

WELWYN HATFIELD BOROUGH COUNCIL

Report as at : 30 June 16

BUDGET MONITORING SUMMARY BY SERVICE AREA 2016/17

Original Budget 2016/17 £	Description	Current Budget 2016/17 £	Variance to Original £	Forecast Outturn 2016/17 £	Variance to Current £
1,232,750	Head of Law and Administration	1,234,780	(2,030)	1,234,780	0
1,094,500	Head of Public Health & Protection	1,095,690	(1,190)	1,095,690	0
366,850	Governance Directorate	366,850	0	366,850	0
2,694,100	Director (Governance)	2,697,320	(3,220)	2,697,320	0
(130)	Head Of Resources	33,900	(34,030)	55,940	(22,040)
4,644,180	Head of Environment	4,772,920	(128,740)	4,644,100	128,820
336,370	Finance & Operations Directorate	336,370	0	336,370	0
4,980,420	Director (Finance and Operations)	5,143,190	(162,770)	5,036,410	106,780
1,994,560	Head of Planning	1,997,800	(3,240)	1,997,800	0
2,709,300	Head of Policy & Culture	2,745,190	(35,890)	2,745,190	0
1,684,760	Head of Housing & Community	1,680,170	4,590	1,680,170	0
463,130	Strategy & Development Directorate	463,130	0	463,130	0
6,851,750	Director (Strategy and Development)	6,886,290	(34,540)	6,886,290	0
654,430	Chief Executive	588,280	66,150	591,990	(3,710)
(328,055)	Less Interest & Investment Income	(328,055)	0	(328,055)	0
499,000	Plus interest payable on finance leases	499,000	0	499,000	0
15,351,645	Net General Fund Expenditure	15,486,025	(134,380)	15,382,955	103,070
Taxation and non-specific grant income and expenditure					
(9,304,185)	Income from Council Tax	(9,304,185)	0	(9,304,185)	0
(1,306,990)	Revenue support grant	(1,306,990)	0	(1,306,990)	0
(2,664,022)	Business Rates Baseline	(2,664,022)	0	(2,664,022)	0
(1,441,540)	Additional Retained Business Rates Income	(1,441,540)	0	(1,441,540)	0
(2,243,183)	New Homes Grant	(2,243,183)	0	(2,243,183)	0
(875,000)	Plus/Less collection fund deficit/(surplus)	(875,000)	0	(875,000)	0
(501,159)	Business Rates Related Grants	(501,159)	0	(501,159)	0
(78,242)	Transition Grant	(78,242)	0	(78,242)	0
957,820	NNDR Levy payment	957,820	0	941,710	16,110
0	Localised Council Tax Support Admin Subsidy Grant	0	0	(132,030)	132,030
Other Operating Expenditure					
1,544,088	Parish Precepts	1,544,088	0	1,544,088	0
66,346	Payment to Parishes for Council Tax Support	66,346	0	66,346	0
(494,422)	Net Total before movements in reserves	(360,042)	(134,380)	(611,252)	251,210
Other Movements in reserves					
263,113	Contribution (from) / to Strategic reserves for one-offs	263,113	0	263,113	0
0	Contribution (from) / to Resources earmarked reserves	0	0	(1,260)	1,260
231,309	Contribution (from) / to Building Control	231,309	0	231,309	0
0	Contribution (from) / to Hackney Carriages	0	0	(21,160)	21,160
0	Contribution (from) / to GF balances	134,380	(134,380)	(139,250)	273,630
7,968,548	General Fund balance at 1st April	7,968,548	0	7,968,548	0
0	Movement in year	(134,380)	134,380	139,250	(273,630)
7,968,548	Balance as at 30 June 16	7,834,168	134,380	8,107,798	(273,630)
2,193,440	Ringfenced and Strategic reserves balance at 1st April	2,193,440	0	2,193,440	0
494,422	Movement in year	494,422	0	472,002	22,420
2,687,862	Balance as at 30 June 16	2,687,862	0	2,665,442	22,420

Director (Governance) - 2016-17 Period 03 variances**Governance Directorate****Support Services**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	358,320	358,320	0	358,320	0
Transport Related	2,590	2,590	0	2,590	0
Supplies and Services	5,940	5,940	0	5,940	0
	366,850	366,850	0	366,850	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

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Director (Governance) - 2016-17 Period 03 variances

Head of Law and Administration

DIRECT SERVICES	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	289,040	289,040	0	289,040	0
Premises Related	13,270	13,270	0	13,270	0
Transport Related	21,290	21,290	0	21,290	0
Supplies and Services	489,980	489,980	0	489,980	0
Third Party Payments	14,000	14,000	0	14,000	0
Income	(573,860)	(573,860)	0	(573,860)	0
	253,720	253,720	0	253,720	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

