

Welwyn Hatfield Borough Council - Budget Monitoring - General Fund Summary - June 2022

Appendix A1

Description	YTD Budget	YTD Actual	YTD	Current	Forecast	Variance to
	2022/23	(inc Cmmt)	Variance	Budget	Outturn	Current
	£ '000	£ '000	£ '000	£ '000	£ '000	£ '000
Head of Resources	(1,481)	(5,193)	(3,713)	1,772	2,113	341
Head of Environment	1,094	155	(938)	7,361	7,711	350
Head of Policy and Culture	276	455	179	1,262	1,903	641
<b>Resources, Environment and Cultural Services</b>	<b>(111)</b>	<b>(4,584)</b>	<b>(4,473)</b>	<b>10,395</b>	<b>11,727</b>	<b>1,332</b>
Head of Law and Administration	606	798	192	2,364	2,457	94
Head of Planning	247	(426)	(674)	990	1,073	84
Head of Public Health and Protection	313	425	113	1,251	1,838	587
<b>Public Protection, Planning and Governance</b>	<b>1,166</b>	<b>797</b>	<b>(369)</b>	<b>4,604</b>	<b>5,369</b>	<b>764</b>
Head of Community and Housing Strategy	595	21	(574)	2,155	2,176	21
<b>Housing and Communities</b>	<b>595</b>	<b>21</b>	<b>(574)</b>	<b>2,155</b>	<b>2,176</b>	<b>21</b>
<b>Corporate Management Team Budgets</b>	<b>411</b>	<b>388</b>	<b>(23)</b>	<b>1,642</b>	<b>1,642</b>	<b>0</b>
<b>Net Controllable Income and Expenditure</b>	<b>2,061</b>	<b>(3,378)</b>	<b>(5,439)</b>	<b>18,797</b>	<b>20,914</b>	<b>2,117</b>
Net Recharge to the Housing Revenue Account	21	0	(21)	(5,447)	(5,447)	0
<b>Net Cost of Services</b>	<b>2,082</b>	<b>(3,378)</b>	<b>(5,460)</b>	<b>13,350</b>	<b>15,467</b>	<b>2,117</b>
Income from Council Tax				(11,641)	(11,641)	0
Plus/Less Council Tax collection fund deficit/(surplus)				213	213	0
Business Rates Income				(3,930)	(3,930)	0
Plus/Less Rates collection fund deficit/(surplus)				(1,153)	(1,153)	0
New Homes Grant				(712)	(712)	0
Lower Tier Services/Other Government Grants				(131)	(131)	0
Services Grant				(201)	(201)	0
Less Interest & Investment Income				(100)	(100)	0
Net Interest Income from Now Housing				(30)	(30)	0
Capital Financing Costs				1,094	1,094	0
Borrowing Interest				490	490	0
Parish Precepts				1,894	1,894	0
<b>Net Total before movements in reserves</b>				<b>(858)</b>	<b>1,260</b>	<b>2,117</b>
Contribution (from) / to Covid Earmarked Reserves				250	24	(226)
Contribution (from) / to Earmarked Reserves				(259)	(769)	(736)
Contribution (from) / to Earmarked Reserves - Collection Fund				940	940	0
<b>Contribution (from) / to GF balances</b>				<b>(73)</b>	<b>(1,455)</b>	<b>(1,381)</b>

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

General Fund Reserves Summary - June 2022

Appendix A2

Reserve	Balance at 1 April 2022	Budgeted Movement	Approved Changes	Forecast Changes	Forecast Balance 31 March 2023
	£'000	£'000	£'000	£'000	£'000
Earmarked Reserves					
Strategic Initiatives Reserve	1,399	(87)	0	0	1,312
Business Rates Retention Reserve	2,482	940	0	0	3,422
Pensions Reserve	1,201	0	0	0	1,201
Modernisation Reserve	1,167	0	0	(25)	1,142
Commitment Reserves	169	0	0	0	169
Grants and Contributions Reserve	2,809	(172)	0	(485)	2,152
Local Plan Reserve (Other reserves)	300	0	0	0	300
COVID-19 Pandemic Reserve (Other reserves)	0	250	0	(226)	24
Climate Change Reserve (Other reserves)	117	0	0	0	117
Youth Provision Reserve (Other reserves)	21	0	0	0	21
CE Accommodation reserve (Other reserves)	324	0	0	0	324
Disability Access Reserve	88	0	0	0	88
Other Reserves	51	0	0	0	51
<b>Total Earmarked Reserves</b>	<b>10,128</b>	<b>931</b>	<b>0</b>	<b>(736)</b>	<b>10,323</b>
<b>General Fund Working Balance</b>	<b>6,679</b>	<b>(73)</b>	<b>0</b>	<b>(1,381)</b>	<b>5,224</b>
<b>Total Reserves</b>	<b>16,807</b>	<b>858</b>	<b>0</b>	<b>(2,117)</b>	<b>15,547</b>

