Surplus | <u><u>14,504,794</u></u> |
|-------------------------------------------------------------------|---------------------------------|

| | |
|----------------------------------------|-------------------|
| Funded from Car Parking Surplus | -7,933,410 |
| Funded from General Fund | -6,571,384 |

Parking Reserve

| | |
|---------------------------------------------------------------------------------|-------------------------------|
| Balance brought forward from 2022/23 | -436,000 |
| Off street parking maintenance (Newport Pagnell, Bletchley and Stony Stratford) | 100,000 |
| Parking surveys for moving traffic offences | 100,000 |
| Forecast carry forward into 24/25 | <u><u>-236,000</u></u> |

This page is intentionally left blank

Capital Programme 2024/25

Children Services

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|---------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Available Funding | | | | | | | |
| | 2023/24 Unallocated & C'Fwd (Single Capital Pot Grant) | 27,589,282 | 0 | 0 | 0 | 0 | 27,589,282 |
| | Special Education Needs Grant / Higher Needs Grant B'fwd | 6,341,145 | 0 | 0 | 0 | 0 | 6,341,145 |
| | Basic Need - Single Capital Pot Grant | 158,342 | 4,034,546 | 0 | 0 | 0 | 4,192,888 |
| | School Condition Funding - Single Capital Pot Grant | 2,503,882 | 2,503,882 | 2,503,882 | 2,503,882 | 2,503,882 | 12,519,409 |
| | Special Education Needs Grant / Higher Needs Grant | 0 | 0 | 0 | 0 | 0 | 0 |
| | Capital Receipts | 20,667 | 0 | 0 | 0 | 0 | 20,667 |
| | S106 and Tariff Funding (For List see Specific Project Information) | 34,587 | 0 | 0 | 0 | 0 | 34,587 |
| | Total Available Funding | 36,647,905 | 6,538,427 | 2,503,882 | 2,503,882 | 2,503,882 | 50,697,977 |
| Summary | | | | | | | |
| | Total prior year continuations (Section 1) | 1,555,254 | 0 | 0 | 0 | 0 | 1,555,254 |
| | Total new schemes (Section 2) | 2,030,000 | 2,030,000 | 2,000,000 | 2,000,000 | 2,000,000 | 10,060,000 |
| | Total Programme | 3,585,254 | 2,030,000 | 2,000,000 | 2,000,000 | 2,000,000 | 11,615,254 |
| | Funding available | 36,647,905 | 6,538,427 | 2,503,882 | 2,503,882 | 2,503,882 | 50,697,977 |
| | Funding deficit/(surplus) | (33,062,651) | (4,508,427) | (503,882) | (503,882) | (503,882) | (39,082,723) |
| | Cumulative funding deficit/(surplus) | (33,062,651) | (37,571,078) | (38,074,960) | (38,578,842) | (39,082,723) | |
| Section 1 - Prior Years' Continuing Schemes | | | | | | | |
| 50CPX01288 | Refurbishment works to create Higher Complex Needs Provision for SEND pupils | 1,500,000 | 0 | 0 | 0 | 0 | 1,500,000 |
| 50CPX00283 | Self Service Kiosks in Libraries | 20,667 | 0 | 0 | 0 | 0 | 20,667 |
| 50CPX00841 | Central Library and City Archive Integration, Phase 1 | 34,587 | 0 | 0 | 0 | 0 | 34,587 |
| | Total Prior Years' Continuations | 1,555,254 | 0 | 0 | 0 | 0 | 1,555,254 |
| Section 2 - 2024/25 Programme and future years bids provisionally funded | | | | | | | |
| 50CPX00580 | Boiler & Distribution Replacements & Enhancements | 940,000 | 940,000 | 930,000 | 930,000 | 930,000 | 4,670,000 |
| 50CPX00581 | Fire Protection Improvements | 230,000 | 230,000 | 220,000 | 220,000 | 220,000 | 1,120,000 |
| 50CPX00582 | Roofs, windows and doors | 610,000 | 610,000 | 600,000 | 600,000 | 600,000 | 3,020,000 |
| 50CPX00583 | Emergency/reactive improvements Health and Safety | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |
| | Total 2024/25 and future years starts | 2,030,000 | 2,030,000 | 2,000,000 | 2,000,000 | 2,000,000 | 10,060,000 |
| | Total Funded 2024/25 Children and Families Services Capital | 3,585,254 | 2,030,000 | 2,000,000 | 2,000,000 | 2,000,000 | 11,615,254 |

Capital Programme 2024/25

Transport

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|----------------------------------------------------|--------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| Available Funding | | | | | | | |
| | 2023/24 Unallocated & C'Fwd (Single Capital Pot Grant) | 2,153,644 | 68,045 | 62,436 | | 0 | 2,284,125 |
| | Single Capital Pot Grant | 5,093,000 | 6,519,000 | 6,519,000 | 6,519,000 | 6,519,000 | 31,169,000 |
| | Capital Receipts | 1,728,828 | 111,379 | 0 | 0 | 0 | 1,840,207 |
| | Potholes Grant | 3,650,000 | 0 | 0 | 0 | 0 | 3,650,000 |
| | Zero Emission Bus Grant | 0 | 0 | 0 | 0 | 0 | 0 |
| | Housing Infrastructure Fund Grant | 43,053,236 | 0 | 0 | 0 | 0 | 43,053,236 |
| | Prudential Borrowing | 2,560,200 | 3,880,200 | 2,324,900 | 953,300 | 15,200 | 9,733,800 |
| | New Homes Bonus | 3,980,663 | 1,600,000 | 0 | 0 | 0 | 5,580,663 |
| | S106 and Tariff Funding (For List see Specific Project Information) | 3,210,000 | 5,463,281 | 0 | 0 | 0 | 8,673,281 |
| | Total Available Funding | 65,429,570 | 17,641,905 | 8,906,336 | 7,472,300 | 6,534,200 | 101,862,311 |
| Summary | | | | | | | |
| | Total prior year continuations (Section 1) | 54,647,716 | 7,174,660 | 0 | 0 | 120,000 | 61,942,376 |
| | Total new schemes (Section 2) | 10,770,000 | 9,523,000 | 8,915,200 | 7,170,618 | 5,750,200 | 42,129,018 |
| | Total Programme | 65,417,716 | 16,697,660 | 8,915,200 | 7,170,618 | 5,870,200 | 104,071,394 |
| | Funding available | 65,429,570 | 17,641,905 | 8,906,336 | 7,472,300 | 6,534,200 | 105,984,311 |
| | Funding deficit/(surplus) | (11,854) | (944,245) | 8,864 | (301,682) | (664,000) | (1,912,917) |
| | Cumulative funding deficit/(surplus) | (11,854) | (956,099) | (947,235) | (1,248,917) | (1,912,917) | |
| Section 1 - Prior Years' Continuing Schemes | | | | | | | |
| | Major Projects | | | | | | |
| 50CPX00353 | Monkston Roundabout | 500,000 | 3,663,281 | 0 | 0 | 0 | 4,163,281 |
| 50CPX00354 | Crownhill - Loughton Improvements | 200,000 | 1,800,000 | 0 | 0 | 0 | 2,000,000 |
| 50CPX00824 | 20mph Zones | 100,000 | 0 | 0 | 0 | 120,000 | 220,000 |
| 50CPX01161 | Brinklow V11 Improvements | 2,050,000 | 0 | 0 | 0 | 0 | 2,050,000 |
| 50CPX01313 | Junction improvement schemes in and around Milton Keynes | 340,000 | 0 | 0 | 0 | 0 | 340,000 |
| 50CPX00951 | Housing Infrastructure Fund (highways) | 43,053,236 | 0 | 0 | 0 | 0 | 43,053,236 |
| 50CPX01030 | Parking and Street Improvements - Agora and Wolverton High Street | 1,635,828 | 1,711,379 | 0 | 0 | 0 | 3,347,207 |
| 50CPX01162 | H10 Bletcham Way | 120,000 | 0 | 0 | 0 | 0 | 120,000 |
| 50CPX00265 | East West Rail | 6,648,652 | 0 | 0 | 0 | 0 | 6,648,652 |
| | Total Prior Years' Continuations | 54,647,716 | 7,174,660 | 0 | 0 | 120,000 | 61,942,376 |

Capital Programme 2024/25

Transport

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| Section 2 - 2024/25 Programme and future years bids provisionally funded | | | | | | | |
| Combined | Bridge Programme | 0 | 0 | 220,000 | 0 | 0 | 220,000 |
| 50CPX00815 | Principal Bridge Inspection Programme | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 50CPX00312 | Bridge Approach Safety Barrier Upgrades | 350,000 | 350,000 | 500,000 | 400,000 | 500,000 | 2,100,000 |
| 50CPX00315 | Protective coatings to bridge structural elements | 30,000 | 30,000 | 150,000 | 90,000 | 90,000 | 390,000 |
| 50CPX00316 | Porte Cochere Roof upgrades | 200,000 | 200,000 | 150,000 | 150,000 | 150,000 | 850,000 |
| 50CPX00317 | Structural Improvements to Structures inc Bridge Joint Replacements | 315,000 | 350,000 | 500,000 | 400,000 | 400,000 | 1,965,000 |
| 50CPX00318 | Footbridge Refurbishments | 225,000 | 310,000 | 400,000 | 400,000 | 400,000 | 1,735,000 |
| | Street Lighting | | | | | | |
| 50CPX00668 | Street Lighting Column Replacement & LED conversions | 500,000 | 1,500,000 | 500,000 | 500,000 | 500,000 | 3,500,000 |
| | Highways | | | | | | |
| 50CPX00936 | Redways Improvements | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| 50CPX00937 | Footpath Improvements | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| 50CPX00933 | Redway Resurfacing | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| 50CPX00935 | Highways and pavement asset enhancement programme | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| 50CPX00939 | CMK Capital Programme works (Pavements & Street Furniture) | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| 50CPX00336 | Carriageway Resurfacing | 2,127,200 | 1,708,000 | 2,170,200 | 2,858,000 | 1,600,000 | 10,463,400 |
| 50CPX00337 | Surface Dressing Programme | 2,500,000 | 2,650,000 | 1,950,000 | 0 | 0 | 7,100,000 |
| 50CPX00942 | Crack Sealing | 1,054,800 | 0 | 0 | 0 | 0 | 1,054,800 |
| 50CPX00941 | Road Patches greater than 10m2 (Plane and Patch) | 750,000 | 0 | 0 | 0 | 0 | 750,000 |
| 50CPX00130 | White Lining Programme | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 |
| 50CPX00341 | Upgrading of Highway Carrier drains | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| 50CPX00339 | Drainage | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| 50CPX00345 | Vehicle Safety Barriers | 50,000 | 50,000 | 0 | 0 | 55,200 | 155,200 |
| 50CPX00821 | Directional Signs | 200,000 | 0 | 0 | 0 | 0 | 200,000 |
| 50CPX00362 | Passenger Transport | 500,000 | 500,000 | 500,000 | 397,618 | 300,000 | 2,197,618 |
| 50CPX00822 | Traffic Management & Road Safety | 550,000 | 550,000 | 550,000 | 650,000 | 430,000 | 2,730,000 |
| 50CPX00825 | Accessibility Fund | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 |
| New 8 | Galley Hill - New Access Road | 93,000 | 0 | 0 | 0 | 0 | 93,000 |
| Total 2024/25 and future years starts | | 10,770,000 | 9,523,000 | 8,915,200 | 7,170,618 | 5,750,200 | 42,129,018 |
| Total Funded 2024/25 Transport Capital Programme | | 65,417,716 | 16,697,660 | 8,915,200 | 7,170,618 | 5,870,200 | 104,071,394 |

Capital Programme 2024/25

Social Care and Housing General Fund

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|---------------------------------------------------------------------------------|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| Available Funding | | | | | | | |
| Disabled Facilities Grant | | 1,378,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 6,449,542 |
| Capital Receipts | | 800,000 | 0 | 0 | 0 | 0 | 800,000 |
| Total Available Funding | | 2,178,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 7,249,542 |
| Summary | | | | | | | |
| Total prior year continuations (Section 1) | | 800,000 | 0 | 0 | 0 | 0 | 800,000 |
| Total new schemes (Section 2) | | 1,378,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 6,449,542 |
| Total Programme | | 2,178,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 7,249,542 |
| Funding available | | 2,178,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 7,249,542 |
| 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 | | | | | | | |
| 50CPX01331 | Adult Social Care Hub | 800,000 | 0 | 0 | 0 | 0 | 800,000 |
| Total Prior Years' Continuations | | 800,000 | 0 | 0 | 0 | 0 | 800,000 |
| Section 2 - 2024/25 Programme and future years bids provisionally funded | | | | | | | |
| 50CPX00538 | Disabled Facilities Grants | 1,378,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 6,449,542 |
| Total 2024/25 and future years starts | | 1,378,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 6,449,542 |
| Total Funded 2024/25 Adult Social Care and Housing General Fund | | 2,178,410 | 1,267,783 | 1,267,783 | 1,267,783 | 1,267,783 | 7,249,542 |

