

WELWYN HATFIELD BOROUGH COUNCIL

Report as at :

31 March 17

BUDGET MONITORING SUMMARY BY SERVICE AREA 2016/17

Original Budget 2016/17 £	Current Budget 2016/17 £	Description	Forecast Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
(130)	1,914,170	Head of Resources	1,914,170	(1,914,300)	1,809,386	104,784
4,644,180	4,617,990	Head of Environment	4,617,990	26,190	4,146,010	471,980
2,709,300	2,808,100	Head of Policy & Culture	2,787,770	(78,470)	2,658,193	149,907
336,370	393,770	Executive Director - Resources, Environment & Cultural Services	393,770	(57,400)	386,301	7,469
7,689,720	9,734,030	Executive Director - Resources, Environment & Cultural Services	9,713,700	(2,023,980)	8,999,891	734,139
1,232,750	1,266,670	Head of Law and Administration	1,266,670	(33,920)	1,005,068	261,602
1,994,560	1,916,130	Head of Planning	1,916,130	78,430	2,071,879	(155,749)
1,094,500	962,660	Head of Public Health & Protection	937,350	157,150	900,276	62,384
366,850	413,030	Executive Director - Public Protection, Planning and Governance	413,030	(46,180)	422,369	(9,339)
4,688,660	4,558,490	Executive Director - Public Protection, Planning and Governance	4,533,180	155,480	4,399,592	158,898
1,684,760	1,589,750	Head of Housing & Community	1,589,750	95,010	1,451,690	138,060
463,130	423,230	Executive Director - Housing and Communities	423,230	39,900	353,998	69,232
2,147,890	2,012,980	Executive Director - Housing and Communities	2,012,980	134,910	1,805,688	207,292
654,430	119,370	Chief Executive	119,370	535,060	376,360	(256,990)
(328,055)	(328,055)	Less Interest & Investment Income	(328,055)	0	(384,867)	56,812
499,000	499,000	Plus interest payable on finance leases	499,000	0	499,030	(30)
0	0	Revenue Contribution to Capital (funded from Corporate Projects)	0	0	96,379	(96,379)
15,351,645	16,595,815	Net General Fund Expenditure	16,550,175	(1,198,530)	15,792,072	803,743
Taxation and non-specific grant income and expenditure						
(9,304,185)	(9,304,185)	Income from Council Tax	(9,304,185)	0	(9,304,185)	0
(1,306,990)	(1,306,990)	Revenue support grant	(1,306,990)	0	(1,306,990)	0
(2,664,022)	(2,664,022)	Business Rates Baseline	(2,664,022)	0	(2,664,022)	0
(1,441,540)	(1,441,540)	Additional Retained Business Rates Income	(1,441,540)	0	(1,990,013)	548,473
(2,243,183)	(2,243,183)	New Homes Grant	(2,243,183)	0	(2,249,327)	6,144
(875,000)	(875,000)	Plus/Less collection fund deficit/(surplus)	(875,000)	0	(361,237)	(513,763)
(501,159)	(501,159)	Business Rates Related Grants	(501,159)	0	(338,838)	(162,321)
(78,242)	(78,242)	Transition Grant	(78,242)	0	(100,823)	22,581
957,820	941,710	NNDR Levy payment	941,710	16,110	11,697	930,013
0	(132,030)	Localised Council Tax Support Admin Subsidy Grant	(132,030)	132,030	(132,032)	2
Other Operating Expenditure						
1,544,088	1,544,088	Parish Precepts	1,544,088	0	1,544,062	26
66,346	66,346	Payment to Parishes for Council Tax Support	66,346	0	66,346	0
(494,422)	601,608	Net Total before movements in reserves	555,968	(1,050,390)	(1,033,290)	1,634,898
Other Movements in reserves						
0	(20,990)	Contribution (from) / to Resources earmarked reserves	(20,990)	20,990	23,744	(44,734)
0	0	Contribution (from) / to Policy and Culture earmarked reserves	0	0	(1,171)	1,171
0	0	Contribution (from) / to Performance Related Grants	0	0	(906)	906
0	(25,660)	Contribution (from) / to Law and Administration earmarked reserves	(25,660)	25,660	20,699	(46,359)
0	(80,000)	Contribution (from) / to Planning earmarked reserves	(80,000)	80,000	(147,568)	67,568
0	0	Contribution (from) / to Planning Determination Grant	0	0	(1,000)	1,000
0	0	Contribution (from) / to Public Health and Protection earmarked reserves	0	0	17,643	(17,643)
231,309	231,309	Contribution (from) / to Building Control	231,309	0	231,773	(464)
0	(1,160)	Contribution (from) / to Hackney Carriages	(1,160)	1,160	(44,018)	42,858
0	0	Contribution (from) / to Pension fund triennial valuation earmarked reserves	0	0	500,000	(500,000)
263,113	0	Contribution (from) / to Strategic reserves for one-offs	0	263,113	(979,116)	979,116
0	0	Transfer between Strategic and General Fund reserves	0	0	1,055,767	(1,055,767)
0	(705,107)	Contribution (from) / to GF balances	(659,467)	659,467	357,443	(1,062,550)
7,968,548	7,968,548	General Fund balance at 1st April	7,968,548	0	7,968,548	0
0	(705,107)	Movement in year	(659,467)	659,467	357,443	(1,062,550)
7,968,548	7,263,441	Balance as at 31 March 17	7,309,081	659,467	8,325,991	(1,062,550)
Ring fenced and Strategic reserves						
2,193,440	2,193,440	balance at 1st April	2,193,440	0	2,193,440	0
494,422	103,499	Movement in year	103,499	390,923	675,847	(572,348)
2,687,862	2,296,939	Balance as at 31 March 17	2,296,939	390,923	2,869,287	(572,348)
10,161,988	10,161,988	Total reserve balance at 1st April	10,161,988	0	10,161,988	0
494,422	(601,608)	Movement in year	(555,968)	1,050,390	1,033,290	(1,634,898)
10,656,410	9,560,380	Balance as at 31 March 17	9,606,020	1,050,390	11,195,278	(1,634,898)

Executive Director (Resources, Environment & Cultural Services) - 2016-17 Period 12 variances

Head of Resources

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	2,194,820	3,913,070	3,913,070	(1,718,250)	4,092,997	(179,927)
Premises Related	1,488,790	1,582,210	1,582,210	(93,420)	1,455,141	127,069
Transport Related	15,670	15,670	15,670	0	8,979	6,691
Supplies and Services	1,484,320	1,640,390	1,640,390	(156,070)	1,557,874	82,516
Third Party Payments	2,795,080	3,973,590	3,973,590	(1,178,510)	4,597,018	(623,428)
Transfer Payments	39,876,460	40,700,030	40,700,030	(823,570)	38,905,443	1,794,587
Income	(47,703,120)	(49,746,670)	(49,746,670)	2,043,550	(48,623,093)	(1,123,578)
Income (Insurance recharge)	(152,150)	(164,120)	(164,120)	11,970	(184,973)	20,853
	(130)	1,914,170	1,914,170	(1,914,300)	1,809,386	104,784

Virements (officer agreed budget transfers)

