

POLICY AND RESOURCES COMMITTEE

Monday, 11 November 2024 at 7.30 pm

SUPPLEMENTARY PAPERS

The following papers have been added to the agenda of the above meeting. They were not available when the agenda was originally published.

Joanne Wagstaffe, Chief Executive

- 5. BUDGET MONITORING REPORT TO 30 SEPTEMBER 2024** (Pages 3 - 66)

Budget management report – appendices 4-8.

General Enquiries: Please contact the Committee Team at
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POLICY AND RESOURCES COMMITTEE

11 NOVEMBER 2024

PART I

BUDGET MONITORING REPORT TO 30 SEPTEMBER 2024 (DIRECTOR OF FINANCE)

Budget Monitoring Summary

- 1.1 Budget monitoring report is a key tool in scrutinising the Council’s financial performance and is designed to provide an overview to all relevant stakeholders. It is essential that the council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives within its resource limits and, where necessary, corrective action is taken. A key principle of budgetary control is to align the budget holders’ financial responsibilities and their management responsibilities.
- 1.2 This report shows the expected financial position over the three year medium term based on the Council’s actual financial performance at the end of period 6 (30 September 2024) set against the latest budget.
- 1.3 **Revenue Summary**
- 1.3.1 The Forecast reported as at Period 3 was £14.406m. This was a variation to budget of (£0.030m). The forecast year end position for 2024/25 at Period 6 is estimated to be £14.307m giving a favourable variance of (£0.099m).
- 1.3.2 The table below shows how the forecast year end position has been constructed:

Revenue Budget 2024/25	£000
Original Net Revenue Budget	14,159
Carry Forward from 2023/24 (Year end report July 2024)	277
Original Budget Plus Carry Forwards from 2023/24	14,436
Variances previously reported	(30)
Previous Forecast	14,406
Supplementary Estimates to budget reported at Period 6 (<i>to be approved</i>)	254
Variances to budget reported at Period 6 (<i>to be noted</i>)	(353)
Forecast Total Net Expenditure 2024/25	14.307

1.3.3 The main variances are shown in the table below:

Committee	2024/25 Revenue Account - General Fund Summary							
			(C)	(A)		(B)	(B-A)	(B-C)
	Original Budget	Original Budget Plus 2023/24 Carry Forwards	Latest Budget	Previous Forecast	Net Spend to Date	Latest Forecast	Supplimentary Estimates and Variances	Variation to Latest Budget
	£000	£000	£000	£000	£000	£000	£000	£000
General Public Services, Community Safety & Infrastructure	4,481	4,535	4,563	4,881	1,889	4,995	114	432
Climate Change, Leisure & Housing	1,952	2,033	2,030	2,030	(957)	2,080	50	50
Policy & Resources	5,270	5,411	5,533	5,538	6,528	5,866	328	333
Total Service Budgets	11,703	11,980	12,126	12,449	7,459	12,940	491	814
Corporate Costs (Interest Earned/Paid) and Parish Precepts	2,456	2,456	2,456	1,956	1,798	1,366	(590)	(1,090)
Net General Fund	14,159	14,436	14,582	14,406	9,257	14,307	(99)	(276)

1.3.4 The significant supplementary estimates and variances above include inflationary increases in contracts, increases in NNDR, professional fees for planning appeals and applications and Interest on Investments due to continued high interest rates.

1.4 Capital Summary

1.4.1 The latest approved budget for 2024/25 is £18.588m. The forecast Year end position for 2024/25 is now estimated to be £18.773m, which results in a service variation of £0.185m

1.4.2 The table below shows how the forecast Year end position has been constructed:

Capital Investment Programme 2024/25	£000
Original Budget	5,377
Rephasing from 2023/24	7,527
Variances Previously Approved	5,684
Latest Approved Budget (Council October 2024)	18,588
Variances to budget reported at Period 6 (<i>to be approved</i>)	185
Forecast Capital Expenditure 2024/25	18,773

1.4.3 The forecast variances to agreed budget are shown in the table below:

Description	£000
Fearney Mead Play Area Project Complete, remaining budget to be transferred to Improve Play Area – Future Schemes	(33)
Lincoln Drive Play Area Project Complete, remaining budget to be transferred to Improve Play Area – Future Schemes	(32)
Improve Play Areas – Future Schemes Remaining budgets transferred from Fearney Mead and Lincoln Drive Play Areas as projects are complete	65
CIL Community Grants CIL contribution for Chorleywood Common FC agreed at Full Council 9 th July 2024	186
Transport & Infrastructure CIL contribution for Beryl Bikes approved at Full Council 9/7/24	45
Transport & Infrastructure Budget replaced by CIL contribution for Beryl Bikes approved at Full Council 9/7/24	(45)
Basing House – Whole Life Coting Budget transferred to Temporary Accommodation – All Sites to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms in	(65)

Lincoln Drive	
Temporary Accomodation – All Sites	
Budget transferred from Basing House – Whole Life Costing to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms in Lincoln Drive	65
Others	(1)
Total Capital Variance	185

1.5 Reserves Summary

1.5.1 The potential effect of both the revenue and capital variances upon on each reserve at summary level is shown in the table below. A list of reserve balances is shown at Appendix 7.

Description	Balance at 1 April 2024	Movement	Balance at 31 March 2025
	£000	£000	£000
Capital Reserves	(15,249)	(1,581)	(16,830)
Earmarked Reserves	(20,417)	(602)	(21,019)
Economic Impact Reserve	(1,068)	147	(920)
General Fund	(4,964)	250	(4,714)
Total	(41,698)	(1,786)	(43,484)

Details

2.1 Revenue Budget

2.1.1 The Council's latest approved services budget (excluding corporate budgets) is £12.450m, the forecast year end position is now estimated to be £12.940m which results in an unfavourable service variance of £0.491m. After taking account of Corporate Costs, the total favourable variation is (£0.099m).

