

WELWYN HATFIELD BOROUGH COUNCIL

BUDGET MONITORING SUMMARY BY SERVICE AREA 2018/19 - SEPTEMBER 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	2,537	2,431	(105)	2,269	(162)
Head of Environment	5,423	5,463	40	5,389	(74)
Head of Policy and Culture	2,589	2,648	59	2,648	0
Corporate Director - Resources, Environment & Cultural Services	10,548	10,542	(6)	10,306	(236)
Head of Law and Administration	2,193	2,220	27	2,220	0
Head of Planning	1,757	1,925	168	1,925	0
Head of Public Health and Protection	1,078	1,078	0	1,078	0
Corporate Director - Public Protection, Planning and Governance	5,028	5,223	195	5,223	0
Head of Community & Housing Strategy	2,067	2,175	108	2,175	0
Corporate Director - Housing and Communities	2,067	2,175	108	2,175	0
Budgets managed by the Corporate Management Team	2,042	1,804	(238)	1,804	0
Net Controllable Income and Expenditure	19,685	19,744	60	19,508	(236)
Net Recharge to the Housing Revenue Account	(5,054)	(5,094)	(40)	(5,093)	1
Net General Fund Expenditure	14,631	14,651	20	14,415	(235)
Taxation and non-specific grant income and expenditure					
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)	0	105	0	0
Other Operating Income and Expenditure					
Interest & Investment Income	(65)	(65)	0	(128)	(63)
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
Net Total before movements in reserves	(90)	35	125	(263)	(298)
Other Movements in reserves					
Contribution (from) / to Earmarked Reserves	191	66	(125)	201	135
Contribution (from) / to GF balances	(101)	(101)	(0)	62	(163)

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	(101)	(101)	0	62	(163)
Balance as at 30 September 18	8,695	8,695	0	8,858	(163)
Ringfenced and Strategic reserves balance at 1st April	6,058	6,058	0	6,058	0
Movement in year	191	66	125	201	(135)
Balance as at 30 September 18	6,249	6,124	125	6,259	(135)
Total reserve balance at 1st April	14,854	14,854	0	14,854	0
Movement in year	90	(35)	125	263	(298)
Balance as at 30 September 18	14,944	14,819	125	15,117	(298)

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

**Corporate Director (Resources, Environment & Cultural Services) - 2018-19 as at
30 September 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	1,802,750	8,240	1,756,900	(45,850)
Transport Related	47,510	47,510	0	47,510	0
Supplies and Services	1,342,380	1,245,420	(96,960)	1,285,300	39,880
Third Party Payments	2,695,400	2,867,560	172,160	2,867,560	0
Transfer Payments	40,553,220	37,038,790	(3,514,430)	37,038,790	0
Income	(47,291,200)	(43,965,590)	3,325,610	(44,121,920)	(156,330)
Controllable Costs	2,536,620	2,431,240	(105,380)	2,268,940	(162,300)
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
Non-Controllable costs	(2,061,290)	(2,061,290)	0	(2,061,290)	0
Head of Resources	475,330	369,950	(105,380)	207,650	(162,300)

Virements (officer agreed budget transfers)

Net nil movement on Benefits - Reduction in Rent Allowance and associated Rent allowance Subsidy (£3,604,980)	0
Net nil movement on External Audit - Supplies and Services to Third Party Payments (£80,000)	0

Approved Changes - Cabinet 4th September

Increase in Localised Council Tax Support Admin subsidy	(105,380)
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Forecast Outturn changes

Estates - increased rental income	(135,350)
Insurance renewal efficiency	(45,850)
Increase in Localised Council Tax Support Admin subsidy	(20,980)
Business Rates Pool admin fee	39,880
	<u>(105,380)</u>
	<u>(162,300)</u>

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

**Corporate Director (Resources, Environment & Cultural Services) - 2018-19 as at
30 September 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	998,810	94,560	974,900	(23,910)
Premises Related	470,740	467,140	(3,600)	467,140	0
Transport Related	29,960	29,960	0	29,960	0
Supplies and Services	354,500	461,140	106,640	461,140	0
Third Party Payments	7,241,060	7,241,060	(0)	7,241,060	0
Income	(3,577,520)	(3,735,120)	(157,600)	(3,785,120)	(50,000)
Controllable Costs	5,422,990	5,462,990	40,000	5,389,080	(73,910)
Support Cost Recharges	417,940	377,940	(40,000)	377,940	0
Capital Charges	427,900	427,900	0	427,900	0
Non-Controllable costs	845,840	805,840	(40,000)	805,840	0
Head of Environment	6,268,830	6,268,830	0	6,194,920	(73,910)

