

Welwyn Hatfield Borough Council
General Fund Proposed Budget 2019/20

Appendix A

Description	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Proposed Budget 2019/20 £ '000	Year on year change (Proposed 19/20 - Original 18/19) £ '000
Head of Resources	2,537	2,269	2,003	(534)
Head of Environment	5,423	5,389	5,718	295
Head of Policy and Culture	2,588	2,648	2,545	(42)
Corporate Director (Resources, Environment and Cultural Services)	10,547	10,306	10,266	(282)
Head of Law and Administration	2,193	2,220	2,223	30
Head of Planning	1,758	1,926	1,857	99
Head of Public Health and Protection	1,077	1,077	1,143	65
Corporate Director (Public Protection, Planning and Governance)	5,028	5,223	5,223	194
Head of Community and Housing Strategy	2,067	2,175	2,089	22
Corporate Director (Housing and Communities)	2,067	2,175	2,089	22
Corporate Management Team	2,042	1,804	1,738	(304)
Net Controllable Income and Expenditure	19,684	19,508	19,315	(152)
Net Recharge to the Housing Revenue Account	(5,054)	(5,093)	(5,316)	(262)
Net Cost of Services	14,630	14,415	14,000	(630)
Taxation and non-specific grants				
Income from Council Tax	(10,173)	(10,173)	(10,498)	(325)
Business Rates Income	(4,600)	(4,600)	(4,628)	(28)
Collection fund deficit/(surplus)	(379)	(379)	2,792	3,172
Revenue Support Grant	(104)	(104)	0	104
New Homes Bonus Grant	(1,528)	(1,529)	(1,319)	209
Council Tax Support Admin Subsidy Grant	(105)	0	0	105
Other Operating Income and Expenditure				
Interest and Investment Income	(65)	(128)	0	65
Capital Financing (Leases, MRP, revenue contribution to capital and interest)	603	603	1,138	535
Parish Precepts	1,627	1,627	1,627	0
Payment to Parishes for Council Tax Support	5	5	0	(5)
Net Total before movements in reserves	(90)	(263)	3,112	3,202
Other Movements in reserves				
Contribution to/(from) Earmarked Reserves in relation to Collection Fund surplus/deficit	47	47	(2,720)	2,767
Other contributions to/(from) Earmarked Reserves	144	317	(297)	441
Contribution (from)/to GF balances	(101)	(101)	(95)	(6)

Director and Head of Service Summaries - Budget 2019/20
Corporate Director (Resources, Environment and Cultural Services)
Head of Resources

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	2,794	3,395	3,395	3,577
Premises Related	1,598	1,795	1,757	1,830
Transport Related	33	48	48	42
Supplies and Services	1,272	1,342	1,285	1,149
Third Party Payments	3,954	2,695	2,868	4,280
Transfer Payments	37,743	40,553	37,039	36,270
Income	(46,628)	(47,291)	(44,122)	(45,145)
Controllable Costs	765	2,537	2,269	2,003

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	2,537
<u>Less 2018/19 one-off Growth</u>	
Window 10 Licensing	(15)
<u>Add 2019/20 fixed term growth</u>	
Voluntary First Registration (two year project)	75
<u>Add 2019/20 Growth items</u>	
Housing Benefit Administration Grant Reduction	35
Microsoft Office Enterprise Agreement increase in cost	20
EPC Legislation/Minimum Energy Efficiency Standards (new statutory requirement)	15
<u>Less 2019/20 Efficiencies/savings</u>	
Increase in garage rental income (increase in charge)	(50)
Additional property income generated through strategic property purchases	(600)
Additional estates income generated through ongoing rent reviews and lease renewals	(160)
Increase in base income budget for Weltech arising from high occupancy levels	(50)
Business Rates Relief on public conveniences	(8)
Increase in budgeted Localised Council Tax Support Administration grant	(21)
<u>Inflation and other Changes</u>	
Salary changes (including pay awards, increments and superannuation)	97
Contract inflation	151
Budget Virements	88
Capital Salaries	(5)
Movement of Localised Council Tax Support Admin Subsidy Grant	(105)
Original Budget 2019/20	2,003

Director and Head of Service Summaries - Budget 2019/20
Corporate Director (Resources, Environment and Cultural Services)
Head of Environment

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	762	904	975	1,019
Premises Related	378	471	467	501
Transport Related	28	30	30	26
Supplies and Services	413	355	461	338
Third Party Payments	7,168	7,241	7,241	7,529
Income	(4,226)	(3,578)	(3,785)	(3,694)
Controllable Costs	4,523	5,423	5,389	5,718

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	5,423
Less 2018/19 one-off Growth	
IT (Plot Box) for cemetery administration	(5)
Parking Services Officers	(100)
Add 2019/20 Growth items	
Provision of waste collection for new homes	40
Parking Services Review (funded from contractual efficiency savings)	57
Reduction in newspaper tonnages for sale	75
Higher recycling gate fees per tonne	80
Reduction in glass/bottles income	50
Closed cemetery statutory duties	20
Reduction in burial income (ceasing the 10 year reservation of graves)	10
Civil Maintenance of Traffic Regulation Order - signage and lines	10
Less 2019/20 Efficiencies/savings	
Garden Waste Charging - increased customer take up	(190)
Additional payments from HCC for the diversion of waste from landfill	(25)
Grounds Maintenance Highway Agency Agreement (renewal)	(60)
Increase in parking fines issued	(30)
Residential Permit Schemes	(6)
Increased income from review of Cemetery fees	(30)
On-street and off-street combined service contract	(90)
Car park enforcement	(30)
Inflation and other Changes	
Salary changes (including pay awards, increments and superannuation)	160
Contract inflation	342
Budget Virements	18
Capital Salaries	(1)
Original Budget 2019/20	5,718

