

WELWYN HATFIELD BOROUGH COUNCIL

Report as at : 30 June 17

BUDGET MONITORING SUMMARY BY SERVICE AREA 2017/18

Original Budget 2017/18 £	Description	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
1,260,950	Head of Resources	1,158,570	(102,380)	1,176,850	18,280
4,329,220	Head of Environment	4,333,110	3,890	4,282,070	(51,040)
2,772,180	Head of Policy and Culture	2,768,690	(3,490)	2,768,690	0
368,250	Resources, Environment & Cultural Services Directorate	365,850	(2,400)	365,850	0
8,730,600	Executive Director - Resources, Environment & Cultural Services	8,626,220	(104,380)	8,593,460	(32,760)
446,170	Head of Law and Administration	465,940	19,770	465,940	0
1,968,160	Head of Planning	2,076,070	107,910	2,076,070	0
1,016,740	Head of Public Health and Protection	1,035,510	18,770	1,035,510	0
336,700	Public Protection, Planning and Governance Directorate	340,750	4,050	340,750	0
3,767,770	Executive Director - Public Protection, Planning and Governance	3,918,270	150,500	3,918,270	0
1,530,460	Head of Community & Housing Strategy	1,616,300	85,840	1,616,300	0
238,620	Housing and Communities Directorate	241,110	2,490	241,110	0
1,769,080	Executive Director - Housing and Communities	1,857,410	88,330	1,857,410	0
496,680	Chief Executive Service	362,230	(134,450)	362,230	0
(272,998)	Less Interest & Investment Income	(272,998)	0	(227,500)	45,498
320,341	Plus interest payable on finance leases	320,341	0	320,341	0
14,811,473	Net General Fund Expenditure	14,811,473	0	14,824,211	12,738
Taxation and non-specific grant income and expenditure					
(9,761,918)	Income from Council Tax	(9,761,918)	0	(9,761,918)	0
(557,941)	Revenue support grant	(557,941)	0	(557,941)	0
(2,716,419)	Business Rates Baseline	(2,716,419)	0	(2,716,419)	0
(1,553,663)	Additional Retained Business Rates Income	(1,553,663)	0	(1,553,663)	0
(2,042,392)	New Homes Grant	(2,042,392)	0	(2,042,392)	0
198,100	Plus/Less collection fund deficit/(surplus)	198,100	0	198,100	0
(501,382)	Business Rates Related Grants	(501,382)	0	(501,382)	0
(77,963)	Transition Grant	(77,963)	0	(77,963)	0
1,008,729	NNDR Levy payment	1,008,729	0	1,008,729	0
(117,000)	Localised Council Tax Support Admin Subsidy Grant	(117,000)	0	(131,730)	(14,730)
Other Operating Expenditure					
1,632,156	Parish Precepts	1,632,156	0	1,632,156	0
28,322	Payment to Parishes for Council Tax Support	28,322	0	28,322	0
350,102	Net Total before movements in reserves	350,102	0	348,110	(1,992)
Other Movements in reserves					
31,558	Contribution (from) / to Strategic reserves for one-offs	31,558	0	31,558	0
(31,630)	Contribution (from) / to Law and Administration earmarked reserves	(31,630)	0	(31,630)	0
(198,000)	Contribution (from) / to Resources earmarked reserves	(198,000)	0	(198,000)	0
(13,030)	Contribution (from) / to Hackney Carriages	(13,030)	0	(13,030)	0
(139,000)	Contribution (from) / to GF balances	(139,000)	0	(137,008)	(1,992)
8,325,991	General Fund balance at 1st April	8,325,991	0	8,325,991	0
(139,000)	Movement in year	(139,000)	0	(137,008)	(1,992)
8,186,991	Balance as at 30 June 17	8,186,991	0	8,188,983	(1,992)
2,869,287	Ringfenced and Strategic reserves balance at 1st April	2,869,287	0	2,869,287	0
(211,102)	Movement in year	(211,102)	0	(211,102)	0
2,658,185	Balance as at 30 June 17	2,658,185	0	2,658,185	0
11,195,278	Total reserve balance at 1st April	11,195,278	0	11,195,278	0
(350,102)	Movement in year	(350,102)	0	(348,110)	(1,992)
10,845,176	Balance as at 30 June 17	10,845,176	0	10,847,168	(1,992)

