

| Description | Budget 2022/23 | Actual | Variance |
|---|-------------------|----------------|----------------|
| | £ '000 | £ '000 | £ '000 |
| Customer Service and Transformation | 1,728 | 1,681 | (47) |
| Finance | 4,597 | 4,895 | 298 |
| ICT and Digital | 1,902 | 2,124 | 221 |
| Legal and Governance | 2,411 | 2,551 | 140 |
| Executive Director (Finance and Transformation) | 10,639 | 11,251 | 612 |
| Leisure, Community and Cultural Services | 2,297 | 3,230 | 933 |
| Planning | 921 | 1,549 | 627 |
| Regeneration and Economic Development | (2,392) | (2,927) | (535) |
| Executive Director (Place) | 826 | 1,851 | 1,025 |
| Service Director (Property Maintenance and Climate Change) | (657) | 83 | 740 |
| Service Director (Resident and Neighbourhood) | 8,379 | 7,822 | (557) |
| Senior Leadership Team | 927 | 928 | 0 |
| Net Controllable Income and Expenditure | 20,114 | 21,934 | 1,820 |
| Net Recharge to the Housing Revenue Account | (5,507) | (6,323) | (817) |
| Net Cost of Services | 14,607 | 15,611 | 1,003 |
| Income from Council Tax | (11,641) | (11,641) | 0 |
| Plus/Less Council Tax collection fund deficit/(surplus) | 213 | 389 | 176 |
| Business Rates Income | (3,930) | (3,303) | 627 |
| Plus/Less Rates collection fund deficit/(surplus) | (1,153) | (3,457) | (2,304) |
| New Homes Grant | (712) | (712) | 0 |
| Lower Tier Services/Other Government Grants | (131) | (131) | 0 |
| Services Grant | (201) | (589) | (388) |
| Less Interest & Investment Income | (130) | (817) | (687) |
| Net Interest Income from Now Housing | 0 | (110) | (110) |
| Capital Financing Costs | 1,094 | 1,134 | 40 |
| Borrowing Interest | 490 | 477 | (13) |
| Parish Precepts | 1,894 | 1,894 | 0 |
| Net Total before movements in reserves | 399 | (1,256) | (1,657) |
| Contribution (from) / to Covid Earmarked Reserves | 250 | | (250) |
| Contribution (from) / to Earmarked Reserves | (1,516) | (773) | 743 |
| Contribution (from) / to Earmarked Reserves - Collection Fund | 940 | 1,925 | 985 |
| Contribution (from) / to GF balances | (73) | 104 | 178 |

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

General Fund Reserves Summary - 31 March 2023

Appendix A2

| Reserve | Balance at 1 April 2022 | Budgeted Movement | Proposed Movements (a) | Proposed Movements (b) | Forecast Balance 31 March 2023 |
|--|----------------------------|----------------------|------------------------------|------------------------------|--------------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 |
| Earmarked Reserves | | | | | |
| Strategic Initiatives Reserve | 1,488 | (87) | (56) | 0 | 1,432 |
| Business Rates Retention Reserve | 2,831 | 940 | 1,926 | 0 | 4,757 |
| Pensions Reserve | 1,201 | 0 | 0 | 0 | 1,201 |
| Transformation Reserve | 1,168 | 0 | (418) | 0 | 750 |
| Commitment Reserves | 169 | 0 | (19) | 67 | 217 |
| Grants and Contributions Reserve | 2,392 | (172) | (305) | 0 | 2,087 |
| Local Plan Reserve (Other reserves) | 300 | 0 | 0 | 0 | 300 |
| COVID-19 Pandemic Reserve (Other reserves) | 0 | 250 | 0 | 0 | 0 |
| Climate Change Reserve (Other reserves) | 117 | 0 | (1) | 0 | 116 |
| Civic Buildings Reserve (Other reserves) | 322 | 0 | (81) | 0 | 241 |
| Disability Access Reserve | 88 | 0 | (6) | 0 | 82 |
| Other Reserves | 52 | 0 | 45 | 0 | 97 |
| Total Earmarked Reserves | 10,128 | 931 | 1,085 | 67 | 11,279 |
| General Fund Working Balance | 6,679 | (73) | | 104 | 6,783 |
| Total Reserves | 16,807 | 858 | 1,085 | 171 | 18,062 |

