

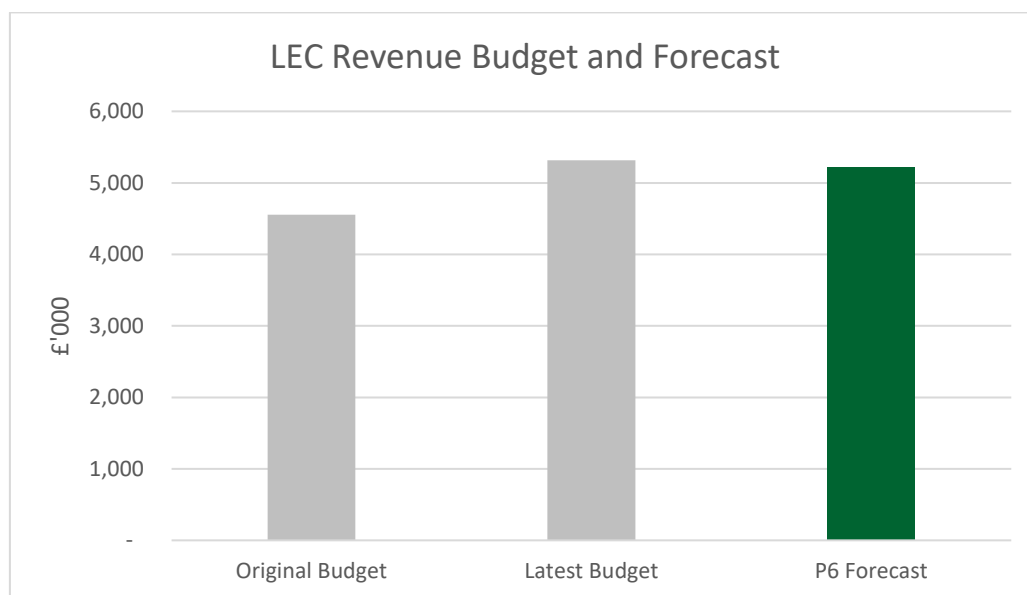
Leisure, Environment and Community Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Leisure, Environment and Community (LEC) Committee. The forecast is based on the position as at Period 6 which covers the period from 1 July 2022 to 30 September 2022.

Revenue

2. The latest forecast is net expenditure of £5.223m against the latest budget of £5.316m, a variation of (£0.093m). 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
Community Safety and Partnerships	1,089	1,184	1,184	0
Leisure	1,120	1,775	1,769	(6)
Environmental Services	2,346	2,357	2,270	(87)
Total	4,555	5,316	5,223	(93)

3. Annex B sets out the main variations to budget.

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 latest capital investment budget for 2022/23 is £4.082m. A variation of £0.030m is reported in relation to the Barton Way MUGA as agreed by Policy and Resources Committee in June.
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 30 September 2022.

Department	Job Title	Comments	Total
Environmental Protection	Loader	1 Currently advertised, 1 Offered	2.00
	Environmental Enforcement Officer	Not currently advertised	1.00
	Street Cleansing Operative	Currently advertised	0.54
	Waste HGV Driver	2 Not currently advertised, 1 Offered	3.00
Total LEC			6.54

**Annex A
LEC Committee Medium Term Revenue Budget Service**

Leisure, Environment & Community								
<i>Community Safety & Partnership</i>	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P6	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Citizens Advice Bureaux	303,340	303,340	64,335	303,340	0	303,340	303,340	Accommodation costs actioned at year end
Community Development	4,500	4,500	(210,946)	4,500	0	4,500	4,500	Actuals includes grants which are yet to be paid out
Community Safety	273,695	297,732	154,521	297,732	0	282,247	282,247	Budget will be spent
Corporate Climate Change	93,600	157,279	(2,638,494)	157,279	0	95,550	95,550	Actuals includes grants which are yet to be paid out
Community Partnerships	198,215	202,744	102,122	202,744	0	209,364	209,364	Budget will be spent
Env Health - Commercial Team	209,790	209,790	(241)	209,790	0	209,790	209,790	Invoiced 1/2 yearly by Watford Borough Council - awaiting first invoice
Licensing	(74,100)	(71,716)	(94,666)	(71,716)	0	(71,516)	(71,516)	Budget will be spent
Community & Leisure Grant	80,000	80,000	37,800	80,000	0	80,000	80,000	Grants to be paid out
Total	1,089,040	1,183,669	(2,585,569)	1,183,669	0	1,113,275	1,113,275	

LEC Committee Medium Term Revenue Budget Service cont.

