

Cultural and Economic Services Committee

Date: 7 December 2020

Title: Budget update

Purpose of the Report: To monitor Committee budgets

Contact Officer: Vivien Cannon, Head of Economic Development

Corporate Objective/s		LLTC Five Year Plan VIBRANCY AND VITALITY OF THE TOWN CENTRE: To continue to support a vibrant town through partnership working and initiatives including management of the street markets, support for local businesses, town and community promotions and town centre enhancements.
Implications:		
Financial	√	2020/21 budget spend including earmarked reserves.
Human Resources		
Operational/Service delivery	√	Budget spend to facilitate operational delivery
Procedural/Legal	√	Spend as per financial rules.
Risk/Health and Safety		

1. RECOMMENDATIONS

Should members be minded, the recommendations are:

- 1.1 To recommend Committee's draft budget for 2021/2022 to Policy and Finance Committee.
- 1.2 To carry forward unspent funds from 101/4554 into earmarked reserves (970/9022) for ongoing maintenance and kit replenishments for community defibrillators.
- 1.3 To carry forward unspent funds from 413/4100 into earmarked reserves (970/9055) for ongoing maintenance of the Public Conveniences.

2. BUDGET INFORMATION

- 2.1 Current year budget update is attached at **Appendix A**.
- 2.2 Committee's draft 2021/22 annual budget is attached at **Appendix B**.

- 2.3 Committee is asked to consider the movement of some budget funds into earmarked reserves to facilitate event delivery and future maintenance /repairs and kit for service responsibilities.

3. EARMARKED RESERVES

- 3.1 Some of the above recommendations request Committee's endorsement to carry forward aspects of previously endorsed allocation of funds into 2021/22 due to delays in spend timetables, predominantly due to the impact of Covid restrictions.
- 3.2 The table below gives detail regarding Committee's current earmarked reserves. The table provides Committee with a 'running total' showing what spend Committee has agreed. The Council's financial system only shows 'committed' spend so if a project is yet to be undertaken, the allocated budget will not show on the Council's financial system. Thus, the table offers a more detailed status on earmarked reserves and its intended use.

EMR (970)	Information / rationale	Remaining
<p>(9018) Economic Development £17,986 + £249 = £18,235 <i>(2020/21)</i></p> <p>June 2019 - Ref. 12/CE (f) remaining funds of £249 from 9027, (Town Centre Management), moved into 9018 (Economic Development)</p>	<p>To fund ongoing Town Centre focused activity, e.g. street furniture maintenance/updating, reprinting of shopping directories, Town maps, town banners, etc. Town centre attractions, e.g. Children's Trail repairs.</p> <ul style="list-style-type: none"> • £1,000 contribution for delivery of 2020 Best Bar None Award. Ref. 38/CE 2020/21 scheme postponed, contribution to be rolled over for 2021/22 delivery. • £105 from 20219/20 carried forward specifically for Annual Business Network Event, Ref:9/CE. £42 spent to date. PO raised. £63 remaining to be allocated. <p>07/12/21, Recommendation 1.4, above: <i>To confirm:</i></p> <p>a. £1,000 Committee endorsed contribution for delivery of 2020 Best Bar None Award. Ref. 38/CE can be used to deliver the 2021/22, (970/9018).</p> <p>b. £63 from 20219/20 carried forward specifically for Annual Business Network Event, Ref:9/CE, can be spent in 2021/22, (970/9018).</p> <ul style="list-style-type: none"> • £5000 to fund Town centre Welcome Back Campaign. Ref: Covid Delegated Decision 02/04/20 + Ref CE/ Actual spend to date £3,390.20 <p>07/12/20, Item 11, recommendation 1.2: <i>To utilise the remaining allocated Town Centre Promotion earmarked Budget (970/ 9018) £1,609.80 to create a Town Centre promotional video, as per para 3.11.1.</i></p>	<p>Less</p> <p>£1,000</p> <p>£105</p> <p>£5,000</p> <p>= £12,130 Remaining to allocate</p>
<p>(9020) TACTIC £4,283 <i>(2020/21)</i></p>	<p>To fund ongoing activity delivery, equipment refreshes, building upkeep and maintenance.</p> <ul style="list-style-type: none"> • Spend to date, £284 <p>07/12/20, Agenda item 9, <i>Recommendation 1.1: To endorse that a total of £4,719.60 be allocated from TACTIC earmarked reserves to commission CHUMS to deliver the Talk-space Wellbeing Service in 2021/22, and that it is</i></p>	<p>Less</p> <p>£284.00</p>

	<p>split into £3,855.60 from 970/9020 and £864 from 970/9049, as per para. 5.2.</p> <p>07/12/20, Agenda item 9, <i>Recommendation 1.2: To carry forward unused funds from budget line 104/4100 (maintenance) into earmarked reserves to facilitate future building repairs and maintenance, as per para 8.1.</i></p> <p>07/12/20, Agenda item 9, <i>Recommended 1.3: To carry forward unused funds from budget line 104/4014 (projects) to assist with project work delivery in 2021/22, as per para 3.4</i></p>	<p>=£3,999 Remaining to allocate</p>
<p>(9049) Donations to TACTIC £978 (2020/21)</p>	<p>Gifted from the public to be used to support the work of TACTIC – activities for young people - and Youth Forum raised funds for specific causes.</p> <p>£114 of raised by Youth Forum for Homeless cause to be given to charity. (Ref: 12/CE) <i>PO Raised</i></p> <p>07/12/20, Agenda item 9, <i>Recommendation as above (9020) will utilise all remaining funds. CHUMS</i></p>	<p>Less</p> <p>£114</p> <p>=£864 Remaining to allocate</p>
<p>(9022) Community Access Defibrillators £8 (2020/21)</p>	<p>Un-used budget is rolled forward to facilitate maintenance, electricity supply and kit re-stock costs. To cover the remaining life span (10yrs) of the equipment; 4.5 years remaining since 2015. (Ref.361/LLP)</p> <p>07/11/20 Agenda item 11. Recommendation 1.2 <i>Recommendation to carry forward unspent funds from 101/4554 into earmarked reserves (970/9022) for ongoing maintenance and stock replenishments for community defibrillators.</i></p> <p>.</p>	<p>=£8 Remaining</p>
<p>(9026) Cultural & Economic Services £30,276 (2020/21)</p>	<p>To support the achievement of Council 5-Year Plan Objectives – e.g. pilot projects before long-term commitments are made or ruled out.</p> <p>The below funding is yet to be used; Covid-19 impacted on activity:</p>	<p>Less</p>

