

## WELWYN HATFIELD BOROUGH COUNCIL

**BUDGET MONITORING SUMMARY BY SERVICE AREA 2018/19 - JUNE 2018**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£ '000	£ '000	£ '000	£ '000	£ '000
Head of Resources	2,536	2,536	0	2,274	(262)
Head of Environment	5,423	5,423	0	5,416	(7)
Head of Policy and Culture	2,590	2,591	1	2,591	0
<b>Corporate Director - Resources, Environment &amp; Cultural Services</b>	<b>10,548</b>	<b>10,549</b>	<b>1</b>	<b>10,281</b>	<b>(268)</b>
Head of Law and Administration	2,193	2,192	(1)	2,192	0
Head of Planning	1,756	1,799	43	1,799	0
Head of Public Health and Protection	1,078	1,078	0	1,078	0
<b>Corporate Director - Public Protection, Planning and Governance</b>	<b>5,027</b>	<b>5,069</b>	<b>42</b>	<b>5,069</b>	<b>0</b>
Head of Community & Housing Strategy	2,067	2,097	30	2,097	0
<b>Executive Director - Housing and Communities</b>	<b>2,067</b>	<b>2,097</b>	<b>30</b>	<b>2,097</b>	<b>0</b>
<b>Budgets managed by members of Executive Board</b>	<b>2,042</b>	<b>1,968</b>	<b>(73)</b>	<b>1,968</b>	<b>0</b>
<b>Net Controllable Income and Expenditure</b>	<b>19,683</b>	<b>19,683</b>	<b>0</b>	<b>19,415</b>	<b>(268)</b>
Net Recharge to the Housing Revenue Account	(5,054)	(5,054)	0	(5,054)	0
<b>Net General Fund Expenditure</b>	<b>14,630</b>	<b>14,630</b>	<b>0</b>	<b>14,362</b>	<b>(268)</b>
<b>Taxation and non-specific grant income and expenditure</b>					
Income from Council Tax	(10,173)	(10,173)	0	(10,173)	0
Business Rates Income	(4,600)	(4,600)	0	(4,600)	0
Plus/Less collection fund deficit/(surplus)	(379)	(379)	0	(379)	0
Revenue support grant	(104)	(104)	0	(104)	0
New Homes Grant	(1,529)	(1,529)	0	(1,529)	0
Localised Council Tax Support Admin Subsidy Grant	(105)	(105)	0	0	105
<b>Other Operating Income and Expenditure</b>					
Less Interest & Investment Income	(65)	(65)	0	(65)	0
Plus interest payable on finance leases	603	603	0	603	0
Parish Precepts	1,627	1,627	0	1,627	0
Payment to Parishes for Council Tax Support	5	5	0	5	0
<b>Net Total before movements in reserves</b>	<b>(91)</b>	<b>(91)</b>	<b>0</b>	<b>(254)</b>	<b>(163)</b>
<b>Other Movements in reserves</b>					
Contribution (from) / to Earmarked Reserves	191	191	0	191	0
<b>Contribution (from) / to GF balances</b>	<b>(100)</b>	<b>(100)</b>	<b>0</b>	<b>63</b>	<b>(163)</b>

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

**GENERAL FUND RESERVES SUMMARY**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£ '000	£ '000	£ '000	£ '000	£ '000
General Fund balance at 1st April	8,796	8,796	0	8,796	0
Movement in year	(100)	(100)	0	63	(163)
<b>Balance as at 30 June 18</b>	<b>8,696</b>	<b>8,696</b>	<b>0</b>	<b>8,859</b>	<b>(163)</b>
Ringfenced and Strategic reserves balance at 1st April	6,058	6,058	0	6,058	0
Movement in year	191	191	0	191	0
<b>Balance as at 30 June 18</b>	<b>6,249</b>	<b>6,249</b>	<b>0</b>	<b>6,249</b>	<b>0</b>
Total reserve balance at 1st April	14,854	14,854	0	14,854	0
Movement in year	91	91	0	254	(163)
<b>Balance as at 30 June 18</b>	<b>14,945</b>	<b>14,945</b>	<b>0</b>	<b>15,108</b>	<b>(163)</b>

