

WELWYN HATFIELD BOROUGH COUNCIL
RESOURCES OVERVIEW & SCRUTINY COMMITTEE – 25 FEBRUARY 2013
REPORT OF THE DIRECTOR (STRATEGY & DEVELOPMENT)

PERFORMANCE INDICATOR REPORT - RESOURCES

1 Executive Summary

- 1.1 This report and accompanying presentation provides this Committee with all Performance Indicator data collected centrally for those services that fall within its remit. It provides outturn data for Quarter Three 2012-13 along with comparative information from earlier years.
- 1.2 Taken together, this report and presentation enables this Committee to identify which of our services are improving, worsening or remaining the same in their key performance areas. Service comments are also included to explain the performance shown.
- 1.3 Performance Indicators were originally split into national ones prescribed by the government, and local ones we developed ourselves to help measure service performance.
- 1.4 All national ones came to an end in March 2011 as part of a government commitment to rationalise data collection. However we still collect those we find to be useful service measurements as local ones.
- 1.5 For the purpose of this report and presentation, Performance Indicators are shown together regardless of whether they were national or local ones in the past.

2 Recommendation(s)

- 2.1 It is recommended that this Committee:
 - Note the Performance Indicator data which is collected and reported here.
 - Discuss and agree any feedback to our services on the trends shown in these Performance Indicators.

3 Financial Implication(s)

- 3.1 There are no direct financial implications arising from the production of this performance data. It is already collected and reported by the Partnerships, Performance & Strategy Service as part of our performance management framework.

4 Link to Corporate Priorities

- 4.1 The subject of this report is linked to the Council's Corporate Priority 4 – Our Council, and specifically to the achievement of the target for consultation and engagement.

5 Legal Implication(s)

- 5.1 There are no direct legal implications arising from this report.

6 Climate Change Implication(s)

- 6.1 There are no direct climate change implications arising from this report.

7 Risk Management Implication(s)

- 7.1 Performance management is a key strategic risk and has been risk assessed on the council's Risk Register. It is recorded as a 'Medium Risk' at the present time due to the relative robustness of our performance management framework.

8 Explanation

- 8.1 We use Performance Indicators to measure how well we are performing and improving our services over time. We can use them to help plan for future service improvements.
- 8.2 Targets are set by Heads of Service in liaison with their Executive Director, and performance managed both through our Committees and through our internal Performance Clinics. The latter are held quarterly and are chaired by the Leader of the Council with all Executive Members attending in turn to discuss their service performance.

9 Equality and Diversity

- 9.1 There has been no equalities impact assessment completed on the collection and reporting of Performance Indicators to date. However, as more performance data is considered for publication in line with the government's transparency agenda, this will need to be reconsidered.

Name of Author: Carl Jauncey (01707) 357256
Title: Senior Performance & Strategy Officer
Date: February 2013

Background Paper:

ROSC Performance Indicator Presentation – February 2013.




Welwyn Hatfield Borough Council

ROSC Performance Indicators Quarter Three 2012-13

Carl Jauncey
Senior Performance & Strategy Officer
(01707) 357256


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Performance Indicator Summary

8 Performance Indicators currently reported to ROSC. These indicators link to the following Corporate Objectives:

Our Council (7)



Our Places (1)



ROSC PI Target Trend

Year	Above Target	On Target	Below Target
2010-11	~55	~10	~35
2011-12	~65	~15	~20
2012-13	~70	~25	~5


ROSC PI's saw a slight rise in the number of PI's to fail their targets. However over 62% performed above target in quarter three 2012-13.

ROSC PI 3 Year Performance Trend

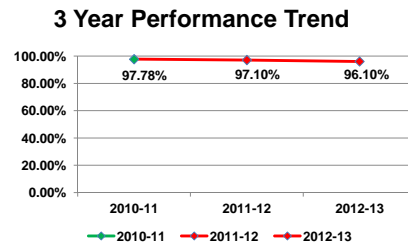
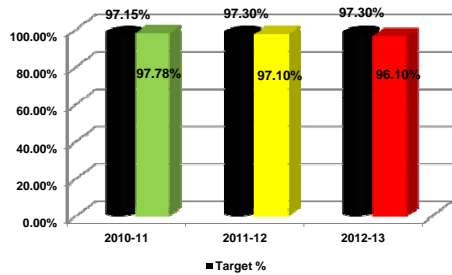
Year	Improving	Remained the Same	Deteriorating
2010-11	~60	~10	~30
2011-12	~80	~15	~5
2012-13	~90	~10	~0

The number of PI's that are improving (three year trend) is up when compared with this quarter three years ago.

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Performance Indicator 201 - Percentage of Invoices for Commercial Goods & Services Paid by the Authority within 30 days of Receipt



Quarterly Performance

Performance has fallen this quarter mainly due to a number of invoices being of a particular type i.e. Decorating vouchers issued to tenants. A large number of these were not paid within 30 days.

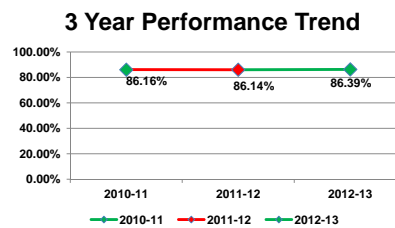
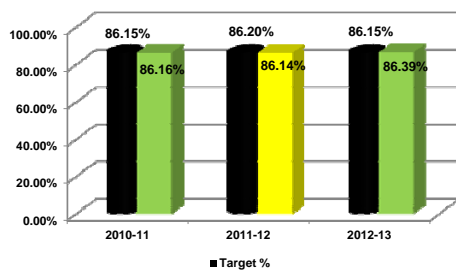
Further Action

N/A.

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Performance Indicator 202 - The percentage of council tax collected by the Local Authority



Quarterly Performance

Performance is very good and ahead of target despite the difficulties our customers are facing with the economic climate.

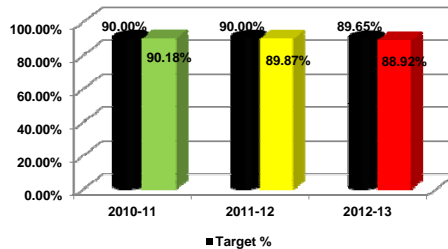
Further Action

We will seek further efficiency improvements through continued partnership working with Steria.

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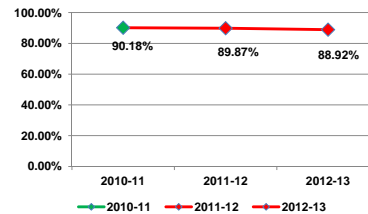
Performance Indicator 203 - The Percentage of National Non-Domestic Rates (NDR) Collected by the Local Authority



Quarterly Performance

Performance is very good and just below target due to the economic difficulties facing local businesses. More ratepayers are experiencing financial difficulties and there have been more companies going into liquidation which has resulted in an increase in uncollectable business rates. The collection rate is also down because payment of £659,927 was received 31 Dec 12 but due to the bank holiday could not be posted until 2 Jan 13. This would have given a collection rate of 90.09%, which is above target.

3 Year Performance Trend



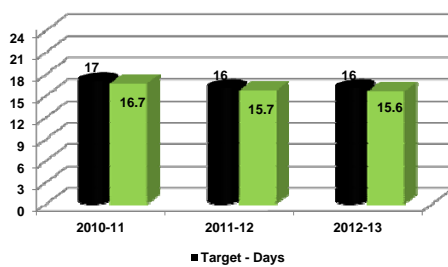
Further Action

We will seek further efficiency improvements through continued partnership working with Steria.

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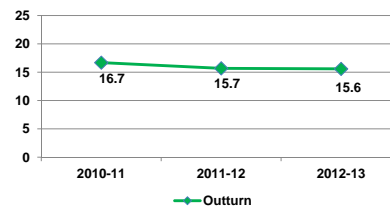
Performance Indicator 208 - The average processing time taken for all new Housing and Council Tax Benefit claims submitted to the Local Authority



Quarterly Performance

Performance is ahead of target

3 Year Performance Trend



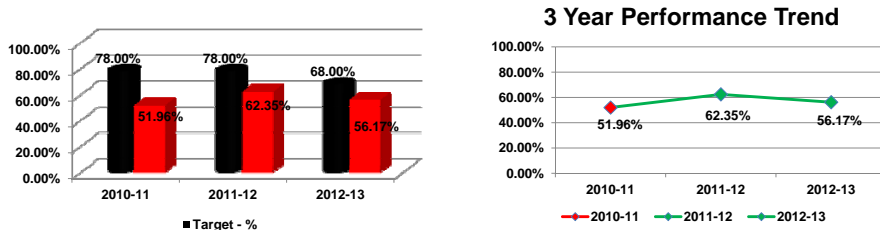
Further Action

No further action is required other than to maintain performance at its current level.

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Performance Indicator 210 - The amount of Housing Benefit overpayments recovered during the period being reported on as a percentage of HB deemed as recoverable overpayments during that period



Quarterly Performance

Cumulative performance has improved on this PI at quarter 3.

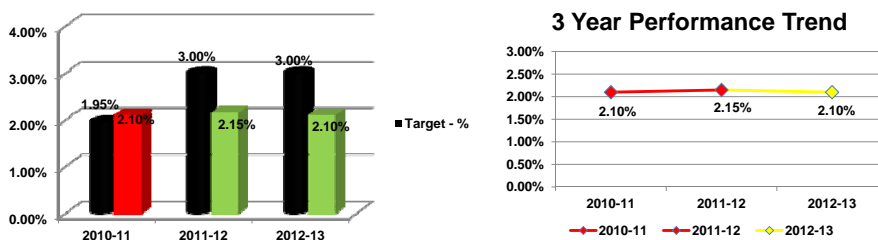
The target for this measure is very difficult to achieve as there can be large amounts of benefit fraud which results in a dramatic increase in the amount of overpayments raised. These overpayments are difficult to collect as the fraudulent claimants do not have the means to make large payments. Recovery is being sought on all these overpayments but the means to repay is limited and is often done from a small deduction from Income Support which is often the only way of recovering these debts.

The total of these fraudulent overpayments in quarter 3 was very high and this has impacted upon the cumulative total for the year.

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Performance Indicator 211 – The percentage of benefit overpayments raised against benefit expenditure



Quarterly Performance

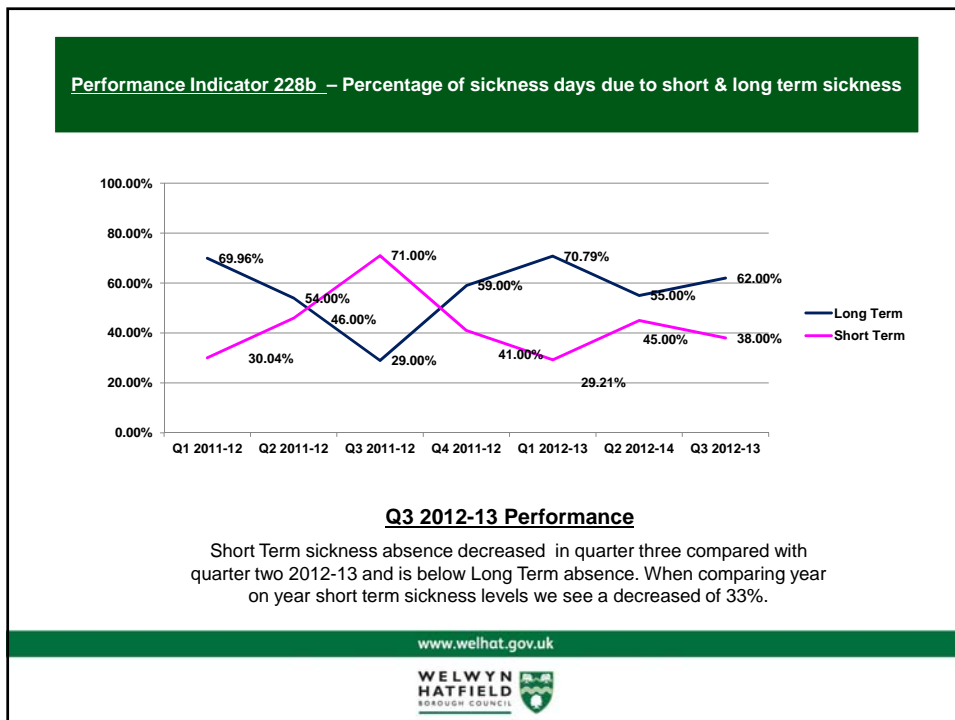
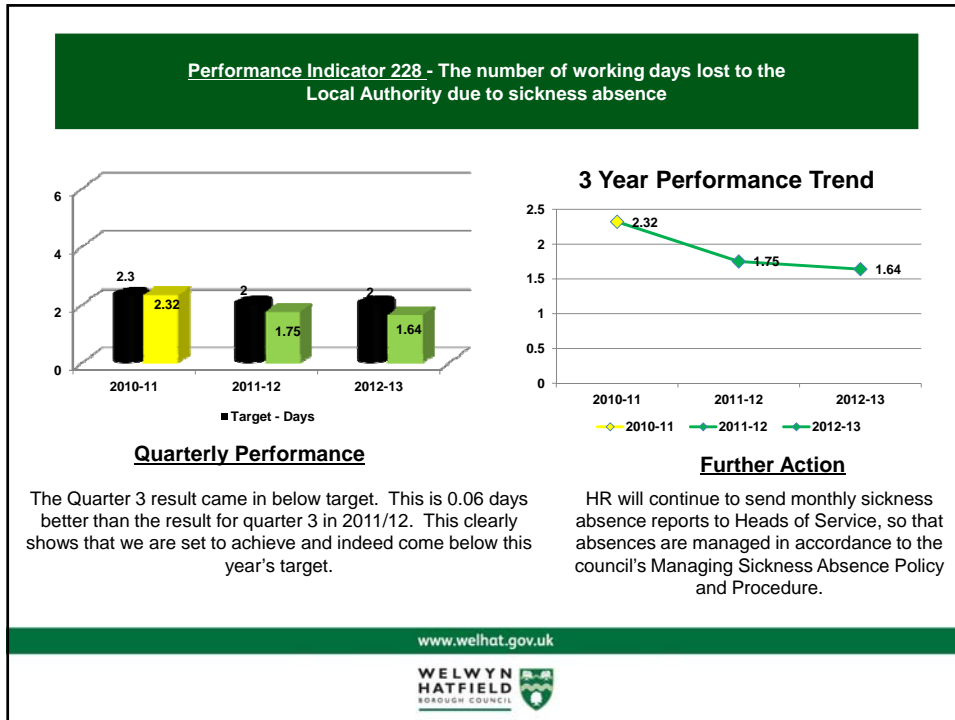
Performance is ahead of target for quarter 3 as the work in the benefit section is managed to identify and prioritise changes in circumstances notifications which will potentially create an overpayment. This exercise minimises overpayments by identifying them quickly where notification has been made. Use of the Automated transfer of data to Local Authority systems facility has enabled prompt identification of overpayments through data sharing with the Department of Works and Pensions.

Further Action

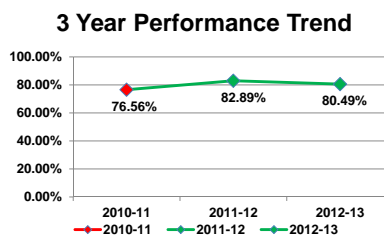
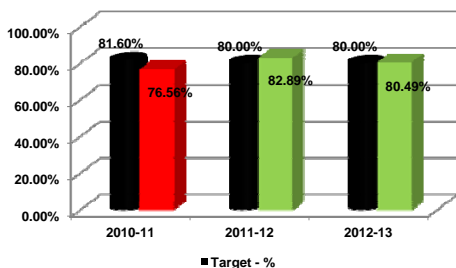
Work is ongoing in conjunction with the Department of Work and Pensions (DWP) in identifying and raising overpayments.

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Performance Indicator 235 - Total Amount of Occupied Square Footage at the Weltech Centre as a Proportion of the Total Square Footage Available



Quarterly Performance

The Centre is above target for Q3 but the occupier of Unit 30/31 has now vacated. This unit represents 12.9% of the total accommodation and there is a risk that Q4's figures will be negatively impacted.

Further Action

None required other than to maintain performance at the current level.

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WELWYN HATFIELD COUNCIL
RESOURCES OVERVIEW AND SCRUTINY COMMITTEE – 25TH FEBRUARY 2013
REPORT OF THE DIRECTOR (FINANCE AND OPERATIONS)

STERIA CONTRACT PERFORMANCE

1.0 SUMMARY

- 1.1 The purpose of this report is to provide Members with an analysis of the service performance for Steria against contractual key performance indicators and service level targets for benefits, council tax, business rates, Information Communication Technology (ICT), contact centre, reception and switchboard.
- 1.2 Steria attends weekly and monthly meetings to report on their performance against set targets and the plans they have in place to address any areas where targets have not been achieved. These meetings are used as a management tool to monitor the service deliver of the Partner; ensuring that the needs and expectations of our customers are being met. Any penalties arising through the Partner's failure to achieve set targets, or incentives for exceeding some targets, are identified at these meetings.
- 1.3 Performance has been good since the commencement of the partnership with issues arising being addressed to improve future service delivery. The Steria contract is operating during a period of economic uncertainty and this will impact upon the performance of council tax, business rates and benefits, with benefits caseloads increasing and the collected targets harder to achieve.
- 1.4 Performance for some of the key performance indicators for Quarter 3, October 2012 to December 2012, is shown in Appendix A.

2.0 Financial Implication(s)

- 2.1 The intention is to deliver consistent levels of performance with penalties for non performance. Unsatisfactory levels of performance could lead to either losses of income or additional costs for the Council.

3.0 Recommendation

- 3.1 Resources Overview and Scrutiny Committee note the contents of this report.

4.0 Link to Corporate Priorities

- 4.1 I can confirm that the subject of this report is linked to the Council's Corporate Priority, Our Council, and specifically to the achievement of financial management.

5.0 Legal Implications

5.1 There are no legal implications with the recommendation in this report.

6.0 Climate Change Implications

6.1 The proposals in this report will not impact on green house gas emissions.

7.0 Risk Management Implications

7.1 A risk assessment has not been prepared in relation to the proposal in this report as there are no significant risks inherent in the proposals.

8.0 Explanation

8.1 Through the partnership with Steria the Council is keen to encourage innovation and solutions which enable Steria to provide value for money and assist the Council to meet its service delivery obligations. This ought to not only protect the Council's position, but also ensure that individuals receiving the service in the Borough are guaranteed that such service was of the highest quality and achieved value for money.












8.2 It is the intention of Steria to set up Welwyn Hatfield Council as a centre of excellence, promoting best practise, with other local authorities joining the partnership.

9.0 Equalities and Diversity

9.1 There are none and an equalities impact assessment has therefore not been prepared in relation to this report.

Name of author(s)	Farhad Cantel and Nancy Sardari-Kermani
Title	Steria Contract Performance
Date	January 2013

Appendix A

		Oct 2012 - Dec 2012	
<u>IT</u>		<u>Target</u>	<u>Average</u>
Critical System Availability During Core Hours		99.50%	99.94%
Severity level 1, 2, 3, 4 incidents completed within Service Level Targets		95.00%	97.00%
% of Council users who are satisfied with the outcome of their enquiry		98.00%	99.17%
Network Availability LAN		99.50%	100.00%
<u>Revenues & Benefits</u>		<u>Target</u>	<u>Actual</u>
Council Tax Collection		86.15%	86.39%
NNDR Collection		89.65%	88.92% *
Days taken to process new benefit claims and change events (NI181)		9	8.7
Days to process new benefits claims. (78a)		16	15.6
<u>Customer Services</u>		<u>Target</u>	<u>Actual</u>
Contact Centre - Incoming contacts dealt with within 30 seconds		85%	92.58%
Switchboard - % of calls answered within 14 seconds		90%	92.61%
Reception - % of visitors greeted at reception within 3 minutes		96%	98.86%

*£659,927 received 31 Dec but not posted until 2 Jan. This would have put collection over 90%.

WELWYN HATFIELD BOROUGH COUNCIL
RESOURCES OVERVIEW SCRUTINY COMMITTEE – 25TH FEBRUARY 2013
REPORT OF THE DIRECTOR (FINANCE & OPERATIONS)

REVENUE & CAPITAL BUDGET MONITORING AT 31ST DECEMBER 2012
(MONTH 9)

1 Executive Summary

- 1.1 To present the revenue, capital & HRA budget monitoring position as at the end of December 2012 (Month 9) for the financial year 2012/13. These reports were presented and discussed at the Cabinet meeting on the 5th February 2013 and are attached to this summary report. The cabinet reports analyse the reasons for changes between the original budget and forecast outturn.

2 Recommendations

- 2.1 ROSC are asked to note the financial position of
- a. The Council's revenue budget (Pages 17 to 58) and Housing Revenue Account (Appendix J – Pages 59 to 60)
 - b. The Council's capital budget (Pages 61 to 82)

3 Financial Implication(s)

- 3.1 At period 9 a number of changes to the revenue budget forecast outturn have been made resulting in a net saving of £252k on the original budget. At period 6 the saving was reported as £101k, the reasons for the movement are detailed in the revenue cabinet report attached (in appendices B1-15) and at paragraph 8.1 and 8.2 below.
- 3.2 The capital reserve forecast position at period 9 has improved in year by £1,038k against the original budget. (Increased Grants/Contributions/Loan repayments £1,022k, Reduced sales of £90k, Increased capital expenditure £278k, Reduced MRA expenditure £384k). The explanation is detailed in the capital cabinet report attached and the most significant quarterly movements are detailed in paragraph 8.3 below.
- 3.3 The budgeted surplus on the HRA has been forecasted at £2.160m at month 9 this is an improvement of £232,000 on period 6. The reasons are detailed in the revenue cabinet report at paragraph 10 and appendix J of the main revenue report. The main movements are also listed in paragraph 8.4 below.

4 Link to Corporate Priorities

- 4.1 I confirm that the subject of this report is linked to the Council's Corporate Priority "Our Council".

5 Legal Implication(s)

- 5.1 There are no legal implications arising from this report.

6 Climate Change Implication(s)

- 6.1 There are no climate change implications arising from this report.

