



**REPORT OF THE SERVICE \DIRECTOR – FINANCE, INFRASTRUCTURE
AND IMPROVEMENT**

FINANCIAL MONITORING REPORT: PERIOD 4 2019/20

Purpose of the Report

1. To provide a summary of the Committee revenue budgets for 2019/20.
2. To provide a summary of capital programme expenditure to date, year-end forecasts and approve variations to the capital programme.
3. To request approval for an additional contingency application.
4. To inform Members of the Council's Balance Sheet transactions.
5. To provide Members with an update from the Accounts Payable and Accounts Receivable teams.
6. To provide Members with an update from the Procurement Team.

**Information
Background**

7. The Council approved the 2019/20 budget at its meeting on 28 February 2019. As with previous financial years, progress updates will be closely monitored and reported to management and Committee each month.

Summary Revenue Position

8. The table below summarises the revenue budgets for each Committee for the current financial year. A £3.2m net overspend is currently predicted. As a consequence of the in-year overspend and the significant financial challenges facing the Council over the medium term, the key message to effectively manage budgets and, wherever possible, deliver in-year savings is being reinforced.

Table 1 – Summary Revenue Position

Forecast Variance as at Period 3 £'000	Committee	Annual Budget £'000	Actual to Period 4 £'000	Year-End Forecast £'000	Latest Forecast Variance £'000
8,047	Children & Young People's	128,969	31,124	137,271	8,302
(3,210)	Adult Social Care & Public Health	215,739	61,967	210,411	(5,328)
2,195	Communities & Place	122,607	39,387	124,620	2,013
267	Policy	32,729	13,051	32,840	111
(118)	Finance & Major Contracts Management	2,847	1,062	2,768	(79)
157	Governance & Ethics	7,306	2,414	7,439	133
(105)	Personnel	14,932	5,599	14,825	(107)
7,233	Net Committee (under)/overspend	525,129	154,604	530,174	5,045
(2,779)	Central items	(19,968)	(10,868)	(22,750)	(2,782)
-	- Schools Expenditure	9	-	9	-
489	Contribution to/(from) Traders	(259)	1,027	230	489
4,943	Forecast prior to use of reserves	504,911	144,763	507,663	2,752
-	- Transfer to / (from) Corporate Reserves	654	-	654	-
271	- Transfer to / (from) Departmental Reserves	(16,038)	(392)	(15,571)	467
-	- Transfer to / (from) General Fund	(2,099)	-	(2,099)	-
5,214	Net County Council Budget Requirement	487,428	144,371	490,647	3,219

Committee and Central Items

The main variations that have been identified are explained in the following section.

Children & Young People's (£8.3m overspend, 6.4% of annual budget)

9. The Youth, Families and Social Work Division is reporting a forecast £1.0m overspend. The major contributing factor is a £1.1m overspend on social work staffing. The overspend has arisen due to a combination of staffing changes including permanent recruitment to vacancies, additional capacity staff to respond to continuing increased workload and maintain manageable caseloads; and agency workers. All agency posts continue to require the explicit approval of the Service Director Youth, Families and Social Work and are subject to scrutiny by the quarterly Agency Challenge Panel.
10. The Education, Learning and Skills Division is reporting a net nil position although the achievement of the sold service income target is still a concern.
11. The Commissioning and Resources Division is forecasting an overspend of £7.3m of which £1.8m is attributable to growth in the number of Independent Fostering Agency placements, £3.3m residential and £2.2m on semi-independent placements. External placements increased by a net of 4 in the month. Whilst this is fairly typical for an average month (based on trend data from Jan 2017), numbers were forecast to stay the same due to a relatively large number of leavers expected in the July. However, there was a surge in use of semi-independent spot

purchased placements (partly due to a lack of suitable residential placements) with a number of them costing around £3,000 per week. This primarily accounts for the increased forecast overspend in the month. Historically, demand is more volatile over the summer months so short term forecasts are likely to fluctuate during this period.

12. As reported at the last Finance and Major Contracts Management Committee on 15 July 2019 in addition to existing high-level budget control actions a more detailed Action and Recovery Plan has been prepared. This plan is being reported to Children and Young Peoples Committee on 16th September 2019. A copy of this report is attached, Appendix A.
13. In addition to the cost pressures being experienced in the Children and Families Local Authority budget there is also significant pressure on the Authority's High Needs Block which is funded from Department for Education grant. Although this does not impact on local authority budgets, the increase in numbers of pupils requiring Special Educational Needs and Disabilities (SEND) support, alternative provision and a range of SEND services has an impact on transport costs and this is referred to in paragraph 17.

Adult Social Care & Public Health (forecast £5.3m underspend, 2.5% of annual budget)

14. The major variances on care packages are as follows:

- Older Adults across the County are forecasting an underspend of £1.9m with underspends on Direct Payments, Employee costs and over achievement of Joint Healthcare funding more than offsetting overspends on Long Term Care and Homecare.
- Younger Adults across the County are forecast to overspend by £0.9m, due to increases in Direct Payments and Residential and Nursing Care costs, although these are partly offset by underspends on Staffing and additional Joint Healthcare funding.
- Other budgets are forecasting an overspend of £0.4m, mainly due to a forecast overspend on reablement.

15. The Strategic Commissioning, Accessing and Safeguarding Division is reporting an underspend of £4.3m made up of a net increase of £0.5m in Service User Contributions, due mainly to increases in Residential and Nursing income, £3.1m in Service User Contributions due mainly to increases in Personal Budget income and £0.9m additional savings being released from the closure of the Care and Support Centres due to fewer long-term residents. There is a forecast overspend of £0.2m in agency costs within the mosaic team due to delays in the systems review.

