

Resources Overview and Scrutiny Panel

Agenda
Item:

A.3(h)

Meeting Date: 6th December 2016
Portfolio: Finance, Governance and Resources
Key Decision: No
Within Policy and Budget Framework YES
Public / Private Public

Title: REVENUE BUDGET OVERVIEW & MONITORING REPORT:
APRIL TO SEPTEMBER 2016
Report of: CHIEF FINANCE OFFICER
Report Number: RD 32/16

Purpose / Summary: This report provides an overview of the Council's General Fund revenue budgetary position for the period April to September 2016 and was considered by the Executive on 21st November 2016.

Questions for / input required from Scrutiny:

Members are asked to note the variances contained within this report.

Recommendations:

The Members of the Resources Overview and Scrutiny Panel are asked to note the overall budgetary position for the period April to September 2016.

Tracking

| | |
|------------------------|--------------------------------|
| Executive: | 21 st November 2016 |
| Overview and Scrutiny: | 6 th December 2016 |
| Council: | n/a |

Report to Executive

Agenda
Item:

Meeting Date: 21st November 2016
Portfolio: Finance, Governance and Resources
Key Decision: No
Within Policy and Budget Framework YES
Public / Private Public

Title: REVENUE BUDGET OVERVIEW & MONITORING REPORT:
APRIL TO SEPTEMBER 2016
Report of: CHIEF FINANCE OFFICER
Report Number: RD 32/16

Purpose / Summary: This report provides an overview of the Council's overall budgetary position for the period April to September 2016 for revenue schemes only. The revenue report includes details of balance sheet management issues, high-risk budgets and performance management. Progress against the transformation savings is also provided.

Recommendations:

The Executive is asked to:

- (i) Note the budgetary performance position of the Council to September 2016;
- (ii) Note the action by the Chief Finance Officer to write-off bad debts as detailed in paragraph 6;
- (iii) Approve the release of the £350,000 transformation reserve to fund one-off transformation costs.

Tracking

| | |
|------------------------|--------------------------------|
| Executive: | 21 st November 2016 |
| Overview and Scrutiny: | 6 th December 2016 |
| Council: | n/a |

1. BACKGROUND INFORMATION AND OPTIONS

- 1.1 In accordance with the City Council's Financial Procedure Rules, the Chief Finance Officer is required to report to the Executive on the overall budget position, the monitoring and control of expenditure against budget allocations and the exercise of virement on a regular basis. Further details of virements processed can be found in **Appendix A**. It is the responsibility of individual Directors to control income and expenditure within their service areas and to monitor performance, taking account of financial information provided by the Chief Finance Officer.
- 1.2 All Managers currently receive a monthly budget monitoring report covering their areas of responsibility. Information is collated from the main accounting system and then adjusted to correct any known budget profiling trends, timing differences and commitments. The report has been developed in line with the need to provide sound financial management information to inform the decision making process.
- 1.3 Please note that throughout this report:
- (i) the use of a bracket represents a favourable position i.e. either an underspend or additional income received,
 - (ii) the term 'underspend' is taken to include both reduced expenditure and/or increased income,
 - (iii) the term 'overspend' includes both spending above budget and/or reduced income levels.

2. REVENUE BUDGET OVERVIEW

- 2.1 The following statement shows the total annual revenue budget as at September 2016:

| 2016/17 Revenue Budget | £ |
|---|-------------------|
| Approved Budget (Council resolution – February 2016) | 13,091,300 |
| Carry forward requests (2015/16 out-turn) | 528,000 |
| Council Resolution 2016/17 | 13,619,300 |
| Non-Recurring : | |
| Enterprise Licences (IT Renewals Reserve) | 48,000 |
| Market Engagement (Leisure Reserve) | 16,900 |
| Project Officer (Economic Investment Reserve) | 13,400 |
| Environmental Surcharge Income (Cremator Replacement Reserve) | (42,400) |
| Homelife (Energy Efficiency Advice Reserve) | 42,000 |
| General Carry Forward Reserve | 87,600 |
| Updated Budget 2016/17 | 13,784,800 |

