

**LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE - 16 MARCH 2022
PART I - NOT DELEGATED**

**5. BUDGET MONITORING – PERIOD 10
(DoF)**

1. Summary

1.1 This report covers this Committee's 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 **£5.398 million**. The forecast outturn is now estimated to be **£5.387 million** which results in a service variance of **(£0.011 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 expenditure to date up to the end of Quarter 2.

2021/22 Revenue Account					
		(A)		(B)	(B – A)
Leisure, Environment & Community	Original Budget	Latest Budget	Net Spend to Date	Forecast Outturn	Variance
	£000	£000	£000	£000	£000
Community Safety & Partnership	1,026	1,164	(1,012)	1,175	11
Leisure	1,155	2,033	1,558	2,183	150
Environmental Services	2,238	2,201	1,086	2,028	(173)
Total	4,419	5,398	1,632	5,386	(11)

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 **£1.850 million**. The forecast outturn at Period 10 is **£1.664 million** resulting in a **(£0.186 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.

Leisure, Environment & Community	Original Budget £000	Latest Budget £000	Spend to Date £000	% of budget spent	Forecast Outturn £000	Variance £000
Community Safety & Partnership	45	16	1	6.25%	6	(10)
Leisure	350	500	238	47.6%	444	(56)
Environmental Services	1,552	1334	703	52.7%	1,214	(120)
Total	1,947	1,850	942	50.9%	1,664	(186)

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 P10 £
Leisure	Licenses	(234,040)	(200,260)	(180,932)	(170,260)	30,000
	Watersmeet	(677,920)	(640,468)	(504,272)	(526,879)	113,589
Environmental Protection	Trade Refuse	(771,660)	(771,660)	(740,562)	(747,660)	24,000
	Garden Waste	(1,102,100)	(1,112,100)	(1,116,822)	(1,116,800)	(4,700)
	Clinical Waste	(115,850)	(115,850)	(100,400)	(100,850)	15,000
	Cemeteries	(196,580)	(201,580)	(206,681)	(220,050)	(18,470)

- 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 31 January 2022, the total outstanding debt for this Committee was £0.245 million. Debts less than a month old total £0.173 million and it is considered that this sum will be recovered. Outstanding debt over a year old is £0.006 million.

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
	£	£	£	£
Environmental Services	142,438	56,778	6,534	205,750
Community Safety Partnerships	28,200	6,000	0	34,200
Leisure	2,210	2,728	0	4,938
Total	172,848	65,506	6,534	244,888

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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Checked by: Hannah Doney (Head of Finance)

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

Explanation of Revenue Variances Reported Period 10 (January)			
Leisure, Environment & Community			
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2021/22 £
Community Partnerships	Supplies and Services	Increased budget required on Professional Fees - Consultancy due to increased costs in resident tracker survey	1,030
Env Health - Commercial Team	Third Party Payments	Full budget not required this year for Private Contractors	(20,000)
Licensing	Income	Income budget will not be met on Private Hire for both vehicles and drivers and other licences due to a continued decline in applications	30,000
Total Community Safety & Partnership			11,030
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2021/22 £
Active Community Development Fund	Employees	Budget transferred to Trees and Landscapes to assist with additional costs incurred due to emergency tree works.	(10,000)
	Premises		(500)
	Supplies and Services		(9,500)
Watersmeet	Supplies and Services	Reduced Income of £128,289 offset by a saving of £22,360 on materials due to the cancellation of the panto after 16 performances. There is the possibility of recovering some of the monies paid to the panto producers, which would reduce our expenditure by a maximum of £48,000. Negotiations are ongoing.	(22,360)
	Income		128,289
Trees and Landscapes	Premises	£20,000 budget transferred from Active Communities and £12,600 from Play Development to assist with additional costs incurred due to emergency tree works	32,600
Playing Fields & Open Spaces	Premises	Increased budget required for electricity £3,300 due to increased costs from supplier, Water £10,000 due to previous years bills being estimate.	13,300
	Income	Reduction of income of £16,000 on football due to levels of hires not returning to pre-pandemic levels	16,000
Aquadrome	Premises	Increase in electricity budget required due to previous estimated bills and increase in costs from supplier	20,120
Leisure Venues	Supplies and Services	Full budget for Free Gym/Swimming not required this financial year due to lower usage	(5,000)
Play Development - Playschemes	Employees	Budget transferred to Trees and Landscapes to assist with additional costs incurred due to emergency tree works.	(600)
	Premises		(6,000)
	Supplies and Services		(6,000)
Total Leisure			150,349

Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2021/22 £
Refuse Trade	Income	Reduction in income of £48,000 for trade refuse which has not returned to pre-pandemic levels, this is being partially offset by increased income of £7,000 from school waste and £17,000 from recycling	24,000
Garden Waste	Supplies and Services	Budget transferred from Environmental Maintenance to cover Boundary Way costs	3,710
	Income	increased garden waste sign ups	(4,700)
Clinical Waste	Supplies and Services	increased costs from HCC for disposal	9,000
	Income	income has not returned to pre-pandemic level	15,000
Recycling Kerbside	Supplies and Services	Full budget not required this year on Recycling cans & plastics due to presently only paying a haulage charge, the situation will be monitored for future years. Budget of £1,125 transferred from Environment Maintenance to cover Boundary Way costs	(198,875)
Cemeteries	Supplies and Services	Council Tax payment due to unoccupancy of house at the cemetery	2,356
	Income	Increase in income of £16,920 due to the number of internments this year, £1,000 due to the number of memorials requested this year and £550 due to the number of memorial trees planted this year.	(18,470)
Environmental Maintenance	Supplies and Services	Budget transferred to Garden Waste £3,710 and Recycling Kerbside £1,125 to cover Boundary Way costs	(4,835)
Total Environmental Services			(172,814)
Total Leisure Community & Environment Services			(11,435)

