



# PERFORMANCE AND FINANCIAL MONITORING INFORMATION

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APRIL/MAY 2019



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MONITORING INFORMATION**

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## PERFORMANCE AND FINANCIAL MANAGEMENT INFORMATION

APRIL/MAY 2019

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**BEST VALUE PERFORMANCE PLAN  
INDICATORS**




**APRIL/MAY 2019**








**EXCEPTION REPORT  
APRIL/MAY 2019**

The purpose of this report is to highlight those indicators where performance significantly differs from the target set for the year. This report needs to be read in conjunction with the detailed information and graphs which are set out in the following pages.

In some cases indicators are included here because we are performing better than target and in others because we are not meeting our target. A list of these indicators is set out below with a short commentary.

<b>KEY</b>		Doing really well		Off target - continue to monitor		Management action needed
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Performance Indicator	  	Page	Comments
SO-004: Benefits Overpayments Recovered		9	A small number of very large overpayments have been created due to investigations involving the Department for Work & Pensions relating to undeclared income and capital from Benefit claimants. As the debtors are claiming low income benefits these can only be recovered at low rates.
EN-001 and EN-002: Satisfaction with Street Cleaning and Landscaping		11	Whilst satisfaction rates for landscaping and street cleaning services remain high there has been a slight reduction in satisfaction since the last survey. There has been no particular change to the services provided and we will take this opportunity to review our associated maintenance regimes with particular attention to litter hotspots. Satisfaction rates continue to compare favourably with similar contracts and we will work proactively with Serco partners to address the current situation.

**Performance Management - Monthly Performance Monitoring of Performance Indicators  
APRIL/MAY 2019**

**Introduction**

The Council's corporate approach to improving efficiency is supported by integrated performance management and monitoring systems. Performance Indicators, across a range of service areas, are monitored and reported monthly in this document, the Green Book. The Green Book also supports the monitoring of contractual relationships the Council has with its outsourced service providers. The Council uses a variety of performance indicators to monitor how well our services are performing in meeting the needs of our residents.

We monitor our performance on a monthly basis to ensure that we remain focused on our priorities and to ensure that we can promptly deal with underperformance wherever necessary. All the monitoring data is circulated to elected Members, Corporate Management Group, staff and the public.

Additional information is shown on the charts where appropriate to aid analysis and indicate where management intervention may be needed:-

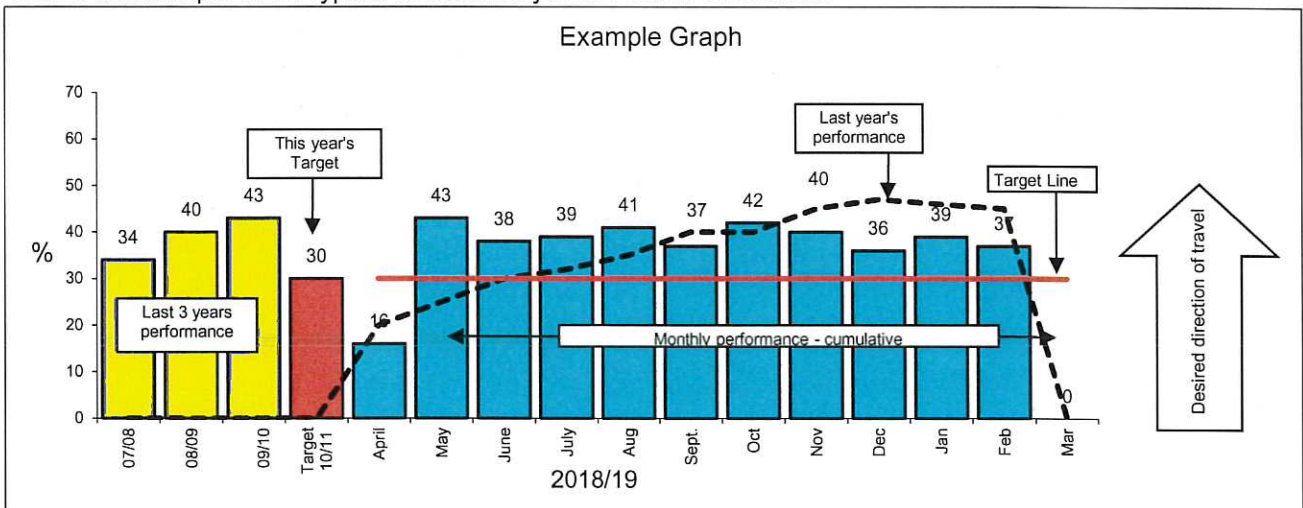
Last year's performance is shown as a dotted line which is useful for comparative purposes and enabling target profiling to be considered.

In many cases some natural variation in performance is to be expected and this is represented (in some charts) by a thinner line above and below the red target line, based on calculating the standard deviation of previous year's actual performances.

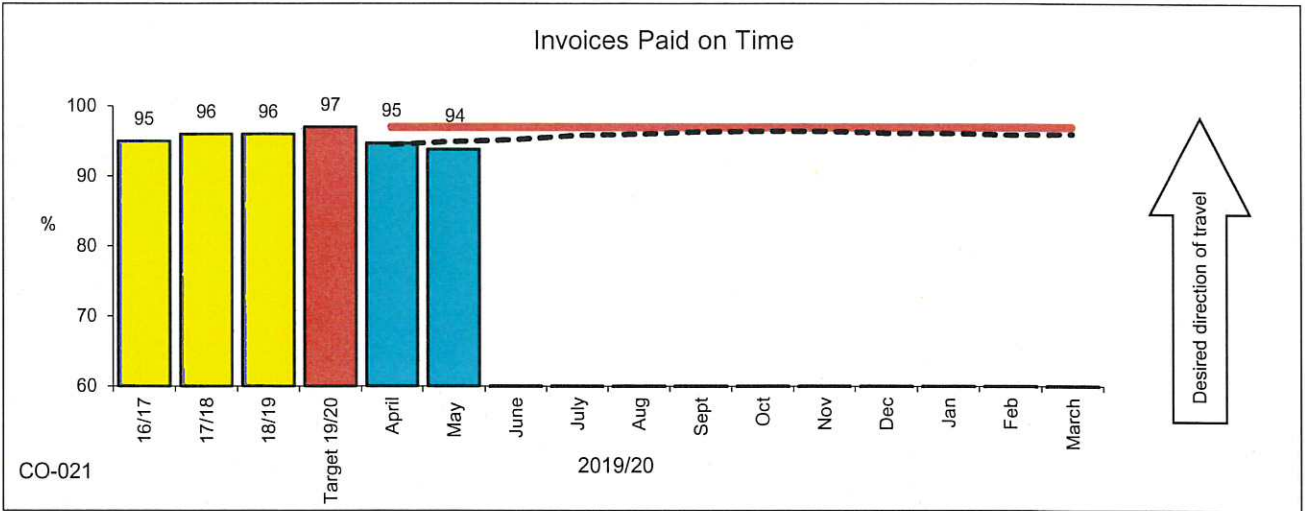
Performance is reported cumulatively for most indicators. Where this is not the case it is indicated on each graph.

The objective of the additional information is to enhance the monitoring of performance. The aim is to be as close to the target line as possible and at least within the upper and lower lines. Significant variation outside these lines might indicate a need for management intervention or could suggest a fortuitous improvement which might not be sustainable.

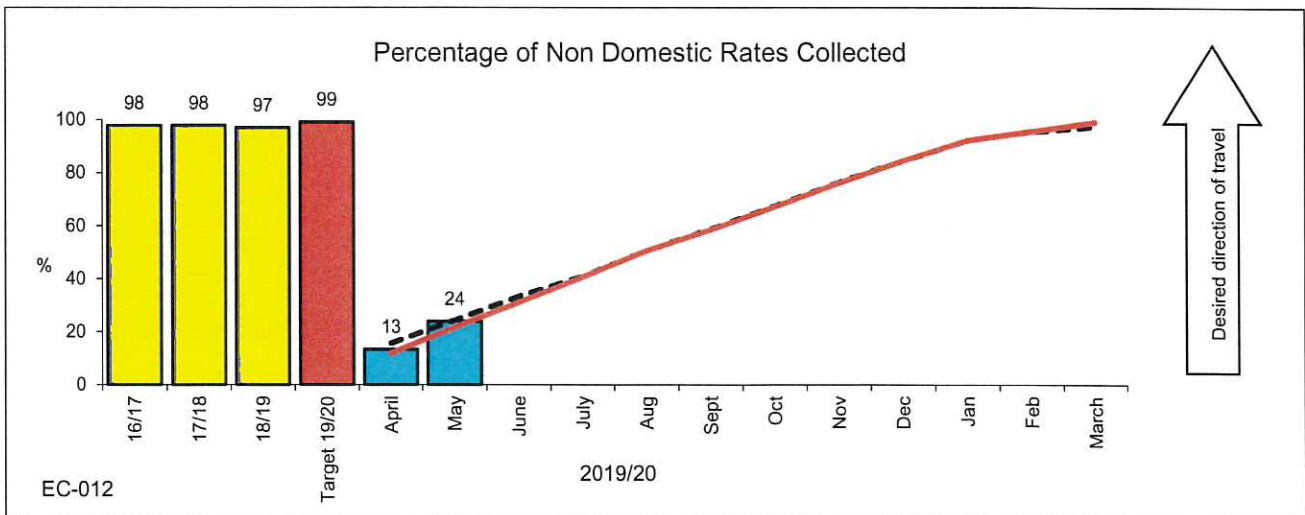
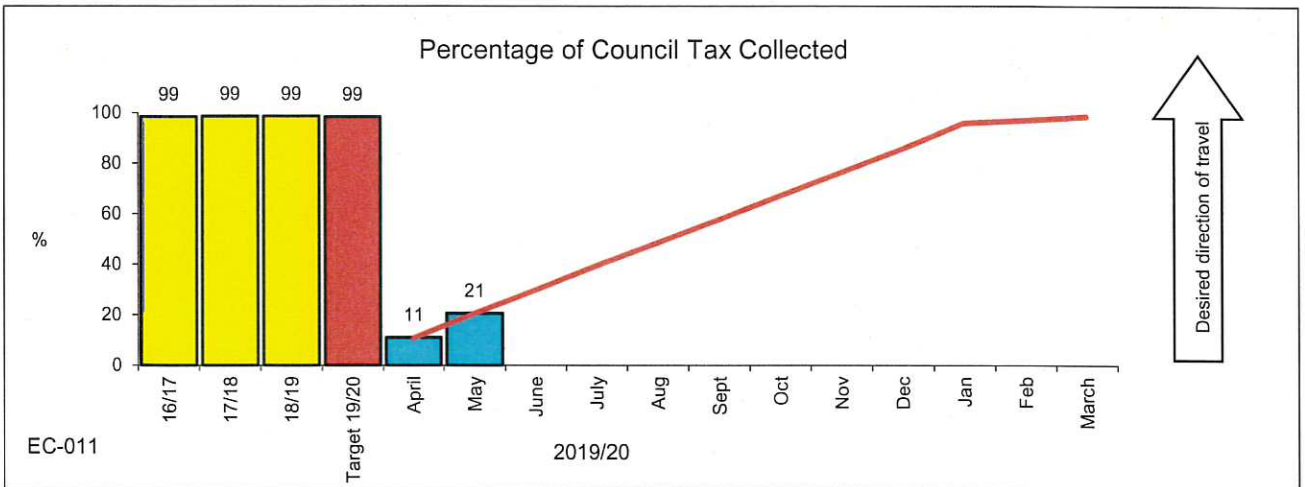
Here's an example of the typical information you will find in each chart:



**CORPORATE HEALTH INDICATORS (Responsible Manager - Various)**

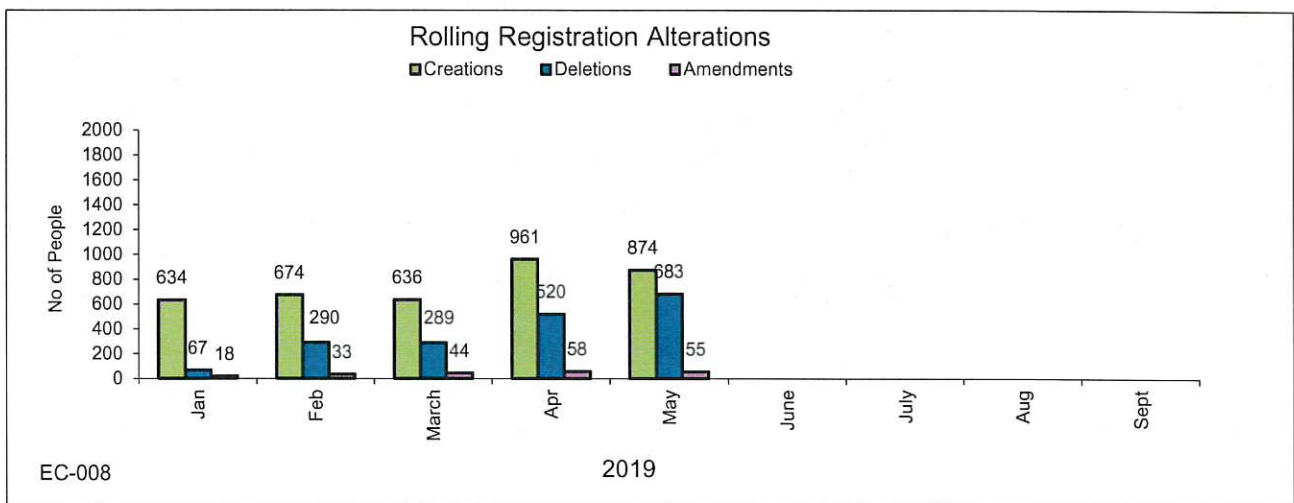


Since January 2009, measures have been in place to reduce the time taken to pay Local Suppliers. The Average Number of Days taken to pay Local Suppliers in May was 19.49 (Target = 12 days); Average Number of Days taken to pay All Suppliers in May was 22.10 (Target = 20 days). Late Payment legislation introduced in March 2013 provides for all undisputed invoices payable by a Public Authority to be paid within 30 calendar days, unless agreed with the supplier, and introduces financial penalties for late payment.



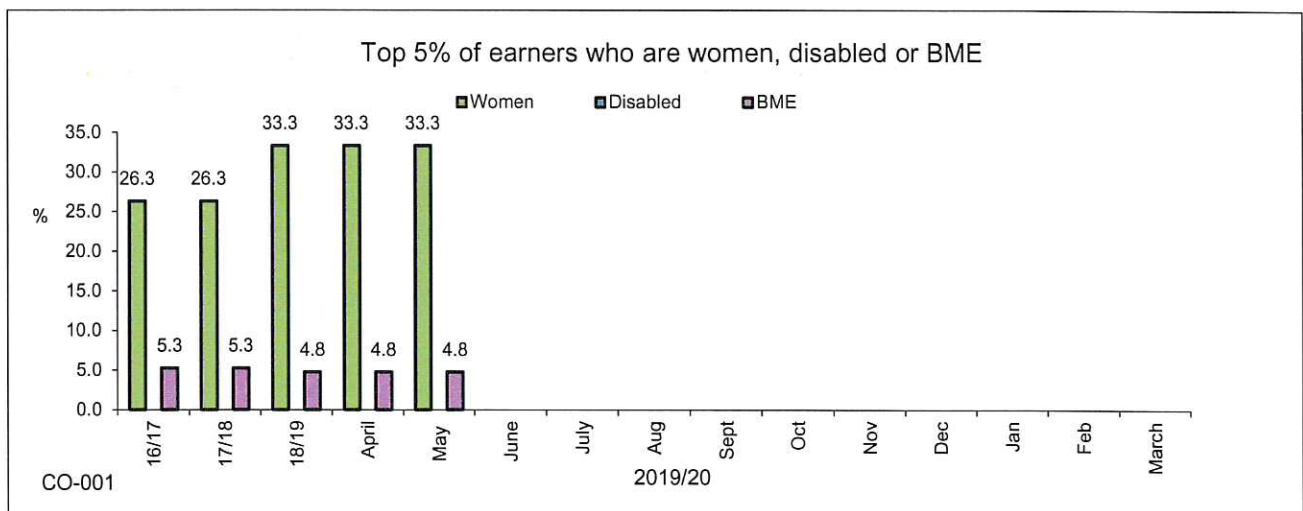


Annual Election Indicators	Desired Direction of Travel	16/17	17/18	18/19	19/20
EC-002: Percentage of Adult Population on the Electoral Register	↑	96.2	96	94.5	
EC-003: Percentage of rising 18 year olds on the Electoral Register	↑	25	26	23.6	
EC-004: Percentage of those on the Electoral Register who voted	↑	38.6	37.7	37.75	
EC-005: Percentage of people who voted by post	n/a	31.3	33.2	41.3	
EC-007: Percentage of clerical errors recorded at the last election	↓	0.14	0.0001	0.0001	



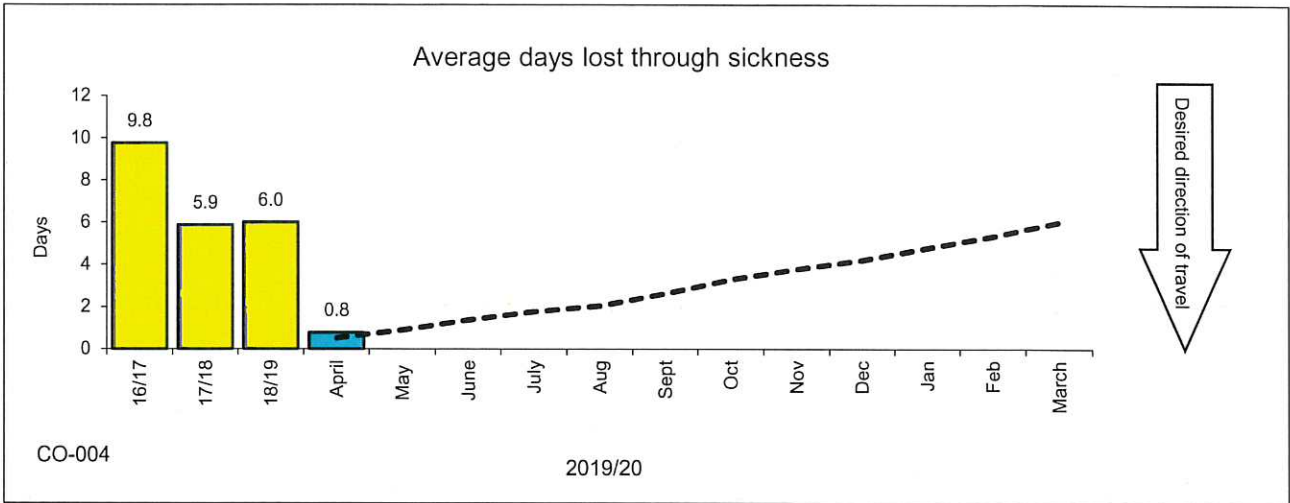
There will be no monthly updates to the Electoral Register published in October, November and December whilst the annual canvass is carried out.