2.1.2 The table below shows the supplementary estimates and variances to be managed against each Committee. The position of each cost centre and an explanation of the main variances for each committee are set out in the detailed committee monitoring reports at Appendices 1 to 3 and within the Corporate Costs Medium Term Revenue Budget at appendix 4.

Committee	Supplementary Estimates	Variations to be managed/Virements	Total
	£000	£000	£000
General Public Services, Community Safety and Infrastructure	42	77	119
Climate Change, Leisure and Housing	2	43	45
Policy and Resources	210	117	327

Total	254	237	491
Corporate Costs (Interest Earned/ Paid) and Parish Precepts	0	(590)	(590)
Net General Fund	254	(353)	(99)

- 2.1.3 Within appendices 1 to 3, annex B sets out the supplementary estimates, variances to be managed, and budget virements requested for each committee.
- 2.1.4 The budget virements requested enable effective budget management by ensuring that budgets are aligned to service activity, management responsibilities, and reflect grant income and planned use of reserves. Budget virements must always net to zero across the Council's budget. Policy and Resources Committee is recommended to approve the budget virements at paragraph 10.1.
- 2.1.5 Supplementary estimates totalling £0.254m are requested at the end of Period 6. Supplementary estimates are requested when there is certainty that a budget pressure will arise, and the pressure cannot be managed within the service area. Supplementary estimates are funded by an increase in the contribution from General Balances and if agreed, result in the latest budget being updated to reflect the agreed expenditure. The impact of agreeing the additional budget is taken into account in the General Fund reserves forecast at paragraph 2.2.1. Policy and Resources Committee is recommended to approve the budget virements at paragraph 10.2.
- 2.1.6 At the end of Period 6, variances to be managed total £0.187m. The Policy and Resources Committee is recommended to note these variances at paragraph 10.3.

2.2 Revenue Reserve Position

- 2.2.1 The effect of all Period 6 variances on the Council's General Fund Reserve over the medium term is shown in the table below:

Movement on General Fund Balance	2024/25				2025/26	2026/27
	Original	Latest Budget	Previous Forecast	Latest Forecast	Latest	Latest
	£000	£000	£000	£000	£000	£000
Balance Brought Forward at 1 April	(4,964)	(4,964)	(4,964)	(4,964)	(4,714)	(4,145)
(Surplus)/Deficit for Year	201	623	447	250	568	530
Closing Balance at 31 March	(4,763)	(4,341)	(4,517)	(4,714)	(4,145)	(3,615)

- 2.2.2 A prudent minimum general fund balance of £2.000m is considered appropriate. The general fund balance is forecast to remain above this minimum level over the medium term.
- 2.2.3 The Council also has the Economic Impact Reserve which is held to manage the impact of economic fluctuations. The reserve will be used in 2024/25 to fund the shortfall on the SLM management contract income as a result of the impact of COVID-19 on the leisure contract and the reprofiling of the management fee in the following table:

Movement on Economic Impact Reserve	2024/25				2025/26	2026/27
	Original	Latest Budget	Previous Forecast	Latest Forecast	Latest	Latest

	£000	£000	£000	£000	£000	£
Balance at 1 April	(1,068)	(1,068)	(1,068)	(1,068)	(920)	(773)
COVID-19 Impact for Year	0	0	0	148	148	0
Closing Balance at 31 March	(1,068)	(1,068)	(1,068)	(920)	(773)	(773)

2.2.4 After taking account of the Economic Impact Reserve, the Council's unrestricted reserves position is forecast to remain above the £2.0m risk assessed level across the MTFP at £4.388m as at 31 March 2027 see Appendix 6.

2.3 Investment Portfolio

2.3.1 The Council's Property Investment Board was allocated up to a total of £20.000m in 2017 to invest in acquiring property with a specific remit of achieving a 5% return (yield) on the investment. The table below shows those properties that the Council has acquired, the 2024/25 receivable rent, and the resulting yield.

2.3.2 The total rent due is forecast to be £1.044m which will achieve an average yield of 5.80%, above the 5% target.

2.3.3 The governance of property investments is covered in the Property Investment Strategy.

Investment Property	2024/25 rent	Total cost of property	Yield	Comments
	£000	£000	%	
Nottingham	(205)	4,469	4.59%	Acquisition of freehold interest located in the city centre of Nottingham let to commercial tenants, for a combined rental of £227,600pa on a 10 year lease from Feb 2018 which is subject to upward only rent reviews in Feb 2023. With effect from the Feb 2023, Barclays Bank Plc rent has been negotiated and agreed at £145,000 pa. This will be to lease end Feb 2028. Due to financial difficulties which a number of high street brands have encountered, one tenant company was under a Company Voluntary Agreement (CVA). Effective from the 2/9/20 to 8/4/2023, paying only a concessionary rent of £12,000 pa as opposed to the contracted rent of £60,000 pa. Property Services have, with effect from the end of the CVA, reverted the rent back to £60,000 pa. A rent challenge has been lodged by the Tenant with TRDC, querying the reversion of rent to the original contracted rent of £60k after the CVA. The tenant is continuing to pay the concessionary rate until a market review is carried out. The projection will be reviewed after the market rent review and backdated to 8 April 2023.
Norwich	(523)	7,169	7.30%	Acquisition of a freehold interest located in the city centre of Norwich. Let to commercial sitting tenants for 20 year lease from December 2007. The rent due wef 21-12-21 was £468,670. The rent is reviewed annually in line with RPI, with a collar and cap arrangement of 3% and 5% respectively. However the lease requires that every 5th year a market rent review is undertaken. Rent review undertaken and it has been decided to uplift rent wef 21-12-22 by cap rate of 5%. This will result in an annual rental figure of £492,103.58. A rent uplift by the cap of 5% has been assumed to be effective from 21-12-23, thus resulting in an annual rent of £516,709.