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

**Executive Director (Resources, Environment & Cultural Services) - 2018-19 as at 30 June 2018 variances**

**Head of Resources**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	3,394,800	3,394,800	0	3,394,800	0
Premises Related	1,794,510	1,794,510	0	1,794,510	0
Transport Related	47,510	47,510	0	47,510	0
Supplies and Services	1,343,350	1,343,350	0	1,273,140	(70,210)
Third Party Payments	2,695,400	2,695,400	0	2,846,890	151,490
Transfer Payments	40,553,220	40,553,220	0	37,038,790	(3,514,430)
Income	(47,293,200)	(47,293,200)	0	(44,121,700)	3,171,500
<b>Controllable Costs</b>	<b>2,535,590</b>	<b>2,535,590</b>	<b>0</b>	<b>2,273,940</b>	<b>(261,650)</b>
Support Cost Recharges	(3,825,650)	(3,825,650)	0	(3,825,650)	0
Capital Charges	1,764,360	1,764,360	0	1,764,360	0
<b>Non-Controllable costs</b>	<b>(2,061,290)</b>	<b>(2,061,290)</b>	<b>0</b>	<b>(2,061,290)</b>	<b>0</b>
<b>Head of Resources</b>	<b>474,300</b>	<b>474,300</b>	<b>0</b>	<b>212,650</b>	<b>(261,650)</b>

**Virements (officer agreed budget transfers)**

None

**Forecast Outturn changes**

Estates - increased rental income	(135,350)
Increase in Localised Council Tax Support Admin subsidy	(126,360)
Increase in Housing Benefit Administration subsidy	(5,940)
Insurance excess - damage to car in garage	6,000
Net nil movement on Benefits - Transfer payments to Income (£3,604,980)	0
Net nil movement on External Audit - Supplies and Services to Third Party Payments (80,000)	0
	<b>0</b>
	<b>(261,650)</b>

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

**Executive Director (Resources, Environment & Cultural Services) - 2018-19 as at 30 June 2018 variances**
**Head of Environment**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	904,250	904,250	0	915,470	11,220
Premises Related	470,740	470,740	0	470,740	0
Transport Related	29,960	29,960	0	29,960	0
Supplies and Services	354,500	354,500	0	354,500	0
Third Party Payments	7,241,060	7,241,060	0	7,241,060	0
Income	(3,577,520)	(3,577,520)	0	(3,595,250)	(17,730)
<b>Controllable Costs</b>	<b>5,422,990</b>	<b>5,422,990</b>	<b>0</b>	<b>5,416,480</b>	<b>(6,510)</b>
Support Cost Recharges	417,940	417,940	0	417,940	0
Capital Charges	427,900	427,900	0	427,900	0
<b>Non-Controllable costs</b>	<b>845,840</b>	<b>845,840</b>	<b>0</b>	<b>845,840</b>	<b>0</b>
<b>Head of Environment</b>	<b>6,268,830</b>	<b>6,268,830</b>	<b>0</b>	<b>6,262,320</b>	<b>(6,510)</b>