Redundancy costs - transfer to Finance, Human Resources & Members Admin	100,000
Utilities	8,060
Training expenses - to Head of Public Health & Protection (Health & Safety)	1,190
Pension fund adjustment	(727,550)
Finance - transfer from Corporate redundancy budget	(61,800)
Responsive and Planned maintenance	(67,930)
Redundancy costs - transfer from Corporate Projects	(44,230)
Ransomware virus software - transfer from Corporate Projects	(33,000)
Housing Trust reception works - transfer from Corporate Projects	(30,000)
Reduction in rent charged to Steria offset by reduction in contract price	(20,000)
Redundancy costs - transfer from Corporate Projects	(18,960)
Salaries - transfer from Client services	(17,970)
Redundancy costs - transfer from Corporate Projects	(10,000)
Land surveys at 1-9 Town Centre - transfer from Corporate Projects	(5,180)
Training expenses - from Responsive and Planned maintenance	(3,000)
Survey and installation of flagpole at Campus East - transfer from Corporate Projects	(1,630)

Approved Changes - Cabinet 2nd March

Revenue costs relating to Moneyhole Lane Pavilion	(3,920)
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Approved Changes - Cabinet 6th September

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)
Increased scanning costs	(3,820)
Grant expenditure from 2015-16	(1,260)

Approved Changes - Cabinet 1st November

Garages - increased rental income	35,000
Fraud and Error Reduction Incentive Scheme funding	16,910
Universal Credit funding from DWP	8,510
Additional grants	8,180
Weltech - Increased rental income	4,670
Estates - increased rental income	2,800
Gosling Pension Liability	(431,000)
Campus East extension works funded from reserve	(19,730)
Upgrade costs of benefits system	(13,200)
Housing Benefit Software Maintenance	(4,880)

Approved Changes - Cabinet 24th January

Pension Fund Triennial lump sum	(525,100)
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Approved Changes - Cabinet 7th February

Weltech - Increased rental income	14,250
Public liability claim - reduction in provision	10,000
Salaries transferred from capital projects	(62,690)
Net insurance premium savings	(10,360)

Forecasted Outturn Changes

None

Variances savings / under spends

Estates - increased rental income	231,834
Cleaning and general maintenance	62,060
Weltech - Increased rental income	43,403
Apprenticeship levy not required	41,430
IT - Net savings on payment to contractors	26,735
Discretionary Housing Payments	25,816
Weltech - Net savings on supplies & services	24,079
Responsive and Planned maintenance saving	22,938
Telephone network - Net savings on supplies & services	16,503
IT - Net savings on supplies & services	16,131
Utility savings	15,336
Garages - increased rental income	14,073
Corporate Property - Net savings on supplies & services	6,595
Transport saving	6,297
Photocopying - Net overspend on supplies & services	2,301
Broxbourne BC Agreement - increased income	2,066
Other - net savings on supplies and services	6,084

Variances overspends / income shortfalls

Benefit payments and increase in provision	(205,266)
Early retirement costs	(105,821)
Employee overspend (overspend of £120k plus £60k vacancy factor)	(74,105)
Finance - Net overspend on supplies & services	(62,596)
Increase in bank charges	(31,193)
Net insurance excess	(5,019)

Non- Controllable costs

Housing Trust recharge adjustment	(1,670)	4,249
Insurance recharge	11,970	20,853
	(1,914,300)	104,784

Executive Director (Resources, Environment & Cultural Services) - 2016-17 Period 12 variances**Head of Environment**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	783,010	681,850	681,850	101,160	674,789	7,061
Premises Related	385,580	351,590	351,590	33,990	358,611	(7,021)
Transport Related	28,820	29,940	29,940	(1,120)	31,126	(1,186)
Supplies and Services	312,790	557,210	557,210	(244,420)	488,092	69,118
Third Party Payments	7,004,230	6,952,600	6,952,600	51,630	6,930,593	22,007
Income	(3,870,250)	(3,955,200)	(3,955,200)	84,950	(4,337,201)	382,001
	4,644,180	4,617,990	4,617,990	26,190	4,146,010	471,980

Virements (officer agreed budget transfers)

Pension fund adjustment	50,920
Responsive and Planned maintenance	30,870
Salaries - transfer to IT	17,970
Salaries - transfer to Street Wardens	7,790
Utilities	380
Garden Waste preliminary work	(140,000)
Salaries - transfer from Client services	(7,790)
Redundancy costs - transfer from Corporate Projects	(1,250)

Approved Changes - Cabinet 6th September

Fly-Tipping Action Plan	(130,000)
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Approved Changes - Cabinet 4th August

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

Approved Changes - Cabinet 1st November

Car parks - Increased season tickets income	40,000
Employee savings - vacant post	22,620
Employee savings - vacant post	10,900
Dog Control - reduction in payments to contractors	10,000
Savings on software maintenance	3,000
Savings on software maintenance	5,000
Net increase in bank charges	(10,510)

Approved Changes - Cabinet 7th February

Public liability claim	(10,000)
Net insurance premium savings	(2,530)

Forecasted Outturn Changes

None

Variances savings / under spends

Domestic Refuse - additional subsidy from HCC	219,632
Car parks - Income and season tickets	138,473
Reduction in estimated fly tipping costs	72,282
Income from historic Section 106 project	36,000
Net savings on payment to contractors	31,272
Net savings on supplies & services and premises	28,853
Grounds Maintenance income from HCC	9,274
Employee net savings (savings of £30k less £23k vacancy factor)	7,061
Street Furniture - increased income	4,375
Responsive and Planned maintenance	1,302
Other - net savings on supplies and services	2,171

Variances overspends / income shortfalls

Reduced recycling income - falling prices/tonnage	(34,251)
Cemeteries - reduced income	(25,691)
Car parks - payments to contractors	(9,265)
General maintenance	(8,323)
Transportation - Net savings on supplies & services	(1,186)

26,190**471,980**

Executive Director (Resources, Environment & Cultural Services) - 2016-17 Period 12 variances**Head of Policy and Culture**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	1,961,260	1,794,240	1,791,500	169,760	1,784,780	9,460
Premises Related	822,740	876,710	876,710	(53,970)	796,463	80,247
Transport Related	3,480	3,480	3,480	0	1,442	2,038
Supplies and Services	1,792,190	2,310,680	2,310,680	(518,490)	2,249,515	61,165
Third Party Payments	640,030	615,800	615,800	24,230	629,585	(13,785)
Income	(2,510,400)	(2,792,810)	(2,810,400)	300,000	(2,803,592)	10,782
	2,709,300	2,808,100	2,787,770	(78,470)	2,658,193	149,907

Virements (officer agreed budget transfers)

Pension fund adjustment	128,650
Responsive and Planned maintenance	41,610
Reduction in rent charged to Steria offset by reduction in contract price	20,000
Legal costs - transfer to Head of Housing & Community	1,080
High Rope costs - transfer from Corporate Projects	(18,940)
Mill Green Museum feasibility study - transfer from Corporate Projects	(7,000)
Utilities	(5,950)
High Ropes maintenance costs - from Head of Housing & Community	(5,000)

Approved Changes - Cabinet 2nd March

Revenue costs relating to Moneyhole Lane Pavilion	(24,610)
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Approved Changes - Cabinet 4th October

