

PART I - NOT DELEGATED

6. BUDGET MONITORING – PERIOD 10
(DoF)

1. Summary

- 1.1 This report covers this Committees financial position over the medium term (2021 – 2025) as at Period 10 (end of January)
- 1.2 The Period 10 comprehensive Budget Management report has already been presented to the Policy & Resources Committee at its meeting on 14 March 2022 which sought approval to a change in the Council’s 2021 - 2025 medium-term financial plan

2.0 Details

Revenue Budget

- 2.1 This Committee’s 2021/22 latest approved budget is **£1.755 million**. The forecast outturn is now estimated to be **£1.699 million** which results in a service variance of **(£0.056 million)**.
- 2.2 The table below compares the latest budget to the forecast outturn and shows the variance for each responsibility area within this Committee’s remit. It also shows the spend to date to the end of Quarter 2.

2021/22 Revenue Account					
		(A)		(B)	(B – A)
Infrastructure, Housing and Economic Development	Original Budget	Latest Budget	Net Spend to Date	Forecast Outturn	Variance
	£000	£000	£000	£000	£000
Housing	520	510	(430)	421	(89)
Infrastructure & Planning Policy	602	740	354	778	38
Economic Development	382	505	230	500	(5)
Total	1504	1755	154	1699	(56)

- 2.3 The detail of comparing the latest budget to the forecast outturn together with an explanation of the variances is shown in **Appendix 1**.

Capital Programme

- 2.4 The capital programme has been designed to support and enhance the Council’s core services and priorities.
- 2.5 This Committee’s latest 2021/22 capital budget is **£1.556 million**. The forecast outturn at Period 10 is **£1.291 million** resulting in a **(£0.251 million)** variance. This Committee’s Medium Term Capital Investment Programme is shown by scheme at **Appendix 2**.
- 2.6 The table below shows the 2021/22 latest capital programme budget, forecast outturn, spend to date and variance at Period 10 for each of the responsibility areas within the Committee’s remit.

Infrastructure, Housing and	Original Budget £000	Latest Budget £000	Spend to Date £000	% of budget spent	Forecast Outturn £000	Variance £000
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Economic Development						
Housing	510	662	273	41.2%	652	(10)
Economic Development	1,046	629	160	25.4%	388	(241)
Total	1,556	1,291	433	33.5%	1,040	(251)

Income

- 2.7 Particular income generating items can fluctuate depending on the economic climate, popularity and affordability. The main risks that are considered the most critical and their financial position are shown in the table below. It should be noted that the income receivable from the Services below is not linear and are subject to peaks and troughs throughout the financial year.

Service	Income Stream	2021/22 Original Budget £	2021/22 Latest Budget £	2021/22 Actual to date £	2021/22 Forecast Outturn £	2021/22 Variance £
Planning	Application Fees	(696,420)	(593,770)	(395,382)	(593,770)	0
Parking	Penalty Charge Notices	(115,000)	(82,616)	(81,570)	(82,616)	0
	Pay and Display	(220,000)	(175,337)	(120,900)	(175,337)	0
Licences	Taxis & Establishments	(234,040)	(200,260)	(180,932)	(170,260)	30,000

- 2.8 The Council charges its customers for various services by raising debtor invoices. The customer is given 21 days to pay and unless there is a dispute, a reminder is issued. If the debt remains outstanding, then a variety of recovery methods are employed including rearranging the payment terms, stopping the provision of the service or pursuing the debt through legal recovery processes.
- 2.9 As at the end of January 2022 the total outstanding debt for this Committee was £0.131 million. Debts less than a month old total £0.026 million and it is considered that this sum will be recovered. Outstanding debt over a year old is £0.055 million which mainly relates to unpaid rent on temporary accommodation.

The table below shows a summary of the outstanding debt by the three main aged categories.

Services	Under 1 Month £	Over 1 Month to year £	Over a year £	Total £
Housing	6,471	50,277	54,960	111,708
Planning	19,463	0	12	19,475
Total	25,934	50,277	54,972	131,183

3. Options/Reasons for Recommendation

- 3.1 The Committee is to note the changes concerning their budget.

4. Policy / Budget Reference and Implications

- 4.1 In accordance with the Council's financial procedure rules, the revenue and capital budgets will be updated accordingly, if the recommendation from the Policy & Resources Committee is agreed by Council.
- 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**
 - 6.1 As contained in the report
- 7. **Risk Management and Health and Safety Implications**
 - 7.1 None specific.
- 8. **Recommendation**
 - 8.1 That Members note & comment on the contents of the report.

