

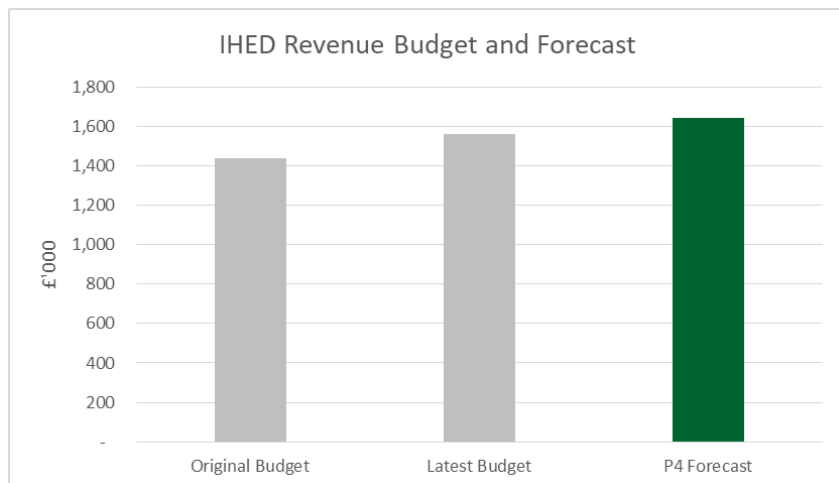
Infrastructure, Housing and Economic Development Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Infrastructure, Housing and Economic Development (IHED) Committee. The forecast is based on the position as at Period 4 which covers the period from 1 April 2022 to 31 July 2022.

Revenue

2. The latest forecast is net expenditure of £1.643m against the latest budget of £1.562m, a variation of £0.080m. The latest budget includes the carry forward of budgets from 2021/22 as agreed by Council in July 2022. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Latest Budget £000	Yearend Forecast £000	Forecast Variation to Budget £000
Housing	479	479	493	14
Infrastructure and Planning Policy	562	620	683	64
Economic Development	395	464	466	2
Total	1,436	1,562	1,643	80

3. Annex B sets out the main variations to budget. The period 4 forecast includes the allocation of £0.275m salary contingency budget to staff budgets across the Council to reflect the pay award for 2021/22. A variance of £0.031m in relation to additional legal costs associated with the Maple Cross Planning appeal.

Income Streams

4. The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2022/23.

Capital Investment Programme

5. The capital investment programme for 2022/23 is £1.852m. This is currently forecast to be delivered in full.
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post. There are no service impacts to report as a result of current vacancies.

8. The following table sets out the vacancies at 31 July 2022.

Department	Job Title	Comments	Total
Economic and Sustainable Development	Senior Planning Officer	Covered by Interim	1.00
Regulatory Services	LA1 Contract and Project Manager	Not currently advertised	0.57
Housing	Housing Apprentice	Not currently advertised	1.00
	Housing Options Officer	Not currently advertised	1.00
Total IHED			3.57

Annex A
IHED Committee Medium Term Revenue Budget Service

Infrastructure Housing & Economic								
<i>Housing</i>	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P4	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Housing Services Needs	494,350	494,350	171,124	505,058	10,708	513,103	513,103	2021/22 1.75% pay award and 1.25% National Insurance increase
Rent Deposit Guarantee Scheme	5,110	5,110	0	5,110	0	5,110	5,110	Demand led service
Homelessness General Fund	(131,770)	(131,770)	(830,801)	(131,770)	0	(131,770)	(131,770)	Actuals include ring-fenced grant monies
Housing Associations	(5,000)	(5,000)	0	(5,000)	0	(5,000)	(5,000)	Lease income for Wensum Court - charged 1/2 yearly
Refugees	0	0	(94,426)	0	0	0	0	Ring-fenced grant monies
Env Health - Residential Team	116,255	116,255	48,795	119,514	3,259	119,534	119,534	Budget will be spent
Total	478,945	478,945	(705,308)	492,912	13,967	500,977	500,977	

<i>Infrastructure & Planning Policy</i>	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P4	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Land & Property Info Section	(1,950)	(1,950)	(5,857)	859	2,809	1,259	1,259	2021/22 1.75% pay award and 1.25% National Insurance increase
Street Naming & Numbering	7,130	7,130	1,474	7,130	0	7,130	7,130	Budget will be spent
Development Management	133,707	143,281	(408,216)	193,414	50,133	158,755	158,755	Variance includes 2021/22 1.75% pay award and 1.25% National Insurance increase and an Increase in budget of £31k required for Legal fees due to Counsel costs for Maple Lodge planning appeal
Director Community & Env Servs	130,550	130,550	47,034	133,943	3,393	133,983	133,983	2021/22 1.75% pay award and 1.25% National Insurance increase
Development Plans	302,255	350,018	48,760	356,077	6,059	310,929	310,929	2021/22 1.75% pay award and 1.25% National Insurance increase
Hertfordshire Building Control	(9,487)	(9,487)	6,288	(8,096)	1,391	(8,096)	(8,096)	2021/22 1.75% pay award and 1.25% National Insurance increase
HS2 Planning	0	0	(591)	0	0	0	0	
Total	562,205	619,542	(311,108)	683,327	63,785	603,960	603,960	