Summary of virements between services

Appendix A3

| Service | Virement Detail | Virement Total | |
|---|---------------------------------------|----------------|--------------|
| Customer Service and Transformation | | | (65) |
| | Budget Reset | (31) | |
| | Contract Savings | (64) | |
| | Funding from Reserves / Contingencies | 30 | |
| Finance | | | 694 |
| | Budget Reset | 209 | |
| | Management Restructure | 318 | |
| | Other | 37 | |
| | Funding from Reserves / Contingencies | 130 | |
| ICT and Digital | | | 454 |
| | Budget Reset | (6) | |
| | Management Restructure | 59 | |
| | Other | (37) | |
| | Funding from Reserves / Contingencies | 439 | |
| Legal and Governance | | | 98 |
| | Budget Reset | (1) | |
| | Contract Savings | 108 | |
| | Centralisation of training budgets | 2 | |
| | Funding from Reserves / Contingencies | (11) | |
| Leisure, Community and Cultural Services | | | 433 |
| | Budget Reset | (4) | |
| | Contract Savings | (1) | |
| | Town Centre Management | 79 | |
| | Other | 28 | |
| | Management Restructure | 223 | |
| | Funding from Reserves / Contingencies | 107 | |
| Planning | | | (4) |
| | Budget Reset | (14) | |
| | Contract Savings | (8) | |
| | Funding from Reserves / Contingencies | 18 | |
| Regeneration and Economic Development | | | (168) |
| | Budget Reset | (119) | |
| | Contract Savings | (6) | |
| | Town Centre Management | (79) | |
| | Funding from Reserves / Contingencies | 36 | |
| Service Director (Property Maintenance and Climate Change) | | | 86 |
| | Budget Reset | (9) | |
| | Contract Savings | (4) | |
| | Management Restructure | 58 | |
| | Centralisation of training budgets | (2) | |
| | Funding from Reserves / Contingencies | 43 | |
| Service Director (Resident and Neighbourhood) | | | 504 |
| | Budget Reset | (26) | |
| | Contract Savings | (24) | |
| | Management Restructure | 96 | |
| | Other | 13 | |
| | Funding from Reserves / Contingencies | 446 | |
| Senior Leadership Team | | | (715) |
| | Other | (41) | |
| | Management Restructure | (677) | |
| | Funding from Reserves / Contingencies | 3 | |
| Total Increase/(Decrease) to Net Cost of Service Budgets | | | 1,318 |

Note: The increase to the net cost of service is funded from reserves, grant funding and recharges to the HRA.

Customer Service and Transformation

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|-------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 909 | 808 | (100) |
| Premises Related | 134 | 32 | (101) |
| Transport Related | 5 | 1 | (4) |
| Supplies and Services | 260 | 359 | 98 |
| Third Party Payments | 792 | 709 | (84) |
| Transfer Payments | 0 | 0 | 0 |
| Income | (372) | (229) | 143 |
| Controllable Costs | 1,728 | 1,681 | (47) |

| Controllable Variance Analysis | Variance |
|---|-------------|
| c) Higher than expected income from cemeteries fees and charges. Based on this, extra income has been factored into the budget for 2023/24. | (15) |
| c) Due to the delay to the crematorium opening some expenditure has not been incurred yet. | (97) |
| d) Due to the delay to the crematorium opening, no income has been received in this financial year. | 157 |
| d) Vacancies within the Customer services and Transformation team which have now been recruited to. | (93) |
| d) Variance for the customer service element of the Steria contract. The service has now been brought in house and savings have been delivered as a result. | (57) |
| d) There has been a higher than expected increase in printing costs which is linked to inflation. Printing for the One Magazine and Campus West has contributed to the overspend. | 71 |
| e) Other small variances. | (13) |
| TOTAL | (47) |

Finance

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 2,419 | 2,587 | 168 |
| Premises Related | 261 | 264 | 3 |
| Transport Related | 15 | 14 | (1) |
| Supplies and Services | 548 | 760 | 212 |
| Third Party Payments | 4,324 | 9,440 | 5,117 |
| Transfer Payments | 23,929 | 26,257 | 2,327 |
| Income | (26,900) | (34,427) | (7,527) |
| Controllable Costs | 4,597 | 4,895 | 298 |

| Controllable Variance Analysis | Variance |
|--|------------|
| c) This variance is for the Housing Benefit payments to residents. There has been increased expenditure this year particularly owing to an increase in caseloads which are not covered by the subsidy. | 375 |
| d) There have been a number of vacancies within the finance team this year which has resulted in a underspend on employee costs. | (28) |
| c) Following a budget reset exercise savings were identified in year. | (167) |
| c) Variance is due to higher than expected inflation as well as additional costs as a result of the end of the Sopra Steria contract. | 89 |
| c) Variance is due to increased external audit expenditure. | 21 |
| d) This variance relates to income received from Magistrates fines. Higher than budgeted income has been received in the year resulting in a favourable variance at year end. | (86) |
| e) As a result of the management restructure increased early retirement costs have been payable. | 149 |
| d) Other small variances. | (54) |
| TOTAL | 298 |

Executive Director (Finance and Transformation)
31 March 2023 variances

Appendix B3

ICT and Digital

| Description | Budget 2022/23 £ '000 | Actual £ '000 | Variance £ '000 |
|---------------------------|-----------------------------|------------------|--------------------|
| Employees | 59 | 108 | 49 |
| Premises Related | 0 | 0 | 0 |
| Transport Related | 0 | 0 | (0) |
| Supplies and Services | 989 | 1,082 | 93 |
| Third Party Payments | 855 | 924 | 69 |
| Transfer Payments | 0 | 0 | 0 |
| Income | 0 | 10 | 10 |
| Controllable Costs | 1,902 | 2,124 | 221 |

| Controllable Variance Analysis | Variance |
|--|------------|
| d) Net cost of agency staff covering posts being held vacant whilst new ICT team structure was designed. | 40 |
| a) Net cost of ICT transformation projects. The project costs have been funded from modernisation reserves and recharges to the HRA. | 199 |
| d) Other small variances. | (18) |
| TOTAL | 221 |