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APPENDICES

Appendix 1 Explanations of revenue variances reported this Period
Appendix 2 Medium term capital investment programme

Explanation of Variances reported in this period – Revenue

Infrastructure Housing & Economic Development			
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2021/22 £
Housing Service Needs	Transport	Full budget on Essential Casual user mileage not required this year	(500)
	Supplies and Services	Full budget on Professional fees £2,000 and Miscellaneous IT costs £2,500 not required this year	(4,500)
Rent Deposit Guarantee Scheme	Premises	Expenditure has been recovered from outgoing tenants so full budget not required this financial year	(3,000)
Homelessness General Fund	Premises	Full budget no longer required on Hire of Accommodation due to reduced useage of nightly lets and Government grant received.	(80,000)
	Supplies and Services	Full budget no longer required on Independent reviews.	(800)
Total Housing			(88,800)
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2021/22 £
Land & Property Info Section	Supplies and Services	Full budget for Land searches not required due to reduced number of enquiries needed to be sent to HCC £1500.	(1,500)
	Income	Increase in income received of £1,870 for property naming due to a major development.	(1,870)
Development Management	Supplies and Services	Increase in budget required due to legal fees on Killingdown Farm Public Inquiry	46,050
Hertfordshire Building Control	Income	Increased income received this financial year	(4,490)
Total Infrastructure and planning policy			38,190
Energy Efficiency	Supplies and Services	Full Grants & Contributions budget not required this year due to Eco match funding almost spent	(5,000)
Total Economic Development			(5,000)
Total Infrastructure, Housing & Economic Development			(55,610)

Medium Term Capital Investment Programme

Infrastructure Housing & Economic Development															
<i>Economic Development</i>	Original Budget 2021/22 £	Latest Budget 2021/22 £	P10 Spend To Date £	Forecast Outturn 2021/22 £	Variance £	Latest Budget 2022/23 £	Forecast £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Latest Budget 2024/25 £	Forecast £	Variance £	Comments
Cycle Schemes	64,583	15,000	0	15,000	0	74,583	74,583	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Disabled Parking Bays	2,500	2,500	774	2,500	0	2,500	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget will be spent
Controlled Parking	164,425	47,425	18,201	32,450	(14,975)	167,000	181,975	14,975	50,000	50,000	0	50,000	50,000	0	Rephased into 22/23 as ongoing projects to be delivered in 22/23.
Princes Trust-Business Start-up	10,000	10,000	0	10,000	0	10,000	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	0	(2,500)	2,500	2,500	0	2,500	2,500	0	2,500	2,500	0	Demand Led service, no applications received this financial year.
South Oxhey Initiative	0	27,690	3,049	27,690	0	0	0	0	0	0	0	0	0	0	Full budget expected to be spent this year.
Parking Bay & Verge Protection	301,473	191,473	29,737	191,473	0	150,000	150,000	0	40,000	40,000	0	40,000	40,000	0	Commitments for verge hardening projects at Falkirk Gardens and Mullions Walk, South Oxhey
Highways Enhancement	194,384	0	0	0	0	244,384	244,384	0	50,000	50,000	0	50,000	50,000	0	
Bus Shelters	9,000	0	0	0	0	18,000	18,000	0	9,000	9,000	0	9,000	9,000	0	
Retail Parades	188,000	194,849	34,504	0	(194,849)	30,000	224,849	194,849	30,000	30,000	0	30,000	30,000	0	All monies rephased into 2022/23, Delta Gain retail refurbishment project ongoing, Electric Vehicle Charging Point project to be delivered next financial year.
Carbon Neutral Council	0	4,000	0	4,000	0	0	0	0	0	0	0	0	0	0	
Rickmansworth Work Hub	39,000	39,000	10,394	10,394	(28,606)	0	28,606	28,606	0	0	0	0	0	0	Rephase to 2022/23 - planned works including replacement sash windows will commence next financial year
Car Park Restoration	10,000	10,000	0	10,000	0	35,000	35,000	0	35,000	35,000	0	35,000	35,000	0	Inspection has been carried out and works identified. These have commenced February and budget will be fully spent by year end
Estates, Paths & Roads	20,000	23,843	21,149	23,843	0	25,000	25,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
TRDC Footpaths & Alleyways	40,000	41,350	27,878	41,350	0	40,000	40,000	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Integration of Firmstep to uniform Licensing applications	0	19,000	13,850	19,000	0	0	0	0	0	0	0	0	0	0	Ongoing project
Total	1,045,865	628,630	159,536	387,700	(240,930)	798,967	1,037,397	238,430	299,000	299,000	0	299,000	299,000	0	
<i>Housing</i>	Original Budget 2021/22 £	Latest Budget 2021/22 £	P10 Spend To Date £	Forecast Outturn 2021/22 £	Variance £	Latest Budget 2022/23 £	Forecast £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Latest Budget 2024/25 £	Forecast £	Variance £	Comments
Disabled Facilities Grant	500,000	652,000	273,630	652,000	0	586,000	586,000	0	586,000	586,000	0	586,000	586,000	0	An additional £359k of adaptations have been approved and have commenced.
Home Repairs Assistance	10,000	10,000	0	0	(10,000)	10,000	10,000	0	10,000	10,000	0	10,000	10,000	0	Demand led budget, no applications received. Budget not required this financial year
Total	510,000	662,000	273,630	652,000	(10,000)	596,000	596,000	0	596,000	596,000	0	596,000	596,000	0	
Total Infrastructure Housing & Economic Development	1,555,865	1,290,630	433,166	1,039,700	(250,930)	1,394,967	1,633,397	238,430	895,000	895,000	0	895,000	895,000	0	