**Summary of virements between services - June 2022**

**Appendix A3**

<b>Service</b>	<b>Virement Detail</b>	<b>Virement Total</b>
Head of Resources	(£38k) - Transfer of Town Centre Management to the estates team. £76k Movement of Employee costs following modernisation review.	38
Head of Environment	(£50k) - Centralisation of procurement saving from grounds maintenance contract.	(50)
Head of Law and Administration	£50k - Centralisation of procurement saving from grounds maintenance contract.	50
Head of Community and Housing Strategy	(£76k) - Movement of Employee costs following modernisation review	(76)
Net Recharge to HRA		38
<b>Total Increase/(Decrease) to Net Cost of Service Budgets</b>		<b>0</b>

Corporate Director (Resources, Environment and Cultural Services)  
30 June 2022 variances

Appendix B1

Head of Resources

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	1,418	1,293	(125)
Premises Related	330	331	1
Transport Related	2	1	(1)
Supplies and Services	302	477	175
Third Party Payments	1,281	3,246	1,966
Transfer Payments	5,982	6,265	283
Income	(10,795)	(16,806)	(6,011)
<b>Controllable Costs</b>	<b>(1,481)</b>	<b>(5,193)</b>	<b>(3,713)</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
3,403	3,427	25
2,001	2,227	226
32	32	0
1,208	1,208	0
5,122	5,122	0
23,929	23,929	0
(33,923)	(33,833)	90
<b>1,772</b>	<b>2,113</b>	<b>341</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) Garages are showing a shortfall in income raised. Additional resource has been provided to the garages team for a project focussed on maximising income.	89	90
c) Broxbourne contract. Welwyn Hatfield runs the contract but as a result there is a timing difference before Broxbourne is invoiced.	126	0
c) ICT contract payments and software licencing agreements, paid annually throughout the year are currently showing an underspend. This is a payment timing issue and no variance is forecast at year end.	(145)	0
c) Council Tax, Housing Benefits Subsidy and Business Support Grants timing mismatch (payments vs grant received).	(3,599)	0
a) Recruitment of an additional staff member in Financial Processes to be funded from reserves.	(12)	25
d) Increasing cost of utilities. A large adverse variance is forecast due to the price rises in utilities being much larger than expected and budgeted for.	(28)	224
d) Cleaning contract inflation	(41)	2
e) Other small variances.	(26)	0
<b>TOTAL</b>	<b>(3,713)</b>	<b>341</b>

Corporate Director (Resources, Environment and Cultural Services)  
30 June 2022 variances