Lincoln Drive (South Oxhey)	(151)	2,740	5.51%	The purchase of a Temporary Accommodation hostel at Lincoln Drive, South Oxhey. This comprises of 20 units with a mixture of 1, 2 and 3 bedrooms. This represents the net rent after the deduction of the management fee payable to Watford Community Housing which includes voids and the provision for bad debts.
The Grapevine	(165)	0	0.00%	A joint venture development with Watford Community Housing on the ex-public house site 'The Grapevine'. Loan facilities provided by TRDC to Three Rivers Homes Ltd comprises of £5.182M with an interest payment at 4.8% for the market rate loan and 2.5% for the Social Loan. Principal repayments amounts will have now come into effect from 31-3-24 for both loans. These figures are according to the revised Principal Loan repayment schedules. The projected interest figures will be revised accordingly. Interest earned for both loans amount to £165k for the year 2024-25
Total	(1,044)	14,378	5.80%	Average Yield

2.4 Capital Programme

2.4.1 The Council's capital programme has been designed to support and enhance its core services and priorities. The Council's Medium Term Capital Investment Programme is shown by scheme by each Committee at Annex C in Appendices 1 to 3 and includes variances and commentary from officers.

2.4.2 The latest approved Capital budget is £18.588m. The forecast year end position for capital expenditure by Services at Period 6 is £18.773m. This provides a variance to latest budget of £0.185m. The Policy and Resources Committee is recommended to approve a revised capital programme budget taking account of the budget variations as set out in appendices 1 to 3 at paragraph 10.4.

2.4.3 The table below shows the 2024/25 original budget, latest budget, forecast year end position, spend to date and variance for Period 3.

Committee	Original Budget £000	Original Budget Plus 2023/24 Rephasing	Latest Budget £000	Spend to Date £000	Year end Forecast £000	Variance £000
General Public Services, Community Safety & Infrastructure	2,036	3,012	3,728	749	3,913	185
Climate Change, Leisure & Housing	2,092	2,624	3,678	945	3,678	0
Policy & Resources	1,249	1,422	1,422	247	1,357	(65)

Total Service	5,377	7,059	8,830	1,941	8,950	120
Major Projects:						
Property Investment Board	0	0	0	1	0	0
Local Authority Housing Fund	0	5,845	9,758	4,035	9,823	65
Total Capital	5,377	12,904	18,588	5,977	18,773	185

2.4.4 As at the end of Period 6, the spend totalled £5.977m and represents 32.15% of the latest budget.

2.4.5 The capital programme is mainly supported by three income streams; capital receipts (derived from the sales of assets), grants and contributions, and the use of reserves. In addition, the Council may prudentially borrow to fund its capital programme. Decisions on borrowing (amount and duration) will be taken when the need arises. Funding of the capital investment programme over the medium term is shown at Appendix 5.

2.5 Key Risk Areas

2.5.1 Resources are allocated in the revenue and capital budgets to support the achievement of The Council's corporate plan. The Council's budget is exposed to risks that can potentially impact on service level provision. The key risks highlighted as part of this quarter's monitoring are;

- **Inflation**

The 12 month Consumer Price Index (CPI) was 1.7% for September 2024 and the Retail Price Index (RPI) was 2.7%. Inflation drives costs across the Council's budgets with the most significant impact on pay, fuel and energy costs. The impact on the Council's budget is set out section 2.6 below.

- **Pay Award**

The pay award for 2024/25 was agreed 22 October 2024. The central contingency is sufficient to meet the award. This will be reflected in the P8 (November) Budget Monitoring Report.

- **Business Rates & Council Tax**

The cost of living crisis, low economic growth and risk of recession will continue to place pressure on households and businesses throughout 2024/25 and may impact on the collection rates for Council Tax and Business Rates (NNDR - National Non Domestic Rates). The table below shows the impact on collection rates in the first three months of this year:

Fund	P6 2024/25 Target	P6 2024/25 Actual	Difference
Council Tax	49.02%	58.0%	8.98%
Business Rates (NNDR)	49.5%	53.62%	4.12%