16. Public Health is currently forecasting an underspend of £0.4m, mainly due to slippage in stop smoking support and Tobacco. Any net underspend will be added to reserves at year end and therefore reduce the net use of reserves.

Communities & Place (forecast £2.0m overspend, 1.6% of annual budget)

17. Transport is forecasting an overspend of £1.6m. The major contributing variances are :

- There are additional SEND Home to School (HtS) costs of £0.9m caused by an increase in pupil numbers. The costs are SEND Pre-16 HtS transport £0.6m; SEND Post 16 Transport £0.1m; and EOTAS (education other than at school) of £0.2m. The SEND and HtS forecasts are based on current known pressures. A more accurate year-end forecast will be available once the new academic year intake of pupils and re-tendering of contracts is confirmed.
- There is an overspend on Mainstream Home to School transport of £0.3m. This is due to the increase in pupil numbers and capacity limits at the closest designated school, necessitating transport to alternative educational establishments either by bus or taxi.
- There is a forecast overspend on Concessionary Fares of £0.3m due to increased costs for CT4N where a new operator has taken over commercial routes previously provided under a fixed rate deal by Trent Barton.
- There is a forecast overspend on Local Bus Services of £0.1m caused by ongoing pressure on provision of services, especially when commercial operators withdraw from a particular route, and inflationary increases.

18. The Coroner's budget is forecasting an overspend of £0.5m based on advice from Nottingham City Council (who manage the service) and is due to an anticipated increase in the annual cost of mortuary services.

19. Communities Staffing and Grants is forecasting an underspend of £0.1m due to staffing savings that have arisen following the restructure of the Community Safety and the Community and Voluntary Sector Teams

Trading Services

20. County Supplies are forecasting a deficit of £0.2m, this is attributed to trading activity prior to transfer to Hertfordshire County Council, including costs for legacy staffing, legal and IT costs. There is no reserve to fund this overspend.

21. Catering, Cleaning & Landscapes are forecasting a deficit prior to use of Reserves of £0.7m. This is to be funded partly from Traded Services Reserves (£0.4m), the result being a forecast overspend of £0.3m. There is no reserve to fund this overspend.

22. Clayfields are experiencing difficulties in the achievement of its income target and further work is needed to assess the implications of this on the trading position. This work is currently being undertaken and the outcome will be reported for the period 5 budget monitoring report.

Central Items (forecast £2.8m underspend)

23. Central Items primarily consists of interest on cash balances and borrowing, together with various grants, contingency and capital charges.

24. At the time of setting the 2019/20 budget, several funding allocations had not been announced, specifically with regard to the impact of business rates revaluations and, therefore, assumptions about certain grants were made based on the best information available at the time. Throughout

the year confirmations are received and current forecasts suggest a net additional grant of £3.1m will be received in 2019/20.

25. Interest payments fluctuate depending on expectations of future rates and anticipated slippage on the capital programme. Current Treasury Management forecasts suggest a net overspend on interest of £0.5m. There is a net £0.2m underspend across the other central items.
26. The Council's budget includes a main contingency budget of £4.6m (not including the requests below) to cover redundancy costs, slippage of savings and unforeseen events. Contingency requests approved previously total £0.7m. Table 1 assumes that the remaining contingency budget will be used for future requests.

Contingency Budget

27. A request for contingency of up to £105,591 has been submitted by Children and Young People's Committee (15 July 2019) to fund additional posts that enables the Council to fulfil its statutory requirements to care leavers. The ongoing funding and full year effect of care leavers will be factored into the Medium-Term Financial Strategy.
28. The 2019/20 pressure bids were submitted on certain assumptions at the time. Within Adult Social Care Committee, the inflationary rate awarded from the CCG's to the Council is higher than that anticipated by £1.0m. It is proposed that this is incorporated into the Council's contingency budget.

Progress with savings and risks to the forecast

29. Council on 28 February 2019 approved savings proposals of £15.2m for delivery in 2019/20, with further savings identified for the period 2020-23. Officers will continue to monitor the deliverability of individual schemes and targets as part of the budget monitoring process and reflect achievability in the forecast outturn. The progress of the Council's current savings programme is reported to the Improvement and Change Sub-Committee on a regular basis. This report highlights all projects that are either experiencing obstacles or are at risk, the latest being 24 June 2019.
30. The 2018/19 Local Government Finance Settlement reflected the final year of the current Comprehensive Spending Review. As such, considerable uncertainty beyond 2019/20 will remain until the outcome of the Comprehensive Spending Review is known. For example, a number of funding strands will drop out after the current financial year including the Revenue Support Grant (£6.9m), the Business Rates Levy Account, (£1.6m), Winter Pressures (£3.5m) and the Adults and Children's Social Care Support Grant (£6.0m).

Balance Sheet

General Fund Balance

31. Members approved the 2018/19 closing General Fund Balance of £24.1m at Full Council on 11 July 2019. The 2019/20 budget approves utilisation of £2.1m of balances which will result in a closing balance of £22.0m at the end of the current financial year. This is 4.5% of the budget requirement.