7 Risk Management Implications

- 7.1 These are set out within the report.

8 Explanation

- 8.1 The most significant reductions to the revenue accounts between period 6 and 9 are:

- a. Increased estates management income of £118k
- b. Increased Development control fee income of £24k
- c. Reduction to the insurance provision for tree root claims of £25k.
- d. Employee savings across Community services of £29k

- 8.2 The most significant increases to the revenue accounts between period 6 & 9 are:

- a. Consultation costs re: The Wades of £20k.
- b. Additional estates management costs of £49k.
- c. Net trading adjustment of £13k at Campus West.
- d. Consultation costs re: feasibility study to progress the garage site infill programme of £12k as part of the affordable housing programme.

- 8.3 The significant changes in the capital forecast from P6 to P9 include :

- a. Reduction in Grants/Contributions of £204k which includes a reduction in the HRA contribution to the General Fund for the Mortgage Rescue Scheme of £250k.
- b. Removal of two council asset sales: Cherry Garages Site for £125k and Moorlands Garage Site for £546k.

- c. Reduction in capital expenditure of £523k. Includes a reduced budget for the Mortgage Rescue Scheme £250k, and Stanborough Park's new building for safe public assembly and indoor activities £235k.

8.4 The changes to the HRA include:

- a. Net savings on the Housing Trust management fee of £154k.
- b. A £76k saving on ad-hoc grounds maintenance works.
- c. Increased repairs & maintenance costs of £230k.
- d. Reduction of £250k to fund property purchases

8.5 The current position on outstanding debts is reported at paragraph 12 of the revenue report with appendices F – I showing the movement on balances over the last 13 months. Debts over 365 days old total £44,425 which is an increase of £8,655 on the position as at the end of September.

9 Equality and Diversity

9.1 As this report is for information purposes only, a formal Equality Impact Assessment on its proposals has not been necessary.

Name of author	Geoff May x2312
Title	Management Accountant
Date	31st January 2013

Background papers to be listed (if applicable)

Revenue budget monitoring report as at period 9 presented to Cabinet on 5th February 2013.

Capital budget monitoring report as at period 9 presented to Cabinet on 5th February 2013.

**WELWYN HATFIELD BOROUGH COUNCIL
CABINET – 5TH FEBRUARY 2012
REPORT OF THE DIRECTOR (FINANCE & OPERATIONS)**

REVENUE BUDGET MONITORING AT 31ST DECEMBER 2012 (MONTH 9)

1 Executive Summary

- 1.1 To present the budgetary control revenue report for the third quarter of the financial year 2012-13 and outline the variances from the approved original budget & current budget for both the General Fund and Housing Revenue Account Services.
- 1.2 To provide information on the delivery of the growth & savings included in the 2012-13 budget.
- 1.3 To provide information on outstanding debts and rechargeable works. (Refer to paragraphs 12 & 13 for detail).
- 1.4 The month 9 position continues to show a reduction (£252k) in the forecasted drawdown from reserves on the General Fund and an improved position on the HRA balances of £2.16m. (Refer to paragraphs 8 & 10 for detail).
- 1.5 At month 9, 51% of the growth and 85% of the savings included in the 2012-13 budget have been achieved. (Refer paragraph 11 and appendix C of the report)

2 Recommendations

- 2.1 The Cabinet are asked to agree the changes to the forecasted outturn as at 31st December 2012 and agree that those changes listed at 8.2- 8.11 can be included in the current budget, which in turn will then be used as the basis of comparison to the forecasted outturn.
- 2.2 All service managers to be informed that any significant changes to the forecasted outturn which cannot be met by a similar level of savings will need a report to Cabinet to request additional funds.
- 2.3 The Cabinet are asked to agree the forecast outturn increase of £2.0m, in the Housing Revenue Account, to give forecast balances of £8.6m as the new current budget. This will form the basis of comparison with the forecast outturn for the last quarter of the year.
- 2.4 The Cabinet are asked to note the position on debts and rechargeable works set out in paragraphs 12 & 13 of this report.

3 Financial Implication(s)

3.1 The financial implications are set out within this report.

4 Link to Corporate Priorities

4.1 I confirm that the subject of this report is linked to the Council's corporate priority "Accountable to the Community", and specifically to the achievement of "minimising the level of council tax by delivering value for money services".

5 Legal Implication(s)

5.1 There are no legal implications arising as a result of this report.

6 Climate Change Implication(s)

6.1 None

7 Risk Management Implications

7.1 These are set out within the report

8 Key Financial Information

8.1 The revenue budget currently reflects a reduced drawdown on balances of £252k against the approved original budget for 2012-13 (appendix A). This is an improvement of £151k on the forecasted position reported at period 6, the main reasons for the movement are listed below.

8.2 The income generated from our Estates management team (in excess of £1.9m) is continuously reviewed to ensure that the movements on vacated properties, rent reviews & any sales are included in the accounts as soon as possible. During November & December an additional £118k (appendix B6) has been added to the accounts.

8.3 These included a rent review of Downs Farm generating £23k in backdated rent & an increase going forward, lease reversion income of £26k, additional service charge income at the Douglas Tilbe centre of £18k, an agreed rental of Hatfield Housing Office of £24k with the Housing Trust & and a service charge improvement at the Weltech Centre of £3.7k.

8.4 Expenditure of £18k has been incurred in valuation & agent sale fees, a survey of Little Ridge industrial units for asbestos will cost £6k and the budget for general costs on vacated properties (utilities, maintenance & business rates) has been increased by £25k. (appendix B6)

8.5 Consultation costs of £20k (appendix B6) in respect of the The Wades redevelopment agreed at the cabinet meeting on the 18th December is also included.

8.6 Building Control fee income has been further reduced by £15k (appendix B12) this follows the reduction of £50k reported in Q1& Q2. This latest

reduction has been offset by a saving in employee costs due to a vacant post.

- 8.7 Development Control income has been increased by £24k (app B12) and the insurance provision for tree root claims has been reduced by £25k to £30k for the current year (app B12).
- 8.8 Savings on employee costs across community services total £ 28,840 (app B11), the performance & strategy unit, communications & customer services yielded a further £9,430 (app B14).
- 8.9 The Campus West trading accounts are reviewed on a monthly basis and the forecasted outturn has been amended to reflect a £13,070 (app B13) loss on the current budget. The reduction in conference lettings is the main contributor to the forecasted income shortfall of £39,000. To offset this income loss, savings have been generated on utilities of £26,250.
- 8.10 The use of Vineyard Barn & Hazel Grove has increased over the last six months and a net forecasted outturn improvement of £6,850 (app B13) assists the Campus West trading position.
- 8.11 The museum service has also been reviewed resulting in a small net loss of £2,390 (app B13) on the forecasted outturn & the hackney carriage service has incurred additional legal costs of £4,200 (app B4).
- 8.12 Additional “one-off” costs of £12k (app B11) to pay for the feasibility study to progress the garage site infill programme as outlined in the affordable housing programme report that was agreed at Cabinet in December.

9 General Fund - Budget Monitoring Process and Risk Management

- 9.1 Budget monitoring is an important tool in financial management to identify and reduce risk and the finance team works very closely with service officers to achieve this. In addition to regular reporting the budget position is scrutinized in performance clinics.
- 9.2 Appendix D highlights those budgets identified as risk budgets as small changes can generate large budget variations. The statements provide details on the budgets and activity/spending to date to highlight any potential budgets that may need review. Some of the data is service specific, but some information is given at a corporate level including spending on, external printing, IT consumables, car allowances and employee costs for the General Fund.
- 9.3 As an approach to our budget monitoring work with services, budgets are allocated a risk rating of green, amber or red. Red denotes high risk and green low risk. The purpose of this is to target budget review meetings with service accountants to high risk budget areas.
- 9.4 Clear risk areas during the current economic climate are around achieving income. These areas will be given additional attention to assist service managers and the Executive Board, in order to maximise the time remaining in the financial year for them to respond to any shortage of income generation before their budgets come under pressure.

- 9.5 At this stage of the financial year the income streams from parking fees, parking enforcement, building control fees, campus west & museum admissions are below their budgeted targets and the forecasted outturns have been amended to reflect the current trends.

10 Ring Fenced Housing Accounts

10.1 In preparation for the 2013/14 budget the forecast outturn for the current year has been reviewed for all budget heads. The last report to Cabinet in September estimated that the forecast outturn changes, as at Period 6, in addition to the current budget changes at Period 3 would result in an overall increase in balances of £3.6m. This gave a closing balance on the HRA of £8.4m. At Period 9 this has increased by a further £232k to give a forecast closing balance of £8.6m (appendix J). This further increase is mainly due to savings on the Trust management fee of £154k. All the major variances making up the movement from the September forecast to December are detailed below:

- Net savings in Trust management fee of £154k, mainly arising from staff vacancies.
- Expenditure to date, on ad-hoc grounds maintenance works, is low and based on current spend a further saving of £76k has been included. This is in addition to a £50k saving in the previous forecast outturn.
- The full year forecast for de minimis receipts has been decreased by £25k, based on receipts to date, and Leaseholders' income and garage rents have been reduced by a total of £36k. However, income from tenants not in receipt of supporting people benefits, for welfare services, is likely to be higher than the original budget. The impact of this is expected to be in the region of £48k and this has been included in the forecast.
- When the Trust was set up recharges relating to Performance and Strategy were included in the Service Level Agreement charges. However, as the Trust does not receive a direct service from this section, the costs have been moved and are now charged directly to the HRA, as a Council corporate recharge. This is an increase of £30k, but is offset by a saving from the Trust fee and is not an overall increase in costs.
- Under supervision and management the forecast for legal fees has been increased by £24k, based on the current level of expenditure and outstanding cases.
- The repairs and maintenance forecast has gone up significantly at £230k and the main item relates to one-off major drainage works, estimated at £85k. Two fire damage claims have excess fees projected at £25k and £20k, and the forecast for the Trust management fee under this budget head has gone up by 89k, due to higher spend on professional fees relating to the procurement of the gas contract and other major capital projects.
- A contingency budget, funded through a revenue contribution to capital, of £500k was set up to fund property purchases under the mortgage rescue scheme. At this time it is unlikely that the whole

amount will be needed, so this has been reduced by £250k. However, one case is due to complete in early January.

- Interest receivable has been increased to reflect higher expected balances.

10.2 Items that do not impact HRA balances:

Although the variances may seem high, there are a number of items which do not impact the overall HRA balances, as they are reversed out through the statement of movement account.

- Gain or loss on disposal – The forecast loss has been increased by £343k. This consists of two elements. The first one is the straight forward gain on the sale of council dwellings under the Right to Buy scheme. The second element, which would be a loss, relates to de-recognition of components after the adoption of international financial reporting standards. At present the net of the two is expected to be about £1.8m, based on the levels of capital spend and the number of sales.

10.3 Appendix J details the current financial position of the HRA including an itemised list of changes to the current budget and the further savings and increased balances included in the forecast.

10.4 The forecast closing HRA balance shows an overall improvement of £3.8m compared to the original budget. This is made up of £1.8m approved current budget changes at Period 3, higher balances brought forward from 2011/12 amounting to £1.6m and other net savings identified of £367k.

11 Growth and Savings 2012/13

11.1 Appendix C provides a position statement in terms of implementing the growth and savings approved as part of the 2012/13 budget process.

11.2 After nine months of the financial year we have expenditure on the majority of the budget growth items. At present we have spent 50.93% of the General Fund growth bids.

11.3 We will not achieve the full 100% as current year savings on the street wardens of £78,560 and the increase in garage rental income of £113,930 has affected this. These two items represent 17% of the 2012-13 budget growth.

11.4 85.05% of the efficiencies included in the budget have already been achieved a small adjustment to the parking permit income expected of £5k and the efficiencies on recycling of £80k are the only current amendments to this list. These two items represent 5% of the overall efficiencies included in the 2012-13 budget.

11.5 95% of the one-off growth item towards the funding of the golden jubilee celebrations and Olympics has been spent. Work has commenced upon the Local Planning Framework and costs of £32k have been spent against the £150k budgeted in the current year.

12 Outstanding Debts on Debtors System

- 12.1 The debtors system currently shows debts outstanding of £1,051,876. This is an improvement on the position at quarter two (September) of £352,649. The balance outstanding includes the quarterly estates rental invoices raised on the 24th December. Appendix F puts this figure in context, analysing the month end outstanding balances since December 2011.
- 12.2 Appendix G analyses the outstanding debt by debt age and across services.
- 12.3 The Authority currently has debts of £44,425 in the category over 365 days old. This is an increase of £8,655 on the figure outstanding at the end of September 2012. This increase includes dilapidation works of £5,850 on a property in Hatfield Town Centre, the ex-tenant has a repayment plan in place. A graphic illustration of this is on appendix H which also compares this figure over the last 13 months.
- 12.4 Detailed information on outstanding debts is sent to Directors and Heads of Services for action where appropriate and discussed at the regular budget monitoring meetings with the service accountants.
- 12.5 Greater emphasis continues to be placed on looking at outstanding debts and chasing them. It is important that Directors investigate all outstanding debts but have a particular focus on the older and high value debts.
- 12.6 The average cost of recovering debt is estimated as follows:
- Loss of interest – for every £100,000 debt outstanding for a full year, costs the council £500 in interest based upon the current base rate of 0.5%. It should be noted that the position on the total and age of debt moves continuously as proactive action is taken on recovery.
- Staffing costs – it is estimated that £36,300 per annum is spent on debt recovery action. This is based on elements of time spent by staff from finance, legal and corporate property. This excludes fixed charges for accommodation and IT and other support service costs.
- Legal Costs – these will vary year on year and depend upon the action taken.
- 12.7 Currently, performance is being measured in debtor days; this is a recognised standard for debt recovery in the commercial sector. This standard measures at any point in time the number of days it is taking to receive payment. Because of peaks when raising invoices on quarter days, debtor days tend to fluctuate, to counter this debtor days will be calculated on a 12 month rolling basis to provide a more measured approach. The current debtor days target is 33. At the end of December the rolling debtor days totalled 38.16 days.
- 12.8 We have reviewed our approach on this calculation and realised that the very large invoices raised on the Housing Trust and paid by them within 30 days are distorting the figures. This inflates the value of the debt raised considerably whilst the level of arrears remains reasonably constant, this then in turn reduces the debtor day considerably. To negate this effect the calculation and appendix I now excludes all invoices raised on the Housing Trust.

- 12.9 Appendix I shows the rolling debtors days position from January 2012 to January 2013.
- 12.10 Within the debtors system there is a wide range of different income streams:
- Non Housing rents for leasehold garages, shops and ground rents. These accounts are raised quarterly, the total value raised over the last year being in excess of £1.96m.
 - Weltech rents and service charges in excess of £375k
 - Building Control fees debts were raised for over £170k.
 - Environmental Services invoices raised in excess of £1.56m
 - Campus West debts were raised in excess of £200k.
- 12.11 The debtors system does not include debts for housing rents, council tax and business rates.

13 Rechargeable Works

- 13.1 Rechargeable accounts arise where the authority has provided a service and incurred a cost on behalf of a third party and the cost will be reimbursed to the Authority. Directors and Heads of Service are reminded that it is in the council's interest to ensure that rechargeable accounts are recovered efficiently and they are therefore asked to action these appropriately.
- 13.2 Appendix E shows that we carried forward a debit of £85k into this financial year and although there have been movements on some of the projects the balance at the end of December has increased to £110k.
- 13.3 The costs incurred on the housing property fire of £18,414 will be recharged to the HRA before the end of the year.
- 13.4 The costs incurred on the demolition of the Bill Salmon centre of £68,338 will now be reallocated before the end of the year.

14 Equalities

- 14.1 As this report is for information purposes only, a formal Equality Impact Assessment on its proposals has not been necessary.

Director (Finance & Operations) – Pam Kettle
Date : 04/01/2013
Geoff May ext 2312
Background papers to be listed (if applicable)

Appendices for Budgetary control report

A	General Fund revenue budget overview by Director and Head of Service
B1-15	Variance analysis by Head of Service for direct and support services
<i>B1</i>	<i>Governance Directorate – Support Service - fully recharged</i>
<i>B2</i>	<i>Head of Governance – Direct Service</i>
<i>B3</i>	<i>Head of Governance – Support Service – fully recharged</i>
<i>B4</i>	<i>Head of Public Health & Protection - Direct Services</i>
<i>B5</i>	<i>Finance & Operations Directorate – Support Service – fully recharged</i>
<i>B6</i>	<i>Head of Resources – Direct Service</i>
<i>B7</i>	<i>Head of Resources – Support Service – fully recharged</i>
<i>B8</i>	<i>Head of Environment – Direct Services</i>
<i>B9</i>	<i>Head of Environment – Support Service – fully recharged</i>
<i>B10</i>	<i>Strategy & Development Directorate – Support Service – fully recharged</i>
<i>B11</i>	<i>Head of Housing & Community – Direct Services</i>
<i>B12</i>	<i>Head of Planning – Direct Services</i>
<i>B13</i>	<i>Head of Policy & Culture –Direct Service</i>
<i>B14</i>	<i>Head of Policy & Culture – Support Services – fully recharged</i>
<i>B15</i>	<i>Chief Executive – Direct and Support Services</i>
C	Position statement on budget growth and savings for 2012/13
D	Activity and Risk Budgets
E	Value of Rechargeable works at the end of December 2012
F	Outstanding debts at the beginning of each month covering the period December 2011 – December 2012
G	Age debt profile for debts outstanding at the beginning of January 2013
H	Graphical presentation of debts over 365 days old covering the period December 2011 – December 2012
I	Graphical presentation of rolling debtor days covering the period January 2012 – January 2013.
J	HRA budgetary position

WELWYN HATFIELD BOROUGH COUNCIL

Report as at :

December 2012

BUDGET MONITORING SUMMARY BY DIRECTOR 2012/13

Original Budget 2012/13 £	Revised Budget 2012/13 £	Description	Current Budget 2012/13 £	Variance to Original £	Forecast Outturn 2012/13 £	Variance to Current £
DIRECT SERVICES						
1,741,230		Head of Governance	1,750,130	(8,900)	1,744,390	5,740
1,279,160		Head of Public Health & Protection	1,300,080	(20,920)	1,279,580	20,500
3,020,390		Director (Governance)	3,050,210	(29,820)	3,023,970	26,240
599,300		Head Of Resources	260,650	338,650	221,770	38,880
6,099,710		Head of Environment	6,247,310	(147,600)	6,264,570	(17,260)
6,699,010		Director (Finance and Operations)	6,507,960	191,050	6,486,340	21,620
2,471,330		Head of Planning	2,542,980	(71,650)	2,500,840	42,140
3,825,080		Head of Policy & Culture	3,834,400	(9,320)	3,868,380	(33,980)
3,668,850		Head of Housing & Community	3,748,850	(80,000)	3,733,640	15,210
9,965,260	0	Director (Strategy and Development)	10,126,230	(160,970)	10,102,860	23,370
(91,450)	0	Chief Executive	41,640	(133,090)	35,630	6,010
0	0	Support costs not included in direct services	(20,890)	20,890	(80,600)	59,710
19,593,210	0	TOTAL	19,705,150	(111,940)	19,568,200	136,950
(281,000)		Less Interest & Investment Income	(370,000)	89,000	(370,000)	0
302,690		Plus interest payable on finance leases	302,690	0	302,690	0
(4,188,090)		Less FRS17 & Capital Financing Charges	(4,188,090)	0	(4,188,090)	0
(646,360)		Less New Homes Grant	(646,360)	0	(646,360)	0
(207,260)		Less Council Tax freeze Grant	(207,260)	0	(207,260)	0
0		Less Council Tax support Grant	(84,000)	84,000	(84,000)	0
(188,470)		Less Homelessness Grant	(188,470)	0	(188,470)	0
14,384,720	0	Net Operating Expenditure	14,323,660	61,060	14,186,710	136,950
Contribution from Funds & General Fund Balances						
(210,000)		from funds for one-offs	(210,000)	0	(210,000)	0
(395,620)		from GF balances to fund revenue spending	(284,440)	(111,180)	(143,150)	(141,290)
Contribution to/(from) ringfenced reserves						
18,710		Building Control	(32,130)	50,840	(32,680)	550
(7,720)		Hackney Carriages	(7,000)	(720)	(10,790)	3,790
13,790,090	0	Welwyn Hatfield Borough Council Budget	13,790,090	0	13,790,090	0

SUPPORT SERVICES

1,976,410	Head of Governance	1,953,580	22,830	1,929,150	24,430
340,090	Governance Directorate	344,200	(4,110)	343,840	360
2,316,500	Director (Governance)	2,297,780	18,720	2,272,990	24,790
5,526,330	Head of Resources	5,506,660	19,670	5,500,200	6,460
586,350	Head of Environment	569,910	16,440	567,890	2,020
327,870	Finance & operations Directorate	332,470	(4,600)	332,110	360
6,440,550	Director (Finance and Operations)	6,409,040	31,510	6,400,200	8,840
1,258,450	Head of Policy & Culture	1,279,550	(21,100)	1,254,720	24,830
430,100	Strategy & Development Directorate	435,980	(5,880)	435,540	440
1,688,550	Director (Strategy and Development)	1,715,530	(26,980)	1,690,260	25,270
239,200	0 Chief Executive	241,560	(2,360)	240,750	810
10,684,800	0 TOTAL	10,663,910	20,890	10,604,200	59,710

Director (Governance) - 2012-13 Period 9 variances**Governance Directorate**

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	309,170	313,280	(4,110)	313,280	0
Income	0	0	0	0	0
	309,170	313,280	(4,110)	313,280	0
Non- Controllable costs					
IAS 19	(12,780)	(12,780)	0	(12,780)	0
Support Cost Recharges	43,700	43,700	0	43,340	360
Capital Charges	0	0	0	0	0
	30,920	30,920	0	30,560	360
	340,090	344,200	(4,110)	343,840	360

Virements (officer agreed budget transfers)

Telephones - budget from Emergency planning & Env Health	(230)
Insurance premiums - across all cost centres	(500)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	880
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Approved Changes - Cabinet 6th November

Additional pension contributions as per Actuary Report	(4,260)
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Forecasted Outturn Changes