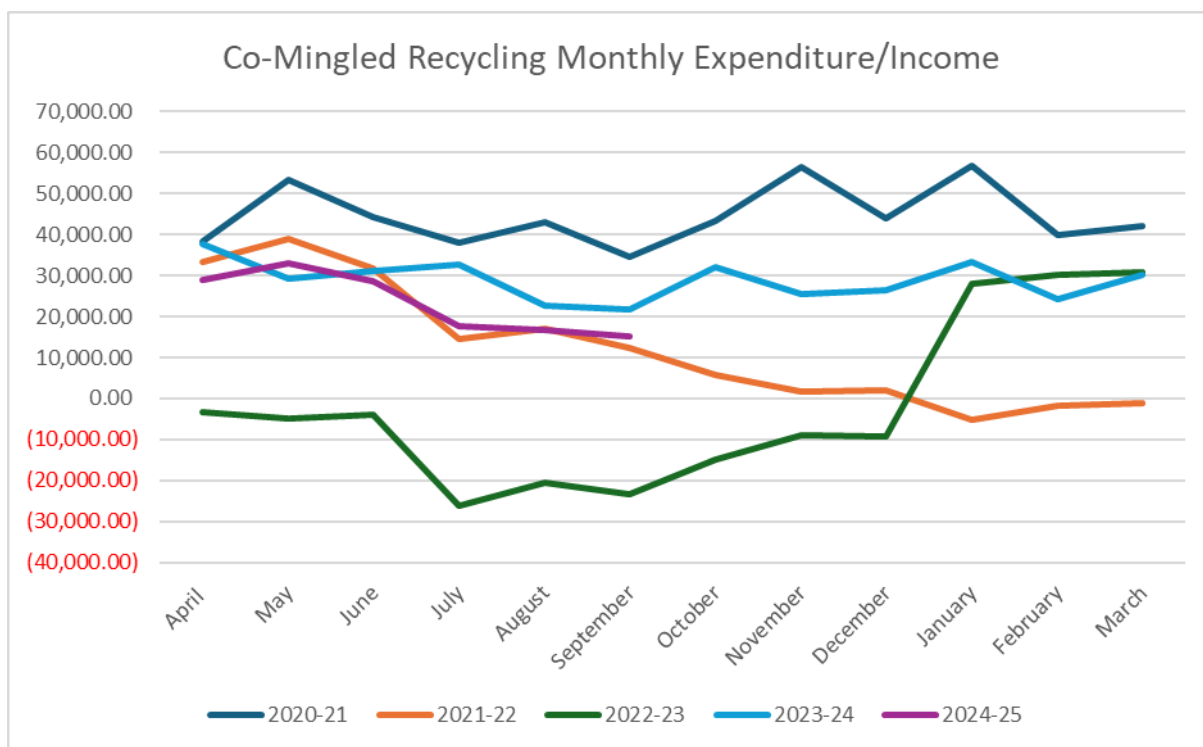
As at 30 September, collection rates for Council Tax a NNDR are ahead of target , this reflects the profile of payment plan options such as the payment of Council Tax over 10 months of the year rather than 12. Year on year, the collection of Council Tax is marginally behind the position reported at 30 September 2023 when 58.1% (-0.1%) of Council Tax due had been collected and Business Rate is behind when 58.15% (-4.53%) of Business Rates due had been collected.

Any impact on collection rates will feed through the Collection Fund to impact on council spending power in 2025/26 through the Collection Fund surplus or deficit.

• **Recycling Costs**

The Council has a contract for the disposal of recycling. The cost of the contract is variable and is linked to the global commodities market. The price can fluctuate significantly and when demand for recyclable materials is high the Council receives income for the recycling. Currently, the Council faces a cost to dispose of recycling as demand for materials has reduced. Recent economic performance data released from China, where the economy appears to have entered a recession, suggests that demand for recyclable materials could remain low for longer, increasing the cost to the Council.

At present the Council is being prudent in its forecasting and assuming that recyclable income will not recover. The graph below shows the cost of, or the income received for the last 4 years to/from our recycling contractor and illustrates how this position can change in year.



• **Interest Rates**

The Bank of England’s response to high inflation has been to utilise monetary policy by increasing the Bank of England Base Rate. This has impacted on the cost at which government can borrow and has fed through to the rates at which Councils can borrow from HM Treasury through the Public Works Loans Board (PWLB), rates that can be achieved from deposits with HM Treasury through the Debt Management Office (DMO), local authority to local authority lending and borrowing, and the interest rates offered by banks on current accounts and fixed deposits. The Council’s cashflow forecasts indicate that the Council does not have a borrowing requirement during 2024/25. Therefore, the risk to the Council is on the upside, as higher interest rates mean that the Council will be able to generate more income from investing cash balances. The Council’s Treasury Management activity is reported to the Audit Committee and the performance against budget is contained within this report in Appendix 4.

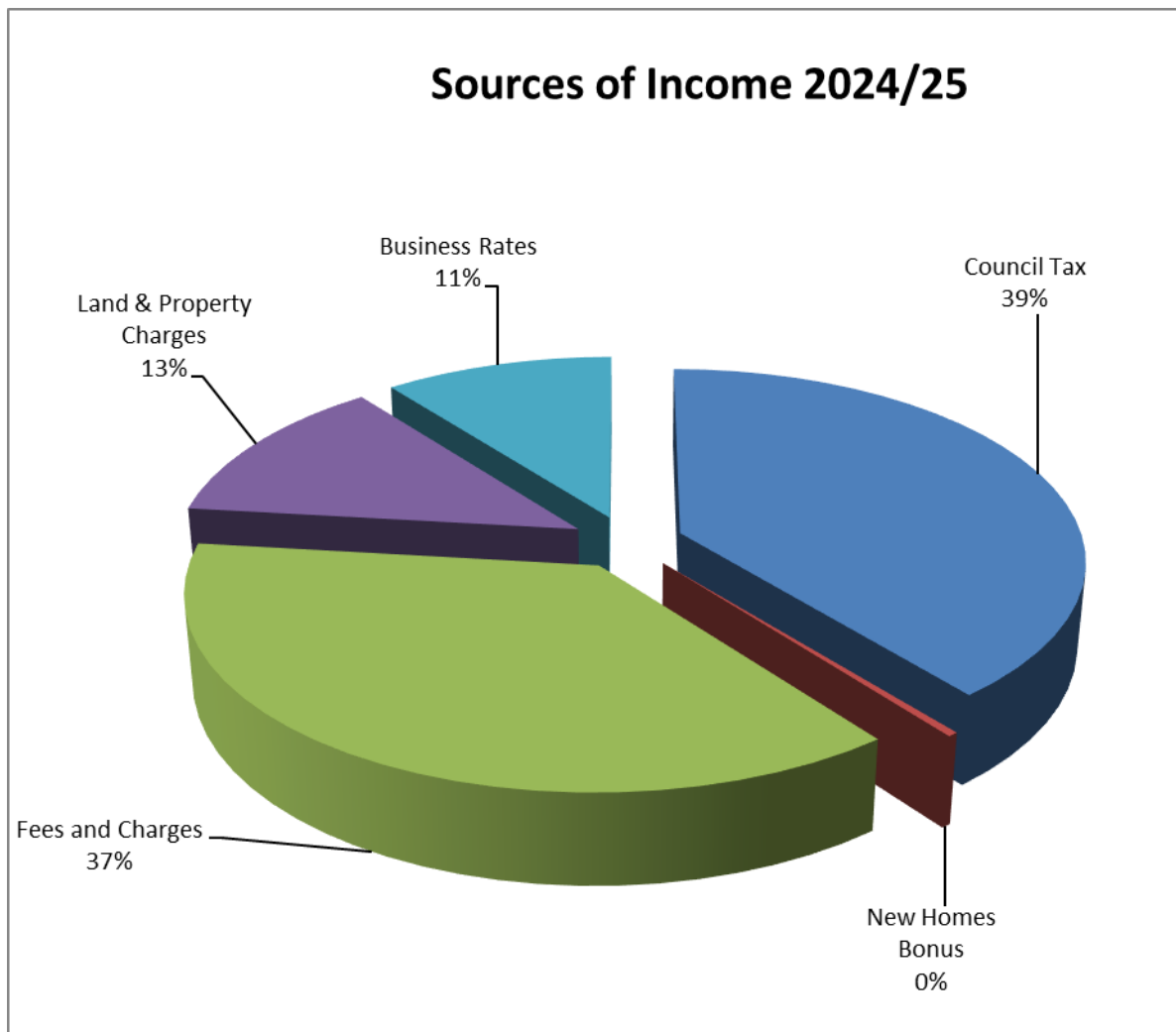
2.5.2 The Council's overall key financial risk matrix is shown at Appendix 7. These are reported and monitored and reviewed by the Council's Audit Committee on a quarterly basis. The latest matrix was presented to the Audit Committee on 26 September 2024.