Increase in Finesse Management Fee	(44,000)
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Approved Changes - Cabinet 7th February

Net insurance premium savings	5,360
Increase in Campus West subsidy	(130,000)
Urgent building works at Campus West	(60,000)

Forecasted Outturn Changes

Employee savings - vacant post	20,330
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Variances savings / under spends

Finesse - management fee and utility savings	91,496
Museums - supplies & services	28,722
Employee net saving (saving of £42k less £14k vacancy factor)	28,142
Museums - Employee net costs (saving of £31k less £5k vacancy factor)	26,392
Campus West - Film hire	19,727
Campus West - Software costs	19,325
Campus West - Equipment Purchase	17,361
Performance & Strategy Unit - net saving on supplies and services	12,874
Community Centres - increased income	10,926
Campus West - Premises savings	9,843
Responsive and Planned maintenance	8,906
Campus West - Catering expenditure	8,500
Moneyhole Lane Pavilion	8,432
Communications - net saving on supplies and services	8,405
Customer Services - net saving on supplies and services	5,803
Campus West - Contract Cleaning	4,930
Skate Park maintenance	4,668
Campus West - Marketing	1,282
Other - net savings on supplies and services and contractors	2,703

Variances overspends / income shortfalls

Campus West - reduced income	(86,593)
Campus West - Employee overspend (saving of £8k less £35k vacancy factor)	(27,094)
Museums - reduced income	(24,904)
Campus West - Cash collection & Stock Control fees	(17,052)
Campus West - Payment to contractors	(9,422)
Campus West - Other supplies & services	(3,463)

(78,470)**149,907**

Executive Director (Resources, Environment & Cultural Services) - 2016-17 Period 12 variances**Resources, Environment & Cultural Services Directorate**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	330,330	387,730	387,730	(57,400)	380,006	7,724
Transport Related	2,250	2,250	2,250	0	1,081	1,169
Supplies and Services	3,790	3,790	3,790	0	5,215	(1,425)
	336,370	393,770	393,770	(57,400)	386,301	7,469

Virements (officer agreed budget transfers)

Pension fund adjustment	29,480
Redundancy costs - transfer from Corporate Projects	(10,610)
Redundancy costs - transfer from Corporate Projects	(76,270)

Forecasted Outturn Changes

None

Variances savings / under spends

Employee net saving (savings of £19k less £10k vacancy factor)	8,893
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Variances overspends / income shortfalls

Net savings on supplies & services	(1,425)
	(57,400)
	7,469

Director (Public Protection, Planning and Governance) - 2016-17 Period 12 variances**Head of Law and Administration**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	1,415,580	1,438,340	1,438,340	(22,760)	1,398,795	39,545
Premises Related	16,940	17,660	17,660	(720)	4,827	12,833
Transport Related	36,730	38,410	38,410	(1,680)	29,002	9,408
Supplies and Services	738,920	747,680	747,680	(8,760)	728,480	19,200
Third Party Payments	140,070	140,070	140,070	0	144,345	(4,275)
Income	(1,115,490)	(1,115,490)	(1,115,490)	0	(1,300,381)	184,891
	1,232,750	1,266,670	1,266,670	(33,920)	1,005,068	261,602

Virements (officer agreed budget transfers)

Pension fund adjustment	107,580
Human Resources - transfer from Corporate redundancy budget	(27,580)
Legal Services Manager funding - transfer from Corporate Projects	(20,310)
Members Admin - transfer from Corporate redundancy budget	(10,620)
Firstcare (sickness line) - transfer from Corporate Projects	(10,000)
Redundancy costs - transfer from Corporate Projects	(1,970)
Facilitation services for HR interviews - transfer from Corporate Projects	(1,520)
Advice on governance and housing matters - transfer from Corporate Projects	(510)

Approved Changes - Cabinet 1st November

Additional budget approved for two new members of staff in the Land Charges team. (Fixed term contract)	(60,300)
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Approved Changes - Cabinet 7th February

Electoral Registration admin post funded from earmarked reserve	(7,560)
Net insurance premium savings	(1,130)

Forecasted Outturn Changes

None

Variances savings / under spends

Employee net savings (savings of £126k less £38k vacancy factor)	87,632
Land Charges - Employee costs (put into earmarked reserve)	45,901
Electoral Registration - Individual Electoral Registration Grant not used	32,618
Litigation/Conveyancing - additional 3rd party income	17,598
Internal audit savings	15,086
Corporate Training	14,474
Members Admin - net savings on supplies and services	12,919
HR - net savings on supplies and services	12,325
District Council Elections - net under spend	11,347
Land Charges - search fees	8,097
Members Allowances - car allowances & vehicle hire	7,574
Procurement - net savings on supplies and services	4,673
Legal - net savings on supplies and services	3,012
Other - net savings on supplies and services	2,828

Variances overspends / income shortfalls

Local Land Charges - net overspend on supplies and services	(7,914)
Members Allowances - payments	(6,215)
Central Postage - increased postage costs	(352)

(33,920)**261,602**

Director (Public Protection, Planning and Governance) - 2016-17 Period 12 variances**Head of Planning**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	2,016,240	2,040,280	2,040,280	(24,040)	1,943,259	97,021
Premises Related	81,120	83,760	83,760	(2,640)	78,689	5,071
Transport Related	32,860	32,860	32,860	0	22,538	10,322
Supplies and Services	659,900	560,640	560,640	99,260	600,009	(39,369)
Third Party Payments	354,020	354,020	354,020	0	948,252	(594,232)
Income	(1,149,580)	(1,155,430)	(1,155,430)	5,850	(1,520,869)	365,439
	1,994,560	1,916,130	1,916,130	78,430	2,071,879	(155,749)

Virements (officer agreed budget transfers)

Pension fund adjustment	160,530
Utilities	(2,080)
Responsive and Planned maintenance	(560)

Approved Changes - Cabinet 7th February

Net insurance premium savings	540
Tree Preservation work funded by earmarked reserve	(80,000)

Forecasted Outturn Changes

None

Variances savings / under spends

Planning Policy - Local Plan	46,198
Development Management - Net savings on supplies & services	42,554
Earmarked reserve income	6,851
Transport related costs	2,395
Other - net savings on supplies and services	4,316

Variances overspends / income shortfalls

Development Management - reduction in planning fees	(112,645)
Net cost of Building Control	(80,654)
Employee net costs (savings of £4k less £52k vacancy factor)	(47,612)
Tree Maintenance - Payment to contractors & Consultancy fees	(17,151)

78,430**(155,749)**

Director (Public Protection, Planning and Governance) - 2016-17 Period 12 variances**Head of Public Health & Protection**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	1,237,610	1,097,380	1,072,070	165,540	1,084,482	12,898
Premises Related	1,650	2,720	2,720	(1,070)	2,716	4
Transport Related	24,160	24,160	24,160	0	18,846	5,314
Supplies and Services	105,800	137,210	137,210	(31,410)	188,721	(51,511)
Third Party Payments	36,020	36,020	36,020	0	28,669	7,351
Income	(310,740)	(334,830)	(334,830)	24,090	(423,158)	88,328
	1,094,500	962,660	937,350	157,150	900,276	62,384