Virements (officer agreed budget transfers)

Rent at bus compound at Campus East Car Park to Support C 40,000

Forecast Outturn changes

Additional subsidy from has been received from HCC	(50,000)
Employee savings - vacant post within Parking Services - This post is now filled	(23,910)
	40,000
	(73,910)

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

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

Head of Policy and Culture

Description	Original Budget 2017/18	Current Budget 2017/18	Variance to Original	Forecast Outturn 2017/18	Variance to Current
	£	£	£	£	£
Employees	1,797,060	1,798,200	1,140	1,798,200	0
Premises Related	839,380	965,470	126,090	965,470	0
Transport Related	2,920	2,920	0	2,920	0
Supplies and Services	2,042,980	1,474,550	(568,430)	1,474,550	0
Third Party Payments	644,600	1,086,450	441,850	1,086,450	0
Income	(2,739,430)	(2,680,940)	58,490	(2,680,940)	0
Controllable Costs	2,587,510	2,646,650	59,140	2,646,650	0
Support Cost Recharges	(698,570)	(698,570)	0	(698,570)	0
Capital Charges	860,160	860,160	0	860,160	0
Non-Controllable costs	161,590	161,590	0	161,590	0
Head of Policy and Cultur	2,749,100	2,808,240	59,140	2,808,240	0

Virements (officer agreed budget transfers)

Additional building maintenance - transfer from Corporate Projects	50,000
Moneyhole Lane Playing Field (CCTV System) - transfer from Corporate Projects	8,000
Training - transfer from Law and Admin	1,140

Approved Changes - Cabinet 4th September

Net nil movement on Leisure Contract - Supplies and Services to Third Party Payments (£514,240)	0
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59,140

0

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

**Corporate Director (Public Protection, Planning and Governance) - 2018-19 as at
30 September 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	1,524,290	14,570	1,524,290	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	751,330	5,920	751,330	0
Third Party Payments	135,590	154,230	18,640	154,230	0
Income	(236,840)	(249,210)	(12,370)	(249,210)	0
Controllable Costs	2,192,970	2,219,730	26,760	2,219,730	0
Support Cost Recharges	(777,410)	(777,410)	0	(777,410)	0
Capital Charges	2,140	2,140	0	2,140	0
Non-Controllable costs	(775,270)	(775,270)	0	(775,270)	0
Head of Law and Adminis	1,417,700	1,444,460	26,760	1,444,460	0

Virements (officer agreed budget transfers)

Training - transfer to Policy and Culture (1,140)
Audio visual equipment and maintenance - transfer from 27,900

Forecast Outturn changes

26,760

0

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

**Corporate Director (Public Protection, Planning and Governance) - 2018-19 as at
30 September 2018 variances
Head of Planning**

Description	Original Budget 2018/19 £	Current Budget 2018/19 £	Variance to Original £	Forecast Outturn transactions £	Forecast Outturn 2018/19 £	Variance to Current £
Employees	1,815,430	1,892,090	76,660	0	1,892,090	0
Premises Related	79,860	79,860	0	0	79,860	0
Transport Related	20,570	20,570	0	0	20,570	0
Supplies and Services	367,120	409,460	42,340	0	409,460	0
Third Party Payments	497,790	575,850	78,060	0	575,850	0
Income	(1,022,730)	(1,051,490)	(28,760)	0	(1,051,490)	0
Controllable Costs	1,758,040	1,926,340	168,300	0	1,926,340	0
Support Cost Recharges	598,150	598,150	0	0	598,150	0
Capital Charges	32,970	32,970	0	0	32,970	0
Non-Controllable costs	631,120	631,120	0	0	631,120	0
Head of Planning	2,389,160	2,557,460	168,300	0	2,557,460	0

Virements (officer agreed budget transfers)