**HUMAN RESOURCES (Responsible Manager - Amanda Jeffrey)**

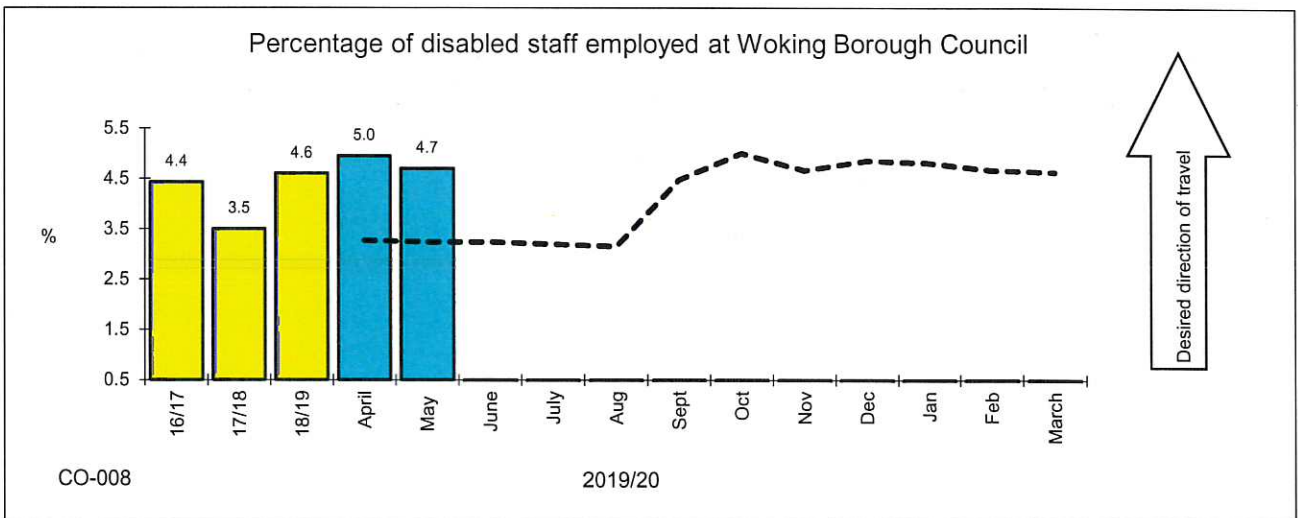
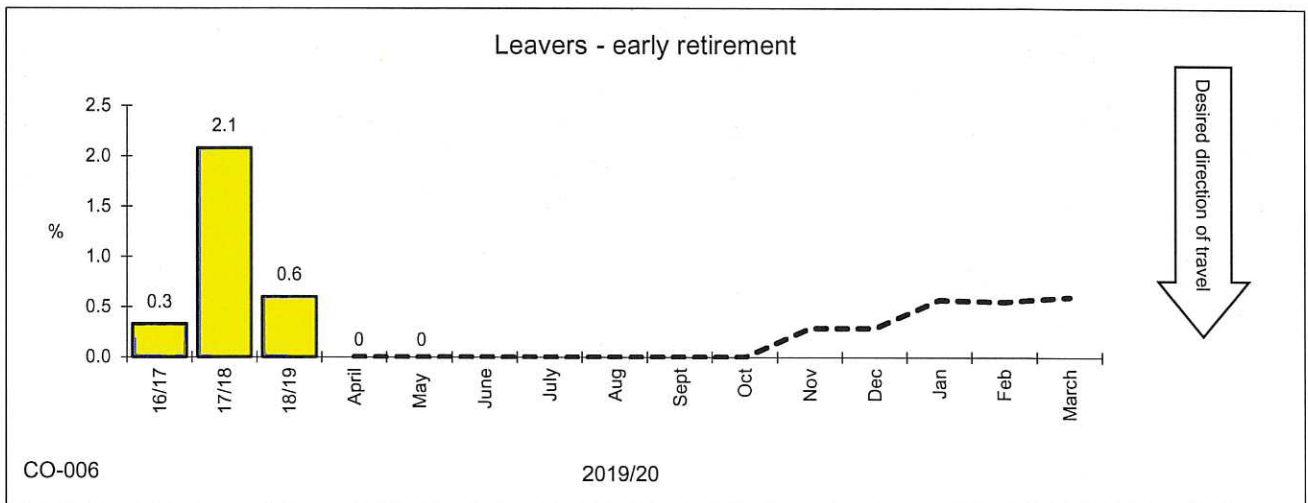


The number of employees included in the top 5% can differ, depending on the total number of employees, and if there are salary changes for top earners. This causes these figures to fluctuate, even if no one in the top 5% of earners leaves the organisation.

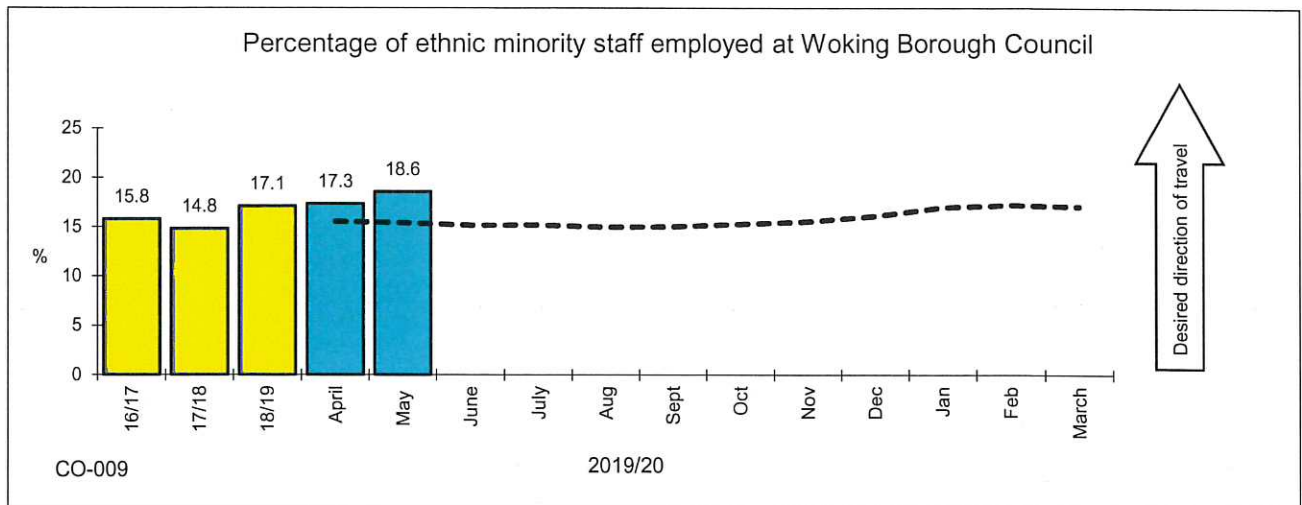




Excluding long term sickness to April = 0.4 days. There is a 1 month time lag on this indicator.

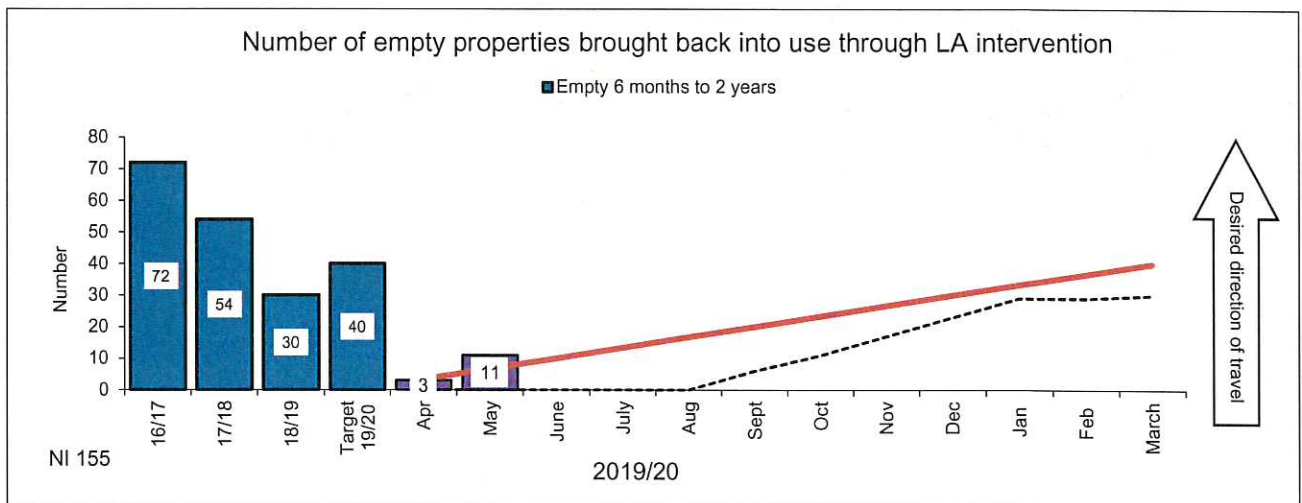


The % of economically active disabled people in Woking is 5.6% (Source 2011 census).



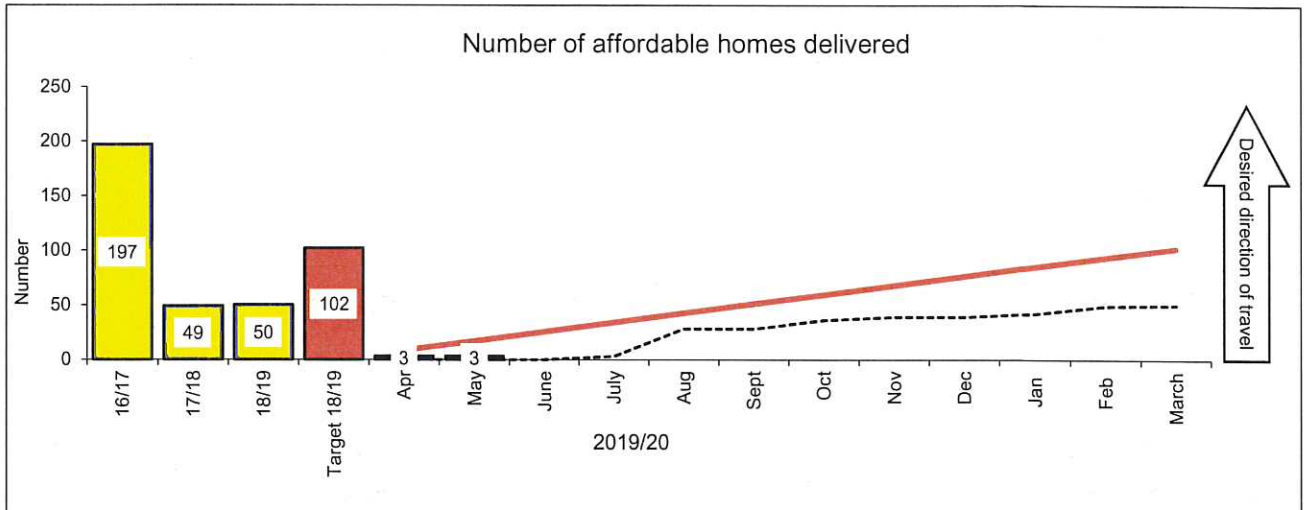
The % of economically active people from BME communities in Woking is 5.1% (source 2011 census).

**HOUSING (Responsible Manager - Louise Strongitharm)**

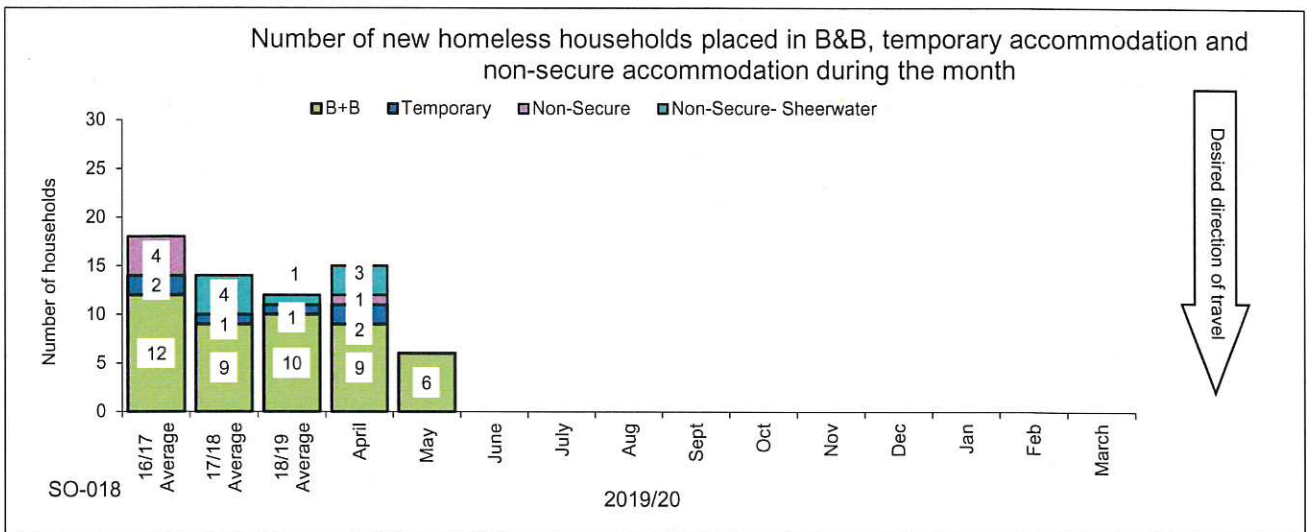


Annual Housing Management Indicators	Desired Direction of Travel	16/17	17/18	18/19	19/20
SO-071: Energy efficiency of Council owned homes- SAP rating (top quartile = 69)	↑	67.5	67.5		
NI-158: Percentage of non-decent Council homes	↓	2.3	0.8		

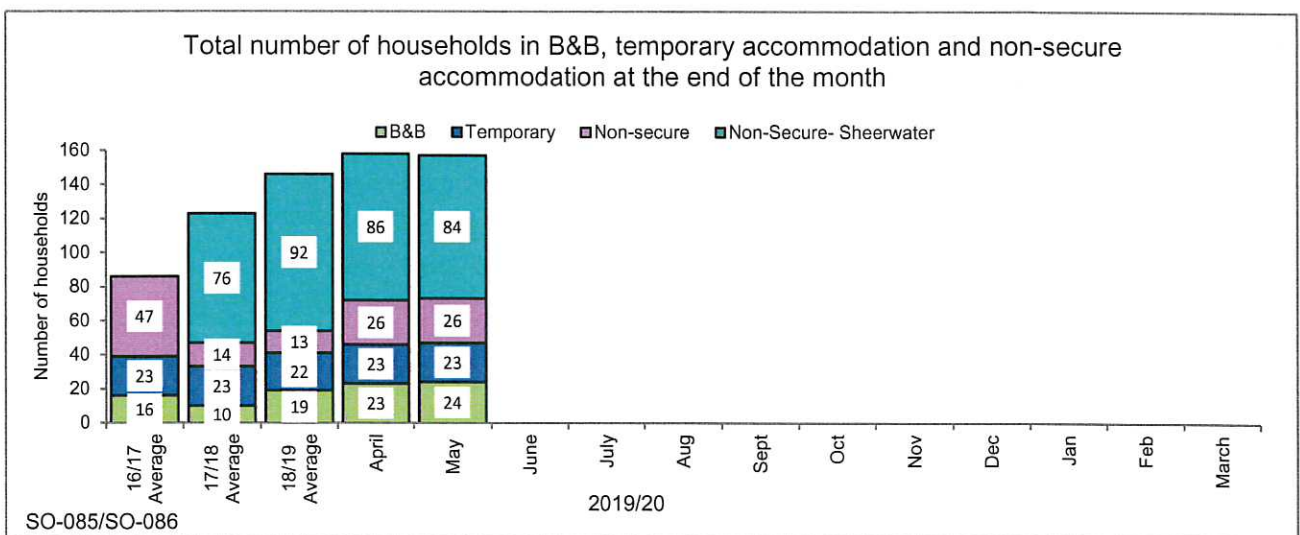
There is a time lag on receipt of these figures.