	<ul style="list-style-type: none"> £7,000, VE Day celebrations 2020, for Rotary Leighton Linlade. (Ref. 26/CE) <p>07/10/20 Recommendation 1.5: above: To endorse that the contribution of £7,000 (970/9026) endorsed on 07/10/19, Ref: 26/CE (iii) can be used to deliver the 2021 event due to Covid led postponement of the 2020 event.</p> <ul style="list-style-type: none"> £900 to fund an increase in movie showings by three films: Movies for the More Mature. (Ref 26/CE c) £2,400, extension to pilot scheme for the Youth Film Club. (Ref.26/CE) <p>07/12/20 Recommendation 1.7, above: To endorse the contributions of:</p> <ol style="list-style-type: none"> £900 (970/9026) to increase movie showings for Movies for the More Mature (Ref; 26/CE) can be used in 2022 as work delayed due to Covid. £2,4000 (970/9026) extension to pilot scheme for the Youth Film Club. (Ref.26/CE), can be used in 2022 as work delayed due to Covid. <ul style="list-style-type: none"> £6000 for LB First Town Centre Web site: £1,000 released Sep2020 Ref 56/CE. PO raised £5,000 released Nov2020 Ref: 159/PF PO raised 	<p>£7,000</p> <p>£900</p> <p>£2,400</p> <p>£1,000</p> <p>£5,000</p> <p>= £20,147 Remaining to allocate</p>
(9027) Town Centre Management (2020/21)	<p>Accrued from previous years, work now picked up through general Economic Development earmarked reserves (9018)</p> <p><i>June 19, Ref. 12/CE (f) remaining funds of £249 moved into 9018, (Economic Development).</i></p>	
(9028) Signage – proposed allocation of £3,643 (2020/21)	<p>Committee endorsed to continue improving town centre signage. Peacock Mews and Friday Street/ Ropa Court signage completed.</p> <ul style="list-style-type: none"> Focus spend on Ryland Mews and Bell Alley in 2019/20, (Ref.12/CE (b)) <p>07/12/20, Recommendation 1.6, above. To endorse that earmarked reserves of £3,643 (970/9028) can be used on Ryland Mews and Bell</p>	Less

	<i>Alley signage improvements (Ref.12/CE (b)), in 2021/22 as work was delayed due other priorities.</i>	=£3,643 Remaining to allocate
(9055) Public Conveniences £13,227 (2020/21)	To fund ongoing upkeep and maintenance: short and long-term repairs/replacement. <i>07/11/20 Recommendation 1.3, above: To carry forward unspent funds from 413/4100 into earmarked reserves (970/9022) for ongoing maintenance of the Public Conveniences.</i>	=£13,227 Remaining to allocate
(9044) Christmas lights £1,075 (2020/21)	3-year contract in place 2018 to 2020 – to manage contract period and cover repair callouts, damage, improve infrastructure, and Christmas tree, etc.	=£1,075 Remaining to allocate
(9057) Community Projects £23,114 (2020/21)	Committee endorsed its use, to expand community events programme over 3 years. <ul style="list-style-type: none"> £22,500 allocated to enhance the events programme with additional time and expenditure at Canal Festival, Band Concerts & Live TV Screening in financial years 2019/20, 2020/21 & 2021/2022 (Ref. 140/CE and Ref. 23/CE) (1yr = £7,500 / 3yrs £22,500) <i>Ongoing- POs raised. Initial spend in 2019/20 for Canal Fest and band Concerts of £5,501 = £16,999 remaining in this allocated budget spend.</i> <i>07/12/20, Recommendation 1.8, above:</i> To endorse remaining funds of £16,999, of Committee's originally endorsed additional expenditure for events programme (970/ 9057) for the Canal Festival, Band Concerts & Live TV Screening originally for financial years 2019/20, 2020/21 & 2021/2022 (Ref. 140/CE and Ref. 23/CE), can now include spend in 2022/23 due to interruption of delivery as a result of Covid. <i>07/12/20, Agenda item 8, Recommendation 1.1: To endorse the allocation of £5,000 from the Christmas budgets (£2,500, 101/4511 & £2,500 101/4408) and carry forward into earmarked reserves (970/9057), for the trial of</i>	Less £16,999

	<p><i>recorded music in the high street during an appropriate period in 2021.</i></p> <p><i>Recommendation 1.7: To endorse the delay of the Thanksgiving event and to allocate a £5,000 delivery budget from earmarked reserves (970/9057).</i></p>	<p><i>£TBC</i></p> <p>=£6,115 Remaining to allocate</p>
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