Capital Programme

32. Table 2 summarises changes in the gross Capital Programme for 2019/20 since approval of the original Programme in the Budget Report (Council 28/02/19):

Table 2 – Revised Capital Programme for 2019/20

	2019/20	
	£'000	£'000
Approved per Council (Budget Report 2019/20)		116,375
Variations funded from County Council Allocations : Net slippage from 2018/19 and financing adjustments	20,365	
		20,365
Variations funded from other sources : Net variation from 2018/19 and financing adjustments	(1,945)	
		(1,945)
Revised Gross Capital Programme		134,795

33. Table 3 shows actual capital expenditure to date against the forecast outturn at Period 4.

Table 3 – Capital Expenditure and Forecasts as at Period 4

Committee	Revised Capital Programme £'000	Actual Expenditure to Period 4 £'000	Forecast Outturn £'000	Expected Variance £'000
Children & Young People's	51,568	7,417	51,568	-
Adult Social Care & Public Health	2,904	298	3,044	140
Communities & Place	60,587	9,051	62,012	1,425
Policy	19,300	2,277	19,509	209
Finance & Major Contracts Mngt	180	7	180	-
Governance & Ethics	256	-	256	-
Contingency	-	-	-	-
Total	134,795	19,050	136,569	1,774

Children & Young People's

34. In the Children and Young People's Committee capital programme, a section 106 contribution totalling £0.2m has been received. This will be used to fund a capital project to create additional school places in Mansfield Woodhouse.

It is proposed that the Children and Young People's Committee capital programme is varied to reflect the £0.2m additional section 106 contribution.

Adult Social Care & Public Health

35. In the Adult Social Care and Public Health Committee capital programme, the Authority has received a further £0.6m Disabled Facilities Grant which funds the purchase of equipment that can enable adults with special needs to remain in their homes.

It is proposed that the Adult Social Care and Public Health Committee capital programme is varied to reflect the £0.6m Disabled Facilities Grant received by the Authority.

Communities & Place

36. In the Communities and Place Committee there is a forecast overspend of £1.4m. This is mainly as a result of £1.9m identified acceleration in the Road Maintenance and Renewals capital programme. The County Council funded element of the programme has progressed more quickly than anticipated in response to requests for additional works.

37. This overspend has been offset by a £0.4m underspend against the Transport and Travel Services programme. This is as a result of the return of a Department for Transport capital grant which had been allocated to deliver green vehicle technology in the City. Following the receipt of this grant, the City's requirements changed thereby negating the need for it.

It is proposed that the Communities and Place capital programme is varied to reflect the £1.9m acceleration in the Roads Maintenance and Renewals programme and the £0.4m capital grant that has had to be returned to the Department for Transport.

38. Also, in the Communities and Place capital programme, external funding of £0.2m has been received to part fund projects in the Integrated Transport Measures capital programme. In addition, it is proposed that £0.1m of funding from the Southern Growth Corridor and Average Speed Camera projects is transferred to the Integrated Transport Measures capital budget to reflect the accounting treatment of those projects.

It is proposed that the Communities and Place capital programme is varied by £0.2m to reflect the £0.2m external funding received by the Authority and the realignment of budgets to reflect the accounting treatment of the Southern Growth Corridor and Average Speed Camera projects.

39. Finally, in the Communities and Place capital programme, it has been confirmed that the Rolls Royce Development capital project has been completed with an underspend of £0.2m.

It is proposed that the Communities and Place capital programme is varied to reflect the underspend achieved on the Rolls Royce Development capital project.

Financing the Approved Capital Programme

40. Table 4 summarises the financing of the overall approved Capital Programme for 2019/20.

Table 4 – Financing of the Approved Capital Programme for 2019/20

Committee	Capital Allocations £'000	Grants & Contributions £'000	Revenue £'000	Reserves £'000	Gross Programme £'000
Children & Young People's	32,287	18,674	-	607	51,568
Adult Social Care & Public Health	2,271	633	-	-	2,904
Communities & Place	15,303	43,739	1,128	417	60,587
Policy	15,187	4,091	-	22	19,300
Finance & Major Contracts Mngt	-	-	-	180	180
Personnel	256	-	-	-	256
Contingency	-	-	-	-	-
Total	65,304	67,137	1,128	1,226	134,795

41. It is anticipated that borrowing in 2019/20 will increase by £18.4m from the forecast in the Budget Report 2019/20 (Council 28/02/2019). This increase is primarily a consequence of:

- £20.4m of net slippage from 2018/19 to 2019/20 and financing adjustments funded by capital allocations.
- Net acceleration into 2019/20 of £2.0m of capital expenditure funded by capital allocation identified as part of the departmental capital monitoring exercise.