Figures for April/May : Social Rented: 0, Intermediate homes for rent:3, Intermediate homes- shared ownership: 0, Affordable Rent: 0, Starter Homes: 0. Cumulative figures year to date: Social Rented:0, Intermediate homes for rent: 3, Intermediate homes- shared ownership: 0, Affordable Rent: 0. Total for year to date: 3 homes.

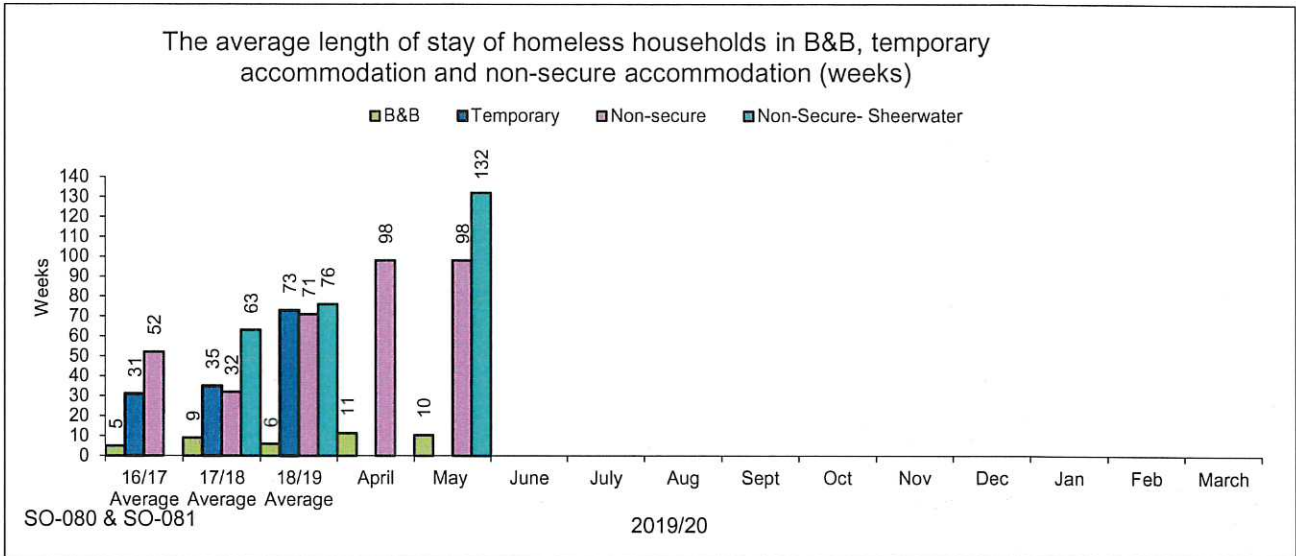


The Sheerwater properties are being used pending the redevelopment of Sheerwater.



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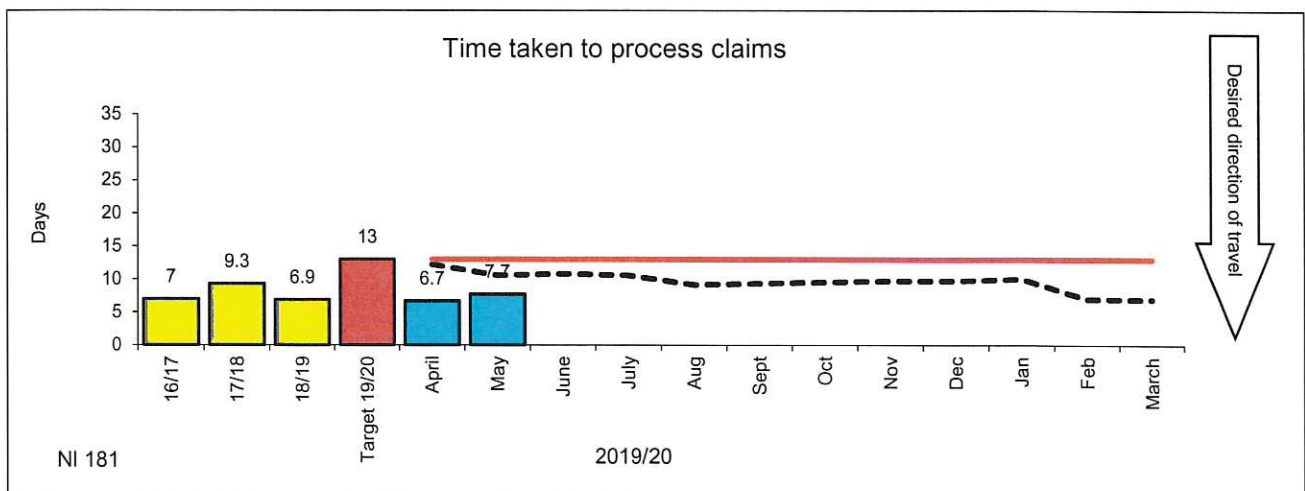
The Sheerwater properties are being used pending the redevelopment of Sheerwater.

Annual Homelessness Indicators	Target	Desired Direction of Travel	16/17	17/18	18/19	19/20
SO-015: Number of rough sleepers	1 - 10	↓	11	18	11	
SO-082: The number of households prevented from becoming homeless	n/a	n/a	154	123	78	

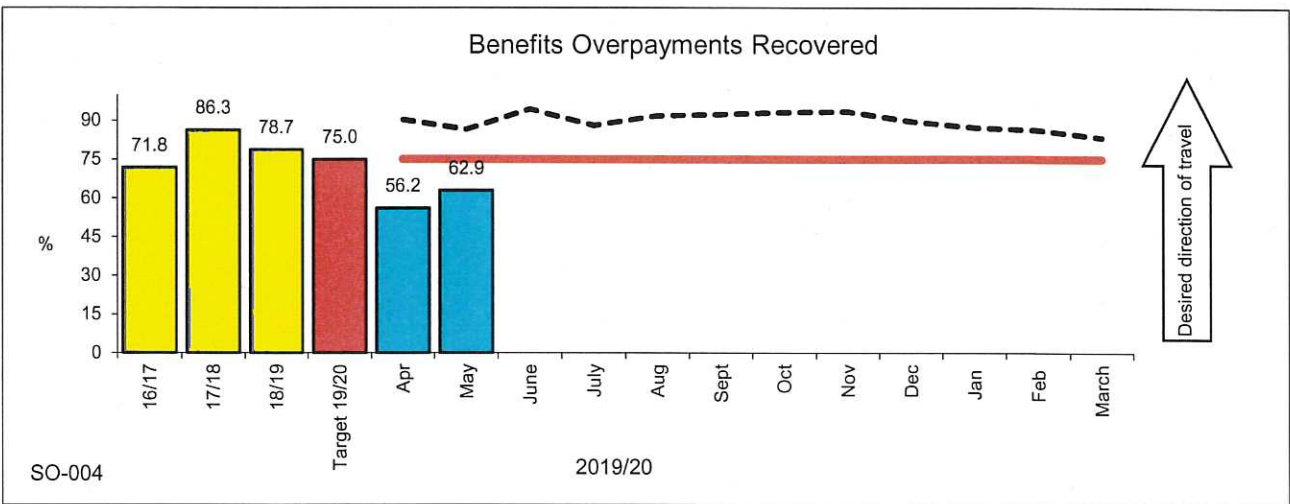
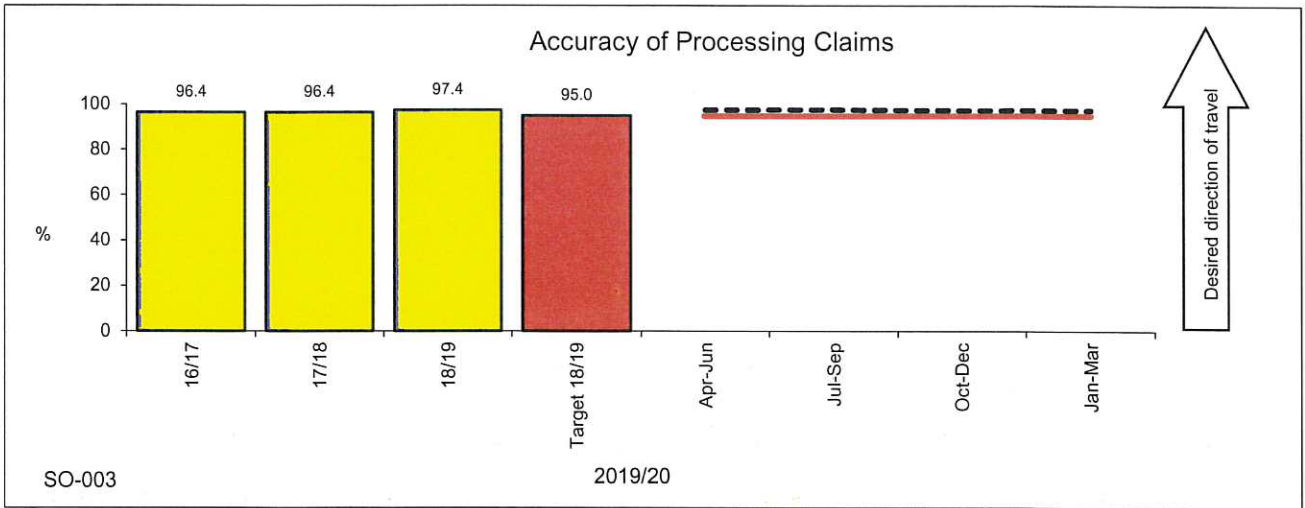
Quarterly New Vision Homes Indicators	Annual Target	18/19	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar
IM1: Rental income (%)	98.90	98.28				
IM3: Average days void	21	31.14				
RR1: Emergency repairs (%)	98.75	99.75				
RR2: Urgent repairs (%)	97.75	91.15				
RR3: Routine repairs (%)	96.72	91.84				

All NVH figures are percentages of the total except IM3 (days). RR1, RR2 and RR3 refer to % of repairs complete on time, these are provisional figures and may be amended following an annual audit. There is a time lag on receipt of these figures.

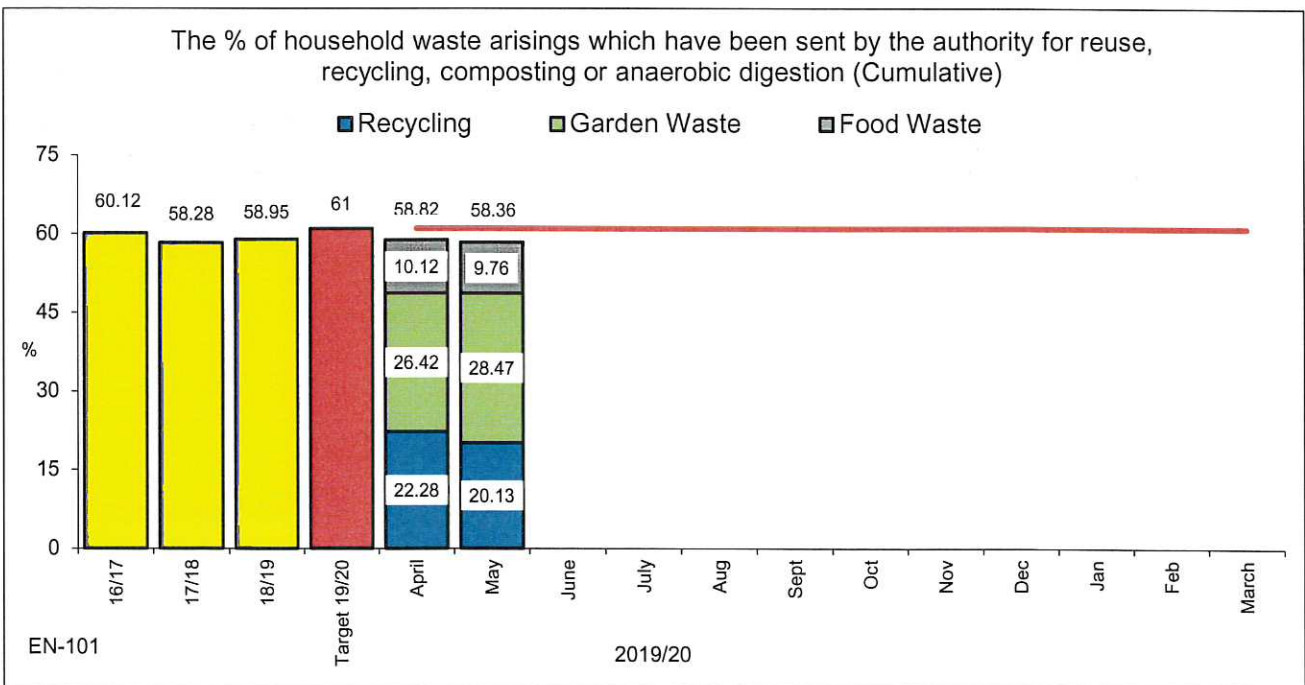
### HOUSING BENEFIT AND COUNCIL TAX (Responsible Manager - David Ripley)







**WASTE AND CLEANLINESS (Responsible Manager - Geoff McManus)**



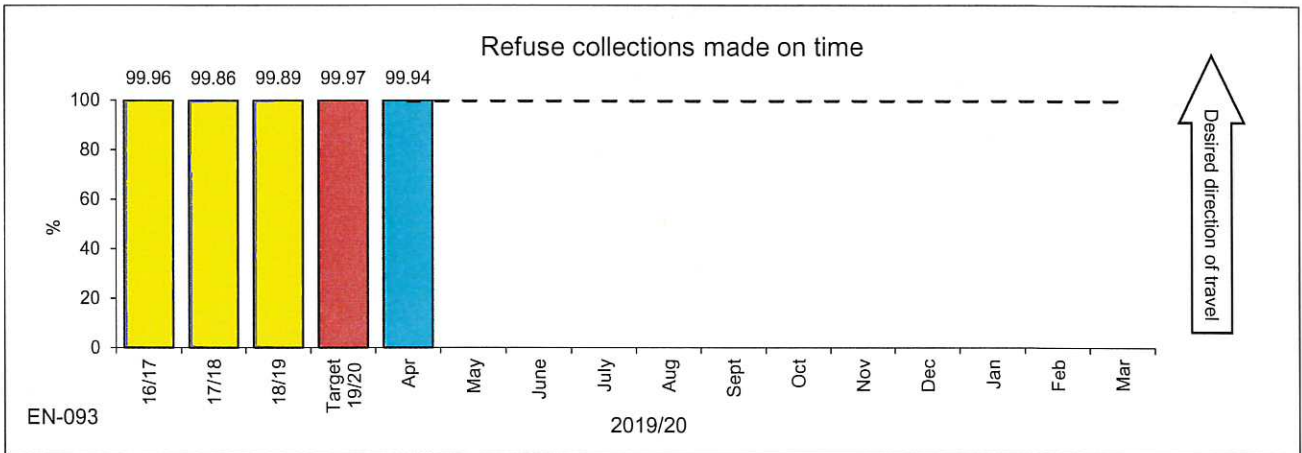
The table represents household waste collected via the Council's recycling, composting, re-use and recovery services. Due to successful dialogue with the Materials Recovery Facility operator, the sampling process has been revised to promote quality recycling. As a result the rejection rate has reduced from 14.13% to 5.



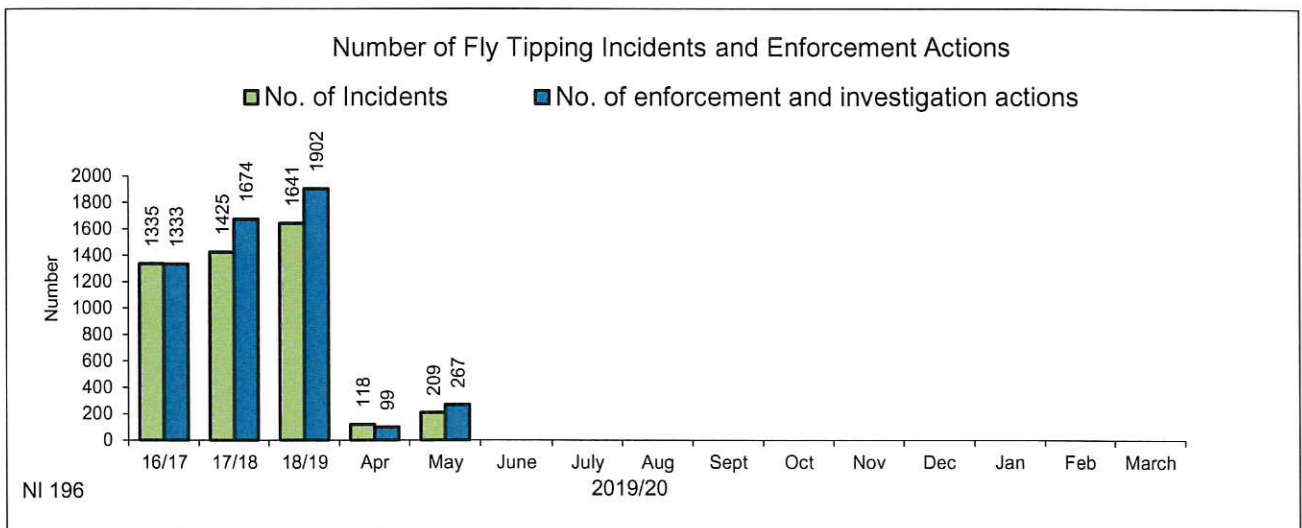
The chart shows the individual months, the Council's overall recycling performance is shown in the cumulative table.