0

0

Director (Governance) - 2016-17 Period 03 variances**Head of Law and Administration****Support Services**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	1,126,540	1,126,540	0	1,126,540	0
Premises Related	3,670	3,670	0	3,670	0
Transport Related	15,440	15,440	0	15,440	0
Supplies and Services	248,940	250,970	(2,030)	250,970	0
Third Party Payments	126,070	126,070	0	126,070	0
Income	(541,630)	(541,630)	0	(541,630)	0
	979,030	981,060	(2,030)	981,060	0

Virements (officer agreed budget transfers)

Advice on governance and housing matters - transfer from Corporate Projects	(510)
Facilitation services for HR interviews - transfer from Corporate Projects	(1,520)

Forecasted Outturn Changes

None

Non- Controllable costs

None

(2,030)0

Director (Governance) - 2016-17 Period 03 variances**Head of Public Health & Protection**

DIRECT SERVICES	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	1,237,610	1,238,800	(1,190)	1,238,800	0
Premises Related	1,650	1,650	0	1,650	0
Transport Related	24,160	24,160	0	24,160	0
Supplies and Services	105,800	105,800	0	105,800	0
Third Party Payments	36,020	36,020	0	36,020	0
Income	(310,740)	(310,740)	0	(310,740)	0
	1,094,500	1,095,690	(1,190)	1,095,690	0

Virements (officer agreed budget transfers)

Training expenses - from Head of Resources (Corporate Property) (1,190)

Forecasted Outturn Changes

None

(1,190)

0

Director (Finance & Operations) - 2016-17 Period 03 variances

Finance & Operations Directorate

Support Services

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	330,330	330,330	0	330,330	0
Transport Related	2,250	2,250	0	2,250	0
Supplies and Services	3,790	3,790	0	3,790	0
	336,370	336,370	0	336,370	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

Non- Controllable costs

None

0

0

Director (Finance & Operations) - 2016-17 Period 03 variances**Head of Resources****DIRECT SERVICES**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	420,870	402,050	18,820	402,050	0
Premises Related	810,080	793,420	16,660	793,420	0
Transport Related	2,030	2,030	0	2,030	0
Supplies and Services	644,750	654,930	(10,180)	698,860	(43,930)
Third Party Payments	2,017,080	2,017,080	0	2,018,340	(1,260)
Transfer Payments	39,876,460	39,876,460	0	39,924,580	(48,120)
Income	(46,138,170)	(46,147,170)	9,000	(46,222,260)	75,090
	(2,366,900)	(2,401,200)	34,300	(2,382,980)	(18,220)

Virements (officer agreed budget transfers)

Responsive and Planned maintenance	5,160
Utilities	11,500
Land surveys at 1-9 Town Centre - transfer from Corporate Projects	(5,180)
Salaries - transfer to Accounting Services	22,820

Forecasted Outturn Changes

Fraud and Error Reduction Incentive Scheme funding	13,840
Weltech - Increased rental income	12,050
Universal Credit funding from DWP	5,590
Reduction in Housing Benefit Administration Subsidy	(26,440)
Increased bank charges	(22,000)
Grant expenditure from 2015-16	(1,260)
	34,300
	(18,220)

Director (Finance & Operations) - 2016-17 Period 03 variances**Head of Resources****Support Services**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	1,773,950	1,798,580	(24,630)	1,798,580	0
Premises Related	678,710	685,030	(6,320)	685,030	0
Transport Related	13,640	13,640	0	13,640	0
Supplies and Services	839,570	872,570	(33,000)	876,390	(3,820)
Third Party Payments	778,000	778,000	0	778,000	0
Income	(1,564,950)	(1,560,570)	(4,380)	(1,560,570)	0
Income (Insurance recharge)	(152,150)	(152,150)	0	(152,150)	0
	2,366,770	2,435,100	(68,330)	2,438,920	(3,820)

Virements (officer agreed budget transfers)

Training expenses - to Head of Public Health & Protection (Health & Safety)	1,190
Responsive and Planned maintenance	(2,880)
Training expenses - from Responsive and Planned maintenance	(3,000)
Salaries - transfer from Garages	(22,820)
Utilities	(3,440)
Ransomware virus software - transfer from Corporate Projects	(33,000)

Forecasted Outturn Changes

Increased scanning costs	(3,820)
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Non- Controllable costs

Housing Trust recharge adjustment	(4,380)
	(68,330)
	(3,820)

Director (Finance & Operations) - 2016-17 Period 03 variances

Head of Environment

DIRECT SERVICES

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	359,780	359,780	0	359,780	0
Premises Related	383,780	378,970	4,810	379,780	(810)
Transport Related	13,430	13,430	0	13,430	0
Supplies and Services	291,510	356,510	(65,000)	356,510	0
Third Party Payments	7,004,230	7,072,780	(68,550)	6,943,150	129,630
Income	(3,798,160)	(3,798,160)	0	(3,798,160)	0
	4,254,570	4,383,310	(128,740)	4,254,490	128,820