Appendix B2

Head of Environment

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	274	317	43
Premises Related	120	37	(83)
Transport Related	4	2	(2)
Supplies and Services	131	51	(80)
Third Party Payments	2,252	1,191	(1,061)
Transfer Payments	0	0	0
Income	(1,687)	(1,442)	245
<b>Controllable Costs</b>	<b>1,094</b>	<b>155</b>	<b>(938)</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
1,050	1,030	(20)
851	993	143
17	17	0
523	523	0
8,957	9,017	59
0	0	0
(4,037)	(3,869)	168
<b>7,361</b>	<b>7,711</b>	<b>350</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) Additional costs of the Grounds Maintenance contract, to be funded by HCC as shown below.	(104)	124
d) Grounds Maintenance funding from HCC to cover their element of the grounds maintenance contract.	(138)	(124)
c) Timing of contract payments in Parking. This is a timing issue and no variance is forecast at year end.	(90)	0
c) Timing of contract payments in Environment. This is a timing issue and no variance is forecast at year end.	(149)	0
d) Following the pandemic there is still low consumer confidence and parking income is still lower than budgeted. This has been estimated at a 25% loss against budget which is primarily for the first quarter.	108	190
d) Permit schemes and civil parking enforcement is doing better than anticipated however is still not up to budgeted values.	26	64
d) Vacancies within the parking team.	(13)	(20)
d) Unbudgeted income from HCC relating to AFM recycling subsidies. Further information on forecast will be provided post September.	0	(50)
d) Reduced expenditure on payments to contractors for recycling due to increased tonnages and the value of gate fees.	(181)	(50)
d) Income from HCC for Recycling Transport Subsidy. This contribution has increased due to the increase in tonnage of recycling processed.	0	(42)
c) Timing of income relating to recycling. No variance is forecast at year end.	210	0
c) The year to date variance is due to delays in contract payments for grounds maintenance resulting from the reprocurement of the contract.	(51)	(7)

d) There has been a delay to the opening of the crematorium. This is partly due to a lorry carrying materials needed for the project overturning, resulting in those materials needing to be manufactured again offsite. This is now expected to open in April 2023 however there will be preparation costs that will need to be incurred before then. This forecast reflects the shortfall of income against budget, implementation costs are unknown at this stage but will be funded from Strategic Initiatives Reserves.	(228)	157
d) Tewin Road NDR charges are higher than budgeted.	0	26
c) Timing issues relating to contract payments. No variance is forecast at year end.	(197)	0
d) Increasing cost of utilities.	(16)	61
d) Other small variances.	(7)	21
<b>TOTAL</b>	<b>(938)</b>	<b>350</b>

Head of Policy and Culture

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	418	358	(60)
Premises Related	195	176	(19)
Transport Related	1	(0)	(1)
Supplies and Services	321	248	(72)
Third Party Payments	33	30	(3)
Transfer Payments	0	0	0
Income	(692)	(358)	333
<b>Controllable Costs</b>	<b>276</b>	<b>455</b>	<b>179</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
1,672	1,672	0
939	1,354	415
2	2	0
1,283	1,283	0
133	133	0
0	0	0
(2,767)	(2,541)	226
<b>1,262</b>	<b>1,903</b>	<b>641</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) Increasing utility costs for community centres and sports facilities.	26	413
d) Net shortfall of income at Campus West (film sales and bar income). This is split £150k on ticket sales and £50k on food. There is a new system in place which has led to a review of the consumables pricing strategy; some of the loss is expected to be mitigated when the new pricing structure is introduced. There are no major releases until later in the year which means that there is a loss of ticket sale income till then.	176	200
d) Loss of income at Community Centres as a result of COVID.	14	26
d) Cleaning contract inflation.	(49)	2
<b>TOTAL</b>	<b>179</b>	<b>641</b>

Head of Law and Administration

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000	Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
Employees	484	468	(16)	1,935	1,910	(26)
Premises Related	1	12	12	3	14	11
Transport Related	5	4	(2)	21	21	0
Supplies and Services	176	310	134	703	775	72
Third Party Payments	(30)	37	67	(72)	(35)	37
Transfer Payments	0	0	0	0	0	0
Income	(29)	(33)	(4)	(227)	(227)	0
<b>Controllable Costs</b>	<b>606</b>	<b>798</b>	<b>192</b>	<b>2,364</b>	<b>2,457</b>	<b>94</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) Net underspend on salaries includes the cost of local elections of £46k. This will be funded by additional income generated from contributions from Herts County Council. Contributions are usually paid a year in arrears. There is currently a £24k underspend on Democratic Services and a £14k underspend within Legal Services.	(17)	(26)
d) There is an overspend on borough elections, this mainly relates to extra staffing costs required, which will be partly funded from election contributions. Expenditure for the Mayor's charity of £13k will be offset by income received. There is also expenditure of £40k on HR Consultancy, of which £27k will be funded from reserves.	136	72
d) Contract payments for Members Admin Fade to Black AV and Webcasting are showing an increased cost owing to an increase in use (£26k). £47K of Procurement savings are still to be achieved.	67	37
d) Other small variances.	6	11
<b>TOTAL</b>	<b>192</b>	<b>94</b>