Legal and Governance

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 1,780 | 1,719 | (61) |
| Premises Related | 2 | 14 | 12 |
| Transport Related | 15 | 10 | (5) |
| Supplies and Services | 700 | 834 | 134 |
| Third Party Payments | 31 | 83 | 51 |
| Transfer Payments | 0 | 0 | 0 |
| Income | (117) | (108) | 9 |
| Controllable Costs | 2,411 | 2,551 | 140 |

| Controllable Variance Analysis | Variance |
|--|------------|
| d) This variance relates to savings in employee costs across the service net of agency staff covering vacant positions. | (95) |
| d) This is made up of various overspends across elections resulting from increased ID checking requirements, as well as postage and printing. Postage and printing are showing higher than expected costs which are linked to inflation. | 29 |
| d) This relates to an under-achievement against the annual procurement savings target of £189k. The Service realised savings of £112k in-year, with the balance of £77k still to be allocated. | 77 |
| d) Reduced income in Local Land Charges due to prevailing economic conditions reducing search fee income. | 39 |
| d) Increase to member allowances from May 2021, as approved this financial year. The overspend includes the back pay for allowances from 2021/22. | 40 |
| d) Increased costs relating to contracts for the authority's recruitment portal, sickness management system and benefits system. | 23 |
| d) Other small variances. | 27 |
| TOTAL | 140 |

Regeneration and Economic Development

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|----------------|--------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 1,305 | 1,048 | (257) |
| Premises Related | 1,195 | 1,094 | (101) |
| Transport Related | 8 | 4 | (3) |
| Supplies and Services | 458 | 585 | 126 |
| Third Party Payments | 554 | 638 | 84 |
| Transfer Payments | 0 | 0 | 0 |
| Income | (5,913) | (6,296) | (383) |
| Controllable Costs | (2,392) | (2,927) | (535) |

| Controllable Variance Analysis | Variance |
|---|--------------|
| c) Rent - Rent is received in advance either quarterly, monthly or annually and budgets are profiled accordingly. The small adverse year end variance is based on rental income being lower than budgeted for due to higher levels of vacant properties than expected. | 6 |
| d) Increased cost of utilities. There is an adverse year end variance due to the price rises in utilities being much larger than expected and budgeted for. Inflationary increases have been built into the 2023/24 budget. | 95 |
| d) There have been a number of vacancies within the team which have included Housing Development Manager roles, a Senior Parking Technician role, and a Senior Estates Surveyor role, which has resulted in an underspend at year end. These will be kept under review during the year. | (258) |
| d) Parking income from fees and charges has seen an upward trend throughout the year, reflected in the favourable year end variance. Service still operating at below pre-pandemic levels. | (108) |
| d) Net income from Season tickets, Permit schemes and Civil Parking Enforcement is lower than budgeted. | 80 |
| e) Balance of UK Shared Prosperity Fund to be transferred to reserves. | (43) |
| e) Income received in relation to the surrender of Digswell Nursery Lease at very end of the financial year (£140k). | (140) |
| c) NNDR payments - there is an overall underspend due to a number of in-year underspends. | (130) |
| d) Other small variances. | 5 |
| TOTAL | (535) |

Planning

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 1,699 | 1,660 | (39) |
| Premises Related | 2 | 1 | (1) |
| Transport Related | 7 | 3 | (4) |
| Supplies and Services | 272 | 809 | 536 |
| Third Party Payments | 48 | 302 | 254 |
| Transfer Payments | 0 | 2,315 | 2,315 |
| Income | (1,107) | (3,541) | (2,435) |
| Controllable Costs | 921 | 1,549 | 627 |

| Controllable Variance Analysis | Variance |
|--|------------|
| d) There are a number of vacancies within the service, resulting in a saving which has been used to offset overspends. Efforts have been made throughout the year to recruit to these posts, however market conditions have not been favourable and an underspend is showing at year end. | (39) |
| e) There is a shortfall in income from planning fees and charges. There are ongoing risks in this area around fewer planning application fees being received, reflective of increasing costs of living discouraging homeowners from planning home improvements. | 151 |
| d) There have been a number of additional workstreams which have required the use of external legal and consultancy advice throughout this year. This has included the Public Inquiry on the BioPark, for which Counsel and consultants were instructed following DMC. The total costs of this Inquiry were over £100k. There have also been costs incurred in relation to appeals at Bridge Road East (£15k) and Northaw House (£17k). As well as this, the service has had to defend two Judicial Reviews, for which Counsel has been required. Further costs have been incurred in relation to planning enforcement activities including the serving of Stop Notices and then Injunctions in relation to Gypsy and Traveller activities at Danesbury Park, Swanley Bar Lane (approx. £40k total). It is anticipated that these overspends may well continue into the next financial year due to the likelihood of further planning appeals, legal challenges related to specific sites, and the Local Plan, and ongoing enforcement matters. | 455 |
| d) Overspend predominantly related to consultancy costs incurred on the Birchall Garden Suburb Masterplan. Other expenditure in this area relates to the Local Plan and Conservation Areas. | 37 |
| e) Other small variances. | 23 |
| TOTAL | 627 |

