

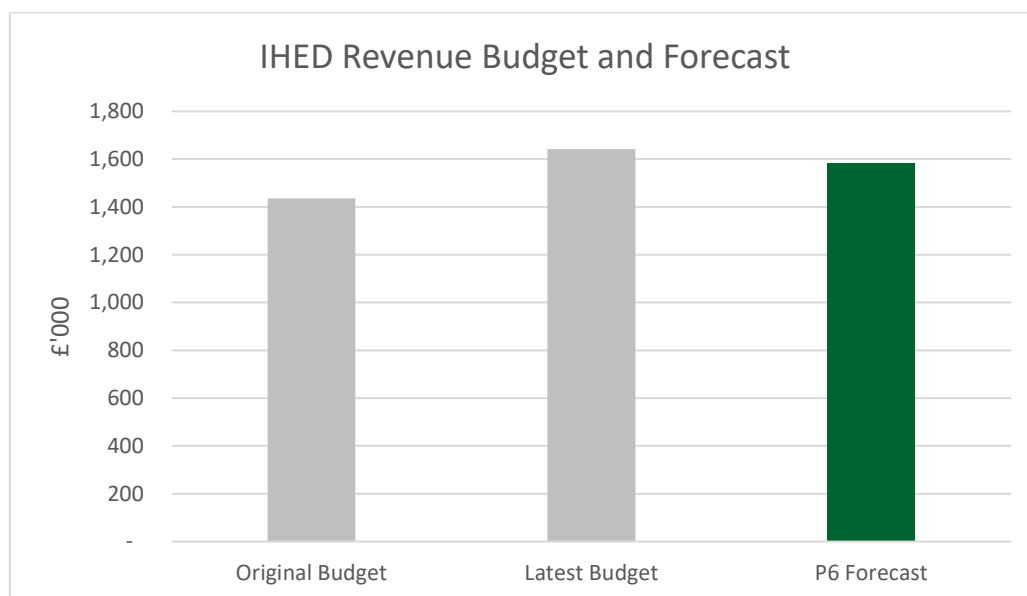
Infrastructure, Housing and Economic Development Committee Detailed Monitoring Report

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 6 which covers the period from 1 August 2022 to 30 September 2022.

Revenue

2. The latest forecast is net expenditure of £1.582m against the latest budget of £1.613m, a variation of (£0.060m). 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	493	369	(124)
Infrastructure and Planning Policy	562	683	671	(13)
Economic Development	395	466	543	76
Total	1,436	1,643	1,582	(60)

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

4. Income Streams

The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2022/23, with the exception of Car Park Enforcement where a variance has been reported of £14,500 on PCN's and £29,000 on Pay & Display as the use of car parks have not returned to pre-pandemic levels. .

Capital Investment Programme

5. The latest capital investment programme for 2022/23 is £1.852m. A variation of (£0.009m) is reported in relation to Listed Building Grants and Home Repairs Assistance.
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
Economic and Sustainable Development	Senior Planning Officer	Covered by Interim	1.00
Regulatory Services	LA1 Contract Management Support Officer	Not currently advertised	0.68
Housing	Housing Apprentice	Not currently advertised	1.00
	Housing Enforcement Assistant	Not currently advertised	1.00
	Housing Enforcement Officer	Not currently advertised	1.00
	2 x Housing Options Officer	Not currently advertised	2.00
Total IHED			6.68

**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 @ P6	Forecast 2023/24	Forecast 2024/25	Officer Comments
	£	£	£	£	£	£	£	
Housing Services Needs	494,350	505,058	260,860	433,490	(71,568)	513,103	513,103	Budget transferred to executive Head of Service following restructure
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)	(823,714)	(172,770)	(41,000)	(131,770)	(131,770)	Full Budget no longer required due to reduced usage of nightly lets
Housing Associations	(5,000)	(5,000)	(2,500)	(5,000)	0	(5,000)	(5,000)	Income will be received by year end
Refugees	0	0	(96,994)	0	0	0	0	Ring-fenced grant monies
Env Health - Residential Team	116,255	119,514	36,191	108,196	(11,318)	119,534	119,534	Budget transferred to executive Head of Service following restructure
Total	478,945	492,912	(626,157)	369,026	(123,886)	500,977	500,977	

Infrastructure & Planning Policy								
	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
	£	£	£	£	£	£	£	
Land & Property Info Section	(1,950)	859	(83,925)	859	0	1,259	1,259	Spend to date includes £85k S106 monies to be passed to Hertfordshire County Council
Street Naming & Numbering	7,130	7,130	2,362	7,130	0	7,130	7,130	Budget will be spent
Development Management	133,707	193,414	(367,513)	160,598	(32,816)	138,455	138,455	Increased income of £16,302 for pre-applications and £20,300 CIL admin budget transferred from Development Plans as CIL is now dealt with by Development Management. £3,786 transferred from CSC following restructure
Director Community & Env Servs	130,550	133,943	67,265	133,943	0	133,983	133,983	Budget will be spent
Development Plans	302,255	356,077	60,299	376,377	20,300	331,229	331,229	£20,300 CIL admin budget transferred to Development Management as CIL is now dealt with by Development Management
Hertfordshire Building Control	(9,487)	(8,096)	(53,945)	(8,096)	0	(8,096)	(8,096)	Budget will be spent
HS2 Planning	0	0	(591)	0	0	0	0	
Total	562,205	683,327	(376,048)	670,811	(12,516)	603,960	603,960	