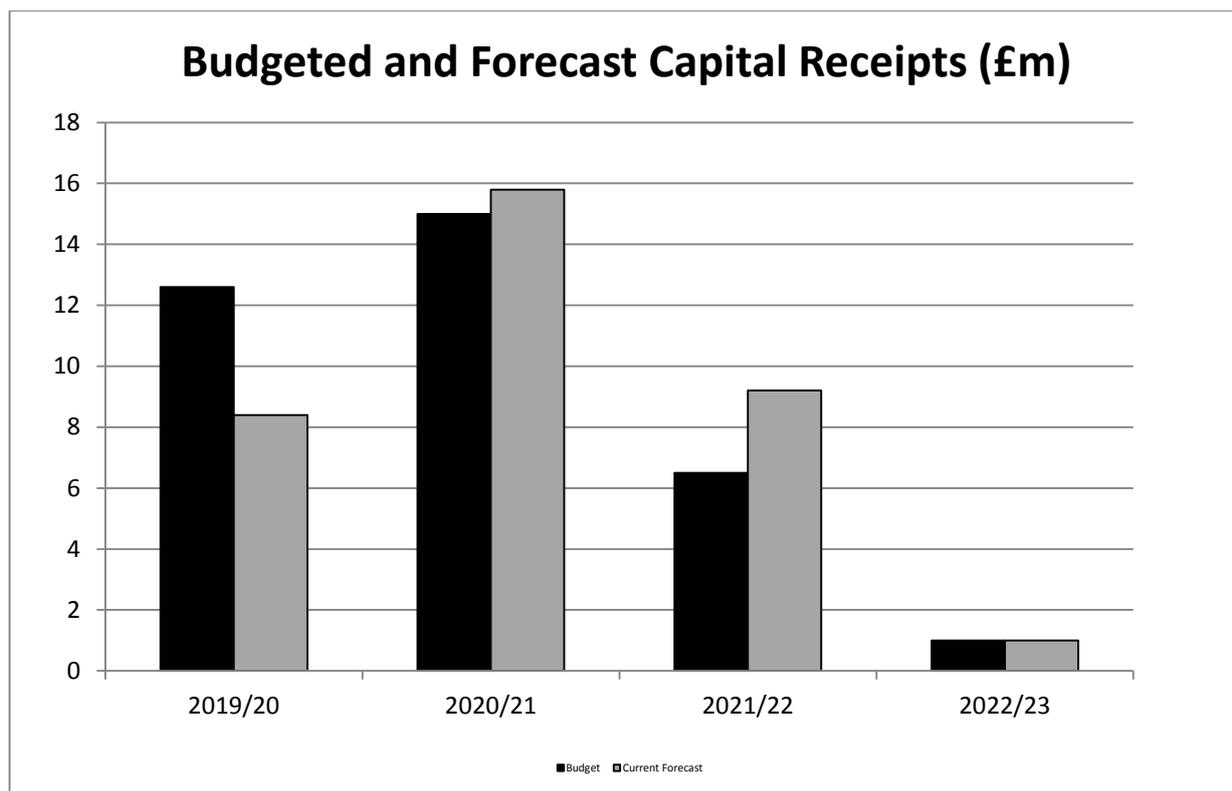
Prudential Indicator Monitoring

42. Performance against the Council's Prudential Indicators is regularly monitored to ensure that external debt remains within both the operational boundary and the authorised limit.

Capital Receipts Monitoring

43. Anticipated capital receipts are regularly reviewed. Forecasts are currently based on estimated sales values of identified properties and prudently assume a slippage factor based upon a review of risk associated with each property.