Adjustment to Building Control - transfer from Corporate Projects	43,300
Lombardy poplars - funded from earmarked reserve	125,000

Forecast Outturn changes

None

168,300

0

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

**Corporate Director (Public Protection, Planning and Governance) - 2018-19 as at
30 September 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
Controllable Costs	1,077,290	1,077,290	0	1,077,290	0
Support Cost Recharges	316,510	316,510	0	316,510	0
Capital Charges	4,760	4,760	0	4,760	0
Non-Controllable costs	321,270	321,270	0	321,270	0
Head of Public Health and	1,398,560	1,398,560	0	1,398,560	0

Virements (officer agreed budget transfers)

None

Forecast Outturn changes

0

0

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

**Corporate Director (Housing and Communities) - 2018-19 as at
30 September 2018 variances**

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	1,560,080	19,720	1,677,430	117,350
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	407,710	12,250	672,080	264,370
Third Party Payments	381,970	481,780	99,810	321,780	(160,000)
Income	(311,270)	(334,700)	(23,430)	(556,420)	(221,720)
Controllable Costs	2,066,640	2,174,990	108,350	2,174,990	(0)
Support Cost Recharges	250,380	250,380	0	250,380	0
Capital Charges	(523,870)	(523,870)	0	(523,870)	0
Non-Controllable costs	(273,490)	(273,490)	0	(273,490)	0
Head of Community & Ho	1,793,150	1,901,500	108,350	1,901,500	(0)

Virements (officer agreed budget transfers)

Housing Option Officer (2yr fixed term) - transfer from Corporate Projects	78,400
Sport Development and Sport facilities strategy - transfer from Corporate Projects	29,950

Forecast Outturn changes - Virements

Homelessness Grant - The Council has received grant in relation to the Homelessness Reduction Act. This grant will be used to support the Council in meeting the requirements of the new legislation (income)	(264,370)
Homelessness Grant - Expenditure requirement in relation to the Council meeting the new requirements of the Homelessness Reduction Act (Supplies and Services)	264,370
Realign budgets following delay in implementation of legislative changes (Income)	42,650
Realign budgets following delay in implementation of legislative changes (Employees)	117,350
Realign budgets following delay in implementation of legislative changes (Third Party Payments)	(160,000)
	<u>108,350</u>
	<u>0</u>

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

**Corporate Management Team - 2018-19 as at
30 September 2018 variances**

Corporate Management Team

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	520,640	(237,550)	520,640	0
Controllable Costs	2,041,590	1,804,040	(237,550)	1,804,040	0
Support Cost Recharges	(1,335,060)	(1,335,060)	0	(1,335,060)	0
Non-Controllable costs	(1,335,060)	(1,335,060)	0	(1,335,060)	0
Executive Board	706,530	468,980	(237,550)	468,980	0

Virements (officer agreed budget transfers)

Corporate Projects - transfer to Community & Housing Strategy for Housing Option Officer (2yr fixed term)	(78,400)
Corporate Projects - trans to Resources for additional building maintenance	(50,000)
Corporate Projects - transfer to Planning for Building Control	(43,300)
Corporate Projects - transfer to Community & Housing Strategy for Sport Development and Sport facilities strategy	(29,950)
Corporate Projects - transfer to Law and Admin for Audio visual equipment and maintenance	(27,900)
Corporate Projects - transfer to Policy and Culture for Moneyhole Lane Playing Field (CCTV System)	(8,000)

Forecast Outturn changes

(237,550)