Capital Programme 2024/25

Housing Revenue Account

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|----------------------------------------------------|--------------------------------------------------------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| Available Funding | | | | | | | |
| | Major Repairs Reserve (MRR) | 16,957,320 | 17,449,082 | 17,867,860 | 18,314,557 | 18,772,421 | 89,361,240 |
| | Revenue Contribution (RCCO) | 45,500 | 39,000 | 39,000 | 437,505 | 695,059 | 1,256,064 |
| | Prudential Borrowing | 57,661,692 | 61,583,092 | 15,608,026 | 21,536,251 | 7,507,829 | 163,896,889 |
| | Decarbonisation Wave 2 SHDF Grant | 19,527,716 | 0 | 0 | 0 | 0 | 19,527,716 |
| | Homes England Grant | 8,531,250 | 3,746,250 | 0 | 0 | 0 | 12,277,500 |
| | Capital Receipts - Equity Loan GF | 510,000 | 0 | 0 | 0 | 0 | 510,000 |
| | LA Share Capital Receipts | 366,219 | 369,881 | 373,580 | 377,315 | 0 | 1,486,995 |
| | Allowable Debt Capital Receipts | 609,067 | 457,997 | 459,668 | 454,499 | 0 | 1,981,230 |
| | Affordable Housing Retained Capital Receipts (New Build Programme) | 2,252,963 | 2,383,000 | 4,445,000 | 6,444,000 | 0 | 15,524,963 |
| | Total Available Funding | 106,461,726 | 86,028,302 | 38,793,133 | 47,564,127 | 26,975,309 | 305,822,597 |
| Summary | | | | | | | |
| | Total prior year continuations (Section 1) | 48,883,625 | 28,729,615 | 207,588 | 61,238 | 0 | 77,882,066 |
| | Total new schemes (Section 2) | 57,578,101 | 57,298,687 | 38,585,545 | 47,502,889 | 26,975,309 | 227,940,531 |
| | Total Programme | 106,461,726 | 86,028,302 | 38,793,133 | 47,564,127 | 26,975,309 | 305,822,597 |
| | Funding available | 106,461,726 | 86,028,302 | 38,793,133 | 47,564,127 | 26,975,309 | 305,822,597 |
| | Funding deficit/(surplus) | 0 | 0 | 0 | 0 | 0 | 0.00 |
| | Cumulative funding deficit/(surplus) | 0 | 0 | 0 | 0 | 0 | |
| Section 1 - Prior Years' Continuing Schemes | | | | | | | |
| New 1 | Resident Leaseholder Shared Equity Proposal Serpentine Court. | 510,000 | 0 | 0 | 0 | 0 | 510,000 |
| 50CPX01000 | Lakes Estate Regeneration Phase A | 48,174,882 | 28,526,848 | 0 | 0 | 0 | 76,701,730 |
| | Asset Management | | | | | | |
| 50CPX00223 | Harrier Court | 138,743 | 141,934 | 146,334 | 0 | 0 | 427,011 |
| 50CPX00989 | Replacement stairlifts | 60,000 | 60,833 | 61,254 | 61,238 | 0 | 243,325 |
| | Total Prior Years' Continuations | 48,883,625 | 28,729,615 | 207,588 | 61,238 | 0 | 77,882,066 |

Capital Programme 2024/25

Housing Revenue Account

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|---------------------------------------------------------------------------------|---------------------------------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| Section 2 - 2024/25 Programme and future years bids provisionally funded | | | | | | | |
| | <u>New Council Houses</u> | | | | | | |
| 50CPX00722 | Purchase of Properties | 5,632,408 | 5,957,500 | 11,112,500 | 16,110,000 | 0 | 38,812,408 |
| 50CPX00964 | Fishermead - Modular | 0 | 0 | 0 | 0 | 0 | 0 |
| | <u>Regeneration (HRA)</u> | | | | | | |
| New 6 | Reema buybacks | 300,000 | 0 | 1,500,000 | 0 | 1,350,000 | 3,150,000 |
| New 4 | Reema demolition | 0 | 400,000 | 400,000 | 600,000 | 600,000 | 2,000,000 |
| New 5 | Serpentine demolition | 0 | 0 | 0 | 2,500,000 | 0 | 2,500,000 |
| NEW Demolitions | NEW Demolitions | 294,812 | 303,362 | 310,642 | 318,409 | 0 | 1,227,225 |
| | <u>Urgent Failing Components</u> | | | | | | |
| New 2 | Granby Court Roof | 700,000 | 0 | 0 | 0 | 0 | 700,000 |
| | <u>Reactive Works</u> | | | | | | |
| 50CPX00585 | Aids & Adaptations | 1,074,000 | 1,105,146 | 1,131,670 | 1,159,961 | 1,188,960 | 5,659,737 |
| | <u>Planned Maintenance Programme</u> | | | | | | |
| 50CPX00202 | Communal Area Upgrades | 1,600,000 | 1,622,233 | 1,633,442 | 1,633,029 | 605,336 | 7,094,040 |
| 50CPX00203 | Doors | 2,200,000 | 2,230,569 | 2,245,984 | 2,245,415 | 569,205 | 9,491,173 |
| 50CPX00204 | Windows | 144,990 | 147,014 | 204,180 | 229,644 | 2,138,449 | 2,864,277 |
| 50CPX00586 | Bathroom Upgrades | 1,200,000 | 1,622,232 | 1,633,442 | 2,041,286 | 1,125,966 | 7,622,926 |
| 50CPX00587 | Wiring | 3,948,183 | 4,003,044 | 4,287,703 | 4,286,619 | 633,406 | 17,158,955 |
| 50CPX00588 | Kitchen Upgrades | 1,600,000 | 1,622,232 | 1,633,442 | 3,266,059 | 4,810,544 | 12,932,277 |
| 50CPX00827 | External Walls & Fencing | 450,000 | 456,253 | 459,405 | 459,289 | 866,687 | 2,691,634 |
| 50CPX00591 | Roof Upgrades | 2,700,000 | 1,723,622 | 1,735,532 | 1,735,093 | 2,813,429 | 10,707,676 |
| 50CPX00930 | Lifts at Sheltered Schemes | 120,000 | 81,111 | 61,254 | 61,241 | 0 | 323,606 |
| 50CPX00590 | Heating System Replacement | 500,000 | 506,947 | 765,675 | 765,482 | 3,296,430 | 5,834,534 |
| 50CPX00826 | Communal Heating | 1,000,000 | 1,013,895 | 1,020,901 | 1,020,643 | 543,516 | 4,598,955 |
| 50CPX00829 | Fire Safety Works | 2,200,000 | 1,825,012 | 1,327,171 | 1,020,643 | 297,760 | 6,670,586 |
| | <u>Capital Void Works</u> | | | | | | |
| 50CPX00596 | Structure | 5,160,000 | 5,475,035 | 5,512,868 | 5,633,951 | 5,350,321 | 27,132,175 |
| | <u>Energy Improvement</u> | | | | | | |
| NEW EPC to C | NEW EPC to C | 0 | 0 | 1,609,734 | 2,416,125 | 785,300 | 4,811,159 |
| 50CPX01226 | SHDF Wave 2 | 26,753,708 | 27,203,480 | 0 | 0 | 0 | 53,957,188 |
| Total 2024/25 and future years starts | | 57,578,101 | 57,298,687 | 38,585,545 | 47,502,889 | 26,975,309 | 227,940,531 |
| Total Funded 2024/25 Housing HRA Capital Programme | | 106,461,726 | 86,028,302 | 38,793,133 | 47,564,127 | 26,975,309 | 305,822,597 |

Capital Programme 2024/25

Environmental, Protective and Cultural Services

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|---------------------------------------------------------------------|----------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Available Funding | | | | | | | |
| Single Capital Pot Grants (B/fwd) | | 25,000 | 178,258 | | | 0 | 203,258 |
| Capital Receipt | | 1,480,000 | 4,389,993 | 1,540,759 | 1,140,000 | 593,334 | 9,144,086 |
| Revenue Contribution | | 7,806,257 | 1,271,749 | 729,000 | 1,137,000 | 6,087,000 | 17,031,006 |
| Local Electric Vehicle Infrastructure (LEVI) Grant | | 1,600,000 | 0 | 0 | 0 | 0 | 1,600,000 |
| Towns Funding Grant | | 2,671,380 | 5,629,893 | 0 | 0 | 0 | 8,301,273 |
| Local Authority Tree Fund | | 48,000 | 0 | 0 | 0 | 0 | 48,000 |
| Housing Infrastructure Fund Grant | | 8,250,000 | 0 | 0 | 0 | 0 | 8,250,000 |
| Prudential Borrowing | | 18,198,616 | 7,662,405 | 0 | 0 | 0 | 25,861,021 |
| S106 and Tariff Funding (For List see Specific Project Information) | | 872,145 | 28,346 | 20,000 | 0 | 0 | 920,491 |
| Total Available Funding | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |
| Summary | | | | | | | |
| Total prior year continuations (Section 1) | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |
| Total new schemes (Section 2) | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Programme | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |
| Funding available | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |
| 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 | | | | | | | |
| 50CPX00840 | Whitehouse (Area 10) WEA Leisure | 550,000 | 0 | 0 | 0 | 0 | 550,000 |
| 50CPX01084 | Fairfields LP4 | 30,000 | 0 | 0 | 0 | 0 | 30,000 |
| 50CPX01218 | Glebe Farm Allotments | 14,394 | 0 | 0 | 0 | 0 | 14,394 |
| 50CPX01312 | Local Electric Vehicle Infrastructure (LEVI) | 1,600,000 | 0 | 0 | 0 | 0 | 1,600,000 |
| 50CPX01018 | Towns Fund - 1. Innovation Hub | 0 | 1,802,625 | 0 | 0 | 0 | 1,802,625 |
| 50CPX01019 | Towns Fund - 2. RDF | 952,157 | 202,158 | 0 | 0 | 0 | 1,154,315 |
| 50CPX01020 | Towns Fund - 3. Transport Hub | 1,425,000 | 1,900,000 | 0 | 0 | 0 | 3,325,000 |
| 50CPX01021 | Towns Fund - 4. Public Realm Imps | 286,573 | 1,662,500 | 0 | 0 | 0 | 1,949,073 |
| 50CPX01023 | Towns Fund - 6. Tech Park Bletchley | 7,650 | 62,610 | 0 | 0 | 0 | 70,260 |
| 50CPX00979 | Agora Regeneration | 15,000,000 | 7,662,405 | 0 | 0 | 0 | 22,662,405 |
| 50CPX01027 | Lakes Estate - Commercial Development | 0 | 3,000,000 | 0 | 0 | 0 | 3,000,000 |
| 50CPX01094 | Building Maintenance programme | 902,257 | 0 | 0 | 0 | 0 | 902,257 |
| 50CPX01091 | Health & Safety Fund | 400,000 | 325,000 | 250,759 | 0 | 0 | 975,759 |
| 50CPX01041 | Local Authority Tree Fund - Queens Canopy | 48,000 | 0 | 0 | 0 | 0 | 48,000 |
| 50CPX01217 | Biodiversity: Caldecotte South at Magiovinum | 50,000 | 28,346 | 20,000 | 0 | 0 | 98,346 |
| 50CPX00849 | Community Infrastructure Fund | 100,000 | 100,000 | 100,000 | 0 | 0 | 300,000 |
| 50CPX00997 | MK East - HIF Social Infrastructure | 11,448,616 | 0 | 0 | 0 | 0 | 11,448,616 |
| 50CPX00499 | ICT Asset Funding Programme | 25,000 | 275,000 | 250,000 | 200,000 | 53,334 | 803,334 |
| 50CPX01093 | Investment in the smarter working programme | 440,000 | 400,000 | 400,000 | 400,000 | 400,000 | 2,040,000 |
| 50CPX01103 | IT Improvement Fund | 400,000 | 400,000 | 400,000 | 400,000 | 0 | 1,600,000 |
| 50CPX01032 | VDI Replacement with Laptops | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 700,000 |
| 50CPX01229 | MKWPR Investment Programme | 6,904,000 | 1,200,000 | 729,000 | 1,137,000 | 6,087,000 | 16,057,000 |

