

INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE

21 SEPTEMBER 2021

PART I - NOT DELEGATED

5. BUDGET MONITORING – QUARTER 1 (DoF)

1. Summary

1.1 This report covers this Committee's financial position over the medium term (2021 – 2024) as at Quarter 1 (end of June)

1.2 The Quarter 1 comprehensive Budget Management report has already been presented to the Policy & Resources Committee at its meeting on 13 September 2021 which sought approval to a change in the Council's 2021 - 2024 medium-term financial plan

2.0 Details

Revenue Budget

2.1 This Committee's 2020/21 latest approved budget is **£1.609 million**. The forecast outturn is now estimated to be **£1.809 million** which results in a service variance of **£0.200 million**.

2.2 The table below compares the latest budget to the forecast outturn and shows the variance for each responsibility area within this Committee's remit. It also shows the spend to date to the end of Quarter 1.

2021/22 Revenue Account					
		(A)		(B)	(B – A)
Infrastructure, Housing and Economic Development	Original Budget	Latest Budget	Net Spend to Date	Forecast Outturn	Variance
	£000	£000	£000	£000	£000
Housing	520	520	79	520	0
Infrastructure & Planning Policy	602	653	32	761	108
Economic Development	382	437	90	529	92
Total	1504	1610	201	1810	200

2.3 The detail of comparing the latest budget to the forecast outturn together with an explanation of the variances is shown in **Appendix 1**.

Capital Programme

2.4 The capital programme has been designed to support and enhance the Council's core services and priorities.

2.5 This Committee's latest 2021/22 capital budget is **£1.791 million**. The forecast outturn at Quarter 1 is **£1.791 million** resulting in a **zero** variance. This Committee's Medium Term Capital Investment Programme is shown by scheme at **Appendix 2**.

2.6 The table below shows the 2021/22 latest capital programme budget, forecast outturn, spend to date and variance at quarter 1 for each of the responsibility areas within the Committee's remit.

Infrastructure, Housing and Economic Development	Original Budget £000	Latest Budget £000	Spend to Date £000	% of budget spent	Forecast Outturn £000	Variance £000
Housing	510	662	78	12	662	0
Economic Development	867	1129	64	6	1129	0
Total	1377	1791	142	8	1791	0

Income

- 2.7 Particular income generating items can fluctuate depending on the economic climate, popularity and affordability. The main risks that are considered the most critical and their financial position are shown in the table below. It should be noted that the income receivable from the Services below is not linear and are subject to peaks and troughs throughout the financial year.

Service	Income Stream	2021/22 Original Budget £	2021/22 Latest Budget £	2021/22 Actual to date £	2021/22 Forecast Outturn £	2021/22 Variance £
Planning	Application Fees	(696,420)	(696,420)	(122,778)	(593,770)	102,650
Parking	Penalty Charge Notices	(115,000)	(115,000)	(12,558)	(82,616)	32,384
	Pay and Display	(220,000)	(220,000)	(32,668)	(175,337)	44,663
Licences	Taxis & Establishments	(234,040)	(234,040)	(66,925)	(234,020)	0

- 2.8 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.

- 2.9 As at the end of June 2021 the total outstanding debt for this Committee was £ 0.115 million. Debts less than a month old total £0.035 million and it is considered that this sum will be recovered. Outstanding debt over a year old is £0.043 million which relates to unpaid rent on temporary accommodation.

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

Services	Under 1 Month	Over 1 Month to year	Over a year	Total
	£	£	£	£
Housing	6,662	36,532	42,530	85,724
Planning	27,912	1,326	0	29,238
Total	34,574	37,858	42,530	114,962

3. Options/Reasons for Recommendation

- 3.1 The Committee is to note the changes concerning their budget.

4. Policy / Budget Reference and Implications

- 4.1 In accordance with the Council's financial procedure rules, the revenue and capital budgets will be updated accordingly, if the recommendation from the Policy & Resources Committee is agreed by Council.

- 4.2 There are no substantial changes to Council policy resulting from this report.

- 5. **Legal, Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, and Health & Safety Implications**
- 5.1 None specific.
- 6. **Financial Implications**
- 6.1 As contained in the report
- 7. **Risk Management and Health and Safety Implications**
- 7.1 None specific.
- 8. **Recommendation**
- 8.1 That Members note & comment on the contents of the report.