3. 2016/17 BUDGET MONITORING

3.1 The summarised budgetary position as at September 2016 is shown below:

| Directorate / Appendix | | Annual Net Budget | Net Budget to date | Net Spend to date | Adjusted Variance |
|--|----|-------------------|--------------------|-------------------|-------------------|
| | | (£) | (£) | (£) | (£) |
| Chief Executive's Team | B1 | 512,900 | 245,677 | 230,583 | (15,094) |
| Deputy Chief Executive's Team | B2 | 3,889,100 | 1,993,348 | 1,986,168 | (7,180) |
| Economic Development | B3 | 1,990,400 | 822,535 | 1,036,107 | 213,572 |
| Governance | B4 | (1,674,200) | (1,021,676) | (855,408) | 166,268 |
| Local Environment | B5 | 5,894,200 | 2,394,765 | 2,155,220 | (239,545) |
| Resources | B6 | 1,574,400 | 421,885 | 342,561 | (79,324) |
| Corporate ⁽¹⁾ | B7 | 1,692,800 | (115,074) | (417,084) | (302,010) |
| Sub Total | | 13,879,600 | 4,741,460 | 4,478,147 | (263,313) |
| Flood Expenditure (net) ⁽²⁾ | | (94,800) | (94,800) | 617,406 | 712,206 |
| Total | | 13,784,800 | 4,646,660 | 5,095,553 | 448,893 |

Note 1: Corporate underspends include Salary Turnover Savings, Budget Savings, Inflation Savings, Direct Revenue Financing, Non-Distributed (Pension) costs and corporate management costs (which include bank and audit charges).

Note 2: Net Flooding expenditure relates to costs incurred as a result of the flood, some of which will be able to be claimed back through insurance claims. Non-insured costs will be funded from the £500,000 flood reserve unless the expenditure can be funded from underspends on base budgets.

3.2 Further details for each directorate can be found in **Appendices B1 – B8**. Each appendix shows a breakdown of the variance for the Directorate, with comments and a note of any performance issues.

3.3 The main income and expenditure variances are summarised below:

Under achieved Income

- Shortfall on Development Control income of £30,300.
- Shortfall on income from Tourist Information Centre of £49,000 (partly offset by underspends on expenditure of £27,800).
- Shortfall on income of £194,200 at John Street Hostel due to closure from flood damage. Discussions are ongoing with the Council's insurance provider to agree the level of income that can be recovered as part of our insurance claim.
- Shortfall on income of £75,700 from Civic Centre rentals and services charge income due to the accommodation being vacated early as a result of flood damage. The full year impact will be dealt with as a budget pressure as part of the 2017/18 budget process. (Partly offset by underspends on expenditure of £56,100 mainly from credits for previous year energy costs).
- Shortfall on income from Lanes of £269,700 relating to a head rent adjustment for 2015/16 after completion of the detailed reconciliation of Head Rent calculation for 2015/16. This was received too late to be included within the outturn position for 2015/16. (Revised Head Rent Projections for 2016/17 and future years are being progressed).

Over achieved Income/Grants & Contributions

- Improved levels of income from property rent reviews of £141,200. These are in advance of the £1m additional income from the Council's assets to be achieved from 2018/19 onwards.
- Improved levels of income from a further backdated rent review of an Industrial Estate of £68,400 (this is non-recurring).
- Improved Crematorium income of £65,800.
- Improved income levels from Garden Waste of £65,800.

Under budget Expenditure

- Underspend on Councillors' small scale community schemes of £22,200.
- Underspend on Minimum Revenue Provision of £156,700 due to a lower CFR at 31st March 2016.
- Net underspend position of £114,200 on Revenues and Benefits.
- Additional salary turnover saving achieved of £59,600.

Over budget Expenditure

- Overspend of £91,400 in relation to NNDR payments for properties earmarked for demolition. The demolition has been delayed due to the December 2015 flood with the scope of work now being specified following the completion of necessary survey work.
- Overspend of £64,300 in relation to the implementation of DIS Digital Strategy (IT reserves still to be released and profiled).

As at September 2016, there are savings of £253,900 as a result of previous year's inflation provision; however there is also an overspend on insurance renewals due to increased premiums as a result of the December 2015 flood. Members of the Executive approved a recurring virement of £196,000 for recommendation to Council, to fund the increased Insurance Premiums and this was subsequently approved by Council on 8th November. This has yet to be reflected in these figures.

