

# Budget Management 2018/19

## Period 6 (End of September)



## **Budget Monitoring Summary**

### **Revenue**

The Council's latest budget for 2018/19 of **£12.218 million** was approved by Council on 23 October 2018.

The forecast outturn at period 6 (September) provided by the services is now estimated to be **£12.224**. This gives an unfavourable variance when compared to the latest budget of **£0.006 million**. Services have identified that the significant contributors to this variance as:

		£
1	The number of planning applications is relatively stable but there has been a reduction in income received, which is partly due to the absence of large scale major applications submissions.	40,000
2.	As part of the transfer of the Council's housing stock in 2008, the Council retained the liability for the treatment of asbestos that was identified in dwellings following the transfer. The variance is due to cost of asbestos treatment at Ryman Court	120,000
3.	It is now expected that the Council will contribute £100k to support the provision of bus services in the district rather than £142k. Therefore a budget saving has arisen.	(42,000)
4.	Other Variances	(6,540)
	<b>Total Service Variances</b>	<b>111,460</b>

In addition, there is a corporate variance which falls outside the provision of services by the committees. This is listed below.

		£
5	At its meeting on 17 July 2018, Council gave approval to its Property Investment Board to borrow to fund loans to local Registered Social Landlords (RSLs) in support of housing development. The Council has now borrowed an £8 million loan for a three year period and subsequently loaned this to one RSL. This figure represents the net interest benefit to the Council under this arrangement.	(105,080)
	<b>Total Revenue Variances</b>	<b>6,380</b>

### **Capital**

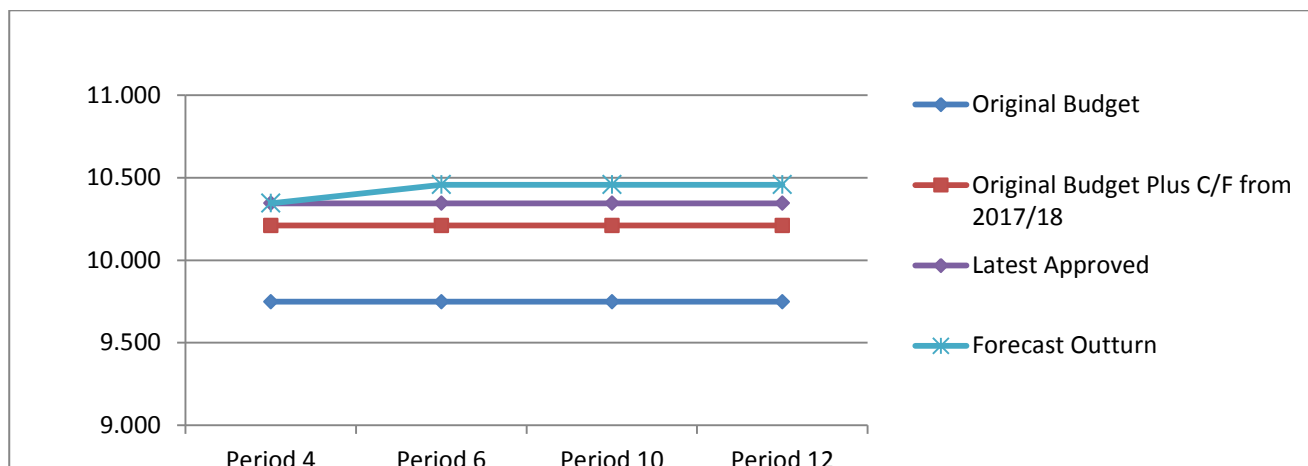
The latest budget totals **£41.220 million**. The forecast outturn at period 6 (September) provided by the services is now estimated to be **£33.697 million**. This gives a variance when compared to the latest budget of **(£7.523 million)**.

The significant contributors to this variance are shown in the table below. Full details of all variances can be found in **Appendix 4**.

		£
1.	Highway Enhancement rephasing as works will not commence until 2019/20	(60,000)
2.	Planned works to replace boiler and windows for the Rickmansworth work hub will not take place till early 2019/20. This budget is to be rephased	(39,000)
3.	Due to the phasing of works on Three Rivers House the budget of £75,000 will be rephased to 2019/20.	(75,000)
4.	The sports hall development at William Penn (to include clip n climb, soft play, party rooms, new café servery) has been postponed for and therefore the cost of the works of £635,000 will not be required in 2018/19.	(635,000)
5.	The main works at the new leisure facility at South Oxhey is due to commence in February, following the approved planning permission. The total budget available for this project is £9.073M. The latest cash flow received from the contractor assumes a spend of £1.353M in 2018/19 and therefore the balance is to be rephased into 2019/20	(7,719,420)
6.	The large scale project at Leavesden Country Park is now fully scoped and costed, which includes a variety of features and activities. Although this has resulted in a large variance, this is being met from the Council's dedicated S106 funds and other contributions from third parties including the Heritage Lottery Fund, and Abbots Langley Parish Council.	1,001,600
	Other Minor Variances	3,700
	<b>Totals Capital Variance.</b>	<b>(7,523,120)</b>

## 1.0 Revenue Budget

- 1.1 The Council's latest approved services budget (excluding corporate budgets) is **£10.346 million**. The forecast outturn is now estimated to be **£10.457 million** which results in a service variance of **£0.111 million**.
- 1.2 Corporate variances resulting from the loan to an RSL totals **(£0.105) million**. Therefore the overall variance for the Council at Period 6 is **£0.006 million**.
- 1.3 The trend over the financial year 2018/19 is plotted on the graph below. The forecast outturn should be compared with the original budget plus the carry forwards from 2017/18 as this is essentially the starting point for the 2018/19 working budget.



- 1.4 The table below compares the latest budget to the forecast outturn and shows the variance against each Committee. It also shows the spend to date up to the end of September (Period 6). The figures relate to costs and incomes within each Committee.

2018/19 Revenue Account – General Fund Summary					
		(A)		(B)	(B – A)
Committee	Original Budget	Latest Budget	Net Spend to Period 6	Forecast Outturn	Outturn Variance
	£000	£000	£000	£000	£000
Leisure, Environment and Community	4,358	4,710	1,708	4,704	(6)
Infrastructure, Housing and Economic Development	1,101	1,498	78	1,496	(2)
Policy & Resources	4,290	4,137	2,985	4,256	119
<b>Total Service Budgets</b>	<b>9,749</b>	<b>10,345</b>	<b>4,771</b>	<b>10,457</b>	<b>111</b>
Corporate Costs (Interest Earned/ Paid), Parish Precepts and Transfer to Reserves	1,791	1,873	920	1,767	(105)
<b>Net General Fund</b>	<b>11,540</b>	<b>12,218</b>	<b>5,691</b>	<b>12,224</b>	<b>6</b>

- 1.5 Each Committee's revenue medium term financial plan which incorporates comments by Officers is shown **Appendix 1**.

- 1.6 The detail of comparing latest budget to the forecast outturn together with an explanation of the variances by committee is shown in **Appendix 2**. Committee's with significant variances are provided in the narratives below;

1.7 **Leisure, Environment & Community.**

***Garden Waste Income (£9,000)***

Increased garden waste income.

1.8 **Infrastructure, Housing & Economic Development.**

***Better Buses Fund (£42,000)***

Officers have estimated that bus routes will cost circa £100k in this financial year. It is not anticipated that the remaining £42k will be required in 2018/19 and this has been offered up as a saving.

***Planning Application Income £40,000***

Planning application numbers are relatively stable; however, the income is significantly lower than expected at this stage in the financial year. The reduced income can be attributed to the absence of large scale major applications submitted. There are a number of potential planning applications in discussion, however, the submission dates are uncertain and it is likely to be further delayed due to the local plan process.

## 1.9 Policy and Resources

### *Property Services*

#### **Asbestos Works Liability- £120,000**

As part of the transfer of the Council's housing stock in 2008, the Council retained the liability for the treatment of asbestos that was identified in dwellings following the transfer. The variance is due to cost of asbestos treatment at Ryman Court.

## 1.10 Corporate Costs.

### *Interest (£105,080)*

At its meeting on 17 July 2018, Council gave approval to its Property Investment Board to borrow to fund loans to local Registered Social Landlords (RSLs) in support of housing development. The Council has now borrowed an £8 million loan for a three year period and subsequently loaned this to one RSL. This figure represents the net interest benefit to the Council under this arrangement.

1.11 The effect of the variances on the Council's general fund balance over the medium term (2018/19 – 2020/21) is shown in the table below.

Movement on General Fund	2018/19 Latest Budget	2018/19 Forecast	2019/20 Forecast	2020/21 Forecast
	£000	£000	£000	£000
Balance at 1 April	(4,343)	(4,344)	(4,339)	(4,106)
(Surplus)/deficit	(1)	5	233	221
<b>Balance at 31 March</b>	<b>(4,344)</b>	<b>(4,339)</b>	<b>(4,106)</b>	<b>(3,885)</b>

*A prudent minimum balance of not less than £2 million is considered appropriate*

1.12 A full list of reserve balances for 2018/19 is shown at **Appendix 8**

## 2.0 Capital Programme

2.1 The Council's capital programme has been designed to support and enhance its core services.

2.2 The latest Capital budget including rephasing from 2018/19 is **£41.220 million**. The forecast outturn for capital expenditure by Services at Period 6 is **£33.697 million**. This provides a variance of **(£7.523) million**. This is analysed as;

Reason	£000
Increases	1,009,800
Decreases	0
Rephasing	(8,532,920)
<b>Total</b>	<b>(7,523,120)</b>

2.3 The significant variances that impact on each Committee are shown below;

## 2.4 Infrastructure, Housing & Economic Development

### *Highway Enhancements (£60,000)*

£60k is to be rephased for parking management schemes that are due to commence in 2019/20.

### ***Rickmansworth Work Hub (£39,000)***

Planned works to replace the boiler and windows will not commence till early 2019/20-budget to be rephased.

## **2.5 Leisure, Environment & Community**

### ***Chorleywood Play Area (£100,000)***

As agreed by this Committee at its October meeting, this scheme is to be rephased to 2019/20 as this is subject to further investigation.

### ***Heritage & Tourism Initiative £1,001,600***

Works on both the Heritage Wildlife Centre and the Sculpture trail has commenced. The full costs of the projects are now known. The costs will be funded from the Heritage Lottery Fund (HLF), S106 Contributions and Abbots Langley Parish Council.

### ***Leisure Facilities Improvements (£626,600)***

The sports hall development at William Penn (to include clip n climb, soft play, party rooms, new café servery) has been postponed and therefore the cost of the works of will not be required in 2018/19. The remaining budget is expected to be spent in 2018/19 including the refurbishment of the fitness suite and dry-side changing rooms at William Penn and the refurbishment of the bar/function area at Fairway Inn (Rickmansworth Golf Course).

### ***New Leisure Facility at South Oxhey (£7,719,420)***

The main works at the new leisure facility is due to commence in February, following the approved planning permission. The total budget available for this project is £9.073M. The latest cash flow received from the contractor assumes a spend of £1.353M in 2018/19 and therefore the balance is to be rephased into 2019/20.

## **2.6 Policy & Resources**

### ***Three Rivers House (TRH) Whole Life Costing- (£75,000)***

Budget to be rephased into 2019/20 for the upgrade/refurbishment of TRH.

2.7 The table below shows the 2018/19 Capital Programme budget, forecast outturn, spend to date and variance for each service committee for period 6.