**Virements (officer agreed budget transfers)**

None

**Forecast Outturn changes**

Employee savings - vacant post		(6,510)
	<u>0</u>	<u>(6,510)</u>

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

**Executive Director (Resources, Environment & Cultural Services) - 2018-19 as at 30 June 2018 variances**

**Head of Policy and Culture**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,797,060	1,798,200	1,140	1,798,200	0
Premises Related	839,380	839,380	0	839,380	0
Transport Related	2,920	2,920	0	2,920	0
Supplies and Services	2,042,010	1,974,800	(67,210)	1,460,560	(514,240)
Third Party Payments	644,600	644,600	0	1,158,840	514,240
Income	(2,737,430)	(2,670,220)	67,210	(2,670,220)	0
<b>Controllable Costs</b>	<b>2,588,540</b>	<b>2,589,680</b>	<b>1,140</b>	<b>2,589,680</b>	<b>0</b>
Support Cost Recharges	(698,570)	(698,570)	0	(698,570)	0
Capital Charges	860,160	860,160	0	860,160	0
<b>Non-Controllable costs</b>	<b>161,590</b>	<b>161,590</b>	<b>0</b>	<b>161,590</b>	<b>0</b>
<b>Head of Policy and Culture</b>	<b>2,750,130</b>	<b>2,751,270</b>	<b>1,140</b>	<b>2,751,270</b>	<b>0</b>

**Virements (officer agreed budget transfers)**

Training - transfer from Law and Admin 1,140

**Forecast Outturn changes**

Net nil movement on Leisure Contract - Supplies and Services to Third Party Payments (£514,240) 0

**1,140** **0**

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

**Executive Director (Public Protection, Planning and Governance Directorate - 2018-19 as at 30 June 2018 variances**

**Head of Law and Administration**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,509,720	1,499,230	(10,490)	1,499,230	0
Premises Related	4,850	4,850	0	4,850	0
Transport Related	34,240	34,240	0	34,240	0
Supplies and Services	745,410	754,760	9,350	754,760	0
Third Party Payments	135,590	135,590	0	135,590	0
Income	(236,840)	(236,840)	0	(236,840)	0
<b>Controllable Costs</b>	<b>2,192,970</b>	<b>2,191,830</b>	<b>(1,140)</b>	<b>2,191,830</b>	<b>0</b>
Support Cost Recharges	(777,410)	(777,410)	0	(777,410)	0
Capital Charges	2,140	2,140	0	2,140	0
<b>Non-Controllable costs</b>	<b>(775,270)</b>	<b>(775,270)</b>	<b>0</b>	<b>(775,270)</b>	<b>0</b>
<b>Head of Law and Adminis</b>	<b>1,417,700</b>	<b>1,416,560</b>	<b>(1,140)</b>	<b>1,416,560</b>	<b>0</b>

**Virements (officer agreed budget transfers)**

Training - transfer to Policy and Culture (1,140)

**Forecast Outturn changes**

None

**(1,140)**

**0**

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

**Executive Director (Public Protection, Planning and Governance Directorate - 2018-19 as at 30 June 2018 variances**

**Head of Planning**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,815,430	1,815,430	0	1,815,430	0
Premises Related	79,860	79,860	0	79,860	0
Transport Related	20,570	20,570	0	20,570	0
Supplies and Services	367,120	367,120	0	367,120	0
Third Party Payments	496,620	431,680	(64,940)	431,680	0
Income	(1,022,730)	(914,490)	108,240	(914,490)	0
<b>Controllable Costs</b>	<b>1,756,870</b>	<b>1,800,170</b>	<b>43,300</b>	<b>1,800,170</b>	<b>0</b>
Support Cost Recharges	598,150	598,150	0	598,150	0
Capital Charges	32,970	32,970	0	32,970	0
<b>Non-Controllable costs</b>	<b>631,120</b>	<b>631,120</b>	<b>0</b>	<b>631,120</b>	<b>0</b>
<b>Head of Planning</b>	<b>2,387,990</b>	<b>2,431,290</b>	<b>43,300</b>	<b>2,431,290</b>	<b>0</b>