Key of variance column = (Decrease in expenditure/increase in income) Increase in expenditure/reduction in income)

Executive Director (Resources, Environment & Cultural Services) - 2017-18 Period 3 variances

Head of Resources

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	3,323,130	3,197,950	(125,180)	3,197,950	0
Premises Related	1,668,210	1,668,210	0	1,668,210	0
Transport Related	13,280	13,280	0	13,280	0
Supplies and Services	1,449,490	1,470,270	20,780	1,470,270	0
Third Party Payments	2,872,520	2,815,040	(57,480)	2,815,040	0
Transfer Payments	40,506,520	40,506,520	0	40,641,440	134,920
Income	(48,572,200)	(48,512,700)	59,500	(48,629,340)	(116,640)
Head of Resources	1,260,950	1,158,570	(102,380)	1,176,850	18,280

Virements (officer agreed budget transfers)

Pension adjustment	(80,110)
Software Maintenance - transfer to Planning	(47,700)
Corporate GIS Officer - transfer to Planning	(45,140)
Salaries - transfer to Housing and Community	(7,930)
Costs associated with the capital works taking place in HTC - transfer from Corporate Projects	30,000
Vasco Tokens Maintenance - transfer from Corporate Projects	20,500
Change to Steria charging after move from Bridge Road East offices	20,000
Data Protection training - transfer from Corporate Projects	8,000

Forecast Outturn changes

Reduction in Housing Benefit Administration subsidy	18,280
	<u>(102,380)</u>
	<u>18,280</u>

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Resources, Environment & Cultural Services) - 2017-18 Period 3 variances**Head of Environment**

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	709,230	714,800	5,570	714,800	0
Premises Related	452,500	452,500	0	452,500	0
Transport Related	28,760	28,760	0	28,760	0
Supplies and Services	350,570	348,890	(1,680)	348,890	0
Third Party Payments	7,046,420	7,046,420	0	6,995,380	(51,040)
Income	(4,258,260)	(4,258,260)	0	(4,258,260)	0
Head of Environment	4,329,220	4,333,110	3,890	4,282,070	(51,040)

Virements (officer agreed budget transfers)

Project Expenditure - to Head of Policy and Culture	(1,680)
Pension adjustment	5,570

Forecast Outturn changes

Serco indexation saving	(51,040)
	<u>3,890</u>
	<u>(51,040)</u>

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Resources, Environment & Cultural Services) - 2017-18 Period 3 variances

Head of Policy and Culture

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	1,895,170	1,910,000	14,830	1,910,000	0
Premises Related	880,760	880,760	0	880,760	0
Transport Related	2,920	2,920	0	2,920	0
Supplies and Services	2,199,930	2,271,320	71,390	2,271,320	0
Third Party Payments	652,470	618,480	(33,990)	618,480	0
Income	(2,859,070)	(2,914,790)	(55,720)	(2,914,790)	0
Head of Policy and Culture	2,772,180	2,768,690	(3,490)	2,768,690	0

Virements (officer agreed budget transfers)

Change to Steria charging after move from Bridge Road East offices	(20,000)
Pension adjustment	14,830
Project Expenditure - from Head of Environment	1,680

Forecast Outturn changes

None

<u>(3,490)</u>	<u>0</u>
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Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Resources, Environment & Cultural Services) - 2017-18 Period 3 variances**Resources, Environment & Cultural Services Directorate**

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	407,040	404,640	(2,400)	404,640	0
Transport Related	1,940	1,940	0	1,940	0
Supplies and Services	16,260	16,260	0	16,260	0
Income	(56,990)	(56,990)	0	(56,990)	0
Resources, Environment & Cultural Services D	368,250	365,850	(2,400)	365,850	0

Virements (officer agreed budget transfers)

Change to officer allowances	(6,610)
Pension adjustment	4,210

Forecast Outturn changes

None

(2,400)0

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Public Protection, Planning and Governance) - 2017-18 Period 3 variances

Head of Law and Administration

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	1,427,490	1,447,260	19,770	1,447,260	0
Premises Related	4,740	4,740	0	4,740	0
Transport Related	33,440	33,440	0	33,440	0
Supplies and Services	715,860	715,860	0	715,860	0
Third Party Payments	140,070	140,070	0	140,070	0
Income	(1,875,430)	(1,875,430)	0	(1,875,430)	0
Head of Law and Administration	446,170	465,940	19,770	465,940	0