<b>Committee</b>	<b>Original Budget £000</b>	<b>Latest Budget £000</b>	<b>Spend to P6 £000</b>	<b>Forecast Outturn £000</b>	<b>Outturn Variance £000</b>
Leisure, Environment and Community	3,260	5,028	723	5,395	367
Infrastructure, Housing and Economic Development	3,393	3,644	507	3,543	(101)
Policy & Resources	1,390	1,682	164	1,613	(69)
<b>Total Service</b>	<b>8,043</b>	<b>10,354</b>	<b>1,394</b>	<b>10,551</b>	<b>197</b>
<b>Major Projects</b>					
<i>South Oxhey Initiative</i>	<i>3,172</i>	<i>3,565</i>	<i>947</i>	<i>3,565</i>	<i>0</i>
<i>Property Investment</i>	<i>19,329</i>	<i>18,228</i>	<i>15,323</i>	<i>18,228</i>	<i>0</i>
<i>Leisure Facility at South Oxhey</i>	<i>8,600</i>	<i>9,073</i>	<i>0</i>	<i>1,353</i>	<i>(7,719)</i>
<b>Total Capital</b>	<b>39,144</b>	<b>41,220</b>	<b>17,664</b>	<b>33,697</b>	<b>(7,522)</b>

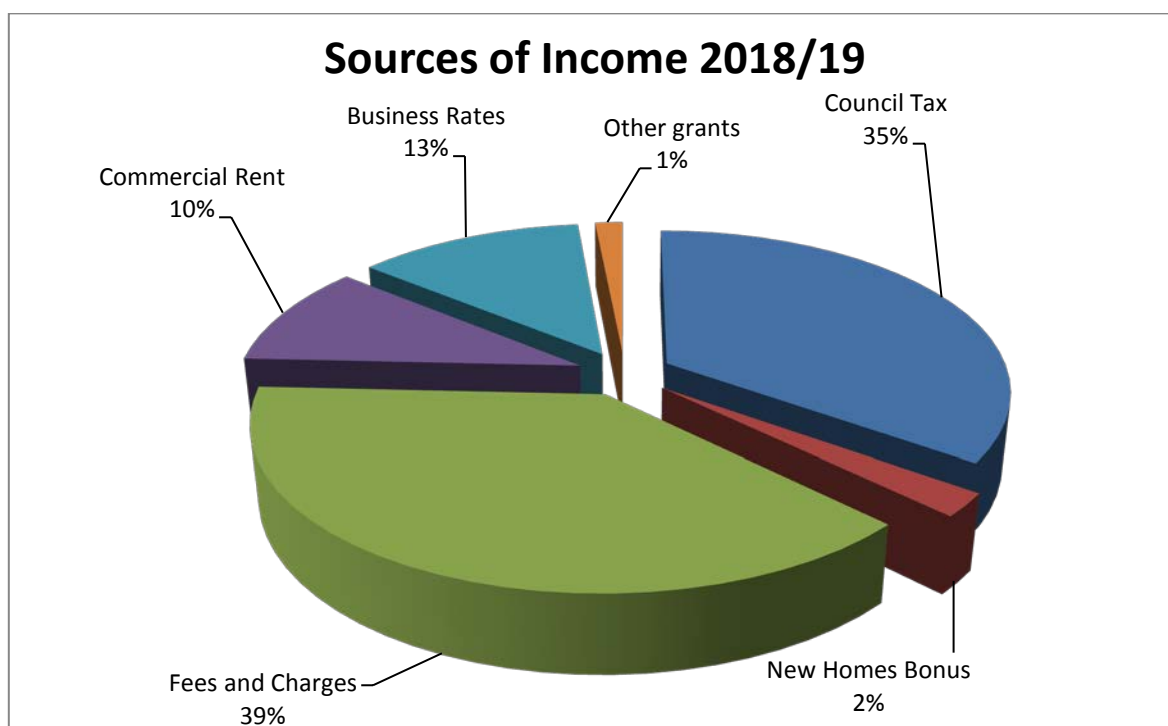
2.8 As at the end of period 6, services have spent a total of £17,664 million against a latest budget of £41,220 million. This represents **43% of the budget**. The total spend to date includes the sum of £15.323 million which relates to the purchase of properties via the Property Investment Board. Excluding the major projects, services have spent £1,394 million on 13% of the latest budget.



- 2.9 The Finance team have met with budget holders who have confirmed that budgets will be spent by the end of the financial year; this will be monitored at future budget reports and any additional re-phasing will be identified as they become known.
- 2.10 The Council's Medium Term Capital Investment Programme is shown by scheme by each Committee at **Appendix 3** this includes commentary from officers. The reasons for the variance on each scheme reported for this period are shown at **Appendix 4**.
- 2.11 The capital programme is mainly supported by three income streams; capital receipts (derived from the sales of assets), grants and contributions, and the use of reserves. Services can also make a contribution to capital from surplus revenue funds if needed. In addition the Council may prudentially borrow to fund its capital programme. Decisions on borrowing (amount and duration) will be taken when the need arises. Funding of the capital investment programme over the medium term is shown at **Appendix 5**.

### 3.0 Council Income

- 3.1 The Council is able to fund the provision of services from an array of income sources. The Council receives income from the Government in the form of grants, Council tax payments from residents and from customers who pay a fee or charge for using some specific council services. The budgeted income (excluding housing benefits grant from central government) total for 2018/19 is £24.0 million. The two biggest sources of income are council tax and fees & charges. From 2019/20, the Council does not expect to receive any Revenue Support Grant from central government.
- 3.2 The chart below shows the amount of income for each source as a percentage of total income.



- 3.3 The table below shows the significant sources of income for chargeable services. It should be noted that the income receivable from the Planning Services and Parking Enforcement are not linear and are subject to peaks and troughs throughout the financial year. Under Environmental Protection services, trade waste is invoiced to customers half yearly in April and October and garden waste for existing customers is charged for in one instalment at the beginning of the financial year. Property Investment income relates to rents received from the acquisition of commercial property through the Council's Property Investment Board (PIB).

Service	Income Stream	2018/19 Latest Budget £	2018/19 Actual to end of September £	% of Income received	2018/19 Forecast Outturn £
Planning	Application Fees	(683,100)	(256,639)	38%	(643,100)
Parking	Penalty Charge Notices	(120,000)	(66,470)	55%	(120,000)
	Pay and Display	(173,000)	(98,838)	58%	(173,000)
Environmental Protection	Trade Refuse	(598,020)	(269,924)	45%	(598,020)
	Garden Waste	(958,000)	(965,546)	101%	(967,000)
Property Services	Property Investment	(1,000,000)	0	0	(1,000,000)
	Garages	(962,920)	(481,032)	50%	(962,920)

3.4 Further details on the Council's key budget indicators for revenue service income streams (including volumes and trends) are shown at **Appendix 6**.

#### 4.0 Debtors (invoicing)

4.1 The Council charges its customers for various services by raising debtor invoices. The customer is given 21 days to pay and unless there is a dispute, a reminder is issued. If the debt remains outstanding, then a variety of recovery methods are employed including rearranging the payment terms, stopping the provision of the service or pursuing the debt through legal recovery processes.

4.2 As at 30 September 2018, the total outstanding debt was £3,812,559 equivalent to less than 15% of total budgeted income of £24.0million. Debts less than a month old total £3,661,660 (96% of total debt) and it is considered that this sum will be recovered. Outstanding debt over a year old is £56,635 (1.55% of the total debt) which relates to unpaid rent on commercial properties and temporary accommodation.

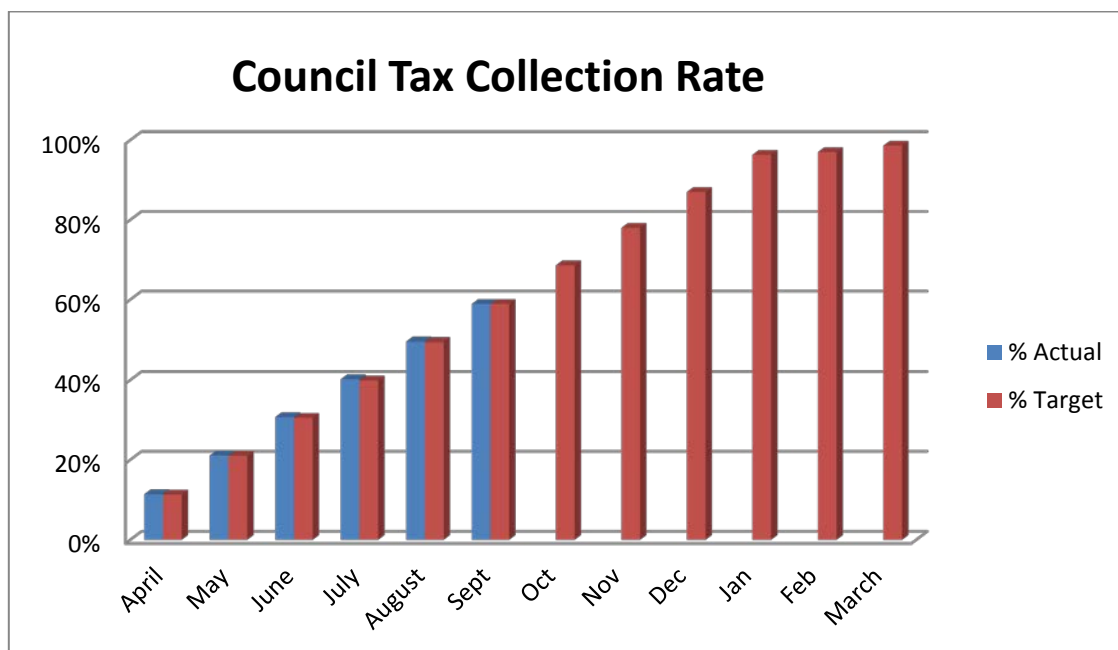
The table below shows a summary of the outstanding debt by the three main aged categories.

Aged debt as at the end of September 2018	Services	Under 1 Month	Over 1 Month to year	Over a year	Total
Committee		£	£	£	£
Leisure, Environment and Community	Leisure	55,481	658	0	<b>56,140</b>
	Environmental Services	422,650	1,049	325	<b>424,024</b>
	Community Safety	10,968	655		<b>11,623</b>
Infrastructure, Housing and Economic Development	Housing	13,967	29,964	15,145	<b>59,044</b>
	Licencing & Permits	1,200	79		<b>1,279</b>
Policy & Resources	Legal & Property	1,696,003	61,640	16,576	<b>1,774,219</b>
	Revenues & Benefits	899	250	24,589	<b>25,738</b>
	Shared Services	1,460,492	0	0	<b>1,460,492</b>
<b>Total</b>		<b>3,661,660</b>	<b>94,295</b>	<b>56,635</b>	<b>3,812,559</b>

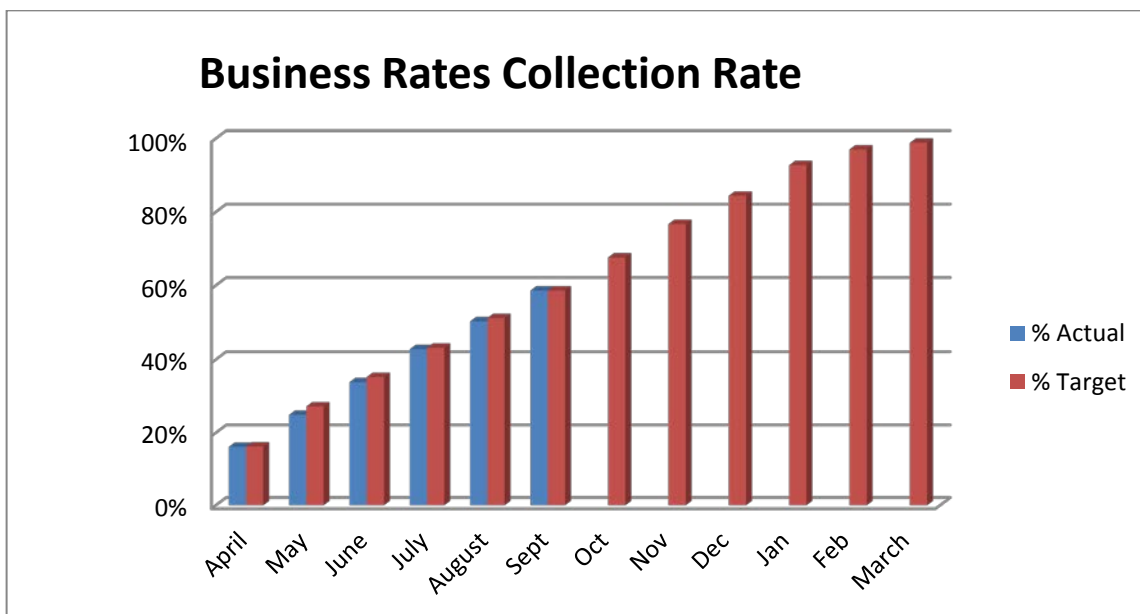


## 5.0 Council Tax and Business Rates Collection

5.1 Council Tax. The Council's performance in the collection of Council Tax can be seen in the following chart. It shows the collection percentage to date together with the target for the year. The actual income collected as at 30 September 2018 is in line with the profiled expectation of 58.9% for this point in the year.