Leisure, Community and Cultural Services

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 2,557 | 2,305 | (252) |
| Premises Related | 1,012 | 1,666 | 654 |
| Transport Related | 6 | 3 | (2) |
| Supplies and Services | 1,272 | 2,496 | 1,224 |
| Third Party Payments | 333 | 304 | (30) |
| Transfer Payments | 0 | 0 | 0 |
| Income | (2,883) | (3,544) | (661) |
| Controllable Costs | 2,297 | 3,230 | 933 |

| Controllable Variance Analysis | Variance |
|--|------------|
| d) Increasing costs of utilities for Campus West and the Borough's sports facilities (e.g. Hatfield leisure centre). There is a large adverse variance at year end due to the price rises in utilities being much larger than expected and budgeted for. Increases have been built into the 2023/24 budget. | 641 |
| d) Net income shortfall across all activity streams at Campus West. The biggest drivers of this are ticket sales and screen advertising income, closely followed by sales of food and beverages. A reduced number of blockbuster movies has resulted in a decrease in sales, this combined with the hot weather in the summer, closure of Campus West car park and the cost of living crisis has seen a decrease in footfall at the cinema since July. | 700 |
| b) Expenditure on Homelessness which will be partially offset by grant income, housing benefit and the 'Spend to Save' scheme (see line below). | 1,054 |
| b) Income received from various sources for Community Outreach and Homelessness which will be used to partially offset Homelessness expenditure (see line above). | (1,000) |
| d) Net underspends across Employee Costs. | (260) |
| d) Net underspends across Campus West Supplies and Services Costs. | (140) |
| e) Other small variances. | (62) |
| TOTAL | 933 |

Resident and Neighbourhood

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|--------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 2,480 | 2,734 | 254 |
| Premises Related | 221 | 248 | 27 |
| Transport Related | 39 | 24 | (15) |
| Supplies and Services | 763 | 501 | (263) |
| Third Party Payments | 7,558 | 7,557 | (1) |
| Transfer Payments | 0 | 0 | 0 |
| Income | (2,683) | (3,243) | (559) |
| Controllable Costs | 8,379 | 7,822 | (557) |

| Controllable Variance Analysis | Variance |
|---|----------|
| d) Additional costs of the Grounds Maintenance contract as a consequence of inflationary pressures not being budgeted. | 201 |
| d) Ad-hoc works relating to domestic refuse have been lower than anticipated but have started to see an increase in spend close to year end. | (51) |
| d) Grounds Maintenance funding from HCC to cover their element of the grounds maintenance contract (see above). The full years income has been received. | (34) |
| d) Net income received from garden waste green bins (primarily billed annually in advance). | 17 |
| d) Income relating to AFM recycling subsidies. Agreement has been reached with Hertfordshire County Council regarding AFM values for 2022/23. This has provided an additional £284k on top of the £66k already received, which represented 21/22 income in excess of the prior year accrued value. | (350) |
| d) The majority of the favourable outturn variance position relates to income recovery for mixed recycling which had in-year lagged behind activity by around three months but has been adjusted at year-end. This is only partly off-set by the shortfall from reduced newspaper recycling income. Newspaper recycling income has been falling for several years now due to changes in consumer behaviour. | (20) |
| d) HCC pay a contribution to the transport of recycling to facilities outside the Borough as part of the waste management contract. This contribution has increased due to an increase in the tonnage of recycling processed. | (16) |
| d) There has been less expenditure on payments to contractors for recycling than was budgeted for. Expenditure in this area is hard to predict as it is based on the volatile recycling market, as well as external macro-economic events. An underspend has therefore resulted at year end. | (179) |
| d) Tewin Road's NNDR charge has been retrospectively corrected in-year resulting in a large credit (£97k) due to a reimbursement of the overcharge for 2 years running. | (73) |

| | |
|--|--------------|
| d) Increasing cost of utilities including water at allotments and utilities at the Tewin Road waste management depot. The adverse variance is due to the price rises in utilities being larger than expected and budgeted for. These inflationary increases have been built into the 2023/24 budget. | 22 |
| c) Landscaping and Tree maintenance work is seasonal and weather dependent. This was paused throughout the year resulting in lower winter spend than expected. However, works then increased from February onwards ending with a small adverse variance. | 17 |
| d) The year end variance relates to £10k additional licensing income, and a | 36 |
| a) This underspend relates to unspent funding for Covid-19 projects which | |
| a) Planned private sector accommodation condition surveys to be carried out | (10) |
| c) This is the income for the HMO licences which cover a five year period. Due to the five year period for licences, the final position cannot be determined with certainty until the end of the year. The year-end accounting treatment has resulted in the small variance identified. | 16 |
| d) A shortfall of income in environmental health has been mitigated by staffing savings in the Environmental Health and Community Safety teams. | (73) |
| e) Other small variances. | (60) |
| TOTAL | (557) |