Capital Programme 2024/25

Environmental, Protective and Cultural Services

| Appraisal Ref | Project Name | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Programme | Total Programme |
|-----------------------------------------------------------------------------------------------|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 50CPX01292 | Emberton Park – Changing Places | 47,916 | 0 | 0 | 0 | 0 | 47,916 |
| New 10 | Redhouse Park - Play and Open Space | 179,835 | 0 | 0 | 0 | 0 | 179,835 |
| Total Prior Years Starts | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |
| Total Funded 2024/25 Environmental, Protective and Cultural Services Capital Programme | | 40,951,398 | 19,160,644 | 2,289,759 | 2,277,000 | 6,680,334 | 71,359,135 |

Draft Capital Programme - Funded Changes from Agreed Programme

| | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 Onwards | Total Programme | Explanation of changes | Funding of new schemes and new changes to the programme | Description of Project | Project Justification |
|------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------------|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agreed Programme* | 150,118,573 | 63,282,532 | 34,744,735 | 10,847,922 | | 258,993,762 | | | | |
| Slippage and rephasing | 32,536,563 | 16,195,277 | 164,836 | 183,361 | 0 | 49,080,037 | Changes Previously Agreed by Cabinet | | | |
| July Cabinet changes | 0 | 0 | 0 | 0 | 0 | 0 | Changes Previously Agreed by Cabinet | | | |
| September Cabinet Changes | 4,500,000 | 0 | 0 | 0 | 0 | 4,500,000 | Changes Previously Agreed by Cabinet | | | |
| December Budget changes | 28,076,555 | 23,109,963 | 729,000 | 7,224,000 | 0 | 59,139,518 | 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 28/29 Programme | School Condition Funding | The 2024/25 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 28/29 Programme | School Condition Funding | | |
| Roofs, windows and doors | 0 | 0 | 0 | 0 | 600,000 | 600,000 | Inclusion of 28/29 Programme | School Condition Funding | | |
| Emergency/reactive improvements Health and Safety | 0 | 0 | 0 | 0 | 250,000 | 250,000 | Inclusion of 28/29 Programme | School Condition Funding | | |
| Self Service Kiosks in Libraries | 10,334 | (10,334) | 0 | 0 | 0 | 0 | Realignment of project phasing | | | |
| Transport | | | | | | | | | | |
| Monkston V11 Improvements | (500,000) | 500,000 | 0 | 0 | 0 | 0 | Realignment of project phasing | | | |
| Bridge Programme | 0 | 0 | (200,000) | (190,000) | 0 | (390,000) | | | | |
| Bridge Approach Safety Barrier Upgrades | 0 | 0 | 200,000 | 100,000 | 500,000 | 800,000 | | | | |
| Protective coating to structural element | 0 | 0 | 0 | 90,000 | 90,000 | 180,000 | Realignment of the bridge programme & Inclusion of 28/29 Programme | Highways Maintenance Grant | 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. | |
| Porte Cochere Roof Upgrades | 0 | 0 | 0 | (50,000) | 150,000 | 100,000 | | | | |
| Structural Improvements to structures | 0 | 0 | 0 | (100,000) | 400,000 | 300,000 | | | | |
| Footbridge Refurbishments | 0 | 0 | 0 | 0 | 400,000 | 400,000 | | | | |
| Principal Bridge Inspection Programme | 0 | 0 | 0 | 150,000 | 150,000 | 300,000 | | | | |
| Street Lighting Column Replacement & LED conversions | 0 | 0 | 0 | 0 | 500,000 | 500,000 | | | | |
| Redways Improvements | 0 | 0 | 0 | 0 | 200,000 | 200,000 | Inclusion of 28/29 Programme | Highways Maintenance Grant | 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 | MKC have a statutory duty to ensure that the highway network is managed to a quality standard and has a duty of care to maintain the safety and usability of the highway. Supports Asset Management policy, strategy and plan. |
| Vehicle Safety Barriers | 0 | 0 | 0 | 0 | 55,200 | 55,200 | Inclusion of 28/29 Programme | Highways Maintenance Grant | Upgrading existing Vehicle Safety Barriers on the MK Grid Road network that do not meet current specification. | |
| Footpath Improvements | 0 | 0 | 0 | 0 | 200,000 | 200,000 | Inclusion of 28/29 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 | 419,200 | 0 | 0 | 0 | 1,600,000 | 2,019,200 | Inclusion of 28/29 Programme and an increase in funding for the 2024/25 Pothole Grant funding | Highways Maintenance Grant, Incentive Funding & Potholes Grant | Improve condition of the carriageway, the safety for users of the highway and extend life of asset. | |
| Crack Sealing | 1,054,800 | 0 | 0 | 0 | 0 | 1,054,800 | Inclusion of 28/29 Programme and an increase in funding for the 2024/25 Pothole Grant funding | Highways Maintenance Grant, Incentive Funding & Potholes Grant | Improve condition of the carriageway, the safety for users of the highway and extend life of asset. | |
| Road Patches greater than 10m2 (Plane and Patch) | 750,000 | 0 | 0 | 0 | 0 | 750,000 | Inclusion of 28/29 Programme and an increase in funding for the 2024/25 Pothole Grant funding | Highways Maintenance Grant, Incentive Funding & Potholes Grant | 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 28/29 Programme | Highways Maintenance Grant | 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 28/29 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 28/29 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 28/29 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 28/29 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 28/29 Programme | Highways Maintenance Grant | 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 | 300,000 | 300,000 | Inclusion of 28/29 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. |

| | 2024/25 Programme | 2025/26 Programme | 2026/27 Programme | 2027/28 Programme | 2028/29 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 | 0 | 0 | 0 | 0 | 430,000 | 430,000 | Reallocation of the 20mph Zones funding to Traffic Management & Road Safety Scheme & Inclusion of 28/29 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 | 0 | 0 | 0 | 0 | 120,000 | 120,000 | 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 28/29 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 |
| Galley Hill - New Access Road | 93,000 | 0 | 0 | 0 | 0 | 93,000 | New project added going to DD | Capital Receipts | Construction of a new access road in Galley Hill. | This new access road will facilitate an development opportunity in Galley Hill, and will generate capital receipt from a land sale which will fund the new road. |
| Social Care and Housing General Fund | | | | | | | | | | |
| Disabled Facilities Grants | 261,079 | 150,452 | 150,452 | 150,452 | 1,267,783 | 1,980,218 | Inclusion of 28/29 Programme, and budget uplift for change in grant funding level | 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 | | | | | | | | | | |
| Purchase of Properties (Council Dwellings) | 5,632,408 | 5,957,500 | 11,112,500 | 16,110,000 | 0 | 38,812,408 | New Acquisitions Programme 2024/25 onwards | Affordable Housing Capital Receipts & Prudential Borrowing | To purchase a minimum of 20 properties per year into the HRA utilising Right to Buy receipts | Due to Right to Buy (RtB) sales and demolition of non decent council homes the HRA is losing stock. Acquisitions offer the opportunity to increase stock, housing more families in need, utilise RtB receipts and negate the loss in interest payments handing these back would cost. The HRA would be in a worse position in the future if we do not replace stock using RtB receipts. |
| Reema buybacks | 300,000 | 0 | 1,500,000 | 0 | 1,350,000 | 3,150,000 | New project | Prudential Borrowing | To purchase leasehold Reema properties, decommission of the blocks will be done in phases and this allows for the purchase of the leaseholder flats in each phase. | Works to do permanent repairs would be very intrusive for residents, full decants would be required and it would not significantly extent the life of the blocks. |
| Reema demolition | 0 | 400,000 | 400,000 | 600,000 | 600,000 | 2,000,000 | New project | Prudential Borrowing | To demolish the Reema blocks approx. 18 months after decant. | The blocks are currently structurally safe, but are becoming less viable to repair and are reaching the end of their useful life. No final decision has been made yet on the future of the sites. |
| Serpentine demolition | 0 | 0 | 0 | 2,500,000 | 0 | 2,500,000 | New project | Prudential Borrowing | To demolish the serpentine blocks | As the Lakes regeneration project progresses, the tenants from Serpentine Court will be offered alternative accommodation. The demolition of Serpentine Court is needed to enable the regeneration. |
| NEW Demolitions | 5,764 | 7,666 | 5,780 | 318,409 | 0 | 337,619 | Realignment of the HRA Programme and the Inclusion of 27/28 new allocations | Prudential Borrowing | To demolish those properties no longer lettable and that have no market value | Officer decision report completed per property confirming the property is no longer viable to retain and it is appropriate to demolish. Budget line is subject to 'Approval to spend pending internal governance' |
| Development Contingency | (1,059,574) | 0 | 0 | 0 | 0 | (1,059,574) | Reallocation of Contingency budgets within the HRA Development Programme | | | |
| Granby Court Roof | 700,000 | 0 | 0 | 0 | 0 | 700,000 | New Project | Revenue Contribution, Major Repairs Reserve & Prudential Borrowing | Replace the roof at Granby Court | The roof is failing and patch repairs are no longer effective. The budget line is subject to 'Approval to spend pending internal governance' |
| HRA Planned Asset Management Programme | (4,380,949) | 13,361,187 | 3,276,902 | 26,875,757 | 23,836,349 | 62,969,246 | Realignment of the HRA Asset Management programme and the Inclusion of 27/28 & 28/29 new allocations | Revenue Contribution, Major Repairs Reserve & Prudential Borrowing | Review of HRA Asset Management capital programme to reflect the current business plan. | Programme reviewed to ensure funding remains within the debt cap limits |
| Aids & Adaptations | 1,074,000 | 1,105,146 | 1,131,670 | 1,159,961 | 1,188,960 | 5,659,737 | New HRA Disabled Adaptations Programme 2024/25 onwards | Revenue Contribution, Major Repairs Reserve | Aids and Adaptations in Council owned dwellings | Works identified by an occupational therapist assessment to support the tenant continuing to remain in that property, where this is the best outcome for the tenant. |
| Environmental, Protective and Cultural Services | | | | | | | | | | |
| Towns Fund - 1. Innovation Hub | (1,425,000) | 1,425,000 | 0 | 0 | 0 | 0 | Realignment of project phasing | | | |
| Towns Fund - 2. RDF | 375,000 | (375,000) | 0 | 0 | 0 | 0 | Realignment of project phasing | | | |
| MKWRP Investment Programme | 0 | 0 | 0 | (6,087,000) | 6,087,000 | 0 | Realignment of project phasing | | | |
| ICT Asset Funding Programme | (175,000) | 75,000 | 50,000 | (3,334) | 53,334 | 0 | Realignment of project phasing | | | |
| VDI Replacement with Laptops | 0 | 0 | 0 | 0 | 140,000 | 140,000 | Inclusion of 28/29 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 improve accessibility to the public | Essential for service delivery. |
| Investment in the smarter working programme | 0 | 0 | 0 | 400,000 | 400,000 | 800,000 | Inclusion of 27/28 & 28/29 Programme | Capital Receipts | Existing Scheme - ICT asset rolling programme | Essential for service delivery. |
| Emberton Park – Changing Places | 47,916 | 0 | 0 | 0 | 0 | 47,916 | Existing project additional funding request | S106 | To improve the country park experience for disabled users in the park, due to the increased number of users and inadequate disability facility. | This project will support the use of grant funds to install a Changing Places unit and ensure suitable disabled access for both day visitors as well as those making use of our holiday facilities. Funded from Developer funding ringfenced for Country park. |
| Redhouse Park - Play and Open Space | 179,835 | 0 | 0 | 0 | 0 | 179,835 | New project | S106 | Additional play and park infrastructure will be added to Redhouse Park to cater for the residents of the new development. A trim trail and other play items to be added to the Neighbourhood park In Great Linford | This project will provide suitable Play and Open Space for the residents of the development. Funded from Developer funding ringfenced to provide public open space and play areas in the vicinity of the development. |
| Reported Draft Budget Position | 218,594,504 | 125,184,389 | 53,265,875 | 60,279,528 | 42,793,626 | 500,117,922 | | | | |