Virements (officer agreed budget transfers)

Responsive and Planned maintenance	880
Utilities	380

Approved Changes - Cabinet 5th April

Fly-Tipping Action Plan	(130,000)
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Forecasted Outturn Changes

Serco indexation saving	129,630
Use of garage to store play equipment	(810)
	(128,740)
	128,820

Director (Finance & Operations) - 2016-17 Period 03 variances

Head of Environment

Support Services

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	423,230	423,230	0	423,230	0
Premises Related	1,800	1,800	0	1,800	0
Transport Related	15,390	15,390	0	15,390	0
Supplies and Services	21,280	21,280	0	21,280	0
Income	(72,090)	(72,090)	0	(72,090)	0
	389,610	389,610	0	389,610	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

0

0

Director (Strategy & Development) - 2016-17 Period 03 variances**Strategy & Development Directorate****Support Services**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	448,440	448,440	0	448,440	0
Transport Related	3,030	3,030	0	3,030	0
Supplies and Services	11,660	11,660	0	11,660	0
	463,130	463,130	0	463,130	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

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Director (Strategy & Development) - 2016-17 Period 03 variances

Head of Housing & Community

DIRECT SERVICES	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	917,970	917,970	0	917,970	0
Premises Related	16,360	11,770	4,590	11,770	0
Transport Related	13,460	13,460	0	13,460	0
Supplies and Services	938,850	937,900	950	937,900	0
Third Party Payments	17,000	17,000	0	17,000	0
Income	(218,880)	(217,930)	(950)	(217,930)	0
	1,684,760	1,680,170	4,590	1,680,170	0

Virements (officer agreed budget transfers)

Utilities	(410)
High Ropes maintenance costs - to Head of Policy and Culture	5,000

Forecasted Outturn Changes

None

	4,590		0
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Director (Strategy & Development) - 2016-17 Period 03 variances**Head of Planning****DIRECT SERVICES**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	2,016,240	2,016,240	0	2,016,240	0
Premises Related	81,120	84,360	(3,240)	84,360	0
Transport Related	32,860	32,860	0	32,860	0
Supplies and Services	659,900	659,900	0	659,900	0
Third Party Payments	354,020	354,020	0	354,020	0
Income	(1,149,580)	(1,149,580)	0	(1,149,580)	0
	1,994,560	1,997,800	(3,240)	1,997,800	0

Virements (officer agreed budget transfers)

Responsive and Planned maintenance	(1,160)
Utilities	(2,080)

Forecasted Outturn Changes

None

(3,240)0

Director (Strategy & Development) - 2016-17 Period 03 variances

Head of Policy and Culture

DIRECT SERVICES

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	1,533,710	1,533,710	0	1,533,710	0
Premises Related	821,850	831,800	(9,950)	831,800	0
Transport Related	2,500	2,500	0	2,500	0
Supplies and Services	1,660,930	1,686,870	(25,940)	1,686,870	0
Third Party Payments	61,380	61,380	0	61,380	0
Income	(2,397,650)	(2,397,650)	0	(2,397,650)	0
	1,682,720	1,718,610	(35,890)	1,718,610	0

Virements (officer agreed budget transfers)

Mill Green Museum feasibility study - transfer from Corporate Projects	(7,000)
High Rope costs - transfer from Corporate Projects	(18,940)
Responsive and Planned maintenance	1,000
High Ropes maintenance costs - from Head of Housing & Community	(5,000)
Utilities	(5,950)

Forecasted Outturn Changes

None

(35,890)

0

Director (Strategy & Development) - 2016-17 Period 03 variances

Head of Policy and Culture

Support Services

	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	427,550	427,550	0	427,550	0
Premises Related	890	890	0	890	0
Transport Related	980	980	0	980	0
Supplies and Services	131,260	131,260	0	131,260	0
Third Party Payments	578,650	578,650	0	578,650	0
Income	(112,750)	(112,750)	0	(112,750)	0
	1,026,580	1,026,580	0	1,026,580	0

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

None

0

0

Chief Executive - 2016-17 Period 03 variances

Chief Executive's Unit

DIRECT SERVICES	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Supplies and Services	425,800	359,650	66,150	359,650	0
	425,800	359,650	66,150	359,650	0

Virements (officer agreed budget transfers)

Corporate Projects - transfer to Head of Policy and Culture (MGM feasibility study)	7,000
Corporate Projects - transfer to Head of Policy and Culture (High Rope costs)	18,940
Corporate Projects - transfer to Head of Law and Administration (Advice on governance)	510
Corporate Projects - transfer to Head of Resources (Land surveys at 1-9 Town Centre)	5,180
Corporate Projects - transfer to Head of Law and Administration (Facilitation services for Corporate Projects - transfer to Head of Resources (Ransomware virus software)	1,520
	33,000