Quarterly Waste Indicators	Annual Target	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar
NI-191: Residual household waste per household (kg)	350				

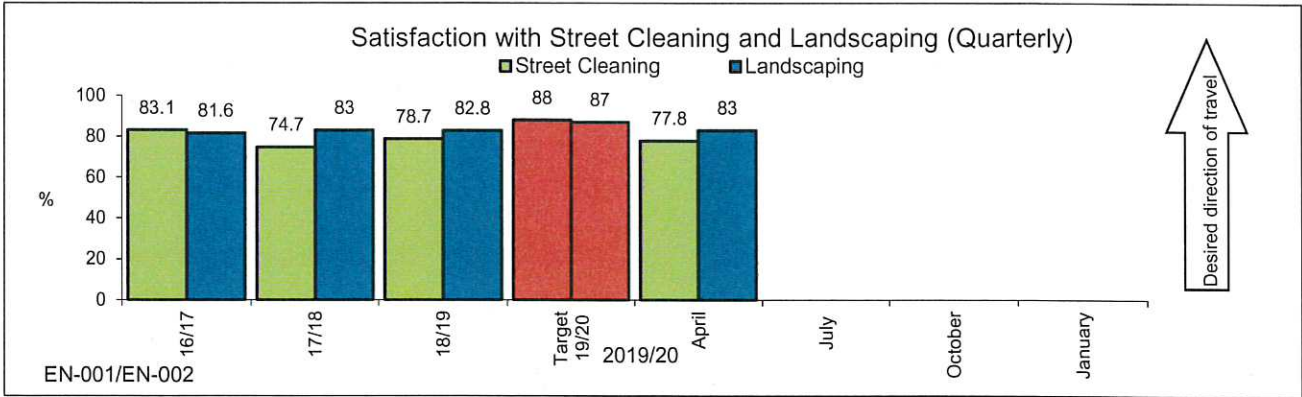
Figures provided quarterly. Household population figures used = 42,953



Indicator EN-093 enables the Council to measure its contractors performance by recording the number of genuine missed waste and recycling containers reported by residents. The figure for May has not yet been received from Amey.

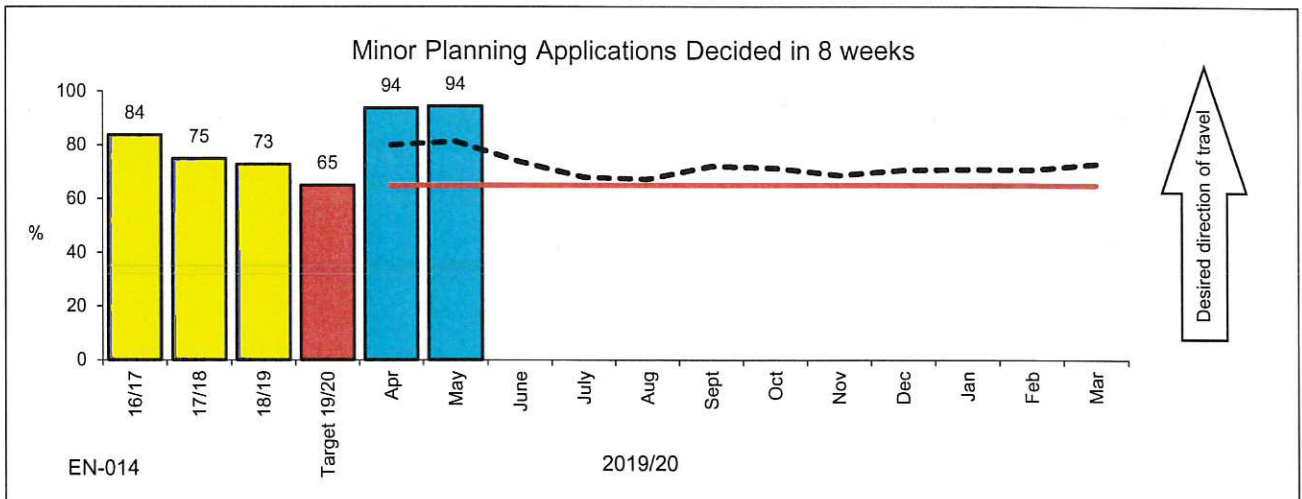
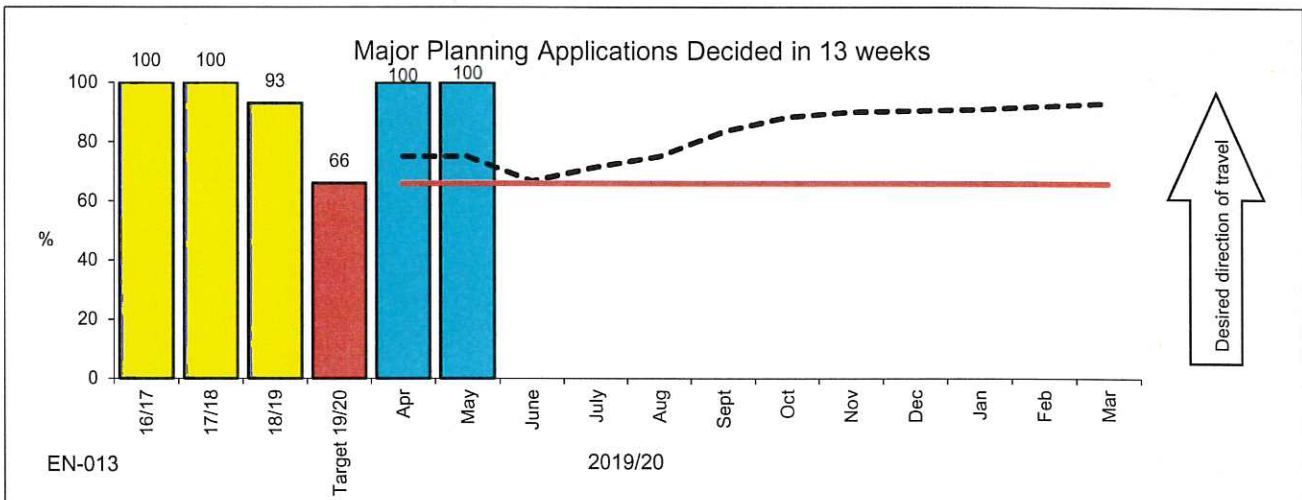


Please note that there can be more than one investigation action per fly tipping incident. This is why there are more investigation and enforcement actions than there are fly tipping incidents. Please note that there were 70 warning letters issued in May



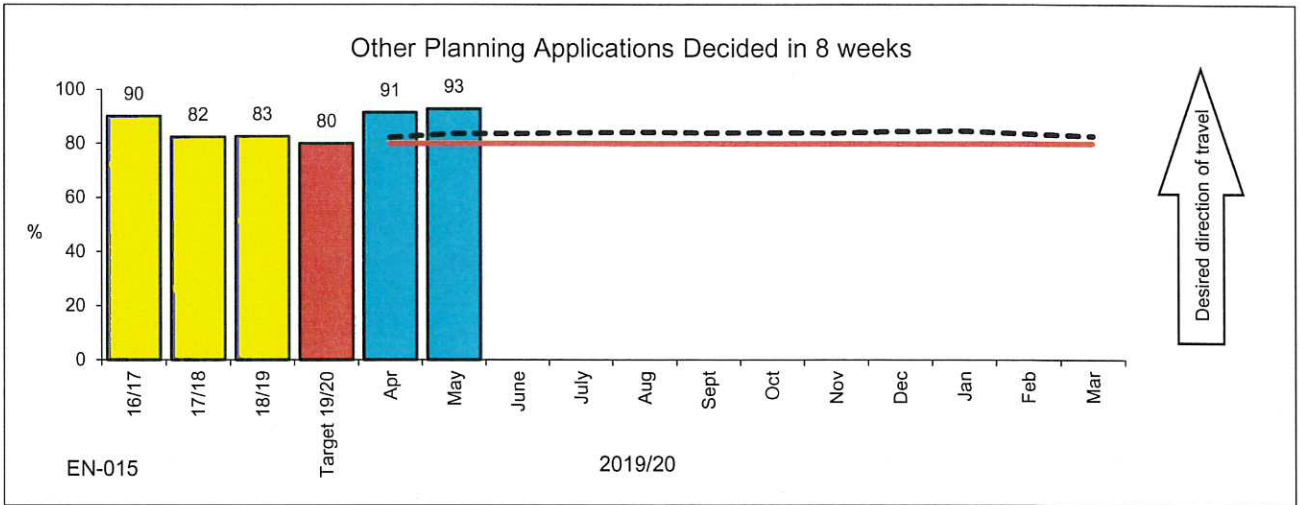
Satisfaction surveys are carried out through a telephone poll of 300 residents every quarter. There is a time lag on the receipt of this figure.

**PLANNING (Responsible Manager - Thomas James)**

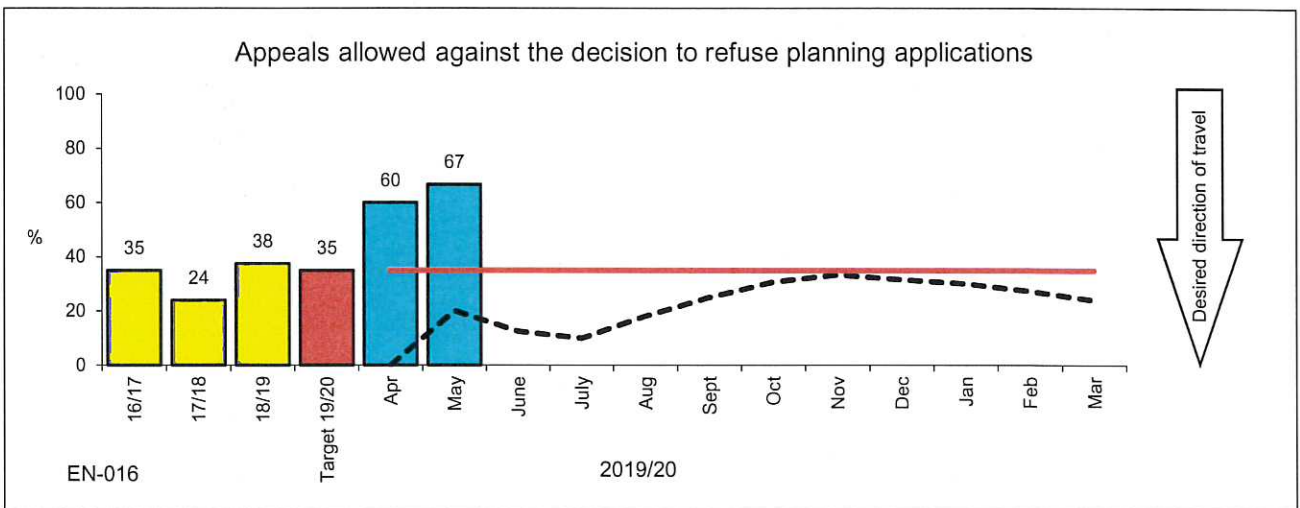


Notwithstanding the fact that previous years' performance was above target, a verification process has identified reporting errors which have understated previous performance. Current financial year figures reflect the actual performance.

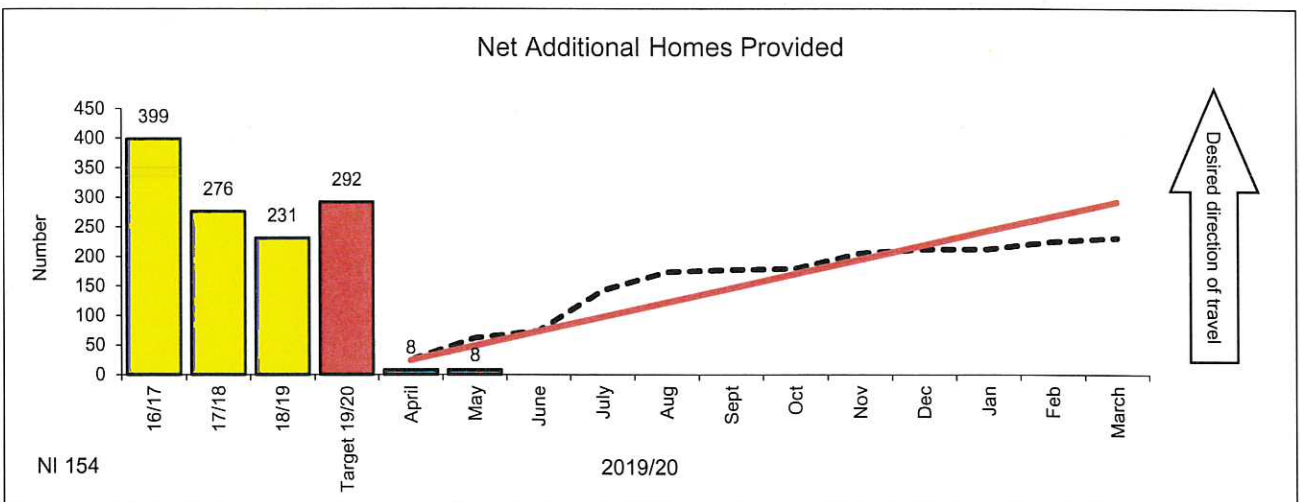




Notwithstanding the fact that previous years' performance was above target, a verification process has identified reporting errors which have understated previous performance. Current financial year figures reflect the actual performance.



The appeals performance is being closely monitored but needs a longer timeframe to identify an underlying trend.

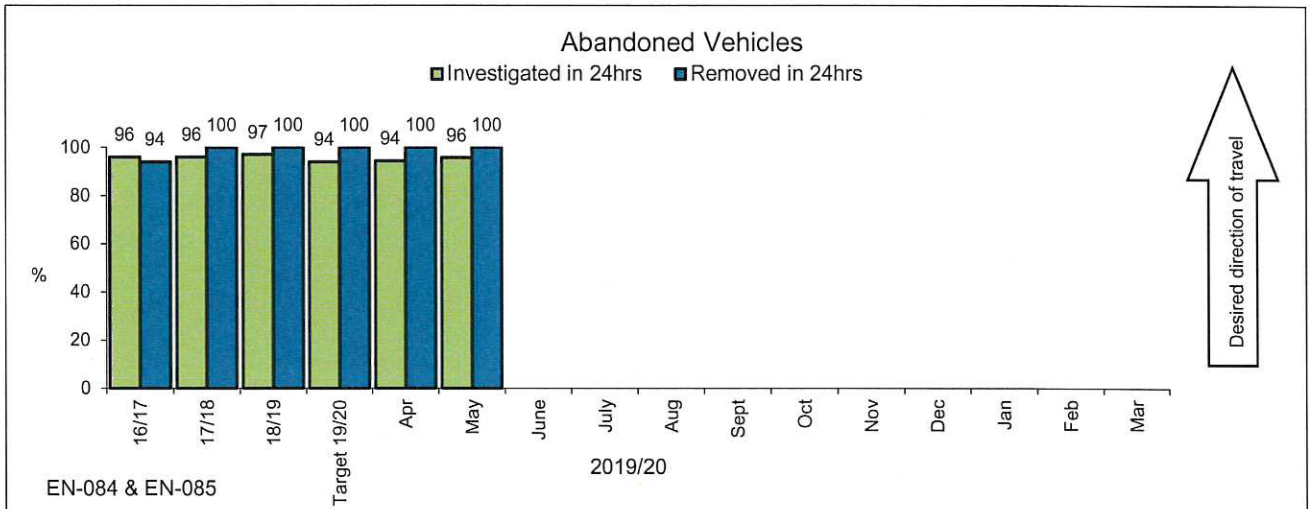




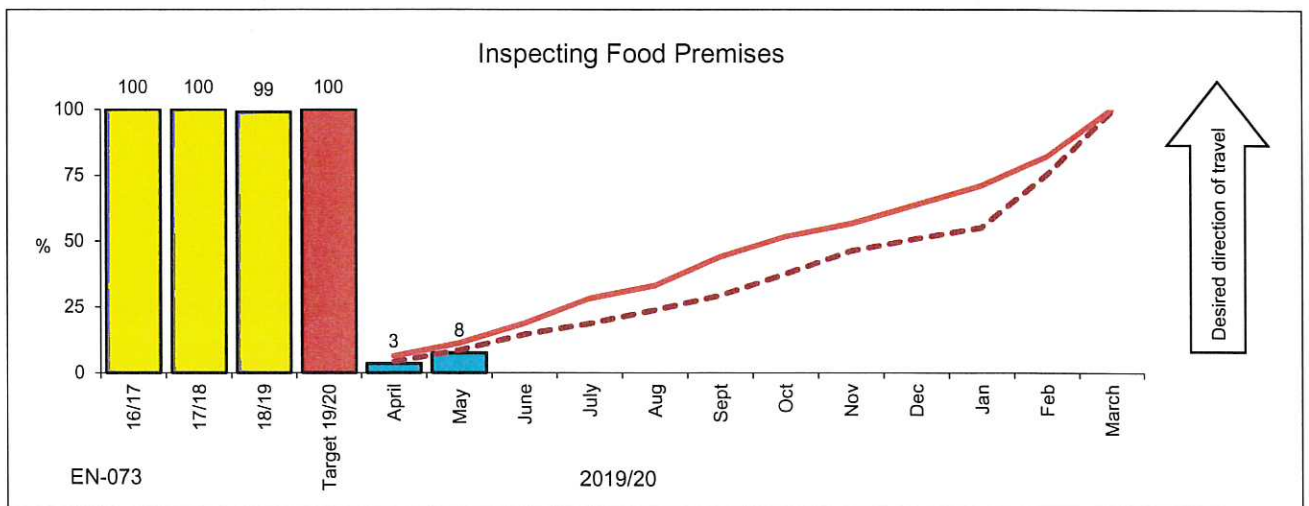
Total Residential Properties Completed		
Year	Target	Dwellings
2010/11	292	146
2011/12	292	175
2012/13	292	273
2013/14	292	370
2014/15	292	66
2015/16	292	360
2016/17	292	399
2017/18	292	345
2018/19	292	231
Cumulative Total	2628	2365

This table has been added to show all of the residential completions each year since 2010/11, which was the start of the current Local Plan period.