Property Maintenance and Climate Change

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|-----------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 634 | 684 | 50 |
| Premises Related | 1,089 | 1,436 | 346 |
| Transport Related | 4 | (1) | (5) |
| Supplies and Services | 68 | 93 | 25 |
| Third Party Payments | 0 | 63 | 63 |
| Transfer Payments | 0 | 0 | 0 |
| Income | (2,453) | (2,192) | 261 |
| Controllable Costs | (657) | 83 | 740 |

| Controllable Variance Analysis | Variance |
|---|------------|
| d) There are a number of vacancies in this service. Posts are being covered by agency staff which has resulted in a year end overspend. | 65 |
| d) Increasing cost of utilities. There is a large adverse variance due to the price rises in utilities being much larger than expected and budgeted for. These inflationary increases have been built into the 2023/24 budget. | 209 |
| d) Garages are showing a shortfall in income raised owing to lower than anticipated occupancy rates. | 200 |
| d) There has been increased expenditure for building maintenance on sites in the Property Maintenance and Climate Change directorate as a result of unexpected repairs and higher than budgeted for inflation. However, across the General Fund there is an overall saving of £5k on the budgeted maintenance expenditure as a whole. | 205 |
| e) Other small variances. | 79 |
| TOTAL | 740 |

Chief Executive and PAs (includes previous management structure costs to August)

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|------------|----------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 802 | 712 | (90) |
| Premises Related | 0 | 0 | 0 |
| Transport Related | 6 | 1 | (5) |
| Supplies and Services | 119 | 200 | 81 |
| Third Party Payments | 0 | 14 | 14 |
| Transfer Payments | 0 | 0 | 0 |
| Income | 0 | 0 | 0 |
| Controllable Costs | 927 | 928 | 0 |

| Controllable Variance Analysis | Variance |
|--------------------------------|----------|
| e) Other small variances. | 0 |
| TOTAL | 0 |

Welwyn Hatfield Borough Council Housing Revenue Account - FYE 2023

Appendix C1

| Description | YTD Budget 2022/23 £'000 | YTD Actual (inc Cmmt) £ '000 | FYE Variance £'000 |
|--|-------------------------------------|---|-------------------------------|
| Dwelling rents | (52,264) | (51,718) | 545 |
| Non-dwelling rents | (391) | (497) | (106) |
| Tenants' charges for services and facilities | (1,693) | (1,823) | (130) |
| Leaseholders' charges for services and facilities | (782) | (848) | (66) |
| Contributions towards expenditure | (245) | (242) | 3 |
| De minimis receipts | - | - | - |
| Non-specific grants, contributions and other capital | - | - | - |
| Total Income | (55,374) | (55,128) | 246 |
| Repairs and maintenance | 9,214 | 12,184 | 2,971 |
| Supervision and management | 10,103 | 10,118 | 15 |
| Special services | 3,426 | 3,701 | 275 |
| Rents, rates, taxes and other charges | 879 | 1,220 | 341 |
| Impairment allowance for doubtful debts | 490 | 354 | (136) |
| Depreciation | 16,352 | 14,825 | (1,527) |
| Revaluation loss | - | 1,549 | 1,549 |
| Debt management costs | 29 | 49 | 20 |
| Sums directed by Secretary of State | 50 | 49 | (1) |
| IAS19 adjustment | - | 703 | 703 |
| (Gain) or loss on disposals | - | 1,217 | 1,217 |
| Total Expenditure | 40,543 | 45,970 | 5,428 |
| HRA share of Corporate and Democratic Core | 913 | 1,212 | 299 |
| Net Cost of Services | (13,918) | (7,946) | 5,973 |

| Less Interest and Non-Statutory Items: | | | |
|---|---------------|--------------|----------------|
| Reversal of (gain) or loss on disposal | - | (1,217) | (1,217) |
| Interest payable and similar charges | 7,559 | 6,014 | (1,545) |
| Pensions interest cost and return on pension assets | - | 319 | 319 |
| HRA financing and investment income | (52) | (139) | (87) |
| Reversal of non-specific grants, contributions and other capital | - | - | - |
| Revenue Contribution to Capital | 6,257 | 5,430 | (827) |
| Reversal of revaluation loss | - | (1,549) | (1,549) |
| Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement | - | (1,022) | (1,022) |
| Total Adjustments | 13,764 | 7,835 | (5,929) |
| | | | |
| (Surplus) / Deficit on the HRA | (154) | (111) | 43 |

Welwyn Hatfield Borough Council Housing Revenue Account - FYE 2023

HRA By Service Area

Appendix C2

| Description | YTD Budget 2021/22 £'000 | YTD Actual (inc Cmmt) £'000 | YTD Variance £'000 |
|---|-----------------------------------|-----------------------------------|--------------------------|
| Finance & Transformation | (42,028) | (43,757) | (1,729) |
| Place | (196) | (66) | 130 |
| Resident and Neighbourhoods | 3,062 | 3,355 | 293 |
| Property Maintenance and Climate Change | 10,812 | 13,690 | 2,878 |
| Corporate items | 28,196 | 26,667 | (1,528) |
| (Surplus) / Deficit on the HRA | (154) | (111) | 43 |