Leisure	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P6	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Abbots Langley Project	0	0	130,143	0	0	0	0	Budget is fully funded by the National Lottery Heritage Fund and S106 monies
Community Sports Network Csn	0	0	(4,970)	0	0	0	0	Actuals includes grant funding
Community Arts	10,600	10,600	(4,170)	10,600	0	10,600	10,600	Actuals includes grant funding
Watersmeet	64,990	69,889	(134,864)	40,934	(28,955)	51,998	51,998	£58,995 transferred to Customer Experience following restructure. £20 increase in casual staff costs and £25,000 Box Office own program due to more shows booked, offset by additional show income £35,000, staff recharges £5,000 and Licencing £5,000. Increase in Electricity budget of £30,000 required based on currecnt expenditure due to increased rates.
Leavesden Ymca	(35,000)	(35,000)	(18,303)	(35,000)	0	(35,000)	(35,000)	Income is received quarterly.
Oxhey Hall	(3,000)	(3,000)	(1,500)	(3,000)	0	(3,000)	(3,000)	Income is received quarterly.
Trees And Landscapes	189,360	213,560	46,605	213,560	0	189,360	189,360	S106 will be used to fund some of the tree works and works at Croxley Common Moor. However, it is anticipated that the tree works budget will be overspent and a clearer indication will be available at P10.
Museum	(700)	(700)	(700)	(700)	0	(700)	(700)	Budget met
Playing Fields & Open Spaces	80,225	110,225	71,271	133,225	23,000	100,335	100,335	£23,000 budget transferred from Recycling Kerbside to Fix & Fit Pay Equipment to facilitate urgent repair and replacements following annual inspections
Play Rangers	50,915	52,111	33,057	52,111	0	52,111	52,111	Budget will be spent
Comm Parks & Sust Project	22,000	22,000	4,455	22,000	0	22,000	22,000	Budget will be fully spent by year end. Awaiting invoices.
Aquadrome	16,390	16,390	32,071	16,390	0	16,550	16,550	Income will be received by year end
Leisure Venues	(737,480)	(163,961)	(1,278)	(163,961)	0	(662,480)	(662,480)	Budget will be spent
Leisure Development	482,960	490,610	248,201	490,610	0	490,700	490,700	Budget will be spent
Play Development - Play schemes	37,940	37,940	19,497	37,940	0	37,940	37,940	Budget will be spent
Sports Devel-Sports Projects	43,200	43,200	15,574	38,940	(4,260)	43,200	43,200	Increased income from activities
Leisure & Community Services	130,120	133,283	63,684	133,283	0	132,983	132,983	Budget will be spent
Grounds Maintenance	767,495	778,241	332,731	782,446	4,205	784,186	784,186	Budget transferred from Kirbside Recycling to cover 8.8% increase in cost of transport contract
Total	1,120,015	1,775,388	831,504	1,769,378	(6,010)	1,230,783	1,230,783	

LEC Committee Medium Term Revenue Budget Service cont.