2.6 Impact of inflation

2.6.1 Energy costs are expected to continue to place pressure on budgets in year although the pressure has not materialised in actual costs to 30 September 2024. As far as possible, services will be expected to absorb increased costs by managing other expenditure.

2.7 Council Income

2.7.1 The chart below shows the amount of income for each source as a percentage of total income.



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

2.7.3 Environmental Services, trade waste is invoiced to customers half yearly in April and October and garden waste for existing customers is charged for in one instalment at the beginning of the financial year.

2.7.4 Garage rents are charged on a weekly basis and are collected by a monthly direct debit. Licensing income relates licences which are issued on a one, three and five year basis.

Service	Income Stream	2024/25 Original Budget £	2024/25 Latest Budget £	2024/25 Actual to date £	2024/25 Year end Forecast £	2024/25 Variance £
Regulatory Services	Application Fees	(846,420)	(846,420)	(425,795)	(846,420)	0
	Licenses	(207,135)	(207,135)	(113,195)	(207,135)	0
Parking	Penalty Charge Notices	(115,000)	(115,000)	(106,815)	(150,000)	(35,000)
	Pay and Display	(220,000)	(220,000)	(113,477)	(220,000)	0
Environmental Protection	Trade Refuse	(907,865)	(907,865)	(429,926)	(907,865)	0
	Garden Waste	(1,583,200)	(1,583,200)	(1,575,746)	(1,583,200)	0
	Clinical Waste	(123,825)	(123,825)	(61,786)	(123,825)	0
	Cemeteries	(242,243)	(242,243)	(162,143)	(242,243)	0
Property Services	Garages	(1,107,950)	(1,107,950)	(539,723)	(1,084,450)	23,500
	Shops	(210,000)	(210,000)	(149,513)	(210,000)	0
	Investment Properties	(950,499)	(950,499)	(708,026)	(950,499)	0

2.7.5 Further details on the Council's key budget indicators for revenue service income streams (including volumes and trends) are shown in the detailed Committee Monitoring Reports at Appendices 1 to 3.

2.8 Debtors (invoicing)

2.8.1 The Council charges its customers for various services by raising debtor invoices. If the debt remains outstanding, then a variety of recovery methods are employed including rearranging the payment terms, stopping the provision of the service or pursuing the debt through the legal recovery process.

2.8.2 As at the end of Period 6 (September), the total outstanding debt was £0.889m. This is equivalent to 3.31% of total budgeted income of £26.800m. Debts less than one month old total £0.467m (52.51% of total debt) and it is considered that this sum will be recovered. Outstanding debt over a year old is £0.164m (18.49% of the total debt) which mainly relate to rent on a Commercial Property where the tenant was subject to a Temporary Accommodation. The Council's

debt recovery team will continue to chase these debts and initiate payment plans (instalments) wherever possible.

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

Aged debt	Services	Under 1 Month	Over 1 Month to year	Over a year	Total
Committee		£	£	£	£
General Public Services, Community Safety & Infrastructure	Community Partnerships	4,230	2,370	1,055	7,655
	Economic Development and Planning Policy	0	0	7,463	7,463
	Public Services	30,246	7,523	2,186	39,955
Climate Change, Leisure & Housing	Housing, Public Health and Wellbeing	12,690	32,211	58,447	103,348
	Leisure	93,977	77,655	0	171,632
	Sustainability & Climate	0	0	0	0
Policy & Resources	Resources	325,229	113,225	54,950	533,404
	Leader	222	24,742	220	25,184
Total		466,594	257,726	164,321	888,641

2.9 Treasury Management

2.9.1 The Council has managed its cash flows and adhered to its Treasury Management policy during the period to 30 September. The interest earned on the investments made by the Council supports the funding of the services it provides. The latest approved budget on short-term investment interest for 2024/25 is £0.890m. The Bank of England base interest rate was 5.25% on 1st April 2024 and was reduced to 5.0% in August 2024. The base rate was therefore 5.0% at the end of the period.