**Virements (officer agreed budget transfers)**

Adjustment to Building Control - transfer from Corporate Pr 43,300

**Forecast Outturn changes**

None

**43,300**

**0**

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

**Executive Director (Public Protection, Planning and Governance Directorate - 2018-19 as at 30 June 2018 variances**

**Head of Public Health and Protection**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,180,490	1,180,490	0	1,180,490	0
Premises Related	1,760	1,760	0	1,760	0
Transport Related	21,760	21,760	0	21,760	0
Supplies and Services	132,840	132,840	0	132,840	0
Third Party Payments	38,190	38,190	0	38,190	0
Income	(297,750)	(297,750)	0	(297,750)	0
<b>Controllable Costs</b>	<b>1,077,290</b>	<b>1,077,290</b>	<b>0</b>	<b>1,077,290</b>	<b>0</b>
Support Cost Recharges	316,510	316,510	0	316,510	0
Capital Charges	4,760	4,760	0	4,760	0
<b>Non-Controllable costs</b>	<b>321,270</b>	<b>321,270</b>	<b>0</b>	<b>321,270</b>	<b>0</b>
<b>Head of Public Health and Protection</b>	<b>1,398,560</b>	<b>1,398,560</b>	<b>0</b>	<b>1,398,560</b>	<b>0</b>

**Virements (officer agreed budget transfers)**

None

**Forecast Outturn changes**

None

0

0

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



**Executive Director (Housing and Communities Directorate) - 2018-19 as at 30 June 2018**  
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**Head of Community & Housing Strategy**

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,540,360	1,540,360	0	1,540,360	0
Premises Related	32,280	32,280	0	32,280	0
Transport Related	27,840	27,840	0	27,840	0
Supplies and Services	395,460	425,410	29,950	325,600	(99,810)
Third Party Payments	381,970	381,970	0	481,780	99,810
Income	(311,270)	(311,270)	0	(311,270)	0
<b>Controllable Costs</b>	<b>2,066,640</b>	<b>2,096,590</b>	<b>29,950</b>	<b>2,096,590</b>	<b>0</b>
Support Cost Recharges	250,380	250,380	0	250,380	0
Capital Charges	(523,870)	(523,870)	0	(523,870)	0
<b>Non-Controllable costs</b>	<b>(273,490)</b>	<b>(273,490)</b>	<b>0</b>	<b>(273,490)</b>	<b>0</b>
<b>Head of Community &amp; Ho</b>	<b>1,793,150</b>	<b>1,823,100</b>	<b>29,950</b>	<b>1,823,100</b>	<b>0</b>

**Virements (officer agreed budget transfers)**

Sport Development and Sport facilities strategy - transfer fr 29,950

**Forecast Outturn changes**

None

**29,950**

**0**

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

## Executive Board - 2018-19 as at 30 June 2018 variances

## Chief Executive Service and Executive Director Budgets

Description	Original Budget 2018/19	Current Budget 2018/19	Variance to Original	Forecast Outturn 2018/19	Variance to Current
	£	£	£	£	£
Employees	1,275,140	1,275,140	0	1,275,140	0
Transport Related	8,260	8,260	0	8,260	0
Supplies and Services	758,190	684,940	(73,250)	684,940	0
<b>Controllable Costs</b>	<b>2,041,590</b>	<b>1,968,340</b>	<b>(73,250)</b>	<b>1,968,340</b>	<b>0</b>
Support Cost Recharges	(1,335,060)	(1,335,060)	0	(1,335,060)	0
<b>Non-Controllable costs</b>	<b>(1,335,060)</b>	<b>(1,335,060)</b>	<b>0</b>	<b>(1,335,060)</b>	<b>0</b>
<b>Executive Board</b>	<b>706,530</b>	<b>633,280</b>	<b>(73,250)</b>	<b>633,280</b>	<b>0</b>

## Virements (officer agreed budget transfers)

Corporate Projects - transfer to Planning for Building Contr (43,300)  
 Corporate Projects - transfer to Housing and Community fc (29,950)

## Forecast Outturn changes

None

(73,250)