Head of Planning

Description	YTD Budget 2022/23	YTD Actual (inc Cmmt)	YTD Variance	Current Budget 2022/23	Forecast Outturn 2022/23	Variance to Current
	£ '000	£ '000	£ '000	£ '000	£ '000	£ '000
Employees	451	437	(14)	1,803	1,815	11
Premises Related	0	0	(0)	1	1	0
Transport Related	2	1	(1)	8	4	(4)
Supplies and Services	62	154	92	250	334	84
Third Party Payments	3	0	(3)	13	13	0
Transfer Payments	0	0	0	0	0	0
Income	(271)	(1,018)	(747)	(1,085)	(1,093)	(7)
<b>Controllable Costs</b>	<b>247</b>	<b>(426)</b>	<b>(674)</b>	<b>990</b>	<b>1,073</b>	<b>84</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) There are a number of vacancies within the service covered by agency staff. The variance is due to a timelag in receiving agency invoices.	(14)	0
d) Consultancy fees paid of £50k are included here for consultancy on appeals and enquiries. There is also expenditure of £36k on software maintenance, of which £23k will be funded from reserves and the HRA. There is a £9k overspend on Legal fees related to complex matters requiring external legal advice.	94	58
d) S106 income has been received but not yet spent. There are also risks in this area around less planning application fees being received than have been budgeted for, reflective of increasing costs of living discouraging homeowners from planning home improvements.	(745)	0
<b>TOTAL</b>	<b>(674)</b>	<b>84</b>

Corporate Director (Public Protection, Planning and Governance)

30 June 2022 variances

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Head of Public Health and Protection

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	335	345	10
Premises Related	1	0	(1)
Transport Related	5	3	(2)
Supplies and Services	31	106	75
Third Party Payments	19	34	14
Transfer Payments	0	0	0
Income	(79)	(63)	16
<b>Controllable Costs</b>	<b>313</b>	<b>425</b>	<b>113</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
1,339	1,339	0
3	3	0
22	22	0
125	606	482
78	78	0
0	0	0
(316)	(211)	105
<b>1,251</b>	<b>1,838</b>	<b>587</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
e) There are a number of vacancies within the service covered by agency staff which are incurring higher costs.	12	0
d) This mainly relates to Covid related expenditure of £57k which will be funded from grant reserves (COVID Vaccine Champions).	73	485
d) Expenditure includes an annual payment of £26k paid in advance. This is a payment timing issue and there is no variance expected at year end. There is a £3k underspend on Dog control which relates to savings from new contract arrangements related to kennels.	16	0
d) Forecast variance relates to 25k reduction in licensing income due to covid impacts and 57k reduction related to Hackney Carriage income due to falling fleet numbers.	16	82
e) Other small variances.	(4)	20
<b>TOTAL</b>	<b>113</b>	<b>587</b>

Head of Community & Housing Strategy (GF)

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000	Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
Employees	484	434	(50)	1,936	1,936	0
Premises Related	4	9	4	18	18	0
Transport Related	3	1	(2)	13	13	0
Supplies and Services	66	332	267	262	1,254	992
Third Party Payments	85	55	(29)	339	339	0
Transfer Payments	0	0	0	0	0	0
Income	(46)	(810)	(763)	(413)	(1,384)	(971)
<b>Controllable Costs</b>	<b>595</b>	<b>21</b>	<b>(574)</b>	<b>2,155</b>	<b>2,176</b>	<b>21</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
e) There is currently an underspend due to staff vacancies however a net nil position is expected by the end of the year.	(52)	0
b) Expenditure on Homelessness which will be offset by grant income (see line below).	224	992
b) Income received from HCC for Community Outreach and Homelessness grants received which will be used to offset Homelessness expenditure (see line above).	(677)	(971)
c) This is the income for the HMO licences which cover a five year period, the year to date variance is as a result of accounting treatment. No variance is expected at year end.	(55)	0
e) Other small variances.	17	0
<b>TOTAL</b>	<b>(574)</b>	<b>21</b>