5.2 Business Rates. The Councils performance for business rate collection is shown in the following chart. It shows the collection percentage to date together with the target for the year. The actual income collected as at the 30 September 2018 is in line with the profiled expectation of 58.6% for this point in the year.



## 6.0 Treasury Management

6.1 The interest earned on the investments made by the Council supports the funding of the services it provides. The target rate for earning interest rate is set at 12 basis points (bps) above the average bank rate for the year, which is currently 58 bps, making the target 70 bps for the year. Up to the end of September the average annualised interest rate earned on investments was 65 bps.

6.2 The Council set a target of £70,000 on investment interest for 2018/19. However, the Council is scheduled to redeem a proportion of its current investments to fund Capital acquisitions to increase the property portfolio, thereby reducing the balance available for traditional investments. At the end of September the amount earned on investments is £57,000. The interest target will be reviewed at the next budget monitoring cycle.

## 7.0 Key Risk Areas

- 7.1 Resources are allocated in the revenue and capital budgets to support the achievement of The Council's corporate plan. The Council's budget is exposed to risks that can potentially impact on service level provision.
- 7.2 A particular budget risk which the Council is exposed to is its statutory duty to provide temporary accommodation to the homeless families. The demand on this service has been increasing over the last few years and in order to meet the demand, the Council previously agreed to increase its budget for temporary accommodation by £0.300 million pa from 2016/17. There are also additional costs of fulfilling the Council's statutory obligations regarding the Homeless Reduction Act 2017. This is a volatile service and currently the Council is experiencing a reduction in the number of people presenting themselves as homeless, but there is no guarantee that this will continue for the rest of the financial year.
- 7.3 The Environmental Service has advised of a need for a budget increase for kerbside recycling as expected cost are significantly higher than previously budgeted for. This is due to a change in position of China's import restrictions. Without the increase in budget there will be a significant shortfall in 2018/19 and also future years. There is an increased risk that further budget increases will be required to cover the cost of dry recyclable materials.
- 7.4 Parking Services Income – the latest budget was adjusted by £200k in the current year to reflect the delay in the implementation of the new parking measures. This will continued to be regularly monitored throughout the year.
- 7.5 Trees and Landscapes: - There is a potential claim for damage to a building for refusal of Tree Preservation Order (TPO) consent to fell a tree. The details have not been confirmed as yet, however, the Council's procedures have been reviewed to avoid such claims in future and the Constitution has been updated as a result of report to Council.
- 7.6 The Council has a target income budget of £1.000 million for the return on its property investments. The table below how this target is being achieved.

Scheme Name	Income 2018/19 £000
Grapevine	(107)
Nottingham	(176)
Norwich	(254)
Lincoln Drive	(135)
South Oxhey Initiative Commercial units & Ex Thrive Properties	(338)
<b>TOTAL</b>	<b>(1,010)</b>

7.7 Key financial risks are shown at **Appendix 7** together with a risk matrix that shows the likelihood and impact of each risk if they were to materialise.

## 8.0 Reserves

8.1 The effect of both the revenue and capital variances upon on each reserve is shown at **Appendix 8**.

## **APPENDICES**

- Appendix 1 Medium term revenue budget by cost centre by Committee (2018-2021)
- Appendix 2 Explanations of revenue variances reported this Period
- Appendix 3 Medium term capital investment programme (2018-2021)
- Appendix 4 Explanations of capital variances reported this Period
- Appendix 5 Funding the capital programme (2018-2021)
- Appendix 6 Key budget indicators – Income streams
- Appendix 7 Budgetary risks
- Appendix 8 Reserves

## Medium Term Revenue Budget by Committee

Leisure, Environment & Community								
<i>Community Safety &amp; Partnership</i>	Original Budget 2018/19 £	Latest Budget 2018/19	Spend to Date £	Variances £	Forecast Outturn £	Forecast 2019/20 £	Forecast 2020/21 £	Officer Comments
Community Safety	188,020	188,020	(11,945)	0	188,020	189,940	186,740	This includes income in advance for multi agency projects funded over the next few years
Citizens Advice Bureaux	303,340	303,340	257,340	0	303,340	303,340	303,340	Grant to CAB paid in Period 1
Community Development	7,500	4,500	(8,150)	0	4,500	4,500	4,500	Income held on behalf of the Local Strategic Partnership for projects
Communication	122,710	120,710	50,827	2,900	123,610	125,550	127,650	There is an increase in the cost of the annual data protection fee. This is as a result of GDPR implementation
Community Partnerships	176,790	176,790	86,752	0	176,790	179,920	183,150	Any overspend on this budget will be met from charging for internal consultation work carried out by the service.
Public Conveniences	4,200	4,200	0	0	4,200	4,200	4,200	
Environmental Health - Commercial Team	206,490	206,490	33,544	0	206,490	209,850	213,350	
Environmental Health - Residential Team	95,690	95,690	56,943	0	95,690	100,900	104,680	Budget is on track to be spent
Licensing	(193,580)	(148,580)	(89,393)	0	(148,580)	(155,760)	(154,040)	
Community & Leisure Grant	40,000	40,000	9,719	0	40,000	40,000	40,000	All funding now committed via decisions at October Leisure Environment and Community Committee
<b>Total</b>	<b>951,160</b>	<b>991,160</b>	<b>385,636</b>	<b>2,900</b>	<b>994,060</b>	<b>1,002,440</b>	<b>1,013,570</b>	

<i>Leisure</i>	Original Budget 2018/19 £	Latest Budget 2018/19	Spend to Date £	Variances £	Forecast Outturn £	Forecast 2019/20 £	Forecast 2020/21 £	Officer Comments
Abbots Langley project	40,210	40,210	111,679	0	40,210	40,600	40,600	To be funded from S106
Leisure S106 projects	0	0	24,160	0	0	0	0	To be funded from S106
Community Arts	11,910	11,910	3,645	0	11,910	11,910	11,910	
Watersmeet-General	19,285	19,285	(26,158)	0	19,285	30,185	34,335	
Watersmeet-Entertainments	(9,260)	(9,260)	10,650	0	(9,260)	(8,660)	(8,070)	
Leavesden YMCA	(35,000)	(35,000)	(17,501)	0	(35,000)	(35,000)	(35,000)	Income is received quarterly.
Active Community Development Fund	43,540	43,540	15,545	0	43,540	43,400	43,400	
Oxhey Hall	(3,000)	(3,000)	(1,500)	0	(3,000)	(3,000)	(3,000)	
Trees And Landscapes	395,910	413,200	122,628	0	413,200	401,000	406,360	
Museum	(700)	(700)	(700)	0	(700)	(700)	(700)	
Playing Fields & Open Spaces	49,025	49,025	41,354	0	49,025	48,385	48,385	Budget is on track
Play Rangers	46,790	46,790	22,848	0	46,790	47,740	48,740	Budget is on track
Aquadrome	8,090	8,090	26,571	0	8,090	7,390	7,390	
Leisure Venues	16,320	153,320	40,004	0	153,320	44,790	(316,000)	Budget is on track
Leisure Development	269,630	272,630	126,369	0	272,630	278,790	284,080	Budget is on track
Play Development - Play schemes	66,270	66,270	31,329	0	66,270	65,450	65,450	Budget is on track
Sports Development-Sports Projects	25,340	25,340	10,516	0	25,340	25,340	25,340	Budget is on track
Croxley Green Skateboard Park	20,430	20,430	11,085	0	20,430	20,430	20,430	Budget is on track
Leisure & Community Services	149,530	149,530	55,634	0	149,530	153,090	169,030	Budget is on track
Grounds Maintenance	646,460	647,620	321,211	0	647,620	657,400	680,830	Budget is on track
<b>Total</b>	<b>1,760,780</b>	<b>1,919,230</b>	<b>929,369</b>	<b>0</b>	<b>1,919,230</b>	<b>1,828,540</b>	<b>1,523,510</b>	

<i>Environmental Services</i>	Original Budget 2018/19 £	Latest Budget 2018/19	Spend to Date £	Variances £	Forecast Outturn £	Forecast 2019/20 £	Forecast 2020/21 £	Officer Comments
Sewerage	(40)	(40)	0	0	(40)	(40)	(40)	
Refuse Domestic	(17,520)	(17,520)	(6,684)	0	(17,520)	(15,380)	(15,380)	Budget is on track
Refuse Trade	(167,410)	(175,870)	(194,763)	0	(175,870)	(172,180)	(168,240)	Customers billed in April & October.
Recycling General	(15,910)	(15,910)	(5,677)	0	(15,910)	(15,910)	(15,910)	
Garden Waste	(902,000)	(902,000)	(946,249)	(9,000)	(911,000)	(926,600)	(926,600)	Garden waste invoices are raised to households in April. Income received to date is currently £9k above budget
Clinical Waste	(13,190)	(13,190)	(7,996)	0	(13,190)	(12,210)	(10,990)	Customers billed in April & October.
Recycling Kerbside	(588,990)	(438,990)	32,688	0	(438,990)	(420,990)	(420,990)	Income from Herts County for Alternative Finance Model (AFM) for the year is yet to be received
Abandoned Vehicles	750	750	6	0	750	750	750	
Pest Control	64,130	64,130	15	0	64,130	64,130	64,130	Watford Borough Council will be invoicing a half yearly cost in October for the provision of this service
Environmental Maintenance	25,110	25,110	(9,572)	0	25,110	25,110	25,110	Income received in advance of weed spraying works
Animal Control	49,350	49,350	24,251	0	49,350	50,010	50,670	
Cemeteries	(167,890)	(167,890)	(98,970)	0	(167,890)	(167,890)	(167,890)	
Environmental Protection	378,400	378,400	186,225	0	378,400	391,940	403,010	
Depot-Batchworth	38,130	38,130	30,003	0	38,130	38,130	38,130	
Waste Management	2,469,390	2,479,810	1,160,197	0	2,479,810	2,509,770	2,550,280	
Environmental Maintenance Contractor	493,930	495,370	229,613	0	495,370	504,550	513,560	
<b>Total</b>	<b>1,646,240</b>	<b>1,799,640</b>	<b>393,088</b>	<b>(9,000)</b>	<b>1,790,640</b>	<b>1,853,190</b>	<b>1,919,600</b>	
<b>Total Leisure Environment &amp; Community</b>	<b>4,358,180</b>	<b>4,710,030</b>	<b>1,708,093</b>	<b>(6,100)</b>	<b>4,703,930</b>	<b>4,684,170</b>	<b>4,456,680</b>	