Virements (officer agreed budget transfers)

Pension adjustment	13,160
Change to officer allowances	6,610

Forecast Outturn changes

None

19,7700

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Public Protection, Planning and Governance) - 2017-18 Period 3 variances**Head of Planning**

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	1,646,190	1,706,400	60,210	1,706,400	0
Premises Related	82,580	82,580	0	82,580	0
Transport Related	20,260	20,260	0	20,260	0
Supplies and Services	691,280	721,000	29,720	721,000	0
Third Party Payments	460,670	478,650	17,980	478,650	0
Income	(932,820)	(932,820)	0	(932,820)	0
Head of Planning	1,968,160	2,076,070	107,910	2,076,070	0

Virements (officer agreed budget transfers)

Software Maintenance - transfer from Resources	47,700
Corporate GIS Officer - transfer from Resources	45,140
Pension adjustment	15,070

Forecast Outturn changes

None

107,9100

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Public Protection, Planning and Governance) - 2017-18 Period 3 variances

Head of Public Health and Protection

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	1,135,950	1,146,310	10,360	1,146,310	0
Premises Related	1,650	1,650	0	1,650	0
Transport Related	21,510	21,510	0	21,510	0
Supplies and Services	131,680	140,090	8,410	140,090	0
Third Party Payments	36,690	36,690	0	36,690	0
Income	(310,740)	(310,740)	0	(310,740)	0
Head of Public Health and Protection	1,016,740	1,035,510	18,770	1,035,510	0

Virements (officer agreed budget transfers)

Pension adjustment	10,770
Mobile working equipment - transfer from Corporate Projects	8,000

Forecast Outturn changes

None

18,7700

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Public Protection, Planning and Governance) - 2017-18 Period 3 variances**Public Protection, Planning and Governance Directorate**

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	391,750	395,800	4,050	395,800	0
Transport Related	2,220	2,220	0	2,220	0
Supplies and Services	7,120	7,120	0	7,120	0
Income	(64,390)	(64,390)	0	(64,390)	0
Public Protection, Planning and Governance Di	336,700	340,750	4,050	340,750	0

Virements (officer agreed budget transfers)

Pension adjustment 4,050

Forecast Outturn changes

None

4,050

0

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Housing and Communities) - 2017-18 Period 3 variances

Head of Community & Housing Strategy

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	895,930	911,770	15,840	911,770	0
Premises Related	20,390	20,390	0	20,390	0
Transport Related	11,090	11,090	0	11,090	0
Supplies and Services	1,022,040	1,092,040	70,000	1,092,040	0
Third Party Payments	17,000	17,000	0	17,000	0
Income	(435,990)	(435,990)	0	(435,990)	0
Head of Community & Housing Strategy	1,530,460	1,616,300	85,840	1,616,300	0

Virements (officer agreed budget transfers)

Sport Development and Sport facilities strategy - transfer from Corporate Projects	50,000
Community Safety project budget - transfer from Corporate Projects	20,000
Salaries - transfer from Resources	7,930
Pension adjustment	7,910

Forecast Outturn changes

None

85,840

0

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Executive Director (Housing and Communities) - 2017-18 Period 3 variances

Housing and Communities Directorate

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	228,490	230,980	2,490	230,980	0
Transport Related	2,730	2,730	0	2,730	0
Supplies and Services	7,400	7,400	0	7,400	0
Housing and Communities Directorate	238,620	241,110	2,490	241,110	0

Virements (officer agreed budget transfers)

Pension adjustment 2,490

Forecast Outturn changes

None

2,490

0

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

Chief Executive - 2017-18 Period 3 variances

Chief Executive Service

	Original Budget 2017/18 £	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
Employees	199,470	201,520	2,050	201,520	0
Transport Related	1,370	1,370	0	1,370	0
Supplies and Services	295,990	159,490	(136,500)	159,490	0
Income	(150)	(150)	0	(150)	0
Chief Executive Service	496,680	362,230	(134,450)	362,230	0

Virements (officer agreed budget transfers)