Overhead recalculation of current budget		360
	(4,110)	360

Director (Governance) - 2012-13 Period 9 variances

Head of Governance

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	835,480	848,560	(13,080)	859,870	(11,310)
Income	(561,000)	(565,180)	4,180	(565,770)	590
	274,480	283,380	(8,900)	294,100	(10,720)
Non- Controllable costs					
IAS 19	(8,270)	(8,270)	0	(8,270)	0
Support Cost Recharges	1,472,380	1,472,380	0	1,455,920	16,460
Capital Charges	2,640	2,640	0	2,640	0
	1,466,750	1,466,750	0	1,450,290	16,460
	1,741,230	1,750,130	(8,900)	1,744,390	5,740

Virements (officer agreed budget transfers)

Local land charges - transfer of 0.5 post from litigation	(8,510)
Emergency Planning telephones - budget to Governance Directorate	130
Insurance premiums - across all cost centres	(340)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	(1,270)
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Approved Changes - Cabinet 6th November

Members Allowances - Increase in NI thresholds	3,000
Additional pension contributions as per Actuary Report	(1,910)

Forecasted Outturn Changes

local land charges - additional wages (ends 30th June)	(3,030)
local land charges - income reduction	(1,160)
local land charges - Increased payments to HCC	(3,140)
local land charges - additional wages (offset by savings in litigation)	(5,140)
Members Administration - Seminar income	1,750
Overhead recalculation of current budget	16,460

(8,900)

5,740

Director (Governance) - 2012-13 Period 9 variances**Head of Governance**

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	1,556,700	1,533,870	22,830	1,523,830	10,040
Income	(117,070)	(117,070)	0	(117,070)	0
	1,439,630	1,416,800	22,830	1,406,760	10,040
Non- Controllable costs					
IAS 19	(43,270)	(43,270)	0	(43,270)	0
Support Cost Recharges	575,670	575,670	0	561,280	14,390
Capital Charges	4,380	4,380	0	4,380	0
	536,780	536,780	0	522,390	14,390
	1,976,410	1,953,580	22,830	1,929,150	24,430

Virements (officer agreed budget transfers)

Litigation - transfer of 0.5 post to local land charges	8,510
Democratic Services - tfer of garage rent to Campus east offices	480
Insurance premiums - across all cost centres	(630)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	1,470
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Approved Changes - Cabinet 6th November

Business Support - tfer of 0.5 post to environmental health	9,330
Procurement - employee savings	14,510
Additional pension contributions as per Actuary Report	(10,840)

Forecasted Outturn Changes

Litigation - job evaluation increases	(3,390)
Litigation - employee savings (offsets land charges employee increases)	8,400
Conveyancing - employee increases (additional hours)	(3,260)
Human Resources - employee savings	8,290
Overhead recalculation of current budget	14,390
Office Superintendents - Sick cover	(10,220)
Democratic Services & Business Support - employee savings	10,220

22,830**24,430**

Director (Governance) - 2012-13 Period 9 variances

Head of Public Health & Protection

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	1,183,360	1,204,280	(20,920)	1,202,750	1,530
Income	(367,490)	(367,490)	0	(363,910)	(3,580)
	815,870	836,790	(20,920)	838,840	(2,050)
Non- Controllable costs					
IAS 19	(38,120)	(38,120)	0	(38,120)	0
Support Cost Recharges	501,410	501,410	0	478,860	22,550
Capital Charges	0	0	0	0	0
	463,290	463,290	0	440,740	22,550
	1,279,160	1,300,080	(20,920)	1,279,580	20,500

Virements (officer agreed budget transfers)

Environmental Health telephones - budget to Governance Directorate	100
Insurance premiums - across all cost centres	(860)
Environmental Health - training budget from Planning Policy	(50)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	1,310
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Approved Changes - Cabinet 6th November

Environmental Health - Transfer of 0.5 post from business support	(9,330)
Additional pension contributions as per Actuary Report	(12,090)

Forecasted Outturn Changes

Environmental Strategy - subscription saving	2,150
Overhead recalculation of current budget	22,550
Hackney Carriages - legal fee increase	(4,200)

(20,920)

20,500

Director (Finance & Operations) - 2012-13 Period 9 variances

Finance & Operations directorate

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	298,190	302,790	(4,600)	302,790	0
Income	0	0	0	0	0
	298,190	302,790	(4,600)	302,790	0
Non- Controllable costs					
IAS 19	(12,310)	(12,310)	0	(12,310)	0
Support Cost Recharges	41,990	41,990	0	41,630	360
Capital Charges	0	0	0	0	0
	29,680	29,680	0	29,320	360
	327,870	332,470	(4,600)	332,110	360

Virements (officer agreed budget transfers)

Insurance premiums - across all cost centres (400)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy (160)

Approved Changes - Cabinet 6th November

Additional pension contributions as per Actuary Report (4,040)

Forecasted Outturn Changes

Overhead recalculation of current budget		360
	(4,600)	360

Director (Finance & Operations) - 2012-13 Period 9 variances

Head of Resources

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	47,139,410	46,971,420	167,990	47,038,760	(67,340)
Income	(48,779,490)	(48,950,150)	170,660	(49,068,890)	118,740
	(1,640,080)	(1,978,730)	338,650	(2,030,130)	51,400
Non- Controllable costs					
IAS 19	(8,890)	(8,890)	0	(8,890)	0
Support Cost Recharges	1,440,020	1,440,020	0	1,452,540	(12,520)
Capital Charges	808,250	808,250	0	808,250	0
	2,239,380	2,239,380	0	2,251,900	(12,520)
	599,300	260,650	338,650	221,770	38,880
Virements (officer agreed budget transfers)					
Increase in GF garages income - CE corporate savings			75,000		
Grants - Jubilee grants budget transferred to Sports Development			6,000		
Early retirement Costs - budget transferred to Community Mgt.			31,020		
Early retirement Costs - budget transferred to Jim McDonald Kitchen			6,600		
Early retirement Costs - budget transferred to Campus West					2,840
Insurance premiums - across all cost centres			(5,470)		
Responsive and Planned maintenance			(10,570)		
Fountains & Monuments planned maintenance - budget transferred to Campus West			8,000		
Software maintenance from support services			(70)		
Treasury Management - employee increases (offset by Fin Systems & controls)					(240)
Approved Changes - Cabinet 8th August					
GF garages housing mgt fee saved			138,610		
External Audit - reduction in fees			62,650		
Car allowances - implementation of new policy			(1,350)		
Localised Council Tax support (funded from Govt Grant)			(84,000)		
Approved Changes - Cabinet 6th November					
Garages income - increased rental income			38,960		
Garages - employee savings			5,020		
Treasury Mgt - charge to HRA			43,570		
Fiddlebridge Industrial units - NNDR & utility reductions			3,650		
Little Ridge Industrial Units - NNDR reduction			260		
Estates Mgt - rental income reduction			(6,680)		
Shopping Centres - NNDR & utility reductions			3,000		
Land & property Mgt - NNDR & utility reductions			860		
HTC redevelopment - utility increase			(1,670)		
Public Conveniences - NNDR reduction			1,680		
Fountains,Monuments & Statues - utility reduction			600		
Decorative Lighting - utility reductions			3,000		
Douglas Tilbe centre - rental income increase			18,230		
Douglas Tilbe centre - utility reduction			4,500		
Additional pension contributions as per Actuary Report			(2,750)		
Forecasted Outturn Changes					
Garages - utility costs					(140)
L & P Mgt - Lease Reversion income					26,200
Residents Support assoc - Downs Farm backdated rent					22,940
Estates Mgt - net income increases					65,580
L & P Mgt - City Church consultation costs					(20,000)
Little Ridge Industrial Units - Asbestos Survey					(6,000)
Shopping Centres - Cost of rent reviews & agents fees					(18,000)
Estates Mgt - maintenance of empty properties					(25,500)
Weltech Centre - Increased service charge income					3,720
Overhead recalculation of current budget					(12,520)
			338,650		38,880

Director (Finance & Operations) - 2012-13 Period 9 variances

Head of Resources

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	4,096,460	4,053,540	42,920	4,057,670	(4,130)
Income	(102,270)	(79,020)	(23,250)	(84,890)	5,870
	3,994,190	3,974,520	19,670	3,972,780	1,740
Non- Controllable costs					
IAS 19	(59,490)	(59,490)	0	(59,490)	0
Support Cost Recharges	1,104,850	1,104,850	0	1,100,130	4,720
Capital Charges	486,780	486,780	0	486,780	0
	1,532,140	1,532,140	0	1,527,420	4,720
	5,526,330	5,506,660	19,670	5,500,200	6,460

Virements (officer agreed budget transfers)

Campus East offices - tfer of garage rent from Democratic Services	(480)	
Campus East offices - NNDR reduction tfer to CE corporate savings	45,290	
Insurance premiums - across all cost centres	9,940	
Responsive and Planned maintenance	5,760	
Software maintenance to direct services	70	
Financial Systems & controls employee savings - offsets treasury management		240

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	(6,000)
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Approved Changes - Cabinet 6th November

Estates Mgt - income reduction on land sales	(23,250)
Campus East Offices - NNDR & utility reductions	6,200
Bridge Road East Offices - NNDR & utility reductions	11,750
HHO - NNDR reduction	420
Estates - employee savings	3,050
Increased photocopying cost	(13,700)
Additional pension contributions as per Actuary Report	(19,380)

Forecasted Outturn Changes

IT - sale of old equipment	1,500
Overhead recalculation of current budget	4,720

19,670

6,460

Director (Finance & Operations) - 2012-13 Period 9 variances

Head of Environment

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	8,326,740	8,164,140	162,600	8,164,140	0
Income	(4,435,640)	(4,125,440)	(310,200)	(4,125,440)	0
	3,891,100	4,038,700	(147,600)	4,038,700	0
Non- Controllable costs					
IAS 19	(9,720)	(9,720)	0	(9,720)	0
Support Cost Recharges	1,187,000	1,187,000	0	1,204,260	(17,260)
Capital Charges	1,031,330	1,031,330	0	1,031,330	0
	2,208,610	2,208,610	0	2,225,870	(17,260)
	6,099,710	6,247,310	(147,600)	6,264,570	(17,260)

Virements (officer agreed budget transfers)

Campus West CP - responsive maintenance transferred from Campus West (Policy & Culture)	(1,000)
Street wardens - protective clothing tfer from supplies & services (B9)	(1,010)
Insurance premiums - across all cost centres	(1,270)
Responsive and Planned maintenance	8,010

Approved Changes - Cabinet 8th August

Street wardens - delayed appointments of new staff	50,000
Serco - saving on budgeted 2012-13 indexation	47,480
Domestic Refuse & Recycling - loss of transport subsidy	(75,000)
District highways - loss of street naming / numbering income	(7,500)
Civil Parking Enforcement - reduction in contract sum	25,000
Civil Parking Enforcement - reduction in parking fine income	(40,000)
Car Parking - net reduction in fee income	(13,700)
Car allowances - implementation of new policy	690

Approved Changes - Cabinet 6th November

Reduction in car park income	(80,000)
Reduction in Subsidy from HCC	(80,000)
Street Wardens - employee savings	30,000
Recycling - Newspaper sale price reduction (contractual)	(25,000)
Recycling - Consortium management fee	20,000
Cemetries - employee savings	3,180
Cemetries - inflation paid to contractor lower than budgeted	3,430
Cemetries - NNDR reduction	520
Grounds Maintenance & Bus Shelters - NNDR reductions	440
Permit Schemes - reduction in income	(5,000)
Car Parking - NNDR increases	(3,400)
Additional pension contributions as per Actuary Report	(3,470)

Forecasted Outturn Changes

Overhead recalculation of current budget	(17,260)
	<u>(147,600)</u>
	<u>(17,260)</u>

Director (Finance & Operations) - 2012-13 Period 9 variances

Head of Environment

Support Services

	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	349,360	332,920	16,440	332,920	0
Income	(140)	(140)	0	(140)	0
	349,220	332,780	16,440	332,780	0
Non- Controllable costs					
IAS 19	(11,220)	(11,220)	0	(11,220)	0
Support Cost Recharges	248,350	248,350	0	246,330	2,020
Capital Charges	0	0	0	0	0
	237,130	237,130	0	235,110	2,020
	586,350	569,910	16,440	567,890	2,020

Virements (officer agreed budget transfers)

Insurance premiums - across all cost centres	(190)
Supplies & services transferred to street wardens (B8)	1,010

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	1,360
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Approved Changes - Cabinet 6th November

Contract Monitoring - employee savings	15,750
Transportation Engineers - employee savings	1,580
Additional pension contributions as per Actuary Report	(3,070)

Forecasted Outturn Changes

Overhead recalculation of current budget	2,020
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16,440

2,020

Director (Strategy & Development) - 2012-13 Period 9 variances

Strategy & Development Directorate

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	396,950	402,830	(5,880)	402,830	0
Income	0	0	0	0	0
	396,950	402,830	(5,880)	402,830	0
Non- Controllable costs					
IAS 19	(16,140)	(16,140)	0	(16,140)	0
Support Cost Recharges	49,290	49,290	0	48,850	440
Capital Charges	0	0	0	0	0
	33,150	33,150	0	32,710	440
	430,100	435,980	(5,880)	435,540	440

Virements (officer agreed budget transfers)

Training expenses - Tfer to landscaping section	1,000
Insurance premiums - across all cost centres	(720)

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	(710)
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Approved Changes - Cabinet 6th November

Additional pension contributions as per Actuary Report	(5,450)
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Forecasted Outturn Changes

Overhead recalculation of current budget	440
	<u>(5,880)</u>
	<u>440</u>

Director (Strategy & Development) - 2012-13 Period 9 variances

Head of Housing & Community

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	1,811,680	1,953,420	(141,740)	1,938,210	15,210
Income	(491,290)	(553,030)	61,740	(553,030)	0
	1,320,390	1,400,390	(80,000)	1,385,180	15,210
Non- Controllable costs					
IAS 19	(39,120)	(39,120)	0	(39,120)	0
Support Cost Recharges	1,298,140	1,298,140	0	1,298,140	0
Capital Charges	1,089,440	1,089,440	0	1,089,440	0
	2,348,460	2,348,460	0	2,348,460	0
	3,668,850	3,748,850	(80,000)	3,733,640	15,210

Virements (officer agreed budget transfers)

Insurance premiums - across all cost centres	1,450
Responsive and Planned maintenance	(7,140)
Jim McDonald Kitchen - tfer from early retirement costs (Resources)	(6,600)

Approved Changes - Cabinet 3rd July

Homelessness - additional grant funding towards preventing repossessions	(30,000)
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Approved Changes - Cabinet 8th August

PCSO contributions - notice of cancellation period	(28,500)
Car allowances - implementation of new policy	(1,000)

Approved Changes - Cabinet 6th November

Shopmobility - NNDR reduction	1,240
Jim McDonald Centre - Utility reduction	2,500
Additional pension contributions as per Actuary Report	(11,950)

Forecasted Outturn Changes

Overhead recalculation of current budget	(1,630)
Jim McDonald Centre - employee savings	3,400
Shopmobility - employee savings	2,070
Welfare buses - employee savings	1,660
Jim McDonald kitchen - employee savings	21,710
Housing Strategy - Right to Buy consultancy costs	(12,000)
	<u>(80,000)</u>
	<u>15,210</u>

Director (Strategy & Development) - 2012-13 Period 9 variances

Head of Planning

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	2,784,330	2,915,590	(131,260)	2,884,010	31,580
Income	(954,770)	(1,014,380)	59,610	(1,027,910)	13,530
	1,829,560	1,901,210	(71,650)	1,856,100	45,110
Non- Controllable costs					
IAS 19	(70,990)	(70,990)	0	(70,990)	0
Support Cost Recharges	659,630	659,630	0	662,600	(2,970)
Capital Charges	53,130	53,130	0	53,130	0
	641,770	641,770	0	644,740	(2,970)
	2,471,330	2,542,980	(71,650)	2,500,840	42,140

Virements (officer agreed budget transfers)

Tree Maintenance - tfer of training expenses from S & D Directorate	(1,000)
Insurance premiums - across all cost centres	(1,480)
Responsive and Planned maintenance	20
Planning Policy - training budget to Env Health	50

Approved Changes - Cabinet 8th August

Building Control - reduction in fee income	(25,000)
Car allowances - implementation of new policy	3,660

Approved Changes - Cabinet 8th August

Building Control - further reduction in fee income	(25,000)
Additional pension contributions as per Actuary Report	(22,150)
Open Spaces - Utility increases	(750)

Forecasted Outturn Changes

Local Plans - S106 monies on footbridge survey	3,250
Tree Maintenance / Development Control - maternity cover	(8,420)
Allotments - increase in rent	1,000
Tree Maintenance - tree root insurance provision reduction	25,000
Development Control - increased income	24,280
Overhead recalculation of current budget	(2,970)

<u>(71,650)</u>	<u>42,140</u>
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Director (Strategy & Development) - 2012-13 Period 9 variances

Head of Policy and Culture

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	3,369,260	3,373,080	(3,820)	3,346,030	27,050
Income	(1,387,070)	(1,381,570)	(5,500)	(1,345,910)	(35,660)
	1,982,190	1,991,510	(9,320)	2,000,120	(8,610)
Non- Controllable costs					
IAS 19	(35,300)	(35,300)	0	(35,300)	0
Support Cost Recharges	797,210	797,210	0	822,580	(25,370)
Capital Charges	1,080,980	1,080,980	0	1,080,980	0
	1,842,890	1,842,890	0	1,868,260	(25,370)
	3,825,080	3,834,400	(9,320)	3,868,380	(33,980)

Virements (officer agreed budget transfers)

Sports Development - Jubilee grants budget transferred from Grants (Resources)	(6,000)
Campus West - Responsive Maintenance transferred to Campus west CP (Resources)	1,000
Insurance premiums - across all cost centres	(40)
Responsive and Planned maintenance	(1,080)
Campus West - Responsive Maintenance transferred from Fountains & Monuments	(8,000)
Mill Green Museum - Equipment budget increased from Performance Mgt.	(1,840)

Approved Changes - Cabinet 8th August

Mill Green Museum - reduction in income	(5,500)
Car allowances - implementation of new policy	70

Approved Changes - Cabinet 8th August

Campus West - NNDR & utility reductions	29,880
Finesse - inflation paid to contractor lower than budgeted	9,350
Campus West - Consultancy costs re capital expenditure	(20,000)
Museums - NNDR & utility reductions	1,220
Hazel Grove & Vineyard Barn - NNDR increases	(90)
Additional pension contributions as per Actuary Report	(8,290)

Forecasted Outturn Changes

Campus West - utility reductions	26,250
Campus West - employee savings	2,350
Campus West - supplies & services	(2,670)
Campus West - income reduction	(39,000)
Hazel Grove & Vineyard Barn - net income increase	6,850
Mill Green Museum - net cost of service	(2,390)
Overhead recalculation of current budget	(25,370)
	(9,320)
	(33,980)

Director (Strategy & Development) - 2012-13 Period 9 variances

Head of Policy and Culture

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	1,022,400	1,043,500	(21,100)	1,021,570	21,930
Income	0	0	0	0	0
	1,022,400	1,043,500	(21,100)	1,021,570	21,930
Non- Controllable costs					
IAS 19	(19,020)	(19,020)	0	(19,020)	0
Support Cost Recharges	233,430	233,430	0	230,530	2,900
Capital Charges	21,640	21,640	0	21,640	0
	236,050	236,050	0	233,150	2,900
	1,258,450	1,279,550	(21,100)	1,254,720	24,830

Virements (officer agreed budget transfers)

Community Services Mgt - tfer from early retirement costs (Resources)	(31,020)
Insurance premiums - across all cost centres	430
Performance Mgt - Equipment budget transferred to Mill Green Museum	1,840

Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	550
Community Services Mgt - employee savings	12,800

Approved Changes - Cabinet 8th August

Additional pension contributions as per Actuary Report	(5,700)
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Forecasted Outturn Changes

Overhead recalculation of current budget	2,900
Communications - employee savings	3,430
Communications - training budget	2,500
Performance & Strategy - training budget	1,000
Customer Services - employee savings	2,500
Customer Services - Steria inflationary reduction & contractual efficiencies	12,500
	<u>(21,100)</u>
	<u>24,830</u>

Chief Executive - 2012-13 Period 9 variances

Chief Executive's Unit

DIRECT SERVICES	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	(92,100)	40,990	(133,090)	34,990	6,000
Income	0	0	0	0	0
	(92,100)	40,990	(133,090)	34,990	6,000
Non- Controllable costs					
IAS 19	0	0	0	0	0
Support Cost Recharges	650	650	0	640	10
Capital Charges	0	0	0	0	0
	650	650	0	640	10
	(91,450)	41,640	(133,090)	35,630	6,010

Virements (officer agreed budget transfers)

Corporate savings - GF garages additional income	(75,000)
Corporate savings - Campus East offices NNDR revaluation	(45,290)

Approved Changes - Cabinet 8th August

Contribution to New Barnfield Trust	(12,800)
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Forecasted Outturn Changes

Reduction in Corporate Subscriptions	6,000
Overhead recalculation of current budget	10
	<u>(133,090)</u>
	<u>6,010</u>

Chief Executive's Unit

Support Services	Original Budget 2012/13 £	Current Budget 2012/13 £	Variance to Original £	Forecasted Outturn 2012/13 £	Variance to Current £
Controllable Costs					
Expenditure	214,990	217,350	(2,360)	217,350	0
Income	(150)	(150)	0	(150)	0
	214,840	217,200	(2,360)	217,200	0
Non- Controllable costs					
IAS 19	(8,100)	(8,100)	0	(8,100)	0
Support Cost Recharges	32,460	32,460	0	31,650	810
Capital Cost Recharges	0	0	0	0	0
	24,360	24,360	0	23,550	810
	239,200	241,560	(2,360)	240,750	810

Virements (officer agreed budget transfers)

Insurance premiums - across all cost centres	70
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Approved Changes - Cabinet 8th August

Car allowances - implementation of new policy	500
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Approved Changes - Cabinet 6th November

Additional pension contributions as per Actuary Report	(2,930)
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Forecasted Outturn Changes