<b>Infrastructure Housing &amp; Economic Development</b>								
<i>Housing</i>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variances £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Housing Services Needs	359,340	359,340	179,003	0	359,340	387,990	397,310	
Rent Deposit Guarantee Scheme	5,110	5,110	0	0	5,110	5,110	5,110	
Herts Choice Homes	21,000	21,000	0	0	21,000	21,000	21,000	Expenditure is transferred at year end to cover contributions from TRDC towards Herts Choice Homes
Homelessness General Fund	(44,200)	(57,880)	(161,947)	0	(57,880)	209,200	209,200	Flexible homeless grant received in advance of spend and there is a reduction in payments to private sector landlords.
Housing Associations	(5,000)	(5,000)	(2,500)	0	(5,000)	(5,000)	(5,000)	Lease income for Wensum Court
<b>Total</b>	<b>336,250</b>	<b>322,570</b>	<b>14,555</b>	<b>0</b>	<b>322,570</b>	<b>618,300</b>	<b>627,620</b>	
<i>Infrastructure &amp; Planning Policy</i>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variances £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Land & Property Information	4,100	100	(34,391)	0	100	6,220	8,530	Additional income due to the receipt of new burdens grant for property searches.
Land Drainage	5,000	5,000	0	0	5,000	5,000	5,000	
Street Naming & Numbering	7,130	7,130	960	0	7,130	7,130	7,130	
Environmental Initiatives	47,470	47,470	1,422	0	47,470	47,470	47,470	
Development Management	115,240	214,950	34,894	40,000	254,950	118,870	140,180	Planning application numbers are relatively stable; however, the income is significantly lower than expected at this stage in the financial year. The reduced income can be attributed to the absence of large scale major applications submitted.
Director Community & Env Services	119,600	119,600	63,347	0	119,600	121,910	124,380	
Hertfordshire Building Control	6,440	(56,630)	(51,789)	0	(56,630)	(4,130)	(4,130)	
<b>Total</b>	<b>304,980</b>	<b>337,620</b>	<b>14,443</b>	<b>40,000</b>	<b>377,620</b>	<b>302,470</b>	<b>328,560</b>	

<b><i>Economic Development</i></b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variances £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Fuel Voucher Scheme	3,500	3,500	0	0	3,500	3,500	3,500	
Parking & Street Enforcement	10,000	29,490	11,194	0	29,490	0	0	
Energy Efficiency	19,500	19,500	0	0	19,500	19,500	19,500	
Sustainability Projects	48,960	54,790	11,400	0	54,790	49,350	49,840	
Car Parking	(166,960)	33,040	(71,090)	0	33,040	(219,540)	(218,110)	
Car Parking-Maintenance	80,350	80,350	66,972	0	80,350	80,350	80,350	
Dial A Ride	33,780	33,780	83	0	33,780	33,780	33,780	First invoice for 2018/19 is expected
Cycling Strategy	26,000	47,930	0	0	47,930	0	0	Procurement for a cycling strategy commenced
Better Buses Fund	60,570	142,850	9,929	(42,000)	100,850	86,570	86,570	Officers have estimated that bus routes will cost circa £100k in this financial year. It is anticipated that the remaining £42k will not be required in 2018/19
Development Plans	344,390	392,820	20,274	0	392,820	350,730	358,310	There is a Joint Open Space Sport & Recreation Study which has been commissioned by 3 Boroughs- Dacorum, Hertsmere and Three Rivers. This cost will be drawn down in 4 stages - The first of the payments is yet to be drawn down. Income includes 5% Community Infrastructure Levy (CIL) Admin fees and grant income
<b>Total</b>	<b>460,090</b>	<b>838,050</b>	<b>48,761</b>	<b>(42,000)</b>	<b>796,050</b>	<b>404,240</b>	<b>413,740</b>	
<b>Total Infrastructure Housing &amp; Economic Development</b>	<b>1,101,320</b>	<b>1,498,240</b>	<b>77,759</b>	<b>(2,000)</b>	<b>1,496,240</b>	<b>1,325,010</b>	<b>1,369,920</b>	

<b>Policy &amp; Resources</b>								
<b>Resources &amp; Shared Services</b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variances £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Director Of Finance	64,540	64,540	31,944	0	64,540	66,930	69,450	
Legal Practice	345,310	345,310	162,318	0	345,310	352,550	361,460	
Committee Administration	151,150	151,150	64,182	0	151,150	155,990	158,850	
Office Services	468,660	468,660	153,778	0	468,660	475,130	478,290	
Elections & Electoral Registration	123,070	123,070	59,665	0	123,070	125,440	127,960	
Finance Services	431,800	431,800	247,602	0	431,800	441,700	451,870	
Parliamentary Elections	0	0	23,987	0	0	0	0	Awaiting settlement claim from Central Government
Revenues & Benefits Management	87,330	87,330	17,364	0	87,330	88,490	89,700	
Fraud	104,220	97,220	40,354	0	97,220	99,980	103,990	
Chief Executive	169,310	169,310	84,700	0	169,310	172,510	175,840	
Performance Mgt & Scrutiny	50,900	50,900	21,798	0	50,900	51,780	52,670	
Debt Recovery	190,770	190,770	87,682	0	190,770	194,590	195,210	
Three Rivers House	354,480	321,480	208,276	0	321,480	321,480	321,480	
Basing House	(4,650)	(4,650)	(3,858)	0	(4,650)	(10,650)	(10,650)	
Officers' Standby Holding Acct	6,140	6,140	0	0	6,140	6,140	6,140	
Finance Client	78,100	146,400	26,848	0	146,400	78,230	79,340	
ICT Client	747,560	722,560	352,691	0	722,560	722,600	722,600	
Internal Audit Client	71,460	71,460	23,486	0	71,460	71,460	71,460	
Fraud Client	(2,910)	(2,910)	347	0	(2,910)	(2,910)	(2,910)	
Insurances	402,960	453,220	443,442	0	453,220	453,220	453,220	
Debt Recovery Client	(6,140)	13,860	(1,222)	0	13,860	(6,140)	(6,140)	
HR Client	325,160	325,160	188,296	0	325,160	329,740	329,740	
Corporate Management	164,280	154,530	38,831	0	154,530	154,280	154,280	
Democratic Representation	285,750	285,500	150,379	1,560	287,060	287,310	287,310	Annual subscription for each member - requires members to register with the Information Commissioners Office for GDPR purposes at a cost of £40 per member
Benefits & Allowances	741,550	741,550	233,657	0	741,550	753,120	764,590	

<b>Resources &amp; Shared Services</b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variations £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Benefits Client	(566,870)	(566,870)	106,417	0	(566,870)	(566,870)	(566,870)	This holds the housing benefits payments and recovery from DWP.
Council Tax Collection	319,220	319,220	(23,270)	(2,000)	317,220	324,180	328,220	Following a review of current budgets, services have identified a saving of (£2,000) as a result of underutilised travelling expenses budgets.
NNDR - Business Rates	32,270	32,270	92,639	0	32,270	32,850	33,910	This includes charges for a debt collection agency. This cost will be partly offset by income from Hertfordshire County Council.
Council Tax Client	(186,140)	(186,140)	(82,201)	0	(186,140)	(186,140)	(186,140)	
NNDR Cost of Collection	(107,090)	(107,090)	(23,076)	0	(107,090)	(107,090)	(107,090)	
Register Of Electors	36,800	36,800	(21,368)	0	36,800	36,800	36,800	
District Elections	76,320	92,320	92,515	0	92,320	76,320	76,320	
Customer Service Centre	810,410	810,410	391,528	0	810,410	845,670	873,540	Budget will be fully spent
Major Incident Planning	91,990	91,990	61,214	0	91,990	93,270	94,710	
Miscellaneous Income & Expenditure	267,832	267,832	210,459	120,000	387,832	167,957	67,959	Following the sale of the Councils housing stock, the council retained the liability for the treatment of asbestos uncovered. The variance is due to cost of asbestos treatment at Ryman Court
Non Distributed Costs - Pension deficit	236,000	236,000	233,882	0	236,000	236,000	236,000	
Miscellaneous Properties	(105,430)	(137,430)	(127,023)	30,000	(107,430)	(105,430)	(105,430)	Capital refurbishment of garage sites are underway as part of the South Oxhey Initiative, it is unlikely that the maintenance budget will be utilised in 2018/19. It is proposed that this budget be transferred to fund additional work required on properties bought for Temporary Accommodation purposes. see below
Asset Management - Property	170,300	185,300	174,979	0	185,300	181,000	187,690	
Garages & Shops Maintenance	(1,027,560)	(1,242,560)	(758,774)	(30,000)	(1,272,560)	(1,127,560)	(950,960)	Capital refurbishment of garage sites are underway as part of the South Oxhey Initiative, it is unlikely that the maintenance budget will be utilised in 2018/19. It is proposed that this budget be transferred to fund additional work required on properties bought for Temporary Accommodation purposes. see above
Investment Properties	(1,000,000)	(1,000,000)	0	0	(1,000,000)	(1,000,000)	(1,000,000)	Income expected to be on target as properties have been acquired through PIB. Property team in process of invoicing for rents due to date
Oxhey Drive	10,850	10,850	300	0	10,850	10,850	10,850	
Vacancy provision	(120,000)	(120,000)	0	0	(120,000)	(120,000)	(120,000)	This will be amended when the annual salary budget exercise is completed in November
<b>Total Policy &amp; Resources</b>	<b>4,289,702</b>	<b>4,137,262</b>	<b>2,984,768</b>	<b>119,560</b>	<b>4,256,822</b>	<b>4,174,777</b>	<b>4,345,259</b>	
<b>Total All Committees</b>	<b>9,749,202</b>	<b>10,345,532</b>	<b>4,770,619</b>	<b>111,460</b>	<b>10,456,992</b>	<b>10,183,957</b>	<b>10,171,859</b>	

<b>Corporate Costs</b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19</b>	<b>Spend to Date £</b>	<b>Variances £</b>	<b>Forecast Outturn £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Officer Comments</b>
Interest Earned	(70,000)	(70,000)	(41,112)	(176,810)	(246,810)	(465,200)	(465,200)	The Council has borrowed an £8 million loan for a three year period from the Public Works Loan Board (PWLB). This has been subsequently loaned to one RSL to enable it to invest in further housing developments.
Interest Paid	0	81,180	0	71,730	152,910	336,530	356,500	
Transfer to Reserves	(59,910)	(59,910)	0	0	(59,910)	(59,910)	(59,910)	Transfer of S106 to fund maintenance work at Leavesden Country park in accordance with the agreement
Parish Precepts	1,921,233	1,921,233	960,616	0	1,921,233	1,959,660	1,998,850	Paid over to the parishes in 2 instalments in April and October.
	<b>1,791,323</b>	<b>1,872,503</b>	<b>919,504</b>	<b>(105,080)</b>	<b>1,767,423</b>	<b>1,771,080</b>	<b>1,830,240</b>	
<b>Total</b>	<b>11,540,525</b>	<b>12,218,035</b>	<b>5,690,123</b>	<b>6,380</b>	<b>12,224,415</b>	<b>11,955,037</b>	<b>12,002,099</b>	

## Explanation of Variances reported in this period - Revenue

## APPENDIX 2

Explanation of Revenue Variances Reported This Period 6 (September)					
<b>Leisure, Environment &amp; Community</b>					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2018/19 £	2019/20 £	2020/21 £
Garden Waste Income	Income	Increased income from Garden Waste	(9,000)	0	0
Communication	Supplies & Services	There is an increase in the cost of the annual data protection fee. This is as a result of GDPR implementation	2,900	2,900	2,900
		<b>TOTAL</b>	<b>(6,100)</b>	<b>2,900</b>	<b>2,900</b>
<b>Infrastructure Housing &amp; Economic Development</b>					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2018/19 £	2019/20 £	2020/21 £
Development Management	Income	Planning application numbers are relatively stable; however, the income is significantly lower than expected at this stage in the financial year. The reduced income can be attributed to the absence of large scale major applications submitted.	40,000	0	0
Better Buses Fund	Supplies & Services	Officers have estimated that bus routes will cost circa £100k in this financial year. It is not anticipated that the remaining £42k will be required in 2018/19	(42,000)	0	0
		<b>TOTAL</b>	<b>(2,000)</b>	<b>0</b>	<b>0</b>