Corporate Projects - transfer to C&HS Sport Development and Sport facilities strategy	(50,000)
Corporate Projects - transfer to Resources Costs associated with the capital works taking place i	(30,000)
Corporate Projects - transfer to Resources Vasco Tokens Maintenance	(20,500)
Corporate Projects - transfer to C&HS Community Safety project budget	(20,000)
Corporate Projects - transfer to PH&P Mobile working equipment	(8,000)
Corporate Projects - transfer to Head of Resources Data Protection training	(8,000)
Pension adjustment	2,050

Forecast Outturn changes

None

(134,450)0

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

RISK and OPPORTUNITIES SUMMARY - as at 30 June 2017

Item	Type of Variance	Directorate	Risks	Opportunities
Salaries - Under spend year to date	One Off	Corporate		(64,648)
	Total One Off		0	(64,648)
Garages & Weltech Income - Rental occupancy higher than budget year to date	Potentially Ongoing	Resources, Environment & Cultural Services		(37,152)
Penalty Charge Notices Income - demand higher than budgeted level	Potentially Ongoing	Resources, Environment & Cultural Services		(14,434)
	Current Total Ongoing		0	(51,586)
	Grossed Up Ongoing		0	(206,342)
Net potential favourable movement to current forecast position	Grand Total			(270,990)
Estates Income - This is likely to improve as with previous years due to the sale of freehold reversions	Profiling	Resources, Environment & Cultural Services		(220,282)
Planning Fee income - Higher total income as 16/17 actual includes £31k fees relating to prior year.	Profiling	Public Protection, Planning and Governance		(169,308)
Planning Policy - Spend on local plan will increase as the year goes on and consultations take place.	Profiling	Public Protection, Planning and Governance		(95,987)
Utilities - This will likely be used through the winter months	Profiling	Corporate		(93,023)
Outside Printing	Profiling	Corporate		(39,611)
Planned Maintenance Programme	Profiling	Resources, Environment & Cultural Services		(21,010)
Postal Charges	Profiling	Public Protection, Planning and Governance		(19,567)
Recycling Credits & Sales Income (excluding garden waste)	Profiling	Resources, Environment & Cultural Services	131,718	
	Total Profiling		131,718	(658,789)
	Projected Year End Impact		0	0

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for CORPORATE BUDGETS

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£	%	
Investment interest	This budget is affected by variations in interest rates and capital spending and receipts	Head of Resources	272,998	227,500	68,250	59,865	21.93%	8,385	12.29%	
Outside Printing	Concern expressed on unit costs	Paul Underwood	195,710	195,710	48,928	9,316	4.76%	(39,611)	(80.96%)	
IT Consumables	Costs quickly spiral & can lead to budget pressures.	All	22,900	22,900	5,725	2,287	9.99%	(3,438)	(60.06%)	
Car Allowances	Demand Led	All	93,310	93,310	23,328	19,273	20.65%	(4,055)	(17.38%)	
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	10,364,770	10,364,770	2,591,192	2,526,545	24.38%	(64,648)	(2.49%)	
Utilities - Electricity	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	307,940	307,940	76,985	47,458	15.41%	(29,527)	(38.35%)	
Utilities - Gas	Subjected to market influences although existing contract was renewed October 2012 through LASER group	All	221,190	221,190	55,298	(8,199)	-3.71%	(63,496)	(114.83%)	Outstanding accruals from previous financial year

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£	%	
IT - Hardware & Software purchases & maintenance	Constant update of existing packages and increasing costs of maintenance.	Head of Resources	311,780	311,780	77,945	87,925	28.20%	9,980	12.80%	
Telephone Network Charges	New technology leading to increased costs. Usage control	Head of Resources	175,500	175,500	43,875	40,685	23.18%	(3,190)	(7.27%)	
Photocopier costs	Increased usage, additional copiers.	Head of Resources	68,650	68,650	17,162	15,650	22.80%	(1,513)	(8.81%)	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date				Action / comments	
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£		%
Recycling Credits & Sales Income (excluding garden waste)	Variable budget based upon collection rates & commodity selling prices. Impact of ARRC on public.	Durk Reyner	689,400	689,400	172,350	40,632	5.89%	131,718	76.42%	Income can be at least two months behind as weights / collections confirmed with carriers.
Penalty Charge Notices - Income	Demand Led - income relation to contractors fees	Durk Reyner	255,000	255,000	63,750	78,184	30.66%	(14,434)	(22.64%)	
Parking Fee Income	Demand led, impact of ANPR system & competition from other providers.	Durk Reyner	1,030,810	1,030,810	236,960	227,214	22.04%	9,746	4.11%	
Cemeteries - Burial Income	Demand led budget, competition from local crematorium	Durk Reyner	173,020	173,020	43,255	42,122	24.35%	1,133	2.62%	