Virements (officer agreed budget transfers)

Pension fund adjustment	95,820
Conference expenses - to Public Protection, Planning and Governance Director	2,000
Training expenses - from Head of Resources (Corporate Property)	(1,190)
Responsive and Planned maintenance	(1,070)

Approved Changes - Cabinet 1st November

Employee savings - vacant post	12,780
Increased income	3,530

Approved Changes - Cabinet 7th February

Hackney Carriages income into earmarked reserve	20,000
Net insurance premium savings	(30)

Forecasted Outturn Changes

Employee savings - vacant post	25,310
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Variances savings / under spends

Earmarked reserve	17,643
Licensing - fee income	15,214
Employee net savings (savings of £45k less £32k vacancy factor)	12,898
Payments to contractors net savings	7,351
Environmental Health - net savings on supplies and services	6,920
Licensing - net savings on supplies and services	6,454
Transport related costs	5,314
Hackney Carriages - net savings on supplies and services	4,878
Other - net savings on supplies and services	4,018

Variances overspends / income shortfalls

Environmental Health - fee income	
Hackney Carriages - fee income	(14,142)
Travellers Invasions costs	(4,165)

157,150**62,384**

Director (Public Protection, Planning and Governance) - 2016-17 Period 12 variances**Public Protection, Planning and Governance Directorate**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	358,320	402,490	402,490	(44,170)	412,640	(10,150)
Transport Related	2,590	2,590	2,590	0	605	1,985
Supplies and Services	5,940	7,950	7,950	(2,010)	9,125	(1,175)
	366,850	413,030	413,030	(46,180)	422,369	(9,339)

Virements (officer agreed budget transfers)

Pension fund adjustment	32,100
Redundancy costs - transfer from Corporate Projects	(76,270)
Conference expenses - from Head of Public Health & Protection	(2,000)

Approved Changes - Cabinet 7th February

Net insurance premium savings	(10)
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Forecasted Outturn Changes

None

Variances savings / under spends

None

Variances overspends / income shortfalls

Employee net costs (savings of £3k less £11k vacancy factor)	(8,164)
Net savings on supplies & services	(1,175)
	(46,180)
	(9,339)

Director (Housing and Communities) - 2016-17 Period 12 variances

Head of Housing & Community

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	917,970	834,960	834,960	83,010	868,724	(33,764)
Premises Related	16,360	20,160	20,160	(3,800)	13,026	7,134
Transport Related	13,460	12,600	12,600	860	10,337	2,263
Supplies and Services	938,850	970,440	970,440	(31,590)	1,012,439	(41,999)
Third Party Payments	17,000	17,000	17,000	0	16,490	510
Income	(218,880)	(265,410)	(265,410)	46,530	(469,327)	203,917
	1,684,760	1,589,750	1,589,750	95,010	1,451,690	138,060

Virements (officer agreed budget transfers)

Pension fund adjustment	62,720
High Ropes maintenance costs - to Head of Policy and Culture	5,000
Responsive and Planned maintenance	80
Redundancy costs - transfer from Corporate Projects	(11,280)
Legal costs - transfer from Head of Policy and Culture	(1,080)
Utilities	(410)

Approved Changes - Cabinet 1st November

Employee savings - vacant post	24,770
Reversal of prior year Shop Mobility saving	(8,470)

Approved Changes - Cabinet 7th February

Employee savings - vacant post	22,580
Saving on vehicle maintenance (vehicle now sold)	1,230
Net insurance premium savings	(130)

Variances savings / under spends

Homelessness/Advice - Management Fee savings	55,940
Houses of Multiple Occupation - additional income	23,913
Housing Strategy - University funding offset by legal fees	20,056
Employee net costs (overspend of £45k plus £28k vacancy factor)	16,766
Community Safety - Net savings on supplies & services	13,951
CCTV - reduced project and maintenance costs	6,042
Other - net savings on supplies and services	2,563

Variances overspends / income shortfalls

Earmarked reserve expenditure	(1,171)
	95,010
	138,060

Director (Housing and Communities) - 2016-17 Period 12 variances**Housing and Communities Directorate**

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	448,440	408,530	408,530	39,910	343,693	64,837
Transport Related	3,030	3,030	3,030	0	809	2,221
Supplies and Services	11,660	11,670	11,670	(10)	9,496	2,174
Third Party Payments	0	0	0	0	0	0
	463,130	423,230	423,230	39,900	353,998	69,232

Virements (officer agreed budget transfers)

Pension fund adjustment 39,910

Approved Changes - Cabinet 7th February

Net insurance premium savings (10)

Forecasted Outturn Changes

None

Variances savings / under spends

Employee net saving (savings of £81k less £14k vacancy factor) 67,058
 Net savings on supplies & services 2,174

Variances overspends / income shortfalls

None

39,900

69,232

Chief Executive - 2016-17 Period 12 variances

Chief Executive's Unit

	Original Budget 2016/17 £	Current Budget 2016/17 £	Forecasted Outturn 2016/17 £	Variance to Original £	Actual 2016/17 £	Variance to Current £
Employees	219,370	228,790	228,790	(9,420)	227,388	1,402
Transport Related	1,370	1,370	1,370	0	1,409	(39)
Supplies and Services	445,990	(98,490)	(98,490)	544,480	159,712	(258,202)
Income	(12,300)	(12,300)	(12,300)	0	(12,150)	(150)
	654,430	119,370	119,370	535,060	376,360	(256,990)

Virements (officer agreed budget transfers)

Corporate Projects - transfer to Head of Environment Garden Waste preliminary work	140,000
Corporate Projects - transfer to PP, P & G Directorate (Redundancy costs)	76,270
Corporate Projects - transfer to R,E & CS Directorate (Redundancy costs)	76,270
Corporate Projects - transfer to Head of Resources (Redundancy costs)	63,190
Corporate Projects - transfer to Head of Resources (Ransomware virus software)	33,000
Corporate Projects - transfer to Head of Resources (Campus East reception)	30,000
Corporate Projects - transfer to Chief Executive's Unit (Redundancy costs)	25,550
Corporate Projects - transfer to Head of Law and Admin (Legal Services Manager)	20,310
Pension fund adjustment	19,840
Corporate Projects - transfer to Head of Policy and Culture (High Rope costs)	18,940
Corporate Projects - transfer to Head of Housing & Community (Redundancy costs)	11,280
Corporate Projects - transfer to Finance & Operations Directorate (Redundancy costs)	10,610
Corporate Projects - transfer to Head of Resources (Redundancy costs)	10,000
Corporate Projects - transfer to Head of Law and Administration (Firstcare)	10,000
Corporate Projects - transfer to Head of Policy and Culture (MGM feasibility study)	7,000
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 (Redundancy costs)	1,970
Corporate Projects - transfer to Head of Resources (Flag pole)	1,630
Corporate Projects - transfer to Head of Law and Administration (Facilitation services for HR interview)	1,520
Corporate Projects - transfer to Head of Environment (Redundancy costs)	1,250
Corporate Projects - transfer to Head of Law and Administration (Advice on governance and housing Redundancy costs - transfer from Corporate Projects)	510
	(25,550)