<i>Economic Development</i>	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P4	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Energy Efficiency	19,500	27,462	0	27,462	0	19,500	19,500	Budget will be spent
Sustainability Projects	3,000	3,000	152	3,000	0	3,000	3,000	Budget will be spent
Decriminalised Parking Enf	73,640	113,272	(17,874)	115,148	1,876	87,736	87,736	2021/22 1.75% pay award and 1.25% National Insurance increase
Car Parking-Maintenance	115,070	115,070	107,492	115,070	0	96,690	96,690	Budget will be spent
Dial A Ride	40,000	40,000	6,220	40,000	0	40,000	40,000	Budget will be spent
Sustainable Travel Schemes	1,500	22,500	400	22,500	0	1,500	1,500	Budget will be spent
Better Buses Fund	93,359	93,359	0	93,359	0	93,359	93,359	Budget will be spent
Public Conveniences	4,200	4,200	3,000	3,600	(600)	3,600	3,600	Full budget no longer required
GIS Officer	45,075	45,075	15,273	46,143	1,068	47,398	47,398	2021/22 1.75% pay award and 1.25% National Insurance increase
Total	395,344	463,938	114,663	466,282	2,344	392,783	392,783	

Total Infrastructure Housing & Economic Development	1,436,494	1,562,425	(901,753)	1,642,521	80,096	1,497,720	1,497,720	
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Annex B
IHED Committee Explanations of revenue variances reported this Period

Infrastructure Housing & Economic Development					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Housing Services Needs	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	10,708	10,708	10,708
Env Health - Residential Team	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	3,259	3,259	3,259
Total Housing			13,967	13,967	13,967
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Land & Property Info Section	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	2,809	2,809	2,809
Development Management	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	19,133	19,133	19,133
	Supplies and Services	Increase in budget of £31k required for Legal fees due to Counsel costs for Maple Lodge planning appeal	31,000	0	0
Director Community & Env Servs	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	3,393	3,393	3,393
Development Plans	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	6,059	6,059	6,059
Hertfordshire Building Control	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	1,391	1,391	1,391
Total Infrastructure and planning policy			63,785	32,785	32,785
Public Conveniences	Supplies and Services	Full budget no longer required	(600)	(600)	(600)
Decriminalised Parking Enf Spa	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	1,876	1,876	1,876
GIS Officer	Employees	2021/22 1.75% pay award and 1.25% National Insurance increase	1,068	1,068	1,068
Total Economic Development			2,344	2,344	2,344
Total Infrastructure, Housing & Economic Development			80,096	49,096	49,096

Annex C
IHED Medium term capital investment programme

Infrastructure Housing & Economic Development												
<i>Economic Development</i>	Original Budget 2022/23 £	Latest Budget 2022/23 £	P4 Spend To Date £	Forecast Outturn 2022/23 £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Latest Budget 2024/25 £	Forecast £	Variance £	Comments
Cycle Schemes	74,583	78,383	0	78,383	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Disabled Parking Bays	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget will be spent
Controlled Parking	181,975	181,975	28,576	181,975	0	50,000	50,000	0	50,000	50,000	0	Budget will be spent
Princes Trust-Business Start-up	10,000	10,000	0	10,000	0	10,000	10,000	0	10,000	10,000	0	A Service Level Agreement is in place, the budget will be spent by year end.
Listed Building Grants	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Demand Led service, no applications received to date
South Oxhey Initiative	0	13,277	3,185	13,277	0	0	0	0	0	0	0	Budget will be spent
Parking Bay & Verge Protection	150,000	163,239	0	163,239	0	40,000	40,000	0	40,000	40,000	0	Budget will be spent
Highways Enhancement	244,384	225,144	0	225,144	0	50,000	50,000	0	50,000	50,000	0	Budget will be spent
Bus Shelters	18,000	18,000	0	18,000	0	9,000	9,000	0	9,000	9,000	0	Budget will be spent
Retail Parades	224,849	174,179	0	174,179	0	30,000	30,000	0	30,000	30,000	0	Budget will be spent
Carbon Neutral Council	0	4,000	0	4,000	0	0	0	0	0	0	0	Budget will be spent
Rickmansworth Work Hub	28,606	28,606	0	28,606	0	0	0	0	0	0	0	Budget will be spent
Car Park Restoration	35,000	35,593	7,489	35,593	0	35,000	35,000	0	35,000	35,000	0	Budget will be spent
Estates, Paths & Roads	25,000	27,694	0	27,694	0	20,000	20,000	0	20,000	20,000	0	Planned Works Chorleywood House Estate & Leavesden Country Park
TRDC Footpaths & Alleyways	40,000	43,472	0	43,472	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Integration of Firmstep to uniform Licensing applications	0	5,150	0	5,150	0	0	0	0	0	0	0	Ongoing project
Total	1,037,397	1,013,712	39,250	1,013,712	0	299,000	299,000	0	299,000	299,000	0	
<i>Housing</i>	Original Budget 2022/23 £	Latest Budget 2022/23 £	P4 Spend To Date £	Forecast Outturn 2022/23 £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Latest Budget 2024/25 £	Forecast £	Variance £	Comments
Disabled Facilities Grant	586,000	827,799	191,645	827,799	0	586,000	586,000	0	586,000	586,000	0	Budget will be spent
Home Repairs Assistance	10,000	10,000	0	10,000	0	10,000	10,000	0	10,000	10,000	0	Demand Led service, no applications received to date
Total	596,000	837,799	191,645	837,799	0	596,000	596,000	0	596,000	596,000	0	
Total Infrastructure Housing & Economic Development	1,633,397	1,851,511	230,895	1,851,511	0	895,000	895,000	0	895,000	895,000	0	