HRA Reserves

| | Current Budget 2022/23 £'000 | Outurn 2022/23 £'000 | Variance £'000 |
|-----------------------------|---------------------------------------|----------------------------|-------------------|
| Opening HRA Balance | (2,653) | (2,653) | |
| In-year (Surplus) / Deficit | (154) | (111) | 43 |
| Closing HRA Balance | (2,807) | (2,764) | 43 |

Housing Revenue Account
31 March 2023 variances

Appendix D1

Executive Director (Finance and Transformation)

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|-----------------|----------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 1,390 | 1,256 | (134) |
| Premises Related | 10 | 6 | (4) |
| Transport Related | 15 | 12 | (3) |
| Supplies and Services | 9,457 | 7,650 | (1,806) |
| Third Party Payments | 0 | 15 | 15 |
| Transfer Payments | 50 | 49 | (1) |
| Income | (52,949) | (52,745) | 204 |
| Controllable Costs | (42,028) | (43,757) | (1,729) |

| | Year to Date Variance |
|--|-----------------------------|
| Controllable Variance Analysis | |
| d) There were a number of vacancies within the service throughout the year leading to an underspend. | (65) |
| c) This is for the software that is used within the HRA. A overspend has occurred due to the rate of inflation applied to the software being higher than the budgeted inflationary increase. | 34 |
| d) There was a higher number of void properties than expected, as well as delays in the completion of Minster House. As a result less rental income has been collected than was originally assumed in the HRA Business Plan. | 390 |
| d) Following a review of the capital programme and re-phasing of schemes, there was less borrowing needed than expected. As a result less interest was payable. | (1,545) |
| d) Additional service charge income, due to a number of capital works that have been completed and invoiced for. | (66) |
| d) An overspend on legal fees. | 36 |
| d) Following a budget reset exercise savings have been found during the year. | (258) |
| d) There has been an underspend on the HRA insurance costs, due to insurance excess. | (17) |
| e) Due to the higher interest rate, there has been additional interest earned on the balances. | (85) |
| e) Following the completion of the year end debt review, the outstanding amount owed was less than assumed in the HRA business plan, as a result there is a saving on the bad debt provision for the HRA. | (136) |
| e) Other minor variances. | (17) |
| TOTAL | (1,729) |

Housing Revenue Account
31 March 2023 variances

Appendix D2

Executive Director (Place)

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|-------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 393 | 362 | (31) |
| Premises Related | 356 | 596 | 240 |
| Transport Related | 2 | 3 | 2 |
| Supplies and Services | 64 | 100 | 36 |
| Third Party Payments | 60 | 60 | 0 |
| Transfer Payments | 0 | 0 | 0 |
| Income | (1,071) | (1,186) | (116) |
| Controllable Costs | (196) | (66) | 130 |

| | Year to Date Variance |
|--|-----------------------------|
| Controllable Variance Analysis | |
| d) There is a year end underspend on staffing costs. | (39) |
| c) Increasing cost of utilities. There is an adverse year end variance due to the price rises in utilities being much larger than expected and budgeted for. These inflationary increases have been built into the 2023/24 budget. | 211 |
| d) Additional income has been received due to delays to the Howlands House capital project which means that the units are still being utilised for temporary accommodation. | (51) |
| e) Other minor variances. | 9 |
| TOTAL | 130 |

Housing Revenue Account
31 March 2023 variances

Appendix D3

Service Director (Resident and Neighbourhood)

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|--------------|------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 2,946 | 2,754 | (192) |
| Premises Related | 782 | 1,307 | 524 |
| Transport Related | 109 | 75 | (34) |
| Supplies and Services | 436 | 382 | (54) |
| Third Party Payments | 195 | 171 | (24) |
| Transfer Payments | 0 | 0 | 0 |
| Income | (1,407) | (1,334) | 73 |
| Controllable Costs | 3,062 | 3,355 | 293 |

| | Year to Date Variance |
|---|-----------------------------|
| Controllable Variance Analysis | |
| d) There are a number of vacancies within the service which have proved difficult to recruit to. These have been covered by agency staff which has partially off-set the under-spend. | (193) |
| d) Increasing costs of utilities. There is a large adverse year end variance due to the price rises in utilities being much larger than expected or budgeted for. These inflationary increases have been built into the 2023/24 budget. | 252 |
| d) Due to a high number of voids, council tax costs have increased significantly on sites such as Queensway House, Howard House, Ludwick Green and at a smaller value on several other sites. | 251 |
| d) Underspend on Legal fees and other estate management costs in year such as flytipping. | (83) |
| d) This relates to moving costs incurred by the Council for incentivising people to move into smaller properties, in order to free up larger properties for others. | 10 |
| d) There has been a saving on fuel costs as a result of reduced demand for the Community Buses service during the year. | (20) |
| d) Shortfall of income on personal alarms and community buses. The use of community buses declined post COVID and the community bus service is now operated in partnership with Communities 1st. The use and purchase of personal alarms has also declined combined with a fire at Ashley Court resulting in alarms no longer being needed there. | 69 |
| e) Other minor variances | 7 |
| TOTAL | 293 |