Draft Capital Programme - revised pipeline schemes for 2024/25 (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 | 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 |
|----------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-----------------|-----------------|--------------------------|------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Urban Traffic Management & Control (UTMC) | 2,635,000 | 0 | 0 | 0 | 2,635,000 | 2,635,000 | 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 | 5,000,000 | 2,280,000 | 1,500,000 | 0 | 8,780,000 | 8,780,000 | 0 | Tariff | Improvements to Junctions to respond to the impact of growth and traffic congestion from the development of the expansion areas | START Document and details of schemes to be developed over time |
| V2/H4 Extension | 0 | 0 | 1,000,000 | 1,925,000 | 2,925,000 | 2,925,000 | 0 | Tariff | | |
| A422 Junctions | 3,000,000 | 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 | 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 | 0 | 0 | 0 | 0 | TBC | | TBC | | The MKWRP is anticipated to be at end of life in 2042. At this point a full refresh of the equipment in the plant will be required. | Planned replacement of equipment to ensure continued operation of waste disposal facility. |
| Upgrade to Waste facilities | 0 | 3,000,000 | 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 | 0 | 625,000 | 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 | 0 | 35,000,000 | 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 | 0 | 0 | 0 | 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 | 0 | 0 | 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. |
| Cessation of PSTN phone lines | TBC | 0 | 0 | 0 | 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 | 50,000 | 50,000 | 0 | Bereavement - Revenue reserve | Improvements to the heating at the Crematorium | START Document and details of schemes to be developed over time |
| Additional Cemetery for West Flank | 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 | |
| Provision of additional Cemetery facilities for East flank Growth | 500,000 | 0 | 0 | 0 | 500,000 | 500,000 | 0 | Tariff (£150k) and Bereavement - Revenue reserve | | |
| Crematorium Upgrade | 0 | 2,000,000 | 5,000,000 | 5,000,000 | 12,000,000 | 12,000,000 | 0 | Bereavement - Revenue reserve & Prudential Borrowing funding from Bereavement | The Willow Chapel at Crownhill Crematorium requires extensive refurbishment as it is no longer fit for purpose so an alternative solution was considered which involves a scheme that also caters for the expansion of the city in the longer term. | Feasibility Study being developed |
| Play Areas Renewal Funding | 200,000 | 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 | 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 | 45,000 | 45,000 | 0 | RCCO | For improvements to School Street play area and brickwork, New Bradwell | START document to be developed |
| Play Park Upgrade | 20,000 | 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 |
| Heritage and Public Art | 15,000 | 0 | 0 | 0 | 15,000 | 15,000 | 0 | RCCO | To improve Sundial sculpture and brickwork in Shenley Lodge | START document to be developed |

Draft Capital Programme - revised pipeline schemes for 2024/25 (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 | 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 |
|-----------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|--------------------------|-------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Total Doing the Essentials Well | 25,505,000 | 46,905,000 | 9,000,000 | 46,425,000 | 127,835,000 | 76,835,000 | 51,000,000 | | | |
| Woughton Leisure Centre Building Enhancements | 0 | 0 | 2,500,000 | 0 | 2,500,000 | 0 | 2,500,000 | | 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 |
| Woughton on the Green Pavilion | 500,000 | 0 | 0 | 0 | 500,000 | 0 | 500,000 | | Upgrade to facilities | Business case to be developed |
| Whitehouse football pitches and cricket pitch | 500,000 | 500,000 | 0 | 0 | 1,000,000 | 575,000 | 425,000 | Tariff | Indicative - 4 Football pitches and 1 cricket pitch | Business case to be developed |
| Sport Central - multi sport pitch | 0 | 0 | 200,000 | 0 | 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 | 0 | 0 | 0 | 200,000 | 0 | 200,000 | | To enhance centre's capacity and sustainability. | Business case to be developed |
| MK SE Community Facilities | 0 | 1,500,000 | 0 | 0 | 1,500,000 | 1,500,000 | 0 | Tariff 2 | Woburn Sands-Brickhill - facilities and pitches | Business case to be developed |
| MK East | 2,500,000 | 0 | 0 | 0 | 2,500,000 | 0 | 2,500,000 | Tariff 2 | Delivery of 4 pitches and changing facilities | Business case to be developed |
| Irish Club | 2,500,000 | 0 | 0 | 0 | 2,500,000 | 0 | 2,500,000 | | Refurbishment of building | Business case to be developed |
| Cowper and Newton Museum (CNM) Garden Room, Olney | 50,000 | 0 | 0 | 0 | 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 | 950,000 | 250,000 | 0 | 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 | 275,000 | 600,000 | 0 | 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 | 780,000 | 350,000 | 0 | 1,130,000 | 0 | 1,130,000 | | Provision of multi-purpose venue in CMK which would support cultural production | Business case to be developed |
| Bletchley Leisure Centre | | | | | TBC | | | | Refurbishment of building | Business case to be developed |
| Total Building Better Communities | 6,725,000 | 4,005,000 | 3,900,000 | 0 | 14,630,000 | 2,675,000 | 11,955,000 | | | |
| 2024/25 Capital Programme - Pipeline list | 32,230,000 | 50,910,000 | 12,900,000 | 46,425,000 | 142,465,000 | 79,510,000 | 62,955,000 | | | |

| Tariff Resource Allocation - 5 Year Programme | 2024/25 Programme - Draft Budget | | | | | |
|-----------------------------------------------|----------------------------------|------------------|------------------|------------------|------------------|----------------|
| Scheme | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | 2028/29 £'000 | Total £'000 |
| Cash Investment | | | | | | |
| Roads and Highways | | | | | | |
| Monkston Junctions | 0 | 4,163 | 0 | 0 | 0 | 4,163 |
| Brinklow Junction | 2,050 | 50 | 0 | 0 | 0 | 2,100 |
| Crownhill & Loughton Junctions | 200 | 1,800 | 0 | 0 | 0 | 2,000 |
| WEA Junction Improvements | 340 | 2,780 | 2,750 | 2,750 | 0 | 8,620 |
| CMK Junction Improvements | 1,392 | 1,500 | 0 | 0 | 0 | 2,892 |
| Other junctions | 0 | 0 | 0 | 0 | 5,500 | 5,500 |
| A422 Junction Improvements | 1,000 | 1,500 | 1,500 | 1,500 | 0 | 5,500 |
| H10 connection to Church Farm | 10 | 0 | 0 | 0 | 0 | 10 |
| Total Roads and Highways | 4,992 | 11,793 | 4,250 | 4,250 | 5,500 | 30,785 |
| Public Transport | | | | | | |
| P T Patronage and Subsidy | 750 | 750 | 750 | 995 | 0 | 3,245 |
| Demand Responsive Transport | 600 | 600 | 600 | 0 | 0 | 1,800 |
| Total Public Transport | 1,350 | 1,350 | 1,350 | 995 | 0 | 5,045 |
| Schools | | | | | | |
| WEA Primary 3 ('Gravesend') | 0 | 598 | 3,528 | 790 | 0 | 4,916 |
| Total Schools | 0 | 598 | 3,528 | 790 | 0 | 4,916 |
| Leisure and Culture | | | | | | |
| Fairfields Community Meeting Place | 1,250 | 600 | 0 | 0 | 0 | 1,850 |
| Brooklands Community Space | 0 | 300 | 0 | 0 | 0 | 300 |
| Whitehouse (Area 10) WEA Leisure Facilities | 850 | 400 | 0 | 0 | 0 | 1,250 |
| CMK Library | 600 | 0 | 0 | 0 | 0 | 600 |
| Brooklands Connections | 150 | 0 | 0 | 0 | 0 | 150 |
| Green Spaces | 1,750 | 1,750 | 1,500 | 750 | 2,750 | 8,500 |
| Total Leisure and Culture | 4,600 | 3,050 | 1,500 | 750 | 2,750 | 12,650 |
| Other Services | | | | | | |
| Expansion Area Flooding & Drainage Schemes | 650 | 500 | 500 | 90 | 0 | 1,740 |
| University for Milton Keynes | 0 | 3,000 | 2,000 | 0 | 0 | 5,000 |
| Phase 2 Expansion Teaching & Learning | 2,500 | 0 | 0 | 0 | 0 | 2,500 |
| Cemetery capacity - West Flank | 0 | 150 | 0 | 0 | 0 | 150 |
| Cemetery capacity - East Flank | 0 | 150 | 0 | 0 | 0 | 150 |
| Voluntary Sector | 250 | 250 | 0 | 0 | 0 | 500 |
| Expansion Area Public Art | 90 | 80 | 0 | 0 | 100 | 270 |
| Inward Investment | 240 | 240 | 240 | 240 | 240 | 1,200 |
| Total Other Services | 3,730 | 4,370 | 2,740 | 330 | 340 | 11,510 |
| Total Cash | 14,672 | 21,161 | 13,368 | 7,115 | 8,590 | 64,906 |
| Running Costs | 160 | 160 | 170 | 170 | 0 | 660 |
| Total Tariff Programme | 14,832 | 21,321 | 13,538 | 7,285 | 8,590 | 65,566 |