44. The chart below shows the budgeted and forecast capital receipts for the four years to 2022/23.

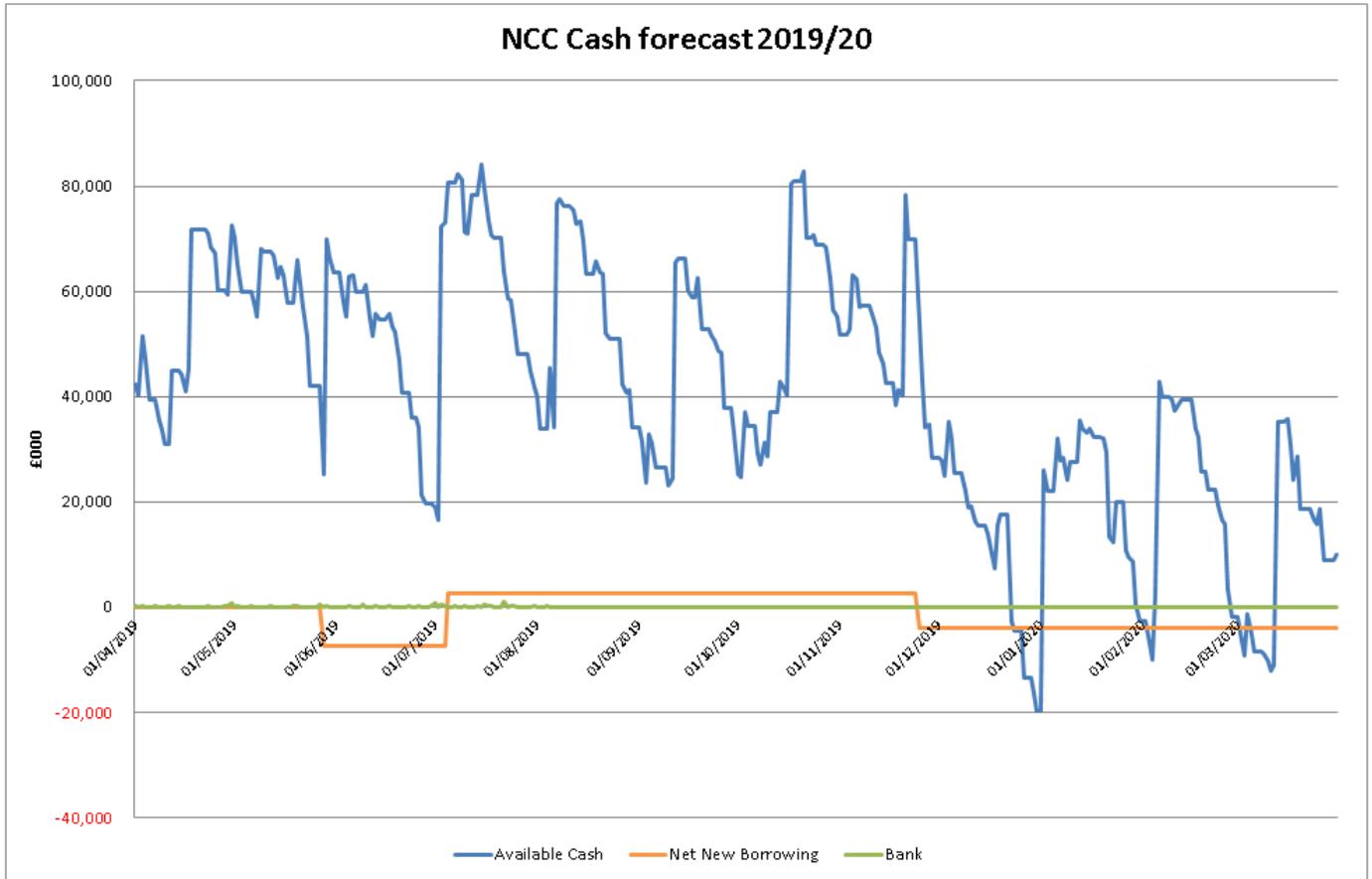


45. The dark bars in the chart show the budgeted capital receipts included in the Budget Report 2019/20 (Council 28/02/2019). These capital receipts budgets prudently incorporated slippage, giving a degree of “protection” from the risk of non-delivery.
46. The capital receipt forecast for 2019/20 is £8.4m. To date in 2019/20, capital receipts totalling £0.2m have been received.
47. The number and size of large anticipated receipts increase the risk that income from property sales will be below the revised forecasts over the next three years. Although the forecasts incorporate an element of slippage, a delay in receiving just two or three large receipts could result in sales being lower than the forecast.
48. Current Council policy (Budget Report 2019/20) is to use the first £4.9m of capital receipts to fund in-year transformation costs. Any capital receipts in excess of this will be set against the principal of previous years’ borrowing. This reduces the amount of Minimum Revenue Provision (MRP) to be set aside each year. It is important to regularly monitor capital receipt forecasts and their effect on the overall revenue impact of the Capital Programme.

Treasury Management

49. Daily cash management aims for a closing nil balance across the Council’s pooled bank accounts with any surplus cash invested in accordance with the approved Treasury Management Policy. Cash flow is monitored by the Senior Accountant (Pensions & Treasury Management) with the overall position reviewed quarterly by the Treasury Management Group.
50. The Cash forecast chart below shows the current cash flow position for the financial year 2019/20. Cash inflows are typically higher at the start of the year due to the front-loading receipt

of Central Government grants, and the payment profile of precepts. Cash outflows, in particular capital expenditure, tend to increase later in the year, and the chart below reflects this.

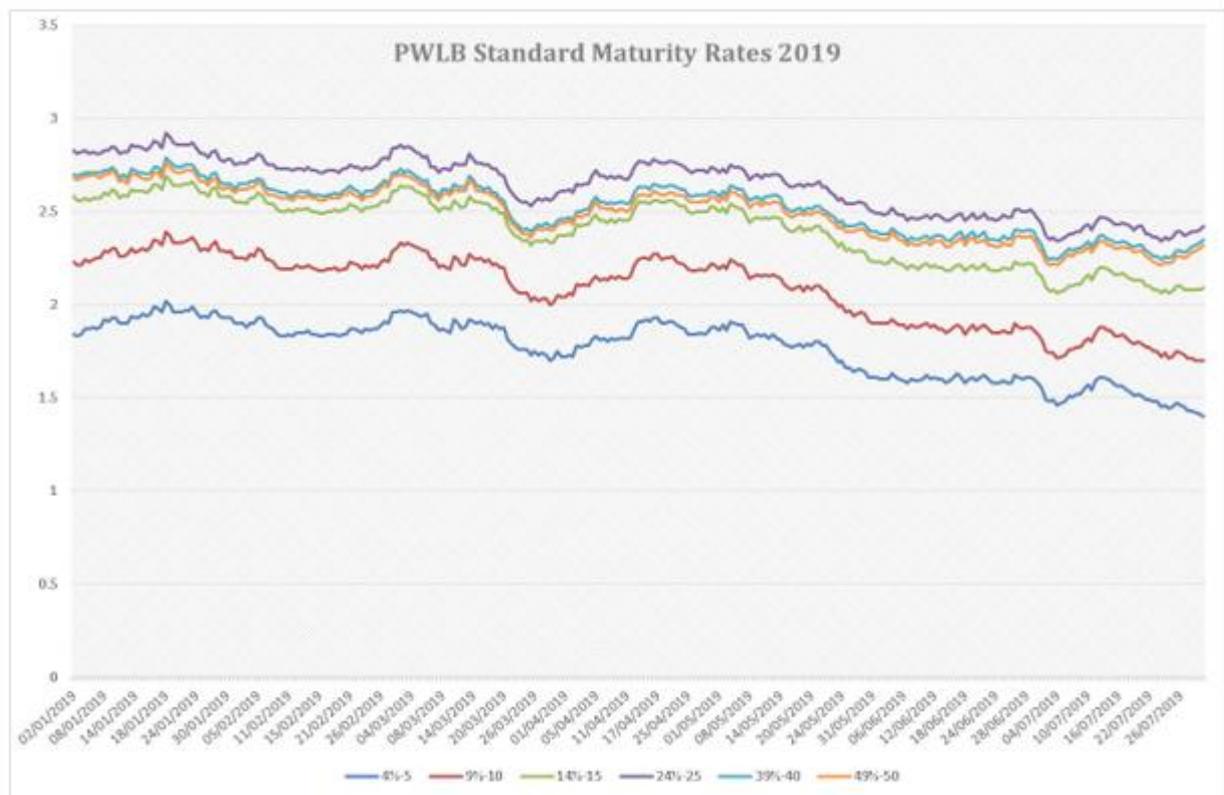


51. The chart above gives the following information:

Available cash	Surplus cash (invested in call accounts or money market funds) or a shortfall of cash indicating a need to borrow.
Net new borrowing	New loans taken during the year net of principal repayments on existing borrowing.
Bank	That element of surplus cash held in the Council's Barclays Bank account.