**Budgets managed by the Corporate Management Team  
30 June 2022 variances**

**Appendix B8**

**Corporate Management Team (GF)**

Description	YTD Budget 2022/23	YTD Actual (inc Cmmt)	YTD Variance	Current Budget 2022/23	Forecast Outturn 2022/23	Variance to Current
	£ '000	£ '000	£ '000	£ '000	£ '000	£ '000
Employees	357	333	(24)	1,428	1,428	0
Premises Related	0	0	0	0	0	0
Transport Related	1	0	(1)	6	6	0
Supplies and Services	52	51	(1)	209	209	0
Third Party Payments	0	3	3	0	0	0
Transfer Payments	0	0	0	0	0	0
Income	0	0	0	0	0	0
<b>Controllable Costs</b>	<b>411</b>	<b>388</b>	<b>(23)</b>	<b>1,642</b>	<b>1,642</b>	<b>0</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
e) Other small variances.	(23)	0
<b>TOTAL</b>	<b>(23)</b>	<b>0</b>

**Welwyn Hatfield Borough Council - Budget Monitoring - Housing Revenue Account - June 2022**

**Appendix C1**

Description	YTD Budget 2022/23 £'000	YTD Actual (inc Cmmt) £ '000	FYE Variance £'000	Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
Dwelling rents	(13,038)	(12,946)	92	(52,150)	(52,150)	-
Non-dwelling rents	(98)	(110)	(12)	(391)	(391)	-
Tenants' charges for services and facilities	(392)	(474)	(82)	(1,812)	(1,762)	50
Leaseholders' charges for services and facilities	(568)	(708)	(140)	(732)	(962)	(230)
Contributions towards expenditure	(43)	(33)	10	(245)	(245)	-
<b>Total Income</b>	<b>(14,138)</b>	<b>(14,271)</b>	<b>(133)</b>	<b>(55,330)</b>	<b>(55,510)</b>	<b>(180)</b>
Repairs and maintenance	2,297	1,930	(367)	9,188	10,667	1,478
Supervision and management	1,819	1,585	(234)	10,138	10,588	450
Special services	858	750	(107)	3,430	3,730	300
Rents, rates, taxes and other charges	13	22	9	881	899	18
Impairment allowance for doubtful debts	122	( )	(123)	490	490	-
Depreciation	-	-	-	16,352	16,352	-
Debt management costs	-	-	-	29	29	-
IAS19 adjustment	-	-	-	-	-	-
(Gain) or loss on disposals	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>5,109</b>	<b>4,287</b>	<b>(822)</b>	<b>40,559</b>	<b>42,805</b>	<b>2,247</b>
HRA share of Corporate and Democratic Core	-	-	-	853	853	-
<b>Net Cost of Services</b>	<b>(9,028)</b>	<b>(9,983)</b>	<b>(955)</b>	<b>(13,918)</b>	<b>(11,852)</b>	<b>2,067</b>
<b>Less Interest and Non-Statutory Items:</b>						
Interest payable and similar charges	1,890	1,418	(472)	7,559	7,559	-
HRA financing and investment income	(13)	-	13	(52)	(52)	-
Revenue Contribution to Capital	-	-	-	6,257	4,122	(2,135)
<b>Total Adjustments</b>	<b>1,877</b>	<b>1,418</b>	<b>(459)</b>	<b>13,764</b>	<b>11,629</b>	<b>(2,135)</b>
<b>(Surplus) / Deficit on the HRA</b>	<b>(7,151)</b>	<b>(8,566)</b>	<b>(1,414)</b>	<b>(154)</b>	<b>(223)</b>	<b>(69)</b>

HRA By Service Area

Description	YTD Budget 2021/22 £'000	YTD Actual (inc Cmmt) £'000	YTD Variance £'000	Current Budget 2022/23 £'000	Forecast Outturn 2022/23 £'000	Forecast Variance £'000
Community and Housing	(111)	(131)	(20)	(430)	(366)	64
Housing Operations	(12,083)	(12,408)	(325)	(46,874)	(46,799)	74
Property Services	2,721	2,171	(550)	10,885	12,814	1,929
Corporate Director	2,321	1,803	(518)	8,129	8,129	-
Corporate items	-	-	-	28,136	26,000	(2,135)
<b>(Surplus) / Deficit on the HRA</b>	<b>(7,151)</b>	<b>(8,564)</b>	<b>(1,412)</b>	<b>(154)</b>	<b>(223)</b>	<b>(69)</b>