Overhead recalculation of current budget	810
	<u>(2,360)</u>
	<u>810</u>

Summary of Growth and Savings	2012/13	Position At		
	General Fund £	31st Oct	30th Nov	31st Dec
Ongoing items				
Total Growth	1,109,520	475,168	523,141	565,081
Total savings	-1,974,890	-1,523,618	-1,592,337	-1,679,804
Total Ongoing items	-865,370	-1,048,450	-1,069,196	-1,114,723
One-offs				
Total Growth - one-offs	210,000	40,383	62,574	60,685
Total	-655,370	-1,008,067	-1,006,622	-1,054,038

Growth allocated to promises (as per Budget Book pg154)	General Fund £	31st Oct	30th Nov	31st Dec
Promise 1				
Our Community	269,580	109,789	124,677	138,108
Promise 2				
Our Environment	292,730	163,209	184,678	203,346
Promise 3				
Our Places	256,350	52,065	52,634	51,654
Promise 4				
Our Council	290,860	150,105	161,152	171,973
	1,109,520	475,168	523,141	565,081

Savings/Reductions allocated to promises	General Fund £	31st Oct	30th Nov	31st Dec
Promise 1				
People and Safer Communities	-267,550	-190,950	-206,270	-221,590
Promise 2				
Maintain and enhance a cleaner and greener environment	-488,440	-260,041	-288,862	-314,317
Promise 3				
Encouraging prosperity and a healthier community	-49,700	-39,378	-46,270	-49,700
Promise 4				
Improving Homes & Neighbourhoods	-1,169,200	-1,033,249	-1,050,935	-1,094,197
	-1,974,890	-1,523,618	-1,592,337	-1,679,804

One-off Growth allocated to promises	General Fund £	31st Oct	30th Nov	31st Dec
Promise 1				
People and Safer Communities	180,000	40,383	62,574	60,685
Promise 2				
Maintain and enhance a cleaner and greener environment	0	0	0	0
Promise 3				
Encouraging prosperity and a healthier community	0	0	0	0
Promise 4				
Improving Homes & Neighbourhoods	30,000	0	0	0
	210,000	40,383	62,574	60,685

Strategy & Development - Ongoing GROWTH items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Policy & Culture							
FOG1303 - Telephonetics	4	1,800	0	0	0	42004/7712	Not yet introduced - under review
SDG1306 - Campus West running costs	1	58,330	34,025	38,887	43,747	Various codes across CW	
		60,130	34,025	38,887	43,747		
Head of Housing & Community							
SDG1305 - HTC Co-ordinator (no longer funded from PDG)	3	26,500	22,653	24,947	27,581	81150/6017	Post (P01254) now full time, additional budget to be found from saving on agency post
SDG1304 - ASB Service Funding Reduction (reduced grant)	1	25,000	25,000	25,000	25,000	81150/6601	
SDG1307 - Bill Salmon loss of income from Hornbeams	4	3,000	3,000	3,000	3,000	82402/6431	
		54,500	50,653	52,947	55,581		
Head of Planning							
SDG1308 - Consultancy Increase	3	39,850	0	0	0	46080/6013	Demonstration of systems on November 28th
SDG1309 - Community Infrastructure Levy Software	3	4,000	0	0	0	42004/6013	
		43,850	0	0	0		
		158,480	84,678	91,834	99,328		

Strategy & Development - One-off GROWTH items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Planning							
SDG1301 - Local Planning Framework	1	150,000	11,883	34,074	32,185	46100/6012	
		150,000	11,883	34,074	32,185		
Head of Policy & Culture							
SDG1302 - Olympics & Golden Jubilee	1	30,000	28,500	28,500	28,500	46097/6422	
		30,000	28,500	28,500	28,500		
		180,000	40,383	62,574	60,685		

Strategy & Development - SAVINGS & Efficiencies

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Planning							
		0	0	0	0		
Head of Policy & Culture							
SDE1307 - Management restructure - Customer Services / Communications / Partnerships	4	-57,320	-57,320	-57,320	-57,320	cc7600,7601, 7602 salary related costs	Not yet introduced - under review
SDE1308 - Pathfinder contribution	4	-5,000	-5,000	-5,000	-5,000	50003/6604	
SDE1309 - HCC lighting group	2	-20,000	-20,000	-20,000	-20,000	50001/6601	
Communications training and campaigns	4	-5,000	-5,000	-5,000	-5,000	14019/7601	
SDE1310 - PCSO - Contribution	1	-57,000	-57,000	-57,000	-57,000	46058/6601	
SDE1311 - Management restructure - Head of Service	4	-50,000	-50,000	-50,000	-50,000	10001/5/6, 30003, cc7402	
SDE1312 - Finesse Efficiency Savings	1	-20,580	-12,005	-13,720	-15,435	46068/6416	
SDE1314 - Finesse Leisure efficiencies	1	-100,000	-58,333	-66,667	-75,000	46068/6416	
SDE1315 - New Management arrangements CW	1	-50,000	-29,167	-33,333	-37,500	various CW codes	
SDE1316 - Campus West - Utility savings	1	-13,260	-7,735	-8,840	-9,945	22001/6400	
FOE1305 - Introduction of Telephonetics	4	-14,380				42004/7709	
		-392,540	-301,560	-316,880	-332,200		
Head of Housing & Community							
SDE1301 - Management restructure - Housing & Community Services	4	-73,120	-73,120	-73,120	-73,120	salary related costs on cc6025, 6436, 6477 and 85002/6025	
SE1213 - Equality & Diversity Officer	4	-21,120	-21,120	-21,120	-21,120	10001/5/6 & cc7602	
FE1219 - Transfer of MoW operation to HCC & closure of Douglas Tilbe Kitchen	1	-14,000	-14,000	-14,000	-14,000	cc6451,6453, salary codes	
SDE1302 - Luncheon Clubs - removal of subsidy to Friendship House	1	-12,710	-12,710	-12,710	-12,710	40009/6451	
SDE1303 - HMO mandatory licensing scheme	3	-39,700	-29,378	-36,270	-39,700	82002/6025	
SDE1313 - Increased income pre applications	3	-10,000	-10,000	-10,000	-10,000	82002/6013	
SDE1305 - Young Tree planting & maintenance contract	2	-12,430	-7,250	-8,287	-9,322	50002/6083	
SDE1306 - Reduce provision for tree root claims	2	-20,000	-20,000	-20,000	-20,000	46002/6083	
		-203,080	-187,578	-195,507	-199,972		
		-595,620	-489,138	-512,387	-532,172		

Finance & Operations Department - Ongoing **GROWTH** items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Corporate							
CG1 - Superannuation increase	4	58,000	0	0	0	a/c 10006	
		58,000	0	0	0		
Head of Environment							
FOG1311 - Grounds Maint - loss of advertising on roundabouts	2	12,000	7,000	8,000	9,000	82002/6420	
FOG1312 - Waste & Recycling Officer	2	28,730	18,268	20,718	23,169	cc6481, salary related	Post P01296
FOG1313 - ARRC Communications	2	25,000	13,941	16,960	17,177	46097/6481	
FOG1319 - Street Wardens	1	147,500	12,014	22,040	30,611	cc6493, salary codes	Delayed commencement in period 6 a £78,560k saving reflected
FOG1309 - Car Parking - reduced parking fees	2	180,000	105,000	120,000	135,000	82002, cc6050,6051,6054	current trend on car park income shows "growth" could be even larger
FOG1310 - Car Parking - reduced season ticket income	2	28,000	0	0	0	82041, cc6051,6052,6054	
FOG1320 - Loss of income from car wash franchise	2	19,000	19,000	19,000	19,000	82402/6050 and 26000/6050	
SDG1303 - Street Warden Funding Reduction from LAA	1	20,750	20,750	20,750	20,750	81150/6493	
		460,980	195,973	227,468	254,707		
Head of Resources							
FOG1301 - Housing Benefit Admin Grant reduction	4	110,000	64,167	73,333	82,500	80004/6740	
FOG1312 - Discount Entitlement Investigatory Work	4	4,500	2,625	3,000	3,375	50002/6740	
FOG1209 - Welwyn CC - rent amendment	1	18,000	18,000	18,000	18,000	82402/6427	
FOG1304 - GF Garages Rental Income	3	125,000	6,570	4,845	3,017	82402/6759	£75k added to current budget based upon rental weeks up from 50 to 52.added a further £39k at period 6.
FOG1305 - HCA Properties Maintenance	4	7,500	0	0	0	24002/6445	
FOG1307 - Weltech NNDR	4	9,060	4,574	4,809	5,419	26000/6768	higher occupancy rate currently means lower NNDR costs
FOG1316 - HTC vacant properties council tax	3	25,000	4,165	4,165	4,165	26001/6770	
FOG1317 - HTC vacant properties NNDR	3	31,000	18,677	18,677	16,891	26000/various cc	
FOG1318 - HTC energy performance certificates	3	5,000	0	0	0	46097/6770	
FOG1315 Boundary House - loss of income	4	65,850	65,850	65,850	65,850	82402/6763	
FOG1321 - Discretionary Rate Relief	4	11,000	4,905	4,905	4,905	50007/6733	
		411,910	189,533	197,584	204,122		
		872,890	385,506	425,052	458,829		

Finance & Operations- **One-off GROWTH** items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Environment							
		0	0	0	0		
Head of Resources							
Boundary House Council Tax payments	4	30,000	0	0	0	26001/6442	Property sold at Auction, completion mid - November
		30,000	0	0	0		
		30,000	0	0	0		

Finance & Operations - **SAVINGS & Efficiencies**

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Director Finance & Operations							

FOE1330 - Management Restructure - F&O Directorate	4	-36,550	-36,550	-36,550	-36,550	cc7700 various salary codes	
		-36,550	-36,550	-36,550	-36,550		
Head of Environment							
FE1203 - ARRC - New Waste Recycling Volumes	2	-20,000	0	0	0	6481 income codes	too early to tell
FE1205 -Welwyn Car Park lease income	4	-10,000	-5,048	-5,048		82402/6763	Lease signed 28th June 2012
FE1206 -Client Services restructure	4	-10,000	-10,000	-10,000	-10,000	10001/5/6 - 7401	
FOE1309 - Reduce Specification of Environmental services	2	-179,160	-104,510	-119,740	-134,370	50002-6420	
FOE1310 - Bedding plants - new supplier	2	-10,000	-5,833	-6,667	-7,500	50002-6420	
FOE1311 - Saving from tender on onstreet enforcement	2	-30,000	-17,500	-20,000	-22,500	50002-6070	
FOE1317 - Recycling - Textile Material Sales	2	-30,000	-17,500	-20,000	-22,500	82619/6481	
FOE1318 - Recycling - Textile Management Fee	2	-26,000	-15,167	-17,333	-19,500	82619/6481	
FOE1319 - Recycling - Increased HCC subsidy	2	-61,000	0	0	0	82008/6480	too early to tell budget reduced by £5k, unlikely to achieve much more than £15k of this efficiency
FOE1313 - Parking Permit Income	2	-25,000	-9,015	-13,031	-12,703	82002/6071	
FOE1314 - Recovery of non-payment of parking fees	2	-14,000	-2,416	-2,954	-5,072	82003 6050/1/2/4	
FOE1315 - Car Park Management savings	2	-13,000	-13,000	-13,000	-13,000	50002/6483	
		-428,160	-199,989	-227,773	-247,145		
Head of Resources							
FOE1302 - Government Connect Network	4	-8,000	-8,000	-8,000	-8,000	42004/7709	
FOE1303 - Management Restructure IT	4	-25,000	-25,000	-25,000	-25,000	cc7711 salary codes	
FOE1307 - Review of planned/responsive maint prog	4	-51,330	-29,943	-34,220	-38,497	ac 24002&24006	
FOE1308 - Estates Rental Income Increase	4	-122,520	-71,470	-81,680	-122,520	ac82402 various ccs	
FOE1320 - Insurance Premiums reduction	4	-7,690	-7,690	-7,690	-7,690	cc7710 various acs	
FOE1321 - Staff Life Insurance Policy	4	-44,000	-44,000	-44,000	-44,000	15001/7710	
FOE1301 - Bank Charges Reduction	4	-15,000	-8,750	-10,000	-11,250	46052/6720	
FOE1322 - Reduced costs BRE utilities	4	-15,000	-8,750	-10,000	-11,250	22000/7723	Budgets have been further reduced in current year
FOE1323 - Public Convenience Closures	2	-27,850	-27,850	-27,850	-27,850	cc6492	
FOE1324 - HCA Properties Maintenance	4	-8,490	-8,490	-8,490	-8,490	ac82004 cc6445	
FOE1325 - Office Cleaning Contract tender	4	-64,680	-64,680	-64,680	-64,680	various cost centres	
FOE1326 - Atlas Software	4	-14,000	0	0	0	42004/7709	
FOE1327 - Management restructure - Resources	4	-13,020	-13,020	-13,020	-13,020	various ccs, estates/finance	
FOE1328 - District Audit fees - reduction	4	-45,000	-45,000	-45,000	-45,000	46066/6721	
FOE1329 - Transfer of General Fund Garages from Orchard to Agresso	4	-100,000	-100,000	-100,000	-100,000	46068/6759	
		-561,580	-462,643	-479,630	-527,247		
Corporate							
CORP1301 - Further Service restructure	4	-125,000	-120,290	-120,290	-120,290	46097/6161	Garage rental income of £75k & Campus East nndr revaluation of £45,290
CORP1302 - Review Essential Car Allowance Provision	4	-39,220	-39,220	-39,220	-39,220	various cost centres	
		-164,220	-159,510	-159,510	-159,510		
		-1,190,510	-858,692	-903,463	-970,452		

Governance Department - Ongoing **GROWTH** items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Governance							
GG1301 - Legal Publications	4	15,650	4,984	6,255	6,924	47004/7311/7312	
GG1303 - Update postal vote register	4	4,500	0	0	0	42010/6301	
		20,150	4,984	6,255	6,924		
		20,150	4,984	6,255	6,924		

Governance Department - **One-off GROWTH** items

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
		0	0	0	0		

Governance Department - **SAVINGS & Efficiencies**

Description	Corporate Promise	2012/13 £	Position At			Code	Comments
			31st Oct	30th Nov	31st Dec		
Head of Governance							
GE1301 - Management restructure - Audit	4	-25,980	-25,980	-25,980	-25,980	50006/7313	
GE1302/3 - Emergency Planning reductions - equipment & training	4	-2,260	-1,318	-1,507	-1,695	43009/42015/6778	
GE1304 - Emergency Planning Training Budget	4	-1,500	-875	-1,000	-1,125	14019/6778	
GE1305 - Health and Safety Equipment Purchase	4	-1,800	-1,050	-1,200	-1,350	43009/6330	
GE1306 - Health and Safety Subscriptions Budget	4	-1,300	-760	-870	-975	45003/6330	
GE1307 - Health and Safety Training Budget	4	-1,500	-875	-1,000	-1,125	14019/6330	
GE1308 - Management restructure - Democratic Services	4	-25,200	-25,200	-25,200	-25,200	cc7306 salary codes	
GE1309 - Members Administration - software purchase	4	-9,850	0	0	0	42004/6311	
GE1313 - Corporate Training Budget	4	-30,000	-30,000	-30,000	-30,000	cc7303 various	
		-99,390	-86,058	-86,757	-87,450		
Head of Public Health & Protection							
GE1312 - Management Restructure - En Health	4	-89,370	-89,730	-89,730	-89,730	cc6030 salary codes	
		-89,370	-89,730	-89,730	-89,730		
		-188,760	-175,788	-176,487	-177,180		

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for CORPORATE BUDGETS

Item	Risk Consideration	Head of Service	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of Current budget 2012/13	Brackets = adverse No brackets = Good		
								£	%	
Investment interest	This budget is affected by variations in interest rates and capital spending and receipts	Pam Kettle	370,000	370,000	277,500	302,228	81.68%	24,728	8.91%	Current budget increased (Aug Cabinet) by £89k to reflect interest earned from the loans to Serco & Finesse.
Outside Printing	Concern expressed on unit costs, third year of new contract arrangements	Paul Underwood	192,410	192,410	148,830	112,252	58.34%	36,578	24.58%	The print design costs are now separated but included in this figure, a review of the two budgets needed for 2013-14 as print design costs exceeded budget.
IT Consumables	Costs quickly spiral & can lead to budget pressures.	All	49,540	49,540	37,150	24,046	48.54%	13,104	35.27%	Managers becoming more aware of the high costs of replacement, this coincides with the heavier use of the corporate photocopiers.
Car Allowances	Demand Led	All	199,500	199,500	149,630	132,410	66.37%	17,220	11.51%	
Salaries (General Fund) (excludes wages and other employee costs)	Members agree staffing structure, National Pay awards agreed after budget set.No control over costs like National Insurance Contributions	All	9,658,830	9,560,980	7,244,640	7,003,148	72.51%	241,492	3.33%	Current budget at period 6 amended for street wardens, contract monitoring, procurement & additional pension contributions. Period 9 forecasted outturn savings include building control, hackney carriages, jim mcdonald kitchen . Overtime & agency cover within budget (agency budget increased by £30k at period 9) this from salary budgets.
Utilities - Electricity	Subjected to market influences although existing contract was renewed October 2009	All	353,740	338,380	225,650	102,880	29.08%	122,770	54.41%	The current budget includes £106k for Finesse properties (joined LASER), management fee has been reduced. Current budget at period 6 reduced at period 6 by £40k, further reductions totalling £15k (Campus west) at period 9.
Utilities - Gas	Subjected to market influences, new contract renegotiated from April 1st 2010.	All	253,010	243,010	168,420	96,181	38.01%	72,239	42.89%	The current budget includes £127k for Finesse properties (joined LASER), management fee has been reduced. Forecasted outturn reduced by £10k (Campus West) at period 9

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 For FINANCE & OPERATIONS

Item	Risk Consideration	Head of Service	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	£	%	
Housing Benefit Rent Allowances,	Private tenants including housing associations, current economic climate will effect caseload as will level of rents in this sector.	Pam Kettle	(53,450)	(53,450)	(34,250)	439,640	(822.53%)	473,890	(1,383.62%)	
Housing Benefit Rent Rebates	Council House tenants - current economic climate will effect caseload as will rents level set by the Council	Pam Kettle	(125,900)	(125,900)	(54,820)	(346,930)	275.56%	(292,110)	532.85%	
IT - Hardware & Software purchases & maintenance	Constant update of existing packages and increasing costs of maintenance.	Pam Kettle	235,810	235,810	219,150	251,630	106.71%	(32,480)	(14.82%)	Profiled budget reflects the annual contractual agreements with various software companies. Payments received for 2013-14 financial year.
Telephone Network Charges	New technology leading to increased costs. Usage control	Pam Kettle	153,650	153,650	136,110	137,022	89.18%	(912)	(0.67%)	Profiled budget to be reviewed to reflect all of the annual service / maintenance agreements
Photocopier costs	Increased usage, additional copiers.	Pam Kettle	54,200	54,200	40,650	43,701	80.63%	(3,051)	(7.51%)	Charges to Housing Trust have been increased by £16,880 to reflect their usage. Adjustment to IT consumable budgets to compensate overspend.

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for FINANCE & OPERATIONS

Item	Risk Consideration	Service Manager	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	Brackets = adverse		
								No brackets = Good		
£	%	£	%							
Recycling Credits & Sales Income	Variable budget based upon collection rates & commodity selling prices. Impact of ARRC on public.	Durk Reyner	1,041,400	1,041,400	661,700	610,354	58.61%	(51,346)	(7.76%)	Income can be at least two months behind as weights / collections confirmed with carriers. Period 6 income increased to reflect new consortium management fee.
Recycling Contract Payments excluding Serco.	Variable budget based on collection rates & commodity selling prices	Durk Reyner	346,230	346,230	259,670	132,482	38.26%	127,188	48.98%	
Penalty Charge Notices - Income	Demand Led - income relation to contractors fees	Durk Reyner	205,000	205,000	153,750	148,269	72.33%	(5,481)	(3.56%)	Current budget reduced by £40k at period 3 & £15k at period 6
Penalty Charge Notices Contractors Fees	Variable budget due to demand & numbers of PCN's issued, impact of new contract, (Jan 2012)	Durk Reyner	295,470	295,470	221,600	187,306	63.39%	(34,294)	(15.48%)	Current budget reduced by £25k at period 3 & £15k at period 6
Parking Fee Income	Demand led, impact of ANPR system & competition from other providers.	Durk Reyner	1,174,350	1,174,350	880,760	887,570	75.58%	6,810	0.77%	Current budget reduced by £17.7k at period 3 & £80k at period 6
Season Ticket Income	Demand led	Durk Reyner	287,270	287,270	262,320	267,884	93.25%	5,564	2.12%	
Cemeteries - Burial Income	Demand led budget, competition from local crematorium	Durk Reyner	144,020	144,020	106,330	107,824	74.87%	1,494	1.41%	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for FINANCE & OPERATIONS

Item	Risk Consideration	Service Manager	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	Brackets = adverse		
								£	%	
Estates - Rental Income	Estimates based upon 95% occupancy. Impact on revenue budget if economy goes into recession.	Pam Kettle	1,829,010	1,919,560	1,824,390	1,921,571	105.06%	97,181	5.33%	Forecasted outturn reflects income for HHO, backdated rent at Downs Farm, miscoded income charged to housing
Estates - empty property costs	vacant properties result in utility / maintenance and council tax or nndr charges	Pam Kettle	115,550	115,550	91,000	56,462	48.86%	(34,538)	(37.95%)	
General Fund Garages - Income	Demand led - budget includes 5% void rate.	Pam Kettle	2,102,790	2,102,790	1,577,090	1,583,110	75.29%	6,020	0.38%	Current budget amended at period 6 to reflect 52 week rental year & additional income a total of £114k
Planned Maintenance Programme	Delivery of the programme as priorities change.	Pam Kettle	293,350	293,350	220,010	139,218	47.46%	80,792	36.72%	Orders valued at £85k are on the system. £72k transferred from planned maintenance to responsive maintenance
Weltech - Income	Effect of economical downturn - budget includes 20% void rate.	Pam Kettle	374,790	378,510	277,170	290,999	77.64%	13,829	4.99%	Occupancy currently 73.02% - target is 80% The two largest units vacated 30th November.