Policy & Resources			2018/19 £	2019/20 £	2020/21 £
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget			
Democratic Representation	Supplies & Supplies	Annual subscription - requires members to register with the Information Commissioners Office for the General Data Protection Regulation ( GDPR) purposes at a cost of £40 per member.	1,560	1,560	1,560
Council Tax Collection	Employees	Following a review of current budgets, services have identified a saving of (£2,000) as a result of underutilised travelling expenses budgets.	(2,000)	0	0
Miscellaneous Expenditure	Supplies & Supplies	Following the sale of the Council's housing stock, the Council retained the liability for the treatment of asbestos subsequently discovered. The variance reported is due to cost of asbestos treatment at Ryman Court	120,000	0	0
Garages and Shops Maintenance	Premises	Capital refurbishment of garage sites are underway as part of the South Oxhey Initiative, it is unlikely that the maintenance budget will be utilised in 2018/19. It is proposed that this budget be transferred to fund additional work required on properties bought for Temporary Accommodation purposes.	(30,000)	0	0
Miscellaneous Properties			30,000	0	0
		<b>TOTAL</b>	<b>119,560</b>	<b>1,560</b>	<b>1,560</b>
<b>Corporate Adjustments</b>			<b>2018/19 £</b>	<b>2019/20 £</b>	<b>2020/21 £</b>
Interest Payable	Interest Paid	At its meeting on 17 July 2018, Council gave approval to its Property Investment Board to borrow to fund loans to local Registered Social Landlords (RSLs) in support of housing development. The Council has now borrowed an £8 million loan for a three year period and subsequently loaned this to one RSL. This figure represents the net interest benefit to the Council under this arrangement.	71,730	148,000	148,000
Interest Receivable	Interest Received		(176,810)	(375,200)	(375,200)
		<b>TOTAL</b>	<b>(105,080)</b>	<b>(227,200)</b>	<b>(227,200)</b>
		<b>TOTAL Variances for Period 6 (September) 2018</b>	<b>6,380</b>	<b>(222,740)</b>	<b>(222,740)</b>

## Medium Term Capital Investment Programme

Leisure, Environment & Community								
<i>Community Safety &amp; Partnership</i>	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
Capital Grants & Loans	20,000	92,840	36,390	(20,000)	72,840	20,000	20,000	It was agreed by this Committee at its meeting on the 10 October, to transfer £20k of this budget towards the implementation of the refurbishment of the Cassiobridge play area.
Community CCTV	21,000	27,000	0	0	27,000	6,000	6,000	
<b>Total</b>	<b>41,000</b>	<b>119,840</b>	<b>36,390</b>	<b>(20,000)</b>	<b>99,840</b>	<b>26,000</b>	<b>26,000</b>	

<b>Leisure</b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19 £</b>	<b>Spend to Date £</b>	<b>Variance £</b>	<b>Forecast Outturn 2018/19 £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Comments</b>
Heritage & Tourism Initiative	20,000	29,320	217,107	1,001,600	1,030,920	0	0	Project on track. The work on the Heritage Wildlife Centre and Sculpture trail has commenced. The variance reported is being funded from other sources including the Heritage Lottery Fund, Section106 monies and Abbots Langley Parish Council.
Countryside Management	10,000	10,000	0	0	10,000	10,000	10,000	All of the budget is due to be spent in 2018/19
Watersmeet Refurb Toilets	24,100	0	0	0	0	24,100	0	Due to programming commitments and schedule conflicts by the preferred bidder, this budget has been rephased to 2019/20.
Leavesden Country Pk - Signage	10,000	10,000	0	0	10,000	0	0	
Aquadrome	21,000	21,000	828	0	21,000	21,000	21,000	All the budget is due to be spent in 2018/19
Allotments	5,000	5,000	0	0	5,000	5,000	5,000	Works are planned.
Bury Lake Young Mariners	1,000,000	1,000,000	0	0	1,000,000	0	0	The project commenced in May 2018 and it is anticipated that the contractor working on behalf of BLYM will have completed their works by the end of March 2019. BLYM will then undertake some further works and are looking for the Clubhouse (wetside) to be open in mid May 2019. Following BLYM's contribution of £525,000 and then Sport England contribution of £150,000, BLYM will then start to draw down the Council's funding via a loan agreement. It is anticipated that the drawdown will commence in November 2018
Scotsbridge-Chess Habitat Rest	11,390	11,390	0	0	11,390	0	0	All of the budget is due to be spent in 2018/19
South Oxhey Leisure Centre	30,000	60,170	44,465	0	60,170	0	0	All the budget is due to be spent in 2018/19
Leisure Facilities Improvement	50,000	1,050,000	131,913	(635,000)	415,000	685,000	0	The sports hall development at William Penn (to include clip n climb, soft play, party rooms, new café servery) has been postponed for a year and therefore the cost of the works of £635,000 needs to be rephased to 2019/20. The remaining budget is expected to be spent in 2018/19 including the refurbishment of the fitness suite and dry-side changing rooms at William Penn and the refurbishment of the bar/function area at Fairway Inn (Rickmansworth Golf Course)
Open Space Access Improvements	59,000	65,830	0	0	65,830	50,000	50,000	All of the budget is due to be spent in 2018/19
Leavesden Management Plan	200,000	200,000	190,000	0	200,000	0	0	The Café formally opened on 21 July and the Cycle Hub shortly after.
Tractor for Leisure Venues	0	25,000	25,000	0	25,000	0	0	Budget has been fully spent
Improve Play Area-Future Schemes	315,000	360,420	11,264	0	360,420	0	100,000	Rephasing and allocation of 2019/20 budget to 2018/19 for the refurbishment of the Leavesden play area. This was agreed by this Committee at their July meeting. See below

Leisure	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
New Play Area-Chorleywood	102,320	102,320	1,213	(100,000)	2,320	100,000	0	It was agreed by this Committee at its October meeting to rephase this budget into 2019/20, as this is subject to following further investigation
Leavesden CP Play Area	0	0	0	100,000	100,000	0	0	Rephasing and allocation of 2019/20 budget to 2018/19 from Future Schemes cost centre. This was agreed by this Committee at their July meeting. See above
Aquadrome-Whole Life Costing	10,000	18,540	980	0	18,540	10,000	10,000	All the budget is due to be spent in 2018/19
Watersmeet-Whole Life Costing	15,000	15,000	0	0	15,000	15,000	15,000	All the budget is due to be spent in 2018/19
Pavilions-Whole Life Costing	10,000	10,000	0	0	10,000	10,000	10,000	All the budget is due to be spent in 2018/19
Fairway Inn-Whole Life Costing	2,000	2,000	0	0	2,000	2,000	0	All the budget is due to be spent in 2018/19
Scotsbridge Sports Pitch	50000	50000	0	(50,000)	0	0	0	It was agreed by this Committee at its October meeting to transfer this budget to the refurbishment of the Cassiobridge play area as the Scotsbridge Sports Pitch is no longer a viable scheme.
Cassiobridge Play Area Refurbishment	0	0	0	70,000	70,000	0	0	This new scheme is funded from the reallocation of funds previously allocated to Scotsbridge Sports Pitch and a £20k from Capital Grants and Loans. See above.
<b>Total</b>	<b>1,944,810</b>	<b>3,045,990</b>	<b>622,771</b>	<b>386,600</b>	<b>3,432,590</b>	<b>932,100</b>	<b>221,000</b>	
<b>Environmental Services</b>								
	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
Waste Plant & Equipment	25,000	25,000	7,964	0	25,000	25,000	25,000	All the budget is due to be spent in 2018/19
Waste Services Depot	493,800	493,800	6,460	0	493,800	0	0	Site survey investigations started
Bulk Domestic Waste	10,000	15,000	0	0	15,000	15,000	20,000	New bins required for new developments. Budget is also utilised for the rolling replacements of damaged bins. This is expected to be fully spent in this year
Waste & Recycling Vehicles	475,000	798,970	0	0	798,970	310,000	500,000	Order placed for 4 x 26 ton vehicles and 118 ton waste vehicle
Street Furnishings	15,000	15,000	0	0	15,000	10,000	10,000	Using up old stock ready to order new
Paladin Bins	25,000	43,680	27,853	0	43,680	25,000	25,000	48 new 1100 litre bins to supply the South Oxhey new development and new trade contracts
Cemetery Car Park	0	71,940	0	0	71,940	0	0	Work to commence in October 2018
Energy Performance Certificate	2,000	3,500	0	0	3,500	2,000	2,000	This is not yet due for renewal.
Cemetery-Whole Life Costing	5,000	8,470	0	0	8,470	5,000	5,000	Work to commence in October 2018. Budget is expected to be fully spent
Replacement Ground Maintenance Vehicles	223,000	386,860	22,310	0	386,860	323,000	93,000	Tenders going out and staff are attending demonstrations with potential manufacturers.
<b>Total</b>	<b>1,273,800</b>	<b>1,862,220</b>	<b>64,587</b>	<b>0</b>	<b>1,862,220</b>	<b>715,000</b>	<b>680,000</b>	
<b>Total Leisure, Environment &amp; Community</b>	<b>3,259,610</b>	<b>5,028,050</b>	<b>723,747</b>	<b>366,600</b>	<b>5,394,650</b>	<b>1,673,100</b>	<b>927,000</b>	

Infrastructure Housing & Economic Development								
<i>Economic Development</i>	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
Cycle Schemes	75,000	75,000	2,833	0	75,000	25,000	25,000	The Cycle Hub has been implemented. 2 further schemes are advancing specifically lighting on a cycle route in Leavesden country park and cycle storage at Rickmansworth station.
Disabled Parking Bays	2,500	2,500	0	0	2,500	2,500	2,500	
Controlled Parking	50,000	99,580	0	0	99,580	85,000	50,000	Commencement of consultation on various parking schemes as set out in the annual work programme
Car Parking Services	50,000	50,000	1,403	0	50,000	0	0	Continued investigation and implementation of parking schemes
Princes Trust-Business Start-up	10,000	10,000	0	0	10,000	10,000	10,000	Invoice expected at end of financial year and budget will be fully spent.
Listed Building Grants	5,000	5,000	0	0	5,000	5,000	5,000	Budget is likely to be fully spent
South Oxhey Initiative	100,000	363,450	60,089	0	363,450	0	0	Scheme is on going
Parking Bay & Verge Protection	152,000	152,000	0	0	152,000	60,000	60,000	3 schemes have been agreed to be progressed - awaiting relevant consents.
Highways Enhancement	90,000	100,880	0	(60,000)	40,880	110,000	50,000	Rephasing of £60k into 2019/20 is required for parking management schemes
Bus Shelters	9,000	25,000	0	0	25,000	9,000	9,000	
Retail Parades	30,000	123,870	0	0	123,870	30,000	30,000	Electric vehicle charging point procurement commenced, Delta Gain retail parade project continues.
Carbon Neutral Council	2,000	2,000	0	(2,000)	0	2,000	0	Budget to be rephased to 2019/20 due to limited resources
Rickmansworth Work Hub	39,000	39,000	0	(39,000)	0	39,000	0	Rephasing of £39k required as planned works to replace the boiler and windows will not take place until early in 2019/20
Car Park Restoration	10,000	55,000	718	0	55,000	10,000	10,000	
Estates, Paths & Roads	20,000	25,990	6,793	0	25,990	20,000	20,000	Scheme is on going
TRDC Footpaths & Alleyways	20,000	40,000	25,927	0	40,000	20,000	20,000	
<b>Total</b>	<b>664,500</b>	<b>1,169,270</b>	<b>97,763</b>	<b>(101,000)</b>	<b>1,068,270</b>	<b>427,500</b>	<b>291,500</b>	
<i>Housing</i>	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
Disabled Facilities Grant	500,000	565,000	159,298	0	565,000	500,000	500,000	Spend is on going.
Home Repairs Assistance	10,000	10,000	0	0	10,000	10,000	10,000	Demand led budget
Temporary Accommodation Rickmansworth &	2,218,300	1,900,000	250,115	0	1,900,000	1,218,440	800,000	This project is on going
<b>Total</b>	<b>2,728,300</b>	<b>2,475,000</b>	<b>409,413</b>	<b>0</b>	<b>2,475,000</b>	<b>1,728,440</b>	<b>1,310,000</b>	
<b>Total Infrastructure Housing &amp; Economic Development</b>	<b>3,392,800</b>	<b>3,644,270</b>	<b>507,176</b>	<b>(101,000)</b>	<b>3,543,270</b>	<b>2,155,940</b>	<b>1,601,500</b>	