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APPENDICES

Appendix 1 Explanations of revenue variances reported this Period
Appendix 2 Medium term capital investment programme

Explanation of Variances reported in this period – Revenue

Infrastructure Housing & Economic Development			2021/22	2022/23	2023/24
Description	Main Group Heading	Details of Variances to Latest Approved Budget	£	£	£
Development Management	Income	Based on the current income trends in quarter, it is estimated that there may be a reduction of £102k in planning application income .It is acknowledged that Covid may continue to play a role in application numbers and subsequently income as will future Government decisions on permitted development and the progress of the local plan. Budget of £6k for planning condition fees is already included in planning application budgets.	108,580	5,930	5,930
Total Infrastructure and planning policy			108,580	5,930	5,930
Sustainability Projects	Supplies and Services	Budget transfer from Sustainability projects to Sustainable Travel Schemes to pay for annual Lift share and Interlink costs.	(1,500)	(1,500)	(1,500)
Sustainable Travel Schemes			1,500	1,500	1,500
Car Parking enforcement	Income	Parking income for the 1st quarter is lower than expected given the restrictions have been in place since April and is expected to end in July. It has been estimated reduction in the overall income budget. .	91,800	0	0
Total Economic Development			91,800	0	0
Total Infrastructure, Housing & Economic Development			200,380	5,930	5,930

Medium Term Capital Investment Programme

Infrastructure Housing & Economic Development												
<i>Economic Development</i>	Original Budget 2021/22 £	Latest Budget 2021/22 £	Qtr. 1 Spend To Date	Forecast £	Variance £	Latest Budget 2022/23 £	Forecast £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Comments
Cycle Schemes	55,000	64,583	0	64,583	0	25,000	25,000	0	25,000	25,000	0	Local Cycling and Walking Strategy being prepared, awaiting outcome before bringing schemes forward.
Disabled Parking Bays	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Invoiced by WBC every 6 months
Controlled Parking	164,425	164,425	0	164,425	0	50,000	50,000	0	50,000	50,000	0	Parking Management Programme for 2021-24 agreed, schemes being prepared for consultation.
Princes Trust-Business Start-up	10,000	10,000	0	10,000	0	10,000	10,000	0	10,000	10,000	0	Historically paid in March
Listed Building Grants	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Demand Led Service
South Oxhey Initiative	0	27,690	840	27,690	0	0	0	0	0	0	0	Scheme due to complete this year
Parking Bay & Verge Protection	214,240	301,473	28,130	301,473	0	40,000	40,000	0	40,000	40,000	0	Verge Hardening Programme agreed for 21-24, schemes being prepared. Will monitor spend.
Highways Enhancement	150,000	194,384	0	194,384	0	50,000	50,000	0	50,000	50,000	0	Schemes being prepared, will monitor spend.
Bus Shelters	9,000	9,000	0	9,000	0	9,000	9,000	0	9,000	9,000	0	Awaiting Programme once identified requests
Retail Parades	150,000	194,849	34,504	194,849	0	30,000	30,000	0	30,000	30,000	0	Delta Gain retail refurbishment project is still awaiting landowner consent to proceed, EVCP procurement due early 2021/22)
Carbon Neutral Council	0	4,000	0	4,000	0	0	0	0	0	0	0	Budget will be spent
Rickmansworth Work Hub	39,000	39,000	0	39,000	0	0	0	0	0	0	0	A survey has been carried out by the Property team. This will be reviewed and a planned programme of works implemented
Car Park Restoration	10,000	10,000	0	10,000	0	35,000	35,000	0	35,000	35,000	0	Works include Ashford Green (South Oxhey) following inspection
Estates, Paths & Roads	20,000	28,843	0	28,843	0	20,000	20,000	0	20,000	20,000	0	Chorleywood House Estate in 2021/22
TRDC Footpaths & Alleyways	40,000	56,350	0	56,350	0	25,000	25,000	0	25,000	25,000	0	Planned works include 2 rainbow crossings
Integration of Firmstep to uniform Licensing applications	0	19,000	0	19,000	0	0	0	0	0	0	0	Project has just started
Total	866,665	1,128,597	63,474	1,128,597	0	299,000	299,000	0	299,000	299,000	0	
<i>Housing</i>	Original Budget 2021/22 £	Latest Budget 2021/22 £	Qtr. 1 Spend To Date	Forecast £	Variance £	Latest Budget 2022/23 £	Forecast £	Variance £	Latest Budget 2023/24 £	Forecast £	Variance £	Comments
Disabled Facilities Grant	500,000	652,000	77,697	652,000	0	586,000	586,000	0	586,000	586,000	0	Additional grants of £54k approved
Home Repairs Assistance	10,000	10,000	0	10,000	0	10,000	10,000	0	10,000	10,000	0	Demand led service
Total	510,000	662,000	77,697	662,000	0	596,000	596,000	0	596,000	596,000	0	
Total Infrastructure Housing & Economic Development	1,376,665	1,790,597	141,171	1,790,597	0	895,000	895,000	0	895,000	895,000	0	