This page is intentionally left blank

RISK ASSESSMENT OF GENERAL BALANCE 2024/25 - DRAFT BUDGET

| AREA OF RISK | CONTROLLABLE BUDGET/MAX EXPOSURE £ | Max Exposure | ASSESSED RISK LEVEL | FACTOR | VALUE £ | MINIMUM PRUDENT RESERVE £ | ASSUMPTIONS |
|-----------------------------------------------------------------------------------------------------|------------------------------------|--------------|---------------------|--------|-----------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A Service Cost - Demand and Pricing | | | | | | | |
| 1 Children's Social Care Placements *includes UAS's | 23,520,000 | 100.00% | High | 10.00% | 2,352,000 | | Increasing demand for specialist placements due to complex needs of children coming into care. Lack of in-house capacity across Local Authorities is causing a pressure in the external market which is seeing costs increase significantly to meet demand and needs. |
| 2 ASC Placements | 89,600,000 | 100.00% | High | 5.00% | 4,480,000 | | With an ageing population and increased care needs across adult services the level of demand remains unpredictable. |
| 3 Home to School Transport | 7,162,000 | 100.00% | High | 10.00% | 716,200 | | Linked with the significant increase in the number of children with an Education Health Care Plan (EHCP) the needs for specialist school placements is often not within the child's catchment area or in some cases within Milton Keynes. By default those children will meet the threshold and qualify for HTST support. |
| 4 Homelessness Prevention and Access | 15,432,000 | 100.00% | High | 10.00% | 1,543,200 | | Due to an increasing number of people presenting as homeless the level of demand is unpredictable. Furthermore the cost of living crisis is impacting on landlords who are then increasing rents above what tenants can afford or opting to sell the property due to increasing mortgage rates resulting in fewer rental properties within the market. |
| Service Cost - Demand and Pricing Risk Provision | | | | | | 9,091,400 | |
| B Service Income - Demand and Charges | | | | | | | |
| 5 Income from Fees, Charges & Contributions | 17,824,000 | 10.00% | Low | 10.00% | 178,240 | | General risk on the collection of fees and charges and impact of on-going Welfare Reforms which could reduce the general public's ability to pay for additional council run services. |
| 6 Parking Income | 10,027,000 | 100.00% | Low | 10.00% | 1,002,700 | | Whilst the Council holds a separate reserve for the Parking Surplus Income, the balance on this is small and is primarily used for service investment. The budgeted in year parking surplus is fully allocated within the GF budget. |
| 7 Planning Income | 2,330,000 | 50.00% | Low/Medium | 25.00% | 291,250 | | Broader economic factors impacting the volume of planning applications and fee generation for a service which has largely fixed costs. |
| 8 ASC Client Contributions | 10,063,000 | 20.00% | Low/Medium | 10.00% | 201,260 | | Risks associated with higher proportion of clients not required to contribute towards cost of care due (due to financial circumstances) and reducing contributions as a result of depleted capital resources. |
| Service Income - Risk Provision | | | | | | 1,673,450 | |
| C Commercial Contract Risks | | | | | | | |
| 9 Waste Collection Tonnages | Judgement | | Medium | | 825,000 | | The Council is liable to pay additional disposal charges to the RWTF operator where our collected tonnages exceed 73,208 threshold. The provision has been calculated by taking the current fixed threshold and assuming that this is breached by 5% and charged at full cost. |
| 10 Market Price for Recycling Materials | | | Medium/High | | 0 | | The Council is responsible for the quality and pricing risks around its paper recycling material. Falls in the quality or market price will result in an increase to the charges that the Council must pay through its commercial arrangements. A separate risk provision is held to mitigate this risk. |
| 11 Residual Waste Treatment Facility | Maximum Cost | | Medium | | 6,000,000 | | The Council is responsible for certain costs in the event of unplanned shutdowns of the plant for which insurance cover cannot be purchased (running costs and loss of income). Assumed One Shutdown Event lasting 90 days (insurance cover applies after this point) |
| 12 Commissioning of Operator for the RWTF from April 2026 | | | Medium | | 0 | | The Council will be tendering the operator contract for its RWTF plant. There are material commercial risk associated with this procurement which could lead to both additional one-off and recurring costs for the authority. A separate provision has been made in the 24/25 draft budget. |
| 13 Highways Commissioning 2024 | | | Medium | | 0 | | The Council is currently in the process of procuring a new contractor for its Highway Network. There is a risk of additional one-off costs if this delayed or mobilisation should be more expensive. A separate provision has been included in the 2024/25 draft budget. |
| Commercial Contracts - Risk Provision | | | | | | 6,825,000 | |
| D Service Performance Risks | | | | | | | |
| 14 Children's Social Care (OFSTED) | Judgement | | Low / Medium | | 2,500,000 | | The Council would face significant financial costs in the event of an 'Inadequate' rating to deliver the required improvements. |
| 15 CQC Inspection Negative Judgement | Judgement | | Low/Medium | | 750,000 | | The Council would face significant financial costs in the event of an 'Inadequate' rating to deliver the required improvements. |
| 16 School Intervention - DFE Mandate conversion to an Academy for an existing LA Maintained School. | Judgement | | Medium | | 500,000 | | MKCC would be liable for any school deficit on transfer to an academy where mandated by DFE. |
| Service Performance - Risk Provision | | | | | | 3,750,000 | |
| E Supporting our Residents | | | | | | | |
| 17 Local Council Tax Support Scheme | 16,000,000 | 40.00% | Low/Medium | 10.00% | 640,000 | | The immediate impact of an increase in claims for this support would impact the Collection Fund (Council Tax). This would impact in future years with a reduced level of income feeding through into the General Fund. |
| 18 Universal Credit | | | Medium | | 0 | | The roll out of Universal Credit will reduce the Council's level and recovery of HB Overpayments from on-going benefit - we have set aside a specific risk provision for this |
| 19 Housing Benefit Uncapped Costs | Judgement | | Medium | | 300,000 | | MKCC is required under regulation to fund the full cost of eligible expenditure for the provision of supported housing as well as Temporary Accommodation, whilst the subsidy that can be claimed from DWP is capped, leaving the authority to fund the difference. This provision makes allowance for potential increases in costs as a result of the rising number of supported housing and T/A provision. |
| 20 Housing Benefit Subsidy | | | Low/Medium | | 0 | | Where the LA Error threshold is exceeded the Council has its HB Subsidy reduced. A separate risk reserve has been set aside to manage this risk. |
| Supporting our Residents - Risk Provision | | | | | | 940,000 | |
| F Government Funding | | | | | | | |
| 21 Business Rates and Fair Funding | | | | | 0 | | The Council has made provision within its MTFP for a reduction to Business Rate funding (50% reset) in 2026/27 and made funding assumptions in line with the latest Pixel forecast following the Autumn Statement and Policy Statement published on 5 December 2023. The Council also holds Collection Fund cashflow reserve which can be used to manage additional changes to funding which fall outside of the assumptions in the MTFP. No further risk provision through reserves is required. |
| 22 High Needs Funding (DSG) insufficient to cover the cost of provision and statutory duties. | 61,500,000 | 100.00% | Medium | 2.50% | 1,537,500 | | The Council is liable to cover any shortfall in its High Needs Block should the cost of provision exceed the level of funding allocated nationally by government. Demand continues to increase substantially due to the number of children with an Education and Health Care Plan and increased complexity of need. There is currently a ring-fenced surplus in the high needs block, but future funding increases are significantly less in 24/25 than have been in previous years, and future funding is uncertain. |

| | AREA OF RISK | CONTROLLABLE BUDGET/MAX EXPOSURE £ | Max Exposure | ASSESSED RISK LEVEL | FACTOR | VALUE £ | MINIMUM PRUDENT RESERVE £ | ASSUMPTIONS |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--------------|---------------------|--------|------------|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 23 | Statutory Services Specific Grants for Social Care and Homelessness | 5,829,000 | 100.00% | Low/Medium | 5.00% | 291,450 | | Risk of future government funding reductions which the Council cannot make cost reductions against due to the level of demand and need to meet statutory duties. |
| 24 | Public Health Grant | 12,686,000 | 100.00% | Low | 5.00% | 634,300 | | Risk of future government funding reductions, or limited increases, which cannot be adjusted in the cost base due to contractual commitments. |
| | Government Funding - Risk Provision | | | | | | 2,463,250 | |
| G | Balance Sheet Risks | | | | | | | |
| 25 | Debt Affordability - impact of higher borrowing costs for refinancing or new borrowing | 15,250,000 | 100.00% | Medium/High | 1.00% | 152,500 | | The Council is due to refinance external debt of £15.250m over the MTFP period, allowance assumes that borrowing costs are 1.0% higher than currently projected. |
| 26 | Investment Risk - Loss of principal investment due to credit default or market losses. | 464,000,000 | | Low | | 4,640,000 | | Risk provision of 1% on average cash balance. |
| 27 | Asset Risk - unexpected liabilities arising as a result of asset deterioration, new statutory requirement etc | Calculation | | Low/Medium | | 350,000 | | The risk provision is included based on the financing costs associated with unexpected capital expenditure being required based on a £5m liability at a 7% financing cost (inc of MRP at 2%). The Council performs Condition Surveys on its physical assets and therefore urgent costs above this level are considered very unlikely to arise. |
| 28 | Debtors - inability to recover debts or raise charges | Judgement | | Low | | 1,000,000 | | The Council holds separate Bad Debt Provisions to cover expected / estimated losses on collection of debts owed to the Council. This risk allowance covers the potential risk that there is a high value unexpected loss arising to the Council which was not factored into this process as the risk was unknown at the time. |
| 29 | Creditors - Increase liabilities due to failure to meet obligations or timelines to spend third party contributions | Judgement | | Low | | 500,000 | | Main risks arise around the Council not meeting conditions in agreements, such as s106, grants and other 3rd party funds which have specific time limits and restrict how funding can be applied. In the event that these are missed the Council would be required to repay monies, with interest. |
| 30 | Pension Fund - Increase to the Councils share of liabilities as a result of losses on the pension fund investments or unexpected liabilities. | | | Low/Medium | | 0 | | The Council hold a separate pension fund reserve to provide for potential one-off adjustments / losses. A separate provision has therefore not been included in this assessment. |
| | Balance Sheet - Risk Provision | | | | | | 6,642,500 | |
| H | Major Events | | | | | | | |
| 31 | Cyber Event | Judgement | | Medium/High | | 2,000,000 | | If the Council were to suffer a major cyber event, rendering its IT unusable for a period of time, additional costs would be incurred employing external service providers to support a recovery plan for which a budget would be required. Additional costs arising from service disruption would also arise impacting service performance and finding alternative ways to deliver statutory services. The Council has its systems in the cloud through Microsoft Azure, which would reduce its cost of recovery. |
| 32 | Public Health Emergency | Judgement | | Low/Medium | | 1,000,000 | | Provision for irrecoverable costs incurred on early stages of dealing with a new health emergency. |
| 33 | Emergency Planning / Climate Change | Judgement | | Medium/High | | 1,350,000 | | Bellwin threshold requires MKCC to fund the first £350k + £1m local top risk allowance to deal with exceptional costs not covered by standard Property and Public Liability Insurance cover. |
| 34 | MKCC Tariff Programme by 2031 | | | Low/Medium | | 0 | | The Council has set aside a separate risk reserve for this to ensure that it is able to fund the costs of the necessary infrastructure works and or repay interest on any unspent contributions should any of these not be fully spent by the 2031 deadline. |
| 35 | Delivery of the MK East Tariff Programme (2A) | | | Low/Medium | | 0 | | A Tariff Risk Reserve is to be created to ensure that the Council can fund the costs of the necessary infrastructure works and or pay interest on any unspent contributions should these not be fully utilised by the deadline of 2046. |
| 36 | Major Contractor Failure Re-procurement | Judgement | | Low/Medium | | 1,000,000 | | In the event of a major contractor failure the Council would need to put in place alternative arrangements for service provision before this could be re-commissioned potentially for a period of up to 2 years. |
| 37 | Major Contract Failure - Interim Service Provision | 18,000,000 | 50.00% | Low/Medium | 10% | 900,000 | | In the event of service cessation, the Council would need to put in place interim service delivery which would result in additional costs in the short term to ensure that service provision could be achieved with minimal impact on the public. |
| 38 | RWTF Plant cannot process residual waste due to a major event which requires the Council to landfill. | | | Medium | | 0 | | Estimated waste disposal for a 12 month period £9.1m + operational costs for retaining the operator / staff during the period that the plant is inoperable. A separate risk reserve is held for this risk. This would be used in conjunction with risk 11 |
| 39 | MKDP | 2,250,000 | 100.00% | Low | 25% | 562,500 | | In the event of financial failure the Council may need to step in and provide financial support to the LLP or except a reduction / loss to its Dividend payment. |
| 40 | Insurance - exceptional losses | Judgement | | Medium | | 1,000,000 | | The Council suffers higher volumes of claims, drawing down available reserves (excess / self insurance) as a result of a major loss or series of loss events. |
| 41 | Major Planning Appeal Loss | Judgement | | Low/Medium | | 1,000,000 | | The loss of a major planning appeal represents one of the more significant cost legal risks (costs) that MKCC is faced with when defending major planning appeals. |
| 42 | GDPR Breach | Judgement | | Low/Medium | | 1,000,000 | | Fines are unlimited, but would take account of MKCC's status as a Public Body. |
| 43 | Workforce Dispute / Issue | 100,500,000 | 10.00% | Low | 15% | 1,507,500 | | Financial risk of claims, breaches against MKCC or equal pay issue. |
| 44 | Health and Safety Breach | Judgement | | | | 1,000,000 | | Failure to comply with legal obligations leading to costs, fines and losses. |
| | Major Events - Risk Provision | | | | | | 12,320,000 | |
| | TOTAL ASSESSED MINIMUM WORKING BALANCE | | | | | | 43,705,600 | |
| | Percentage Reduction (25%) for Probability of Multiple Events | | | | | | (10,926,400) | |
| | Total Minimum Working Balance Required | | | | | | 32,779,200 | |