Policy & Resources								
<i>Resources &amp; Shared Services</i>	Original Budget 2018/19 £	Latest Budget 2018/19 £	Spend to Date £	Variance £	Forecast Outturn 2018/19 £	Forecast 2019/20 £	Forecast 2020/21 £	Comments
Professional Fees-Internal	226,590	226,590	0	0	226,590	226,590	226,590	Charges will be incurred at year end following a recharge from services based on staff time allocated to capital schemes
Election Equipment	12,000	18,000	2,766	0	18,000	6,000	6,000	Project is on going
Members' IT Equipment	0	1,200	1,090	0	1,200	15,060	16,260	
Installation Solar system TRH	0	2,500	0	(2,500)	0	2,500	0	This scheme will not be completed in 2018/19. Budget to be rephased to 2019/20
ICT-Managed Project Costs	60,000	110,610	12,125	0	110,610	60,000	60,000	The evaluation of tenders has commenced for the procurement of WAN, Unified Communications and personal IT kit
Hardware Replace Prog	40,000	131,610	0	0	131,610	40,000	40,000	
Garage Improvements	248,000	248,000	0	0	248,000	225,000	225,000	Procurement completed - works due to commence on phase 6
ICT Licence Costs	300,000	300,000	104,821	0	300,000	100,000	100,000	The evaluation of tenders has commenced for the procurement of WAN, Unified Communications and personal IT kit
Customer Contact Programme	82,500	82,500	2,668	0	82,500	0	0	Budget to be fully spent. Invoices for Licenses due to be received at the end of the financial year.
ICT Website Development	14,870	14,870	0	0	14,870	0	0	
ICT Elections	16,000	16,000	14,142	0	16,000	17,000	17,000	
ICT Hardware Replacement Prog	45,000	114,620	4,332	0	114,620	45,000	45,000	The evaluation of tenders has commenced for the procurement of WAN, Unified Communications and personal IT kit
TRH Whole Life Costing	143,000	197,080	3,228	(75,000)	122,080	173,000	135,000	Budget of £75k to be rephased into 2019/20 for the implementation of the Three Rivers House schemes
35-37 Oxhey Drive-Whole Life Costing	0	4,400	0	0	4,400	0	0	
Basing House-Whole Life Costing	2,000	2,000	0	0	2,000	2,000	2,000	
Investment Prop-Shops	0	11,900	0	0	11,900	0	0	
Business Application Upgrade	200,000	200,000	10,323	0	200,000	90,000	90,000	The evaluation of tenders has commenced for the procurement of WAN, Unified Communications and personal IT kit
GDPR Implementation- Software Upgrade	0	0	8,200	8,200	8,200	0	0	Due to the introduction of GDPR, an upgrade is required for the document management system which is used by several services across the Council.
<b>Total</b>	<b>1,390,380</b>	<b>1,682,300</b>	<b>163,694</b>	<b>(69,300)</b>	<b>1,613,000</b>	<b>1,002,150</b>	<b>962,850</b>	



<b>Major Projects</b>	<b>Original Budget 2018/19 £</b>	<b>Latest Budget 2018/19 £</b>	<b>Spend to Date £</b>	<b>Variance £</b>	<b>Forecast Outturn 2018/19 £</b>	<b>Forecast 2019/20 £</b>	<b>Forecast 2020/21 £</b>	<b>Comments</b>
Leisure Facility - South Oxhey	8,600,000	9,072,910	0	(7,719,420)	1,353,490	7,719,420	0	Main works to commence in February, following planning permission. The latest cashflow received from the contractor assumes a spend of £1.353M in 2018/19 and therefore the balance needs to be rephased into 2019/20.
South Oxhey Initiative	3,171,776	3,564,646	947,058	0	3,564,646	0	0	This is on going.
Property Investment Board	19,329,060	18,228,529	15,323,084	0	18,228,529	0	0	This is on going.
<b>Total</b>	<b>31,100,836</b>	<b>30,866,085</b>	<b>16,270,142</b>	<b>(7,719,420)</b>	<b>23,146,665</b>	<b>7,719,420</b>	<b>0</b>	
<b>Total Policy &amp; Resources</b>	<b>32,491,216</b>	<b>32,548,385</b>	<b>16,433,836</b>	<b>(7,788,720)</b>	<b>24,759,665</b>	<b>8,721,570</b>	<b>962,850</b>	
<b>Total Capital Programme</b>	<b>39,143,626</b>	<b>41,220,705</b>	<b>17,664,760</b>	<b>(7,523,120)</b>	<b>33,697,585</b>	<b>12,550,610</b>	<b>3,491,350</b>	

## Explanation of Variances Reported this Period – Capital

Explanation of Capital Variances Reported at Period 6 (September)				
Leisure, Environment & Community				
Description	Details of Outturn Variances to Latest Approved Budget	2018/19 £	2019/20 £	2020/21 £
Capital Grants & Loans	Transfer of £20k to fund the refurbishment of Cassiobridge play area. As agreed by Committee at their October meeting. See below	(20,000)	0	0
Scotsbridge All weather pitch	This scheme is now no longer viable and it was agreed at the Committee's October meeting to transfer the budget to fund the refurbishment of Cassiobridge play area	(50,000)	0	0
Cassiobridge Play Area	Refurbishment of play area - see items above.	70,000	0	0
Improve Play Area-Future Schemes	Reallocation of play area budget to identified scheme at Leavesden for completion in 2018/19. See below	0	(100,000)	0
New Play Area-Chorleywood	Scheme to be rephased to 2019/20 as subject to further investigation	(100,000)	100,000	0
Leavesden CP Play Area	Upgrade of Leavesden play area which has been brought forward from the 2019/20 Future schemes budget. See above.	100,000	0	0
Leisure Facilities Improvement	The sports hall development at William Penn (to include clip n climb, soft play, party rooms, new café servery) has been postponed for a year and therefore the cost of the works of £626,600 needs to be rephased to 2019/20. The remaining budget is expected to be spent in 2018/19 including the refurbishment of the fitness suite and dry-side changing rooms at William Penn and the refurbishment of the bar/function area at Fairway Inn (Rickmansworth Golf Course)	(635,000)	635,000	0
Heritage & Tourism Initiative	Increase in size of project. The variance reported is being funded from other sources including the Heritage Lottery Fund, Section106 monies and Abbots Langley Parish Council.	1,001,600	0	
	<b>TOTAL</b>	<b>366,600</b>	<b>635,000</b>	<b>0</b>

<b>Infrastructure Housing &amp; Economic Development</b>				
<b>Description</b>	<b>Details of Outturn Variances to Latest Approved Budget</b>	<b>2018/19 £</b>	<b>2019/20 £</b>	<b>2020/21 £</b>
Highways Enhancement	Rephasing of £60k required for parking management schemes	(60,000)	60,000	0
Carbon Neutral Council	Budget will not be spent in 2018/19	(2,000)	2,000	0
Rickmansworth Work Hub	Planned works to replace the boiler and windows will not take place until early in 2019/20	(39,000)	39,000	0
	<b>TOTAL</b>	<b>(101,000)</b>	<b>101,000</b>	<b>0</b>
<b>Policy &amp; Resources</b>				
<b>Description</b>	<b>Details of Outturn Variances to Latest Approved Budget</b>	<b>2018/19 £</b>	<b>2019/20 £</b>	<b>2020/21 £</b>
Installation Solar system TRH	This scheme will not be completed in 2018/19. Budget to be rephased.	(2,500)	2,500	0
TRH Whole Life Costing	Budget to be rephased into 2019/20 for the implementation of the Three Rivers House schemes	(75,000)	75,000	0
GDPR Implementation- Software Upgrade	Upgrade of the document imaging system following the implementation of GDPR	8,200	0	0
Leisure Facility - South Oxhey	Works will commence in February, assuming planning permission is approved. The latest cash flow received from the contractor assumes a spend of £1.353M in 2018/19 and therefore the balance needs to be rephased into 2019/20	(7,719,420)	7,719,420	0
	<b>TOTAL</b>	<b>(7,788,720)</b>	<b>7,796,920</b>	<b>0</b>
	<b>Total Variances for Period 6 (September) 2018</b>	<b>(7,523,120)</b>	<b>8,532,920</b>	<b>0</b>

## Funding the Capital Investment Programme 2018-2021

Capital Programme - Services	2018/19	2018/19	2018/19	2019/20	2020/21
	Original Budget	Latest Budget	Forecast	Draft Budget	Draft Budget
	£	£	£	£	£
<b>Balance Brought Forward</b>					
Government Grants and Other Contributions	(206,384)	(192,138)	(192,138)	(192,138)	(192,138)
Section 106 Contributions	(3,522,414)	(3,454,027)	(3,454,027)	(2,866,184)	(2,866,184)
Capital Receipts Reserve	(1,192,146)	(5,392,158)	(5,392,158)	(2,693,483)	(1,207,325)
Future Capital Expenditure Reserve	(3,066,770)	(3,066,770)	(3,066,770)	(2,610,165)	(932,813)
New Homes Bonus Reserve	(4,406,519)	(4,406,522)	(4,406,522)	(3)	(3)
<b>Total Funding Brought Forward</b>	<b>(12,394,233)</b>	<b>(16,511,615)</b>	<b>(16,511,615)</b>	<b>(8,361,973)</b>	<b>(5,198,463)</b>
<b>Generated in the Year</b>					
Govt Grants: Disabled Facility Grants	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Other Contributions: Other external Sources	(32,870)	(32,870)	(496,628)	0	0
Section 106 Contributions	0	0	0	0	0
Capital Receipts Reserve	(1,100,000)	(1,100,000)	(1,100,000)	(1,100,000)	(2,500,000)
Future Capital Expenditure Reserve		0	0	0	0
New Homes Bonus Reserve	(554,650)	(554,650)	(554,650)	(317,680)	(110,840)
<b>Total Generated</b>	<b>(1,937,520)</b>	<b>(1,937,520)</b>	<b>(2,401,278)</b>	<b>(1,667,680)</b>	<b>(2,860,840)</b>
<b>Use of Funding</b>					
Govt Grants: Disabled Facility Grants	250,000	250,000	250,000	250,000	250,000
Other Contributions: Other external Sources	0	32,870	496,628	0	0
Section 106 Contributions	82,870	50,000	587,843	0	1,500,000
Capital Receipts Reserve	2,292,146	4,603,976	3,798,675	2,586,158	1,741,350
Future Capital Expenditure Reserve	456,605	456,605	456,605	1,677,352	0
New Homes Bonus Reserve	4,961,169	4,961,169	4,961,169	317,680	0
<b>Total Use of Funding</b>	<b>8,042,790</b>	<b>10,354,620</b>	<b>10,550,920</b>	<b>4,831,190</b>	<b>3,491,350</b>
<b>Balance Carried Forward</b>					
Govt Grants: Disabled Facility Grants	(206,384)	(192,138)	(192,138)	(192,138)	(192,138)
Other Contributions: Other external Sources	(32,870)	0	0	0	0
Section 106 Contributions	(3,439,544)	(3,404,027)	(2,866,184)	(2,866,184)	(1,366,184)
Capital Receipts Reserve	0	(1,888,182)	(2,693,483)	(1,207,325)	(1,965,975)
Future Capital Expenditure Reserve	(2,610,165)	(2,610,165)	(2,610,165)	(932,813)	(932,813)
New Homes Bonus Reserve	0	(3)	(3)	(3)	(110,843)
<b>Total Funding Carried Forward</b>	<b>(6,288,963)</b>	<b>(8,094,515)</b>	<b>(8,361,973)</b>	<b>(5,198,463)</b>	<b>(4,567,953)</b>
<b>South Oxhey Initiative</b>					
	2018/19	2018/19	2018/19	2019/20	2020/21
	Original Budget	Latest Budget	Forecast	Draft Budget	Draft Budget
	£	£	£	£	£
<b>Balance Brought Forward</b>	0	0	0	0	0
Generated in the Year (Land Receipts)	(1,750,622)	(1,750,622)	(1,750,621)	(3,332,575)	(13,005,584)
Generated in the Year (LEP Funding)	0	0	0	0	0
Use of Funding (Spend)	3,171,776	3,564,646	3,564,646	0	0
Internal Borrowing	(1,421,154)	(1,814,024)	(1,814,025)	3,332,575	13,005,584
<b>Total South Oxhey Carried Forward</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>South Oxhey Leisure Facility</b>					
	2018/19	2018/19	2018/19	2019/20	2020/21
	Original Budget	Latest Budget	Forecast	Draft Budget	Draft Budget
	£	£	£	£	£
<b>Balance Brought Forward</b>	0	0	0	0	0
Use of Funding (Spend)	8,600,000	9,072,910	1,353,490	7,719,420	0
Contractor Funded Borrowing	(8,600,000)	(9,072,910)	(1,353,490)	(7,719,420)	0
<b>Total South Oxhey Leisure Centre Carried Forward</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Property Investment</b>					
	2018/19	2018/19	2018/19	2019/20	2020/21
	Original Budget	Latest Budget	Forecast	Draft Budget	Draft Budget
	£	£	£	£	£
<b>Balance Brought Forward</b>	0	0	0	0	0
Generated in the Year	0	0	0	0	0
Use of Funding (Spend)	19,329,060	18,228,529	18,228,529	0	0
Internal Borrowing	(19,329,060)	(18,228,529)	(18,228,529)	0	0
<b>Total Property Investment Carried Forward</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure - Capital Programme</b>	<b>39,143,626</b>	<b>41,220,705</b>	<b>33,697,585</b>	<b>12,550,610</b>	<b>3,491,350</b>