APPENDIX 2

Medium Term Capital Investment Programme

2021/22 - 2024/25 Capital Programme	2021/22					2022/23			2023/24			2024/25			
Leisure, Environment & Community															
<i>Community Safety & Partnership</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
ASB Casework Management System	18,750	0	0	0	0	0	0	0	0	0	0	0	0	0	
Capital Grants & Loans	20,000	3,631	0	3,631	0	0	0	0	0	0	0	20,000	20,000	0	Budget will be spent
Community CCTV	6,000	12,000	1,045	2,000	(10,000)	6,000	6,000	0	6,000	6,000	0	6,000	6,000	0	Demand led service full budget not required this financial year
Total	44,750	15,631	1,045	5,631	(10,000)	6,000	6,000	0	6,000	6,000	0	26,000	26,000	0	
<i>Leisure</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
Heritage & Tourism Initiative	0	0	1,640	0	0	0	0	0	0	0	0	0	0	0	Budget is funded entirely from the National Lottery Heritage Fund and S106 monies
Countryside Management	10,000	10,000	0	0	(10,000)	0	0	0	0	0	0	0	0	0	Budget to be moved to Open Space Access Improvements to realign budgets
Denham Way MUGA	0	0	0	0	0	0	375,000	375,000	0	0	0	0	0	0	New Project financed by CIL as approved at P&R 24/1/22
Aquadrome	21,000	23,831	17,410	23,831	0	22,500	22,500	0	22,500	22,500	0	22,500	22,500	0	Budget will be spent
Scotsbridge-Chess Habitat	11,390	3,200	3,200	3,200	0	8,190	8,190	0	0	0	0	0	0	0	Budget Fully Spent
Watersmeet External Roof Access	0	27,253	21,667	27,253	0	0	0	0	0	0	0	0	0	0	Budget will be spent
Watersmeet Electrical						40,000	40,000	0			0			0	
Leisure Facilities Improvement	10,000	12,046	1,007	6,046	(6,000)	10,000	16,000	6,000	0	0	0	0	0	0	Budget to be carried forward to next financial year
Open Space Access Improvements	50,000	77,506	10,213	87,506	10,000	60,000	60,000	0	60,000	60,000	0	60,000	60,000	0	Budget moved from Countryside Management to realign budgets
Improve Play Area-Future Schemes	158,250	230,280	130,896	180,280	(50,000)	115,000	15,000	(100,000)	115,000	115,000	0	120,000	120,000	0	Budget of £50,000 for 2021/22 and £100,000 for 2022/23 not required as 2 new schemes being funded by CIL contributions.
<i>Leisure</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
Aquadrome-Whole Life Costing	10,000	10,000	9,202	10,000	0	11,000	11,000	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
Watersmeet-Whole Life Costing	15,000	30,799	21,610	30,799	0	20,000	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Pavilions-Whole Life Costing	10,000	20,968	20,950	20,968	0	11,000	11,000	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
South Oxhey Playing Fields	0	0	0	0	0	0	347,000	347,000	0	0	0	0	0	0	New Project financed by CIL as approved at P&R 24/1/22
Outdoor Fitness Zones	54,400	54,400	0	54,400	0	54,400	54,400	0	27,200	27,200	0	0	0	0	Project Manager and Principal Designer have been procured, tender for the project will commence in early 2022
Total	350,040	500,283	237,795	444,283	(56,000)	352,090	980,090	628,000	266,700	266,700	0	244,500	244,500	0	

<i>Environmental Services</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
Waste Plant & Equipment	40,030	40,030	10,655	40,030	0	25,000	25,000	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Waste Services Depot	1,300,000	1,000,000	566,989	1,000,000	0	300,000	300,000	0	0	0	0	0	0	0	The building has been delivered and works are underway. Groundworks on the East side will be completed March/April . Works will then move to the west of the site. Payment will be made in line with the works completed
Replacement Bins	30,500	55,994	43,860	55,994	0	115,000	115,000	0	115,000	115,000	0	115,000	115,000	0	Budget will be spent
Waste & Recycling Vehicles	0	0	0	0	0	1,887,000	1,887,000	0	645,000	645,000	0	800,000	800,000	0	
Street Furnishings	15,000	15,000	4,918	15,000	0	0	0	0	0	0	0	0	0	0	Budget will be spent
Paladin Bins	40,000	53,201	29,674	53,201	0	0	0	0	0	0	0	0	0	0	Budget will be spent
Energy Performance Certificate	2,000	6,185	4,525	4,525	(1,660)	2,000	2,000	0	2,000	2,000	0	2,000	2,000	0	Programme complete for 2021/22, full budget not required
Cemetery-Whole Life Costing	5,000	5,000	2,146	5,000	0	5,000	5,000	0	5,000	5,000	0	5,000	5,000	0	Budget will be spent
Replacement Ground Maintenance Vehicles	120,000	158,458	40,535	40,535	(117,923)	280,000	397,923	117,923	180,000	180,000	0	540,000	540,000	0	rephased to 2022/23. A sweeper needs replacing, however the current model purchased is no longer available and more research needs to be undertaken to find a suitable alternative
Total	1,552,530	1,333,868	703,302	1,214,285	(119,583)	2,614,000	2,731,923	117,923	972,000	972,000	0	1,487,000	1,487,000	0	
Total Leisure, Environment & Community	1,947,320	1,849,782	942,142	1,664,199	(185,583)	2,972,090	3,718,013	745,923	1,244,700	1,244,700	0	1,757,500	1,757,500	0	