Approved Changes - Cabinet 6th September

Spinal point increase	(3,710)
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Forecasted Outturn Changes

None

Variances savings / under spends

Net savings on supplies & services	4,844
Corporate subscriptions	2,242
Employee net savings (savings of £8k less £7k vacancy factor)	1,362

Variances overspends / income shortfalls

Corporate Projects	(265,438)
	535,060
	(256,990)

Summary of Growth and Savings	2016/17	Position At		
	General Fund £	31 Jan 17	28 Feb 17	31 Mar 17
Ongoing items				
Total Growth	703,460	526,230	568,710	620,290
Total Savings	(1,136,230)	(694,320)	(747,600)	(1,130,680)
Total Ongoing items	(432,770)	(168,090)	(178,890)	(510,390)
One-offs				
Total Growth - one-offs	755,000	657,440	660,700	703,246
Total	322,230	489,350	481,810	192,856

Growth allocated to priorities (as per Budget Book pg154)	General Fund £	31 Jan 17	28 Feb 17	31 Mar 17
	Priority 1 Maintain a safe and healthy community	8,830	7,360	8,090
Priority 2 Protect and enhance the environment	244,500	171,420	185,850	200,300
Priority 3 Meet the borough's housing needs	0	0	0	0
Priority 4 Help build a strong local economy	55,700	11,490	11,750	19,230
Priority 5 Engage with our communities and provide value for money	394,430	335,960	363,020	391,930
	703,460	526,230	568,710	620,290

Savings/Reductions allocated to priorities	General Fund £	31 Jan 17	28 Feb 17	31 Mar 17
	Priority 1 Maintain a safe and healthy community	(45,700)	(42,700)	(44,200)
Priority 2 Protect and enhance the environment	(59,400)	(24,490)	(26,960)	(59,400)
Priority 3 Meet the borough's housing needs	(34,000)	(28,330)	(31,170)	(34,000)
Priority 4 Help build a strong local economy	(210,000)	(195,000)	(202,500)	(210,000)
Priority 5 Engage with our communities and provide value for money	(787,130)	(403,800)	(442,770)	(781,580)
	(1,136,230)	(694,320)	(747,600)	(1,130,680)

One-off Growth allocated to priorities	General Fund £	31 Jan 17	28 Feb 17	31 Mar 17
	Priority 1 Maintain a safe and healthy community	0	0	0
Priority 2 Protect and enhance the environment	240,000	149,080	152,340	191,520
Priority 3 Meet the borough's housing needs	0	0	0	0
Priority 4 Help build a strong local economy	60,000	56,660	56,660	60,000
Priority 5 Engage with our communities and provide value for money	455,000	451,700	451,700	451,726
	755,000	657,440	660,700	703,246

Resources, Environment & Cultural Services - Ongoing **GROWTH** items

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
FO_ENV_1617_G1 - Mixed Recyclables Income reduction	2	61,000	34,170	37,580	41,000	82612/6481
FO_ENV_1617_G2 - Net cost of Civil Enforcement Officers	2	50,000	41,670	45,830	50,000	50002/82003/6070
FO_ENV_1617_G3 - Newspapers recycling income reduction	2	24,000	24,000	24,000	24,000	82603/6481
FO_ENV_1617_G4 - In-Cab IT	2	5,000	0	0	0	46009/6481
FO_ENV_1617_G7 - Additional grass cut	2	100,000	68,630	75,490	82,350	50002/6420
FO_ENV_1617_G5 - Play Area App	2	3,000	2,950	2,950	2,950	42004/6421
FO_ENV_1617_G6 - Permit Scheme	2	1,500	0	0	0	42004/6071
Head of Environment		244,500	171,420	185,850	200,300	
FO_RES_1617_G1 - Housing Benefit administration grant reduction	5	25,860	21,550	23,710	25,860	80004/6740
FO_RES_1617_G2 - One off support for Private Businesses in Hatfield Town Centre	4	40,700	7,000	7,000	7,000	50001/6770
FO_RES_1617_G3 - Cease provision of a hosted data centre to South Bucks Borough Council.	5	10,000	8,330	9,170	10,000	82004/7711
FO_RES_1617_G4 - Replacement backup SAN	5	5,000	0	0	0	42023/7711
FO_RES_1617_G5 - Security software	5	4,500	0	0	0	42004/7711
FO_RES_1617_G8 - Microsoft Enterprise Agreement	5	71,500	80,000	80,000	80,000	42024/7711
Head of Resources		157,560	116,880	119,880	122,860	
SD_PC_1617_G2 - New Queue Management System for Campus East Reception	5	3,600	3,600	3,600	3,600	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	3,600	3,600	3,600	
CORP_1617_G1 - Single Tier State Pension – National insurance implications	5	150,000	125,000	137,500	150,000	10005/6724
CORP_1617_G4 - Triennial pension valuation	5	107,700	89,750	98,730	107,700	10006/6724
Corporate		257,700	214,750	236,230	257,700	
TOTAL Ongoing GROWTH		664,860	506,650	545,560	584,460	

Resources, Environment & Cultural Services - **One-off GROWTH** items

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
CORP_1617_OG1 - Corporate Projects	5	350,000	350,000	350,000	350,000	46097/6100
CORP_1617_OG2 - Early Retirement Costs	5	100,000	100,000	100,000	100,000	14017/6775
Corporate		450,000	450,000	450,000	450,000	
FO_RES_1617_OG1 - Hatfield Town Centre renovation	4	30,000	28,330	28,330	30,000	46097/6770
FO_RES_1617_OG2 - Hatfield Town Centre renovation - fees	4	30,000	28,330	28,330	30,000	46097/6770
FO_RES_1617_OG3 - Single Person Discount (SPD) review across Herts	5	5,000	1,700	1,700	1,726	46080/7709
Head of Resources Total		65,000	58,360	58,360	61,726	
TOTAL One-Off GROWTH		515,000	508,360	508,360	511,726	