<i>Environmental Services</i>	Original Budget 2022/23	Latest Budget 2022/23	Spend to Date	Forecast Outturn 2022/23	Variance @ P6	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Refuse Domestic	(19,695)	(19,695)	(3,265)	(19,695)	0	(19,695)	(19,695)	Income will be received by year end
Refuse Trade	(218,075)	(118,981)	(190,728)	(113,406)	5,575	(113,406)	(113,406)	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Recycling General	750	750	(2,461)	750	0	750	750	Budget will be spent
Garden Waste	(416,960)	(438,960)	(816,710)	(425,615)	13,345	(413,655)	(413,655)	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Clinical Waste	(44,585)	(20,217)	(35,790)	(19,992)	225	(19,992)	(19,992)	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Recycling Kerbside	(90,790)	(371,233)	(177,639)	(507,378)	(136,145)	(426,333)	(426,333)	Full budget on Kerbside Recycling no longer required. £23,000 transferred to Playing Fields & Open Spaces to facilitate urgent repairs and replacements following annual inspection. £5,575 transferred to Trade Refuse, £13,345 transferred to Garden Waste, £5265 transferred to Street Cleansing and £24,510 transferred to Waste Management to cover the 8.8% increase in cost of the transport contract. £60,000 Increased income from Pearce Recycling from the sale of recycling. Increase in income of £60,000 from the sale of recycling to Pearce Recycling
Abandoned Vehicles	250	250	0	250	0	250	250	Demand led service
Pest Control	76,922	78,800	0	78,800	0	80,755	80,755	Invoiced 1/2 yearly by Watford Borough Council - awaiting first invoice
Environmental Maintenance	25,980	25,980	12,477	25,980	0	25,980	25,980	Budget will be spent
Animal Control	58,850	59,984	32,371	60,004	20	60,004	60,004	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Cemeteries	(188,330)	(188,330)	(98,138)	(188,330)	0	(188,430)	(188,430)	Budget will be spent
Hertfordshire Fly Tipping	0	0	(11,021)	0	0	0	0	Ring-fenced grant monies
Environmental Protection	358,985	368,107	164,622	368,107	0	368,227	368,227	Budget will be spent
Depot-Batchworth	34,940	37,940	44,797	37,940	0	35,380	35,380	income will be received by year end
Waste Management	2,222,160	2,387,553	1,255,491	2,412,063	24,510	2,387,073	2,387,073	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Street Cleansing	545,215	555,327	253,425	560,592	5,265	562,542	562,542	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract
Total	2,345,617	2,357,275	427,431	2,270,070	(87,205)	2,339,450	2,339,450	
Total Leisure Environment & Community	4,554,672	5,316,332	(1,326,634)	5,223,117	(93,215)	4,683,508	4,683,508	

**Annex B
LEC Committee Explanations of revenue variances reported this Period**

Leisure, Environment & Community					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Watersmeet	Employees	£58,995 transferred to Customer Experience following restructure. £20,000 increase in casual staff costs - offset by additional show income and staff recharges	(38,955)	0	0
	Premises	Increase in budget required for electricity based on current expenditure due to increased rates	30,000	0	0
	Supplies and Services	Increase in budget required on Box Office Own Program due to more shows booked. Linked directly to Increase in income - as income increases associated costs increase	25,000	0	0
	Income	Increase in budget required for Staff monitoring of £5,000, Box Office Own Program £35,000 and Licensing £5,000	(45,000)	0	0
Playing Fields & Open Spaces	Premises	£23,000 budget transferred from Recycling Kerbside to Fix & Fit Pay Equipment to facilitate urgent repair and replacements following annual inspections	23,000	0	0
Sports Devel-Sports Projects	Income	Increased income from activities	(4,260)	0	0
Grounds Maintenance	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	4,205	4,205	4,205
Total Leisure			(6,010)	4,205	4,205
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Refuse Trade	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	5,575	5,575	5,575
Garden Waste	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	13,345	13,345	13,345
Clinical Waste	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	225	225	225
Kerbside Recycling	Supplies and Services	Full budget on Kerbside Recycling no longer required. £23,000 transferred to Playing Fields & Open Spaces to facilitate urgent repairs and replacements following annual inspection. £5,575 transferred to Trade Refuse, £13,345 transferred to Garden Waste, £5265 transferred to Street Cleansing and £24,510 transferred to Waste Management to cover the 8.8% increase in cost of the transport contract.	(76,145)	(53,145)	(53,145)
	Income	£60,000 Increased income from Pearce Recycling from the sale of recycling.	(60,000)	0	
Animal Control	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	20	20	20
Waste Management	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	24,510	24,510	24,510
Street Cleansing	Transport	Budget transferred from Kerbside Recycling to cover 8.8% increase in cost of transport contract	5,265	5,265	5,265
Total Environmental Services			(87,205)	(4,205)	(4,205)
Total Leisure Community & Environment Services			(93,215)	0	0