Housing Revenue Account
31 March 2023 variances

Appendix D4

Service Director (Property Maintenance and Climate Change)

| Description | Budget 2022/23 | Actual | Variance |
|---------------------------|-------------------|---------------|--------------|
| | £ '000 | £ '000 | £ '000 |
| Employees | 1,574 | 1,497 | (77) |
| Premises Related | 30 | 36 | 6 |
| Transport Related | 17 | 5 | (12) |
| Supplies and Services | 110 | 420 | 310 |
| Third Party Payments | 9,082 | 11,732 | 2,651 |
| Transfer Payments | 0 | 0 | 0 |
| Income | 0 | (0) | (0) |
| Controllable Costs | 10,812 | 13,690 | 2,878 |

| Controllable Variance Analysis | Year to Date Variance |
|---|-----------------------------|
| d) There is an underspend due to staff vacancies which offsets some of the overspend on agency staffing. A new structure has been approved and is being actively recruited to. | (604) |
| d) Some vacancies are being covered by agency staff as well as a waking Firewatch at Queensway House. £300k of this overspend is related to the Firewatch. | 666 |
| d) The rate of inflation on the previous contract was higher than the budgeted inflationary increase, as well as a higher number of jobs and raising material prices. Further costs were also incurred as part of the exit from the contract which were required as part of the contract clauses. | 2,651 |
| d) There has been a high number of disrepair claims for the housing tenants this year, so increased legal fees expenditure has been incurred to investigate these cases. | 132 |
| e) Other minor variances. | 34 |
| TOTAL | 2,878 |

Arrears by service at 31 March 2023

Appendix E

| | 1-30 Days Overdue | 31-60 Days Overdue | 61-90 Days Overdue | 91-365 Days Overdue | 365 Days Overdue | Total Outstanding |
|---|----------------------|-----------------------|-----------------------|------------------------|---------------------|----------------------|
| Executive Director - Place | | | | | | |
| Economic Development | 6,556.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,556.00 |
| Commercial Property and Ground Rents | 447,252.00 | -12,185.00 | 7,982.00 | 62,307.00 | 333,872.00 | 839,227.00 |
| Parking and Playgrounds | 76,270.00 | 0.00 | 0.00 | 0.00 | 3,806.00 | 80,075.00 |
| Planning | 31,358.00 | 0.00 | 0.00 | 0.00 | 6,733.00 | 38,091.00 |
| Housing Options | 557.00 | 2,142.00 | 2,046.00 | 13,320.00 | 116,462.00 | 134,528.00 |
| Place other | 201,706.00 | 8,827.00 | 0.00 | -320.00 | 72.00 | 210,285.00 |
| | 763,698.00 | -1,216.00 | 10,027.00 | 75,307.00 | 460,946.00 | 1,308,762.00 |
| Executive Director - Finance & Transformation | | | | | | |
| Cemeteries and Crematoriums | 7,190.00 | 10,353.00 | 195.00 | 2,352.00 | 6,295.00 | 26,385.00 |
| Finance | 419,975.00 | -150.00 | 0.00 | 22,030.00 | 15,306.00 | 457,161.00 |
| Finance and Transformation other | 40,231.00 | 29,340.00 | 0.00 | 809.00 | 988.00 | 71,369.00 |
| | 467,396.00 | 39,543.00 | 195.00 | 25,191.00 | 22,589.00 | 554,915.00 |
| Service Director - Property Maintenance & Climate Change | | | | | | |
| Former garage tenants 1 | 337.00 | -45.00 | -3,050.00 | 574.00 | 102,436.00 | 100,251.00 |
| Property Maintenance and Climate Change other | 676.00 | 0.00 | 0.00 | 675.00 | 8,015.00 | 9,366.00 |
| | 1,013.00 | -45.00 | -3,050.00 | 1,249.00 | 110,451.00 | 109,617.00 |
| Service Director - Resident & Neighbourhood | | | | | | |
| Community Safety | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Environmental Services - waste/recycling | 1,348,171.00 | -50.00 | 0.00 | 0.00 | 0.00 | 1,348,121.00 |
| Independent Living | 33,827.00 | -123.00 | 0.00 | 1,122.00 | 438.00 | 35,263.00 |
| Private Sector Housing | 0.00 | 5,400.00 | 0.00 | 7,769.00 | 23,869.00 | 37,037.00 |
| Resident and Neighbourhood other | 9,864.00 | -1,434.00 | -670.00 | 182.00 | -606.00 | 7,336.00 |
| | 1,391,862.00 | 3,793.00 | -670.00 | 9,073.00 | 23,700.00 | 1,427,758.00 |
| TOTAL | 2,623,969.00 | 42,075.00 | 6,502.00 | 110,820.00 | 617,686.00 | 3,401,052.00 |