Earmarked Reserves

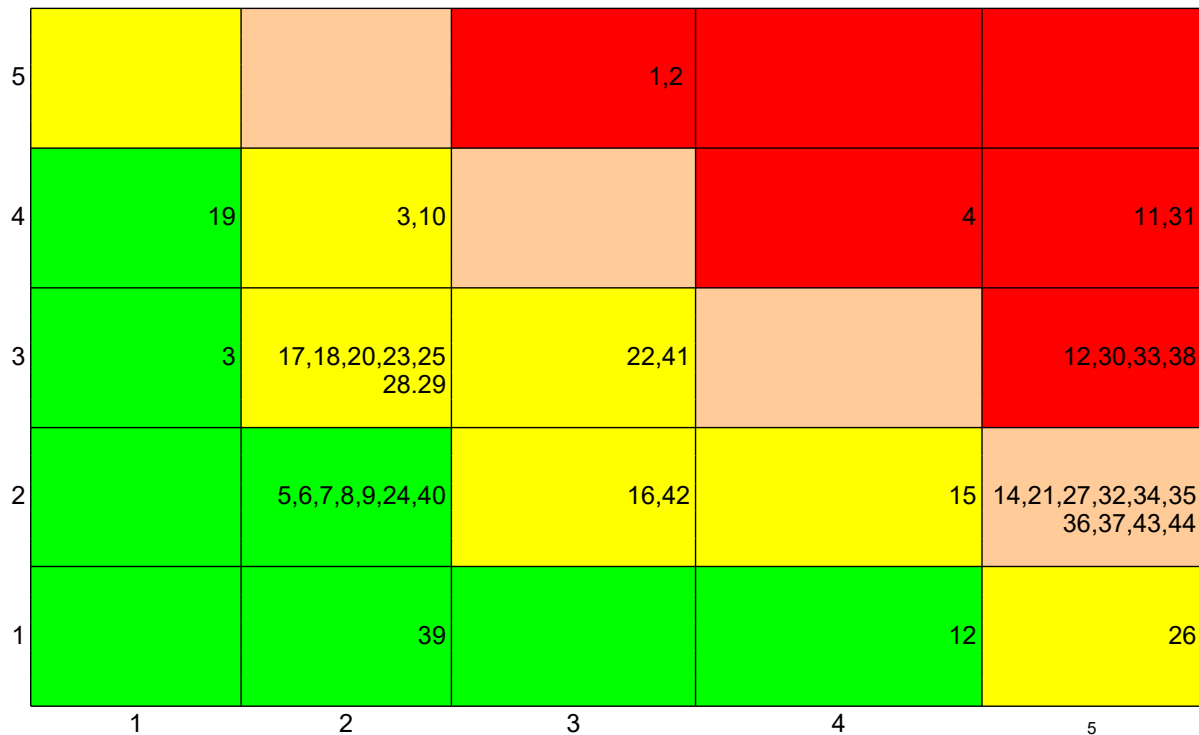
| Reserve | Purpose | Active/finished | Actual Position 31/03/2023 | Forecast Position 31/03/2024 | Forecast Position 31/03/2025 | Forecast Position 31/03/2026 | Forecast Position 31/03/2027 | Forecast Position 31/03/2028 | Commentary |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 | (29.668) | (32.779) | (32.779) | (32.779) | (32.779) | (32.779) | Minimum Balance has been reassessed based on a refreshed risk assessment (Annex J). |
| Earmarked reserves | | | | | | | | | |
| Non Distributable reserve | | | | | | | | | |
| Risk Reserves | | | | | | | | | |
| Corporate Property Reserve * <i>sinking funds</i> | To fund one-off expenditure of the Council's Operational Buildings in line with approved Asset Management Plans. | Active | (2.896) | (2.783) | (2.112) | (2.200) | (2.287) | (2.375) | A Strategic Asset Management Strategy has been developed to identify further investment required in Council Operational Assets. The forecast balance of this reserve is held as contingency for unexpected costs or to facilitate the delivery of this strategy. |
| 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 | (2.247) | (2.047) | (2.147) | (2.247) | (2.347) | (2.447) | 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. |
| 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, additional unbudgeted levy costs and potential future changes to the system by government. | Active | (0.001) | (15.000) | (15.000) | (15.000) | (15.000) | (15.000) | This reserve is not available as this is held to manage timing differences between the Collection Fund and General Fund. |
| MKWRP Risk Reserve | Risk reserve provides a contingency in the event of the Waste Plant no longer being operational as a result of contractor failure. Exceptional costs would arise which would include landfill, insurance and business rates etc. | Active | 0.000 | (10.000) | (10.000) | (10.000) | (10.000) | (10.000) | |
| Pension Fund | Reserve to manage the potential impact of pension revaluation changes | Active | (4.434) | (4.434) | (4.434) | (4.434) | (4.434) | (4.434) | |
| Paper Recycling Market Risk Reserve | To manage the risk the council due to changes in prices for recycling paper | Active | (0.700) | (0.700) | (0.700) | (0.700) | (0.700) | (0.700) | |
| Housing Benefit Subsidy Equalisation | Recommended balance held to manage the impact of the LA Error Threshold being breached. | Active | (0.458) | (0.458) | (0.458) | (0.458) | (0.458) | (0.458) | This reserve is held to manage unexpected costs arising from HB Subsidy losses arising from LA error rates being exceeded. No new contributions are planned, but this will remain under review. |
| LCTS & Welfare | This is to fund the potential impact from excess LCTS discretionary costs and crisis support | Active | (1.136) | (0.921) | (0.706) | (0.706) | (0.706) | (0.706) | 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) | (0.302) | (0.262) | (0.222) | (0.182) | (0.142) | 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. |
| Managing 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 | (2.038) | (2.038) | (1.624) | (1.485) | (1.009) | (1.009) | 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. |
| HR Manpower Planning Reserve | This fund supports one-off costs associated with Council Terms and Conditions, Restructuring and Re-organisations. | Active | (1.462) | (1.428) | (1.428) | (1.428) | (1.428) | (1.428) | This reserve will be used to fund one-off costs from staff restructuring. |
| 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 | (0.732) | (0.390) | 0.000 | 0.000 | 0.000 | 0.000 | This reserve finances the cost of resourcing the team needed to deliver the Waste Transformation Programme (Environmental Services Contract and Re-commissioning of the RWTF Facility operator for 2026) |
| 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) | (0.100) | (0.100) | (0.100) | (0.100) | (0.100) | |
| Budget Management | | | | | | | | | |

| | | | | | | | | | |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Better Care Fund | Balance of unspent ring-fenced grant funding held over for future investment in services. | Active | (0.655) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | Utilising carry forward of 22/23 grant before drawing down from the reserve. Reserve to be used for the purchase of the ASC hub |
| Building control Reserves | To defer internal income on building control fees. | | (0.030) | 0.000 | 0.000 | 0.000 | 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) | (0.200) | (0.200) | (0.200) | (0.200) | (0.200) | Balance will fund exceptional costs caused by Severe Weather. |
| 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 | (1.959) | (1.425) | (1.425) | (1.425) | (1.425) | (1.425) | 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. |
| New Homes Bonus | NHB funding which is allocated within the capital programme together with specific revenue one-off items. | Active | (1.806) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | |
| One Off Pressures Funding Reserve | To fund one-off pressure agreed in the Budget for 2022/23 | Active | (1.177) | (0.350) | 0.000 | 0.000 | 0.000 | 0.000 | |
| Shared Services Reserve | Reserve held to fund shared investment costs in the Shared Service arrangements. | Active | (1.315) | (1.315) | (1.315) | (1.315) | (1.315) | (1.315) | This fund is used to meet new investment and liabilities in the operation of the new Shared Service arrangements. |
| 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 | (4.674) | (5.613) | (6.670) | (7.727) | (8.784) | (9.840) | |
| Parking Reserve | Ring Fenced Trading Account to hold surplus funds not yet deployed in respect of On Street Parking or other related activities. | Active | (0.436) | (0.236) | (0.000) | (0.000) | (0.000) | (0.000) | |
| Public Health | Balance of unspent ring-fenced grant funding held over for future investment in services. | Active | (2.839) | (2.161) | (1.725) | (1.575) | (1.575) | (1.575) | |
| 3rd Party Funds | | | | | | | | | |
| 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 | (0.150) | (0.150) | (0.102) | 0.000 | 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. | Active | (0.045) | (0.023) | (0.000) | (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 | (11.533) | (7.980) | (5.308) | (0.864) | 0.000 | 0.000 | 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 | (0.227) | (0.198) | (0.170) | (0.142) | (0.114) | (0.085) | |
| Tariff Reserve | Funding set aside to manage the potential financial cost to the Council under the Risk Sharing Agreement, excess costs of delivering infrastructure over the remaining life of the programme (2031). | Active | (6.921) | (9.921) | (11.921) | (12.921) | (13.921) | (13.921) | |
| Delivering Capital Programme - GF | | | | | | | | | |
| Capital Reserve - GF | GF revenue contributions held to finance the current capital programme. | Active | (7.085) | (44.264) | (37.216) | (35.944) | (35.215) | (34.078) | 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 | (15.426) | (14.205) | (12.878) | (11.528) | (9.982) | (8.524) | 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 |
| 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 | (1.414) | (1.414) | (1.414) | (1.414) | (1.414) | (1.414) | |
| MKWRF Infrastructure Reserve | 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 | (3.918) | (7.836) | (11.754) | (15.672) | (19.590) | |
| Waste Cashflow Reserve | This reserve is held to build up future capital financing contributions to enable the Council to invest in a replacement facility once the current facility is decommissioned. | Active | (0.103) | (1.072) | (2.041) | (3.010) | (3.979) | (4.948) | The borrowing of the RWTF continues until 2042 |
| TOTAL EARMARKED NON DISTRIBUTABLE RESERVES | | | (74.542) | (135.046) | (129.192) | (128.799) | (132.246) | (135.715) | |
| Earmarked reserves | | | | | | | | | |
| Distributable reserve | | | | | | | | | |
| GF Temporary Earmarked Reserves | | | | | | | | | |
| Conservation Areas | Funding to support the review of Conservation areas. | Active | (0.013) | (0.012) | (0.007) | (0.007) | (0.007) | (0.007) | |
| 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 | (0.050) | (0.050) | (0.000) | (0.000) | (0.000) | (0.000) | The balance has been committed in the budget. |
| Cyber Security Measures | To fund Cyber security measures to reduce the risk of loss of data as the result of a cyber attack. The funding held was secured via a ring fenced grant. | Active | (0.096) | (0.066) | (0.036) | (0.006) | 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) | (0.045) | (0.042) | (0.042) | (0.042) | (0.042) | |
| 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) | (0.051) | 0.000 | 0.000 | 0.000 | 0.000 | |
| 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 | (1.501) | (0.000) | (0.000) | (0.000) | (0.000) | (0.000) | |

| | | | | | | | | | |
|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------------------------------------------------|
| Political Priorities Reserve | To fund the Political Priorities of the Council agreed as part of the budget process. | Active | (7.618) | (4.400) | (1.167) | (0.528) | (0.528) | (0.528) | |
| Towns Fund Revenue Reserves | To fund the revenue expenditure related to the Towns Fund deal. | Active | (0.251) | (0.251) | 0.000 | 0.000 | 0.000 | 0.000 | |
| Additional support for major projects | To fund additional support for major projects | Active | (0.350) | (0.262) | (0.262) | (0.262) | (0.262) | (0.262) | |
| School Academy Conversion | Agreed financial support package for school academy conversion to be provided over a three year period starting from April 22. | Active | (0.495) | (0.321) | (0.154) | (0.154) | (0.154) | (0.154) | |
| Neighbourhood Planning Support | To fund a project officer in planning to support the Planning Improvement Board to drive improvements | Close from 31 March 2025 | (0.109) | (0.059) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| Tree management survey and strategy | Tree works resulting from the programme of surveys covering MKC | Close from 31 March 2027 | (0.303) | (0.178) | (0.118) | (0.059) | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2027. |
| Passenger Transport Studies and Projects | To be used to move concessions pass renewals from current format to on-line | Close from 31 March 2025 | (0.010) | (0.010) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| 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 2025 | (0.026) | (0.016) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| 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 2025 | (0.052) | (0.014) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| Environmental Crime CCTV | To fund CCTV monitoring and surveillance to address crime | Close from 31 March 2025 | (0.038) | (0.038) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| Mobility Action Plan | One off funding set aside to cover up front costs that would later be capitalised once the capital project was formed. | Close from 31 March 2025 | (0.067) | (0.067) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| Community & Cultural Services Review (CCSR) | Transitional funding for the community and cultural services review (CCSR). | Close from 31 March 2025 | (0.049) | (0.049) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| School Mobility Action Plan | To fund School Mobility Action Plan - 1% council tax increase | Close from 31 March 2025 | (0.022) | (0.022) | 0.000 | 0.000 | 0.000 | 0.000 | The balance will be fully drawn down by 31st March 2025. |
| Reserves to be Closed in Year | | | | | | | | | |
| 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 2024 | (0.100) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| 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. | Close from 31 March 2024 | (2.740) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Covid 19 Reserve | Covid 19 General Grant earmarked to offset the impact of COVID-19. | Close from 31 March 2024 | (0.268) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| City Archives Project | MKC commitment to 3 external funding bids to deliver Archive projects. | Close from 31 March 2024 | (0.004) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Health Funding for CSC External Placements | Earmarked funding from Health for placements for 3 children | Close from 31 March 2024 | (0.491) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Devolved Landscape provision | To fund Landscape contract extension funding | Close from 31 March 2024 | (0.044) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Parish Partnership | Historically the PP scheme was revenue funded and there was a 2 year time span for claimants. This time span slipped and in 18-19 those who had exceeded the time limit were informed that they could no longer claim. | Close from 31 March 2024 | (0.011) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Period Poverty | Reserve needed to ensure that member priorities are delivered during the three year pilot programme. | Close from 31 March 2024 | (0.037) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Estate regeneration | To fund "Getting The Basics Right" in conjunction with Housing | Close from 31 March 2024 | (0.027) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Fly tipping | To fund Fly tipping - 1% council tax increase - Getting the basics right | Close from 31 March 2024 | (0.027) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Illegal encampments | To fund one fte environmental officer for fixed term to support managing unauthorised encampments | Close from 31 March 2024 | (0.043) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| European City of Sport | To fund the European City of Sport project | Close from 31 March 2023 | (0.034) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Care Leavers Support | Budget amendments 21/22 - Care Leavers Support - Deposits on Renting £20k and Development of Bond £50k. | Close from 31 March 2024 | (0.070) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| 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 2024 | (0.019) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Temporary Accommodation Bad Debt Management | Reserve requested to fund bad debt review resource in 22/23 for Temporary Accommodation | Close from 31 March 2024 | (0.091) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Emberton Country Park Manager | To fund an Emberton Country Park (ECP) Manager for a 6 month period to develop an asset investment programme (OP22-17N) | Close from 31 March 2024 | (0.023) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Landscaping at CMK | To fund the completion of the Landscaping at CMK programme (OP22-22N) | Close from 31 March 2024 | (0.013) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Pest Control Programme | To fund the completion of the Pest Control programme (OP22-23N) | Close from 31 March 2024 | (0.023) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Wheeled Bins Communications Plan | To fund the wheeled bins communications programme | Close from 31 March 2024 | (0.450) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Biodiversity Net Gain Grant | To fund activity for mandatory biodiversity net gain (BNG) introduced in the Environment Act 2021 | Close from 31 March 2024 | (0.027) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| TOTAL DISTRIBUTABLE RESERVES | | | (15.685) | (5.910) | (1.786) | (1.058) | (0.993) | (0.993) | |