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 2018

Item	Type of Variance	Directorate	Risks	Opportunities
Salaries & agency (General Fund) (excludes wages and other employee costs)	One Off	Corporate		(11,815)
	<b>Total One Off</b>		<b>0</b>	<b>(11,815)</b>
	Current Total Ongoing		0	0
	<b>Grossed Up Ongoing</b>		<b>0</b>	<b>0</b>
<b>Net potential favourable movement to current forecast position</b>	<b>Grand Total</b>			<b>(11,820)</b>
Planned & Responsive Maintenance Programme	Profiling	Resources, Environment & Cultural Services		(143,502)
Planning Fees Income	Profiling	Public Protection, Planning and Governance		(109,368)
Central Postal Charges	Profiling	Public Protection, Planning and Governance		(20,704)
IT - Hardware & Software purchases & maintenance	Profiling	Resources, Environment & Cultural Services		(20,089)
Outside Printing	Profiling	Corporate		(11,684)
Car Allowances	Profiling	Corporate		(10,107)
Houses of multiple occupation licence income	Profiling	Housing and Communities	19,525	
Parking Fee Income	Profiling	Resources, Environment & Cultural Services	13,419	
	<b>Total Profiling</b>		<b>32,944</b>	<b>(315,454)</b>
	<b>Projected Year End Impact</b>		<b>0</b>	<b>0</b>

**BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 June 2018 for CORPORATE BUDGETS**

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn		Action / comments
			£	£	£	£	£	£	£	%	
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	10,376,918	11,460,120	11,471,340	11,220	2,876,250	2,864,435	(11,815)	(0.41%)	Overspend on agency staff offset by vacant posts
Utilities - Electricity & Gas	Subject to market influences although purchased through a consortium	All	562,559	533,430	533,430	0	(43,009)	(38,877)	4,132	(9.61%)	Several year end accruals still to be paid
Investment interest	This budget is affected by variations in interest rates and capital spending and receipts	Head of Resources	(338,158)	(65,000)	(65,000)	0	(10,830)	(10,833)	(3)	(0.03%)	
Outside Printing	Concern expressed on unit costs	All	95,194	150,780	150,780	0	37,695	26,011	(11,684)	(31.00%)	Savings on costs relating to Campus West/Communications. Strategy in place on how the budget will be spent during the financial year
Car Allowances	Demand Led	All	72,454	109,620	109,620	0	27,405	17,298	(10,107)	(36.88%)	Several small underspends across the Council

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 2018 for Resources, Environment &amp; Cultural Services

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn		Action / comments
			£	£	£	£	£	£	£	%	
IT - Hardware & Software purchases & maintenance	Constant update of existing packages and increasing costs of maintenance.	Head of Resources	297,091	339,780	339,780	0	84,945	64,856	(20,089)	(23.65%)	
Telephone Network Charges	New technology leading to increased costs. Usage control	Head of Resources	175,907	175,500	175,500	0	42,875	36,634	(6,241)	(14.56%)	
Photocopier costs	Increased usage, additional copiers.	Head of Resources	56,920	68,600	68,600	0	17,150	21,949	4,799	27.98%	

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 2018 for Resources, Environment &amp; Cultural Services

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £                      %		Action / comments
Recycling Credits & Sales Income (excluding garden waste)	Variable budget based upon collection rates & commodity selling prices. Impact of ARRC on public.	Durk Reyner	(680,094)	(689,400)	(689,400)	0	(172,350)	(170,488)	1,862	1.08%	The effect of lower price per tonne for recycling to be reflected once more information is available. Growth to occur later in the financial year.
Penalty Charge Notices - Income	Demand Led - income relation to contractors fees	Durk Reyner	(335,208)	(295,000)	(295,000)	0	(73,750)	(73,084)	666	0.90%	
Parking Fee Income	Demand led, impact of ANPR system & competition from other providers.	Durk Reyner	(999,948)	(1,030,810)	(1,030,810)	0	(230,310)	(216,891)	13,419	5.83%	Income target not being met but not by a material amount. To be monitored closely over the coming year
Cemeteries - Burial Income	Demand led budget, competition from local crematorium	Durk Reyner	(187,204)	(173,020)	(173,020)	0	(43,255)	(42,263)	992	2.29%	