**COMMUNITY SAFETY (Responsible Manager - Geoff McManus)**



\*24 hours from the time that the vehicle can be legally removed. The table shows the cumulative percentage of vehicles visited and removed during the course of the year.



Quarterly Environmental Health Indicators	Desired Direction of Travel	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar
Percentage of establishments with a food hygiene rating of 3 or better	↑				

Annual Environmental Health Indicator	Target	Desired Direction of Travel	2017/18	2018/19	2019/20
Satisfaction of business with Environmental Health	85%	↑	94%	93%	

**FINANCIAL MANAGEMENT  
INFORMATION**

**APRIL/MAY 2019**

## REVENUE BUDGET - MAJOR VARIATIONS AND RISK AREAS

APRIL - MAY 2019

### Introduction

The report that follows summarises the General Fund and Housing Revenue Account budget variations for 2019/20 based on information available at the end of May.

Set out below are explanatory notes for the major variations that have been identified.

### General Fund – Major Variations and Risk Areas

The Council allowed a General Fund risk contingency of £250,000 in the Budget for 2019/20. Budget monitoring to the end of May 2019 indicates overspend of £233,721. The variations making up this overspend are reported below.

	Position to May £	Forecast Outturn 2019/20 £
a Environmental Maintenance Agreement (Surrey County Council)	-38,197	-151,670 *
b Civic Offices Security	0	80,000 *
c Staff Training	45,503	220,000 *
Employee costs above staffing budget	85,391	85,391 *
Total Overspend May 2019	<u>92,697</u>	<u>233,721</u>

Items marked with a \* in the table and the following comments have changed this month. Further details of each of these variations are set out in the following section. Unless specifically mentioned in the notes below, these variations are considered to be of a 'one-off' nature this year, and are unlikely to recur in future years.

- a Environmental Maintenance Agreement (Surrey County Council) \* (Geoff McManus, Assistant Director)  
Surrey County Council's contribution towards environmental maintenance has been extended for a further 4 years and was agreed at £151,670 for 2019/20.
- b Civic Offices Security \* (David Loveless, Building Services Manager)  
Additional security within the Civic Offices, specifically within the reception area is estimated to be £80,000 during 2019/20.
- c Staff and Member Training \* (Amanda Jeffrey, Human Resources Manager)  
The Council is currently working with an external organisation to undertake a comprehensive learning and development programme for Senior Managers of the Council and the Members of the Council. The aim is to build on the capability and resilience of the management of the Borough Council to ensure that it has the ability to cope with the challenges and changes for local government up to 2021/22. The cost of the training programme will lead to an overspend on the Staff training budget. The Council continues to support all officers with learning opportunities to ensure our knowledge and skill levels are fit for purpose and the future allocation of resources for training will be reviewed when setting budgets for 2020/21 onwards.



Housing Revenue Account (Louise Strongitharm, Director of Housing)

The 2019/20 Housing Revenue Account variations identified to the end of May 2019 are set out in the table below:-

	Forecast Outturn 2019/20 £
Employees saving in excess of revised staffing budget	-22,865
Increase in projected HRA outturn	<u>-22,865</u>

**Capital and Investment Programme decisions**

The Executive has delegated authority to approve new schemes up to £10 million in any year, subject to any individual project being not more than £5 million and the cost being contained within the Council's Authorised Borrowing Limit.

During 2019/20 there have been no schemes approved under this delegated authority.

**Opportunity Purchases**

The Investment Programme includes a budget of £3,000,000 for opportunity purchases in 2019/20. There have been no acquisitions to date this year.

## SHEERWATER REGENERATION

In April 2017 the Council authorised the purchase of private properties by Thamesway Housing Ltd, financed by Thamesway Developments Ltd (TDL), as part of the Sheerwater regeneration scheme. The Sheerwater Community Charter also offered an Assisted Purchase scheme where the Council would acquire a stake in a new property (up to 33% or £100,000) to enable residents to move to an equivalent property, and the option of a mortgage of last resort. The following amounts have been advanced since the schemes opened in August 2017:

<u>Capital Expenditure</u>	<u>No of Properties</u>	
Assisted Purchases and acquisition of new houses	21	£2,174,227
Mortgages	10	£1,758,631
Properties acquired by THL using WBC loan finance:		
Completed Sales (expenditure incurred)	87	£30,331,260
Offers Accepted (committed expenditure)	13	£3,759,375
	<u>100</u>	<u>£38,023,493</u>

Further costs incurred to date which are to be reimbursed by the project are detailed below:

The Birch and Pines Lease Surrender & Demolition	£231,924
The Sheerwater Underwrite Agreement	£3,841,106
Purchase Of Dwellings Within The Redline and acquisition of new houses	£3,558,856
Home Loss & Disturbance Payments	£1,064,530
Infrastructure Investment	£2,128,901
Financial Modelling	£82,821
Southern Housing Group Property Purchase	<u>£3,591,319</u>
	<u>£14,499,458</u>

### Income

The Sheerwater regeneration is to be funded by loan finance from the Council. In April 2017 the Council agreed that funding will be advanced at cost to the Council with a 1% arrangement fee. The arrangement fee is charged in total on the initial access to the loan facility. The income generated will be set aside in a Sheerwater Regeneration reserve and used to cover the direct costs to the Council of the scheme. During 2017/18 the Executive approved £5m to be made available to Thamesway Developments Ltd (TDL) and on 5 April 2018 the Council approved a loan facility of £26m to enable TDL to construct the leisure and recreational facilities at the Bishop David Brown site. On the 4 April 2019 the Council approved a further short-term loan facility of £42m to TDL, on terms previously approved, to enable the first residential phase (Purple). The Council also approved that on completion of the Purple phase a 50 year loan facility of £48.4m be made available to Thamesway Housing Ltd at a margin of 0.5%. There are also arrangement fees due from the loans to cover capital expenditure on completed sales as set out above.

### Project Management\Revenue Expenditure

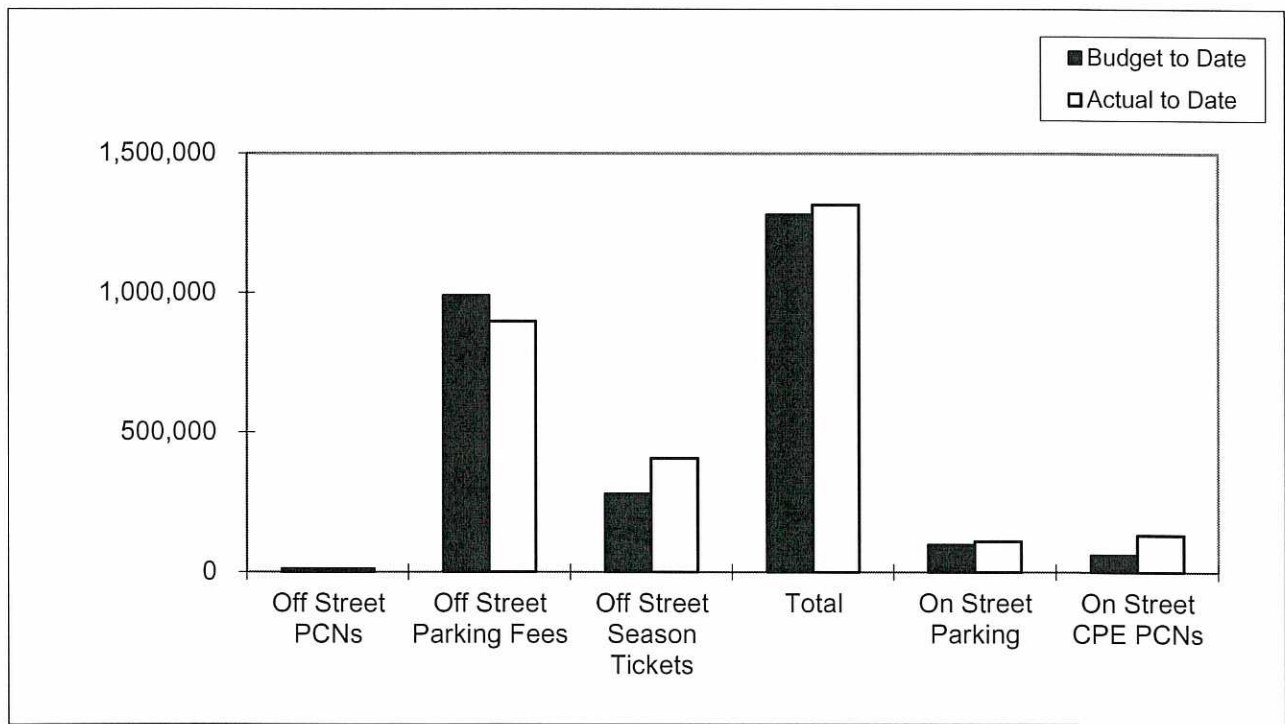
The following costs have been identified to be funded from the Sheerwater Regeneration reserve:

	<u>To Date</u>
Sheerwater Regeneration Staff Costs Not Charged To TDL	£384,359
Removal Costs	£50,648
Equalities Survey	£51,468
Miscellaneous Costs	<u>£71,444</u>
Total	<u>£557,919</u>

<u>Compulsory Purchase Order (CPO)</u>	<u>Income</u>	<u>Expenditure</u>
DCLG Estate Regeneration Grant	£285,000	
Committed legal advice for CPO process		£280,000

**CAR PARKS INCOME**  
**APRIL - MAY 2019**

	Off Street PCNs	Off Street Parking Fees	Off Street Season Tickets	Total	On Street Parking	On Street CPE PCNs
Annual Budget	63,000	6,168,000	1,472,000	7,703,000	642,000	362,000
Budget to Date	11,000	990,000	279,000	1,280,000	97,000	60,000
Actual to Date	11,000	898,000	407,500	1,316,500	110,000	132,000
Variation to Date	+0 +0%	-92,000 -9%	+128,500 +46%	+36,500 +3%	+13,000 +13%	+72,000 +120%



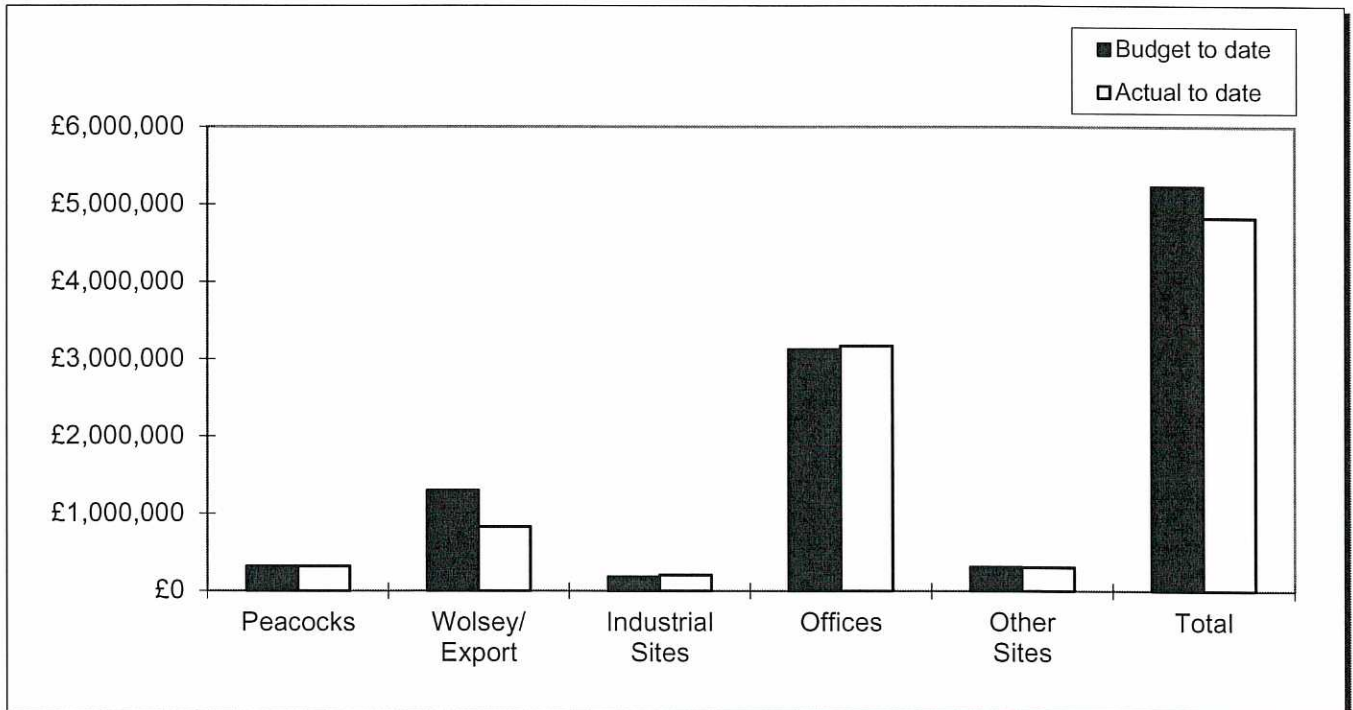
Car Park activity to May shows confidence that the overall parking budget will be met by the end of 2019/20. As in previous years, Christmas activity will influence the end of the year outturn.

Geoff McManus, Assistant Director



**COMMERCIAL RENTS**  
**APRIL - MAY 2019**

	Peacocks	Wolsey/ Export	Industrial Sites	Offices	Other Sites	Total
Budget to date	317,000	1,300,000	181,000	3,125,000	307,000	5,230,000
Actual to date	317,000	829,000	204,000	3,172,000	304,000	4,826,000
Variation to Date	+0	-471,000	+23,000	+47,000	-3,000	-404,000
	0%	-36%	+13%	+2%	-1%	-8%



Wolsey Place and Export House

The overall position for Wolsey Place requires the rental income to be supported from the Wolsey Place reserve created at the time of acquisition and from the £10m received on surrender of a lease at Export House. This reserve is also used to fund dilapidations, refurbishments for new tenants and void costs. This is expected to be circa £3.4m at year end.

Major variations are as a result of a number of empty floors at Export House, rent reductions in Wolsey Walk West due to the Victoria Square Development and new rental settlements being significantly less than existing on some of the bigger units, although this was expected.

There is a trend towards shorter leases with breaks at three years, rather than five.

Industrial Sites, Offices and Other Sites

The overall position is expected to meet the budget at year end.

Offices

Rent surplus during the year for Dukes Court will be removed to the reserve at year end.



## STRATEGIC PROPERTY INVESTMENTS

	Cleary Court	Morris House	6 Church Street West	Orion Gate	The Clocktower	Dukes Court	CMS House Poole Rd	Victoria Gate	Midas House	Woking One
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Rental income</b>										
Business Case	278	309	728	1,377	423	4,364	120	2,073	1,406	1,569
Current (Full Year)	292	167	611	1,388	423	4,952	120	2,073	1,406	1,411
Increase/(Decrease)	14	-142	-117	11	0	588	0	0	0	-158
<b>Financing costs</b>										
Business Case	158	187	451	483	236	2,763	72	1,642	950	1,140
Actual	130	170	425	464	224	2,622	72	1,595	923	1,046
Further works	21	124				7				
Increase/(Decrease)	-7	107	-26	-19	-12	-134	0	-47	-27	-94
<b>Net budget benefit</b>										
Business Case	120	122	277	894	187	1,601	48	431	456	429
Increase/(Decrease)	21	-249	-91	30	12	722	0	47	27	-64
Current Surplus/(Deficit)	141	-127	186	924	199	2,323	48	478	483	365

These properties have been acquired to support the economic sustainability and employment space in Woking. Based on May, the above properties will provide a net benefit to the Council of circa £5,020,000 per annum. The reasons for the variations from the business case projections are as follows:

Morris House redevelopment has been completed. The office space is fully let however the retail units have still to be let. Further works of £48,000 have been completed in order to create additional space for Seymours. This has created a small new rent from an existing tenant, although there will be a rent free period.

6 Church Street West had a half vacant floor on acquisition for which the rent was under guarantee for 18 months and which expired the end of June 2018. This remains unlet. The building also needs further investment in its M&E, some of which will be required in 2019-20.