- 3.4 A subjective analysis of the summarised budgetary position as at September 2016 excluding flood related items is shown below:

| Subjective Analysis | Annual Budget | Budget to date | Actual to date | Adjusted Variance |
|---------------------------------------|---------------------|---------------------|---------------------|-------------------|
| | (£) | (£) | (£) | (£) |
| Employee Related | 14,996,200 | 7,730,675 | 7,727,062 | (3,613) |
| Premises Related | 3,600,800 | 2,338,732 | 2,583,755 | 245,023 |
| Transport Related | 1,344,500 | 698,702 | 655,027 | (43,675) |
| Supplies and Services | 5,263,400 | 3,156,877 | 3,040,783 | (116,094) |
| Third Party Payments | 2,876,500 | 1,452,498 | 1,472,426 | 19,928 |
| Other e.g. Housing Benefits | 30,947,700 | 12,962,504 | 12,844,412 | (118,092) |
| Total Expenditure | 59,029,100 | 28,339,988 | 28,323,465 | (16,523) |
| Grants and Contributions | (4,834,800) | (3,000,864) | (3,497,909) | (497,045) |
| Specific Grants e.g. Housing Benefits | (29,211,000) | (14,639,522) | (14,638,788) | 734 |
| Customer & Client Receipts | (10,840,600) | (5,830,240) | (5,542,320) | 287,920 |
| Other Income | (263,100) | (127,902) | (166,301) | (38,399) |
| Total Income | (45,149,500) | (23,598,528) | (23,845,318) | (246,790) |
| Total | 13,879,600 | 4,741,460 | 4,478,147 | (263,313) |

3.5 As part of the 2015/16 out-turn, Members of the Executive approved the transfer of £350,000 into the Transformation Reserve to fund one-off costs from VR/ER requests that were postponed into the current year. The Executive is requested to release the £350,000 balance from the reserve. Spending of the reserve is delegated to the Town Clerk and Chief Executive in conjunction with the Portfolio Holder for Governance and Resources.

3.6 The following table shows the position as at September 2016 of savings achieved against the transformation savings targets to date.

| Savings Target | Target (£) | Achieved (£) | (Overachieved) /Outstanding (£) |
|-------------------------------|------------------|------------------|---------------------------------------|
| Up to & including 2014/15 | | 44,400 | (44,400) |
| 2015/16 | | (83,400) | 83,400 |
| 2016/17 Target | 1,201,000 | 1,375,500 | (174,500) |
| Net Position 2016/17 | 1,201,000 | 1,336,500 | (135,500) |
| 2017/18 Current Target | 795,000 | 227,200 | 567,800 |
| 2018/19 Current Target | 1,479,000 | 419,900 | 1,059,100 |
| Net Recurring position | 3,475,000 | 1,983,600 | 1,491,400 |

4. FORECAST OUTTURN POSITION 2016/17

4.1 The Council's financial position is affected by a number of external factors that have a financial impact during the course of the year and ultimately at the year end. These include:

- The general effect of local economic activity on the Council's income streams e.g. car parking, tourism and leisure activities.
- Fuel prices, energy costs and other inflationary issues.
- The effects of the housing market and property prices, especially with regard to income from land charges, rents and building and development control.

4.2 The Council's financial position will continue to be closely monitored and likely year end position will be reported more fully in the Quarter 3 report to the end of December 2016. It will be important to maintain a prudent approach so as to ensure a sustainable budget position for future years to avoid any significant variance at the year end.

4.3 Members are also asked to note that a full review of the profiling of budgets continue to be undertaken to allow better year end forecasting to be incorporated into the budget monitoring process and 2017/18 budget process.

- 4.4 The areas of significant variance noted in this report have also been scrutinised fully and incorporated into the 2017/18 budget process if the position is deemed to be recurring.

5. BALANCE SHEET MANAGEMENT

- 5.1 In line with CIPFA guidance and good practice, information relating to significant items on the Council's balance sheet is shown below. The information concentrates on those items that may have a material impact on the Council if not reviewed on a regular basis.

| Balance Sheet item | Balance at 31/03/2016 | Balance at Sept 2016 | Note |
|--------------------|-----------------------|----------------------|-------|
| Investments | £16.1m | £23.3m | (i) |
| Loans | £15.0m | £15.0m | (ii) |
| Debtors | £0.09m | £1.51m | (iii) |
| Creditors | £0.02m | £0.18m | |

- (i) The anticipated return on these investments is estimated at £255,700 for 2016/17 with current forecasts anticipated to be in line with these projections.
- (ii) The cost of managing this debt, in terms of interest payable, is budgeted at £1,319,600 in 2016/17 with costs currently on target.
- (iii) There may be a significant impact on the cash flow of the Council if outstanding debts are not received. Any debts deemed to be irrecoverable are written off against a bad debt provision set up specifically for this purpose. Other significant debts relate to Council Tax, NNDR, and Housing Benefit overpayments.
- (iv) The Council's VAT partial exemption calculation for the period ending September 2016 has been calculated and at 1.5% is well below the 5% limit set by HMRC.