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date				Action / comments	
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£		%
Estates - Rental Income	Estimates based upon 95% occupancy. Impact on revenue budget if economy goes into recession.	Head of Resources	2,500,180	2,500,180	1,205,540	1,425,822	57.03%	(220,282)	(18.27%)	
General Fund Garages - Income	Demand led - budget includes 5% void rate.	Head of Resources	2,229,870	2,229,870	557,468	568,216	25.48%	(10,749)	(1.93%)	
Weltech - Income	Effect of economical downturn - budget includes 12.5% void rate.	Head of Resources	385,810	385,810	96,452	122,856	31.84%	(26,404)	(27.37%)	Occupancy in May 100.00% - target is 87.5%
Planned Maintenance Programme	Delivery of the programme as priorities change.	Head of Resources	378,750	378,750	94,690	73,680	19.45%	(21,010)	(22.19%)	

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Resources, Environment & Cultural Services

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£	%	
Campus West - Employee Costs (including salaries and wages)	If staff are not multi-functional very easy to overspend in peak usage times.	Paul Underwood	1,342,050	1,342,050	335,512	305,112	22.73%	(30,400)	(9.06%)	
Campus West - Catering Income	Demand led, affected by price weather & programme of events.	Paul Underwood	688,360	688,360	134,024	128,658	18.69%	5,365	4.00%	Reduction of £1,536 on actual up to June 2016 £130,195
Campus West - Food & Beverage Supplies	Demand led and potential stock control issues	Paul Underwood	327,240	327,240	63,714	58,227	17.79%	(5,487)	(8.61%)	
Campus West - Cinema Income	Demand led, affected by price weather & programme of events.	Paul Underwood	967,180	967,180	187,536	196,220	20.29%	(8,684)	(4.63%)	Increase of £4,574 on actual up to June 2016 £175,016
Campus West - Film Hire	Programme of events to fulfil community expectations not necessarily to maximise income	Paul Underwood	439,190	439,190	85,159	74,028	16.86%	(11,131)	(13.07%)	
Campus West - Rollercity Income	Demand led, affected by price weather & programme of events.	Paul Underwood	347,610	347,610	101,085	70,210	20.20%	30,875	30.54%	Reduction of £37,421 on actual up to June 2016 £107,631
Campus West - Soft Play Income	Demand led, affected by price weather & programme of events.	Paul Underwood	172,630	172,630	43,451	31,392	18.18%	12,059	27.75%	Reduction of £13,262 on actual up to June 2016 £44,654
Campus West - Panto Income	Demand led, affected by price weather & programme of events.	Paul Underwood	124,430	124,430	37,882	37,882	30.44%	0	0.00%	The pantomime is expected to post a small loss
Campus West - Panto costs	Production costs for putting on the annual pantomime	Paul Underwood	124,430	124,430	23,825	23,825	19.15%	0	0.00%	The pantomime is expected to post a small loss
Campus West - Other Income	Demand led, affected by price weather & programme of events.	Paul Underwood	268,090	199,380	57,618	55,688	20.77%	1,930	3.35%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Public Protection, Planning and Governance

Item	Risk Consideration	Head of Service	Full Year		Year to date					Action / comments
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£	%	
Local Land Charges Income	Demand led - Currently housing market in recession.	Margaret Martinus	81,730	81,730	20,432	28,220	34.53%	(7,788)	(38.12%)	
Postal Charges	Prices governed by PO new pricing policies on size & weight impacted on the authority	Margaret Martinus	174,000	174,000	43,500	23,933	13.75%	(19,567)	(44.98%)	Due to the timing of bills from supplier

Key of variance column = (Decrease in expenditure/increase in income), Increase in expenditure/reduction in income)

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2017 for Public Protection, Planning and Governance

