**SUSTAINABLE DEVELOPMENT, PLANNING AND TRANSPORT COMMITTEE**

**14 MARCH 2017**

**PART I - NOT DELEGATED**

**6. BUDGET MONITORING – PERIOD 10 (JANUARY)**

(DoF)

1. **Summary**

1.1 The Budget Monitoring report is a key tool in scrutinising the Council’s financial performance. It is designed to provide an overview to all relevant stakeholders. It is essential that the Council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives and that corrective action is taken where necessary.

1.2 This report seeks approval to a change in the Committee’s 2016 - 2020 medium-term financial plan.

1. **Details**

2.1 Service heads must provide a valid reason for any growth, and in the first instance, try to mitigate any overspend by identifying compensatory savings in their service area.

 An overall increase in the Council’s budgets requiring the use of balances must be approved by Council. Virements between cost centres within each service are approved by each committee. Virements between service committees must be approved by Council along with proposals for the use of ‘windfall’ income.

 ***Revenue***

2.2 The latest revenue budget for 2016/17 totalling £1,951,630 was approved by Policy and Resources Committee on 23 January 2017 (Minute No. PR89/16) and by Council on 21 February 2017. The forecast outturn total is £1,944,630 which gives a favourable variance of £7,000 for this period (end of January).The main reasons for the variance is increases of £6,000 for street naming fees and £10,000 for pre planning fees, but a decrease in the land charges search fee of £10,000.

 As at 31 January 2017, the services had spent £1,044,873.

2.3 Appendix 1 shows the Committee’s medium term revenue budget 2016 – 2019.

2.4 Appendix 2 shows the revenue variances for period (end of January).

 ***Capital***

2.5 The latest capital budget for 2016/17 totalling £2,515,015 was approved by Policy and Resources Committee on 23 January 2017 (Minute No. PR90/16) and by Council on 21 February 2017. The forecast outturn is £1,972,595 which gives a favourable variance of (£242,420) for this period (end of January).

* 1. The main reasons for the variance are the underspend on the annual project of renewing footways and alleyways of £20,000 and the rephasing of the following projects to 2017/18:
* Cycle Schemes - £ 31,670
* Controlled parking - £60,000
* Parking bays - £40,000
* Retail Parades - £70,750
* Rickmansworth Work Hub - £20,000

2.7 Appendix 3 shows the Committee’s medium term capital investment programme 2016 -2020.

2.8 Appendix 4 shows the capital variances for period (end of January).

2.9 At the end of January, expenditure totalled £965,217. This represents 43.6% of the annual budget.

3. **Options/Reasons for Recommendation**

3.1 The recommendation below enables the Committee to make recommendations to Council concerning their budget.

4. **Policy / Budget Reference and Implications**

4.1 In accordance with the Council’s financial procedure rules, if the recommendation is accepted by Council this will amend the Council’s revenue and capital budgets.

4.2 There are no substantial changes to Council policy resulting from this report.

5. **Legal, Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, and Health & Safety Implications**

5.1 None specific.

6. **Financial Implications**

6.1The following revenue and capital variances have been identified for period 10 (January 2017).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Variance | 2016/17£ | 2017/18£ | 2018/19£ | 2019/20£ |
|  Revenue  | (7,000) | 0 | 0 | 0 |
|  Capital | (242,420) | 222,420 | 0 | 0 |

7. **Risk Management and Health and Safety Implications**

7.1 There are no risks to the Council in agreeing the recommendation.

8. **Recommendation**

 To Council:

8.1 That the following Sustainable Development, Planning and Transport Committee’s revenue and capital budget variations be approved and incorporated into the three-year medium-term financial plan:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Variance | 2016/17£ | 2017/18£ | 2018/19£ | 2019/20£ |
|  Revenue  | (7,000) | 0 | 0 | 0 |
|  Capital | (242,420) | 222,420 | 0 | 0 |

 Report prepared by: Bryan Collett – Assistant Finance Manager

 **Data Quality**

Data sources:

 Financial Information System

Data checked by: Nigel Pollard – Section Head – Accountancy

 Data rating:

|  |  |  |
| --- | --- | --- |
| 1 | Poor |  |
| 2 | Sufficient |  |
| 3 | High | 🗸 |

 **Background Papers**

Period 10 budget returns from Service Heads

**APPENDICES**

 Appendix 1 – Medium Term Revenue Budget 2016 - 2020

 Appendix 2 – Revenue Variances for Period 10 (January)

 Appendix 3 – Medium Term Capital Investment Programme 2016 - 2020

 Appendix 4 – Capital Variances for Period 10 (January)







 