Forecasted Outturn Changes

None

<u>66,150</u>	<u>0</u>
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Chief Executive's Unit

Support Services	Original Budget 2016/17 £	Current Budget 2016/17 £	Variance to Original £	Forecasted Outturn 2016/17 £	Variance to Current £
Controllable Costs					
Employees	219,370	219,370	0	223,080	(3,710)
Transport Related	1,370	1,370	0	1,370	0
Supplies and Services	20,190	20,190	0	20,190	0
Income	(12,300)	(12,300)	0	(12,300)	0
	228,630	228,630	0	232,340	(3,710)

Virements (officer agreed budget transfers)

None

Forecasted Outturn Changes

Spinal point increase		(3,710)
	<u>0</u>	<u>(3,710)</u>

Summary of Growth and Savings	2016/17	Position At		
	General Fund £	30 Apr 16	31 May 16	30 Jun 16
Ongoing items				
Total Growth	703,460	22,670	45,240	70,450
Total Savings	(1,136,230)	(99,190)	(154,590)	(240,580)
Total Ongoing items	(432,770)	(76,520)	(109,350)	(170,130)
One-offs				
Total Growth - one-offs	755,000	9,080	15,770	18,540
Total	322,230	(67,440)	(93,580)	(151,590)

Growth allocated to priorities (as per Budget Book pg154)	General Fund £	30 Apr 16	31 May 16	30 Jun 16
	Priority 1 Maintain a safe and healthy community	8,830	740	1,470
Priority 2 Protect and enhance the environment	244,500	18,110	36,230	54,340
Priority 3 Meet the borough's housing needs	0	0	0	0
Priority 4 Help build a strong local economy	55,700	0	0	2,640
Priority 5 Engage with our communities and provide value for money	394,430	3,820	7,540	11,260
	703,460	22,670	45,240	70,450

Savings/Reductions allocated to priorities	General Fund £	30 Apr 16	31 May 16	30 Jun 16
	Priority 1 Maintain a safe and healthy community	(45,700)	(16,210)	(20,020)
Priority 2 Protect and enhance the environment	(59,400)	(2,440)	(4,910)	(7,350)
Priority 3 Meet the borough's housing needs	(34,000)	(2,830)	(5,670)	(8,500)
Priority 4 Help build a strong local economy	(210,000)	(37,500)	(45,000)	(82,500)
Priority 5 Engage with our communities and provide value for money	(787,130)	(40,210)	(78,990)	(117,810)
	(1,136,230)	(99,190)	(154,590)	(240,580)

One-off Growth allocated to priorities	General Fund £	30 Apr 16	31 May 16	30 Jun 16
	Priority 1 Maintain a safe and healthy community	0	0	0
Priority 2 Protect and enhance the environment	240,000	8,570	8,570	8,570
Priority 3 Meet the borough's housing needs	0	0	0	0
Priority 4 Help build a strong local economy	60,000	0	0	0
Priority 5 Engage with our communities and provide value for money	455,000	510	7,200	9,970
	755,000	9,080	15,770	18,540

Strategy & Development - Ongoing GROWTH items

Description	Corporate Priority	2016/17 £	Position At			Code	Comments
			30 Apr 16	31 May 16	30 Jun 16		
SD_PC_1617_G2 - New Queue Management System for Campus Ea	5	3,600	0	0	0	42004/7600	
SD_PC_1617_G3 - Upgrade to the Lagan 3C System	5	1,500	0	0	0	42004/7600	
Head of Policy & Culture		5,100	0	0	0		
SD_HC_1617_G1 - Landlord Accreditation Scheme funding support	1	8,830	740	1,470	2,210	82004/6025	
Head of Housing & Community		8,830	740	1,470	2,210		
SD_PLA_1617_G1 - Economic Development Costs	4	15,000	0	0	310	46097/6019	
Head of Planning		15,000	0	0	310		
TOTAL Ongoing GROWTH		28,930	740	1,470	2,520		