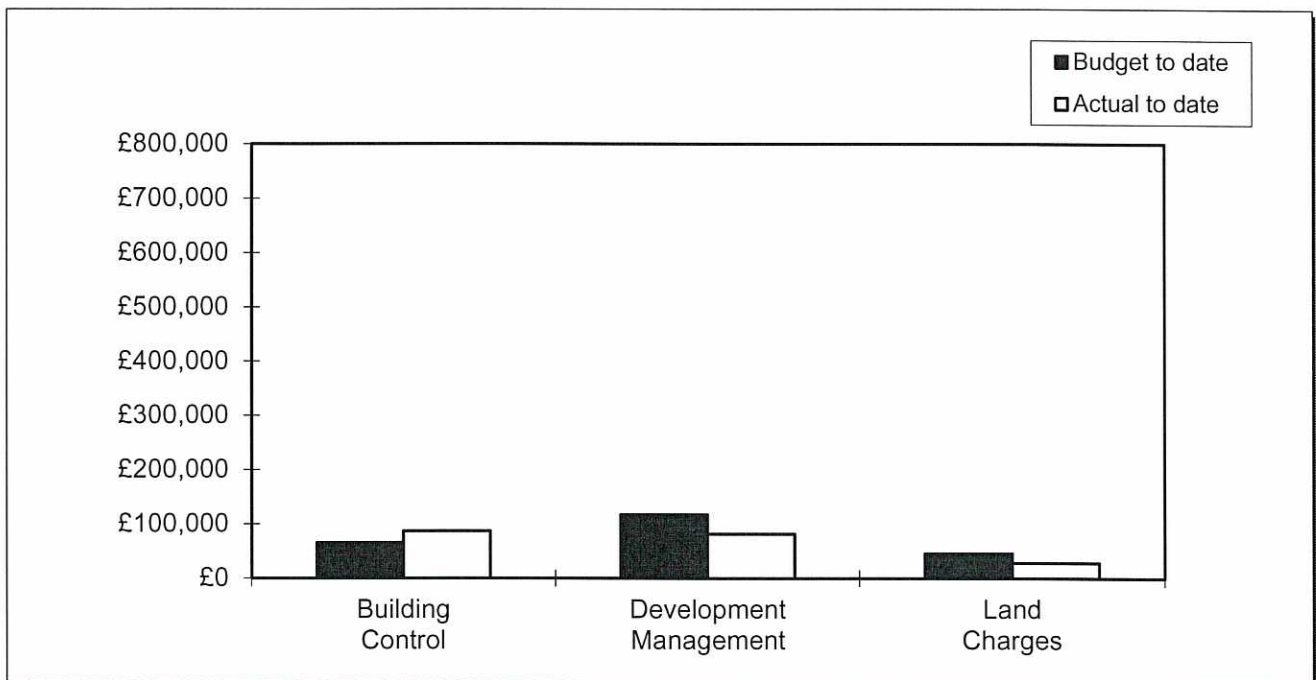
Dukes Court was acquired in November 2017 through the purchase of the Dukes Court company. The property transferred to the Council at the end of September 2018. The rent assumption for the purpose of the evaluation was reduced by 10% to assume a negative impact from turnover of tenancies and to recognise the need to set aside a proportion of rents received into a sinking fund to meet future landlord investment. Additionally the financing cost assumption included additional costs which have not yet been incurred.

Midas House was acquired on 31st January 2019. Half of the third floor needs refurbishing prior to letting. It will also be necessary to refurbish a significant proportion of the second floor when handed back in 2020.

Woking One was acquired on 29th March 2019. There are currently two void units.

**OTHER FEES AND CHARGES**  
**APRIL - MAY 2019**

	Building Control	Development Management	Land Charges
Budget to date	65,840	117,311	45,410
Actual to date	86,729	81,685	28,516
Variation to Date	+20,889 +32%	-35,626 -30%	-16,894 -37%



**Building Control** (David Edwards, Chief Building Control Surveyor)

Income is above budget for the year to date as a result of a large application fee being received in May.

**Development Management** (Thomas James, Development Manager)

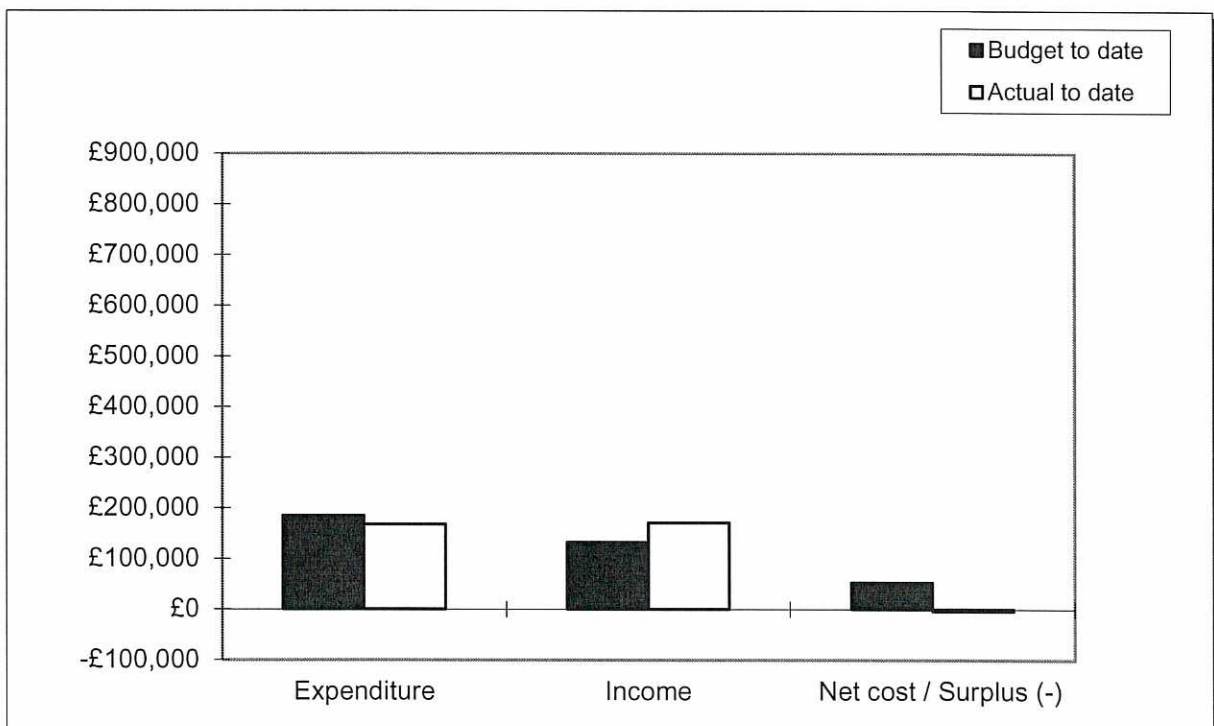
Income is currently below the budget to date. This position will be monitored over the next few months. £35k of the income shown for April was received in 2018/19, but was carried forward at the year end as it related to work still in progress at 31st March.

**Land Charges** (David Ripley, Revenue & Benefits Manager)

Prices have been set to reflect the cost neutral requirement of Land Charges fees and income. Early activity suggests income will be below budget for the year which will offset some of the excess from prior years.

**H G WELLS TRADING ACCOUNT**  
**APRIL - MAY 2019**

	Expenditure	Income	Net cost / Surplus (-)
Budget for Year	<u>1,000,344</u>	<u>850,000</u>	<u>150,344</u>
Budget to date	185,193	131,998	53,195
Actual to date	167,693	171,129	-3,436
Variation to Date	-17,500 -9%	+39,131 +30%	-56,631 -106%



Income for April and May exceeded budget by £39,131, due to events such as NWS Short Stay School Charity Boxing, The Eagle Radio Biz Awards and block bookings from South Western Railway.

Expenditure: Supplies and Premises are currently within budget and costs are being monitored closely.

The income to date includes subsidy of £26,120 in respect of accredited users compared with £9,760 at the same point last year.

Chris Norrington, HG Wells Manager



**EMPLOYEE COSTS**  
**APRIL - MAY 2019**

	Original Budget 2019/20 £	Variations £	Latest Budget 2019/20 £	Budget to	Actual	Variation from
				MAY £	Expenditure to MAY £	Budget to MAY £
US - Corporate Management Group	636,376	0	636,376	106,063	111,546	5,483
US - Human Resources	400,723	0	400,723	66,787	79,415	12,628
US - Revs, Benefits & Customers Services	1,881,957	0	1,881,957	313,659	362,590	48,931
US - Financial Services	642,146	0	642,146	107,024	105,401	-1,623
US - IT and Commercial Unit	1,261,863	0	1,261,863	210,310	195,219	-15,091
US - Legal	452,135	0	452,135	75,356	82,717	7,361
US - Democratic Services	458,787	0	458,787	76,465	76,752	287
US - Electoral Services & Post Room	197,621	0	197,621	32,937	30,490	-2,447
US - Marketing & Communications	174,273	0	174,273	29,046	25,302	-3,744
PLACE - Integrated Transport Project	101,513	0	101,513	16,919	18,409	1,490
PLACE - Neighbourhood Services	2,415,131	0	2,415,131	402,522	412,380	9,858
PLACE - Planning Services	1,557,231	0	1,557,231	259,539	276,581	17,042
PLACE - Estate Management	506,470	0	506,470	84,412	77,736	-6,676
PLACE - Building Services	719,830	0	719,830	119,972	129,558	9,586
PLACE - Business Liaison	470,059	0	470,059	78,344	76,132	-2,212
PEOPLE - Housing Services	3,031,142	0	3,031,142	505,191	442,913	-62,278
PEOPLE - Supporting People	1,900,262	0	1,900,262	316,711	370,283	53,572
<b>Salary budget</b>	<b>16,807,520</b>	<b>0</b>	<b>16,807,521</b>	<b>2,801,257</b>	<b>2,873,424</b>	<b>72,167</b>
Contribution towards costs	-2,447,520	0	-2,447,520	-407,920	-423,430	-15,511
	<b>14,360,000</b>	<b>0</b>	<b>14,360,001</b>	<b>2,393,337</b>	<b>2,449,993</b>	<b>56,656</b>

**Notes**

1. At its meeting on the 7 February 2019 the Executive agreed that the staffing budget for the year would be limited to £14.360m and an annual average number of staff for the year of 350 FTE. CMG will manage the staffing budget flexibly within these two parameters.

2. The above figures exclude costs of £47,129 on redundancy payments, which will be met from the management of change budget. The amount is split as follows:

General Fund	43,430
Housing Revenue Account	3,699
	<u>47,129</u>

3. Contributions towards costs reflect costs included in main table for which we receive some external funding.

4. The variation above is split between the General Fund and Housing Revenue Account as follows:

General Fund *	79,521
Housing Revenue Account	-22,865
	<u>56,656</u>

5. \*Additional General Fund activity in the current year is shown below and included in the major variations summary table:

General Fund	79,521
Lakeview Community Development Worker	5,870
	<u>85,391</u>



**EMPLOYEE NUMBERS**

**As at May 2019**

Business Area	Employee Numbers for Full time, Part time, Agency cover and Casual				
	Full Time	Part Time	Agency Cover	Casual Staff	Total FTEs
US - Corporate Management Group (R.Morgan)	4	1	0.00		4.8
US - Human Resources (R.Morgan)	9	3	0.00		10.8
US - Revs, Bens & Customer Services (L.Clarke)	32	15	8.00		48.0
US - Financial Services (L.Clarke)	14	1	0.00		14.8
US - IT & Commercial Unit (R.Morgan)	19	3	0.00	1	21.2
US - Legal & Licensing (P.Bryant)	10	0	0.00		10.0
US - Democratic Services (P.Bryant)	10	0	0.00		10.0
US - Electoral Services & Post Room (P.Bryant)	3	4	0.00		5.3
US - Marketing & Communications (P.Bryant)	3	1	0.00		3.4
PLACE - Integrated Transport (D.Spinks)	0	0	0.00		0.0
PLACE - Neighbourhood Services (D.Spinks)	22	6	3.00		28.2
PLACE - Planning Services (D.Spinks)	30	4	2.00		33.9
PLACE - Estate Management (D.Spinks)	5	2	1.00	2	8.0
PLACE - Building Services (D.Spinks)	7	2	1.00		9.6
PLACE - Business Liaison (D.Spinks)	10	3	0.00		11.4
PEOPLE - Housing Services	13	8	0.00		18.0
PEOPLE - Supporting People	56	45	1.14	11	81.3
Additional FTE to account for partially funded posts					6.2
<b>Grand totals</b>	<b>247</b>	<b>98</b>	<b>16.14</b>	<b>14</b>	<b>324.9</b>

The staffing budget is managed flexibly within a total sum of £14,360,000 and an average annual FTE of 350.

Month	Total FTEs
April 2019	333.3
May 2019	324.9
June 2019	
July 2019	
August 2019	
September 2019	
October 2019	
November 2019	
December 2019	
January 2020	
February 2020	
March 2020	
<b>Average for the year to date</b>	<b>329.1</b>

(Average for previous year - 2018-2019 = 311)

Memorandum					
Number of externally funded posts (excluded from count above)	48	8	0	0	

**The funded posts are:**

**1.On-street parking**

- TTR080: Parking Services Manager
- TTR090: Operations Manager
- AOM010: Assistant Operations Manager
- PARK02: Parking Officer(Notice Processing)
- PARK04: Correspondence Officer
- PARK06: Assistant Technician
- BLE001: Bus Lane Enforcement Officer
- CIV020: Civil Enforcement Officer Super
- CIV021: Civil Enforcement Officer
- CIV022: Civil Enforcement Officer
- CIV023: Civil Enforcement Officer
- CIV024: Civil Enforcement Officer
- CIV025: Civil Enforcement Officer
- CIV026: Civil Enforcement Officer

CIV027: Civil Enforcement Officer  
CIV028: Civil Enforcement Officer  
CIV029: Civil Enforcement Officer  
CIV030: Civil Enforcement Officer  
CIV031: Civil Enforcement Officer  
CIV032: Civil Enforcement Officer  
CIV033: Civil Enforcement Officer  
CIV034: Civil Enforcement Officer  
DAL088: Senior Parking Administrator

## **2. Supporting People**

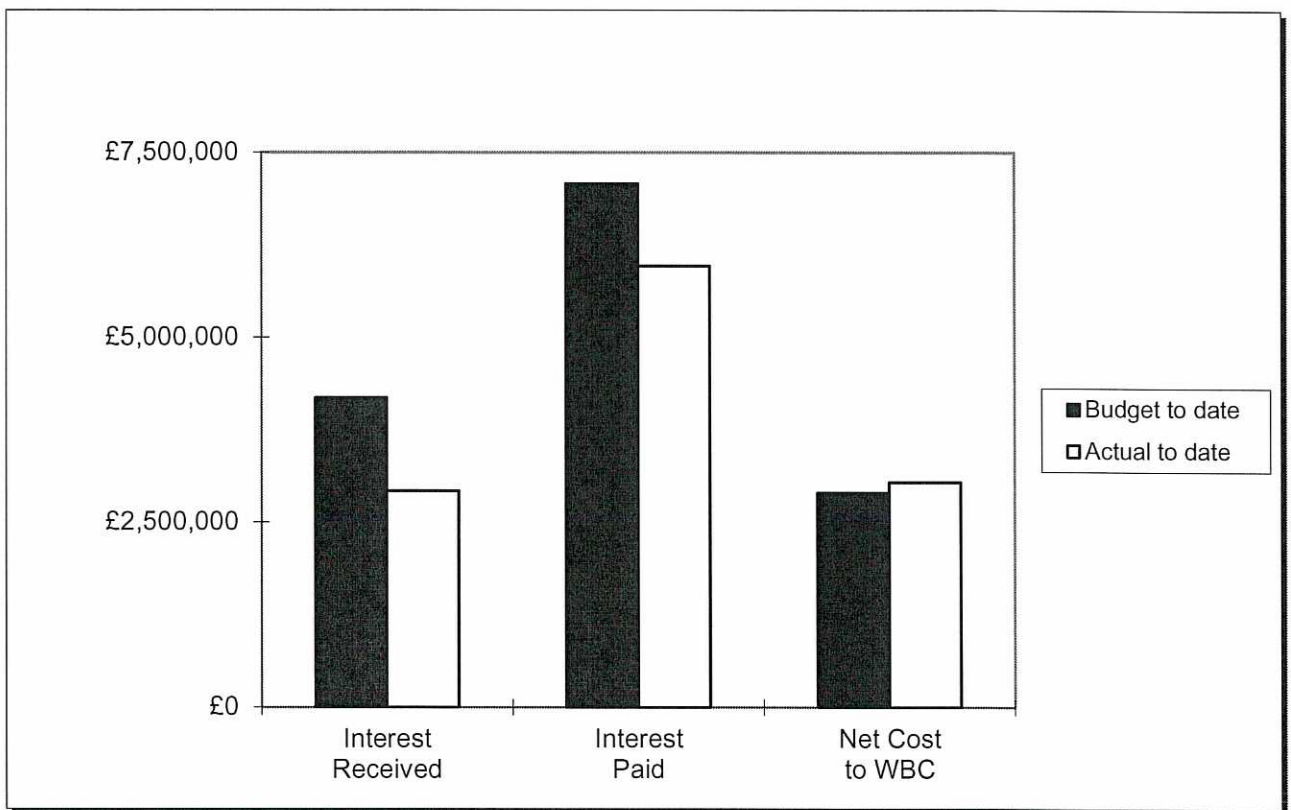
CEH060: Administrative Officer  
SRB080: Caseworker Homelink  
SRB070: Ethnic Minority Caseworker  
SRB100: Homelink Manager  
CEH030: Administration and Support Officer

## **3. Other**

EHM010: Environmental Health Manager  
SBS165: Building Surveyor  
PFI010: PFI Project Manager  
LDO010: Drainage and Flood Risk Engineer  
LDO020: Drainage and Flood Risk Officer  
LDO030: Drainage and Flood Risk Assistant Engineer  
ENG001: Town Centre Engineer  
ENG002: Town Centre Engineering Officer  
ENG003: Principal Engineer  
SAM010: Strategic Asset Manager  
SBS020: Building Services Manager  
CHR025: Senior Building Surveyor  
ECS082: Marketing Communications Officer  
PRO003: S/Water Housing Project Support Officer  
CAD071: S/Water Housing Support Officer  
CAD072: S/Water Housing Support Officer  
CAD073: S/Water Housing Support Officer  
CAD074: S/Water Housing Team Leader  
SRB050: Handyperson  
SRB055: Handyperson  
SRB060: Handyperson  
CPC020: Housing Improvement Surveyor  
CEH040: Homelink Surveyor  
FSP013: Family Co-ordinator  
FSP015: Senior Family Coordinator  
FSP016: Family Coordinator (Refugees)  
YDO001: Children & Young People Development Officer  
FSP007: Family Co-ordinator  
FSP010: Family Co-ordinator

**INTEREST RECEIPTS AND PAYMENTS**  
**APRIL - MAY 2019**

	Interest Received	Interest Paid	Net Cost to WBC
2019/20 Estimate	<u>25,098,320</u>	<u>42,466,449</u>	<u>17,368,129</u>
Budget to date	4,183,053	7,077,742	2,894,689
Actual to date	2,924,205	5,963,919	3,039,713
Variation to Date	-1,258,848 -30%	-1,113,823 -16%	+145,024 +5%



Loans to group companies have been lower than budgeted resulting in an adverse variation in interest received. PWLB borrowing has been taken in advance to cover imminent requirements in order to benefit from unusually low rates, which has a net cost to the Council in the short term.