6. BAD DEBT WRITE-OFFS

- 6.1 The Chief Finance Officer has delegated authority for the write-off of outstanding debts for NNDR, Council Tax and Debtors (including Penalty Charge Notices). In accordance with this, the Executive is asked to note that debts totalling £248,730.62 have been written off during Quarter 2 to the end of September 2016. A summary of bad debts is given in Table 1, **Appendix C** of this report and these costs will fall against the following:

| | £ |
|-------------------------------|------------|
| General Fund | 45,225.11 |
| Council Tax (Collection Fund) | 27,364.82 |
| NNDR | 176,140.69 |
| Total Write-offs | 248,730.62 |

- 6.2 The “write-ons” itemised in Table 2, **Appendix C**, totalling £98,272.02, are in respect of balances originally written off that have since been paid for the Quarter 2 to the end of September 2016. The write-ons will be credited as follows:

| | £ |
|-------------------------------|-----------|
| General Fund | 559.82 |
| Council Tax (Collection Fund) | 2,626.47 |
| NNDR | 95,085.73 |
| Total Write-offs | 98,272.02 |

- 6.3 In the case of the General Fund, the write-offs will be charged against provisions for bad debts. However VAT, which has been identified separately, will be recouped in future VAT returns. HRA debts and provisions have transferred to the General Fund and any write-off/write-on of Council Tax will fall against the pool provisions within these accounts. Any Council Tax court costs written off will be charged against the Bad Debt Provision within the General Fund.
- 6.4 At this stage of the year, the level of bad debts is broadly in line with expectations and at this level will be within the scope of the current provisions to fund the bad debts. However, this situation is continuously under review and any major deviations will be the subject of future reports.

7. CONSULTATION

7.1 Consultation to date.

SMT and JMT have considered the issues raised in this report.

7.2 Consultation Proposed

Resources Overview and Scrutiny Panel will consider the report on 6 December 2016.

8. CONCLUSION AND REASONS FOR RECOMMENDATIONS

8.1 The Executive is asked to:

- (i) Note the budgetary performance position of the Council to September 2016;
- (ii) Note the action by the Chief Finance Officer to write-off bad debts as detailed in paragraph 6;

- (iii) Approve the release of the £350,000 transformation reserve to fund one-off transformation costs.

9. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 9.1 The Council's revenue budget is set in accordance with the priorities of the Carlisle Plan and the position for the second quarter of 2016/17 shows the delivery of these priorities within budget.

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**Appendices A, B1 to B8 and C.
attached to report:**

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- **None**

CORPORATE IMPLICATIONS/RISKS: SMT and JMT have been involved in the preparation of this report. Risks to budgets and development of ongoing impact of issues identified are monitored carefully and appropriate action taken.

Chief Executive's – N/A

Deputy Chief Executive's – N/A

Economic Development – N/A

Governance – The Council has a fiduciary duty to manage its finances properly and the proper reporting of budget monitoring is part of this process.

Resources – Financial implications are contained within the main body of the report.

REVENUE BUDGET MONITORING 2016/17

VIREMENTS PROCESSED FOR PERIOD JULY TO SEPTEMBER 2016

| Date | Virement Details | Permanent/ Temporary | Value | Authorised By |
|---|--|-------------------------|--------|--|
| Requested by Officers (under £35,000 or delegated authority) | | | | |
| 24/08/2016 | Provision of budget from Revenues and Benefits to provide additional training for DIS staff. | Temporary | 3,000 | Director of Resources |
| 25/09/2015 | Extension of existing Project Manager's post funded from Economic Investment Reserve | Temporary | 5,700 | OD 128/15 Chief Executive |
| 01/09/2016 | Funding Local Plan Examination costs from General Carry Forward Reserve | Temporary | 64,400 | Director of Resources (email 01/09/16) |
| 21/12/2015 | Appointment of Leisure Contract Retender Advisor (up to £125,000) | Temporary | 10,100 | OD 184/15 Deputy Chief Executive |
| 15/09/2016 | Provide funding for 12 month temporary Graduate Planner post in line with OSA14-15 (approved in October 2015) from General Carry Forward Reserve | Temporary | 23,200 | OSA 45/15 & Director of Resources |
| Approved by Executive (£35,000 to £70,000) | | | | |
| Approved by Council (over £70,000) | | | | |