Strategy & Development - SAVINGS & Efficiencies

Description	Corporate Priority	2016/17 £	Position At			Code	Comments
			30 Apr 16	31 May 16	30 Jun 16		
SD_PLA_1617_EFF1 - Review following replacement of Fastsuite	5	(60,130)	(5,010)	(10,020)	(15,030)	10001/5/6/6013	
FO_PLA_1617_EFF3 - Car park resurfacing at Sherradswood	2	(1,000)	(80)	(170)	(250)	24002/6082	
FO_PLA_1617_EFF4 - Car park resurfacing at Mardley Heath	2	(1,000)	(80)	(170)	(250)	24028/6082	
Head of Planning		(62,130)	(5,170)	(10,360)	(15,530)		
SD_PC_1617_EFF2 - Complete a service review	5	(20,000)	(1,670)	(3,330)	(5,000)	10001/5/6/7602	
SD_PC_1617_EFF3 - Finesse Efficiency Savings	1	(16,000)	(1,330)	(2,670)	(4,000)	46068/6416	
SD_PC_1617_EFF4 - Netcall Telephonetics Project	5	(12,500)	(1,040)	(2,080)	(3,130)	50002/7600	
Head of Policy & Culture		(48,500)	(4,040)	(8,080)	(12,130)		
SD_HC_1617_EFF1 - Houses of Multiple Occupation mandatory licen	1	(27,700)	(14,710)	(17,020)	(19,920)	82002/6025	
SD_HC_1617_EFF2 - Housing Needs	3	(34,000)	(2,830)	(5,670)	(8,500)	46068/6204	
SD_HC_1617_EFF4 - CCTV	1	(2,000)	(170)	(330)	(500)	24035/6608	
Head of Housing & Community		(63,700)	(17,710)	(23,020)	(28,920)		
TOTAL EFFICIENCIES		(174,330)	(26,920)	(41,460)	(56,580)		

Governance Department - Ongoing **GROWTH** items

Description	Corporate Priority	2016/17 £	Position At			Code	Comments
			30 Apr 16	31 May 16	30 Jun 16		
GOV_GOV_1617_G1 - Governance Services Review	5	8,770	730	1,460	2,190	10001/7301	
GOV_GOV_1617_G2 - PSN Requirements - implications for men	5	6,000	100	100	100	42023/6311	
Head of Law & Administration		14,770	830	1,560	2,290		
TOTAL Ongoing GROWTH		14,770	830	1,560	2,290		

Governance Department - **SAVINGS & Efficiencies**

Description	Corporate Priority	2016/17 £	Position At			Code	Comments
			30 Apr 16	31 May 16	30 Jun 16		
GOV_LA_1617_EFF1 - Room Hire	5	(11,250)	(940)	(1,880)	(2,810)	26003/7306	
Head of Law & Administration		(11,250)	(940)	(1,880)	(2,810)		
TOTAL EFFICIENCIES		(11,250)	(940)	(1,880)	(2,810)		

RISK and OPPORTUNITIES SUMMARY - as at 30 June 2016

Type of Variance	Risks	Opportunities	Directorate	Comments
One Off		248,200	Corporate	Salaries - Under spend year to date
One Off		30,245	Strategy & Development	Planning Fee income - Higher total income as 16/17 actual includes £31k fees relating to prior year.
Potentially Ongoing		21,513	Corporate	Investment Interest - above budget interest has been received in the first 3 months of the year and as balances continue to be high. This may change depending on the impact on markets since the Brexit referendum.
Total One Off	0	299,958		
Potentially Ongoing		27,078	Finance & Operations	Garages & Weltech Income - Rental occupancy higher than budget year to date
Potentially Ongoing		18,099	Finance & Operations	Parking income - demand higher than budgeted level
Current Total Ongoing	0	45,177		
Grossed Up Ongoing	0	180,709		
Grand Total		480,670		Net potential favourable movement to current forecast position
Profiling		109,198	Finance & Operations	IT
Profiling		64,835	Strategy & Development	Planning Policy - Spend on local plan will increase as the year goes on and consultations take place.
Profiling		34,979	Finance & Operations	Penalty Charge Notices Contractors Fees
Profiling		32,982	Corporate	Outside Printing - Over half of the year to date budget is not yet spent - printing at Campus West will increase as bills for the panto are paid.
Profiling		25,252	Strategy & Development	Campus West - all high risk areas due to demand led nature of the business
Profiling		24,320	Finance & Operations	Planned Maintenance Programme
Profiling		22,555	Governance	Postal Charges
Profiling		15,291	Corporate	Utilities - This will likely be used through the winter months
Profiling		12,480	Finance & Operations	Photocopier Costs - delay in quarterly bills
Profiling	(52,475)		Finance & Operations	Recycling income credits - delayed receipts due to verification of weights collected.
One Off	(11,540)		Finance & Operations	Estates Income - This is likely to improve as with previous years due to the sale of freehold reversions
Profiling	(10,648)		Finance & Operations	Telephones
Total Profiling	(74,662)	341,893		
Projected Year End Impact	0	0		