0

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

RISK and OPPORTUNITIES SUMMARY - as at 30 September 2018

Item	Type of Variance	Directorate	Risks	Opportunities
Salaries & agency (General Fund) (excludes wages and other employee costs)	One Off	Corporate		(200,206)
	Total One Off		0	(200,206)
	Current Total Ongoing		0	0
	Grossed Up Ongoing		0	0
Net potential favourable movement to current forecast position	Grand Total			(200,210)
Planned & Responsive Maintenance Programme	Profiling	Resources, Environment & Cultural Services		(145,495)
IT - Hardware & Software purchases & maintenance	Profiling	Resources, Environment & Cultural Services		(46,936)
Houses of multiple occupation licence income	Profiling	Housing and Communities		(49,910)
Planning Policy - Project expenditure	Profiling	Public Protection, Planning and Governance		(45,484)
Utilities - Electricity & Gas	Profiling	Corporate		(40,285)
Outside Printing	Profiling	Corporate		(27,839)
Estates - Rental Income	Profiling	Resources, Environment & Cultural Services		(25,209)
Car Allowances	Profiling	Corporate		(20,120)
Cemeteries - Burial Income	Profiling	Resources, Environment & Cultural Services		(12,986)
Telephone Network Charges	Profiling	Resources, Environment & Cultural Services		(12,594)
Recycling Credits & Sales Income (excluding garden waste)	Profiling	Resources, Environment & Cultural Services	139,623	
Discretionary Housing Payments	Profiling	Resources, Environment & Cultural Services	17,110	
	Total Profiling		156,733	(426,858)
	Projected Year End Impact		0	0

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

Item	Full Year			Year to date			Action / comments
	Current Budget 2018/19 £	Forecasted Outturn 2018/19 £	Variance £	Year to date Forecasted Outturn £	Actual £	Variance to year to date forecast £	
Salaries & agency (General Fund) (excludes wages and other employee costs)	11,678,410	11,771,850	93,440	5,889,960	5,689,753	(200,206)	Overspend on agency staff offset by vacant posts
Utilities - Electricity & Gas	560,950	560,950	0	191,919	151,634	(40,285)	Overpend on electricity partially offset by savings on gas
Investment interest	(65,000)	(128,000)	(63,000)	(64,000)	(64,000)	0	
Outside Printing	149,620	164,620	15,000	89,810	61,971	(27,839)	Savings on costs relating to Campus West/Communications. Strategy in place on how the budget will be spent during the financial year
Car Allowances	109,620	109,620	0	54,810	34,690	(20,120)	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 September 2018 for Resources, Environment & Cultural Services

Item	Full Year			Year to date			Action / comments
	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
IT - Hardware & Software purchases & maintenance	340,780	340,780	0	206,780	159,844	(46,936)	
Telephone Network Charges	175,500	175,500	0	104,250	91,656	(12,594)	
Photocopier costs	68,600	68,600	0	34,300	36,906	2,606	

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 September 2018 for Resources, Environment & Cultural Services

Full Year				Year to date			
Item	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)	(689,400)	(484,400)	205,000	(242,200)	(102,577)	139,623	The effect of lower price per tonne for recycling has been reflected in the forecast outturn.
Penalty Charge Notices - Income	(295,000)	(295,000)	0	(147,500)	(147,938)	(438)	
Parking Fee Income	(1,030,810)	(1,030,810)	0	(423,410)	(421,865)	1,545	Income target not being met but not by a material amount. To be monitored closely over the coming year

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 30 September 2018 for Resources, Environment & Cultural Services

Item	Full Year			Year to date			Action / comments
	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
Estates - Rental Income	(2,647,890)	(2,838,240)	(190,350)	(2,051,035)	(2,076,244)	(25,209)	Forecast Outturn updated to reflect income from flats in Hatfield Town Centre
General Fund Garages - Income	(2,261,560)	(2,261,560)	0	(2,261,560)	(2,262,913)	(1,353)	
Planned & Responsive Maintenance Programme	1,003,750	1,003,750	0	505,570	360,075	(145,495)	Over £302k of works committed but not yet paid
Discretionary Housing Payments	0	0	0	(7,782)	9,327	17,110	The cost of awarding DHP's to the end of September is £140,562 which is on target to meet our £262,163 allowance.

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 September 2018 for Resources, Environment & Cultural Services

Item	Full Year			Year to date			Action / comments
	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
Campus West - Employee Costs (including salaries and wages)	1,102,230	971,570	(130,660)	485,785	478,314	(7,471)	Reduction in the use of casual staff
Campus West - Catering Income	(663,740)	(612,700)	51,040	(265,851)	(243,159)	22,691	Reduction of £15,071 on actual up to September 2017 £258,230
Campus West - Food & Beverage Supplies	302,620	302,620	0	129,343	115,370	(13,974)	
Campus West - Cinema Income	(924,590)	(866,780)	57,810	(387,711)	(424,563)	(36,853)	Increase of £42,358 on actual up to September 2017 £382,205
Campus West - Film Hire	396,600	396,600	0	172,876	191,462	18,586	
Campus West - Rollercity Income	(347,610)	(290,670)	56,940	(142,574)	(119,983)	22,591	Reduction of £11,290 on actual up to September 2017 £131,273