2.10 Staff Vacancy Monitoring

2.10.1 A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post. The table below summarises the level of vacancies at the end of June 2024 with a detailed analysis by service within appendices 1 to 3.

Committee	No of Vacancies
General Public Services, Community Safety & Infrastructure	3
Climate Change, Leisure & Housing	1
Policy & Resources	1
Total	5

2.10.2 The percentage of vacant posts at the end of the second quarter is 1.38% when compared against the total number of 362 Council posts. In some cases, vacant posts will be covered by agency staff to ensure service delivery.

Options and Reasons for Recommendations

3.1 The recommendations below enable the Committee to make recommendations to Council to agree the allocation of financial resources to delivery Council services.

3.2

3.3

4 Policy/Budget Reference and Implications

4.1 In accordance with the Council's Constitution and Financial Procedure Rules, if the recommendations are accepted, this will amend the Council's budgets for 2024/25, and over the MTFP.

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

Financial Implications

5.1 The following revenue and capital variations have been identified for all service committees at 30 September 2024:

Variance	2024/25 £	2025/26 £	2026/27 £
Revenue - (Favourable)/ Unfavourable	(99,061)	278,221	278,221
Capital - Increase / (Decrease)	184,903	0	0

5.3 The explanations relating to these variations are set out in the main body of this report and supporting appendices.

5.4

Legal Implications

6.1 There are no legal implications directly arising from this report.

Equal Opportunities Implications

7.1 Relevance Test

Has a relevance test been completed for Equality Impact?	No
Did the relevance test conclude a full impact assessment was required?	No

Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications and Website Implications

9.1 There are no relevant implications directly arising from this report.

9.2

Risk and Health & Safety Implications

10.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council’s duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

10.2 The Financial and Budgetary risks are set out in Appendix 8 and are also reported to each meeting of the Audit Committee. FIN07, which captures the risk that the medium term financial position worsens, is also reported within the Council’s Strategic Risk Register.

10.3 The risks set out in Appendix 8 are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

10.4

10.5

Recommendation

11.1 To Council:

11.2 That the revenue budget virements as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

11.3 That the revenue budget supplementary estimates as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

11.4 That the revenue variances to be managed as set out in appendices 1 to 3 be noted.

11.5 That the capital variances as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

11.6 Data Quality

Data sources:

Council’s financial ledger

Data checked by:

Sally Riley, Finance Business Partner

Data rating:

1	Poor	
2	Sufficient	
3	High	✓

Background Papers

Budget papers to Council – February 2024

APPENDICES / ATTACHMENTS

Appendix 1 General Public Services, Community Safety and Infrastructure Committee Detailed Monitoring Report

Annex A - Medium term revenue budget by service

Annex B - Explanations of revenue variances reported this Period

Annex C - Medium term capital investment programme

Annex D - Explanations of capital variances reported this Period

Annex E – Key Income Streams

Appendix 2 Climate Change, Leisure and Housing Committee Detailed Monitoring Report

Annex A - Medium term revenue budget by service

Annex B - Explanations of revenue variances reported this Period

Annex C - Medium term capital investment programme

Annex D - Explanations of capital variances reported this Period

Appendix 3 Policy and Resources Committee Detailed Monitoring Report

Annex A - Medium term revenue budget by service

Annex B - Explanations of revenue variances reported this Period

Annex C - Medium term capital investment programme

Annex D - Explanations of capital variances reported this Period

Annex E – Key Income Streams

Appendix 4 Corporate Costs Medium Term Revenue Budget

Appendix 5 Funding the capital programme

Appendix 6 Medium Term Financial Plan 2024-2027

Appendix 7 Reserves Forecast 2024/25

Appendix 8 Budgetary Risks

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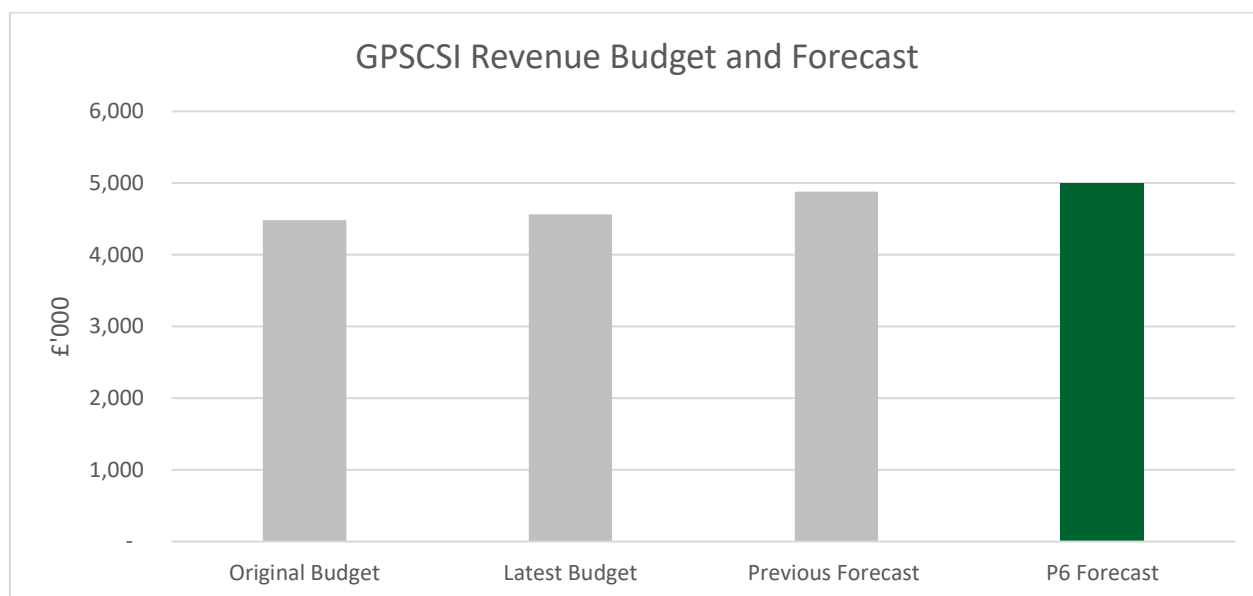
General Public Services, Community Safety and Infrastructure Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the General Public Services, Community Safety and Infrastructure (GPSCSI) Committee. The forecast is based on the position as at Period 6 which covers the period from 1 July 2024 to 30 September 2024.