HRA Reserves

	Current Budget 2022/23 £'000	Forecast Outturn 2022/23 £'000	Forecast Variance £'000
<b>Opening HRA Balance</b>	<b>(2,552)</b>	<b>(2,552)</b>	<b>-</b>
<b>In-year (Surplus) / Deficit</b>	<b>(154)</b>	<b>(223)</b>	<b>(69)</b>
<b>Closing HRA Balance</b>	<b>(2,706)</b>	<b>(2,775)</b>	<b>(69)</b>

Corporate Director (Housing and Communities)  
30 June 2022 variances

Appendix D1

Head of Community & Housing Strategy (HRA)

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	40	24	(16)
Premises Related	52	50	(2)
Transport Related	0	0	0
Supplies and Services	2	1	(0)
Third Party Payments	0	0	0
Transfer Payments	0	0	0
Income	(204)	(206)	(2)
<b>Controllable Costs</b>	<b>(111)</b>	<b>(131)</b>	<b>(20)</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
159	131	(27)
221	312	91
1	1	0
6	6	0
0	0	0
0	0	0
0	0	0
(816)	(816)	0
<b>(430)</b>	<b>(366)</b>	<b>64</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
d) There is currently an underspend on staffing costs. These staffing savings are to be used to increase the contract cleaning budget and contribute to other salary costs.	(16)	(27)
d) A forecast variance is expected due to the increases in utility costs. There is currently an underspend due to invoices yet to be received.	(2)	91
e) Other minor variances.	(2)	0
<b>TOTAL</b>	<b>(20)</b>	<b>64</b>

Head of Housing Operations

Description	YTD Budget 2022/23	YTD Actual (inc Cmmt)	YTD Variance	Current Budget 2022/23	Forecast Outturn 2022/23	Variance to Current
	£ '000	£ '000	£ '000	£ '000	£ '000	£ '000
Employees	1,070	908	(162)	4,280	4,280	0
Premises Related	155	192	37	909	1,163	254
Transport Related	37	21	(16)	149	149	0
Supplies and Services	523	485	(37)	1,990	1,990	0
Third Party Payments	66	51	(14)	262	262	0
Transfer Payments	0	0	0	50	50	0
Income	(13,933)	(14,065)	(132)	(54,513)	(54,693)	(180)
<b>Controllable Costs</b>	<b>(12,083)</b>	<b>(12,408)</b>	<b>(325)</b>	<b>(46,874)</b>	<b>(46,799)</b>	<b>74</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
e) There is currently an underspend due to staff vacancies however a net nil position is expected by the end of the year.	(147)	0
d) Gas and Electricity bills still to be processed. A large adverse variance is forecast due to the price rises in utilities being much larger than expected and budgeted for.	42	254
d) Up front payments for software licencing have been made. No variance is expected at year end.	138	0
d) Income from Leaseholder Service Charges for Fire Doors and Major Works.	(147)	(180)
c) There is a current underspend on payments to contractors relating to estates management, this is due to timing and spend is expected to pick up in the coming months.	(33)	0
c) This variance is for the alarm maintenance which is due to a timing issue and spend will start to pick up.	(21)	0
e) Other minor variances.	(24)	0
<b>TOTAL</b>	<b>(325)</b>	<b>74</b>



Head of Housing Property Services

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	415	248	(167)
Premises Related	0	6	6
Transport Related	6	1	(5)
Supplies and Services	29	(21)	(50)
Third Party Payments	2,272	1,937	(335)
Transfer Payments	0	0	0
Income	0	1	1
<b>Controllable Costs</b>	<b>2,721</b>	<b>2,171</b>	<b>(550)</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
1,660	2,110	450
0	0	0
23	23	0
117	117	0
9,086	10,565	1,478
0	0	0
0	0	0
<b>10,885</b>	<b>12,814</b>	<b>1,929</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
e) There is currently an underspend due to staff vacancies which will cover some of the spend on agency staffing. A new structure is due to come in to place for property services this year and an updated forecast can then be completed.	(192)	0
d) Some vacancies are being covered by agency staff as well as a walking Firewatch at Queensway House. The Firewatch is forecasted to cost £300k by the end of the financial year.	16	450
e) The variance is due to an issue with contractors where payments were temporarily paused. No variance is expected at year end.	(153)	0
d) The variance is due to not yet receiving the June cost report from Mears. The rate of inflation that is being used on the current contract is higher than budgeted for and there are still high volumes of jobs and rising material prices. The partnership Auditor has been commissioned to undertake monthly reviews of the contract cost reports and ensure all costs are fair and value for money is received. The forecasted position is regularly checked to ensure it is relevant and it is now hoped with responsive repairs starting to decrease the forecast can be decreased.	(179)	1,478
c) The variance is due to a time lag in receiving invoices for professional fees incurred such as legal and audit fees.	(47)	0
e) Other minor variances	5	0
<b>TOTAL</b>	<b>(550)</b>	<b>1,929</b>