Annex D

IHED Explanations of capital variances reported this Period

No variations are reported for this period.

Annex E IHED Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2019/20		2020/21		2021/22		2022/23	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(12,406)	355	(950)	2	(2,190)	80	(7,700)	176
	May	(13,713)	211	(1,905)	3	(5,008)	133	(7,955)	153
	June	(8,600)	138	(2,155)	10	(5,360)	124	(6,960)	144
	July	(10,493)	164	(2,363)	98	(7,916)	167	(7,386)	113
	August	(8,523)	152	(4,115)	138	(8,878)	233		
	September	(9,007)	155	(8,839)	238	(12,555)	252		
	October	(11,212)	170	(12,331)	353	(10,444)	219		
	November	(7,673)	167	(8,964)	108	(10,585)	230		
	December	(8,961)	143	(7,416)	93	(9,834)	230		
	January	(9,635)	248	(3,033)	4	(8,800)	149		
	February	(7,499)	158	(1,951)	9	(8,614)	231		
	March	(7,685)	102	(2,057)	17	(10,828)	190		
	Total	(115,407)	2,163	(56,079)	1,073	(101,012)	2,238	(30,001)	586

Comments: The Original budget for 2022/23 is £115,000. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). Residents are charged on a zonal basis. The no of PCN's issued can reduce due to greater parking compliance.

Car Park Enforcement	Month	2019/20		2020/21		2021/22		2022/23	
Pay & Display Tickets		£	Volume	£	Volume	£	Volume	£	Volume
	April	(18,065)	9,431	(23)	5	(9,551)	5,128	(11,910)	7,037
	May	(19,712)	9,907	(20)	8	(10,442)	5,577	(12,841)	7,097
	June	(12,913)	9,293	(1,967)	1279	(12,675)	6,513	(15,058)	7062
	July	(19,514)	10,064	(8,069)	4523	(11,677)	6,653	(13,121)	7362
	August	(15,275)	8,923	(10,408)	6,149	(11,136)	6,198		
	September	(16,566)	9,053	(12,002)	6,653	(12,418)	6,789		
	October	(19,368)	10,064	(13,292)	6,925	(13,466)	7,308		
	November	(16,736)	9,482	(7,433)	10,031	(14,253)	7,582		
	December	(21,011)	10,873	(8,184)	4,033	(14,857)	7,638		
	January	(20,315)	10,582	(12)	1	(10,425)	6,486		
	February	(18,123)	9,588	(131)	40	(12,966)	7,309		
	March	(14,546)	6,032	(273)	385	(17,041)	7,813		
	Total	(212,144)	113,292	(61,814)	40,032	(150,907)	80,994	(52,930)	28,558

Comments: The Original budget for 2022/23 is £220,000. There are different charging regimes for different car parks within the district. However most pay & display car parks in Rickmansworth operate the following regulations - Monday - Friday, 8.30am - 6.30pm max stay up to 24 Hours - charge £4 with the first hour being free.

Development Management	Month	2019/20		2020/21		2021/22		2022/23	
Application Fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(51,431)	133	(38,159)	132	(37,925)	202	(389,072)	121
	May	(54,043)	131	(81,876)	109	(44,506)	200	(59,995)	162
	June	(66,271)	129	(41,283)	143	(40,347)	177	(41,122)	123
	July	(51,656)	149	(32,903)	138	(35,900)	152	(56,630)	129
	August	(50,897)	145	(35,997)	142	(58,240)	153		
	September	(42,726)	123	(90,374)	160	(24,763)	145		
	October	(80,266)	131	(29,374)	155	(26,477)	135		
	November	(116,095)	127	(30,543)	170	(34,623)	133		
	December	(51,835)	125	(67,640)	149	(53,134)	136		
	January	(50,727)	99	(30,515)	158	(39,467)	106		
	February	(33,802)	156	(32,295)	155	(39,530)	108		
	March	(40,924)	137	(55,165)	221	(91,250)	172		
	Total	(690,672)	1,585	(566,124)	1,832	(526,162)	1,819	(546,819)	535

Comments: The Original budget for 2022/23 is £696,420. There are a number of different charging levels dependent on the type & size of the proposed area. The table of current fees for each type can be found on the Councils website.