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 2018 for Resources, Environment &amp; Cultural Services

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £      %		Action / comments
Estates - Rental Income	Estimates based upon 95% occupancy. Impact on revenue budget if economy goes into recession.	Head of Resources	(2,970,068)	(2,632,090)	(2,822,440)	(190,350)	(1,342,635)	(1,345,762)	(3,127)	(0.23%)	Forecast Outturn updated to reflect income from flats in Hatfield Town Centre
General Fund Garages - Income	Demand led - budget includes 5% void rate.	Head of Resources	(2,258,017)	(2,280,080)	(2,280,080)	0	(570,020)	(573,071)	(3,051)	(0.54%)	
Planned & Responsive Maintenance Programme	Delivery of the programme as priorities change.	Head of Resources	896,467	919,000	919,000	0	235,302	91,801	(143,502)	(60.99%)	Over £245k of works committed but not yet paid

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 2018 for Resources, Environment &amp; Cultural Services

	Previous Year	Full Year			Year to date				
Item	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £      %		Action / comments
Campus West - Employee Costs (including salaries and wages)	1,076,644	1,102,230	1,102,230	0	275,558	243,128	(32,430)	(11.77%)	Reduction in the use of casual staff
Campus West - Catering Income	(578,807)	(663,740)	(663,740)	0	(135,425)	(123,650)	11,775	8.70%	Reduction of £6,824 on actual up to June 2017 £128,658
Campus West - Food & Beverage Supplies	293,812	302,620	302,620	0	58,920	51,818	(7,102)	(12.05%)	
Campus West - Cinema Income	(818,900)	(924,590)	(924,590)	0	(187,886)	(202,712)	(14,826)	(7.89%)	Increase of £20,440 on actual up to June 2017 £179,589
Campus West - Film Hire	385,041	396,600	396,600	0	76,901	73,950	(2,951)	(3.84%)	
Campus West - Rollercoaster Income	(274,600)	(347,610)	(347,610)	0	(97,713)	(69,862)	27,851	28.50%	Reduction of £1,754 on actual up to June 2017 £70,210
Campus West - Soft Play Income	(147,979)	(172,630)	(172,630)	0	(41,293)	(29,246)	12,047	29.17%	Reduction of £2,957 on actual up to June 2017 £31,392
Campus West - Panto Income	(152,995)	(128,000)	(128,000)	0	(38,923)	(38,923)	0	0.00%	
Campus West - Panto costs	128,807	128,000	128,000	0	5,681	5,681	0	0.00%	
Campus West - Other Income	(214,082)	(199,370)	(199,370)	0	(54,877)	(60,851)	(5,974)	(10.89%)	

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 2018 for Public Protection, Planning and Governance

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £                      %		Action / comments
Local Land Charges Income	Demand led - Currently housing market in recession.	Margaret Martinus	(94,119)	(81,730)	(81,730)	0	(21,977)	(26,521)	(4,544)	(20.68%)	
Central Postal Charges	Prices governed by PO new pricing policies on size & weight impacted on the authority	Margaret Martinus	107,823	125,040	125,040	0	40,385	19,681	(20,704)	(51.27%)	

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 2018 for Public Protection, Planning and Governance

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £                    %		Action / comments
Planning Fees Income	Demand Led	Colin Haigh	(604,564)	(684,910)	(684,910)	0	(444,980)	(554,348)	(109,368)	(24.58%)	Accrual of £365,000 carried over from 2017/18
Planning Policy - Project expenditure	Spiralling legal costs	Colin Haigh	447,589	40,000	40,000	0	10,000	3,441	(6,559)	(65.59%)	Over £17k of works committed but not yet paid. Any underspends likely to be put into earmarked reserves
Planning Policy Local Development Framework	Unknown costs of enquiry consultation period extended Scheme costs extended to future years	Colin Haigh	19,818	44,800	44,800	0	11,200	5,020	(6,180)	(55.18%)	Over £6k of works committed but not yet paid. Any underspends likely to be put into earmarked reserves