Corporate Director (Housing and Communities)  
30 June 2022 variances

Appendix D4

Corporate Management Team (HRA)

Description	YTD Budget 2022/23 £ '000	YTD Actual (inc Cmmt) £ '000	YTD Variance £ '000
Employees	385	385	0
Premises Related	0	0	0
Transport Related	0	0	0
Supplies and Services	1,949	1,418	(531)
Third Party Payments	0	0	0
Transfer Payments	0	0	0
Income	(13)	0	13
<b>Controllable Costs</b>	<b>2,321</b>	<b>1,803</b>	<b>(518)</b>

Current Budget 2022/23 £ '000	Forecast Outturn 2022/23 £ '000	Variance to Current £ '000
385	385	0
0	0	0
0	0	0
7,797	7,797	0
0	0	0
0	0	0
0	0	0
(53)	(53)	0
<b>8,129</b>	<b>8,129</b>	<b>0</b>

Controllable Variance Analysis	Year to Date Variance	Forecast Variance
c) This variance is due to the timing of when loans are taken out and relates to interest payments on the loans, more borrowing is expected later in the year which will reduce the variance. At present there is no indication of a over or underspend but this is being regularly monitored.	(531)	0
e) Other minor variances.	13	0
<b>TOTAL</b>	<b>(518)</b>	<b>0</b>

Arrears by service at 30 June 2022

Appendix E

	1-30 Days Overdue	31-60 Days Overdue	61-90 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
<b>Public Protection, Planning &amp; Governance</b>						
Law & Administration	60.00	0.00	38,106.64	60.00	1,408.00	39,634.64
Planning	11,123.94	-25.00	0.00	425.48	12,274.12	23,798.54
Public Health & Protection	3,590.84	1,356.48	246.24	3,844.81	2,129.56	11,167.93
	<u>14,774.78</u>	<u>1,331.48</u>	<u>38,352.88</u>	<u>4,330.29</u>	<u>15,811.68</u>	<u>74,601.11</u>
<b>Housing and Communities</b>						
Housing Operations	31,643.50	129.17	0.00	2,279.42	5,675.15	39,727.24
Housing Property Services	0.00	0.00	0.00	0.00	9,655.00	9,655.00
Community & Housing Strategy <sup>1</sup>	39,208.70	1,460.00	4,077.00	72,007.37	103,259.99	220,013.06
	<u>70,852.20</u>	<u>1,589.17</u>	<u>4,077.00</u>	<u>74,286.79</u>	<u>118,590.14</u>	<u>269,395.30</u>
<b>Resources, Environment &amp; Cultural Services</b>						
Policy & Culture	5,201.80	-7,980.00	41,379.60	280.00	112.00	38,993.40
Environment - Cemeteries	5,594.00	5,059.00	128,814.41	7,915.00	5,962.48	26,497.48
Environment - Street Cleaning	1,263.36	0.00	0.00	0.00	1,886.00	3,149.36
Environment - Other	1,375.66	0.00	128,814.41	3,729.67	19,963.19	25,068.52
Resources - Shopping Centres	208,601.31	1,836.27	5,683.35	71,839.52	141,910.53	429,870.98
Resources - Hatfield Town Centre <sup>8</sup>	104,324.44	0.00	307.83	165,582.45	54,257.42	324,472.14
Resources - Ground rent	8,399.48	-498.76	-211.65	-49,658.49	4,185.94	-37,783.48
Resources - Garages	32,464.74	33,624.55	24,659.75	133,953.56	251,696.24	476,398.84
Resources - Other Corporate Property	41,080.64	1,233.38	-173.33	25,973.95	4,523.61	72,638.25
Resources - Broxbourne contract	0.00	0.00	0.00	0.00	0.00	0.00
Resources - Other	0.00	0.00	12,771.98	184,806.53	26,008.62	223,587.13
	<u>408,305.43</u>	<u>33,274.44</u>	<u>86,384.53</u>	<u>544,422.19</u>	<u>510,506.03</u>	<u>1,582,892.62</u>
<b>TOTAL</b>	<u>493,932.41</u>	<u>36,195.09</u>	<u>128,814.41</u>	<u>623,039.27</u>	<u>644,907.85</u>	<u>1,926,889.03</u>