Campus West - Soft Play Income	(172,630)	(156,630)	16,000	(72,128)	(64,921)	7,207	Reduction of £3,715 on actual up to September 2017 £68,636
Campus West - Panto Income	(128,000)	(137,000)	(9,000)	(73,679)	(73,679)	0	
Campus West - Panto costs	128,000	137,000	9,000	10,661	10,661	0	
Campus West - Other Income	(199,380)	(208,690)	(9,310)	(72,645)	(71,014)	1,631	

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 September 2018 for Public Protection, Planning and Governance

Full Year			Year to date				Action / comments
Item	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
Local Land Charges Income	(81,730)	(81,730)	0	(42,957)	(48,577)	(5,620)	
Central Postal Charges	107,040	107,040	0	53,223	50,973	(2,251)	

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 September 2018 for Public Protection, Planning and Governance

Item	Full Year			Year to date			Action / comments
	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
Planning Fees Income	(729,910)	(729,910)	0	(719,910)	(721,553)	(1,643)	Accrual of £365,000 carried over from 2017/18. Forecast Outturn increased to offset additional employee expenditure.
Planning Policy - Project expenditure	64,000	64,000	0	64,000	18,516	(45,484)	Over £43k of works committed but not yet paid. Any underspends likely to be put into earmarked reserves
Planning Policy Local Development Framework	44,800	44,800	0	22,400	21,257	(1,143)	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 September 2018 for Housing and Communities

Full Year			Year to date				Action / comments
Item	Current Budget 2018/19	Forecasted Outturn 2018/19	Variance	Year to date Forecasted Outturn	Actual	Variance to year to date forecast outturn	
	£	£	£	£	£	£	
Houses of multiple occupation licence income	(204,080)	(161,430)	42,650	(80,715)	(130,625)	(49,910)	Income levels will be monitored closely following a legislation change on HMO properties occurred in October

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

Arrears by service at 30 September 2018

	1-30 Days Overdue	31-60 Days Overdue	61-90 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
Public Protection, Planning & Governance						
Law & Administration	12,011.02	0.00	0.00	642.79	607.21	13,261.02
Planning	96,696.51	0.00	0.00	19,624.83	6,277.27	122,598.61
Public Health & Protection	7,189.48	0.00	0.00	1,644.63	1,147.08	9,981.19
	115,897.01	0.00	0.00	21,912.25	8,031.56	145,840.82
Housing and Communities						
Housing Operations	26,790.64	691.46	456.10	10,716.71	3,912.83	42,567.74
Housing Property Services	0.00	0.00	0.00	0.00	500.00	500.00
Community & Housing Strategy ¹	9,012.68	716.35	0.00	1,025.73	33,511.10	44,265.86
	35,803.32	1,407.81	456.10	11,742.44	37,923.93	87,333.60
Resources, Environment & Cultural Services						
Policy & Culture	15,392.64	32.25	49.00	303.00	0.00	15,776.89
Environment - Cemeteries	5,550.00	8,334.00	2,200.00	130.00	6,022.00	22,236.00
Environment - Street Cleaning	1,584.00	1,980.00	0.00	14,358.00	2,246.00	20,168.00
Environment - Other	13,375.47	0.00	0.00	1,862.39	1,821.41	17,059.27
Resources - Shopping Centres	295,498.29	1,142.68	1,915.59	20,657.34	8,197.82	327,411.72
Resources - Hatfield Town Centre ⁸	71,782.85	-4,320.09	5,963.07	16,311.60	12,316.93	102,054.36
Resources - Ground rent	74,039.52	-426.07	-206.45	6,587.06	9,193.33	89,187.39
Resources - Garages	23,368.28	8,984.57	5,467.42	16,450.92	62,791.42	117,062.61
Resources - Other Corporate Propert	118,781.37	-1,495.87	-2,858.58	13,647.23	7,986.57	136,060.72
Resources - Benefits	111,434.18	0.00	0.00	0.00	0.00	111,434.18
Resources - Other	-570.90	11,777.00	11,249.66	1,554.73	25,856.48	49,866.97
	730,235.70	26,008.47	23,779.71	91,862.27	136,431.96	1,008,318.11
TOTAL	881,936.03	27,416.28	24,235.81	125,516.96	182,387.45	1,241,492.53