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for CORPORATE BUDGETS

Item	Risk Consideration	Head of Service	Full Year		Year to date Current Budget £	Year to date Actual		Variance to year to date current budget		Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £		£	as % of Current budget 2016/17	Brackets = adverse No brackets = favourable		
								£	%	
Investment interest	This budget is affected by variations in interest rates and capital spending and receipts	Tim Neill	328,055	328,055	82,010	103,523	31.56%	21,513	26.23%	
Outside Printing	Concern expressed on unit costs, fifth year of new contract arrangements	Paul Underwood	233,260	233,260	58,315	25,333	10.86%	32,982	56.56%	
IT Consumables	Costs quickly spiral & can lead to budget pressures.	All	23,450	23,450	5,862	3,103	13.23%	2,759	47.07%	Saving used to fund increased photocopying costs
Car Allowances	Demand Led	All	117,810	117,810	29,452	23,301	19.78%	6,152	20.89%	
Salaries (General Fund) (excludes wages and other employee costs)	Members agree staffing structure, National Pay awards agreed after budget set. No control over costs like National Insurance Contributions	All	11,110,650	11,114,360	2,777,662	2,529,462	22.77%	248,200	8.94%	
Utilities - Electricity	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	292,370	292,370	43,147	36,038	12.33%	7,109	16.48%	
Utilities - Gas	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	199,240	199,240	25,902	17,720	8.89%	8,183	31.59%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for FINANCE & OPERATIONS

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse		
								No brackets = favourable		
£	%	£	%							
IT - Hardware & Software purchases & maintenance	Constant update of existing packages and increasing costs of maintenance.	Tim Neill	380,000	380,000	120,125	10,927	2.88%	109,198	90.90%	Several accruals are still outstanding from 2015/16
Telephone Network Charges	New technology leading to increased costs. Usage control	Tim Neill	168,000	168,000	42,000	52,648	31.34%	(10,648)	(25.35%)	
Photocopier costs	Increased usage, additional copiers.	Tim Neill	68,650	68,650	17,162	4,683	6.82%	12,480	72.71%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for FINANCE & OPERATIONS

Item	Risk Consideration	Head of Service	Full Year		Year to date Current Budget £	Year to date				Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £		Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse		
								No brackets = favourable		
£	%	£	%							
Recycling Credits & Sales Income	Variable budget based upon collection rates & commodity selling prices. Impact of ARRC on public.	Durk Reyner	791,400	791,400	72,357	19,882	2.51%	(52,475)	(72.52%)	Income can be at least two months behind as weights / collections confirmed with carriers.
Recycling Contract Payments excluding Serco.	Variable budget based on collection rates & commodity selling prices	Durk Reyner	25,500	25,500	6,375	(3,156)	(12.38%)	9,531	149.50%	Contractors are behind with invoicing the Council. With some bills that have been accounted for for last financial year still not received.
Penalty Charge Notices - Income	Demand Led - income relation to contractors fees	Durk Reyner	255,000	255,000	63,750	65,743	25.78%	1,993	3.13%	
Penalty Charge Notices Contractors Fees	Variable budget due to demand & numbers of PCN's issued, impact of new contract, (Jan 2012)	Durk Reyner	405,470	405,470	101,368	66,389	16.37%	34,979	34.51%	
Parking Fee Income	Demand led, impact of ANPR system & competition from other providers.	Durk Reyner	990,810	990,810	224,020	242,119	24.44%	18,099	8.08%	
Season Ticket Income	Demand led	Durk Reyner	232,520	232,520	225	225	0.10%	0	0.00%	Invoices to be raised later in the year
Cemeteries - Burial Income	Demand led budget, competition from local crematorium	Durk Reyner	173,020	173,020	43,255	39,475	22.82%	(3,780)	(8.74%)	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for FINANCE & OPERATIONS

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse		
								No brackets = favourable		
£	%	£	%							
Estates - Rental Income	Estimates based upon 95% occupancy. Impact on revenue budget if economy goes into recession.	Tim Neill	2,410,180	2,410,180	1,183,985	1,172,445	48.65%	(11,540)	(0.97%)	
General Fund Garages - Income	Demand led - budget includes 5% void rate.	Tim Neill	2,113,070	2,113,070	528,268	538,308	25.48%	10,041	1.90%	
Weltech - Income	Effect of economical downturn - budget includes 12.5% void rate.	Tim Neill	385,810	397,860	92,192	109,229	28.31%	17,037	18.48%	Occupancy in June 95.7% - target is 87.5%
Planned Maintenance Programme	Delivery of the programme as priorities change.	Tim Neill	358,030	358,030	89,510	65,190	18.21%	24,320	27.17%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for STRATEGY & DEVELOPMENT

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse		
								No brackets = favourable		
£	%	£	%							
Planning Fees Income	Demand Led	Colin Haigh	572,410	572,410	143,102	173,348	30.28%	30,245	21.14%	
Building Control Expenditure	Service is ring-fenced current balance is a deficit of £252k.	Colin Haigh	374,880	374,880	98,707	77,472	20.67%	21,235	21.51%	
Building Control Income	Demand Led	Colin Haigh	376,650	376,650	94,163	74,961	19.90%	(19,202)	(20.39%)	
Planning Policy - Project expenditure	Incinerator appeal - spiralling legal costs	Colin Haigh	160,000	160,000	40,000	8,565	5.35%	31,435	78.59%	
Planning Policy Local Development Framework	Unknown costs of enquiry consultation period extended Scheme costs extended to future years	Colin Haigh	124,800	124,800	31,200	(2,200)	(1.76%)	33,400	107.05%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for STRATEGY & DEVELOPMENT