	Breakdown below:	Breakdown below:
Rental Deposit scheme <sup>1</sup>	46,527.02	62,485.60
Referred to legal <sup>2</sup>	9,908.00	106,081.93
Payment plan <sup>3</sup>	0.00	40,429.26
Chasing Estates customers	299,694.27	144,041.55
Chasing - other LAs and partner orgs <sup>4</sup>	205,524.74	11,214.60
Chasing - other orgs & individuals <sup>4</sup>	43,626.44	35,982.73
Garages - current tenants <sup>5</sup>	131,656.94	109,656.20
Garages - former tenants <sup>5</sup>	2,296.62	142,040.04
Balances of less than £50 <sup>6</sup>	1,735.39	2,475.69
Unallocated credits <sup>7</sup>	-117,930.15	-9,499.75

#### 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 and make up the majority of Community & Housing Strategy debts over 365 days. The more recent debts have instalment plans in place.
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. Annual income from garage rents is around £2.3m across over 4,000 garages.
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.

Head of Service	Title of the Proposal	2022/23	2022/23	On Track
		Saving to be made	Forecast	
		£'000	£'000	
Resources	Resources Processes Review	(10)	0	
Resources	Business Centres Restructure	(8)	0	
Resources	Cleaning	(3)	1	
Resources	Decarbonisation Projects	(14)	14	
Resources	Estates	(39)	0	
Resources	Estates	(14)	0	
Resources	Insurance Savings	(15)	0	
Resources	Bank and Giro Charges	(10)	0	
Resources	Further Printing Reductions	(5)	0	
Environment	Allotment Income	(10)	0	
Environment	General review of L&E budgets	(10)	0	
Environment	L&E review - woodlands (gate closure)	(10)	0	
Environment	Parking Services - contract review	(180)	0	
Environment	On street parking - increased demand	(140)	25	
Environment	Increase in permit charge by £5	(60)	0	
Environment	ANPR Income	(70)	37	
Environment	Garden Waste - demand	(40)	0	
Environment	Garden Waste - increase in fees	(110)	0	
Environment	General Waste Budget Review	(15)	0	
Environment	Remove waste calendar - delivery	(20)	0	
Environment	Remove waste calendar - print	(5)	0	
Environment	Crematorium	(60)	60	
Environment	Cleaning	(1)	0	
Policy and Culture	Printing costs (GRF only)	(41)	0	
Policy and Culture	Cleaning	(17)	2	
Policy and Culture	Decarbonisation Projects	(66)	66	
Law and Administration	Additional Procurement Savings 22/23	(100)	(31)	
Law and Administration	Postage	(25)	0	
Planning	Estate Management Fees	(57)	0	
Planning	Planning	(6)	(46)	
Planning	Planning fees	(100)	0	
Planning	Increase establishment - stop using terraquest	(77)	51	
Planning	Planning Application Fees (PPA)	(10)	0	
Planning	Planning monitoring Fees (CIL)	(30)	0	
Public Health and Protection	Misc Savings (PHP)	(7)	0	
Public Health and Protection	Statutory Pest control review	(20)	0	
Public Health and Protection	Public Health Salaries	(21)	0	
Community & Housing Strategy (GF)	Housing Options Review - technical officer	(40)	0	
Community & Housing Strategy (GF)	Community Partnerships	(38)	0	
<b>TOTAL</b>		<b>(1,531)</b>	<b>102</b>	