**GENERAL PUBLIC SERVICES AND COMMUNITY SAFETY COMMITTEE**

**9 MARCH 2017**

**PART I - NOT DELEGATED**

**6. BUDGET MONITORING – MONTH 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. **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 budget for 2016/17 totalling £2,054,930 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 is £2,054,930 and therefore there is no variance reported for this period (end of January). However, there is a one-off transfer of £5,670 between the Animal Control and Environmental Protection cost centres (see Appendix 2).

 As at 31 January 2017, the services had spent £1,532,942 which represents 74.6% of the annual budget.

2.3 Appendix 1 shows the Committee’s medium term revenue budget 2016 – 2020

2.4 Appendix 2 shows the revenue variances for period 10 (January).

2.5 Appendix 3 shows the Medium Term Capital Investment Programme 2016 -2020.

***Capital***

2.6 The latest capital budget for 2016/17 totalling £972,720 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 £972,720 and therefore there is no variance reported for this period (end of January).

2.7 Appendix 3 shows the Committee’s medium term capital investment programme 2016 -2020 together with comments by Officers on the progress of each scheme.

2.8 Capital spend up to 31 January was £364,450 which represents 37.5% of the latest budget. Vehicles to the value of £493,000 have been ordered and delivery is expected in March.

2.9 Progress on all the schemes is shown in Appendix 3.

3. **Options/Reasons for Recommendation**

3.1 The recommendations below enable 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, this will amend the Council’s revenue budget.

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**

6.1No variances have been identified for period 10 (January 2017).

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

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

7.2 The following table gives the risks if the recommendations are rejected, together with a scored assessment of their impact and likelihood:

|  |  |  |
| --- | --- | --- |
| Description of Risk | Impact | Likelihood |
| 1 | The Council’s Medium-Term Financial Plan would be out of date and officers would not have accurate budgets to work to. | III | A |

7.3 The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood are plotted in the shaded area of the matrix. The remaining risks require a treatment plan. The risk is managed within the Finance service plan.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Likelihood** | A |  |  | 1 |  |  | Impact | Likelihood |
| B |  |  |  |  |  | V= Catastrophic | A = >98% |
| C |  |  |  |  |  | IV = Critical | B = 75% - 97% |
| D |  |  |  |  |  | III = Significant | C = 50% - 74% |
| E |  |  |  |  |  | II = Marginal | D = 25% - 49% |
| F |  |  |  |  |  | I = Negligible | E = 3% - 24% |
|  | I | II | III | IV | V |  | F = <2% |
| **Impact** |  |  |

8. **Recommendation**

 To Council:

8.1 That the General Public Services and Community Safety Committee have no revenue or capital variances to report.

 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**

None

**APPENDICES / ATTACHMENTS**

 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

.