Item	Risk Consideration	Head of Service	Full Year		Year to date				Action / comments	
			Current Budget 2017/18 £	Forecasted Outturn 2017/18 £	Year to date Current Budget £	Actual		Variance to year to date current budget		
						£	as % of Current budget 2016/17	£		%
Planning Fees Income	Demand Led	Colin Haigh	572,410	572,410	143,102	312,410	54.58%	(169,308)	(118.31%)	
Planning Policy - Project expenditure	Incinerator appeal - spiralling legal costs	Colin Haigh	295,000	295,000	73,750	402	0.14%	(73,348)	(99.45%)	
Planning Policy Local Development Framework	Unknown costs of enquiry consultation period extended Scheme costs extended to future years	Colin Haigh	44,800	44,800	11,200	(11,440)	(25.54%)	(22,640)	(202.14%)	

Arrears by department at 30 June 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	5,000.00	0.00	0.00	0.00	0.00	5,000.00
Environmental Health	3,331.48	34,143.00	0.00	7,099.79	1,652.08	46,226.35
Planning Department	14,901.67	0.00	486.39	10,297.72	671.14	26,356.92
Cemetery Services	4,050.00	2,150.00	0.00	6,618.20	12,490.00	25,308.20
Parking Services	0.00	0.00	0.00	10.00	150.00	160.00
Landscape & Ecology	2,755.47	117.76	-181.51	443.28	-129.88	3,005.12
Recycling & Contract Services	108,075.29	180.00	9,053.40	10,161.87	4,031.50	131,502.06
Housing & Community Services	72,781.00	214.50	0.00	615.32	537.37	74,148.19
Rental Deposit Scheme	0.00	0.00	0.00	13,769.09	13,890.75	27,659.84
Independent Living	712.10	25.50	0.00	76.50	0.00	814.10
Jim MacDonald Centre	0.00	0.00	0.00	124.98	0.00	124.98
Campus West Entertainment	4,952.52	798.00	28.00	0.00	0.00	5,778.52
Mill Green Museum	329.00	0.00	0.00	0.00	0.00	329.00
Accounting Services	16,268.89	-3,695.74	11,124.69	13,092.68	19,548.53	56,339.05
Benefits	13,136.05	124,778.77	54.00	24.00	280.00	138,272.82
Financial Management	167,366.86	1,584.44	30,692.97	46,833.77	2,001.71	248,479.75
Insurance	0.00	0.00	0.00	944.15	166.70	1,110.85
Piper Alarm	28,577.09	21.90	-39.97	744.93	-180.10	29,123.85
Shops/Units/Leases	265,078.21	373.07	-1,916.60	30,162.10	22,658.62	316,355.40
Weltech Business Centre	2,293.95	638.23	448.30	3,323.34	-46.26	6,657.56
Garage rents	107,842.32	3,960.15	-6,165.12	11,327.43	39,881.30	156,846.08
	817,451.90	165,289.58	43,584.55	155,669.15	117,603.46	1,299,598.64

Environmental Health	1,770.08	3 with legal
	<u>-118.00</u>	1 credit
	1,652.08	
Planning Department	671.14	2 with legal
Cemetery Services	3,200.00	1 with legal
	5,240.00	2 arrangement to pay
	<u>4,050.00</u>	2 with department to chase
	12,490.00	
Parking Services	150.00	1 with legal
Landscape Ecology	-129.88	4 credits
Recycling & Contract Services	3,499.92	1 arrangement to pay
	526.08	1 with legal
	<u>5.50</u>	small balance
	4,031.50	
Housing & Community Services	290.00	1 with legal
	295.00	1 with dept
	<u>-47.63</u>	1 credit
	537.37	
Rental Deposit Scheme	13,890.75	6 Housing dealing
Accounting Services	3,932.62	2 car loans
	13,187.23	3 with legal
	2,042.44	2 Mortgage Rescue Scheme
	47.80	2 small balances
	963.44	2 with departments to chase
	<u>-625.00</u>	credits
	19,548.53	
Benefits	280.00	4 small balances
Financial Management	900.00	department dealing with
	<u>1,101.71</u>	various small balances
	2,001.71	
Insurance	209.05	1 with legal
	<u>-42.35</u>	1 credit
	166.70	
Piper Alarm	-180.10	4 credits
Shops/Units/Leases	9,544.38	3 with legal
	1,062.00	1 HCC dispute
	13,403.59	4 arrangements to pay
	928.20	small balances
	<u>-2,279.55</u>	credits
	22,658.62	
Weltech Business Centre	-46.26	1 credit
Garages	39,881.30	various small balances

#REF!