| | Breakdown below: | Breakdown below: |
|---|---------------------|---------------------|
| Rental Deposit scheme ² | 11,351.00 | 102,902.00 |
| Referred to legal ³ | 0.00 | 48,668.00 |
| Payment plan ⁴ | 809.00 | 38,787.00 |
| Chasing commercial tenants ⁵ | 105,987.00 | 307,518.00 |
| Chasing - other LAs and partner orgs ⁶ | 0.00 | 3,627.00 |
| Chasing - other orgs & individuals ⁷ | 36,200.00 | 23,450.00 |
| Former Garage tenants ¹ | 574.00 | 102,436.00 |
| Balances of less than £50 ⁸ | 1,628.00 | 1,629.00 |
| Unallocated credits ⁹ | -45,729.00 | -11,330.00 |

Analysis and actions being taken re debt over 90 days

1. Former Garage tenants - these are debts left when a tenant no longer leases a garage and are being pursued by the Garages Team.
2. Rental Deposit Scheme - these are deposits provided to residents to enable them to rent a property. The more recent debts have instalment plans in place.
3. 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.
4. Payment plan - these customers are paying their debt in instalments, as a result of an agreement with officers or terms set by a court.
5. Commercial tenant debts - these are debts of tenants who lease commercial premises and are managed by the Estates team.
6. Other LAs & partners - these are debts of other councils or partner organisations, so legal action is not usually required.
7. Other Chasing - these debts are being actively pursued directly with the customer by the department who provided the service or by Finance.
8. Balances of less than £50 - many of these debts are ground rent.
9. 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.

Budget Efficiency Savings 2022 - 2023

Appendix F

| Service Manager | Title of the Proposal | 2022/23 Saving to be made £'000 | 2022/23 Actual £'000 | On Track |
|-------------------------------------|--|------------------------------------|-------------------------|----------|
| Customer Service and Transformation | Crematorium | (60) | 0 | |
| Customer Service and Transformation | Printing costs (GRF only) | (41) | (41) | |
| Customer Service and Transformation | Communications | (27) | (30) | |
| Finance | Resources Processes Review | (10) | (57) | |
| Finance | Insurance Savings | (15) | (15) | |
| Finance | Bank and Giro Charges | (10) | (13) | |
| ICT and Digital | Further Printing Reductions | (5) | (5) | |
| Legal and Governance | Additional Procurement Savings 22/23 | (100) | (78) | |
| Legal and Governance | Postage | (25) | (25) | |
| Regen and Economic Development | Business Centres Restructure | (8) | (8) | |
| Regen and Economic Development | Estates | (39) | (39) | |
| Regen and Economic Development | Estates | (14) | (14) | |
| Regen and Economic Development | Parking Services - contract review | (180) | (180) | |
| Regen and Economic Development | On street parking - increased demand | (140) | (115) | |
| Regen and Economic Development | Increase in permit charge by £5 | (60) | (60) | |
| Regen and Economic Development | ANPR Income | (70) | 0 | |
| Regen and Economic Development | Community Partnerships | (38) | (38) | |
| Planning | Estate Management Fees | (57) | (57) | |
| Planning | Planning | (6) | (102) | |
| Planning | Planning fees | (100) | (50) | |
| Planning | Increase establishment - stop using terraquest | (77) | 0 | |
| Planning | Planning Application Fees (PPA) | (10) | (10) | |
| Planning | Planning monitoring Fees (CIL) | (30) | (30) | |
| Leisure, Community and Cultural | Cleaning | (17) | (31) | |
| Leisure, Community and Cultural | Decarbonisation Projects | (66) | 0 | |
| SD - Resident and Neighbourhood | Allotment Income | (10) | 0 | |
| SD - Resident and Neighbourhood | General review of L&E budgets | (10) | (11) | |
| SD - Resident and Neighbourhood | L&E review - woodlands (gate closure) | (10) | (2) | |

| | | | | |
|--|--|----------------|----------------|--|
| SD - Resident and Neighbourhood | Garden Waste - demand | (40) | (25) | |
| SD - Resident and Neighbourhood | Garden Waste - increase in fees | (110) | (110) | |
| SD - Resident and Neighbourhood | General Waste Budget Review | (15) | (15) | |
| SD - Resident and Neighbourhood | Remove waste calendar - delivery | (20) | (22) | |
| SD - Resident and Neighbourhood | Remove waste calendar - print | (5) | 0 | |
| SD - Resident and Neighbourhood | Cleaning | (1) | (1) | |
| SD - Resident and Neighbourhood | Misc Savings (PHP) | (6) | (11) | |
| SD - Resident and Neighbourhood | Statutory Pest control review | (20) | (20) | |
| SD - Resident and Neighbourhood | Public Health Salaries | (21) | 21 | |
| SD - Resident and Neighbourhood | Housing Options Review - technical officer | (40) | (38) | |
| SD - Property Maintenance and Climate Change | Cleaning | (3) | (2) | |
| SD - Property Maintenance and Climate Change | Decarbonisation Projects | (14) | 0 | |
| TOTAL | | (1,531) | (1,234) | |