REVENUE BUDGET MONITORING 2016/17

| CHIEF EXECUTIVE'S TEAM | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|-----------------|--------------|-----------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 2,748,000 | (186,600) | (2,048,500) | 512,900 |
| Budget to date | 1,296,816 | (29,517) | (1,021,622) | 245,677 |
| Total Actual | 1,293,538 | (43,111) | (1,019,844) | 230,583 |
| Variance | (3,278) | (13,594) | 1,778 | (15,094) |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | (3,278) | (13,594) | 1,778 | (15,094) |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Miscellaneous | 1 | (3,278) | (13,594) | 1,778 | (15,094) |
| Total Variance to date | | (3,278) | (13,594) | 1,778 | (15,094) |

| Note | Chief Executive's Team - Comments |
|------|---|
| 1. | Various net minor overspends and surplus income across the service. |

REVENUE BUDGET MONITORING 2016/17

| DEPUTY CHIEF EXECUTIVE'S TEAM | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|-----------------|-----------|------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 4,229,200 | (165,700) | (174,400) | 3,889,100 |
| Budget to date | 2,111,857 | (31,272) | (87,237) | 1,993,348 |
| Total Actual | 2,138,948 | (65,580) | (87,200) | 1,986,168 |
| Variance | 27,091 | (34,308) | 37 | (7,180) |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | 27,091 | (34,308) | 37 | (7,180) |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Miscellaneous | 1 | 27,091 | (34,308) | 37 | (7,180) |
| Total Variance to date | | 27,091 | (34,308) | 37 | (7,180) |

| Note | Deputy Chief Executive's Team - Comments |
|------|---|
| 1. | Various net overspends and surplus income across the service. |

REVENUE BUDGET MONITORING 2016/17

| ECONOMIC DEVELOPMENT | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|----------------|------------|------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 4,538,300 | (2,058,600) | (489,300) | 1,990,400 |
| Budget to date | 2,215,348 | (1,148,063) | (244,750) | 822,535 |
| Total Actual | 2,220,302 | (939,545) | (244,650) | 1,036,107 |
| Variance | 4,954 | 208,518 | 100 | 213,572 |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | 4,954 | 208,518 | 100 | 213,572 |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Tourist Information Centres | 1 | (27,785) | 49,016 | 0 | 21,231 |
| Hostels and Homeshares | 2 | 4,847 | 171,736 | 0 | 176,582 |
| Development Control | 3 | 6,197 | 30,320 | 0 | 36,517 |
| Building Control | 4 | (12,404) | (28,946) | 0 | (41,351) |
| Miscellaneous | 5 | 34,099 | (13,607) | 100 | 20,592 |
| Total Variance to date | | 4,954 | 208,518 | 100 | 213,572 |

| Note | Economic Development - Comments |
|------|--|
| 1. | Under budget employee costs offset by shortfall in income from sale of goods & accommodation bookings. |
| 2. | Various minor net overspends, shortfall in income as Hostel closed due to flood damage. |
| 3. | Shortfall in income from fees and charges. |
| 4. | Under budget employee costs; surplus fee income received to date. |
| 5. | Various net minor overspends and surplus income across the service. |

REVENUE BUDGET MONITORING 2016/17

| GOVERNANCE | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|-----------------|-----------------|--------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 6,259,000 | (5,010,200) | (2,923,000) | (1,674,200) |
| Budget to date | 3,263,403 | (2,823,043) | (1,462,036) | (1,021,676) |
| Total Actual | 3,507,175 | (2,886,850) | (1,475,733) | (855,408) |
| Variance | 243,772 | (63,807) | (13,697) | 166,268 |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | 243,772 | (63,807) | (13,697) | 166,268 |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|---|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Civic Centre | 1 | (56,128) | 75,675 | 131 | 19,677 |
| Municipal Elections | 2 | 315,579 | (291,607) | 0 | 23,972 |
| Asset Review Income | 3 | (141,200) | 0 | 0 | (141,200) |
| The Lanes | 4 | (3,272) | 269,682 | 0 | 266,409 |
| Industrial Estates and Other Properties | 5 | 105,664 | (92,944) | 0 | 12,721 |
| Miscellaneous | 6 | 23,129 | (24,612) | (13,828) | (15,311) |
| Total Variance to date | | 243,772 | (63,807) | (13,697) | 166,268 |