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for STRATEGY & DEVELOPMENT

Item	Risk Consideration	Service Manager	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	£	%	
Planning Fees Income	Demand Led	Tracy Harvey	425,410	446,690	319,060	432,540	101.68%	113,480	35.57%	Includes £90k of receipts in advance b/fwd from 2011-12. Includes fee from Herts University of £123k
Building Control Income	Demand Led	Tracy Harvey	275,000	275,000	210,660	190,289	69.20%	(20,371)	(9.67%)	Current budget reduced by £25k at period 3 & £25k at period 6. Forecasted outturn reduced by £15k at period 9
Building Control Service	Service is ring-fenced current balance is a deficit of £170k.	Tracy Harvey	32,130	32,680	24,750	22,510	70.06%	(2,240)	(9.05%)	Amended at period 3 & 6 to reflect reduced income levels. Period 9 reduction in income offset by savings on employees.

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for STRATEGY & DEVELOPMENT

Item	Risk Consideration	Head of Service	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	Brackets = adverse		
								No brackets = Good		
£	%	£	%							
Campus West - Income - Roller City	Demand led, affected by price weather & programme of events.	Paul Underwood	316,470	332,470	231,440	253,416	80.08%	21,976	9.50%	all areas of rollercity performing above budgeted expectations Period 9 forecasted outturn increased by £16k.
Campus West Income - Theatre	Demand led, affected by price weather & programme of events.	Paul Underwood	231,730	232,730	163,120	157,626	68.02%	(5,494)	(3.37%)	Cinema just below budget, theatre just above target.
Campus West Income - Events & Conferencing	Demand led budget, linked to performance of theatre/cinema & ability to attract conference delegates	Paul Underwood	336,990	291,990	245,620	185,863	55.15%	(59,757)	(24.33%)	Bar / café income 10% below target. Catering & conference facility hire below budget by 50%. Period 9 forecasted outturn reduced by £45k
Campus West advertising & printing expenditure	To avoid excessive spending in a recession period, should reflect turnover.	Paul Underwood	105,000	105,000	78,750	68,794	65.52%	(9,956)	(12.64%)	Greater use of online publicity & social media to advertise events.
Campus West Casual Wages	If staff are not multi-functional very easy to overspend in peak usage times.	Paul Underwood	253,670	240,950	190,250	161,963	63.85%	28,287	14.87%	Ongoing training to make staff more multi-functional Forecasted outturn reductions at period 9 of £4k
Campus West - Artiste & Film Hire	Programme of events to fulfill community expectations not necessarily to maximise income	Paul Underwood	72,800	55,800	39,480	34,678	47.63%	4,802	12.16%	Live theatre generally has a lower rate of return than the film programme. Perid 9 forecasted outturn reduced by £15k (artiste fees) reflecting the lower level of "live" productions
Jim McDonald Kitchen (income)	Meals only provided at one venue now, price consideration	Sian Chambers	50,880	50,880	38,160	36,057	70.87%	(2,103)	(5.51%)	

BUDGET RISK and ACTIVITY MONITORING STATEMENT - as at 31st DECEMBER 2012 for GOVERNANCE

Item	Risk Consideration	Service Manager	Current Budget 2012/13 £	Forecasted Outturn 2012/13 £	Year to date Current Budget £	Actual		Variance to year to date current budget		Action
						£	as % of current budget 2012/13	Brackets = adverse		
								£	%	
Local Land Charges Income	Demand led - Currently housing market in recession.	Andy Cremer	95,730	94,570	71,930	71,595	74.79%	(335)	(0.47%)	
Postal Charges	Prices governed by PO new pricing policies on size & weight impacted on the authority	Andy Cremer	203,260	203,260	137,510	142,754	70.23%	(5,244)	(3.81%)	

Cost Centre	Project	Description	Responsible officer	Balance B'fwd	Amount	Commitments	Total
				£	£	£	£
9000	RX006	Boundary House - dilapidation works	Storey, Mike	3,390	(3,390)	0	0
9000	RX015	Digswell Nursery - Gas	Kettle, Pam	0	(353)	0	(353)
9000	RX018	Welwyn CC - Gas	Kettle, Pam	(102)	3,977	0	3,876
9000	RX065	Windows at Moors Walk	Storey, Mike	120	0	0	120
9000	RX072	Steria Printing Costs	Cantel, Farhad	0	5,617	0	5,617
9000	RX074	26 Fiddlebridge, Hatfield	Storey, Mike	245	(245)	0	0
9000	RX076	Incident at 162 Hollybush Lane on 27/09/11	Storey, Mike	250	(250)	0	0
9000	RX078	Attempted forced entry Maizefield House rear door 10.12.	Storey, Mike	304	(304)	0	0
9000	RX079	36 Town Centre	Storey, Mike	195	426	0	622
9000	RX081	40 Town Centre - Utilities	Storey, Mike	1,074	(179)	0	895
9000	RX082	Boundary House - EPC	Storey, Mike	1,853	(1,853)	0	0
9000	RX084	Steria Revenues & Benefits Charges	Cantel, Farhad	85	(85)	0	0
9000	RX086	Demolition of Bill Salmon Centre	Storey, Mike	68,338	0	0	68,338
9000	RX091	44 Lincoln Close cross over costs	Storey, Mike	0	(1,079)	1,079	0
9000	RX096	Disconnected BT lines at Campus West	Graham Meikle	0	3,813	0	3,813
9000	RX097	Fire detection equipment 3 to 7 Town Centre	Storey, Mike	0	815	1,100	1,915
9000	RX098	Grounds investigation works in HHO car park	Storey, Mike	0	4,840	0	4,840
9000	RX100	Garage Repossessions	Storey, Mike	0	(3,980)	1,740	(2,240)
9000	RX102	Works to 3a, b, c/d Town Centre Hatfield	Storey, Mike	0	0	4,200	4,200
93014		Rechargeable Works Resources		75,752	7,771	8,119	91,642

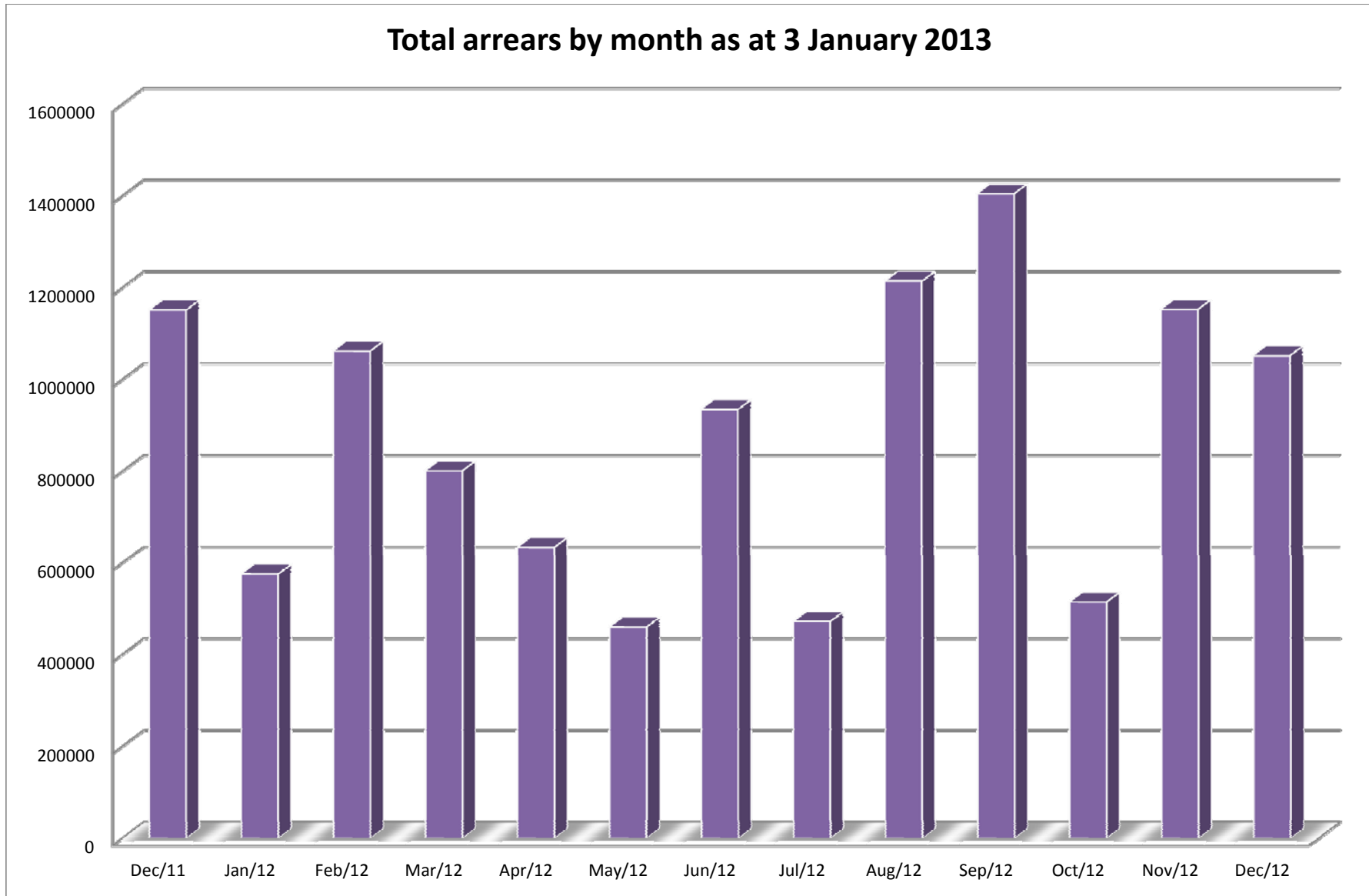
Cost Centre	Project	Description	Responsible officer	Balance B'fwd	Amount	Commitments	Total
				£	£	£	£
9000	RR417	Ellenbrook Experimental Traffic Orders	Reyner, Durk	(3,660)	0	0	(3,660)
9000	RR422	Decrim Parking HCC	Reyner, Durk	(7,059)	1,106	0	(5,953)
9000	RR433	Salisbury Square clearup	Reyner, Durk	(2,056)	766	0	(1,290)
93016		Rechargeable Works Civil		(12,775)	1,872	0	(10,904)

Cost Centre	Project	Description	Responsible officer	Balance B'fwd	Amount	Commitments	Total
				£	£	£	£
9000	RO732	10 Applecroft Road	Neville Wallsworth	10,328	(10,328)	0	0
9000	RO733	31 Northfield - Fire Feb 12	Neville Wallsworth	0	18,414	0	18,414
93018		Rechargeable Works Housing		10,328	8,086	0	18,414

Cost Centre	Project	Description	Responsible officer	Balance B'fwd	Amount	Commitments	Total
				£	£	£	£
9000	RA040	Serco Civic Awards Sponsorship 07	Underwood, Paul	(827)	1,321	95	589
9000	RA041	Go East Contest CP Projects	Underwood, Paul	6,767	0	0	6,767
9000	RA042	Olympics 2012	Underwood, Paul	6,421	(6,421)	250	250
93019		Rechargeable Works Policy & Culture		12,361	(5,100)	345	7,606

Cost Centre	Project	Description	Responsible officer	Balance B'fwd	Amount	Commitments	Total
				£	£	£	£
9000	RA027	High View Project	Reyner, Durk	(268)	0	0	(268)
9000	RA029	Extra Services for University of Hertfordshire	Conway, Chris	0	3,398	0	3,398
93024		Rechargeable Works Environmental		(268)	3,398	0	3,130

TOTAL				85,398	16,027	8,464	109,889
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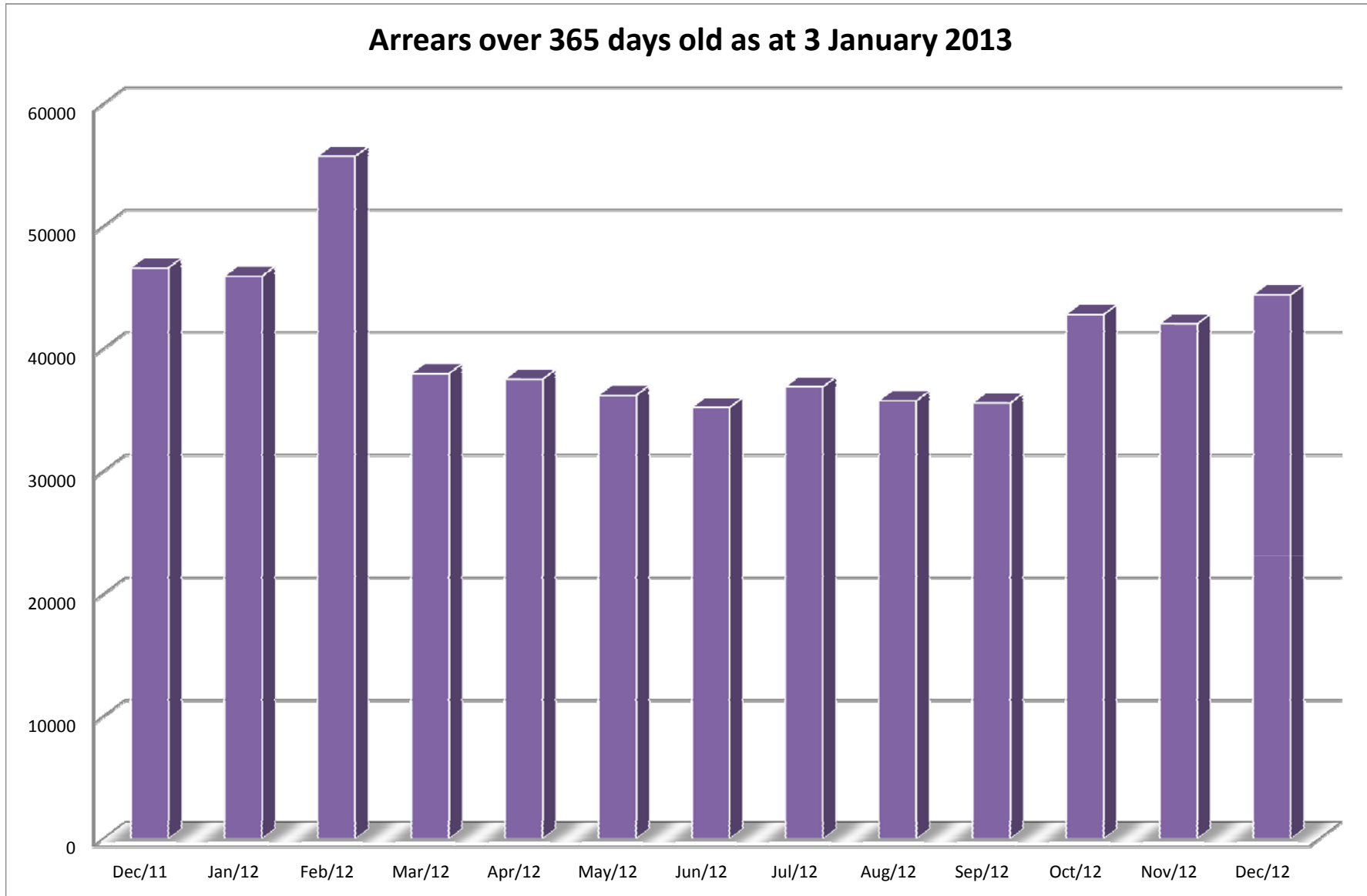
Dept(T)	1-30 Days Overdue	31-60 Days Overdue	61-90 Days Overdue	91-365 Days Overdue	365 Days Overdue	Total Outstanding
Environmental Health	1315	180	0	468.51	0	1963.51
Planning Department	1125.76	2346.03	2154.16	0	69.68	5695.63
Community & Environmental Services	0	0	0	55	0	55
Parking Services	0	1569.89	162.5	17126.75	0	18859.14
Allotments Landscape & Ecology	3890.03	2004.86	10.53	54.38	0	5959.8
Contract Services/Recycling	142823.76	179411.61	2275	564.6	0	325074.97
Housing & Community Services	2042.23	1885.89	8180.76	40.01	0	12148.89
Campus West Arts & Conference Centre	4832.09	1743.65	249.2	4104.24	61	10990.18
Mill Green Museum	2426.25	921.94	0	0	0	3348.19
Accounting Services	210238.73	20171.12	244.88	0	20304.09	250958.82
Financial Management	286656.21	24501.2	5395.58	22932.02	20304.92	359789.93
Insurance	-0.23	-10	-10	1547.29	45.35	1572.41
Piper Alarm	16337.07	44.39	36.61	121.28	0	16539.35
Unallocated - garages	0	0	0	189.27	0	189.27
Weltech Business Centre	1898.42	467.82	1828.3	774.74	0	4969.28
General fund garages	11837.24	1244.03	619.11	16421.4	3639.71	33761.49
	685422.56	236482.43	21146.63	64399.49	44424.75	1051875.86

Accounting Services + 365 days

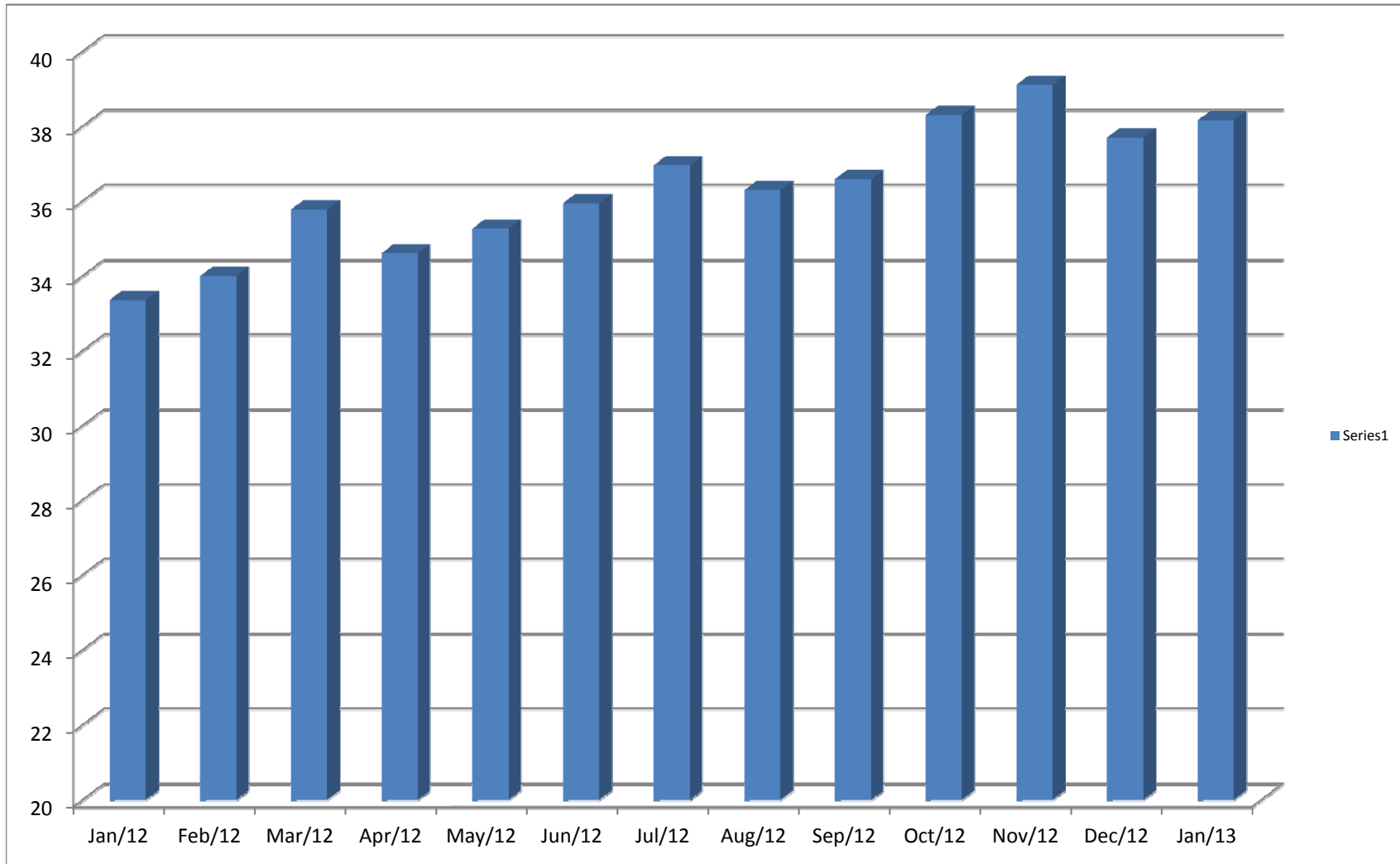
Mortgage Rescue Scheme	3,788.04
Outstanding Car Loans	16,456.05
Post Entry Training	60.00
	<u>20304.09</u>

Leasehold Rents + 365 days

Ground Rents	833.8
Garages	689.2
Parking bays	102.05
Shops	8050.82
Dilaps	5846.22
units	4782.83
	<u>20304.92</u>



ROLLING DEBTOR DAYS



**Welwyn Hatfield Borough Council
Budget Monitoring Statement**

Report as at:

December 2012

Housing Revenue Operating Account

Original Budget 2012/13 £	Description	Current Budget 2012/13 £	Variance to Original £	Forecast Outturn 2012/13 £	Variance to Current £
43,103,460	Dwelling Rents	43,103,460	0	43,102,240	(1,220)
432,300	Non Dwelling Rents	432,300	0	412,640	(19,660)
609,540	Charges for Services and Facilities	609,540	0	642,880	33,340
869,190	Leaseholders Charges for Services	869,190	0	852,300	(16,890)
211,520	Contributions towards Expenditure	72,910	(138,610)	72,910	0
634,540	Supporting People Contribution	634,540	0	634,540	0
40,000	De Minimis Receipts	40,000	0	15,000	(25,000)
10,000	Non Fixed Asset Capital Receipts	10,000	0	5,000	(5,000)
45,910,550	Total Income	45,771,940	(138,610)	45,737,510	(34,430)
3,377,280	Supervision and Management	3,377,280	0	3,255,290	121,990
4,454,060	Special Services	4,454,060	0	4,213,160	240,900
10,000,000	Depreciation (Tfr to Major Repairs & Reserve)	10,000,000	0	10,000,000	0
0	Debt Management Expenses	50,000	(50,000)	44,670	5,330
9,444,830	Repairs and Maintenance	9,832,970	(388,140)	10,062,660	(229,690)
365,860	Rents, Rates, Taxes and Other Charges	365,860	0	371,490	(5,630)
1,500,000	(Gain) or Loss on Disposals	1,500,000	0	1,843,000	(343,000)
285,000	Increase in Provision for Bad Debts	285,000	0	285,000	0
29,427,030	Total Expenditure	29,865,170	(438,140)	30,075,270	(210,100)
463,530	HRA share of Corporate and Democratic Core	463,530	0	463,530	0
(16,019,990)	Net Cost of Services	(15,443,240)	(576,750)	(15,198,710)	(244,530)
	Less Interest and Non-Statutory Items:				
(10,000)	Non Fixed Asset Capital Receipts Reversal	(10,000)	0	(5,000)	5,000
1,500,000	Reversal of Gain or Loss on Disposal	1,500,000	0	1,843,000	343,000
0	Interest Payable and Similar Charges	(5,606,230)	(5,606,230)	(5,606,230)	0
77,030	Interest Receivable	77,030	0	90,650	13,620
(17,276,020)	Loan Repayment (trf to Capital Adjustment Account)	(8,800,000)	8,476,020	(8,800,000)	0
0	Revenue Contribution to Capital	(500,000)	(500,000)	(250,000)	250,000
(311,000)	Depreciation from MRA	(311,000)	0	(311,000)	0
(16,019,990)		(13,650,200)	2,369,790	(13,038,580)	611,620
0	Surplus / (Deficit)	1,793,040	1,793,040	2,160,130	367,090
4,820,987	Opening HRA Operating Balance	4,820,987	0	6,460,311	1,639,324
0	In-year Surplus / (Deficit)	1,793,040	1,793,040	2,160,130	367,090
4,820,987	Closing HRA Operating Balance	6,614,027	1,793,040	8,620,441	2,006,414

Forecast outturn changes

Non Dwelling Rents		
Garage Rent adjustment of original budget projections	(13,850)	
Reduction on Commercial Lettings, due to sale and reclassification of assets	<u>(5,810)</u>	(19,660)
Charges for Services and Facilities		
Higher fees from self funded welfare services	48,210	
Other net variance to current budget	<u>(14,870)</u>	33,340
Leaseholders Charges for Services		
Reduction in ground rents and original estimate of leaseholder charges	(16,890)	(16,890)
Estimate of deminimis receipts reduced	(25,000)	(25,000)
Supervision & Management		
Saving on Trust Fee	173,000	
Additional Cost on overhead allocation	(15,440)	
Anticipated increase in employee superannuation prior to Trust set up	(13,700)	
Increase in legal fees expected	(23,500)	
Other small net variances	<u>1,630</u>	121,990
Special services		
Saving on adhoc works based on current level of spend	126,700	
Saving on electricity budget	55,000	
Additional cost on overhead allocation	(8,800)	
Saving on Trust Fee	69,710	
Other small net variances	<u>(1,710)</u>	240,900
Repairs and Maintenance		
Additional allocation of Trust Fee	(89,130)	
Anticipated fire damage excess provided for	(25,000)	
Share of costs on one-off drainage works	(85,000)	
Miscellaneous jobs budget increased	(20,000)	
Additional cost on overhead allocation	(5,680)	
Other small net variances	<u>(4,880)</u>	(229,690)
Other small variances		(1,520)
Reduction in revenue contribution to capital on the Mortgage Rescue Scheme		250,000
Investment income higher due to higher balances expected		<u>13,620</u>
		367,090
HRA Balance- increase in balance based on audited accounts for 2011/12	1,639,324	<u>1,639,324</u>
Total Forecast Outturn Changes		2,006,414
Current budget changes		
Contributions towards expenditure		
Loss of income due to transfer of accounting arrangements for general fund garages.	(138,610)	
Debt management expenses	(50,000)	
Repairs and maintenance		
Mears transfer between capital and revenue based on agreed business plan	(388,140)	
Revenue contribution to capital		
Funding of a contingency budget for property purchases under the mortgage rescue scheme	(500,000)	
Interest payable on self financing loan transferred from "transfer to reserves" account	(5,606,230)	
Transfer to Reserves- Capital Adjustment Account		
Transfer to interest payable account for relevant amount on self financing loan	5,606,230	
Saving expected in the first year due to lower amount of total loan and interest repayments	2,869,790	
Total current budget changes		<u>1,793,040</u>
Overall increase in balances expected compared to original budget		<u>3,799,454</u>

**WELWYN HATFIELD BOROUGH COUNCIL
CABINET – 5TH FEBRUARY 2013
REPORT OF THE DIRECTOR (FINANCE AND OPERATIONS)**

CAPITAL BUDGET MONITORING AT 31ST DECEMBER 2012 (PERIOD 9)

1 Executive Summary

- 1.1 To provide Cabinet with information on capital spending, receipts, and forecasts.

Appendix A – Capital Performance Summary

Appendix B – Capital Monitoring Summary by Heads of Service and Directorate

Appendix C – Capital Monitoring Detail by Scheme

Appendix D – Capital Funding Statement

Appendix E – Performance Indicators

Appendix S106 – Section 106 Capital Monitoring

2 Recommendation(s)

- 2.1 That Cabinet note the overall position on capital spending (including MRA), funding and reserves.

- 2.2 That Cabinet note the current budget at P9.

- 2.3 That Cabinet approve the forecast outturn at P9 (details in paragraph 8.4) with a view to amending the current budget.

- 2.4 That Cabinet note the Prudential Indicators at P9.

- 2.5 That Cabinet continually reviews the phasing of schemes and considers whether there will be slippage into 2013/14.

- 2.6 That Cabinet note the risks relating to the capital programme and funding.

Implications

3 Financial Implications

- 3.1 Financial risks associated with the capital budgets are contained in this report.

4 Link to Corporate Priorities

- 4.1 I confirm that the subject of this report is linked to the Council's Corporate Priority "Accountable to the Community", and specifically to the achievement of "minimising the level of council tax by delivering value for money services". Individual capital schemes are also linked to the Council's corporate priorities.

5 Legal Implication(s)

5.1 There are no direct legal implications arise from this report. However, virtually all projects will require legal input into procurement and contractual documentation.

6 Climate Change Implication(s)

6.1 There are no climate change implications inherent in this report.

7 Risk Management

7.1 Financial risks associated with the capital programme are:

- Receipts are received in the expected year and at the expected amount. If this does not happen the implications on reserve levels need to be assessed for their impact now and in the future
- Accurate costing of schemes and spending at the anticipated level, under spending is as bad as overspending. Implications of opportunity cost; what other schemes could have happened or have to be cancelled or moved to future years
- Impact on level of reserves and associated amount of investment interest earned that supports the revenue budgets

7.2 Regular monitoring and reporting of the capital budget and funding are an important part of mitigating these risks.

7.3 A formal risk assessment has not been prepared in relation to the details in this report.

8 Explanation

8.1 In summary the capital budget and forecast position is as follows:

Includes central recharges	Original Budget £M	Current Budget £M	Forecast Outturn £M
Opening Balance	8.748	11.380	11.380
In Year Receipts (net of pooling)	5.589	7.294	6.520
In Year Housing Receipts (MRA)	10.311	10.311	10.311
Total In Year Receipts	15.900	17.605	16.831
Total Receipts	24.648	28.985	28.211
In Year Expenditure	7.041	7.854	7.319
In Year Housing (MRA) Expenditure	10.311	9.927	9.927
Total In Year Expenditure	17.352	17.781	17.246
Closing Balance	7.296	11.204	10.965

Current budget includes approved capital rolled forward budgets from 2011/12, and approved capital roll forward adjustments. Forecast Outturn includes P6 re-profiling of budgets into 2013/14.

See **Appendix A B C and D** for full details

8.2 Actual receipts received by Qtr 3:

Sales 6.447M (41 Council house sales, 4 Moors Walk flat sales and the sale of Boundary House.

Other 0.029M (Repayment of DCLG Disabled Facility grants/loans)

Grants 0.311M (Disabled Facilities Grant)

Contributions & Loans 0.600M

Total before pooling is 7.387M. This is an increase of £4.479 on figures at Qtr 2 and is mainly owing to council house sales and sale of Boundary House.

Housing receipts (MRA funding) have been accounted for to reflect the amount spent and committed to period 9 of £6.058M. The actual funding is received at the end of the financial year. See **Appendix D** for full details

8.3 Actual expenditure by Qtr 3:

Expenditure and commitments on general fund capital schemes is £2.679M. This is 34% of the current budget and 37% of the forecast outturn. This is an increase on expenditure at Qtr 2 of £0.855M.

Expenditure on MRA funded schemes is £6.058 which is 61% of the current budget. The MEARS contract spend to date of £4.370M is 66% of the MEARS current budget.

There were 24 rolled forward schemes from last year (2011/12). 5 of the 24 schemes have spent less than 5% of the rolled forward budget to P9. This Excludes : Performance Reward Grants. Three schemes have been removed (Refurbishment of 10 Wilshere Road, Boundary House Fees and KGV car park lighting and management system). See **Appendix B** for full details.

8.4 Forecast Outturn at P9: (recommendation for approval into current budget)

Expenditure - Changes to the forecast outturn for Qtr 3:

There is a reduction in the forecast from Qtr 2 of -£0.536M owing to:

Additional budget for Campus East offices design fees £40k.

Additional budget for Campus West Refurbishment design fees £50k.

Schemes re-profiled into future years (Off Street Parking -£100k, Stanborough Park rowing boat kiosk -£50k)

Reduction in budget for the Stanborough Park safe access building -£235k

Reduction in budget for the Mortgage Rescue Scheme -£250k.

Amend budget for Goldings House Flat Sale £16k

Increase budget for Hatfield Leisure Centre reception works £6k

Removal of remaining budget for King George Fifth new five a side football pitches -£12.6k

(Forecast also includes a new approved budget for the upgrade of the Security Pac system £12k.)

Receipts – Changes to forecast outturn for Qtr 3:

There is a reduction in the forecast from Qtr 3 of -£0.774M owing to:

Additional receipts for Disabled Facility Grants £46k.

Increase in receipts from pay back from disabled facility grants and loans £14k.

Removal of receipts for Cherry Way garages site -£125k and Moorlands garages site -£546k.

Reduction in funding from housing HRA for Mortgage Rescue Scheme - £250k.

Increase in receipt from the sale of Boundary House £87k.

8.5 Background Information

Reserves:

Capital reserves were originally expected to be £8.748M at 1st April 2012. Some schemes were rolled forward to be spent in 2012/13 and the final balance brought forward from 2011/12 was £11.380M. By the end of 2012/13 reserves are forecasted to be £10.965M. **See Appendix D**

Approved Current Budget Movements In Year:

General Fund Scheme Budgets

Expenditure Budgets:

Movement from Original Budget to Current Budget: **Increase of £0.813M**

Main reasons for movement: (greater than £100k)

Capital budget approved roll forwards from 2011/12 +£2.203M

New budget for Mortgage Rescue Scheme +£0.500M

New budget for Chantry Lane Chalk Mines +£0.483M

Garages scheme re profiled into 13/14 -£0.350M

Hatfield Regeneration (Sainsburys funded) scheme re profiled into 13/14 -£1.944M.

Receipt Budgets:

Movement from Original Budget to Current Budget: **Increase of £1.705M**

Main reasons for movement: (greater than £100k)

New capital grant funding for Chantry Lane Chalk Mines +£0.483M

New capital receipt from HCA/HRA Mortgage Rescue scheme +£0.500M

Removal of expected receipt for sale of 10 Wilshere Road -£0.167M

Adjustment to Council House Sales +£0.146M

New receipt budget for sale of The Hyde Community centre +£0.500M

Housing Scheme Budgets (MRA funded)

Expenditure Budgets:

Movement from Original Budget to Current Budget: **Decrease of £0.384M**

Main reasons for movement:

Reduced MEARS contract by -£0.388M

Capital budget approved roll forwards from 2011/12 +£0.073M

Transfer of budget to Queensway House refurbishment scheme -£0.69M

Receipt Budgets:

Movement from Original Budget to Current Budget: **Decrease of £0.384M**

Adjustment to funding reduction - The forecast outturn represents the reduction as a Major Repairs Allowance reserve.

9 Prudential Indicators

9.1 Monitoring for the Prudential Indicators includes indicators for the 2011/12 outturn, 2012/13 and future year budgets, and the 2012/13 forecast outturn. The indicators are as follows:

- Capital Expenditure. This indicator represents the total capital expenditure for the authority. The 2011/12 outturn was £317.058M (which included the payment for housing self financing loan), the 2012/13 budget is £17.352M and the forecast outturn at P9 is £17.246M.
- Capital Financing Requirement. This indicator changes to reflect any use of previously reserved receipts to fund capital expenditure. The 2012/13 CFR

is calculated using the information from the 2011/12 Statement of Accounts. Based on the P9 capital expenditure forecast outturn, the Councils CFR indicator is forecasted at £302M.

- Borrowing. The tables included in the appendix show the approved Operational Boundary and Authorised Limit.
- Affordability - Ratio of Financing Costs to Net Revenue Stream and the Incremental Impact of Capital Investment. Both affordability indicators reflect anticipated increases in investment rates and are projected forward to 2016/17.
- Prudence Indicators : Gross debt and the capital financing requirement, and HRA limit on indebtedness. **See Appendix E**

10 Equality and Diversity

- 10.1 Equality Impact Assessments (EIA) will be carried out in connection with the projects that are set out in the capital programme, and as part of the detail reports to be presented by scheme managers.

Name: Pam Kettle

Title: Director (Finance and Operations)

Date: 3rd January 2013

CAPITAL MONITORING SUMMARY - 31st December 2012

Capital Reserves	Original Budget 2012/13	Current Budget 2012/13	Actual/ Committed to Date	Forecast Outturn 2012/13	
	£M	£M	£M	£M	
OPENING RESERVES	8.75	11.38	11.38	11.38	
Total In Year Receipts	16.98	17.60	13.44	16.83	
Pooled Capital Receipts Payment	(1.08)	0.00	(0.62)	0.00	
Total In Year Expenditure	17.35	17.78	8.74	17.25	
CLOSING RESERVES	7.30	11.20	15.47	10.97	
Capital Expenditure by Director	Original Budget 2012/13	Current Budget 2012/13	Actual/ Committed to Date	% of Current Budget Spent/Committed	Forecast Outturn 2012/13
	£M	£M	£M		£M
Director (Finance and Operations)	5.09	3.09	1.28	0.42	3.03
Director (Strategy and Development)	1.95	4.77	1.40	0.29	4.29
TOTAL Capital Spend	7.04	7.85	2.68	0.34	7.32
Total MRA Capital spend	10.31	9.93	6.06	0.61	9.93
TOTAL Capital Spend including MRA	17.35	17.78	8.74	0.49	17.25

Capital Monitoring by Larger Schemes

(Excludes central recharges)

Project description (capital expenditure and receipts schemes)	Original Budget 2012/13 £M	Current Budget 2012/13 £M	Actual/ Committed to Date £M	% of Current Budget Spent/Committed	Forecast Outturn 2012/13 £M
Splashlands Development	0.00	1.42	0.09	0.06	1.42
Hatfield Town Centre CPO	0.00	0.84	(0.03)	(0.04)	0.84
Chantry Lane Chalk Mines	0.00	0.48	0.43	0.88	0.48
Stanborough Park new building for safety access	0.49	0.49	0.01	0.02	0.25
Housing Mortgage Rescue Scheme	0.00	0.50	0.00	0.00	0.25
Disabled Facility Grants	0.46	0.44	0.30	0.68	0.44
MEARS contract	7.06	6.67	4.37	0.66	6.67
Total expenditure	8.00	10.84	5.16		10.36

Variance Analysis

Splashlands Development	Cabinet approved the appointment of a high ropes course contractor on 6 November following a recommendation from the Splashlands Procurement Panel. Our project managers, WYG Engineering Ltd, submitted a full planning application covering Phase One (high ropes) and Phase Two (wet play area) on 19 December. A decision is expected in February 2013, which will enable the construction of the high ropes course and clearance of the former lido site to proceed. Highways and related infrastructure works will now form part of Phase Two. Some Phase One funding will need to be rolled forward as a result of this. The exact amount is not known at this time.
Hatfield Town Centre CPO	The Council now owns all of the property required for Phase I though it has not yet paid for it all. Phase II is also completed leaving the land swap at the Town Inn, a flat in White Lion Square. The notices on the balance of WLH are to be withdrawn where possible. For the rest of the budget, negotiations continue on the few outstanding claims with settlements continuing to be possible during the current financial year. Any surplus will need to be rolled forwards into 2013/4 to cover these claims should settlements not be possible.
Chantry Lane Chalk Mines	Issues over access for a number of properties. Phasing of expenditure may change as the year progresses.
Stanborough Park new building for safety access	Finesse's project manager, Pellings, are expecting a planning decision to be made on 12 October. Pellings will be reappointed to progress this capital scheme to completion. The next stage will be to procure the construction of the new building which will be done over the coming months. We expect there to be a start on site by the end of 2012-13. The forecast outturn reflects the budget required for this scheme. The budget will be removed from the 14/15 programme.
Housing Mortgage Rescue Scheme	The Mortgage Rescue Scheme (MRS) is a government scheme, which provides financial grants to assist the most vulnerable groups of people facing repossession, to remain living in their homes. The scheme is administered by Aldwyck Housing Group. It is an option of last resort for families with children, older people or people with a disability. The first 'rescue' case is likely to complete over the next four weeks.
Disabled Facility Grants	This money is used to pay for Disabled Facilities Grants and is demand-led. The number of referrals for new adaptations has been smaller than usual this financial year
MEARS contract	This amount is based on the Business Plan for 2012/13 and currently expected to be spent.

CAPITAL MONITORING SUMMARY 2012/13
31st December 2012

Description	Original Budget 2012/13	Approved Roll Forwards from 11/12	Current Budget 2012/13	Actual to Date	Variance to Current Budget	% of Current Budget Spent	Forecast Outturn 2012/13
General Fund							
Head of Resources	4,873,440	1,250,300	2,714,130	1,116,575	1,597,555	41%	2,754,130
Head of Environment	165,000	65,450	318,340	143,081	175,259	45%	218,340
Director (Finance and Operations)	5,038,440	1,315,750	3,032,470	1,259,656	1,772,814	42%	2,972,470
Head of Planning	80,000	0	50,000	13,000	37,000	26%	50,000
Head of Policy and Culture	870,420	108,090	2,371,750	347,925	2,023,825	15%	2,130,420
Head of Housing and Community	11,030,120	851,670	11,993,650	6,899,994	5,093,656	58%	11,759,652
Director (Strategy and Development)	11,980,540	959,760	14,415,400	7,260,920	7,154,480	50%	13,940,072
TOTAL	17,018,980	2,275,510	17,447,870	8,520,576	8,927,294	49%	16,912,542
Recharges							
Head of Resources	55,000	0	55,000	22,371	32,629	41%	55,000
Director (Finance and Operations)	55,000	0	55,000	22,371	32,629	41%	55,000
Head of Policy and Culture	0	0	0	8,156	(8,156)	0%	0
Head of Housing and Community	278,460	0	278,460	185,640	92,820	67%	278,460
Director (Strategy and Development)	278,460	0	278,460	193,796	84,664	70%	278,460
TOTAL RECHARGES	333,460	0	333,460	216,167	117,293	65%	333,460
TOTAL	17,352,440	2,275,510	17,781,330	8,736,743	9,044,587	49%	17,246,002

Account	Cost Centre	Capital Project	Project description	Original Budget 2012/13 £	Approved Rolled Forwards from 2011/12 £	Changes to Current Budget	Reason for Budget Changes	Current Budget 2012/13 £	Total (Actual + Commitments) £	Under/ (Over)Spend to Current £	Forecast Outturn 2012/13 £	Variance (Forecast outturn to Current Budget) £	Reason for Forecast Outturn Changes	% Spent of Current Budget	Update on performance of schemes from Heads of Service
CAPITAL MONITORING by Director - 31st December 2012 (Excludes central recharges)															
Account code description: 90020 Construction & Renovation, 90030 Vehicles, 90040 Equipment, 90050 Intangibles, 90051 Direct Salaries, 90070 Grants, 90071 DFG's Madatory, 90073 DFG's Discretionary, 90074 Gramts/Loans, 90075 Decent Homes Grants															
Director (Finance and Operations)															
90050	7735	C0525	Hosted E Payments Service software (REFCUS)	60,000	0	(30,000)	The capital element of the contract price is £30k which means that £30k of the budget can be released as savings. (P6 reprofiling exercise)	30,000	13,740	16,260	30,000	0		45.80%	The cash management contract has been awarded to Capita in September 2012 and the project is expected to be completed in January 2013. The capital element of the contract price is less than the original budget and the forecast outturn is now expected to be £30k.
Total Finance Manager				60,000	0	(30,000)		30,000	13,740		30,000	0			
90040	7711	C0495	Software & Hardware Security controls	50,000	0	0		50,000	49,695	305	50,000	0		99.39%	New contract has commenced. Anti Virus solution installed. Mobile management to protect against viruses etc to be installed November. Solution for Malware has been installed and rolled out to users by the end of January 2013.. Project complete.
90040	7711	C0496	Mobile/Wireless Technology	0	50,000	0		50,000	46,147	3,853	50,000	0		92.29%	Work in progress. Has been rolled out to Environmental Health & Building Control. Steria have invoiced. Purchase of equipment to use with solution underway. To be completed by January 2013.
90040	7711	C0526	Intrusion Detection System (Hardware)	30,000	0	0		30,000	0	30,000	30,000	0		0.00%	Work has commenced at looking at solutions for intrusion detection with the intention of implementing in Dec/Jan.
90040	7711	C0527	New server for revenue and benefits system (Academy) (H	50,000	0	0		50,000	52,226	(2,226)	50,000	0		104.45%	Work has been completed. There will be an overspend of £2,500 due to printing problems. The system could not go live until this was resolved and extra resource was required to fix the fault. Final bill now received from Steria.
90040	7711	C0529	Photocopiers/Printers	12,000	0	0		12,000	12,054	(54)	12,000	0		100.45%	Replacement of photocopiers has been completed.
Total Client Support Services Manager				142,000	50,000	0		192,000	160,122		192,000	0			
90020	7720	C0041	Campus East Refurbishment 1 st & 2nd floors	0	10,000	0		10,000	9,855	145	10,000	0		98.55%	This courtyard re-surfacing work has been completed.
90020	7706	C0140	Development Splashland Site	1,350,000	70,180	(1,420,180)	Transfer of the Splashlands Development scheme from Director of Finance & Operations to Director of Strategy & Development	0	0	0	0	0			
90020	6763	C0159	Garage Renovations	400,000	0	(350,000)	Reprofile due to procuremet - contract unlikely to start before 1st April 2013 (P6 reprofiling exercise)	50,000	(0)	50,000	50,000	0		0.00%	The contract is not being awarded to any of the respondents and is to be re-procured. It is unlikely that there will be any expenditure in this year, and the budget will be reviewed in January with a view to rolling the balance forward into 13/14.