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 2018 for Housing and Communities

			Previous Year	Full Year			Year to date				
Item	Risk Consideration	Head of Service	Actual 2017/18 £	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast outturn £                      %		Action / comments
Houses of multiple occupation licence income	Demand Led	Sian Chambers	(98,061)	(248,000)	(248,000)	0	(62,000)	(42,475)	19,525	31.49%	Target varies annually depending on the level of renewals

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

## Arrears by service at 30 June 2018

	1-30 Days Overdue	31-60 Days Overdue	31-60 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
<b>Public Protection, Planning &amp; Governance</b>						
Law & Administration	0.00	0.00	5,487.33	14,025.06	11,809.38	31,321.77
Planning	2,404.24	-5.98	11,880.42	8,482.29	6,300.59	29,061.56
Public Health & Protection	1,905.00	90.00	179.63	1,485.00	1,147.08	4,806.71
	4,309.24	84.02	17,547.38	23,992.35	19,257.05	65,190.04
<b>Housing and Communities</b>						
Housing Operations	36,767.78	521.23	384.03	4,623.47	1,774.51	44,071.02
Housing Property Services	0.00	0.00	0.00	500.00	0.00	500.00
Community & Housing Strategy	7,221.13	0.00	-2,800.00	1,168.60	32,974.33	38,564.06
	43,988.91	521.23	-2,415.97	6,292.07	34,748.84	83,135.08
<b>Resources, Environment &amp; Cultural Services</b>						
Policy & Culture	23,052.07	963.50	0.00	5,633.56	0.00	29,649.13
Environment - Cemeteries	0.00	6,425.00	750.00	1,842.23	7,342.00	16,359.23
Environment - Street Cleaning	3,168.00	1,980.00	2,304.00	9,208.00	1,486.00	18,146.00
Environment - Other	6,558.27	150,236.04	1,902.50	102.50	1,987.07	160,786.38
Resources - Shopping Centres	132,929.58	511.06	-840.15	33,730.61	-176.58	166,154.52
Resources - Hatfield Town Centre	70,798.62	-4,148.11	2,050.69	4,912.20	12,346.93	85,960.33
Resources - Ground rent	18,425.74	-811.19	-1,626.31	9,419.22	773.05	26,180.51
Resources - Garages	33,475.07	11,969.35	3,561.37	25,804.89	58,917.85	133,728.53
Resources - Other Corporate Propert	67,808.73	-377.50	-2,038.18	6,409.65	6,821.35	78,624.05
Resources - Benefits	123,862.22	0.00	0.00	0.00	0.00	123,862.22
Resources - Other	5,961.57	11,294.80	745.50	9,638.10	20,278.86	47,918.83
	486,039.87	178,042.95	6,809.42	106,700.96	109,776.53	887,369.73
<b>TOTAL</b>	534,338.02	178,648.20	21,940.83	136,985.38	163,782.42	1,035,694.85

Breakdown below: kdown below:

Rental Deposit scheme <sup>1</sup>	0.00	27,969.53
Referred to legal <sup>2</sup>	23,485.83	47,967.90
Payment plan <sup>3</sup>	11,308.93	11,745.75
Chasing - other LAs and partner orgs <sup>4</sup>	20,004.32	11,530.17
Chasing - other orgs & individuals <sup>4</sup>	64,078.14	14,181.89
Garages <sup>5</sup>	25,804.89	58,917.85
Balances of less than £50 <sup>6</sup>	11,539.18	1,731.67
Unallocated credits <sup>7</sup>	-19,235.91	-10,262.34
	136,985.38	163,782.42