Economic Development								
	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
	£	£	£	£	£	£	£	
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	115,148	882	191,388	76,240	87,736	87,736	Reduced income of £14,500 on PCN's issued due partly to reduced use of TRDC car parks following the pandemic. Reduced income of £29,000 as use of TRDC car parks have not returned to pre pandemic levels, due to behaviour change of commuters/work patterns. £32,740 inflationary rise of year 5 of parking contract, future years currently being negotiated.
Car Parking-Maintenance	115,070	115,070	107,054	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	7,575	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	3,600	3,000	3,600	0	3,600	3,600	Budget will be spent
GIS Officer	45,075	46,143	22,905	46,143	0	47,398	47,398	Budget will be spent
Total	395,344	466,282	147,788	542,522	76,240	392,783	392,783	

Total Infrastructure Housing & Economic Development	1,436,494	1,642,521	(854,417)	1,582,359	(60,162)	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			2022/23	2023/24	2024/25
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Housing Services Needs	Employees	Budget transferred to executive Head of Service following restructure	(71,568)	0	0
Homelessness General Fund	Premises	Full Budget no longer required due to reduced usage of nightly lets and efficient use of our own temporary accommodation	(62,870)	0	0
	Income		21,870	0	0
Env Health - Residential Team	Employees	Budget transferred to executive Head of Service following restructure	(11,318)	0	0
Total Housing			(123,886)	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2022/23	2023/24	2024/25
Development Management	Employees	Budget transferred from CSC following restructure	3,786	0	0
	Income	Increased income of £16,302 for pre-applications and £20,300 CIL admin budget transferred from Development Plans as CIL is now dealt with by Development Management	(36,602)	(20,300)	(20,300)
Development Plans	Income	£20,300 CIL admin budget transferred to Development Management as CIL is now dealt with by Development Management	20,300	20,300	20,300
Total Infrastructure and planning policy			(12,516)	0	0
Decriminalised Parking Enf Spa	Third Party Payment	Inflationary rise of year 5 of parking contract, future years currently being negotiated.	32,740	0	0
	Income	Reduced income of £14,500 on PCN's issued due partly to reduced use of TRDC car parks following the pandemic. Reduced income of £29,000 as use of TRDC car parks have not returned to pre pandemic levels, due to behaviour change of commuters/work patterns.	43,500	0	0
Total Economic Development			76,240	0	0
Total Infrastructure, Housing & Economic Development			(60,162)	0	0

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	Awaiting outcome of CIL funding request for Kings Langley Towpath Project
Disabled Parking Bays	2,500	2,500	1,661	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget will be spent
Controlled Parking	181,975	181,975	29,187	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	1,500	(1,000)	2,500	2,500	0	2,500	2,500	0	Full budget not required. 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	1,015	174,179	0	30,000	30,000	0	30,000	30,000	0	Awaiting outcome of CIL funding request for Electric Vehicle Charging Point Project
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	Annual survey underway which will identify planned works
Estates, Paths & Roads	25,000	27,694	7,028	27,694	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
TRDC Footpaths & Alleyways	40,000	43,472	1,497	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	51,062	1,012,712	(1,000)	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	345,270	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	2,000	(8,000)	10,000	2,000	(8,000)	10,000	2,000	(8,000)	Full budget no longer required. Demand Led service, no applications received to date.
Total	596,000	837,799	345,270	829,799	(8,000)	596,000	588,000	(8,000)	596,000	588,000	(8,000)	
Total Infrastructure Housing & Economic Development	1,633,397	1,851,511	396,332	1,842,511	(9,000)	895,000	887,000	(8,000)	895,000	887,000	(8,000)	

Annex D

IHED Explanations of capital variances reported this Period

Infrastructure, Housing & Economic Development				
Description	Details of Outturn Variances to Latest Approved Budget	2022/23 £	2023/24 £	2024/25 £
Listed Building Grants	Full budget not required. Demand Led service, no applications received to date	(1,000)	0	0
Home Repairs Assistance	Full budget no longer required. Demand Led service, no applications received to date.	(8,000)	(8,000)	(8,000)
	TOTAL	(9,000)	(8,000)	(8,000)

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	(6,814)	122
	September	(9,007)	155	(8,839)	238	(12,555)	252	(6,134)	114
	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	(42,949)	822

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 PCNs 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)	7,062
	July	(19,514)	10,064	(8,069)	4523	(11,677)	6,653	(13,121)	7,362
	August	(15,275)	8,923	(10,408)	6,149	(11,136)	6,198	(13,742)	7,326
	September	(16,566)	9,053	(12,002)	6,653	(12,418)	6,789	(14,086)	7,387
	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	(80,758)	43,271

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	(27,451)	144
	September	(42,726)	123	(90,374)	160	(24,763)	145	(53,870)	111
	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	(628,140)	790

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.