	Breakdown below:	Breakdown below:
Rental Deposit scheme ¹	0.00	26,973.53
Referred to legal ²	33,379.33	62,490.69
Payment plan ³	8,729.04	13,327.92
Chasing - other LAs and partner orgs ⁴	21,226.81	0.00
Chasing - other orgs & individuals ⁴	80,244.94	17,124.34
Garages ⁵	16,450.92	62,791.42
Balances of less than £50 ⁶	2,641.58	10,104.38
Unallocated credits ⁷	-37,155.66	-10,424.83
	<u>125,516.96</u>	<u>182,387.45</u>

Analysis and actions being taken re debt over 90 days

- Rental Deposit Scheme - these are deposits provided to residents to enable them to rent a property and are to be repaid when they leave and make up the majority of Community & Housing Strategy debts over 365 days
- 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.
- Payment plan - these customers are paying their debt in instalments, as a result of an agreement with officers or terms set by a court.
- 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.
- Garages - these debts are being pursued by the Garages Team using direct customer contact and legal action where appropriate. Annual income from garage rents is around £2.3m across over 4,000 garages.
- 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.
- 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.

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Hatfield Town Centre - the total annual rental income from commercial tenants is £720k.

Previous quarters information

	1-30 Days Overdue	31-60 Days Overdue	31-60 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
Q2 2017/18	875,088.79	22,919.60	10,222.95	366,767.40	139,865.43	1,414,864.17
Q3 2017/18	780,413.32	328,037.72	139,191.87	169,601.66	156,538.21	1,573,782.78
Q4 2017/18	825,788.75	49,405.01	-846.97	141,023.07	166,274.44	1,181,644.30
Q1 2018/19	534,338.02	178,648.20	21,940.83	136,985.38	163,782.42	1,035,694.85

Welwyn Hatfield Borough Council
Budget Monitoring Statement - Housing Revenue Account - 30 September 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	(48,246)	40
(513)	Non Dwelling Rents	(513)	0	(513)	0
(1,621)	Charges for Services and Facilities	(1,621)	0	(1,690)	(69)
(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
(51,618)	Total Income	(51,618)	0	(51,647)	(29)
7,838	Supervision and Management	7,799	(38)	7,602	(198)
3,610	Special Services	3,640	30	3,640	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
36,504	Total Expenditure	36,504	0	36,298	(206)
705	HRA share of Corporate and Democratic Core	705	0	705	0
(14,409)	Net Cost of Services	(14,409)	0	(14,644)	(235)
	Less Interest and Non-Statutory Items:				
6,443	Interest Payable and Similar Charges	6,443	0	6,443	0
(138)	Interest Receivable	(138)	0	(138)	0
11,454	Revenue Contribution to Capital	11,454	0	11,454	0
17,759	Total Adjustments	17,759	0	17,759	0
3,350	(Surplus) / Deficit	3,350	0	3,115	(235)
(6,015)	Opening HRA Operating Balance	(6,015)	0	(6,580)	(565)
3,350	In-year (Surplus) / Deficit	3,350	0	3,115	(235)
(2,665)	Closing HRA Operating Balance	(2,665)	0	(3,465)	(800)

Current Budget Changes

Roll forward actual HRA Balance		(565)
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Budget Monitoring Variance - Housing Revenue Account**Forecast outturn changes at Period 3**

Supervision and Management Redevelopment and Buy Backs		41
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Repairs and Maintenance Professional fees		(50)
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Total forecast changes at Period 3		(9)
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Forecast outturn changes at Period 6

Dwelling Rents		
Actual rent on general needs properties lower than budget set	125	
Actual rent on hostels higher than budget set due to low void rate	(85)	40

Charges for services and facilities Service charge income projection higher on hostels due to higher occupancy		(69)
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Supervision and Management Special projects budget saving anticipated		(197)
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Total forecast changes at Period 6		(226)
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Total current and forecast budget changes at Period 6		(800)
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