<i>Regulatory Services</i>									
Land & Property Charges	Month	2015/16		2016/17		2017/18		2018/19	
Searches		£	Volume	£	Volume	£	Volume	£	Volume
	April	(9,970)	158	(6,921)	108	(7,075)	103	(8,045)	88
	May	(9,864)	128	(8,968)	120	(9,164)	129	(10,473)	119
	June	(11,356)	175	(7,733)	116	(11,207)	153	(11,564)	94
	July	(11,496)	149	(6,767)	98	(7,341)	107	(9,341)	241
	August	(7,778)	108	(8,135)	116	(7,501)	113	(13,846)	166
	September	(9,220)	129	(6,274)	89	(9,210)	130	(21,447)	197
	October	(8,086)	108	(7,614)	107	(9,850)	125		
	November	(9,191)	129	(9,391)	104	(8,657)	110		
	December	(7,273)	98	(7,749)	86	(9,927)	93		
	January	(5,362)	78	(2,089)	74	(6,051)	88		
	February	(7,225)	99	(9,698)	98	(7,448)	990		
	March	(10,559)	127	(7,450)	101	(8,128)	105		
	<b>Total</b>	<b>(107,380)</b>	<b>1,486</b>	<b>(88,789)</b>	<b>1,217</b>	<b>(101,558)</b>	<b>1,918</b>	<b>(74,716)</b>	<b>905</b>
<b>Comments:</b> The latest budget for 2018/19 is £120,010. These figures include all types of searches that are charged at different rates.									
Car Park Enforcement	Month	2015/16		2016/17		2017/18		2018/19	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(22,098)	261	(25,593)	338	(19,359)	340	(13,718)	306
	May	(15,099)	247	(17,796)	331	(17,596)	262	(3,482)	116
	June	(13,731)	316	(21,528)	346	(15,417)	277	(11,756)	319
	July	(21,102)	349	(26,589)	375	(18,263)	293	(13,190)	348
	August	(13,986)	302	(16,241)	375	(15,291)	334	(12,455)	320
	September	(18,195)	363	(26,209)	356	(21,977)	332	(11,869)	368
	October	(17,477)	391	(20,590)	383	(22,172)	305		
	November	(15,831)	325	(19,385)	334	(26,283)	305		
	December	(12,625)	293	(17,017)	415	(13,915)	331		
	January	(17,992)	320	(20,014)	386	(18,955)	341		
	February	(18,037)	356	(20,878)	359	(13,835)	296		
	March	(21,418)	379	(32,714)	414	(9,375)	173		
	<b>Total</b>	<b>(207,591)</b>	<b>3,902</b>	<b>(264,554)</b>	<b>4,412</b>	<b>(212,439)</b>	<b>3,589</b>	<b>(66,470)</b>	<b>1,777</b>
<b>Comments:</b> The latest budget for 2018/19 is £120,000. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). Residents are charged on a zonal basis. The no of PCN's issued can reduce due to greater parking compliance.									

Car Park Enforcement	Month	2015/16		2016/17		2017/18		2018/19	
		£	Volume	£	Volume	£	Volume	£	Volume
Pay & Display Tickets									
	April	(8,624)	3,249	(7,364)	3,234	(10,130)	2,980	(9,710)	3,808
	May	(10,439)	3,507	(7,928)	3,325	(6,950)	2,761	(16,954)	9,482
	June	(9,123)	3,320	(7,492)	3,677	(10,612)	3,418	(14,529)	8,497
	July	(10,536)	3,391	(9,183)	2,862	(9,052)	2,785	(16,673)	9,791
	August	(8,158)	3,205	(7,514)	3,923	(8,460)	3,041	(25,141)	9,320
	September	(7,546)	3,972	(9,558)	3,138	(10,201)	2,782	(15,831)	9,415
	October	(9,558)	3,612	(7,214)	2,527	(10,432)	3,080		
	November	(8,121)	3,379	(7,450)	4,252	(10,372)	3,743		
	December	(8,349)	4,277	(9,322)	3,374	(12,969)	2,890		
	January	(8,562)	2,496	(10,687)	3,336	(6,319)	2,895		
	February	(6,629)	3,500	(9,760)	3,235	(10,437)	2,984		
	March	(13,211)	4,216	(9,821)	3,268	(11,951)	3,002		
	<b>Total</b>	<b>(108,856)</b>	<b>42,124</b>	<b>(103,293)</b>	<b>40,151</b>	<b>(117,885)</b>	<b>36,361</b>	<b>(98,838)</b>	<b>50,313</b>

**Comments:** The latest 2018/19 budget is £173,000. There are different charging regimes for different car parks within the district. However most pay & display car parks in Rickmansworth operate the following regulations - Monday - Friday, 8.30am - 6.30pm max stay up to 24 Hours - charge £4 with the first hour being free.

Development Management	Month	2015/16		2016/17		2017/18		2018/19	
		£	Volume	£	Volume	£	Volume	£	Volume
Application Fees									
	April	(24,850)	155	(30,951)	173	(36,351)	171	(30,617)	141
	May	(43,346)	136	(33,000)	150	(58,783)	182	(47,353)	144
	June	(30,839)	156	(25,720)	155	(44,355)	174	(46,577)	134
	July	(97,374)	153	(54,534)	173	(70,547)	171	(71,811)	132
	August	(23,016)	117	(33,823)	149	(25,335)	163	(26,376)	137
	September	(259,166)	108	(22,277)	160	(23,822)	153	(33,905)	128
	October	(30,416)	145	(47,494)	144	(105,679)	150		
	November	(40,981)	122	(48,334)	136	(23,202)	146		
	December	(58,336)	123	(183,750)	150	(47,014)	131		
	January	(32,081)	119	(38,085)	160	(34,858)	161		
	February	(48,275)	159	(46,772)	153	(94,085)	134		
	March	(41,177)	160	(33,943)	175	(38,016)	171		
	<b>Total</b>	<b>(729,857)</b>	<b>1,653</b>	<b>(598,683)</b>	<b>1,878</b>	<b>(602,046)</b>	<b>1,611</b>	<b>(256,639)</b>	<b>816</b>

**Comments:** The latest 2018/19 budget is £683,100. Officers are now predicting an outturn of £643,100 There are a number of different charging levels dependent on the type & size of the proposed area. The table of current fees for each type can be found on the Councils website.



<b>Waste Management</b>									
<b>Trade Refuse</b>	<b>Month</b>	<b>2015/16</b>		<b>2016/17</b>		<b>2017/18</b>		<b>2018/19</b>	
<b>Contract fees</b>		<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>
	April	(283,252)	<b>634</b>	(258,321)	<b>607</b>	(263,228)	<b>622</b>	(267,036)	<b>646</b>
	May	(1,740)		(235)		(209)		(358)	
	June	(2,049)		160		(1,038)		(1,239)	
	July	(931)		(1,213)		(441)		350	
	August	(235)		(604)		(412)		(428)	
	September	(11,868)		(897)		(6,035)		(1,213)	
	October	(287,980)		(256,828)		(261,649)			
	November	(5,386)		(415)		(1,371)			
	December	(1,788)		(727)		(502)			
	January	1,764		679		(7,759)			
	February	(7,593)		9		(751)			
	March	(2,190)		(6,604)		(1,160)			
	<b>Total</b>	<b>(603,248)</b>		<b>634</b>		<b>(524,995)</b>		<b>607</b>	
<p><b>Comments:</b> The latest 2018/19 budget is £588,020. Customers are invoiced twice a year in April and October. Income can fluctuate depending on the size of the bin collected and customers reducing their bin size and using the recycling service</p>									
<b>Garden Waste</b>	<b>Month</b>	<b>2015/16</b>		<b>2016/17</b>		<b>2017/18</b>		<b>2018/19</b>	
<b>Bin Charges</b>		<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>
	April	0	n/a	(450)	18	(770,319)	17,996	(902,792)	20,907
	May	0	n/a	(197,125)	7,074	(29,917)	2,990	(30,255)	701
	June	0	n/a	(199,525)	7,479	(18,996)	766	(16,176)	375
	July	0	n/a	(122,770)	4,661	(9,612)	238	(8,209)	190
	August	0	n/a	(38,620)	1,508	(7,083)	200	(4,667)	98
	September	0	n/a	(15,060)	553	(3,509)	78	(3,447)	66
	October	0	n/a	(7,005)	135	(3,326)	137		
	November	0	n/a	(3,435)	108	(1,329)	46		
	December	0	n/a	(1,120)	42	(515)	26		
	January	0	n/a	(90)	5	(419)	25		
	February	0	n/a	(70)	0	0	0		
	March	0	n/a	70	0	0	0		
	<b>Total</b>			<b>(585,200)</b>	<b>21,583</b>	<b>(845,024)</b>	<b>22,502</b>	<b>(965,546)</b>	<b>22,336</b>
<p><b>Comments:</b> The latest 2018/19 budget is (£958,000) , Officers are now predicting an outturn of (£967,000). This is a new service, commenced in July 2016. The standard charges for 2018/19 are £40 for the first bin and £70 for a second bin. Customers in receipt of benefits pay a concession fee of £35 for the first bin</p>									