Resources, Environment & Cultural Services - **SAVINGS & Efficiencies**

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
CORP_1617_EFF3 - Restructure services	5	(300,000)	0	0	(300,000)	TBC
Total Corporate One-Off Efficiencies		(300,000)	0	0	(300,000)	
FO_ENV_1617_EFF2 - Car Park income	4	(90,000)	(75,000)	(82,500)	(90,000)	82002/6050/6052/6054
FO_ENV_1617_EFF3 - Alternative Financial Model income	2	(30,000)	0	0	(30,000)	82008/6480
FO_ENV_1617_EFF4 - Recycling Bank Emptying Scheme	2	(15,000)	(12,500)	(13,750)	(15,000)	50002/6481
FO_ENV_1617_EFF5 - Southway Cemetery Mausoleum	5	(14,000)	(8,250)	(8,450)	(8,450)	82060/6486
FO_ENV_1617_EFF6 - Dog Control costs	2	(12,400)	(10,330)	(11,370)	(12,400)	50002/6484
FO_ENV_1617_EFF7 - Rental Income for use of Tewin Road depot	5	(7,500)	(7,500)	(7,500)	(7,500)	82402/6499
Head of Environment		(168,900)	(113,580)	(123,570)	(163,350)	
FO_RES_1617_E1 - Rationalisation of Office Accommodation	5	(176,650)	(147,210)	(161,930)	(176,650)	Various/7720/7723
FO_RES_1617_E2 - Rationalisation of Office Accommodation	5	(115,100)	(95,920)	(105,510)	(115,100)	46097/7720
FO_RES_1617_E3 - Estates income - commercial and garage portfolio	4	(70,000)	(70,000)	(70,000)	(70,000)	Various/Various
FO_RES_1617_E4 - Estates income - Hatfield Town Centre flats	4	(50,000)	(50,000)	(50,000)	(50,000)	82402/6770
FO_RES_1617_E5 - Provision of Services to Broxbourne Borough Council	5	(50,000)	(41,670)	(45,830)	(50,000)	Various/6747
FO_RES_1617_E6 - External Audit Fees	5	(20,000)	(16,670)	(18,330)	(20,000)	46066/6721
Head of Resources		(481,750)	(421,470)	(451,600)	(481,750)	
SD_PC_1617_EFF2 - Complete a service review	5	(20,000)	(16,670)	(18,330)	(20,000)	10001/5/6/7602
SD_PC_1617_EFF3 - Finesse Efficiency Savings	1	(16,000)	(13,330)	(14,670)	(16,000)	46068/6416
SD_PC_1617_EFF4 - Netcall Telephonetics Project	5	(12,500)	(10,420)	(11,460)	(12,500)	50002/7600
Head of Policy & Culture		(48,500)	(40,420)	(44,460)	(48,500)	
TOTAL EFFICIENCIES		(999,150)	(575,470)	(619,630)	(993,600)	

Public Protection, Planning and Governance - Ongoing **GROWTH** items

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
GOV_GOV_1617_G1 - Governance Services Review	5	8,770	7,310	8,040	8,770	10001/7301
GOV_GOV_1617_G2 - PSN Requirements - implications for members	5	6,000	420	2,270	6,000	42023/6311
Head of Law & Administration		14,770	7,730	10,310	14,770	
SD_PLA_1617_G1 - Economic Development Costs	4	15,000	4,490	4,750	12,230	46097/6019
Head of Planning		15,000	4,490	4,750	12,230	
TOTAL Ongoing GROWTH		29,770	12,220	15,060	27,000	

Resources, Environment & Cultural Services - **One-off GROWTH** items

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
SD_PLA_1617_OG1 - Local Plan & CIL Examinations	2	120,000	69,080	72,340	111,520	46097/6012
SD_PLA_1617_OG2 - Local Development Framework	2	80,000	80,000	80,000	80,000	46100/6012
SD_PLA_1617_OG3 - WGC Estate Management Scheme	2	40,000	0	0	0	46080/6013
Head of Planning		240,000	149,080	152,340	191,520	
TOTAL One-Off GROWTH		240,000	149,080	152,340	191,520	

Public Protection, Planning and Governance - **SAVINGS & Efficiencies**

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
GOV_LA_1617_EFF1 - Room Hire	5	(11,250)	(9,380)	(10,310)	(11,250)	26003/7306
Head of Law & Administration		(11,250)	(9,380)	(10,310)	(11,250)	
SD_PLA_1617_EFF1 - Review following replacement of Fastsuite	5	(60,130)	(50,110)	(55,120)	(60,130)	10001/5/6/6013
FO_PLA_1617_EFF3 - Car park resurfacing at Sherradswood	2	(1,000)	(830)	(920)	(1,000)	24002/6082
FO_PLA_1617_EFF4 - Car park resurfacing at Mardley Heath	2	(1,000)	(830)	(920)	(1,000)	24028/6082
Head of Planning		(62,130)	(51,770)	(56,960)	(62,130)	
TOTAL EFFICIENCIES		(73,380)	(61,150)	(67,270)	(73,380)	

Housing and Communities - Ongoing GROWTH items

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
SD_HC_1617_G1 - Landlord Accreditation Scheme funding support	1	8,830	7,360	8,090	8,830	82004/6025
Head of Housing & Community		8,830	7,360	8,090	8,830	
TOTAL Ongoing GROWTH		8,830	7,360	8,090	8,830	

Housing and Communities - SAVINGS & Efficiencies

Description	Corporate Priority	2016/17 £	Position At			Code
			31 Jan 17	28 Feb 17	31 Mar 17	
SD_HC_1617_EFF1 - Houses of Multiple Occupation mandatory lice	1	(27,700)	(27,700)	(27,700)	(27,700)	82002/6025
SD_HC_1617_EFF2 - Housing Needs	3	(34,000)	(28,330)	(31,170)	(34,000)	46068/6204
SD_HC_1617_EFF4 - CCTV	1	(2,000)	(1,670)	(1,830)	(2,000)	24035/6608
Head of Housing & Community		(63,700)	(57,700)	(60,700)	(63,700)	
TOTAL EFFICIENCIES		(63,700)	(57,700)	(60,700)	(63,700)	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for CORPORATE BUDGETS

Item	Risk Consideration	Head of Service	Full Year		Year to date Current Budget £	Year to date			
			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	
£	%	£	%						
Investment interest	This budget is affected by variations in interest rates and capital spending and receipts	Resources (vacant)	328,055	328,055	328,055	384,867	117.32%	56,812	17.32%
Outside Printing	Concern expressed on unit costs, fifth year of new contract arrangements	Paul Underwood	188,640	188,640	188,640	136,472	72.34%	52,168	27.66%
IT Consumables	Costs quickly spiral & can lead to budget pressures.	All	23,520	23,520	23,520	8,560	36.39%	14,960	63.61%
Car Allowances	Demand Led	All	117,810	117,810	117,810	87,191	74.01%	30,619	25.99%
Salaries & agency (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	10,131,330	10,131,330	10,103,280	9,907,592	97.79%	195,688	1.94%
Utilities - Electricity	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	309,170	309,170	309,170	314,749	101.80%	(5,579)	(1.80%)
Utilities - Gas	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	220,990	220,990	220,990	155,106	70.19%	65,884	29.81%

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date				
			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.	Resources (vacant)	400,000	400,000	400,000	356,850	89.21%	43,150	10.79%
Telephone Network Charges	New technology leading to increased costs. Usage control	Resources (vacant)	168,000	168,000	168,000	151,597	90.24%	16,403	9.76%
Photocopier costs	Increased usage, additional copiers.	Resources (vacant)	68,650	68,650	68,650	66,299	96.58%	2,351	3.42%

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date Current Budget £	Year to date			
			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	731,400	731,400	731,400	694,737	94.99%	(36,663)	(5.01%)
Recycling Contract Payments excluding Serco.	Variable budget based on collection rates & commodity selling prices	Durk Reyner	25,500	25,500	25,500	9,772	38.32%	15,728	61.68%
Penalty Charge Notices - Income	Demand Led - income relation to contractors fees	Durk Reyner	255,000	255,000	255,000	301,442	118.21%	46,442	18.21%
Penalty Charge Notices Contractors Fees	Variable budget due to demand & numbers of PCN's issued, impact of new contract, (Jan 2012)	Durk Reyner	427,920	427,920	427,920	456,900	106.77%	(28,980)	(6.77%)
Parking Fee Income	Demand led, impact of ANPR system & competition from other providers.	Durk Reyner	1,035,760	1,035,760	1,035,760	1,071,293	103.43%	35,533	3.43%
Season Ticket Income	Demand led	Durk Reyner	272,520	272,520	272,520	309,426	113.54%	36,906	13.54%
Cemeteries - Burial Income	Demand led budget, competition from local crematorium	Durk Reyner	173,020	173,020	173,020	153,161	88.52%	(19,859)	(11.48%)