Annex C

LEC Medium term capital investment programme

2022/23 - 2024/25 Capital Programme	2022/23					2023/24			2024/25			
Leisure, Environment & Community												
Community Safety & Partnership	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
Capital Grants & Loans	0	3,631	0	3,631	0	0	0	0	20,000	20,000	0	Budget will be spent
Community CCTV	6,000	6,805	887	6,805	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Total	6,000	10,436	887	10,436	0	6,000	6,000	0	26,000	26,000	0	
Leisure	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
Denham Way MUGA	375,000	375,000	0	375,000	0	0	0	0	0	0	0	This budget will be spent by the end of the financial year. Currently in planning stage awaiting approval. Construction should start in November with first large outlay to be expected at end of November. Project should reach practical completion by End March 2023 barring unforeseen delays.
Barton Way MUGA	0	0		29,979	29,979	0	0	0	0	0	0	CIL Budget approved at 13 June P&R Committee for Barton Way
Alternative Grassland Management	0	40,000	0	40,000	0	0	0	0	0	0	0	Awaiting delivery of equipment
Aquadrome	22,500	23,416	4,634	23,416	0	22,500	22,500	0	22,500	22,500	0	This budget will be fully spent by the end of the financial year
South Oxhey Playing Fields	347,000	347,000	0	347,000	0	0	0	0	0	0	0	This budget will be spent by the end of the financial year. Currently in tender eval phase. 2nd public consultation to take place and close before end of Oct. Planning should be submitted in November and construction should start 8 weeks from then with first large outlay to be expected at end of January 2023. Project should reach practical completion by End March 2023 barring unforeseen delays
Watersmeet Electrical	40,000	40,000	0	40,000	0	0	0	0		0		Full budget to be spent - project starts October 2022
Scotsbridge-Chess Habitat	8,190	8,190	0	8,190	0	0	0	0	0	0	0	Budget will be spent by the end of the year - project being led by Countryside Management Service
Leisure Facilities Improvement	16,000	21,039	3,540	21,039	0	0	0	0	0	0	0	Budget will be spent
Open Space Access Improvements	60,000	95,400	318	95,400	0	60,000	60,000	0	60,000	60,000	0	Budget will be spent on improvements across parks and open spaces and in particular in response to storm damage.
Improve Play Area-Future Schemes	15,000	38,507	47,708	38,507	0	115,000	115,000	0	120,000	120,000	0	projects being funded by Batchworth Community Council (Eastbury Outdoor Gym) and Croxley Green Parish

LEC Medium term capital investment programme cont.