Account	Cost Centre	Capital Project	Project description	Original Budget 2012/13 £	Approved Rolled Forwards from 2011/12 £	Changes to Current Budget	Reason for Budget Changes	Current Budget 2012/13 £	Total (Actual + Commitments) £	Under/ (Over)Spend to Current £	Forecast Outturn 2012/13 £	Variance (Forecast outturn to Current Budget) £	Reason for Forecast Outturn Changes	% Spent of Current Budget	Update on performance of schemes from Heads of Service
90020	6764	C0270	Highview Shops	100,000	100,000	(100,000)	This is dependent on the outcome of three expressions of interest PQQ portion of the competitive dialogue process. This process is just commencing. (P6 reprofiling exercise)	100,000	0	100,000	100,000	0		0.00%	The initial expressions of interest have been received and of the two applicants, one appears to meet the initial criteria and financial information is now to be passed across to allow them to carry out an appraisal of the scheme.
90020	6763	C0272	RES Property Data base	0	30,700	0		30,700	27,191	3,509	30,700	0		88.57%	K2 is up and running and the K2 Agresso link is generally functioning in relation to planned and responsive maintenance. The focus has been on getting the garages data onto the system and this is progressing.
90020	6410	C0353	MGM Sluice enhancement	85,000	18,000	0		103,000	(0)	103,000	103,000	0		0.00%	The contract has been awarded and order will be raised within the next month following pre contract meeting. The works will be for a complete refurbishment of the sluice.
90020	6416	C0382	HSC Replace covering to main roof	252,000	0	0		252,000	153,532	98,468	252,000	0		60.93%	Work almost completed to the roof portion of the contract, procurement is out for the undercroft works included in this budget. Remainder of the contract expected to begin January, February
90020	6770	C0452	HTC Regeneration Legal & Consultancy Fees	200,000	70,540	(50,000)	Budget virement to C0497 Unit Refurbs	220,540	144,680	75,860	220,540	0		65.60%	The spend is in line with anticipated. £50k has been transferred to refurbish a number of properties purchased under CPO. For the remaining budget, any surplus will need to be rolled forwards into 2013/4 to cover remaining fees.
90020	6763	C0487	Refurb 10 Wilshere Road for sale	0	50,000	(50,000)	This property has now been let with the result that the Council no longer needs to effect the renovations and so this budget has been released	0	0	0	0	0			
90020	6763	C0488	Refurbish Flat 111 Moors Walk for sale	0	0	0		0	1,230	(1,230)	0	0			Refurbishment completed and flat is now on the market as part of the Moors Walk campaign. It is the only flat left to go under offer in the whole scheme.
90020	6770	C0497	HTC Unit Refurbishments	0	0	50,000	Budget virement from C0452	50,000	9,804	40,196	50,000	0		19.61%	This code received a £50K transfer (see C0452 above) This is to be spent on shop fronts and refurb works.
90020	6770	C0498	HTC Acquisitions (Growth Fund Detrm Fund)	0	840,880	0		840,880	(32,727)	873,607	840,880	0		-3.89%	The Council now owns all of the property required for Phase I though it has not yet paid for it all. Phase II is also completed leaving the land swap at the Town Inn, a flat in White Lion Square. The notices on the balance of WLH are to be withdrawn where possible. For the rest of the budget, negotiations continue on the few outstanding claims with settlements continuing to be possible during the current financial year. Any surplus will need to be rolled forwards into 2013/4 to cover these claims should settlements not be possible.

Account	Cost Centre	Capital Project	Project description	Original Budget 2012/13 £	Approved Rolled Forwards from 2011/12 £	Changes to Current Budget	Reason for Budget Changes	Current Budget 2012/13 £	Total (Actual + Commitments) £	Under/ (Over)Spend to Current £	Forecast Outturn 2012/13 £	Variance (Forecast outturn to Current Budget) £	Reason for Forecast Outturn Changes	% Spent of Current Budget	Update on performance of schemes from Heads of Service
90020	6770	C0499	HTC Regeneration Phase 2 (sainsburys receipt funded)	1,944,440	0	(1,944,440)	Depending on WLH purchase and Phases II & III (P6 reprofiling exercise)	(0)	0	(0)	0	(0)		0.00%	No spend on this budget currently planned in 2012/13.
90020	6442	C0505	Boundary House Planning and Professional fees	0	10,000	(10,000)	Budget was for planning application fees to look into extending the property. This is now no longer required as the property was sold in September 2012.	0	0	0	0	0			
90020	6050	C0506	Cathodic protection at Hunters Bridge car park	80,000	0	0		80,000	48,750	31,250	80,000	0		60.94%	Installation is complete, commissioning works over the course of the next two months will complete the project.
90020	6763	C0507	HLC Car Park improvements	25,000	0	0		25,000	16,247	8,753	25,000	0		64.99%	Work completed.
90020	6763	C0508	HLC Roof Improvements	17,000	0	0		17,000	12,182	4,818	17,000	0		71.66%	Work to commence on February 4th 2013
90020	6763	C0509	HSC replacement of pool filter media	40,000	0	0		40,000	36,530	3,470	40,000	0		91.33%	Work under way
90020	6763	C0510	CE Offices	10,000	0	0		10,000	39,298	(29,298)	50,000	(40,000)	Increased for new council chamber design works (Cabinet report 6th November 2012)	392.98%	This is part of the larger project relating to the relocation of Housing from BRE. This is an ongoing project. The Forecast Outturn shows the proposed budget required for this scheme in 2012/13. The current budget will be amended for P10 reports.
90020	6764	C0511	Sailsbury Square redevelopment	35,000	0	0		35,000	36,713	(1,713)	35,000	0		104.89%	This budget has been largely committed and should be spent this financial year unless circumstances with the scheme as a whole change.
90020	6764	C0512	Campus East (new building) new double glazed windows	133,000	0	0		133,000	1,750	131,250	133,000	0		1.32%	This project is currently on hold.
90020	6763	C0533	Chantry Lane Chalk Mines (Grant Funded HCA)	0	0	483,010	New budget P3 as per cabinet report 6/6/12	483,010	425,783	57,227	483,010	0		88.15%	Issues over access for a number of properties. Phasing of expenditure may change as the year progresses.
90040	6763	C0559	Upgrade of the PAC security System	0	0	12,000		12,000	11,895	105	12,000	0		99.13%	The work is in hand.
Total Corporate Property Manager				4,671,440	1,200,300	(3,379,610)		2,492,130	942,713		2,532,130	(40,000)			
Total Head of Resources				4,873,440	1,250,300	(3,409,610)		2,714,130	1,116,575		2,754,130	(40,000)			
90020	6049	C0259	PLAN Off Street Parking	165,000	6,250	0		171,250	26,247	145,003	71,250	100,000	Need to roll forward approx £100k inot 13/14	15.33%	Need to roll forward approximately £100,000 of PLAN Off Street Parking capital. This program of spend has been delayed considerably by a restructure in Hertfordshire Highways. Herts Highways, have the final say on our off street parking designs and work. With the restructure they suspended any approvals and the new structure wants to revisit all plans. The work has been designed and the community consulted and this work should be done reasonably early in the next financial year.
90020	6049	C0261	PLAN Car parking Equipment (for WGC car parks)	0	0	0		0	425	(425)	0	0			

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90040	6049	C0261	PLAN Car parking Equipment (for WGC car parks)	0	59,200	0		59,200	28,520	30,680	59,200	0		48.18%	Final work on Campus East Lower car park planned in New Year
90030	6480	C0540	Serco Garwood Refuse Vehicle	0	0	87,890	New budget P3 as per cabinet report 6/6/12	87,890	87,890	0	87,890	0		100.00%	Work completed
			Total Environment Manager	165,000	65,450	87,890		318,340	143,081		218,340	100,000			
			Total Head of Environment	165,000	65,450	87,890		318,340	143,081		218,340	100,000			
			Total Director (Finance and Operations)	5,038,440	1,315,750	(3,321,720)		3,032,470	1,259,656		2,972,470	60,000			

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CAPITAL MONITORING by Director - 31st December 2012 (Excludes central recharges)															
Account code description: 90020 Construction & Renovation, 90030 Vehicles, 90040 Equipment, 90050 Intangibles, 90051 Direct Salaries, 90070 Grants, 90071 DFG's Madatory, 90073 DFG's Discretionary, 90074 Gramts/Loans, 90075 Decent Homes Grants															
Director (Strategy and Development)															
90050	6014	C0516	Community Infrastructure Levy software - PDG funded	45,000	0	(10,000)	Training and Final changes to systems may take place in Summer 2013 (P6 reproffiling exercise)	35,000	0	35,000	35,000	0		0.00%	A successful tender exercise has been completed. The project is on schedule.
90050	6014	C0517	Innogistics fast control and fast planning upgrade software - PDG funded	35,000	0	(20,000)	Software Development Issues at Suppliers (P6 reproffiling exercise)	15,000	13,000	2,000	15,000	0		86.67%	Phase 1 has been installed and is being tested. Phase 2 has been delayed as we're awaiting information from the supplier.
Total Planning Manager				80,000	0	(30,000)		50,000	13,000		50,000	0			
Total Head of Planning				80,000	0	(30,000)		50,000	13,000		50,000	0			
90040	6403	C0522	CW - Digital Projector for film screenings	100,000	0	0		100,000	87,751	12,249	100,000	0		87.75%	Campus West have now completed the installation of a new digital projector in the Hawthorne Theatre and it is now operational showing both digital quality and 3D films. Alternative content showings (such as ballet and opera) will commence in February and require some further equipment purchases to be made. We expect to be about £5k under budget by year end.
90020	6424	C0523	Hazel Grove Toilet replacement	25,000	0	0		25,000	11,282	13,718	25,000	0		45.13%	The refurbishment of the toilets at the Hazel Grove community hall has now been completed by the Corporate Property service. Following the resolution of outstanding snagging issues we believe this will come in under budget by around £13k.
90020	6425	C0524	CW - Vineyard Barn - Toilet Replacment	20,000	0	0		20,000	16,745	3,255	20,000	0		83.72%	The refurbishment of the toilets at the Hazel Grove community hall has now been completed by the Corporate Property service. Following the resolution of outstanding snagging issues we believe this will come in under budget by around £3k.
90040	7600	C0528	Telephonetics hardware and software	70,420	0	0		70,420	1,300	69,120	70,420	0		1.85%	A report requesting the release of capital of £67k is going to the Cabinet meeting on 9 October. This will enable us to procure the purchase of the IT platform which will lead to the automation of some of our customer services.
90020	6422	C0531	Hatfield Skate Park	20,000	0	0		20,000	6,842	13,159	20,000	0		34.21%	Capital was released for this project in August. Groundwork are project managing this on behalf of the Town Council and ourselves. A programme of public consultation has been completed, designs agreed and external funding applications made. Our portion of their costs currently stands at £7k. The remainder will go towards the development of the Skate Park if the external funding bids are successful. We expect to know by January if we can proceed with this scheme.
90020	6400	C0570	Campus West Refurbishment	0	0	0		0	0	0	50,000	(50,000)	Budget for design fees. (Cabinet report 4th December 2012)		This budget was set up and released in December 2012 to assist us in the procurement of architectural designs for the proposed changes to our services in Campus West. We expect to commit this by the end of March 2013.

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			Total Policy and Culture Manager	235,420	0	0		235,420	123,919		285,420	(50,000)			
90020	6416	C0223	ALL Branding, Signage, Directional Signage	0	18,570	0		18,570	0	18,570	18,570	0		0.00%	Finesse still need to resolve planning issues relating to the installation of new lit signage on the approaches to the Panshanger Golf Complex. No spending will occur until this has happened.
90020	6416	C0460	Four new 5 a side pitches at KGV (Finesse 7yr Loan 2010)	0	12,580	0		12,580	0	12,580	0	12,580	Budget no longer required.	0.00%	With the games area now closed on EH advice because of noise problems, and no imminent proposals to do anything else there, this amount can now be removed from the programme as there is nothing for it to be spent on over the remainder of 2012-13.
90020	6416	C0461	Replacement of rowing boat kiosk at SP	0	50,000	0		50,000	3,450	46,550	0	50,000	Scheme moved out to 2014/15	6.90%	This project was initially on hold pending the redevelopment of the former Splashlands site but is now progressing independently of this.
90040	6416	C0463	Car Park lighting & management system at KGV	0	26,940	(26,940)	The allocated budget of £26,940 will not be needed as the trial parking restriction scheme has not become permanent. (P6 reprofiling exercise)	0	0	0	0	0			This project was initially on hold pending the trial period when parking restrictions were in place in the KGV car park. This has now ended and this capital scheme can be cancelled as no works are planned in this respect.
90040	6416	C0491	Finesse sites replacement of grounds machinery and equipment (old equip end of useful life)	25,000	0	0		25,000	20,900	4,100	25,000	0		83.60%	This is the last part of a programme to replace ground machinery and equipment in accordance with a Finesse inventory.
90040	6416	C0492	SP 2011_12 Replacement of Pedal and Row boats and equipment (5-7yr life)	0	0	0		0	2,334	(2,334)	0	0			A small amount of final expenditure has occurred in this year. The scheme completed within budget.
90020	6416	C0493	SP new building for safe public assembly and indoor activities	485,000	0	0		485,000	7,979	477,021	250,000	235,000	Scheme budget reduced.	1.65%	Finesse's project manager, Pellings, are expecting a planning decision to be made on 12 October. Pellings will be reappointed to progress this capital scheme to completion. The next stage will be to procure the construction of the new building which will be done over the coming months. We expect there to be a start on site by the end of 2012-13. The forecast outturn reflects the budget required for this scheme. The budget will be removed from the 14/15 programme.
90020	6416	C0518	HSC Essential Poolside Flooring works to reduce slip hazards	60,000	0	0		60,000	31,838	28,162	60,000	0		53.06%	Finesse have arranged with their preferred contractor to complete this work between 10 December and 6 January, so we expect to spend a capital budget of up to £60,000 by the end of January 2013.
90040	6416	C0519	HSC Play Features For Small Pool	15,000	0	0		15,000	14,810	190	15,000	0		98.73%	Finesse have arranged with their preferred contractor to complete this work between 10 December and 6 January, so we expect to spend a capital budget of up to £15,000 by the end of January 2013.
90020	6416	C0520	HLC Refurbishment Of Reception, resolving DSE Issues	25,000	0	0		25,000	30,358	(5,358)	31,250	(6,250)	Increased - extra budget required to complete scheme. (Cabinet report 4th December 2012)	121.43%	Finesse have arranged with their preferred contractor to complete this work in January, so we expect to spend a capital budget of up to £31,250 by February 2013. The forecast outturn reflects the increase required for this scheme in 2012/13. The current budget will be amended for the P10 reports.
90020	6416	C0521	Moneyhole Lane play surface	25,000	0	0		25,000	24,998	2	25,000	0		99.99%	Finesse have arranged with their preferred contractor to complete this work in January, so we expect to spend a capital budget of up to £25,000 by February 2013.

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90020	6416	C0542	Splashlands Development	0	0	1,420,180	Transfer of the Splashlands Development scheme from Director of Finance & Operations to Director of Strategy & Development	1,420,180	87,340	1,332,840	1,420,180	0		6.15%	Cabinet approved the appointment of a high ropes course contractor on 6 November following a recommendation from the Splashlands Procurement Panel. Our project managers, WYG Engineering Ltd, submitted a full planning application covering Phase One (high ropes) and Phase Two (wet play area) on 19 December. A decision is expected in February 2013, which will enable the construction of the high ropes course and clearance of the former lido site to proceed. Highways and related infrastructure works will now form part of Phase Two. Some Phase One funding will need to be rolled forward as a result of this. The exact amount is not known at this time.
Total Finesse Services				635,000	108,090	1,393,240		2,136,330	224,006		1,845,000	291,330			
Total Head of Policy and Culture				870,420	108,090	1,393,240		2,371,750	347,925		2,130,420	241,330			
90020	8390	C0352	HSG External refurbishment of Queensway House	32,000	276,590	69,000	Tfr of budget £69k from Hsg Additional Works	377,590	344,408	33,182	377,590	0		91.21%	Extension of time claim is in dispute. Offered 9.5 weeks extension of time costs to date @ approx £9k = £85.5k plus original remaining tender sum of £193k and agreed written and verbal instructions to date of £77k gives current forecast commitment to Mulalley of £355.5k. Other forecast expenditure of £35k gives a total forecast expenditure of £390.5k. The additional funding will come for the "HSG Additional Works" budget- C0530.
90040	8390	C0472	Community Alarm units	100,000	72,540	0		172,540	67,790	104,750	172,540	0		39.29%	Installations are scheduled for the year and budget likely to be spent.
90070	6604	C0474	Performance Reward Grant	0	4,950	0		4,950	0	4,950	4,950	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0475	PRG Sunflower Centre	0	32,170	0		32,170	2,000	30,170	32,170	0		6.22%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0477	PRG Easy Riders	0	14,640	0		14,640	140	14,500	14,640	0		0.96%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0478	PRG Whem	0	3,310	0		3,310	2,791	519	3,310	0		84.33%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0479	PRG Help in the home	0	950	0		950	0	950	950	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.

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90070	6611	C0481	PRG CAB Advice in WGC	0	1,000	0		1,000	0	1,000	1,000	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0485	PRG Small Grants	0	1,510	0		1,510	0	1,510	1,510	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90040	6601	C0500	Upgrade CCTV technology	10,000	0	0		10,000	0	10,000	10,000	0		0.00%	Capital release being sought from Cabinet on 8 January, to enable upgrading of obsolete components to sustain network performance.
90070	6611	C0502	PRG Cook In The Box	0	40	0		40	0	40	40	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0503	PRG Other	0	1,870	0		1,870	0	1,870	1,870	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90070	6611	C0515	PRG schemes unallocated	30,000	0	0		30,000	0	30,000	30,000	0		0.00%	The Performance Reward Grant is external funding held by the council on behalf of the Local Strategic Partnership (Welwyn Hatfield Alliance). The money is used to fund projects which meet the aims and objectives of the Alliance and is awarded following a bidding process and is paid out as and when the projects require.
90040	6608	C0532	CCTV Wireless Conversion	0	0	0		0	100	(100)	0	0			Installation complete
90020	8390	C0541	Housing Mortgage Rescue Scheme (47%HCA funded)	0	0	500,000	New budget P3 as per cabinet report 3/7/12	500,000	0	500,000	250,000	250,000	Budget reduced by Housing Accountant P9	0.00%	The Mortgage Rescue Scheme (MRS) is a government scheme, which provides financial grants to assist the most vulnerable groups of people facing repossession, to remain living in their homes. The scheme is administered by Aldwyck Housing Group. It is an option of last resort for families with children, older people or people with a disability. The first 'rescue' case is likely to complete over the next four weeks.
90071	6039	C0612	Imp Grants Housing Assistance Loans & Grants 2011/12	0	0	0		0	130,735	(130,735)	0	0			This overspend will be covered by the roll forward allowed for within 90074 6039
90074	6039	C0612	Imp Grants Housing Assistance Loans & Grants 2011/12	0	168,000	0		168,000	0	168,000	168,000	0		0.00%	This roll forward will cover the expenditure under 90071 6039
90071	6039	C0613	Imp Grants Housing Assistance Grants and Loans 2012/13	460,000	0	(18,330)		441,670	300,853	140,817	441,670	0		68.12%	This money is used to pay for Disabled Facilities Grants and is demand-led. The number of referrals for new adaptations has been smaller than usual this financial year
90074	6039	C0613	Imp Grants Housing Assistance Grants and Loans 2012/13	211,670	0	18,330		230,000	35,756	194,244	230,000	0		15.55%	This budget is used to meet any excess demand for Disabled Facilities Grant and also to improve the condition of homes in the private sector. It is demand led

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90075	6039	C0613	Imp Grants Housing Assistance Grants and Loans 2012/13	0	0	0		0	41,670	(41,670)	0	0			This expenditure relates to the Decent Homes work below (reference C0700) and will be journaled across in Period 10.
90075	6039	C0700	Decent Homes Private Sector GF	153,910	141,090	0		295,000	25,758	269,242	295,000	0		8.73%	This budget is ring fenced for use to undertake work which improves housing standards in the private sector. Cabinet have approved a scheme which ensures this money will be targeted for use by owner occupiers within the most deprived areas of the Borough. Part of the funding will also be used to increase the uptake of boiler replacements via the Herts and Essex Energy Partnership
90020	8390	C309C	Trickle Transfer	0	60,010	0		60,010	76,012	(16,002)	76,012	(16,002)	Increased to match actual spend for Goldings Flat sale agreement. Funded from capital receipt	126.67%	Transfer of Flat no.50 Goldings House from the council's HRA to Paradigm Housing Group. Arrangement is for Receipt of £100k less refurb costs of £12k and subsidy payment of £76k. This is now complete. There is no actual overspend, the roll/fwd budget did not include the amount for refurbishment. The current budget will be amended for the P10 reports.
Total Housing and Community Managers				997,580	778,670	569,000		2,345,250	1,028,014		2,111,252	233,998			
90020	8390	C0294	HSG MEARS Contract	7,057,580	0	(388,140)	Reduction in contract - (adj requested by Housing Accountant D.Shah) P3	6,669,440	4,369,629	2,299,811	6,669,440	0		65.52%	This amount is based on the Business Plan for 2012/13 and currently expected to be spent.
90020	8390	C0295	HSG Aids and Adaptations	721,220	45,000	0		766,220	378,341	387,879	766,220	0		49.38%	Due to the underperformance of newly appointed contractor Topcoat Ltd works have been on temporary hold. Recommendations to be presented at the Council meeting in January 2013 to agree the issuing of these works to another contractor. Once this is agreed, works will proceed. There is a possibility that these works will not be completed before the year end and so a large amount of the Aids & Adapts Capital budget will need to be rolled forward to allow for the carryover of outstanding works.
90020	8390	C0298	HSG Voids	26,820	0	(26,820)	Budget vired to C0302 as works are of the same type so two separate budgets are not needed. Requested by Graham Sidaway/LG/DS	(0)	2,235	(2,235)	0	(0)			The HSG voids budget has now been merged with Gas Central Heating Installations following a request from the Director of Asset Management.
90020	8390	C0299	HSG Insulation Improvements	26,820	0	0		26,820	16,479	10,342	26,820	0		61.44%	Budget will be spent by end of the financial year.
90020	8390	C0300	HSG Carbon Monoxide (3/4yr contractually committed from 11/12)	60,320	0	0		60,320	63,194	(2,874)	60,320	0		104.76%	Budget will be spent by end of the financial year.
90020	8390	C0301	Gas Central Heating Replacement Program	1,285,100	0	0		1,285,100	810,536	474,564	1,285,100	0		63.07%	There are challenges with current performance of Carillion which is under review. It may be that current year's budget may not be spent. Over the next few weeks a better profile of volumes and spend for the remainder of 2012/13 will be worked on and reported.