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Resources, Environment & Cultural Service

Item	Risk Consideration	Head of Service	Full Year		Year to date				
			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.	Resources (vacant)	2,437,880	2,437,880	2,437,880	2,564,400	105.19%	126,520	5.19%
General Fund Garages - Income	Demand led - budget includes 5% void rate.	Resources (vacant)	2,159,270	2,159,270	2,159,270	2,173,343	100.65%	14,073	0.65%
Weltech - Income	Effect of economical downturn - budget includes 12.5% void rate.	Resources (vacant)	416,780	416,780	416,780	460,183	110.41%	43,403	10.41%
Planned Maintenance Programme	Delivery of the programme as priorities change.	Resources (vacant)	235,920	235,920	235,920	233,860	99.13%	2,060	0.87%

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date				
			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	
							£	%	
Campus West - Employee Costs (including salaries and wages)	If staff are not multi-functional very easy to overspend in peak usage times.	Paul Underwood	1,316,940	1,316,940	1,316,940	1,232,284	93.57%	84,656	6.43%
Campus West - Catering Income	Demand led, affected by price weather & programme of events.	Paul Underwood	688,360	688,360	688,360	627,937	91.22%	(60,423)	(8.78%)
Campus West - Food & Beverage Supplies	Demand led and potential stock control issues	Paul Underwood	327,240	327,240	327,240	313,532	95.81%	13,708	4.19%
Campus West - Cinema Income	Demand led, affected by price weather & programme of events.	Paul Underwood	874,630	874,630	874,630	903,601	103.31%	28,971	3.31%
Campus West - Film Hire	Programme of events to fulfil community expectations not necessarily to maximise income	Paul Underwood	439,190	439,190	439,190	419,463	95.51%	19,727	4.49%
Campus West - Rollercity Income	Demand led, affected by price weather & programme of events.	Paul Underwood	347,610	347,610	347,610	335,697	96.57%	(11,913)	(3.43%)
Campus West - Soft Play Income	Demand led, affected by price weather & programme of events.	Paul Underwood	172,630	172,630	172,630	162,489	94.13%	(10,141)	(5.87%)
Campus West - Panto Income	Demand led, affected by price weather & programme of events.	Paul Underwood	120,000	120,000	120,000	126,272	105.23%	6,272	5.23%
Campus West - Panto costs	Production costs for putting on the annual pantomime	Paul Underwood	130,000	130,000	130,000	126,371	97.21%	3,629	2.79%
Campus West - Other Income	Demand led, affected by price weather & programme of events.	Paul Underwood	183,970	183,970	183,970	144,611	78.61%	(39,359)	(21.39%)
Campus West - Equipment purchase	Used for responsive and planned purchases	Paul Underwood	90,000	90,000	90,000	72,639	80.71%	17,361	19.29%

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Public Protection, Planning and Govern

			Full Year		Year to date				
Item	Risk Consideration	Head of Service	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	81,730	89,827	109.91%	8,097	9.91%
Postal Charges	Prices governed by PO new pricing policies on size & weight impacted on the authority	Margaret Martinus	174,000	174,000	174,000	170,922	98.23%	3,078	1.77%

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31 March 2017 for Public Protection, Planning and Governance

Item	Risk Consideration	Head of Service	Full Year		Year to date				
			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	572,410	342,510	59.84%	(229,900)	(40.16%)
Building Control Expenditure	Service is ring-fenced current balance is a deficit of £252k.	Colin Haigh	359,560	359,560	359,560	625,210	173.88%	(265,650)	(73.88%)
Building Control Income	Demand Led	Colin Haigh	376,650	376,650	376,650	636,574	169.01%	259,924	69.01%
Planning Policy - Project expenditure	Incinerator appeal - spiralling legal costs	Colin Haigh	133,990	133,990	133,990	111,521	83.23%	22,469	16.77%
Planning Policy Local Development Framework	Unknown costs of enquiry consultation period extended Scheme costs extended to future years	Colin Haigh	98,790	98,790	98,790	100,869	102.10%	(2,079)	(2.10%)

Arrears by department at 31 March 2017

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	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Health	15,583.00	403.29	0.00	0.00	1,522.08	17,508.37
Planning Department	4,936.63	897.27	2,074.40	7,835.80	671.14	16,415.24
Cemetery Services	13,900.00	0.00	1,747.00	8,771.20	9,215.00	33,633.20
Parking Services	0.00	10.00	0.00	0.00	150.00	160.00
Landscape & Ecology	2.63	5.39	17.15	-16.34	-96.76	-87.93
Recycling & Contract Services	38,417.32	8,232.00	1,452.00	18,368.95	5.50	66,475.77
Housing & Community Services	29,447.32	0.00	6,333.00	945.00	242.37	36,967.69
Rental Deposit Scheme	0.00	0.00	0.00	24,754.82	4,908.01	29,662.83
Independent Living	14,826.82	724.80	0.00	0.00	0.00	15,551.62
Jim MacDonald Centre	8,245.62	0.00	0.00	0.00	0.00	8,245.62
Campus West Entertainment	5,597.55	1,606.74	0.00	0.25	0.00	7,204.54
Mill Green Museum	3,088.20	0.00	0.00	0.00	0.00	3,088.20
Accounting Services	127,239.59	1,216.80	0.00	16,289.76	21,039.21	165,785.36
Benefits	276,206.35	0.00	0.00	0.00	280.00	276,486.35
Financial Management	98,009.32	0.00	0.00	274.00	0.00	98,283.32
Insurance	0.00	0.00	0.00	1,449.36	166.70	1,616.06
Piper Alarm	29,781.46	54.74	71.50	-323.62	-164.06	29,420.02
Shops/Units/Leases	436,175.52	36,642.17	3,025.81	57,289.47	25,586.25	558,719.22
Weltech Business Centre	1,025.73	885.79	1,649.32	-37.50	-46.26	3,477.08
Garage Rents	113,492.74	3,673.31	2,521.03	11,326.49	38,750.67	169,764.24
	<u>1,215,975.80</u>	<u>54,352.30</u>	<u>18,891.21</u>	<u>146,927.64</u>	<u>102,229.85</u>	<u>1,538,376.80</u>