<b>Garages and Shops</b>									
<b>Garages</b>	<b>Month</b>	<b>2015/16</b>		<b>2016/17</b>		<b>2017/18</b>		<b>2018/19</b>	
<b>Rent</b>		<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>
	April	(43,738)	12%	(70,154)	15%	(67,608)	8%	(93,490)	6%
	May	(42,726)	12%	(55,702)	15%	(85,083)	8%	(74,313)	7%
	June	(53,920)	12%	(53,885)	17%	(65,861)	8%	(73,904)	7%
	July	(43,453)	12%	(57,170)	16%	(83,667)	9%	(92,273)	7%
	August	(43,825)	12%	(69,066)	16%	(67,761)	8%	(73,914)	8%
	September	(55,405)	12%	(54,692)	16%	(67,730)	8%	(73,140)	9%
	October	(44,104)	12%	(70,735)	15%	(84,937)	7%		
	November	(55,026)	12%	(56,649)	14%	(68,168)	7%		
	December	(44,189)	12%	(57,985)	12%	(68,150)	5%		
	January	(44,022)	12%	(72,720)	5%	(84,921)	5%		
	February	(57,046)	11%	(57,973)	5%	(68,082)	5%		
	March	(42,140)	13%	(57,858)	5%	(67,084)	5%		
	<b>Total</b>	<b>(569,593)</b>		<b>(734,587)</b>		<b>(879,052)</b>		<b>(481,033)</b>	
<p><b>Comments:</b> The latest 2018/19 budget is £962,920. A two tier rent increase was applied in April 2018, with the lower level applied to those in the more difficult to let areas. There are currently 1,144 rentable garages with an average rent of £17.66. Most months have four week's rent but some have five. The void percentage is based on the rentable stock only.</p>									
<b>Shops</b>	<b>Month</b>	<b>2015/16</b>		<b>2016/17</b>		<b>2017/18</b>		<b>2018/19</b>	
<b>Rent</b>		<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>	<b>£</b>	<b>Volume</b>
	April	(139,533)	n/a	(129,692)	n/a	(116,148)	n/a	(112,031)	n/a
	May	(5,358)	n/a	(3,522)	n/a	(3,522)	n/a	(8,084)	n/a
	June	(135,217)	n/a	(125,485)	n/a	(106,077)	n/a	(83,320)	n/a
	July	(3,004)	n/a	0	n/a	(5,689)	n/a	(50,928)	n/a
	August	(4,049)	n/a	0	n/a	(3,688)	n/a	(1,874)	
	September	(134,933)	n/a	(118,482)	n/a	(124,784)	n/a	(78,842)	
	October	(5,128)	n/a	(3,509)	n/a	(4,176)	n/a		
	November	4,532	n/a	(2,688)	n/a	1,513	n/a		
	December	(122,345)	n/a	(112,732)	n/a	(107,040)	n/a		
	January	(14,815)	n/a	(20,690)	n/a	(21,833)	n/a		
	February	(3,688)	n/a	(4,994)	n/a	781	n/a		
	March	0	n/a	(3,254)	n/a	(8,791)	n/a		
	<b>Total</b>	<b>(563,537)</b>		<b>(525,047)</b>		<b>(499,454)</b>		<b>(335,079)</b>	<b>0</b>
<p><b>Comments:</b> The latest 2018/19 budget is £397,000. There are 90 shops in the district which are predominantly let as self repairing leases, this will reduce to 20 when the SOI project is completed. Each shop rent is negotiated at the best market rate taking into consideration local factors regarding usage, availability, affordability and community benefit.</p>									

# Budgetary Risks

# APPENDIX 7

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Sep-15	FIN07	Director of Finance	Strategic	The Medium term financial position worsens.	In that the general fund balance falls below the minimum prudent threshold and capital funding is insufficient to meet the capital programme. This appears as item no.8 in the Council's strategic risk register.	3	4	12	Regular budget monitoring reports to committees; Budgetary and Financial Risk Register reviewed and updated as part of the budget monitoring process; Early identification of budgetary pressure when reviewing the medium term financial plan during the budget	Head of Finance	3	3	9	↑	Service Reviews to identify efficiencies and additional income; Drive to increase Business Rate income; Drive to increase commercial income. Medium Term Financial planning.	Heads of Service/Head of Finance	Continuous
Apr-06	FIN08	Director of Finance	Budgetary	Revenue balances insufficient to meet estimate pay award increases	The medium term planning period takes into account increases for the period 2018/19 to 2020/21. If there is a change due to government policy, then every effort would be made to secure extra funding for any increase.	3	3	9	Multi year pay award includes 2019. Maintain reserves to guard against risk. Early identification of new pressures.	Head of Finance	2	3	6	↓	MTFS to review pay pressure beyond 2019.	Head of Finance	Dec-18
Apr-06	FIN09	Director of Finance	Budgetary	Revenue balances insufficient to meet other inflationary increases	Other than contractual agreements, budgets have been cash limited where possible.	2	3	6	Monitor future inflation projections. Actively manage budgets to contain inflation. Maintain reserves .	Service Heads/Head of Finance	3	1	3	→	MTFS to review inflation assumptions	Head of Finance	Dec-18

Jan-15	FIN10	Director of Finance	Budgetary	Interest rates resulting in significant variations in estimated interest income	The interest rate has a significant impact on the proceeds from capital receipts that are invested in the money market. The volatility of the global economy continues to place uncertainty on the investment strategy. The PIB strategy has diversified investment income to provide a more certain rate of return.	2	3	6	PIB strategy has diversified interest rate risk to provide income security.	PIB/Head of Finance	3	1	3	↓	PIB to identify new income opportunities including financial investments and joint ventures.	PIB	Mar-19
Apr-06	FIN11	Director of Finance	Budgetary	Inaccurate estimates of fees and charges income	See Key Budget Indicators shown in the latest Budget Monitoring report. Green Waste and Parking charges monitored by Management Board at each meeting.	4	2	8	Budget levels realistically set and closely scrutinised	Service Heads/Head of Finance	3	2	6	→	Fees and Charges to be reviewed as part of budget setting and estimates updated.	Service Heads	Mar-19
Apr-06	FIN12	Director of Finance	Budgetary	Revenue balances insufficient to meet loss of partial exemption for VAT	If the council's expenditure on functions for which it receives income that is exempt for VAT purposes exceeds 5% of its total vatable expenditure, then the Council may lose its ability to recover VAT on all of its exempt inputs. This is mitigated by close monitoring of exempt supplies and prudent VAT planning. The Council elects to tax on development schemes.	2	4	8	VAT Planning and opt to tax on schemes. VAT advisers employed.	Head of Finance	1	4	4	→	Maintain vigilance. Continue to opt to tax.	Head of Finance	ongoing

Dec-13	FIN13	Director of Finance	Budgetary	The estimated cost reductions and additional income gains are not achieved	Savings identified and included in the budget will be monitored as part of the budget monitoring process. Property income target of £1m will be achieved once recent acquisitions are completed. See fees and charges above.	3	3	9	Service Heads to take responsibility for achieving savings. Budget monitoring to highlight any issues to allow corrective action to be taken.	Service Heads/Head of Finance	3	2	6 →	Budget process to clearly identify savings to be achieved and ensure clarity over responsibility over delivery. Savings to be challenged.	Head of Finance	ongoing
Apr-06	FIN14	Director of Finance	Budgetary	The Council is faced with potential litigation and other employment related risks	The Council has no outstanding litigation cases.	2	3	6	Council procedures are adhered to	Solicitor to the Council	1	3	3 →	Adherence to council procedures to be monitored and proceedings maintained.	Solicitor to the Council	ongoing
	FIN15			The amount of government grant is adversely affected	The Council no longer receives RSG - RISK CLOSED											
	FIN16			Localising support for council tax	RISK CLOSED											
Dec-13	FIN17	Director of Finance	Budgetary	Right to Buy Receipts & VAT Shelter Receipts	Under the housing stock transfer with Thrive Homes Limited (THL) the Council is entitled to use its share of the proceeds to fund the capital programme. The level of activity on these income streams are outside the Council's control.	3	3	9	Keep under review with Thrive Homes. Receipts from South Oxey increasing resilience. Develop other sources of support.	Head of Finance	2	2	4 ↓	Capital programme and MTFS to identify other sources of funding and review level of receipts.	Head of Finance	Mar-19

Dec-13	FIN18	Director of Finance	Budgetary	Fluctuations in Business Rates Retention	The Council is legally obliged to cover the first 7.5% loss on its pre-determined baseline level. From April 2020 the system will be subject to reset and increase to 75% retention.	4	4	16	Membership of the Hertfordshire Pool, currently bidding for pilot status for 75% retention for 2019/20. Maintain reserves against risk.	Head of Finance	3	3	9	↑	Hertfordshire pilot bid to be submitted 23 September 2018. Outcome will be known Dec 2018.	Head of Finance	Dec-19
Mar-16	FIN19	Head of Property Services	Budgetary	Failure to deliver the South Oxhey Initiative to desired outcomes and objectives	This is a key project. This appears as item no.7 in the Council's strategic risk register. Phase 1 delivered.	3	3	9	Project management team appointed to advise Council; Project management processes in place and reviewed regularly; Policy and Resources Committee receive regular reports on progress of project	Head of Property Services	2	3	6	↓	Continue to manage project	Head of Property	Mar-19
Jul-16	FIN20	Director of Finance	Budgetary	Failure of ICT systems	The Council's integrated Financial Management System (FMS) is held on an ICT platform. If this were to fail then potentially there will be a loss of functionality occurring during any downtime	3	2	6	System migrated to new platform. Downtime can be managed if short term and not at critical points in the financial year.	Head of Finance	2	2	4	↓	Monitor reliability	Head of Finance	ongoing

Mar-18	FIN21	Director of Finance	Budgetary	Property Investment	The Council set up a Property Investment Board in 2017 to manage its property portfolio in order to secure additional income of £1 million to support its general fund. Risk moving forward relates to ongoing income.	2	3	6	Portfolio to be actively managed to maintain income levels. Income to be reviewed regularly when MTFS is updated.	Head of Property Services	1	3	3↓	PIB to assume responsibility for ongoing oversight.	Head of Property Services	Continuous
Sep-18	FIN22	Director of Finance	Budgetary	Financial Investment	The Council is currently negotiating the provision of two loans to local RSPs. It is likely that the council will need to borrow to fund the loans.	3	3	9	Due diligence to include legal advice on vires and state aid and to ensure security is of sufficient value in relation to the loan.	Head of Finance/Head of Property Services/Solicitor to the Council	2	3	6 new	Loans to be agreed within PIB framework.	Head of Property Services	Continuous
Sep-18	FIN23	Director of Finance	Budgetary	Commercial Investment	The Council is currently exploring other commercial options to improve self sustainability. Currently there is a commercial income target of £1M which has been met.	3	2	6	Oversight mechanisms to be put in place to ensure oversight by PIB or similar mechanism. Council to determine approach to risk and level of income dependency within budget.	Head of Finance	2	2	4 new	Monitor new developments	Head of Property Services	Continuous

## Reserves

Revenue Reserves	Opening Balance 01/04/2018 £	Movement to Period 6 £	Closing Balance 31/03/2019 £	Purpose
General Fund	(4,343,199)	4,892	(4,338,307)	Working balance to support the Council's revenue services. £2M is a suggested prudent minimum
Economic Impact	(672,873)	0	(672,873)	To support the funding of unexpected/unplanned Council expenditure as a result of fluctuations in the economy
Building Control	(135,000)	0	(135,000)	To provide against future losses and/or borrowing against Hertfordshire Building Control Ltd
<b>Total Revenue</b>	<b>(5,151,072)</b>	<b>4,892</b>	<b>(5,146,180)</b>	
<b>Capital Reserves</b>				
Capital Receipts	(5,392,158)	2,698,675	(2,693,483)	Generated from sale of Council assets
New Homes Bonus	(4,406,522)	4,406,519	(3)	Government grant set aside for supporting capital expenditure
Section 106	(3,454,027)	587,843	(2,866,184)	Developers contributions towards facilities
Grants & Contributions	(192,139)	0	(192,139)	Disabled Facility Grants and other contributions
Reserve for Capital expenditure	(3,066,770)	456,605	(2,610,165)	Reserve set aside for supporting capital expenditure
<b>Total Capital</b>	<b>(16,511,615)</b>	<b>8,149,642</b>	<b>(8,361,973)</b>	
<b>Other Earmarked Reserves</b>				
Leavesden Hospital Open Space	(769,124)	0	(769,124)	To maintain open space on the ex hospital site
Abbots Langley - Horsefield	(1,306,986)	0	(1,306,986)	Developers contributions towards maintenance of site
Community Infrastructure Levy (CIL)	(2,089,634)	0	(2,089,634)	Developers contributions towards Infrastructure
Environmental Maintenance Plant	(123,181)	0	(123,181)	Reserve to fund expenditure on plant & machinery
<b>Total Other</b>	<b>(4,288,924)</b>	<b>0</b>	<b>(4,288,924)</b>	
<b>Total All</b>	<b>(25,951,611)</b>	<b>8,154,534</b>	<b>(17,797,077)</b>	