Director and Head of Service Summaries - Budget 2019/20
Corporate Director (Resources, Environment and Cultural Services)
Head of Policy and Culture

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	1,750	1,797	1,798	1,748
Premises Related	858	839	965	930
Transport Related	2	3	3	2
Supplies and Services	1,963	2,043	1,475	1,468
Third Party Payments	645	645	1,086	913
Income	(2,588)	(2,739)	(2,680)	(2,517)
Controllable Costs	2,631	2,588	2,648	2,545

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	2,588
Add 2019/20 fixed term growth	
Welwyn Garden City Centenary - 2020	50
Digital Transformation	15
Add 2019/20 Growth items	
Intranet & file share document management software maintenance	12
Less 2019/20 Efficiencies/savings	
Reduction in GLL Management Fee	(217)
Inflation and other Changes	
Salary changes (including pay awards, increments and superannuation)	82
Contract inflation	70
Budget Virements	(54)
Original Budget 2019/20	2,545

Director and Head of Service Summaries - Budget 2019/20**Corporate Director (Public Protection, Planning and Governance Directorate)****Head of Law and Administration**

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	1,582	1,510	1,524	1,543
Premises Related	1	5	5	5
Transport Related	26	34	34	32
Supplies and Services	759	745	751	708
Third Party Payments	156	136	154	168
Income	(409)	(237)	(249)	(233)
Controllable Costs	2,115	2,193	2,220	2,223

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	2,193
<u>Inflation and other Changes</u>	
Salary changes (including pay awards, increments and superannuation)	54
Contract inflation	1
Budget Virements	(19)
Capital Salaries	(6)
Original Budget 2019/20	2,223

Director and Head of Service Summaries - Budget 2019/20**Corporate Director (Public Protection, Planning and Governance Directorate)****Head of Planning**

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	1,863	1,815	1,892	1,877
Premises Related	85	80	80	80
Transport Related	15	21	21	20
Supplies and Services	763	367	409	348
Third Party Payments	780	498	576	463
Income	(1,723)	(1,023)	(1,051)	(931)
Controllable Costs	1,784	1,758	1,926	1,857

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	1,758
<u>Less 2018/19 one-off Growth</u>	
Planning Advisory Service Review	(40)
<u>Inflation and other Changes</u>	
Salary changes (including pay awards, increments and superannuation)	100
Contract inflation	31
Budget Virements	24
Capital Salaries	(16)
Original Budget 2019/20	1,857

Director and Head of Service Summaries - Budget 2019/20**Corporate Director (Public Protection, Planning and Governance Directorate)****Head of Public Health and Protection**

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	1,100	1,180	1,180	1,234
Premises Related	2	2	2	2
Transport Related	17	22	22	22
Supplies and Services	142	133	133	144
Third Party Payments	41	38	38	39
Income	(355)	(298)	(298)	(298)
Controllable Costs	947	1,077	1,077	1,143

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	1,077
Add 2019/20 fixed term growth	
Health Walks	12
Noise monitoring equipment replacement	8
Add 2019/20 Growth items	
Air Quality Monitoring Equipment Maintenance	3
Inflation and other Changes	
Salary changes (including pay awards, increments and superannuation)	54
Contract inflation	1
Budget Virements	(12)
Original Budget 2019/20	1,143

Director and Head of Service Summaries - Budget 2019/20**Corporate Director (Housing and Communities Directorate)****Head of Community and Housing Strategy**

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	826	1,540	1,677	1,654
Premises Related	37	32	32	33
Transport Related	7	28	28	11
Supplies and Services	588	395	672	289
Third Party Payments	315	382	322	325
Income	(687)	(311)	(556)	(224)
Controllable Costs	1,087	2,067	2,175	2,089

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	2,067
Add 2019/20 Growth items	
HMO mandatory licensing scheme	60
Inflation and other Changes	
Salary changes (including pay awards, increments and superannuation)	74
Contract inflation	5
Budget Virements	(108)
Capital Salaries	(8)
Original Budget 2019/20	2,089

Director and Head of Service Summaries - Budget 2019/20**Corporate Management Team**

Description	Outturn 2017/18 £ '000	Original Budget 2018/19 £ '000	Period 6 Forecast 2018/19 £ '000	Original Budget 2019/20 £ '000
Employees	1,267	1,275	1,275	1,405
Transport Related	5	8	8	6
Supplies and Services	125	758	521	328
Controllable Costs	1,397	2,042	1,804	1,738

Analysis of Controllable Costs

	£'000
Original Budget 2018/19	2,042
<u>Less 2018/19 one-off Growth</u>	
Corporate Projects	(380)
<u>Add 2019/20 fixed term growth</u>	
3 X Apprentices	75
<u>Inflation and other Changes</u>	
Salary changes (including pay awards, increments and superannuation)	51
Budget Virements	(50)
Original Budget 2019/20	1,738