52. The Treasury Management Strategy for 2019/20 identified a need to borrow approximately £7m over the course of the year to (a) fund the capital programme, (b) replenish internal balances and to (c) replace maturing debt. After the 2018/19 accounts closure this estimate has been revised to £30m (and will be revised periodically throughout the year). £10m of this was borrowed from PWLB in July at 2.05% for 42 years.

53. PWLB interest rates continue to be monitored closely to allow changes - or potential changes - in rates to feed into decisions on new borrowing. The Council remains able to take advantage of the PWLB "certainty rate" which is 0.2% below the standard rates. The chart below shows the movement in standard PWLB maturity rates over the course of 2019 so far.



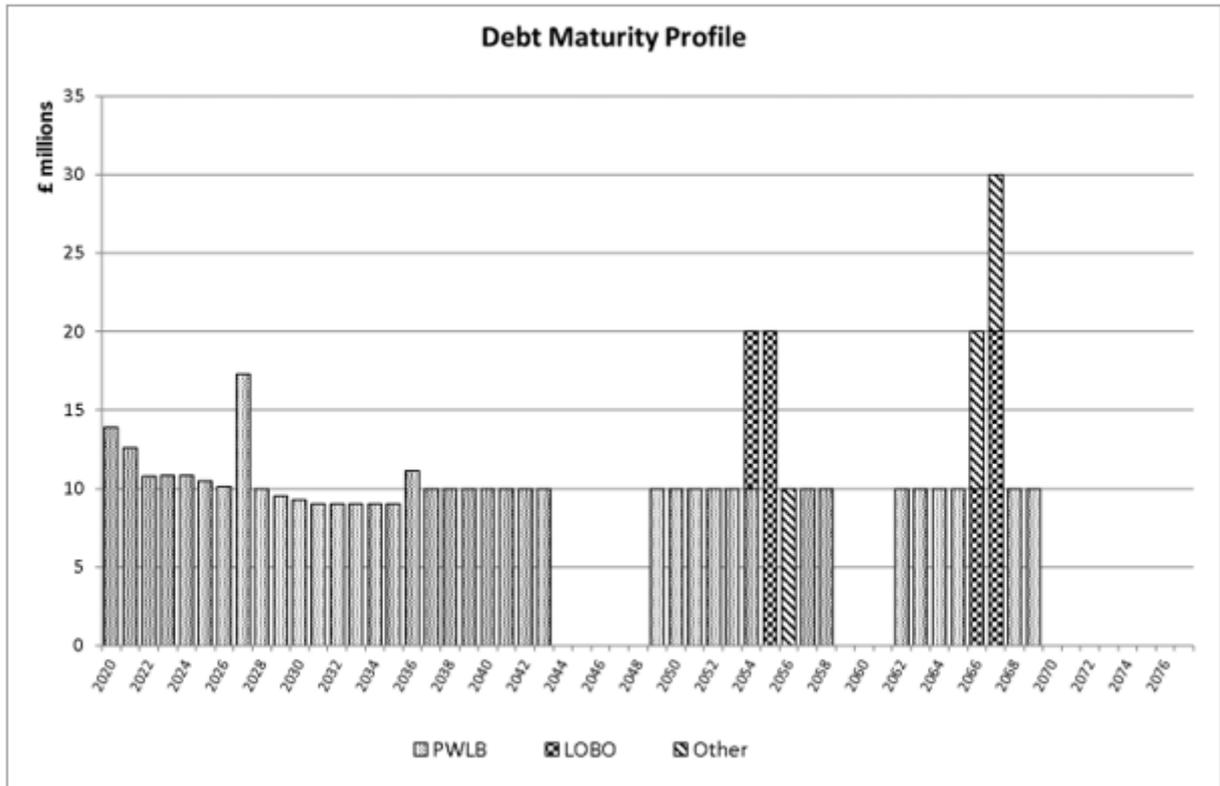
54. Borrowing decisions will take account of a number of factors including:

- expected movements in interest rates
- current maturity profile
- the impact on revenue budgets and the medium term financial strategy
- the treasury management prudential indicators.

55. The maturity profile of the Council's debt portfolio is shown in the chart below. The PWLB loans are reasonably well distributed and have a maximum duration of 50 years. When deciding on the lengths of future loans the Council will factor in any gaps in its maturity profile, with a view to minimising interest rate risk, but will consider this alongside other financial factors.