Revenue

2. The latest forecast is net expenditure of £4.995m against the latest budget of £4.562m. This is an unfavourable variance of £0.432m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Original Budget Plus 2023/24 Carry Forwards		Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
		£000	£000					
Community Partnerships	1,022		1,030	1,030	1,030	1,025	(4)	(4)
Economic Development and Planning Policy	524		524	528	528	636	108	108
Public Services	2,935		2,982	3,005	3,324	3,334	10	329
Total	4,481		4,535	4,563	4,881	4,995	114	432

3. Annex B sets out the main variations to budget.

Income Streams

4. The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2023/24.

Capital Investment Programme

5. The latest capital investment programme for 2024/25 is £3.729m. A variation of £0.185m is reported.
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.

8. The following table sets out the vacancies as at 30 September 2024.

Department	Job Title	Comments	Total
Environmental Protection	Grounds Maintenance Trainee Operative	Subject to restructure	1.00
	Loader	Recently advertised	1.00
	HGV Driver	Currently advertised	1.00
Total General Public Services, Community Safety & Infrastructure			3.00

Annex A
 GPSCSI Committee Medium Term Revenue Budget Service

General Public Services, Community Safety and Infrastructure										
Community Partnerships	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£		£	£	£	£	£	£	£	
Citizens Advice Bureaux	288,340	288,340	288,340	288,340	129,645	288,340	0	288,340	288,340	Budget will be spent
Community Development	4,500	12,000	12,000	12,000	(24,835)	7,000	(5,000)	4,500	4,500	Income and Expenditure budgets of £2,000 required for Ringfenced Household Support Fund grant, transfer of £5,000 of Household Support Fund budget to Homelessness Prevention Fund and Lone Worker Devices budget of £585 required
Community Safety	307,487	307,487	307,487	307,487	178,295	308,072	585	313,053	316,983	Income and Expenditure budgets of £2,000 required for Ringfenced PCC grant for Serious Violence and Lone Worker Devices budget of £585 required
Community Partnerships	211,042	211,042	211,042	211,042	100,079	211,042	0	212,418	212,418	Budget will be spent
Env Health - Commercial Team	209,790	209,790	209,790	209,790	99,221	209,790	0	209,790	209,790	Budget will be spent
Licensing	(66,585)	(66,585)	(66,585)	(66,585)	(50,728)	(66,585)	0	(66,585)	(66,585)	Budget will be spent
Community & Leisure Grant	67,500	67,500	67,500	67,500	27,079	67,500	0	67,500	67,500	Budget will be spent
Total	1,022,074	1,029,574	1,029,574	1,029,574	458,757	1,025,159	(4,415)	1,029,016	1,032,946	

Economic Development and Planning Policy	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Land & Property Info Section	(10,497)	(10,497)	(10,497)	(10,497)	11,818	31,553	42,050	(6,716)	13,986	Increase in Land Searches budget required of £15,000 due to Highway questions on searches now have to be sent to HCC for responses and £27,050 reduction in income budget for Search Fees required as budget consistently not met due to changing demands and the increase in Personal Searches
Street Naming & Numbering	7,130	7,130	7,130	7,130	1,727	7,130	0	7,130	7,130	Budget will be spent
Development Management	110,943	110,943	115,143	115,143	274,599	181,216	66,073	125,277	98,190	Increased budget for Professional Fees - Consultancy for Applications due to specialist input required for planning appeals of £60,000, applications of £13,000 and Legal Fees of £6,000 (Mansion House - data centre appeal). £2,325 budget required for Lone Worker Devices. Offset by Increase in income budget for Pre-Application Advise of £15,252 due to Speculative developments being submitted for pre application advice given status of the Local Plan, Government policy and recent appeal decisions. Income and Expenditure budgets of £250,000 required for the repayment of S106 Affordable Housing contribution
Development Plans	324,504	324,504	324,504	324,504	223,985	324,504	0	325,925	327,800	Budget will be spent
Hertfordshire Building Control	37,500	37,500	37,500	37,500	26,709	37,500	0	37,500	37,500	Budget will be spent
HS2 Planning	0	0	0	0	(737)	0	0	0	0	Income received from HS2
GIS Officer	53,999	53,999	53,999	53,999	26,797	53,999	0	53,999	53,999	Budget will be spent
Total	523,579	523,579	527,779	527,779	564,898	635,902	108,123	543,115	538,605	

GPSCSI Committee Medium Term Revenue Budget Service cont.