**Welwyn Hatfield Borough Council
Budget Monitoring Statement**

Report as at:

Jun-17

Housing Revenue Operating Account

Original Budget 2017/18 £	Description	Current Budget 2017/18 £	Variance to Original £	Forecast Outturn 2017/18 £	Variance to Current £
(48,903,040)	Dwelling Rents	(48,903,040)	0	(48,903,040)	0
(463,010)	Non Dwelling Rents	(463,010)	0	(463,010)	0
(1,610,520)	Charges for Services and Facilities	(1,610,520)	0	(1,560,520)	50,000
(862,500)	Leaseholders Charges for Services	(862,500)	0	(862,500)	0
(67,910)	Contributions towards Expenditure	(67,910)	0	(67,910)	0
(171,160)	Supporting People Contribution	(171,160)	0	(171,160)	0
(8,000)	De Minimis Receipts	(8,000)	0	(8,000)	0
0	Non Fixed Asset Capital Receipts	0	0	0	0
(52,086,140)	Total Income	(52,086,140)	0	(52,036,140)	50,000
3,873,150	Supervision and Management	3,923,190	50,040	4,042,300	119,110
5,236,500	Special Services	5,200,020	(36,480)	5,200,020	0
13,464,750	Depreciation (Tfr to Major Repairs & Reserve)	13,464,750	0	13,464,750	0
(15,711,120)	Revaluation Gain	(15,711,120)	0	(15,711,120)	0
33,670	Debt Management Expenses	33,670	0	33,670	0
50,000	Sums directed by Secretary of State	50,000	0	50,000	0
11,101,420	Repairs and Maintenance	11,087,860	(13,560)	11,087,860	0
738,190	Rents, Rates, Taxes and Other Charges	738,190	0	738,190	0
500,000	(Gain) or Loss on Disposals	500,000	0	500,000	0
350,000	Increase in Provision for Bad Debts	350,000	0	350,000	0
19,636,560	Total Expenditure	19,636,560	0	19,755,670	119,110
598,100	HRA share of Corporate and Democratic Core	598,100	0	598,100	0
(31,851,480)	Net Cost of Services	(31,851,480)	0	(31,682,370)	169,110
	Less Interest and Non-Statutory Items:				
0	Non Fixed Asset Capital Receipts Reversal	0	0	0	0
(500,000)	Reversal of Gain or Loss on Disposal	(500,000)	0	(500,000)	0
0	Reversal of Capital grants and contributions receivable	0	0	0	0
6,241,570	Interest Payable and Similar Charges	6,241,570	0	6,241,570	0
(180,000)	Interest Receivable	(180,000)	0	(180,000)	0
15,300,000	Loan Repayment (trf to Capital Adjustment Account)	15,300,000	0	15,300,000	0
0	Revenue Contribution to Capital	0	0	115,760	115,760
15,711,120	Revaluation Loss	15,711,120	0	15,711,120	0
36,572,690	Total Adjustments	36,572,690	0	36,688,450	115,760
4,721,210	(Surplus) / Deficit	4,721,210	0	5,006,080	284,870
(10,115,337)	Opening HRA Operating Balance	(10,115,337)	0	(10,736,570)	(621,233)
4,721,210	In-year (Surplus) / Deficit	4,721,210	0	5,006,080	284,870
(5,394,127)	Closing HRA Operating Balance	(5,394,127)	0	(5,730,490)	(336,363)

Proposed Current budget changes

Charges for services and facilities					
Alarm monitoring income reduced due to loss of contracts					50,000
Supervision and Management					
Software development budget for 2016/17 transferred to 2017/18					37,390
Increase in pension contribution as a result of triennial valuation					81,720
					<u>119,110</u>
Repairs and Maintenance					
Energy certificates underspend on demand led budget (HR084)					(6,180)
Gas servicing - forecast reduced based on 16/17 costs (HR101)					(52,000)
Communal legionella maintenance - forecast reduced (HR060)					(27,000)
Transfer of underspends to Fire remedial works budget head					85,180
					<u>0</u>
Revenue contribution to capital					
Electronic document management system and Orchard mobile working solution - budget rolled forward from 16/17					115,760
Total proposed current budget changes					<u>284,870</u>

Forecast budget changes

Favourable unaudited balances brought forward from 2016/17					(621,233)
Total forecast changes proposed					<u>(621,233)</u>
Grand Total					<u><u>(336,363)</u></u>