| Note | Governance - Comments |
|------|---|
| 1. | Underspend on energy costs due to credit for previous year; shortfall on rent as a result of accommodation being vacated due to flood damage. |
| 2. | Overspend on election costs; budgets will be allocated once all costs are paid and income has been received. |
| 3. | Additional income generated from rent reviews being set aside as savings in advance of a future year's saving target. |
| 4. | Underspend on supplies and services; underachieved rent income due to a head rent adjustment relating to 2015/16. |
| 5. | Overspend on NNDR in relation to properties earmarked for demolition; surplus rent income due to rent reviews and backdated rent income. |
| 6. | Various net minor overspends and surplus income across the service. |

REVENUE BUDGET MONITORING 2016/17

| LOCAL ENVIRONMENT | Gross Expenditure | Gross Income | Recharges | Total |
|---|-------------------|------------------|---------------|------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 13,538,500 | (5,216,300) | (2,428,000) | 5,894,200 |
| Budget to date | 6,593,699 | (2,983,432) | (1,215,502) | 2,394,765 |
| Total Actual | 6,610,293 | (3,273,459) | (1,181,614) | 2,155,220 |
| Variance | 16,594 | (290,027) | 33,888 | (239,545) |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | 16,594 | (290,027) | 33,888 | (239,545) |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|------------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Bereavement Services | 1 | (18,229) | (86,974) | 37 | (105,166) |
| Housing Regeneration | 2 | (3,889) | 21,172 | 0 | 17,283 |
| Garage Services | 3 | (16,896) | (13,984) | 33,928 | 3,048 |
| Green Spaces | 4 | (11,411) | (76,312) | 86 | (87,638) |
| Small Scale Community Schemes | 5 | (22,191) | 0 | 0 | (22,191) |
| Recycling & Waste Collection | 6 | 76,659 | (57,769) | 127 | 19,017 |
| Miscellaneous | 7 | 12,551 | (76,160) | (290) | (63,899) |
| Total Variance to date | | 16,594 | (290,027) | 33,888 | (239,545) |

REVENUE BUDGET MONITORING 2016/17

| Note | Local Environment - Comments |
|------|---|
| 1. | Various minor underspends including energy costs; increased cremation fee income. |
| 2. | Under budget employee costs; shortfall in LA fees on Disabled Facilities Grants. |
| 3. | Under budget employee costs; shortfall on job recharges partly offset by increased external income. |
| 4. | Various minor underspends; additional ground rent income & fees and charges income. |
| 5. | Under budget on Councillors' small scale community schemes. |
| 6. | Over budget employee costs relating to restructure expenditure & tipping costs; surplus income from Garden Waste & Plastics and Card Recycling. |
| 7. | Various minor underspends & additional income across the service. |

REVENUE BUDGET MONITORING 2016/17

| RESOURCES | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|-----------------|-------------|------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 36,416,900 | (30,447,100) | (4,395,400) | 1,574,400 |
| Budget to date | 18,500,617 | (15,541,031) | (2,537,701) | 421,885 |
| Total Actual | 18,478,092 | (15,598,415) | (2,537,116) | 342,561 |
| Variance | (22,525) | (57,384) | 585 | (79,324) |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | (22,525) | (57,384) | 585 | (79,324) |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Digital Information Services | 1 | 84,470 | (9,820) | 316 | 74,965 |
| Treasury and Debt Management | 2 | (160,766) | (22,549) | 0 | (183,315) |
| Insurance | 3 | 170,959 | 0 | (158) | 170,801 |
| Revenues and Benefits | 4 | (96,298) | (17,872) | 0 | (114,169) |
| Miscellaneous | 5 | (20,890) | (7,144) | 427 | (27,606) |
| Total Variance to date | | (22,525) | (57,384) | 585 | (79,324) |

| Note | Resources - Comments |
|------|--|
| 1. | Over budget in relation to communications and DIS Strategy expenditure. Budgets still to be provided from reserve. |
| 2. | Under budget on Minimum Revenue Provision, over achieved market deposit investment interest. |
| 3. | Over budget across all insurance renewals due to increased provisions following December 2015 flood. |
| 4. | Under budget employee costs & supplies and services; additional legal fee income. |
| 5. | Various minor underspends, and increased levels of income. |