A sum of £20k is included in interest paid in respect of a transfer of notional interest to the Wolsey Place reserve.

Neil Haskell, Financial Services Manager

**CAPITAL RECEIPTS**  
**APRIL - MAY 2019**

<b><u>GENERAL FUND</u></b>		
<u>DETAILS OF RECEIPT</u>	<u>ESTIMATED RECEIPTS</u> (full year) £	<u>ACTUAL RECEIPTS</u> (to date) £
<u>Land Sales</u>		
<b>TOTAL RECEIPTS 2019/20</b>	<u><u>0</u></u>	<u><u>0</u></u>

<b><u>HOUSING</u></b>		
<u>DETAILS OF RECEIPT</u>	<u>ESTIMATED RECEIPTS</u> (full year) £	<u>ACTUAL RECEIPTS</u> (to date) £
Right To Buy Sales *	3,330,000	219,100
Land Sales (including target disposals)		0
Equity Share Sale		
Other		
<b>TOTAL RECEIPTS 2019/20</b>	<u><u>3,330,000</u></u>	<u><u>219,100</u></u>
Receipt retained by WBC	725,781	57,260
Treasury Share of receipt	535,801	133,950
Earmarked for replacement housing	<u>2,068,418</u>	<u>27,890</u>
	<u><u>3,330,000</u></u>	<u><u>219,100</u></u>

\* 1 property was sold under the Right To Buy to the end of May, at a discounted price of £219,100 compared with a forecast of 15 for the year @ £222,000 each.



**SAVINGS ACHIEVED**  
**APRIL - MAY 2019**

<u>GENERAL FUND</u>	2019/20	Effect in
<u>Savings achieved to date:</u>	£	2020/21
		£
		0
Total Savings achieved at 31 May 2019	<u>0</u>	<u>0</u>
Savings Target	100,000	
Savings to be achieved at 31 May 2019	<u>100,000</u>	

**HOUSING REVENUE ACCOUNT**

Following the outsource of the housing management services there is little opportunity to achieve further efficiency savings due to the nature of the HRA under the new arrangements. Therefore, no savings target was set for 2019/20.

**TREASURY MANAGEMENT  
INFORMATION**

**APRIL/MAY 2019**

## SUMMARY OF EXTERNAL COMMITMENTS

[detailed schedules overleaf]

At 31 March 2019 £'000		At 31 May 2019 £'000	%
	<b>External Borrowing Outstanding</b>		
1,159,091	Long-term borrowing (1)	1,158,414	97.1
	Short-term borrowing (less than 12 months)		
30,000	- Three months or more	15,000	1.3
5,000	- Less than three months	20,000	1.7
15	- Mayoral Charities (including Hospice)	16	0.0
<u>1,194,106</u>	<b>Total Borrowing</b>	<u>1,193,430</u>	<u>100.1</u>
	<b>External Deposits</b>		
0	Long-term Deposits	0	0
	Short-term Deposits		
138,000	- invested by WBC Treasury (2)	90,000	97.5
5,660	- on call with Lloyds	2,346	2.5
<u>143,660</u>	<b>Total External Deposits</b>	<u>92,346</u>	<u>100.0</u>
	<b>Long-term Investments in Group Companies/Joint Ventures (3)</b>		
13,213	- Thameswey Energy Limited (TEL)	13,213	n/a *
146,310	- Thameswey Housing Limited (THL)	153,810	n/a *
32,183	- Thameswey Housing Limited (Sheerwater)	30,950	n/a *
67,750	- Thameswey Developments Limited (for THL)	67,750	n/a *
5,000	- Thameswey Developments Limited (Sheerwater)	5,000	n/a *
2,000	- Thameswey Developments Limited (for TEL)	2,000	n/a *
30,816	- Thameswey Central Milton Keynes Ltd	30,816	n/a *
1,314	- Thameswey Solar Ltd	1,314	n/a *
1,565	- Rutland (Woking) Ltd	1,565	n/a *
198,587	- Victoria Square Woking Ltd	217,879	n/a *
<u>498,738</u>		<u>524,298</u>	
	<b>Long-term Loans to External Organisations</b>		
6,350	- Peacocks Centre	6,350	n/a *
8,407	- Woking Hospice	8,407	n/a *
56	- Woking Hockey Club	56	n/a *
0	- A & B Menswear	68	n/a *
75	- Woking Football Club	75	n/a *
905	- Freedom Leisure	905	n/a *
<u>15,793</u>		<u>15,861</u>	
	<b>Share Capitalisations</b>		
6,703	- Thameswey Limited	6,703	n/a *
24,490	- Thameswey Housing Limited	24,490	n/a *
6,000	- Woking Necropolis and Mausoleum Ltd	6,000	n/a *
12,001	- Dukes Court	12,001	n/a *
1	- Woking Town Centre Management	1	n/a *
14	- Victoria Square Woking Ltd	14	n/a *
50	- Municipal Bonds Agency	50	n/a *
50	- SurreySave Credit Union	50	n/a *
<u>49,309</u>		<u>49,309</u>	

(1) £129,700k of the long term borrowing is Housing Revenue Account, with £98,006k of this relating to the Housing Self Financing settlement. The remainder of the borrowing relates to the General Fund.

(2) WBC Treasury utilises AAA rated Money Market Funds operated by Deutsche Bank Advisors, Ignis Asset Management and Prime Rate Capital Management to manage day to day cash flow.

(3) These investments are used to provide operational assets within the group companies, and consequently fall outside the liquidity measure within the Council's approved Investment Strategy i.e. that a minimum of 65% of investments should mature within 12 months of placing an investment.

## Long Term Loans

### Public Works Loans Board

Reference	Counter Party Name	Start date	Maturity date	Interest Rate	Loan Type	Principal £m
495895	PWLB	24/08/2009	24/08/2019	3.74	Maturity	3.0
505504	PWLB	16/11/2016	16/11/2021	1.58	Maturity	25.0
496087	PWLB	13/10/2009	13/10/2024	3.91	Maturity	4.0
499430	PWLB	12/03/2012	12/03/2025	3.59	Maturity	5.0
506421	PWLB	27/09/2017	31/08/2025	1.95	Maturity	8.0
501617	PWLB	05/10/2012	05/10/2026	2.18	Annuity	1.3
495369	PWLB	17/03/2009	10/03/2027	3.78	Maturity	3.0
489099	PWLB	04/10/2004	04/10/2030	4.75	Maturity	5.0
489100	PWLB	04/10/2004	04/10/2031	4.75	Maturity	5.0
489952	PWLB	20/05/2005	16/05/2033	4.45	Maturity	5.0
503002	PWLB	24/04/2014	24/04/2034	3.69	Annuity	1.2
488996	PWLB	26/08/2004	26/08/2034	4.85	Maturity	5.0
497990	PWLB	28/09/2010	28/09/2034	4.06	Maturity	5.0
489911	PWLB	16/05/2005	16/05/2035	4.55	Maturity	5.0
502015	PWLB	22/03/2013	22/03/2037	3.90	Maturity	5.0
494140	PWLB	10/12/2007	10/12/2037	4.49	Maturity	3.0
501718	PWLB	13/11/2012	13/05/2038	3.78	Maturity	5.0
496255	PWLB	01/12/2009	01/12/2039	4.22	Maturity	3.0
502580	PWLB	04/10/2013	04/10/2040	4.26	Maturity	5.0
494241	PWLB	09/01/2008	10/12/2042	4.39	Maturity	3.0
496164	PWLB	04/11/2009	02/11/2049	4.29	Maturity	3.0
496526	PWLB	21/01/2010	21/01/2053	4.48	Maturity	4.0
494807	PWLB	10/09/2008	10/09/2053	4.41	Maturity	3.0
496700	PWLB	19/02/2010	19/09/2053	4.67	Maturity	10.0
496599	PWLB	01/02/2010	01/08/2054	4.44	Maturity	5.0
496701	PWLB	19/02/2010	19/01/2055	4.67	Maturity	10.0
490975	PWLB	10/01/2006	10/01/2056	3.95	Maturity	3.0
501032	PWLB	28/03/2012	01/09/2056	3.50	Maturity	10.0
492382	PWLB	02/11/2006	02/11/2056	4.05	Maturity	6.0
496702	PWLB	19/02/2010	19/10/2057	4.67	Maturity	10.0
494733	PWLB	15/08/2008	15/02/2058	4.39	Maturity	3.0
494420	PWLB	07/03/2008	07/03/2058	4.41	Maturity	3.0
494702	PWLB	04/08/2008	04/08/2058	4.46	Maturity	5.0
501025	PWLB	28/03/2012	02/09/2058	3.50	Maturity	10.0
496703	PWLB	19/02/2010	19/01/2059	4.67	Maturity	10.0
501029	PWLB	28/03/2012	03/03/2059	3.50	Maturity	10.0
496600	PWLB	01/02/2010	01/08/2059	4.43	Maturity	5.0
501028	PWLB	28/03/2012	01/09/2059	3.50	Maturity	10.0
496704	PWLB	19/02/2010	19/10/2059	4.67	Maturity	8.0
496257	PWLB	01/12/2009	01/12/2059	4.21	Maturity	4.0
496525	PWLB	21/01/2010	21/01/2060	4.46	Maturity	4.0
501027	PWLB	28/03/2012	01/03/2060	3.49	Maturity	10.0
501024	PWLB	28/03/2012	01/09/2060	3.49	Maturity	10.0
497889	PWLB	10/09/2010	10/09/2060	4.04	Maturity	5.0
501030	PWLB	28/03/2012	01/03/2061	3.49	Maturity	10.0
501026	PWLB	28/03/2012	01/09/2061	3.48	Maturity	10.0
499282	PWLB	28/12/2011	22/12/2061	4.11	Maturity	5.0
499322	PWLB	20/01/2012	20/01/2062	3.99	Maturity	5.0
501031	PWLB	28/03/2012	01/03/2062	3.48	Maturity	18.0
503577	PWLB	18/12/2014	18/07/2062	3.22	Maturity	3.0
503547	PWLB	15/12/2014	15/12/2062	3.36	Maturity	3.0
503658	PWLB	20/01/2015	20/03/2063	2.99	Maturity	2.0
503523	PWLB	02/12/2014	02/05/2063	3.45	Maturity	3.0
502654	PWLB	04/11/2013	04/11/2063	4.20	Maturity	5.0
503517	PWLB	01/12/2014	01/05/2064	3.49	Maturity	5.0
504415	PWLB	19/10/2015	19/10/2064	3.25	Maturity	9.5
503472	PWLB	20/11/2014	20/11/2064	3.66	Maturity	5.0
503499	PWLB	27/11/2014	27/11/2064	3.58	Maturity	6.0
504660	PWLB	11/02/2016	11/02/2065	2.92	Maturity	3.0
506120	PWLB	09/06/2017	09/06/2065	2.28	Maturity	4.5
504298	PWLB	12/08/2015	12/08/2065	3.16	Maturity	2.0
504387	PWLB	28/09/2015	28/09/2065	3.18	Maturity	5.0
504478	PWLB	18/11/2015	18/11/2065	3.33	Maturity	2.0
504531	PWLB	08/12/2015	08/12/2065	3.21	Maturity	2.0
504597	PWLB	19/01/2016	19/01/2066	3.13	Maturity	2.5



## Long Term Loans

Reference	Counter Party Name	Start date	Maturity date	Interest Rate	Loan Type	Principal £m
505119	PWLB	20/06/2016	20/04/2066	2.50	Maturity	10.0
505091	PWLB	17/06/2016	17/06/2066	2.57	Maturity	10.0
505186	PWLB	30/06/2016	30/06/2066	2.42	Maturity	3.0
505365	PWLB	21/09/2016	21/09/2066	2.23	Maturity	4.0
505499	PWLB	10/11/2016	10/11/2066	2.47	Maturity	8.0
505518	PWLB	30/11/2016	30/11/2066	2.61	Maturity	9.0
505724	PWLB	13/02/2017	11/02/2067	2.74	Annuity	11.8
505767	PWLB	28/02/2017	28/02/2067	2.68	Annuity	19.6
505783	PWLB	02/03/2017	02/03/2067	2.64	Annuity	9.8
505922	PWLB	27/03/2017	27/03/2067	2.37	Maturity	5.0
506000	PWLB	19/04/2017	19/04/2067	2.50	Annuity	4.9
506121	PWLB	09/06/2017	09/06/2067	2.52	Annuity	4.9
506306	PWLB	31/08/2017	31/08/2067	2.52	Annuity	49.2
506347	PWLB	12/09/2017	12/09/2067	2.50	Annuity	9.8
506555	PWLB	07/11/2017	07/11/2067	2.67	Annuity	19.7
506564	PWLB	09/11/2017	09/11/2067	2.66	Annuity	29.6
506569	PWLB	10/11/2017	10/11/2067	2.63	Annuity	19.7
506658	PWLB	23/11/2017	23/11/2067	2.65	Annuity	9.9
506730	PWLB	13/12/2017	13/12/2067	2.64	Annuity	9.9
506752	PWLB	19/12/2017	19/12/2067	2.30	Maturity	10.0
506980	PWLB	02/03/2018	02/03/2068	2.73	Annuity	9.9
507084	PWLB	19/03/2018	19/03/2068	2.63	Annuity	9.9
507090	PWLB	20/03/2018	20/03/2068	2.61	Annuity	9.9
507135	PWLB	26/03/2018	26/03/2068	2.56	Annuity	14.8
507136	PWLB	26/03/2018	26/03/2068	2.56	Annuity	7.9
507182	PWLB	29/03/2018	29/03/2068	2.54	Annuity	9.9
507445	PWLB	31/05/2018	31/05/2068	2.49	Annuity	9.9
507623	PWLB	27/07/2018	27/07/2068	2.53	Annuity	9.9
507925	PWLB	19/10/2018	19/10/2068	2.68	Maturity	6.0
508038	PWLB	14/11/2018	14/11/2068	2.72	Annuity	10.0
508052	PWLB	19/11/2018	19/11/2068	2.78	Annuity	10.0
508146	PWLB	07/12/2018	07/12/2068	2.75	Annuity	60.0
508180	PWLB	11/12/2018	11/12/2068	2.66	Annuity	20.0
508231	PWLB	13/12/2018	13/12/2068	2.55	Annuity	40.0
508432	PWLB	31/01/2019	31/01/2069	2.56	Annuity	10.0
508481	PWLB	11/02/2019	11/02/2069	2.52	Annuity	80.0
508610	PWLB	27/02/2019	27/02/2069	2.39	Annuity	7.0
508842	PWLB	19/03/2019	19/03/2069	2.55	Annuity	20.0
508850	PWLB	20/03/2019	20/03/2069	2.53	Annuity	20.0
508869	PWLB	22/03/2019	22/03/2069	2.49	Annuity	30.0
508916	PWLB	25/03/2019	25/03/2069	2.39	Annuity	50.0
508947	PWLB	26/03/2019	26/03/2069	2.37	Annuity	20.0
509003	PWLB	28/03/2019	28/03/2069	2.31	Annuity	20.0

No new loans taken during this period.

Average interest rate 2.95

1,118.9

### Market Loans

Reference	Counter Party Name	Start date	Maturity date	Interest Rate	Loan Type	Principal
252	LB of Hackney	21/11/2016	19/11/2021	1.38	Maturity	3.5
253	Cornwall Council	03/01/2017	04/01/2022	1.30	Maturity	6.0
291/296	Barclays Bank plc	31/07/2006	31/07/2076	4.75	Maturity	5.0 **
292/295	Barclays Bank plc	31/07/2006	31/07/2076	4.75	Maturity	5.0 **
299	Barclays Bank plc	05/04/2007	05/04/2077	3.95	Maturity	5.0 **

No new loans taken during this period.

Average interest rate 3.26

24.5

\*\* These loans were previously classified as LOBO (Lender Option Borrower Option) loans. Barclays notified the Council that it had permanently waived its rights under the lender's option of the LOBO feature of the loans to change the interest rate in the future. As a result, the loans effectively became fixed rate loans at their current interest rates with their stated maturities and no risk that the rates will be changed in the future. This change was effective from 28th June 2016.