Item	Risk Consideration	Head of Service	Full Year		Year to date Current Budget £	Year to date				Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £		Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse		
								No brackets = favourable		
£	%	£	%							
Campus West - Employee Costs (including salaries and wages)	If staff are not multi-functional very easy to overspend in peak usage times.	Paul Underwood	1,355,310	1,355,310	338,828	319,774	23.59%	19,054	5.62%	
Campus West - Catering Income	Demand led, affected by price weather & programme of events.	Paul Underwood	793,450	793,450	143,138	130,195	16.41%	(12,944)	(9.04%)	
Campus West - Food & Beverage Supplies	Demand led and potential stock control issues	Paul Underwood	261,250	261,250	47,130	56,213	21.52%	(9,083)	(19.27%)	
Campus West - Cinema Income	Demand led, affected by price weather & programme of events.	Paul Underwood	580,120	580,120	109,933	175,016	30.17%	65,083	59.20%	
Campus West - Film Hire	Programme of events to fulfil community expectations not necessarily to maximise income	Paul Underwood	171,730	171,730	32,543	71,115	41.41%	(38,572)	(118.53%)	
Campus West - Rollercity Income	Demand led, affected by price weather & programme of events.	Paul Underwood	364,160	364,160	96,430	107,631	29.56%	11,201	11.62%	
Campus West - Soft Play Income	Demand led, affected by price weather & programme of events.	Paul Underwood	146,420	146,420	33,398	44,654	30.50%	11,255	33.70%	
Campus West - Other Income	Demand led, affected by price weather & programme of events.	Paul Underwood	244,780	244,780	66,678	71,739	29.31%	5,061	7.59%	
Campus West - Equipment purchase	Used for responsive and planned purchases	Paul Underwood	90,000	90,000	22,500	48,303	53.67%	(25,803)	(114.68%)	Large upfront production costs for the panto to be held in December 2016

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2016 for GOVERNANCE

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	Brackets = adverse No brackets = favourable		
		£	%							
Local Land Charges Income	Demand led - Currently housing market in recession.	Margaret Martinus	81,730	81,730	20,432	21,924	26.82%	1,492	7.30%	
Postal Charges	Prices governed by PO new pricing policies on size & weight impacted on the authority	Margaret Martinus	174,000	174,000	43,500	20,945	12.04%	22,555	51.85%	

Arrears by department at 30th June 2016

Department	1-30 Days Overdue	31-60 Days Overdue	61-90 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
Community & Environmental Services	4,487.00	4,298.00	0.00	0.00	0.00	8,785.00
Environmental Health	76,303.58	-300.00	-295.00	-890.00	720.08	75,538.66
Planning Department	2,002.63	2,921.92	8,846.54	1,506.26	0.00	15,277.35
Cemetery Services	9,450.00	50.00	97.83	8,650.00	2,815.00	21,062.83
Parking Services	0.00	0.00	0.00	150.00	0.00	150.00
Landscape & Ecology & Allotments	140.43	30.67	208.92	-31.54	0.00	348.48
Recycling & Contract Services	83,199.08	3,058.08	7,358.36	55.30	-50.00	93,620.82
Housing & Community Services	0.00	295.00	0.00	290.00	-47.63	537.37
Rental Deposit Scheme	0.00	9,649.74	0.00	0.00	5,828.01	15,477.75
Campus West Entertainment	4,038.18	824.50	0.00	0.00	0.00	4,862.68
Mill Green Museum	1,027.00	0.00	0.00	400.00	0.00	1,427.00
Accounting Services	420,311.93	263.18	9,133.21	24,011.89	12,922.11	466,642.32
Benefits	1,868.12	1,284.92	-30.00	280.00	0.00	3,403.04
Financial Management	4,228.40	0.00	0.00	0.00	0.00	4,228.40
Insurance	0.00	0.00	0.00	1,040.84	3,177.16	4,218.00
Piper Alarm	31,979.21	87.59	28.90	1,794.86	0.00	33,890.56
Shops/Units/Leases	405,473.41	4,956.65	430.63	58,560.04	20,642.83	490,063.56
Weltech Business Centre	0.01	481.59	0.00	-46.26	0.00	435.34
General Fund Garages	13,460.24	3,285.57	1,412.42	13,238.34	31,063.14	62,459.71
	<u>1,057,969.22</u>	<u>31,187.41</u>	<u>27,191.81</u>	<u>109,009.73</u>	<u>77,070.70</u>	<u>1,302,428.87</u>