REVENUE BUDGET MONITORING 2016/17

| CORPORATE | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|----------------|-----------|------------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 4,143,200 | (2,450,400) | 0 | 1,692,800 |
| Budget to date | 1,104,995 | (1,220,069) | 0 | (115,074) |
| Total Actual | 806,911 | (1,223,995) | 0 | (417,084) |
| Variance | (298,084) | (3,926) | 0 | (302,010) |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | (298,084) | (3,926) | 0 | (302,010) |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|-----------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Non Distributed Costs | 1 | 16,266 | 0 | 0 | 16,266 |
| Other Financial Costs | 2 | (313,886) | (3,925) | 0 | (317,811) |
| Miscellaneous | 3 | (464) | (1) | 0 | (465) |
| Total Variance to date | | (298,084) | (3,926) | 0 | (302,010) |

| Note | Resources - Comments |
|------|---|
| 1. | Overspend on shared service pension costs. |
| 2. | Improvements in savings for Salary Turnover (£59,566) & Inflation savings (£253,900); additional grant income received. |
| 3. | Various minor underspends. |

REVENUE BUDGET MONITORING 2016/17

| FLOOD RECOVERY EXPENDITURE | Gross Expenditure | Gross Income | Recharges | Adjusted Total |
|---|-------------------|--------------------|-----------|-----------------|
| Position as at 30th September 2016 | £ | £ | £ | £ |
| Annual Budget | 2,000 | (96,800) | 0 | (94,800) |
| Budget to date | 1,002 | (95,802) | 0 | (94,800) |
| Total Actual | 1,854,659 | (1,237,253) | 0 | 617,406 |
| Variance | 1,853,657 | (1,141,451) | 0 | 712,206 |
| Carry Forwards/Reserves & Provisions | | | | 0 |
| Adjusted Variance | 1,853,657 | (1,141,451) | 0 | 712,206 |

| Analysis of Variances | | Expenditure Variance | Income Variance | Recharges Variance | Adjusted Variance |
|-------------------------------|------|----------------------|--------------------|--------------------|-------------------|
| Service | Note | £ | £ | £ | £ |
| Flood Damage Recovery | 1 | 883,632 | (172,295) | 0 | 711,336 |
| Flood Government Grant | 2 | 955,372 | (952,872) | 0 | 2,500 |
| Bellwin Scheme | 3 | 14,654 | (16,284) | 0 | (1,630) |
| Total Variance to date | | 1,853,657 | (1,141,451) | 0 | 712,206 |

| Note | Resources - Comments |
|------|---|
| 1. | Additional costs incurred as a result of the floods which will be recoverable through Insurance in full or in part. |
| 2. | Flood grants paid out; fully recoverable through government grants. |
| 3. | Initial response expenditure fully recoverable by Bellwin Claim. |

BAD DEBT PROVISION

| TABLE 1 Type of Debt | Write-Offs September 2016 | | Comments |
|------------------------------|------------------------------|-------------------|----------------------|
| | No. | £ | |
| NNDR (General) | 54 | 176,140.69 | 01/07/16 to 30/09/16 |
| NNDR (PSCT) | | | |
| Council Tax | 39 | 27,364.82 | 01/07/16 to 30/09/16 |
| Debtors: | | | |
| Private Tenants | | | |
| Housing Benefit Overpayments | 136 | 44,720.64 | 01/07/16 to 30/09/16 |
| General Fund | 8 | 504.47 | 01/07/16 to 30/09/16 |
| Penalty Charge Notices: | | | |
| On Street | | | |
| Off Street | | | |
| Ex FTA Benefit | | | |
| TOTAL | 237 | 248,730.62 | |

| TABLE 2 Type of Debt | Write-Ons September 2016 | | Comments |
|------------------------------|-----------------------------|------------------|----------------------|
| | | £ | |
| NNDR (General) | 11 | 95,085.73 | 01/07/16 to 30/09/16 |
| Council Tax | 6 | 2,626.47 | 01/07/16 to 30/09/16 |
| Debtors: | | | |
| Private Tenants | | | |
| Housing Benefit Overpayments | 6 | 552.85 | 01/07/16 to 30/09/16 |
| General Fund | 3 | 6.97 | 01/07/16 to 30/09/16 |
| Ex FTA Benefit | | | |
| TOTAL | 26 | 98,272.02 | |