Analysis and actions being taken re debt over 90 days

1. Rental Deposit Scheme - these are deposits provided to residents to enable them to rent a property and are to be repaid when they leave.
2. Referred to legal - the debt is now in the hands of the Council's legal team who will first issue a Letter Before Action and if appropriate seek a County Court Judgement.
3. Payment plan - these customers are paying their debt in instalments, as a result of an agreement with officers or terms set by a court.
4. Chasing - these debts are being actively pursued directly with the customer by the department who provided the service or by Finance. This is the step before considering referring the debt for legal action or when legal action is inappropriate e.g. another local authority or partner organisation.
5. Garages - these debts are being pursued by the Garages Team using direct customer contact and legal action where appropriate.
6. Balances of less than £50 - many of these debts are ground rent and an exercise is underway to chase up the non payment of these charges.
7. Unallocated credits - these arise when customers pay a different amount than the invoice issued or where a customer pays in advance of an invoice being raised.

**Welwyn Hatfield Borough Council**  
**Budget Monitoring Statement - Housing Revenue Account - 30 June 2018**

Original Budget 2018/19 £'000	Description	Current Budget 2018/19 £'000	Variance to Original £'000	Forecast Outturn 2018/19 £'000	Variance to Current £'000
(48,286)	Dwelling Rents	(48,286)	0	(48,286)	0
(513)	Non Dwelling Rents	(513)	0	(513)	0
(1,621)	Charges for Services and Facilities	(1,621)	0	(1,621)	0
(939)	Leaseholders Charges for Services	(939)	0	(939)	0
(251)	Contributions towards Expenditure	(251)	0	(251)	0
(8)	De Minimis Receipts	(8)	0	(8)	0
<b>(51,618)</b>	<b>Total Income</b>	<b>(51,618)</b>	<b>0</b>	<b>(51,618)</b>	<b>0</b>
7,838	Supervision and Management	7,829	(8)	7,829	0
3,610	Special Services	3,610	0	3,610	0
14,273	Depreciation	14,273	0	14,273	0
39	Debt Management Costs	39	0	39	0
50	Sums directed by Secretary of State	50	0	50	0
9,117	Repairs and Maintenance	9,118	1	9,068	(50)
852	Rents, Rates, Taxes and Other Charges	859	7	901	41
725	Increase in Provision for Bad Debts	725	0	725	0
<b>36,504</b>	<b>Total Expenditure</b>	<b>36,504</b>	<b>0</b>	<b>36,496</b>	<b>(9)</b>
705	HRA share of Corporate and Democratic Core	705	0	705	0
<b>(14,409)</b>	<b>Net Cost of Services</b>	<b>(14,409)</b>	<b>0</b>	<b>(14,417)</b>	<b>(9)</b>
	<b>Less Interest and Non-Statutory Items:</b>				
6,443	Interest Payable and Similar Charges	6,443	0	6,443	0
(138)	Interest Receivable	(138)	0	(138)	0
17,100	Loan Repayment	17,100	0	17,100	0
(5,646)	Revenue Contribution to Capital	(5,646)	0	(5,646)	0
<b>17,759</b>	<b>Total Adjustments</b>	<b>17,759</b>	<b>0</b>	<b>17,759</b>	<b>0</b>
<b>3,350</b>	<b>(Surplus) / Deficit</b>	<b>3,350</b>	<b>0</b>	<b>3,341</b>	<b>(9)</b>
(6,015)	Opening HRA Operating Balance	(6,015)	0	(6,580)	(565)
3,350	In-year (Surplus) / Deficit	3,350	0	3,341	(9)
<b>(2,665)</b>	<b>Closing HRA Operating Balance</b>	<b>(2,665)</b>	<b>0</b>	<b>(3,239)</b>	<b>(574)</b>

**Current Budget Changes**

Roll forward actual HRA Balance (565)

**Budget Monitoring Variance - Housing Revenue Account**

**Forecast outturn changes at Period 3**

Supervision and Management - Redevelopment and Buy Backs 41  
Repairs and Maintenance - Professional fees (50)

**Total forecast changes at Period 3** (9)

**Total current and forecast budget changes at Period 3** (574)