| | | | | | | | | | |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------------------------------------------------------------------------|
| Total General Fund Reserves | | | (119.894) | (173.736) | (163.757) | (162.636) | (166.019) | (169.487) | |
| HRA Reserves | | | | | | | | | |
| Unallocated Reserves - HRA | | | | | | | | | |
| HRA Prudent Minimum 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 | (7.380) | (7.859) | (8.016) | (8.176) | (8.340) | (8.507) | |
| HRA Investment Reserves | | | | | | | | | |
| Capital Reserve - HRA | HRA Revenue contributions held to finance the current capital programme. | Active | (45.147) | (7.155) | (7.155) | (7.155) | (7.155) | (6.757) | Funding is for specific projects allocated within the current capital programme. |
| 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 2024 | (0.045) | (0.045) | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| 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 2024 | (0.027) | (0.027) | 0.000 | 0.000 | 0.000 | 0.000 | To be closed by 31/3/2024 |
| Total HRA Reserves | | | (52.598) | (15.086) | (15.171) | (15.331) | (15.495) | (15.264) | |
| Total Reserves | | | (172.493) | (188.822) | (178.929) | (177.967) | (181.514) | (184.751) | |

2024/25 General Fund Draft Budget Risk Matrix



Impact
 1 Very Low Impact <£500k
 2 Low Impact £501k - £1m
 3 Medium £1m - £2.5m
 4 High £2.5m - £5m
 5 Very High £5m+

Likelihood
 1. Very Low
 2 Low
 3 Moderate
 4. Likely
 5 Very Likely

Estimate financial impact £

Up to £500k

Between £501k and £1m

£1m - £2.5m

£2.501m - £5m

£5m+

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|---------------------------------|---------------------|---------------------------------------|
| Service Cost - Demand and Pricing Risks | | | | | | | |
| 1 | Childrens Social Care Placements - rising demand for high cost placements in a market that is unable to deliver appropriate solutions at a sustainable price has the potential to expose the Council to significant financial pressures through a relatively small change in demand levels. | 1. MKCC undertakes detailed forecasting and modelling on a regular basis to assess the risk and budget. 2. Commissioning work to find appropriate accommodation and the best price available for all placements. | £23,520,000 | 15 | | 15 | GF Working Balance Risk Allocation |
| 2 | Adult Social Care Placements - risk of material cost pressures as a result of higher levels and increasingly complexity of demand from both Older People and Learning Disabilities Services. | 1. Detailed financial and service planning model in place to anticipate and track changes in demand. 2. Service performance and capacity is regularly reviewed and challenged through the use of panels to ensure decisions around placements are being made to ensure best value and that the needs of the individual are met. 3. Focus around continued investment in preventative services, including re-enablement models, to enable people to remain in their homes for as long as possible and robust processes for agreeing all care and support. | £89,600,000 | 15 | | 15 | GF Working Balance Risk Allocation |
| 3 | Home to school transport - increasing demand for routes and market pricing increasing costs above budget provision. | 1. Procurement is delivered through a DPS to ensure access to all qualified providers to maximise competition. | £7,162,000 | 8 | | 8 | GF Working Balance Risk Allocation |
| 4 | Homelessness Prevention and Access – continuing growth in demand, unit costs and lack of permanent affordable housing leads to disproportionate cost increases | 1. Policy, practice and training on prevention to ensure that the Council only provides T/A as a last resort. 2. Temporary Accommodation acquisition and allocations to achieve Best Value where a placement is required. 3. Management of T/A stock to manage void losses, repairs and maintenance and collection of rent and service charges. | £15,432,000 | 16 | | 16 | GF Working Balance Risk Allocation |
| Service - Fees and Charges | | | | | | | |
| 5 | Income from Fees, Charges and Contributions - Fees and charges are not set at a level to meet the level of service cost. | 1. The Council has established a Fees and Changes Policy. 2. Fees and charges are reviewed annually as part of the Councils budget process and a detailed report presented to Cabinet to review and approve. 3. Budgets are set on a prudent basis and monthly budget monitoring in place to track actual income and action taken to review and address variations. 4. Service costs are reviewed annually and decisions on charging made based on this assessment. Decisions on any services where full cost recovery is not proposed must be in line with policy and referred to Cabinet for approval. | -£17,824,000 | 4 | | 4 | GF Working Balance Risk Allocation |
| 6 | Parking income - Income is lower than budgeted as a result of lower demand or customer behaviour change. 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. | 1. Budgets for income are set on the latest activity and financial data, with known changes factored in where appropriate. 2. Monthly budget monitoring in place and reporting to CLT and to Cabinet each quarter. 3. Parking contractor is in place to ensure appropriate level of enforcement to address non-compliance and charges are collected.. | -£10,027,000 | 4 | | 4 | 1. GF Working Balance Risk Allocation |

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------------|
| 7 | Planning Income - failure to achieve income target as a result of reduced demand for planning services or lower than expected performance in processing planning applications. | 1. Budgets for income are set on the latest activity and financial data, with known changes factored in where appropriate. 2. Monthly budget monitoring in place and reporting to CLT and to Cabinet each quarter. 3. Staffing levels are reviewed to ensure that these are appropriate for the level of demand for services as levels change. | -£2,330,000 | 4 | | 4 | GF Working Balance Risk Allocation |
| 8 | ASC Clients contributions - Income levels are below target due to changes in the make up of clients who are required to pay / contribute for their care packages. | 1. Dedicated team manage, charge, collect and report on ASC Contributions. 2. Monthly reporting in place and reported to Cabinet each quarter. 3. Working group established to review care packages and issues with financial assessments to control costs and ensure billing is accurate and timely. | -£10,063,000 | 4 | | 3 | GF Working Balance Risk Allocation |
| Commercial Contract Risks | | | | | | | |
| 9 | Waste Tonnages - The Council costs could increase should waste tonnages exceed the contractual threshold operated by our contractor at the Residual Waste Treatment Facility. | 1. Monthly reporting from the contractor on waste tonnages 2. Education on waste minimisation | £2,231,928 | 4 | | 4 | GF Working Balance Risk Allocation |
| 10 | 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. | Market monitoring and tracking of pricing to understand , how we do we know we are getting the best price for materials, quality and volume controls to maximise revenue, what if price is negative alternative strategy to burn?? | N/A | 8 | | 8 | Paper Recycling Market Risk Reserve |
| 11 | Residual Waste Treatment Facility - compensation event for unplanned shutdown for 90 day period (insurance does not cover) | 1. Extensive on-site monitoring of the plants performance and routine meetings to identify and report any issues / concerns about the plants performance to help inform early and effective decision making. 2. The operator carries and has access to routine parts to avoid the need to long shutdowns. | £6,000,000 | 20 | 1. Capital Investment Programme has been agreed with the Operator and funding secured, which will minimise delays if interventions are required. | 20 | GF Working Balance Risk Allocation |
| 12 | Highway Commissioning 2024 - Risk that the Council is unable to appoint an appropriate contractor, commercial risks increase and or the cost of service is more expensive that with the current contract. | 1. Full Procurement Process undertaken with early market engagement to ensure offer and market interest is strong. | £500,000 | 4 | | 4 | MTFP Budget Allocation |
| 13 | Commissioning of an Operator for the Residual Waste Treatment Facility by April 2026 - Risk that the Council will not be able to appoint a suitable operator and or the costs of running the facility are significantly higher than the current operating costs. | 1. Early market engagement with the market in 2024 to understand the best way to approach the procurement in the market place to get the right balance between cost, performance and risk. 2. Capital Programme has been reviewed and updated to set aside planned capital asset renewals over 10 years. 3. Revenue budget reflect revised Waste Disposal arrangements and will be reviewed as we work through the re-commissioning process. | £750,000 | 12 | | 12 | MTFP Budget Allocation |
| Critical Service Performance Failure | | | | | | | |

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------------------------|
| 14 | Childrens Social Care (OFSTED) - Inadequate Judgement | 1. Service Improvement Plan in place to address recommendations from the last Inspection in 2021 which is managed by the Senior Management Team. | | 10 | | 10 | GF Working Balance Risk Allocation |
| 15 | CQC Inspection - Negative Judgement | 1. Significant imbedded practice into preparing for inspection, undertaking peer reviews and self assessment (outward and inward) to continuously improve | | 8 | | 8 | GF Working Balance Risk Allocation |
| 16 | School Intervention - DFE mandate conversion to an Academy for a LA maintained school, with the Council liable for any school deficit. | 1. The Council monitors school performance and risk (financial and non-financial) to identify concerns and provide appropriate support and where necessary firmer action to address any serious issues. | | 6 | | 6 | GF Working Balance Risk Allocation |
| Supporting our Residents | | | | | | | |
| 17 | Local Council Tax Support Scheme - As the scheme is demand led and also heavily impacted by rules giving 100% protection to non working age eligible claimants the Council is exposed to increases to the cost of the scheme which in any one year are volatile. Budget Provision for the cost of this scheme is made through the Council Tax Base via a specific deduction. | 1. The Council has monthly monitoring in place to track the take up and cost of the discount scheme. 2. A specific base budget is held to support residents who meet specific thresholds of need, where the local scheme is not sufficient to meet their needs. 3. The Council has discretion to vary the scheme for working age tax payers to ensure support is effectively targeted and affordable. | £16M | 6 | | 6 | LCTS & Welfare Reserve |
| 18 | Universal Credit - The transition of the remaining eligible claimants from HB to UC by 2025 will result in the Council losing subsidy and also reduce income from overpayments which will need to be collected via the DWP, rather than through on-going benefit. | 1. Revenue and Benefits service is monitoring the impacts on the service (which includes the financial impacts) and ensuring that these are reflected in the MTFP. 2. The Council continues to work closely with DWP to ensure that is able to recover the maximum amount of overpaid benefit through UC deductions. 3. Financial monitoring of collection is carried out monthly and reported to Cabinet on a quarterly basis. | £899k | 6 | | 6 | Overpayments and Welfare Reform Reserve |
| 19 | Housing Benefit Uncapped Costs - Exposure to higher expenditure on Supported Housing and Specified Exempt Accommodation which exceeds the subsidy limits. | 1. Controls in place to ensure that applications are screened and checked to ensure that costs are being incurred appropriately. | N/A | 4 | 1. Social Care, Homelessness and R&B undertaking co-ordinated approach to ensure claims are valid, costs acceptable and care is being provided. | 4 | GF Working Balance Risk Allocation |
| 20 | Housing Benefit Subsidy - Loss from LA Error | 1. The Council provides extensive training to staff who are responsible for the processing of HB claims to ensure they have the appropriate technical knowledge and skills. 2. The Council has a Assurance process for reviewing claims and changes in circumstances to identify errors and correct these (sample). As part of this error rates are tracked throughout the year to highlight if the Council is likely to reach or breach the error limits which impact subsidy recovery. | N/A | 6 | 1. Continue to invest in training and review the effectiveness of our assurance framework. | 6 | HB Subsidy Equalisation Reserve |
| Government Funding | | | | | | | |
| 21 | Business Rates and Fair Funding changes - Results in a material reduction to funding than allowed for in the Councils MTFP, requiring an even higher level of budget reductions than deliverable in the period of time available. | 1. MTFP is based on the latest funding announcements and advice from Pixel Consulting to reflect the most likely path of funding. 2. The Council holds a separate Cash Flow reserve which could be utilised to support in the short term higher than anticipated reductions in core government funding or business rates retention. | £86M | 10 | | 10 | Collection Fund Cashflow Reserve |