<i>Leisure</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
Aquadrome-Whole Life Costing	11,000	11,798	2,970	11,798	0	11,000	11,000	0	11,000	11,000	0	This budget will be fully spent by the end of the financial year. Initial projects have been identified as part of the Management Plan and will be actioned once the plan has been approved in October.
Watersmeet-Whole Life Costing	20,000	20,000	12,890	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Pavilions-Whole Life Costing	11,000	11,000	1,189	11,000	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
Outdoor Fitness Zones	54,400	108,800	0	108,800	0	27,200	27,200	0	0	0	0	Budget will be spent
Total	980,090	1,140,150	73,249	1,170,129	29,979	266,700	266,700	0	244,500	244,500	0	
<i>Environmental Services</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
Waste Plant & Equipment	25,000	63,958	38,861	63,958	0	25,000	25,000	0	25,000	25,000	0	budget will be spent by year end
Waste Services Depot	300,000	459,348	326,790	459,348	0	0	0	0	0	0	0	Project will complete this financial year
Replacement Bins	115,000	115,000	54,857	115,000	0	115,000	115,000	0	115,000	115,000	0	Budget will be spent
Waste & Recycling Vehicles	1,887,000	1,887,000	0	1,887,000	0	645,000	645,000	0	800,000	800,000	0	currently awaiting delivery of 8 vehicles, with two 10 tonne vehicles out to tender
Energy Performance Certificate	2,000	2,000	1,015	2,000	0	2,000	2,000	0	2,000	2,000	0	Budget will be spent
Cemetery-Whole Life Costing	5,000	5,854	757	5,854	0	5,000	5,000	0	5,000	5,000	0	Budget will be spent
Replacement Ground Maintenance Vehicles	397,923	397,923	176,209	397,923	0	180,000	180,000	0	540,000	540,000	0	one road sweeper is on order, another is out to tender.
Total	2,731,923	2,931,083	598,489	2,931,083	0	972,000	972,000	0	1,487,000	1,487,000	0	
Total Leisure, Environment & Community	3,718,013	4,081,669	672,625	4,111,648	29,979	1,244,700	1,244,700	0	1,757,500	1,757,500	0	

Annex D

LEC Explanations of capital variances reported this Period

Leisure, Environment & Community				
Description	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Barton Way MUGA	CIL Budget approved at 13 June P&R Committee for Barton Way	29,979	0	0
	TOTAL	29,979	0	0

Annex E
LEC Key Income Streams

Waste Management									
Trade Refuse	Month	2019/20		2020/21		2021/22		2022/23	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(346,064)	955	(280,745)	866	(342,837)	989	(374,524)	925
	May	(1,459)		417		(23,082)		(2,105)	
	June	(1,614)		(20,476)		(3,124)		(297)	
	July	(1,652)		(10,195)		(2,934)		(328)	
	August	(419)		(2,013)		(235)		(1,417)	
	September	(1,394)		(1,827)		(869)		(1,221)	
	October	(347,316)		(347,427)		(362,664)			
	November	10		6,383		2,382			
	December	(1,540)		(751)		(6,135)			
	January	(4,259)		5,463		(1,064)			
	February	(1,361)		(2,020)		(1,213)			
	March	(19,849)		(8,782)		(8,966)			
	Total	(726,916)	622	(661,973)	866	(750,741)	989	(379,892)	925

Comments: The original 2022/23 budget is £794,760. The latest budget is £751,500 as income has not returned to pre-pandemic levels and more customers now recycle. Customers are invoiced twice a year in April and October. Income can fluctuate depending on the size of the bin collected and customers reducing their bin size and using the recycling service.

Garden Waste									
Bin Charges	Month	2019/20		2020/21		2021/22		2022/23	
		£	Volume	£	Volume	£	Volume	£	Volume
	April	(912,988)	21,143	(875,957)	20,314	(1,047,033)	21,524	(1,173,068)	21,649
	May	(27,729)	732	(66,976)	1,435	(19,620)	529	(18,910)	405
	June	(14,853)	304	(23,477)	469	(19,239)	331	(17,232)	237
	July	(9,565)	210	(10,812)	243	(13,244)	256	(8,724)	163
	August	(5,795)	115	(6,029)	131	(7,939)	190	(5,778)	96
	September	(3,940)	96	(4,295)	105	(4,834)	93	(3,129)	49
	October	(2,737)	98	(2,456)	85	(2,291)	75		
	November	(1,116)	39	(2,186)	65	(1,341)	51		
	December	(436)	16	(925)	28	(539)	20		
	January	(501)	24	(830)	28	(743)	31		
	February	0	0	0	0	0	0		
	March	0	0	0	0	0	0		
	Total	(979,660)	22,777	(993,943)	22,903	(1,118,711)	23,100	(1,226,841)	22,599

Comments: The original 2022/23 budget is £1,223,200. The standard charges for 2022/23 are £50 for the first bin and £85 each for a second or third bin. Customers in receipt of benefits pay a concession fee for the first bin.