Account	Cost Centre	Capital Project	Project description	Original Budget 2012/13 £	Approved Rolled Forwards from 2011/12 £	Changes to Current Budget	Reason for Budget Changes	Current Budget 2012/13 £	Total (Actual + Commitments) £	Under/ (Over)Spend to Current £	Forecast Outturn 2012/13 £	Variance (Forecast outturn to Current Budget) £	Reason for Forecast Outturn Changes	% Spent of Current Budget	Update on performance of schemes from Heads of Service
90020	8390	C0302	Gas Central Heating Installations	69,510	0	26,820	Amagamated budget from C0298 - only one budget code required for these works	96,330	25,127	71,203	96,330	0		26.08%	This budget is allocated for properties where no central heating system currently exists and are usually where elderly tenants have refused access. The Trust is continuing to work in conjunction with Housing Management to obtain tenant agreement, but if this is unsuccessful the budget will be vired to the replacement programme ensuring full commitment by the end of the financial year.
90020	8390	C0408	Other Contractors MRA Schemes	103,500	28,000	72,500	Tfr of £72.5k from Additional Works scheme as per Liam G/Dipti S for Underpinning works	204,000	157,833	46,167	204,000	0		77.37%	This budget is committed for lift refurbishment and underpinning works and is likely to be spent during the year.
90020	8390	C0530	HSG Additional Works	681,670	0	(141,500)	Tfr £69k budget to Queensway House scheme & £72.5k to MRA Other scheme	540,170	48,606	491,564	540,170	0		9.00%	This is the additional funding through MRA as a result of self financing. Some of the funds will be used for Queensway House although the amount has not been confirmed yet. Some projects have been identified for spend and some work has been ordered. There will be further projects identified during the year which will be reported. Some funds have been vired to Other MRA schemes code.
			Total Trust Managed Services	10,032,540	73,000	(457,140)		9,648,400	5,871,980		9,648,400	(0)			
			Total Head of Housing and Community	11,030,120	851,670	111,860		11,993,650	6,899,994		11,759,652	233,998			
			Total Director (Strategy and Development)	11,980,540	959,760	1,475,100		14,415,400	7,260,920		13,940,072	475,328			
			TOTAL	17,018,980	2,275,510	(1,846,620)		17,447,870	8,520,576		16,912,542	535,328			
			CENTRAL RECHARGES	333,460				333,460	216,167		333,460				
			TOTAL INCLUDING RECHARGES	17,352,440				17,781,330	8,736,743		17,246,002				

Capital Receipts & Reserves - December 2012

	Original Budget 2012/13 £	Current Budget 2012/13 £	Actual 2012/13 £	Forecast Outturn 2012/13 £
Usable Capital Receipts - Balance b/fwd				
General Fund	8,748,360	11,380,270	11,380,265.61	11,380,270
Housing MRA Balance	0	0	0.00	0
OPENING RESERVES	8,748,360	11,380,270	11,380,265.61	11,380,270
DCLG Disabled Facilities Grant	265,000	265,000	310,879.00	310,880
Chantry Lane Chalk Mines HCA Funded	0	483,010	0.00	483,010
Grants	265,000	748,010	310,879.00	793,890
Finesse 10 yr Contr HSC Refurb ends 2014	69,700	69,700	52,241.25	69,700
HTC redevelop. professional fees	50,000	50,000	37,898.65	50,000
Finesse KGV Football Pitches (7yr loan)	0	25,210	18,907.56	25,210
Goldings Trickle Transfer	0	100,000	100,000.00	100,000
HRA Revenue contributions to capital	0	500,000	0.00	250,000
Contributions	119,700	744,910	209,047.46	494,910
Jubilee Care Trust Loan capital	31,230	31,230	22,030.06	31,230
SERCO vehicle repayments	360,120	478,270	350,159.82	478,270
Gosling 10 yr Loan Start 2009_10	25,000	25,000	18,749.97	25,000
Loans	416,350	534,500	390,939.85	534,500
Fees & Admin Costs RTB	0	0	(15,995.83)	0
Sale Freehold	0	0	13,990.00	0
Discount Recovered	0	0	15,725.00	0
Council House Sales	1,442,040	506,000	3,348,410.00	506,000
Moorswalk flat sales	1,174,500	1,174,500	585,268.04	1,174,500
DCLG Repayment of Grants and Loans	15,000	15,000	29,346.73	29,350
Sale of Moorlands Garage Site, Hallgrove, WGC	546,000	546,000	0.00	0
Sale of Cherry Garages site	125,000	125,000	0.00	0
Sale of 10 Wilshere Road	166,600	0	0.00	0
Sale of Boundary House	2,400,000	2,400,000	2,499,564.64	2,486,910
Sale of The Hyde Community Centre	0	500,000	0.00	500,000
Useable Capital Receipts	5,869,140	5,266,500	6,476,308.58	4,696,760
Total In Year Receipts	6,670,190	7,293,920	7,387,174.89	6,520,060
Pooled Capital Receipts Payment	(1,081,530)	0	(618,696.39)	0
Total Capital Spend	7,041,440	7,854,470	2,679,123	7,319,142
TOTAL RESERVES	7,295,580	10,819,720	15,469,621	10,581,188
Major Repairs Reserve	10,311,000	10,311,000	6,057,620.00	10,311,000
Total MRA Capital Spend	10,311,000	9,926,860	6,057,620	9,926,860
TOTAL MRA RESERVES	0	384,140	(0)	384,140
TOTAL CLOSING RESERVES	7,295,580	11,203,860	15,469,620.84	10,965,328

1 HCA funding for new schemes. Mortgage Rescue scheme is being accounted for as an HRA Contribution to capital

2 Current budget and forecast outturn include estimated expenditure on rolled forward schemes from 11/12 and the period 6

PRUDENTIAL INDICATORS 2012/13 P9

Budget figures have been updated to reflect the 2013/14 budget process. These figures could change if there are any amendments to the budget reports.

CAPITAL EXPENDITURE, EXTERNAL DEBT AND TREASURY MANAGEMENT INDICATORS**1. CAPITAL EXPENDITURE**

The Prudential Code requires the council to make reasonable estimates of the total capital expenditure that it plans to incur during the forthcoming financial year and at least the following two years. The code also requires this information to be split between General Fund Services and Housing Revenue Account (HRA).

Capital Expenditure	Actual Capital Expenditure		Forecast Capital Expenditure				
	2011/12	2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
	£000	£000	£000	£000	£000	£000	£000
General Fund Services	4,022	7,041	7,319	13,886	5,255	3,656	3,456
Capital expenditure Housing Self Financing scheme	304,799	0	0	0	0	0	0
Housing Revenue Account	8,237	10,311	9,927	10,827	10,767	11,036	11,312
TOTAL	317,058	17,352	17,246	24,713	16,022	14,692	14,768

Implications

No implications

2. CAPITAL FINANCING REQUIREMENT

Capital expenditure that is not financed upfront by capital receipts, capital grants or by revenue will increase the capital financing requirement of the authority. The calculation of the Capital Financing Requirement is therefore intended to reflect the Council's underlying need to finance capital expenditure and it is used as a key measure in treasury management decisions for this reason.

Capital Financing Requirement	Actual Capital Financing Requirement		Forecast Capital Financing Requirement				
	2011/12	2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
	£000	£000	£000	£000	£000	£000	£000
CFR at the end of the financial year							
General Fund CFR	8,446	8,405	8,395	8,340	8,282	8,220	8,154
Housing Revenue Account CFR	304,799	293,245	293,444	284,544	274,594	262,844	249,344

Implications

General Fund: The future years Budgets are based on the 10/11 Statement of Accounts outturn CFR, less finance leases and loan principal repayments.

3. AUTHORISED LIMIT FOR EXTERNAL DEBT

This indicator is required to separately identify external borrowing (gross of investments) and other long term liabilities such as finance lease obligations. The limit provides a maximum figure that the Council could borrow at any given point during each financial year.

Authorised Limit for External Debt	2012/13	2013/14	2014/15	2015/16	2016/17
	Budget	Budget	Budget	Budget	Budget
	£000	£000	£000	£000	£000
Borrowing	5,000	8,000	8,000	8,000	8,000
Other Long Term Liabilities (incl Finance leases/CNT loan)	2,997	2,946	2,891	2,833	2,771
Housing Self Financing Borrowing	320,000	304,799	304,799	304,799	304,799
TOTAL	327,997	315,745	315,690	315,632	315,570

The Authorised Limit has been increased in 2013/14 from £5M to £8M to reflect an increase in the capital expenditure programme.

The Authorised Limit set out above is consistent with approved capital investment plans and treasury management policy/practice but allows sufficient headroom for unanticipated cash movements. If the authorised limit is liable to be breached at any time, the Director of Finance and Operations will report to full Council to raise the limit. Actual external debt for 2011/12 against agreed limits is reported below, with 2012/13 limits, and forecast for 12/13. No change to the current limits are required.

Actual External Debt	2011/12		Actual at 31/3/12		Forecast 2012/13	
	limit		limit		limit	
	£000	£000	£000	£000	£000	£000
Borrowing	5,000	5,000	0	5,000		0
Other Long Term Liabilities (incl Finance leases/CNT loan)	3,054	3,054	2,997	2,997		2,946
Housing Self Financing Borrowing	350,000	350,000	304,799	320,000		296,000
TOTAL	358,054	358,054	307,796	327,997		298,946

4. OPERATIONAL BOUNDARY FOR EXTERNAL DEBT

This indicator is lower than the Authorised Limit as it is based on an estimate of the most likely of external borrowing at any point in the year.

Operational Boundary for External Debt	2012/13	2013/14	2014/15	2015/16	2016/17
	Budget	Budget	Budget	Budget	Budget
	£000	£000	£000	£000	£000
Borrowing	5,000	6,000	6,000	6,000	6,000
Other Long Term Liabilities (incl Finance leases/CNT loan)	3,054	2,946	2,891	2,833	2,771
Housing Self Financing Borrowing	330,000	296,000	287,100	277,200	265,400
TOTAL	338,054	304,946	295,991	286,033	274,171

The Operational Boundary for External Debt has been increased in 2013/14 from £3M to £6M to reflect an increase in the capital expenditure programme.

5. TREASURY MANAGEMENT INDICATOR

The prudential indicator in respect of treasury management is that the local authority has adopted the CIPFA Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes.

The aim of this indicator is to ensure that treasury management is led by a clear integrated forward treasury management strategy, and a recognition of the pre-existing structure of the Councils borrowing and investment portfolios.

AFFORDABILITY INDICATORS**6. RATIO OF FINANCING COSTS TO NET REVENUE STREAM**

The indicator is intended to measure the percentage of the Councils total income that it is estimated will be committed towards meeting the costs of borrowing used to fund capital expenditure. For the General Fund this is the ratio of financing costs of borrowing against net expenditure financed by government grant and local taxpayers.

Ratio of Financing Costs to Net Revenue Stream							
	Actual 2011/12	2012/13 Budget	Forecast 2012/13	2013/14 Budget	2014/15 Budget	2015/16 Budget	2016/17 Budget
	%	%	%	%	%	%	%
General Fund	-1.66	0.16	0.16	0.72	0.99	0.93	0.93
Housing Revenue Account	-0.08	37.47	37.47	32.91	33.62	35.59	36.87

Implications

The General Fund ratio of financing costs has increased due to a forecast reduction in interest/investment income. This reduction in interest is owing to lower interest rates on investments, and an increase in capital expenditure.

HRA from 2012/13 onwards includes self financing debt repayments

7. ESTIMATES OF INCREMENTAL IMPACT OF NEW CAPITAL INVESTMENT DECISIONS ON COUNCIL TAX AND HOUSE RENTS

This indicator is intended to measure the incremental impact on the council tax and housing rents which would arise from changes to the councils existing capital budget.

Incremental impact of Capital Investment							
	Actual 2011/12	2012/13 Budget	Forecast 2012/13	2013/14 Budget	2014/15 Budget	2015/16 Budget	2016/17 Budget
	£	£	£	£	£	£	£
For Band D Council Tax	4.21	7.88	7.88	1.93	1.05	-0.23	-0.23
* For Average weekly Housing rents	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Implications

Investment income is reducing, and in 2013/14 the number of house holds in the borough is expected to increase. This dilutes the effect on the increase in council tax.
* This line will always be £0.00 as Housing rent increases are calculated by the scheme of rent restructuring.

FINANCIAL PRUDENCE INDICATORS**8. GROSS DEBT AND THE CAPITAL FINANCING REQUIREMENT**

This indicator records the extent that gross debt is less than the CFR. This is a key indicator of prudence and is designed to ensure that, over the medium term, debt is only for a capital purpose. The values are measured at the end of the financial year.

Net Debt and the Capital Financing Requirement							
	Actual 2011/12	2012/13 Budget	Forecast 2012/13	2013/14 Budget	2014/15 Budget	2015/16 Budget	2016/17 Budget
	£000	£000	£000	£000	£000	£000	£000
Total Gross Debt	307,796	296,191	296,390	287,525	277,427	265,615	252,049
Capital Financing Requirement	313,245	301,650	301,839	292,884	282,876	271,064	257,498
Under Limit by	5,449	5,459	5,449	5,359	5,449	5,449	5,449

This indicator has changed to represent Gross Debt. In 12/13 reports it represented Net Debt. The 12/13 Budget has been updated to reflect this change.

Implications

The above figures confirm that for the next five years gross debt will be prudently contained within the capital financing requirement.

9. HRA Limit on Indebtedness

Under the reform of housing finance implemented from 1st April 2012, the Government published the Limits on Indebtedness Determination 2012. This sets out the maximum amount of housing debt that the council may have outstanding at any one time.

HRA Limit on Indebtedness							
	Actual 2011/12	2012/13 Budget	Forecast 2012/13	2013/14 Budget	2014/15 Budget	2015/16 Budget	2016/17 Budget
	£000	£000	£000	£000	£000	£000	£000
HRA Limit on Indebtedness	304,800	304,800	304,800	296,000	287,100	277,149	265,400
HRA Capital Financing Requirement	304,799	293,245	293,444	284,544	274,594	262,844	249,344

Implications

The HRA limit is housing debt at the start of each year. The HRA CFR is the expected housing debt at the end of each year.
The difference is the principal loan repayments.

Welwyn Hatfield Borough Council
S106 Capital Statement

Account : 97020 Developers Contributions Unapplied (Capital)

Account Code	Cost Centre	Project Code	Description	Opening Balance 2006/7 £	Amount received or funded in 2006/7 £	Opening Balance 2007/8 £	Amount received or funded in 2007/8 £	Opening Balance 2008/9 £	Amount received or funded in 2008/9 £	Opening Balance 2009/10 £	Amount received or funded in 2009/10 £	Opening Balance 2010/11 £	Amount received or funded in 2010/11 £	Opening Balance 2011/12 £	Amount received or funded in 2011/12 £	Opening Balance 2012/13 £	Amount received or funded in 2012/13 £
97020	9000	ZZ701	Arlington - public art	(10,000.00)	(230.91)	(10,230.91)	0.00	(10,230.91)	3,200.00	(7,030.91)	6,800.00	(230.91)	230.91	0.00	0.00	0.00	0.00
		Total Project : ZZ701		(10,000.00)	(230.91)	(10,230.91)	0.00	(10,230.91)	3,200.00	(7,030.91)	6,800.00	(230.91)	230.91	0.00	0.00	0.00	0.00
97020	9000	ZZ703	Community contribution - D.Wilson	(113,500.00)	0.00	(113,500.00)	0.00	(113,500.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Project : ZZ703		(113,500.00)	0.00	(113,500.00)	0.00	(113,500.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97020	9000	ZZ707	Comm.Contrib.-Rialto	(60,547.00)	(3,442.96)	(63,989.96)	0.00	(63,989.96)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Project : ZZ707		(60,547.00)	(3,442.96)	(63,989.96)	0.00	(63,989.96)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97020	9000	ZZ709	Open spaces - G.Wimpey	(52,000.00)	(17,654.32)	(69,654.32)	0.00	(69,654.32)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Project : ZZ709		(52,000.00)	(17,654.32)	(69,654.32)	0.00	(69,654.32)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97020	9000	ZZ710	Community Centre	(235,493.00)	0.00	(235,493.00)	0.00	(235,493.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Project : ZZ710		(235,493.00)	0.00	(235,493.00)	0.00	(235,493.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97020	9000	ZZ716	Lemsford Lane - playground equipment	(50,000.00)	(2,209.29)	(52,209.29)	52,258.00	48.71	0.00	48.71	0.00	48.71	(48.71)	0.00	0.00	0.00	0.00
		Total Project : ZZ716		(50,000.00)	(2,209.29)	(52,209.29)	52,258.00	48.71	0.00	48.71	0.00	48.71	(48.71)	0.00	0.00	0.00	0.00
97020	9000	ZZ719	Hatfield aerodrome - Frontier	(54,500.00)	0.00	(54,500.00)	0.00	(54,500.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00
		Total Project : ZZ719		(54,500.00)	0.00	(54,500.00)	0.00	(54,500.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00	(30,000.00)	0.00
				(576,040.00)	(23,537.48)	(599,577.48)	52,258.00	(547,319.48)	3,200.00	(36,982.20)	6,800.00	(30,182.20)	182.20	(30,000.00)	0.00	(30,000.00)	0.00

Welwyn Hatfield Borough Council
S106 Capital Expenditure **Position as at 31st December 2012**

Account Code	Cost Centre	Capital Code	Description	Actual Spend 2008/9 £	Actual Spend 2009/10 £	Actual Spend 2010/11 £	Actual Spend 2011/12 £	Actual Spend 2012/13 £	Total Project Spend £
90020	6490	C0315	S106 Hatfield Garden Village Sculpture (ZZ701)	3,200.00	6,800.00	0.00	0.00	0.00	10,000.00
		Total		3,200.00	6,800.00	0.00	0.00	0.00	10,000.00

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE OVERVIEW WORK PROGRAMME 2012/13

MEETING DATES	REPORTS FROM OFFICERS	MEMBERS REQUESTED ITEMS	EXTERNAL PARTIES TO BE INVITED	PRESENTATIONS
10 July 2012	<ol style="list-style-type: none"> 1. Steria Contract Monitoring – Farhad Cantel 2. Revenue and Benefits Customer Satisfaction Surveys – Farhad Cantel 3. Comments, Complaints and Compliments – Farhad Cantel 4. Performance Indicator Annual Report – Resources – Paul Underwood 5. Revenue and Capital Budget Monitoring at 31 March 2012 (Final Outturn) – Farhad Cantel 			
11 September 2012	<ol style="list-style-type: none"> 1. Performance Indicator Quarter 1 Report – Paul Underwood 2. Business Efficiency Group Update – Geoff May 3. Revenue and Capital Budget Monitoring Period 3 - Geoff May/ Tracy Fortune 4. Local Government Ombudsman Annual Review 2011/12 – Graham Seal 			
14 November 2012	<ol style="list-style-type: none"> 1. Exit Interview Analysis – Kami Patel 2. Steria Contract Monitoring – Farhad Cantel 3. Performance Indicator Quarter 2 – Paul Underwood 4. Revenue Budget Monitoring Period 6 – Geoff May 5. Capital Budget Monitoring Period 6 – Tracy Fortune 			

MEETING DATES	REPORTS FROM OFFICERS	MEMBERS REQUESTED ITEMS	EXTERNAL PARTIES TO BE INVITED	PRESENTATIONS
10 January 2013	<ol style="list-style-type: none"> 1. General Fund Budget 2013/14 – Ka Ng 2. Capital Programme 2013/14 – 2016/17 Estimates – ka Ng 3. Housing Revenue Account Budget 2013/14 – Ka Ng 4. Treasury Management and Investment Strategy 2013/14 – Ka Ng 5. Medium term Financial Strategy – Ka Ng 			
25 February 2013	<ol style="list-style-type: none"> 1. Steria Contract Monitoring – Farhad Cantel 2. Revenue Budget Monitoring Period 9 – Geoff May 3. Capital Budget Monitoring Period 9 – Tracy Fortune 4. Performance Indicator Quarter 3 – Paul Underwood 			

Please note: Councillors may suggest items for inclusion on the work programme by contacting the Chairman or the Director (Governance) or under the appropriate item on the Agenda.