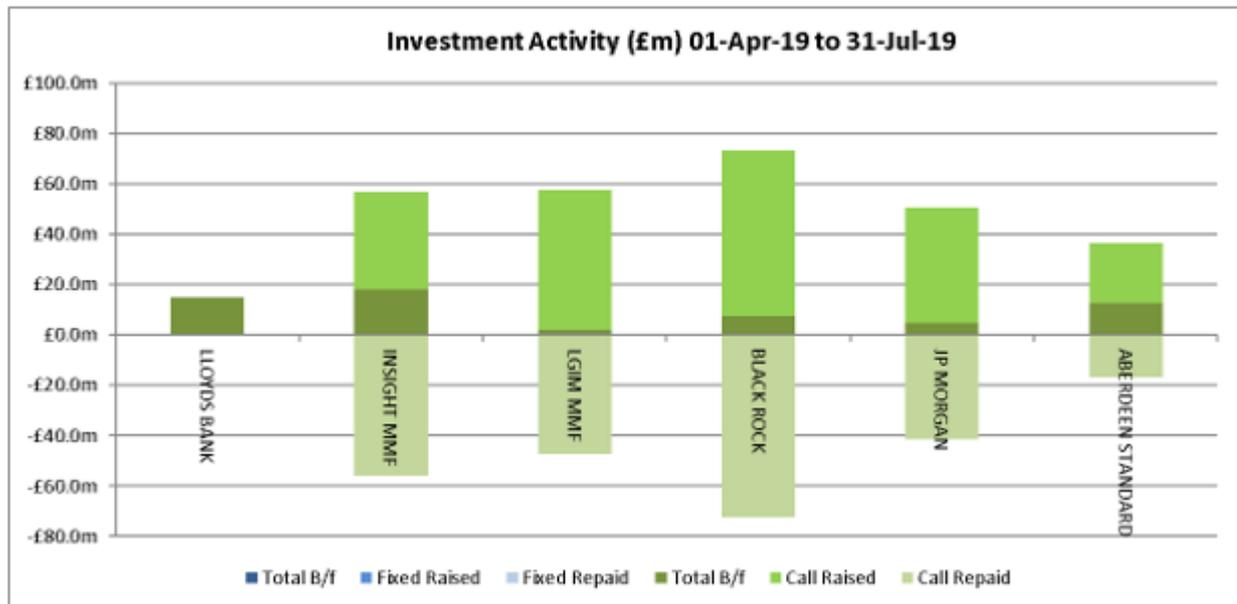
56. Long-term borrowing was also obtained from the market some years ago in the form of 'Lender's Options, Borrower's Options' loans (LOBOs). These loans are treated as fixed rate loans (on the basis that, if the lender ever opts to increase the rate, the Council will repay the loan) and were all taken at rates lower than the prevailing PWLB rate at the time. However, LOBOs could actually mature at various points before then, exposing the Council to some refinancing risk.

57. The 'other' loans shown in the chart consists of LOBO loans from Barclays Bank that were converted to standard fixed-term loans in 2016.



58. The investment activity for 2019/20 is summarised in the chart and table below. Outstanding investment balances totalled approximately £60m at the start of the year and approximately £57m at the month-end.

	Total B/F £ 000's	Raised £ 000's	Repaid £ 000's	Outstanding £ 000's
Lloyds Bank	15,000	-	-	15,000
Insight MMF	18,100	39,000	(55,850)	1,250
LGIM MMF	2,200	55,550	(47,400)	10,350
Black Rock	7,600	65,900	(72,450)	1,050
JP Morgan	4,900	45,800	(41,600)	9,100
Aberdeen Standard	12,500	24,150	(16,650)	20,000
Total	60,300	230,400	(233,950)	56,750



59. As part of the Council's risk management processes all counterparty ratings are regularly monitored and lending restrictions changed accordingly.

Debt Recovery Performance

60. Sales Invoicing trends during quarter 1 are showing the typical decreases in volume and value from year end activities recorded at quarter 4.

61. The overall debt position shows typical decreases from quarter 4 of £9.2m, attributed to payments received for Non-Statutory debt invoices. The over 6 months positions for Statutory and Non-Statutory debtors both show small increases from quarter 4.

62. The residential and domiciliary debts debt figures continue to be influenced by full cost invoices to service users that have not yet joined the deferred payments scheme (91 accounts totalling £1.8m). The resulting debts are a direct effect of the changes brought about by the Care Act. These users are charged full costs for their care which they have no funds to make payments.

63. The write off total during quarter 1 was £27,000.

Invoices raised in quarter

	Quarter 1	Year to date
Number	34,932	34,932
Value	£38,300,410	£38,300,410

Debt position at 30/06/19

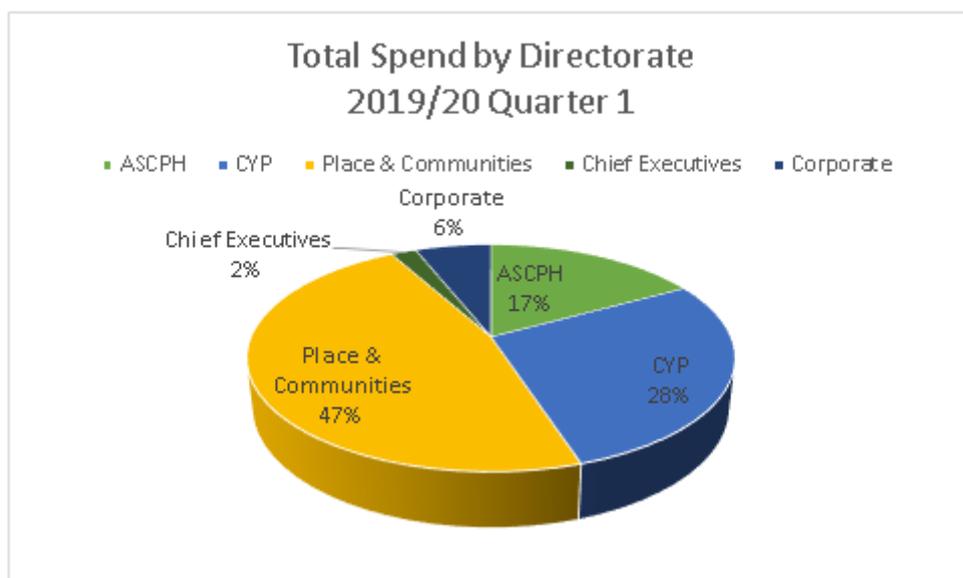
	Residential & Domiciliary Care	All Other	Total
Total	£10,948,639	£13,861,002	£24,809,641
Over 6 months	£5,839,712	£851,501	£6,691,213
% over 6 months	53.3%	6.1%	27.0%

Accounts Payable (AP) Performance

64. In Quarter 1, 95% of commercial invoices were paid within terms. This trend has continued to meet the performance targets.
65. The volume of commercial invoices processed has now stabilised with an expected annual volume nearing 79,000 invoices per year.
66. The debt recovery and accounts payable performance information will continue to be reviewed at an operational level on a fortnightly basis. The strategic performance information will be compiled for this report to Committee on a quarterly basis.