Environmental Health	1,640.08	3 with legal
	-118.00	1 credit
	1,522.08	
Planning Department	671.14	2 with legal
Cemetery Services	2,500.00	1 with legal
	2,665.00	2 arrangement to pay
	4,050.00	2 with department to chase
	9,215.00	
Parking Services	150.00	1 with legal
Landscape Ecology	-96.76	4 credits
Recycling & Contract Services	55.50	1
	-50.00	1 credit
	5.50	small balance
Housing & Community Services	290.00	1 with legal
	-47.63	1 credit
	242.37	
Rental Deposit Scheme	4,908.01	6 Housing dealing
Accounting Services	6,722.51	2 car loans
	12,565.86	3 with legal
	2,148.04	3 Mortgage Rescue Scheme
	47.80	2 small balances
	180.00	1 with department to chase
	-625.00	1 credit
	21,039.21	
Benefits	280.00	4 small balances
Insurance	209.05	1 with legal
	-42.35	1 credit
	166.70	
Piper Alarm	-164.06	4 credits
Shops/Units/Leases	10,451.64	4 with legal
	1,062.00	1 HCC dispute
	15,250.20	4 arrangements to pay
	2,068.93	small balances
	-3,246.52	credits
	25,586.25	
Weltech Business Centre	-46.26	1 credit
Garages	38,750.67	various small balances

Welwyn Hatfield Borough Council

Outturn 2016/17

Housing Revenue Account

Original Budget £	Description	Year to Date			
		Current Budget £	Actual to Date £	Variance to Original £	Variance to Current £
(49,426,180)	Dwelling Rents	(49,471,820)	(49,201,005)	(225,175)	(270,815)
(410,580)	Non Dwelling Rents	(410,580)	(407,063)	(3,517)	(3,517)
(1,167,970)	Charges for Services and Facilities	(1,233,880)	(1,300,897)	132,927	67,017
(657,500)	Leaseholders Charges for Services	(657,500)	(503,457)	(154,043)	(154,043)
(37,910)	Contributions towards Expenditure	(37,910)	(67,910)	30,000	30,000
(194,390)	Supporting People Contribution	(188,240)	(186,962)	(7,428)	(1,278)
(8,000)	De Minimis Receipts	(8,000)	(25,207)	17,207	17,207
0	Non Fixed Asset Capital Receipts	0	(40,500)	40,500	40,500
(51,902,530)	Total Income	(52,007,930)	(51,733,001)	(169,529)	(274,929)
3,616,320	Supervision and Management	3,616,320	4,013,043	(396,723)	(396,723)
5,067,100	Special Services	5,073,100	4,890,122	176,978	182,978
0	IAS19 Adjustment	0	(1,846,496)	1,846,496	1,846,496
10,500,000	Depreciation (Tfr to Major Repairs & Reserve)	10,500,000	12,787,903	(2,287,903)	(2,287,903)
(24,000,000)	Revaluation Loss / (Gain)	(24,000,000)	(96,512)	(23,903,488)	(23,903,488)
46,570	Debt Management Costs	46,570	46,570	0	0
100,000	Sums directed by Secretary of State	100,000	0	100,000	100,000
10,987,610	Repairs and Maintenance	10,852,610	10,222,484	765,126	630,126
418,900	Rents, Rates, Taxes and Other Charges	420,900	370,678	48,222	50,222
2,500,000	(Gain) or Loss on Disposals	2,500,000	(3,105,433)	5,605,433	5,605,433
0	Net Interest on the Net Defined Benefit Liability	0	292,068	(292,068)	(292,068)
800,000	Increase in Provision for Bad Debts	350,000	129,159	670,841	220,841
10,036,500	Total Expenditure	9,459,500	27,703,585	(17,667,085)	(18,244,085)
490,430	HRA share of Corporate and Democratic Core	490,430	490,430	0	0
(41,375,600)	Net Cost of Services	(42,058,000)	(23,538,986)	(17,836,614)	(18,519,014)
	Less Interest and Non-Statutory Items:				
0	Non Fixed Asset Capital Receipts Reversal	0	32,500	(32,500)	(32,500)
(2,500,000)	Reversal of Gain or Loss on Disposal	(2,500,000)	3,105,433	(5,605,433)	(5,605,433)
6,416,370	Interest Payable and Similar Charges	6,416,370	6,416,373	(3)	(3)
(150,050)	Interest Receivable	(237,890)	(304,865)	154,815	66,975
13,500,000	Transfer to Reserves- Capital Adjustment Account	13,500,000	13,500,000	0	0
3,700,000	Revenue Contribution to Capital	3,700,000	3,864,263	(164,263)	(164,263)
726,720	Depreciation from MRA	726,720	(1,561,183)	2,287,903	2,287,903
24,000,000	Revaluation Loss	24,000,000	96,554	23,903,446	23,903,446
0	Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	0	1,554,428	(1,554,428)	(1,554,428)
45,693,040		45,605,200	26,703,503	18,989,537	18,901,697
4,317,440	(Surplus) / Deficit	3,547,200	3,164,517	1,152,923	382,683
(9,328,560)	Opening HRA Operating Balance	(13,901,087)	(13,901,087)	4,572,527	0
4,317,440	In-year (Surplus) / Deficit	3,547,200	3,164,517	1,152,923	382,683
(5,011,120)	Closing HRA Operating Balance	(10,353,887)	(10,736,570)	(5,725,450)	382,683
	Variance to Current Budget				
	Dwelling rents				
	Rents lower as 2015/16 buybacks were less than half of budgeted level impacting 2016/17 budgeted rental income. 2016/17				(270,815)
	Leaseholders Income				
	Section 20 invoicing for roofing programme to be done in early 2017/18			(172,000)	
	Other small favourable variances			17,957	(154,043)
	Deminimus Receipts higher than budget				17,207
	Contribution to expenditure- General Fund to HRA for Community Buses- Qtr 4 in HRA				30,000
	Charges for services and facilities				
	Main variance is service charge income on higher hostel rental income			17,000	
	Lettings & catering income JMC - 4th Qtr (previously reported via Trust fee in Special services)			28,000	
	Community Buses income- 4th Qtr (previously reported via Trust fee in Special services)			12,000	
	Other small variances			10,017	67,017
	Non fixes asset capital receipts				
	8k Represents sale of garage. One-off receipts of £32.5k which have been moved to usable capital receipts (GF) via the				8,000
	Supervision & Management				
	HRA share of the deficit paid by the Council on the triannual valuation			(660,900)	
	Saving due to vacancies in Housing Management			260,000	
	Other small variances			4,177	(396,723)
	Special Services				
	Saving due to vacancies within Independent Living			81,000	
	Saving on utility budgets			39,000	
	Other many smaller net variances on Trust and HRA			62,978	182,978
	Repairs & Maintenance				
	Saving due to vacancies			157,000	
	Saving on Mears budget- responsive element			257,000	
	Saving on Gas Servicing budget			140,000	
	Net saving on other smaller maintenance budgets			76,126	630,126
	Sums directed by Secretary of State- HRA contribution to DHP not required				100,000
	Rent, Rates and Taxes- Insurance excess not required				50,222
	Interest Receivable -higher due to higher balances and better interest rates				66,975
	Bad debts provision				
	Main change was in 2015/16 and 2016/17 is only specific writeoffs and slight increase due to higher debt				220,841
	Revenue Contribution to Capital				
	2 IT schemes to be funded from HRA; budgeted in previous years but not implemented until 2016/17				(164,263)
	IAS19 Adjustments arising on staff transfer from the Trust (net effect Nil)				
	One of Transfer of Staff			1,846,496	
	Net Return on Assets and Interest			(292,068)	
	Reversal via Statement of Movement			(1,554,428)	0
	Other small variances				(4,840)
	Total current budget changes				382,683