		<u>Number of debts & status</u>
Environmental Health	1,549.28	2 with legal credits
	<u>-829.20</u>	
	<u>720.08</u>	
Cemetery Services	1,300.00	1 with legal arrangement
	<u>1,515.00</u>	
	<u>2,815.00</u>	
Recycling & Contract Services	-50.00	credits
Housing & Community Services	-47.63	credits
Rental Deposit Scheme	5,828.01	9 Housing Dealing
Accounting Services	6,982.51	2 car loans
	2,444.84	3 M Rescue scheme
	4,119.76	2 with legal credits
	<u>-625.00</u>	
	<u>12,922.11</u>	
Insurance	143.17	1 with legal
	3,076.34	1 Pans FC
	<u>-42.35</u>	credits
	<u>3,177.16</u>	
Shop/units/leases	15,202.32	5 legal
	1,061.00	1 HCC Dispute
	5,930.85	1 with estates credits
	<u>-1,551.34</u>	
	<u>20,642.83</u>	
General fund garages	32,954.31	98 various credits
	<u>-1,891.17</u>	
	<u>31,063.14</u>	

**Welwyn Hatfield Borough Council
Budget Monitoring Statement**

Report as at:

Jun-16

Housing Revenue Operating Account

Original Budget 2016/17 £	Description	Current Budget 2016/17 £	Variance to Original £	Forecast Outturn 2016/17 £	Variance to Current £
49,426,180	Dwelling Rents	49,426,180	0	49,426,180	0
410,580	Non Dwelling Rents	410,580	0	410,580	0
1,167,970	Charges for Services and Facilities	1,167,970	0	1,167,970	0
657,500	Leaseholders Charges for Services	657,500	0	657,500	0
37,910	Contributions towards Expenditure	37,910	0	37,910	0
194,390	Supporting People Contribution	194,390	0	188,240	(6,150)
8,000	De Minimis Receipts	8,000	0	8,000	0
0	Non Fixed Asset Capital Receipts	0	0	0	0
51,902,530	Total Income	51,902,530	0	51,896,380	(6,150)
3,616,320	Supervision and Management	3,616,320	0	3,616,320	0
5,067,100	Special Services	5,067,100	0	5,067,100	0
10,500,000	Depreciation (Tfr to Major Repairs & Reserve)	10,500,000	0	10,500,000	0
(24,000,000)	Revaluation Gain	(24,000,000)	0	(24,000,000)	0
46,570	Debt Management Expenses	46,570	0	46,570	0
100,000	Sums directed by Secretary of State	100,000	0	100,000	0
10,987,610	Repairs and Maintenance	10,987,610	0	10,987,610	0
418,900	Rents, Rates, Taxes and Other Charges	418,900	0	418,900	0
2,500,000	(Gain) or Loss on Disposals	2,500,000	0	2,500,000	0
800,000	Increase in Provision for Bad Debts	800,000	0	800,000	0
10,036,500	Total Expenditure	10,036,500	0	10,036,500	0
490,430	HRA share of Corporate and Democratic Core	490,430	0	490,430	0
(41,375,600)	Net Cost of Services	(41,375,600)	0	(41,369,450)	(6,150)
Less Interest and Non-Statutory Items:					
2,500,000	Reversal of Gain or Loss on Disposal	2,500,000	0	2,500,000	0
(6,416,370)	Interest Payable and Similar Charges	(6,416,370)	0	(6,416,370)	0
150,050	Interest Receivable	150,050	0	150,050	0
(13,500,000)	Loan Repayment (trf to Capital Adjustment Account)	(13,500,000)	0	(13,500,000)	0
(3,700,000)	Revenue Contribution to Capital	(3,700,000)	0	(3,700,000)	0
(726,720)	Depreciation from MRA	(726,720)	0	(726,720)	0
(24,000,000)	Revaluation Gain	(24,000,000)	0	(24,000,000)	0
(45,693,040)	Total Adjustments	(45,693,040)	0	(45,693,040)	0
(4,317,440)	Surplus / (Deficit)	(4,317,440)	0	(4,323,590)	(6,150)
9,328,560	Opening HRA Operating Balance	9,328,560	0	13,901,087	4,572,527
(4,317,440)	In-year Surplus / (Deficit)	(4,317,440)	0	(4,323,590)	(6,150)
5,011,120	Closing HRA Operating Balance	5,011,120	0	9,577,497	4,566,377

Proposed Current budget changes

Supporting People Contribution	
Reduction in grant from the HCC effective Qtr 4	(6,150)
Special Services	
Revenue element of Aids and Adaptions budget transferred to the Trust operations	225,000
Trust fee increased for the Aids and Adaptations budget transfer	(225,000)
Total current budget changes proposed	<u>(6,150)</u>

Forecast Outturn Changes

Favourable unaudited balances brought forward from 2015/16	4,572,527
Total forecast changes proposed	<u>4,572,527</u>

Grand Total

4,566,377