## Long Term Loans

Reference	Counter Party Name	Start date	Maturity date	Interest Rate	Loan Type	Principal £m
-----------	--------------------	------------	---------------	---------------	-----------	-----------------

### Lender Option Borrower Option (LOBO) Loan Debt

£15m of the Council's long term borrowing is in the form of loans called LOBOs. These loans have a 'step up' date after which the lender has the option of asking for the interest rate to be increased at specific intervals ('call periods'). Should the lender request a rate increase, the Council has the option of repaying the loan and seeking an alternative source of finance. Some LOBOs have an interest rate increase pre-agreed at the 'step up' date at which the borrower does not have the option to repay. The new rate is referred to as the 'back-end rate'.

Reference	Counter Party Name	Start date	Maturity date	Initial rate	Step up date	Back-end rate	Effective Call rate	Call Period	Principal £m
293	Danske Bank*	05/04/2005	05/04/2055	3.90	05/04/2011	4.75	n/a	6 years	5.0
294/297	Dexia Public Finance Bank*	06/10/2006	06/10/2076	3.89	08/04/2013	4.75	n/a	2 years	5.0
298	Dexia Public Finance Bank	22/11/2006	22/11/2076	3.95	22/11/2026	3.95	n/a	1 years	5.0

\*LOBO has stepped up to back-end rate.

Average prevailing interest rate 4.48

15.0

### **Total Long Term Loans**

Average prevailing interest rate 2.97

**1,158.4**

### **PRUDENTIAL INDICATORS**

Section 1 of the Local Government Act 2003, requires the Council to determine, before the beginning of each financial year, the Council's treasury Prudential Indicators.

On 7 February 2019, the Council determined the following limits for 2019/20:

Operational Boundary for External Debt	£1,905,867,000
<i>Current External Debt as a percentage of Operational Boundary *</i>	64.07%
Authorised Limit for External Debt	£1,915,867,000
<i>Current External Debt as a percentage of Authorised Limit *</i>	63.73%

\* The value relating to the estimated PFI liability at 31 May 2019 which is classed as a credit arrangement and comes within the scope of the prudential indicators is: £27,592,000

## New Deals taken between 1 April 2019 and 30 April 2019

### Internally managed deposits

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Deposits placed on the advice of Tradition UK

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Temporary Loans

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Long Term Loans

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

## New Deals taken between 1 May 2019 and 31 May 2019

### Internally managed deposits

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Deposits placed on the advice of Tradition UK

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Temporary Loans

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
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No applicable deals

### Long Term Loans

Deal Ref	Counter Party Name	Start	Dates Maturity	Interest Rate	Principal
----------	--------------------	-------	----------------	---------------	-----------

No applicable deals



## Deals Outstanding at 31 May 2019

### Internally managed deposits

Deal Ref	Counter Party Name	--- Dates ---		Interest	
		Start	Maturity	Rate	Principal
2084	SURREY COUNTY COUNCIL	14/03/19	16/09/19	1.050	10,000,000.00
2739	DEUTSCHE ASSET & WEALTH MANA	N/A	CALL	0.726	20,000,000.00
2750	FEDERATED INVESTORS (UK) LLP	N/A	CALL	0.792	50,000,000.00
3701	LGIM LIQUIDITY FUNDS PLC	N/A	CALL	0.752	10,000,000.00
					90,000,000.00

### Deposits placed on the advice of Tradition UK

Deal Ref	Counter Party Name	--- Dates ---		Interest	
		Start	Maturity	Rate	Principal

No applicable deals

### Temporary Loans

Deal Ref	Counter Party	--- Dates ---		Interest	
		Start	Maturity	Rate	Principal
3410	MIDDLESBROUGH COUNCIL B TEESIDE	18/09/2018	18/06/2019	1.00	3,000,000.00
3411	CHICHESTER DISTRICT COUNCIL	18/09/2018	18/06/2019	1.00	2,000,000.00
3414	LONDON BOROUGH OF MERTON	21/09/2018	20/09/2019	1.07	5,000,000.00
3415	LONDON BOROUGH OF HAVERING	12/10/2018	12/09/2019	1.00	5,000,000.00
3416	NORTH YORKSHIRE COUNTY COUNCIL	16/10/2018	15/10/2019	0.99	5,000,000.00
3417	SOUTH GLOUCESTERSHIRE	25/10/2018	25/07/2019	1.00	5,000,000.00
3418	HAMPSHIRE COUNTY COUNCIL	22/11/2018	22/08/2019	0.95	5,000,000.00
3420	LONDON BOROUGH OF EALING	11/01/2019	11/07/2019	0.95	5,000,000.00
					35,000,000.00

**THAMESWEY GROUP  
INFORMATION**

**APRIL/MAY 2019**

## THAMESWEY GROUP

Thameswey Ltd (TL) is a 100% subsidiary of Woking Borough Council. It is a holding company and has set up a number of subsidiary Companies specialising in low carbon energy generation, housing at intermediate rental, sustainable house building, property development and support services.

The group is made up of the following companies: unless otherwise stated they are 100% subsidiaries of Thameswey Ltd:

<b>Name</b>	<b>Abbr.</b>	<b>Description</b>
Thameswey Central Milton Keynes Ltd	TCMK	100% subsidiary of TEL providing low carbon energy generation in Milton Keynes
Thameswey Developments Ltd	TDL	Property Development on behalf of WBC
Thameswey Energy Ltd	TEL	Low carbon energy generation in Woking
Thameswey Housing Ltd	THL	Provides housing in the Borough. The majority of the housing is provided at intermediate rental
Thameswey Guest Houses Ltd	TGHL	100% Subsidiary of THL. Company began trading on 01/09/2014.
Thameswey Maintenance Services Ltd	TMSL	Operation & maintenance of Thameswey energy stations and ad hoc work for other customers
Thameswey Solar Ltd	TSL	Operates PV panels throughout the Borough
Thameswey Sustainable Communities Ltd	TSCL	Sustainable Energy Consultancy and also runs the Action Surrey project
Rutland (Woking) Ltd	RWL	50% Joint Venture between TDL and Rutland Properties
Rutland Woking (Carthouse Lane) Ltd	RWCL	50% Joint Venture between TDL and Rutland Properties, developed land on Carthouse Lane, Woking
Rutland Woking (Residential) Ltd	RWRL	75% subsidiary of the Thameswey Group via 50% held by THL and 25% by TDL.

***For further information please see our website: [www.thamesweygroup.co.uk](http://www.thamesweygroup.co.uk)***

***For information on reducing energy consumption in homes, schools and businesses please see: [www.actionsurrey.org](http://www.actionsurrey.org)***

***For information on the solar PV installations please visit our website [www.thamesweysolar.co.uk](http://www.thamesweysolar.co.uk)***

**THAMESWEY GROUP**  
**EMPLOYEE NUMBERS**  
**As at May 2019**

Service Unit	Employee Numbers for Full Time, Part Time, Agency Cover & Casual					
	Full Time	Part Time at FTE	Apprentice	Agency Cover	Casual Staff	Total FTEs
Thameswey Maintenance Services Ltd	11	0	0	0	0	11.0
Thameswey Sustainable Communities Ltd	24	0.7	0	0	0	24.7
<b>GROUP</b>	<b>35.0</b>	<b>0.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>35.7</b>

Month	Total FTEs
April	35.7
May	35.7
June	
July	
August	
September	
October	
November	
December	
January	
February	
March	
<b>Average for the year to date</b>	<b>35.7</b>

No other Thameswey Group companies have employees.

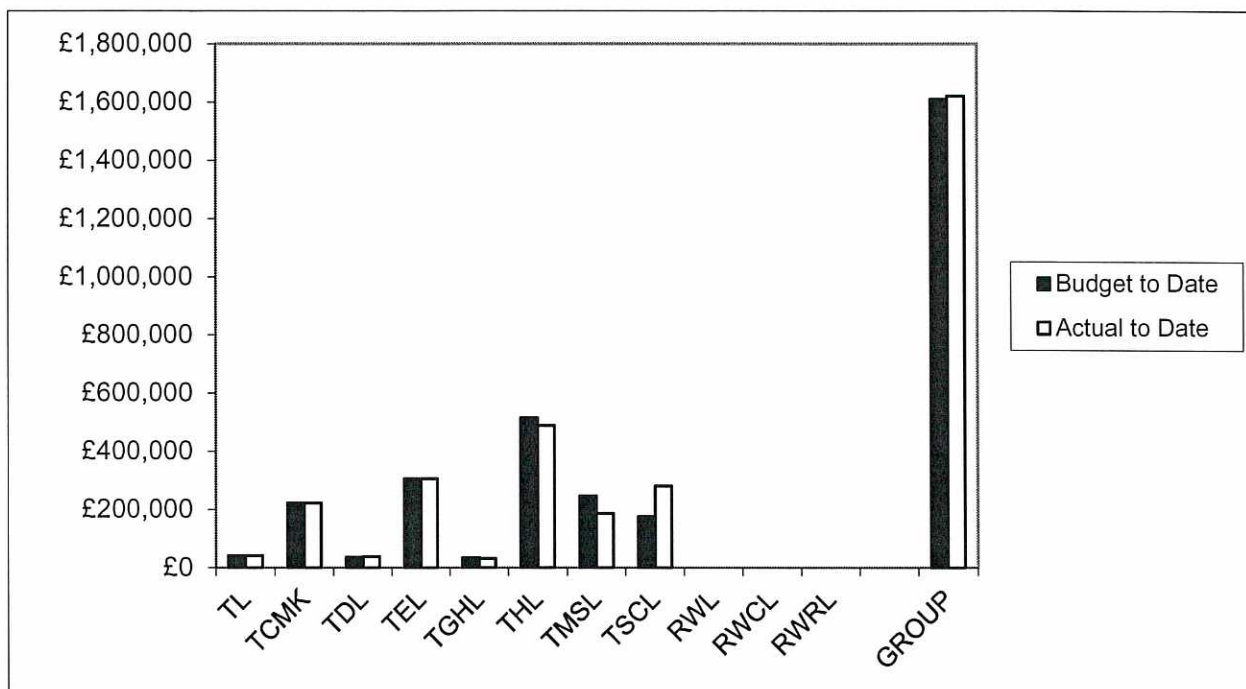


**THAMESWEY GROUP**

**SALES INCOME**

**April 2019**

Company	Budget to Date £	Actual to Date £	Variance to Date £
TSL	33,659	26,340	(7,319)
TL	41,417	41,417	0
TCMK	221,727	221,727	0
TDL	35,901	38,217	2,316
TEL	306,254	306,254	0
TGHL	33,833	32,040	(1,793)
THL	514,765	488,192	(26,573)
TMSL	246,764	186,186	(60,578)
TSCL	175,217	280,479	105,262
RWL			
RWCL			
RWRL			
GROUP	1,609,538	1,620,852	11,314



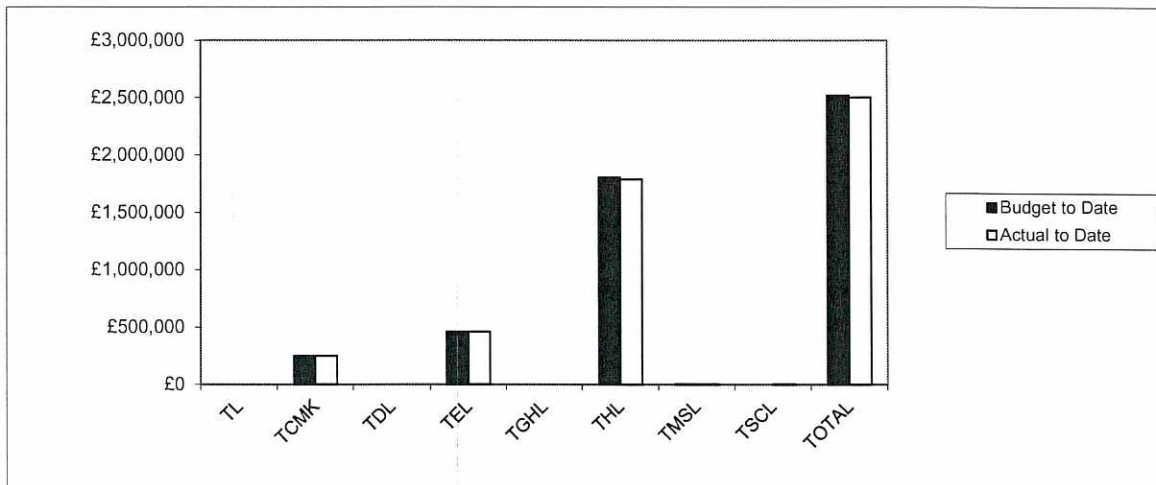
There is a one month time lag on this report.

ALL FIGURES SUBJECT TO YEAR END ADJUSTMENTS

**NOTES**

**THAMESWEY GROUP**  
**CAPITAL EXPENDITURE**  
**April 2019**

Company	Budget to Date £	Actual to Date £	Variance to Date £	Note
TSL	0	0	0	1
TL	0	0	0	
TCMK	250,000	250,000	0	
TDL	0	0	0	
TEL	460,747	460,747	0	
TGHL	0	0	0	
THL	1,806,500	1,788,308	(18,192)	
TMSL	3,500	480	(3,020)	
TSCL	0	3,619	3,619	
<b>TOTAL</b>	<b>2,520,747</b>	<b>2,503,154</b>	<b>(17,593)</b>	



There is a one month time lag on this report.

**NOTES**

1. THL Purchases to date:-	£
Renovations	41,215
130 Rydens Way	3,000
15 Lidstone	15,300
32 Woodside Close	15,200
48 Ash Rd	402,560
5 Murray Green	344,240
95 Percheron Drive	357,692
Flat 1, 1a Guildford Rd	190,000
Flat 2, 1a Guildford Rd	7,750
Flat 2, 4-5 Guildford Rd	373,750
Langsett	37,600
	<u>1,788,308</u>

Please note that Sheerwater properties are recognised quarterly

**THAMESWEY GROUP**  
**NEW LONG TERM LOANS**  
**April 2019**

Company	Lender	Start Date	Maturity Date	Interest Rate %	Principal (£M)
THL	WBC	10/04/2019	10/04/2069		2.00
THL	WBC	26/04/2019	26/04/2069		1.00
					3.00

**LONG TERM LOAN BALANCES**

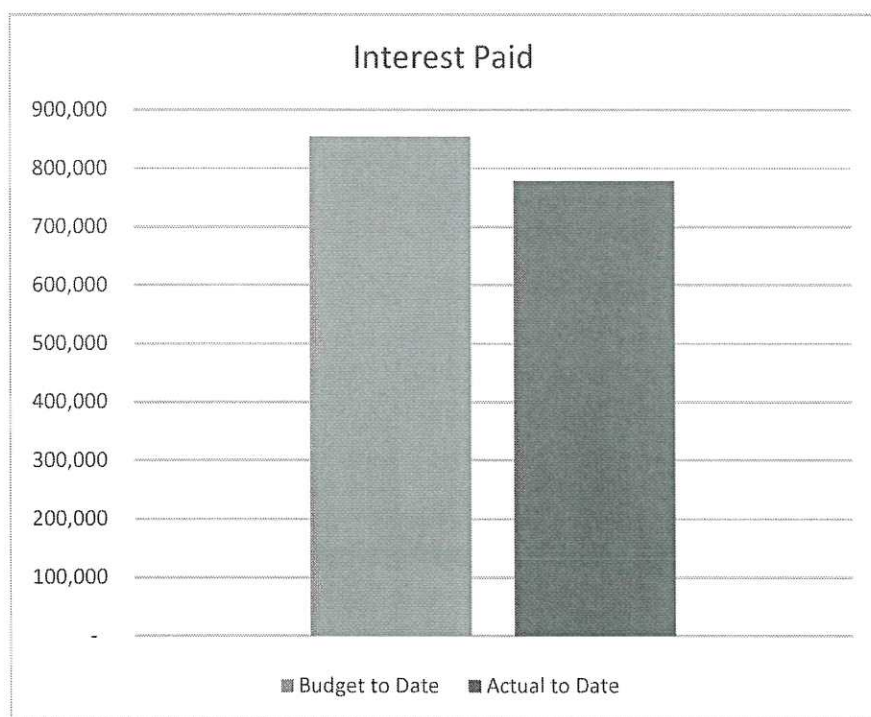
Company	Loan balances as at March 2019	New Loans Apr 19 to Mar 20	Less Repayments in period	Net Balance of Loans
	£m	£m	£m	£m
TL				
TCMK	30.82			30.82
TDL	73.75			73.75
TEL	14.21			14.21
TGHL				
THL	177.01	3.00		180.01
TMSL				
TSL	1.36			1.36
TSCL				
RWL				
RWCL				
RWRL				
GROUP	297.15	3.00		300.15

**There is a one month time lag on this report.**

*Note that the Green Book figures exclude inter company loans.*

**THAMESWEY GROUP**  
**INTEREST PAYMENTS**  
**April 2019**

Company	Budget to Date	Actual to Date	Net Financing Cost/(Adverse)	Note
	£	£	£	
TSL	6,571	6,552	19	
TL	-	-	-	
TCMK	165,346	165,346	-	
TDL	25,067	26,671	(1,604)	
TEL	59,962	59,962	-	
TGHL	-	-	-	
THL	597,628	519,898	77,730	
TMSL	-	-	-	
TSCL	-	-	-	
RWL				
RWCL				
RWRL				
<b>GROUP</b>	<b>854,573</b>	<b>778,428</b>	<b>76,145</b>	



Interest related to projects under development/construction will be capitalised in the accounts.

*Note that the Green Book figures exclude inter company loans.*

TDL loan interest relates to Coblands Nursery & Cornerstone property purchases in 2016

**There is a one month time lag on this report.**