Procurement Performance

67. As an organisation, NCC has spent £146m in the first quarter of the financial year 2019/20 with external suppliers. This represents an increase of £13m when compared with the same period of the previous financial year. The top 4% (115 suppliers) account for 80% (£117m) of the total supplier spend. The remaining 96% (2,502 suppliers) have a total expenditure of £29m with an average spend of £11,300.
68. The chart below shows the total amount spent in the period, by Directorate. Place has the highest level of expenditure at 47%, whilst collectively the care related directorates (ASCHPH, CYP) account for about 45% of all spend.



69. The Council's primary ordering route is through BMS. Orders that are processed through BMS are classified as 'Compliant', whilst purchases made outside of the Council's systems are deemed to be 'Non-Compliant'.

Retrospective orders are also classified as non-compliant, as they are typically raised after delivery of goods/services. Services commissioned and managed through other Corporate Systems, for example Mosaic, are out of scope. Purchase Orders are beneficial to the organisation as they provide visibility of what we spend. When compared with the same period of the previous financial year:

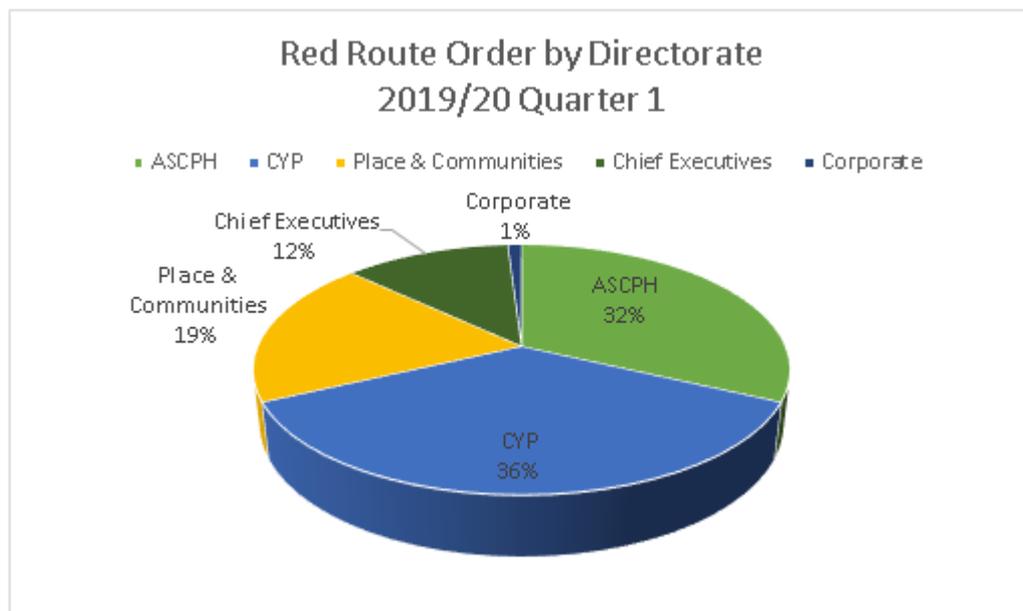
- Compliant ordering has decreased by 2%
- Non-compliant (non-PO) ordering has increased by 2% from 32% to 34% of the total spend

70. The table below shows the number of retrospective orders on a monthly basis by department.

Directorate	PO Volume Apr 2019	PO Volume May 2019	PO Volume Jun 2019	Total Q1 2019/20	Total Q1 2018/19
ASCHPH	153	116	72	341	393
CYP	185	180	154	519	839
Place & Comm	242	182	172	596	870
Corporate	2	7	7	16	12
Chief Executives	126	88	107	321	250
Total	708	573	512	1,793	2,364

71. Purchase orders themselves are split into Green and Red orders. Green orders are those which are raised with the Procurement Centre's pre-arranged agreements or contracted suppliers. Red orders are those that do not have approved suppliers or contracts set up on BMS and require additional work. When compared with the same period in the previous financial year the volume of 'Red' orders has decreased slightly from 9,105 to 8,010. The chart below

identifies the percentage of Red Route orders by Directorate in the 2019/20 financial year. The Procurement Team continue to work with stakeholders to improve these figures.



Statutory and Policy Implications

72. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATIONS

- 1) To comment on the revenue budget expenditure to date and year-end forecasts.
- 2) To comment on the capital programme expenditure to date, year-end forecasts and approve the variations to the capital programme.
- 3) To approve the contingency requests.
- 4) To comment on the Council's Balance Sheet transactions.
- 5) To comment on the performance of the Accounts Payable and Accounts Receivable teams.
- 6) To comment on the performance of the Procurement Team.

Nigel Stevenson Service Director – Finance, Infrastructure and Improvement

For any enquiries about this report please contact:

Keith Palframan - Group Manager, Financial Services

Tamsin Rabbitts - Senior Accountant, Pensions and Treasury Management

Constitutional Comments (KK 04/09/2019)

73. Pursuant to section 27 of the Nottinghamshire County Council's Constitution the Finance and Major Contracts Management Committee has the delegated authority for all decisions within the control of the Council including but not limited to responsibility for the financial management of the Authority. The recommendations contained within this report fall within the delegated authority to this Committee

Financial Comments (GB 03/09/2019)

74. The financial implications are stated within the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

Electoral Division(s) and Member(s) Affected

- All