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|---------------------------------|---------------------|-----------------------------------------------------------------|
| 22 | High Needs Funding (DSG) - Is insufficient to cover the cost of provision of our Statutory Duties. | 1. Proactive work is carried out within the Council and through the Schools Forum to set an affordable budget within the resources provided by DFE. 2. An element of funding is retained where possible. Through contingency and high needs surplus 3. School financial resilience is regularly monitored and work with schools to advise on budget measures. | £5,829,000 | 9 | | 9 | GF Working Balance Risk Allocation |
| 23 | Statutory Services Specific Grants for Social Care and Homelessness - a reduction to funding is unlikely to see a corresponding reduction to spending as this funding is used to support delivery of our statutory duties. | 1. We keep our planning assumptions under regular review to minimise the risk of over estimation of available grant. | £12,686,000 | 6 | | 6 | GF Working Balance Risk Allocation |
| 24 | Public Health Grant - Reductions to future funding impacting the Councils ability to fund core Preventative Health functions and Agenda for Change. | 1. Public Health Reserve provides limited protection from cuts to PH funding allocations. 2. Funding assumptions are reviewed as and when new information is available to minimise risk that financial commitments through commissioning exceed available resources where possible. | £0 | 4 | | 4 | GF Working Balance Risk Allocation |
| Balance Sheet Risk | | | | | | | |
| 25 | Debt Affordability - The Council is unable to afford higher borrowing costs due to movements in interest rates when it needs to refinance maturing loans or secure additional borrowing for capital purposes. | 1. Treasury Management Strategy sets out how the Council makes its borrowing decisions, borrowing limits and financing decisions. 2. The Council has ensured that its existing loans pool is spread over a period of up to 40 years so that is able to spread its refinancing risk to manage interest rate risk. 3. All external borrowing has been taken on fixed rate loans, with the majority of these on maturing loans to provide cost certainty. 4. The Council regularly monitors is cash requirements and capital spending plans to determine the most appropriate time and structure for borrowing including internal borrowing. | £10,790,000 | 6 | | 6 | GF Working Balance Risk Allocation |
| 26 | Investment Risk - The Council is exposed to potential losses through defaults by counterparties that is uses when placing investments or from financial instrument market losses. | 1. Treasury Management Strategy sets out how the Council makes its investment decisions, with strict limits on counterparties, duration and based on dynamic market risk assessment. 2. Dedicated Treasury team manage the Councils cash portfolio with external advisors appointed to support investment strategy. 3. The Council follows the Treasury Management Code of Practice to manage risk. | £498m | 5 | | 5 | GF Working Balance Risk Allocation |
| 27 | Asset Risk - unexpected liabilities arising as a result of asset deterioration, new statutory requirement etc | 1. Services Asset Management Plans in place to supported through cyclical condition surveys and inspections to ensure future liabilities are known and that budget requirements are identified. 2. Strategic Property Board have overall responsibility for Corporate Landlord oversight to ensure that assets are regularly reviewed and best value is achieved, including asset disposals. | N/A | 10 | | 10 | GF Working Balance Risk Allocation |
| 28 | Debtors -The Council is unable to recover material debts owed as a result of changes to regulations or other external conditions for which not bad debt provision has been made. | 1. The Council has clear debt management policies, procedures and oversight in place to review debts. 2. Significant debts are reviewed on a regular basis to ensure that these are being effectively managed and the risk of any loss minimised. 3. Specific teams have been established to manage high risk debts including HB Overpayments, Social Care etc. 4. Detailed quarterly reporting on debt collection and performance to Cabinet. | N/A | 6 | | 6 | 1. Bad Debt Provisions 2. GF Working Balance Risk Allocation |

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|---------------------------------|---------------------|-------------------------------------|
| 29 | Creditors - The Council has to pay or repay a developer contribution or grant as a result of not spending monies in accordance with the terms of the agreement or timeline. | 1. Dedicated Planning Obligations Team in place who have complete oversight of all contributions and work with services and relevant third parties to ensure that spending plans are in place to utilise s106 contributions. 2. Programme Board established and led by Director of Planning to ensure that services are fully engaged in project delivery and effective use of contributions. 3. Dedicated Planning Obligations system in place to record, track and report on the receipt, allocation and use of contributions. Regular reports are published on the Councils website. 4. Quarterly financial monitoring of spending to Cabinet. | N/A | 6 | | 6 | GF Working Balance Risk Allocation |
| 30 | Pension Fund - The Bucks Pension fund moves into a material deficit position as a result of losses on fund investments, unexpected increases to fund liabilities or regulatory changes leaving the Council unable to afford to meet its on-going employers contributions. | 1. The Council has its own representation on the Pensions Board and the Assistant Director of Finance (Corporate) attend regular pension meetings to ensure that the Council has appropriate oversight and issues can be highlighted and if appropriate action taken. 2. The Council liaises with the Pensions Actuary on funding issues and valuations at least annually. | | 15 | | 15 | Pension Risk Reserve |
| Major Events | | | | | | | |
| 31 | Cyber Event - Risk that the Councils IT systems are subject to a cyber attack impacting the ability of MKCC to operate services, with material financial, operational and reputation impact. | 1. The Council has in place a range of protective measures to defend against cyber attacks and employs a dedicated team to manage the Council's IT security. 2. Council has moved its servers to Microsoft Azure Cloud. 3. Mandatory Staff training on Cyber Security and active engagement across MKCC to be Cyber Risk Aware. | | 20 | | 20 | GF Working Balance Risk Allocation |
| 32 | Public Health Emergency - leading to service disruption, unplanned financial costs and reduced income from service restrictions and cessation. | 1. Public Health provide early warnings to potential risk and provision of advice. 2. Liaison with Department of Health to take appropriate measures to manage threats. | | 10 | | 10 | GF Working Balance Risk Allocation |
| 33 | Emergency Planning / Climate Change - major event such as flooding etc. | 1. Investment in flood prevention, drainage based on asset management plans. 2. Business Continuity Plans / Emergency Response Plan | | 15 | | 15 | GF Working Balance Risk Allocation |
| 34 | MKCC Tariff Programme by 2031 - To ensure the delivery of the full Tariff Programme by 2031 within the available funding and to avoid costs through the repayment of balances and incurring interest penalties. | 1. A Tariff risk reserve has been established to protect the Council from cost overruns on the remaining projects that the Council is required to deliver. 2. The Council has a dedicated Tariff Programme Manager to deliver the overall programme and is supported via CLT who have oversight of the programme delivery. | | 10 | | 10 | Tariff Risk Reserve |
| 35 | Delivery of the MK East Tariff Programme (2A) - The Council fails to deliver the necessary infrastructure in accordance with the Tariff Agreement due to a shortfall in funding, higher than expected costs or programming issues with delivery partners leading to the risk of unbudgeted cost overruns and or the repayment of funds. | 1. The Council has secured £15m of additional grant funding to help finance the Health Hub and 1st Primary School on the development site, ensuring that the Council is able to deliver these projects within the allocated resources of the Tariff Programme. 2. The agreement ensures that the Council will receive Indexation to cover timing differences between the execution of the agreement and receipt of funding from developers. 3. Programme Management will need to ensure that projects are delivered in a timely and affordable way to minimise the risk of additional costs outside of the available funds being delivered via the Tariff Agreement. | | 10 | | 10 | Tariff Risk Reserve (to be created) |
| 36 | Major Contractor Failure Re-procurement - In the event of a major contractor failure the Council would need to commence an unplanned procurement process and resource up to deliver this. | 1. Selection process for key service suppliers considers supplier viability for the term of the contract using independent assessment and market knowledge. 2. Contract Management keeps this under review and alerts raised and reviewed where appropriate. 3. Business Continuity Plans in place. | | 10 | | 10 | GF Working Balance Risk Allocation |

| No | Risk Title/Description | Existing Controls | Budget 2023/24 | Current Risk Score | Further Risk Mitigation Actions | Residual Risk Score | Risk Provision |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------|---------------------------------|---------------------|----------------------------------------------------------------------------------|
| 37 | Major Contractor Failure - Interim Service Provision - this would result in service disruption, unplanned procurement, potential TUPE implications and costs to stabilise and ensure service continuation. | 1. Contract management continuously reviewing contractor viability during the life of any contract through market intelligence, contract performance and formal contract management meetings. 2. This is considered prior to the procurement process to ensure that operator financial sustainability is assessed and contractors are removed where there are material concerns. 3. Contracts where possible are designed to minimise the impact of contractor failure. | | 10 | | 10 | GF Working Balance Risk Allocation |
| 38 | RWTF Plant cannot process residual waste due to a major event which requires the Council to landfill. | 1. Contract Management on site to gain daily oversight on the operation of the plant. 2. Operator carries stock of parts and has supply chain in place in the event of fails. 3. Operator required to provide bible for the plant to enable MKCC or successor to operate the plant. | | 15 | | 15 | MKWWRP Risk Reserve |
| 39 | MKDP - financial failure resulting in loss of dividend and potential additional liabilities as MKCC is the sole partner for the LLP. | 1. MKDP Independent Management Board in place with broad range of expertise. 2.OAG in place to provide separate oversight and challenge from MKCC and reporting into Cabinet. 3.MKDP provide a rolling 3 Year Business Plan for the Council to support. 4. Reserved Matters and Charges held on part of the MKDP asset base. | | 2 | | 2 | GF Working Balance Risk Allocation |
| 40 | Insurance Exceptional Losses - Significant rise in claims and losses leading to increase costs to the Councils Insurance Reserve and future insurance premiums. | 1. Regular claims monitoring in place. 2. Insurance team meet with key service leads to review risks and claims including review of preventative measures and premium reductions. 3. Insurance provisions are reviewed annually. | | 4 | | 4 | 1. Insurance Fund Reserve and Provisions 2.GF Working Balance Risk Allocation |
| 41 | Major Planning Appeal Loss - MKCC loses a significant planning appeal incurring legal costs from both parties. | 1. Planning decisions are subject to robust scrutiny and due diligence to avoid successful challenge. 2. The Council reviews challenges to determine merits of defending decisions prior to Appeal to mitigate costs. | | 6 | | 6 | GF Working Balance Risk Allocation |
| 42 | GDPR Breach - failure to comply with legal duties resulting in reputational and financial liabilities | 1. Nominated Director and Corporate Group in place. 2. Policies on Meta Compliance / Training for all staff. | | 6 | | 6 | GF Working Balance Risk Allocation |
| 43 | Workforce Disputes / Issue - risk of claims for breaches of employment law and or equal pay issues. | 1. Council has robust policies in place and provides regular training for managers and staff to ensure that culture and behaviours are appropriate. 2.Various escalations exist to ensure that ER cases are managed appropriately to minimise harm and risk to the authority. 3. HR Dashboards in place for all Managers and CLT to review issues. 4.The Council operates a Job Evaluation scheme with an independent panel which includes Trade Union representation in all decisions are grading. | | 10 | | 10 | GF Working Balance Risk Allocation |
| 44 | Health and Safety Breach - failure to operate a safe system of work resulting in serious injury or loss of lives leading significant reputational and financial loss. | 1. Health and Safety Policies and Practices. 2. Mandatory Staff Training 3. Reporting and Records Management (inc Inspections) 4. Qualified H&S Staff to support services discharge responsibilities. 5. CLT oversight and reporting. | | 10 | | 10 | GF Working Balance Risk Allocation |

This page is intentionally left blank

2024/25 REVENUE BUDGET AND COUNCIL TAX**THE LEGAL FRAMEWORK GOVERNING BUDGET DECISIONS**

- 1) The Council is required to set a Council Tax for 2024/25 before 11 March 2024. It may not be set before all precepts have been issued or before 1 March 2024, 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.

This page is intentionally left blank