Public Services	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Decriminalised Parking Enf	209,165	251,240	272,561	272,561	(10,304)	252,561	(20,000)	245,486	205,486	Increase in budget required due to Inflationary increase on Parking contract with Hertsmere Borough Council, offset by Increased income of £35,000 received on PCNs due to recent changes to the deployment plan.
Car Parking-Maintenance	110,466	110,466	110,466	110,466	102,977	110,466	0	110,466	110,466	Budget will be spent
Dial A Ride	40,000	40,000	40,000	40,000	10,000	40,000	0	40,000	40,000	Budget will be spent
Sustainable Travel Schemes	1,500	6,674	6,674	6,674	0	6,674	0	1,500	1,500	Budget will be spent
Associate Director of Environment	92,826	92,826	94,656	94,656	46,468	94,656	0	98,035	98,035	Budget will be spent
Refuse Domestic	(26,220)	(26,220)	(26,220)	(26,220)	(7,180)	(26,220)	0	(26,220)	(26,220)	Budget will be spent
Refuse Trade	(231,882)	(231,882)	(231,882)	(231,882)	(172,109)	(231,882)	0	(231,882)	(231,882)	Budget will be spent
Better Buses Fund	101,762	101,762	101,762	101,762	0	101,762	0	101,762	101,762	Budget will be spent
Recycling General	750	750	750	750	(3,384)	750	0	750	750	Budget will be spent
Domestic Garden Waste	(656,986)	(656,986)	(656,986)	(656,986)	(1,089,461)	(656,986)	0	(656,436)	(656,436)	Income is received at the beginning of the financial year and expenditure against the income is made throughout the year. Budget will be spent
Domestic Clinical Waste	(38,596)	(38,596)	(38,596)	(38,596)	(34,325)	(38,596)	0	(38,596)	(38,596)	Budget will be spent
Recycling Kerbside	(318,613)	(318,613)	(318,613)	(70)	3,838	(70)	0	(318,613)	(318,613)	Budget will be spent
Abandoned Vehicles	250	250	250	250	200	250	0	250	250	Demand led service
Public Conveniences	3,600	3,600	3,600	3,600	600	3,600	0	3,600	3,600	Budget will be spent
Hertfordshire Fly Tipping	0	0	0	0	0	0	0	0	0	
Environmental Protection	375,550	375,550	375,550	375,550	212,231	376,015	465	376,732	376,732	Budget required for Lone Worker Devices
Depot-Batchworth	34,380	34,380	34,380	34,380	45,238	63,875	29,495	55,225	55,225	Increase in NNDR of £26,355 due to revaluation and backdated claim and Budget required for Lone Worker Devices of £3,140
Waste Management	2,560,250	2,560,250	2,560,250	2,560,250	1,437,329	2,560,250	0	2,560,250	2,560,250	Budget will be spent
Street Cleansing	676,721	676,721	676,721	676,721	322,993	676,721	0	676,721	676,721	Budget will be spent
Total	2,934,923	2,982,172	3,005,323	3,323,866	865,109	3,333,826	9,960	2,999,030	2,959,030	
Total General Public Services, Community Safety and Infrastructure	4,480,576	4,535,325	4,562,676	4,881,219	1,888,765	4,994,887	113,668	4,571,161	4,530,581	

Annex B

GPSCSI Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary Estimates

General Public Services, Community Safety and Infrastructure					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Decriminalised Parking Enf SPA	Third Party Payments	Inflationary increase on Parking contract with Hertsmere Borough Council	15,000	15,000	15,000
Depot-Batchworth	Premises	Increase in NNDR due to revaluation and backdated claim	26,355	17,705	17,705
Total Public Services			41,355	32,705	32,705
Total General Public Services, Community Safety and Infrastructure			41,355	32,705	32,705

Variations to be managed

General Public Services, Community Safety and Infrastructure			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Community Safety	Supplies and services	Budget required for Lone Worker Devices	585	585	585
Total Community Safety			585	585	585
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Community Development	Supplies and services	Increase in Land Searches budget required due to Highway questions on searches now have to be sent to HCC for responses	15,000	-	-
	Income	Reduction in income budget for Search Fees required as budget consistently not met due to changing demands and the increase in Personal Searches	27,050	-	-
Development Planning	Supplies and services	Increased budget for Professional Fees - Consultancy for Applications due to specialist input required for planning appeals of £60,000, applications of £13,000 and Legal Fees of £6,000 (Mansion House - data centre appeal). £2,325 budget required for Lone Worker Devices	81,325	2,325	2,325
	Income	Increase in income budget for Pre-Application Advise due to Speculative developments being submitted for pre application advice given status of the Local Plan, Government policy and recent appeal decisions	(15,252)	-	-
Total Economic Development and Planning Policy			108,123	2,325	2,325
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Decriminalised Parking Enf SPA	Income	Increased income received on PCNs due to recent changes to the deployment plan.	(35,000)	-	-
Environmental Protection	Supplies and services	Budget required for Lone Worker Devices	465	465	465
Depot - Batchworth	Supplies and services	Budget required for Lone Worker Devices	3,140	3,140	3,140
Total Public Services			(31,395)	3,605	3,605
Total General Public Services, Community Safety and Infrastructure			77,313	6,515	6,515

Virements

General Public Services, Community Safety and Infrastructure			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Community Development	Supplies and services	To spend ringfenced Household Support Fund grant of £2,000, which is currently in reserves and transfer of £5,000 of Household Support Fund budget to Homelessness Prevention Fund	(3,000)	-	-
	Income	Transfer of ringfenced Household Support Fund grant from reserves	(2,000)	-	-
Community Safety	Supplies and services	To spend ringfenced grant from PCC for Serious Violence	2,000		
	Income	Receipt of ringfenced grant from PCC for Serious Violence	(2,000)		
Total Community Safety			(5,000)	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
Development Management	Supplies and services	Refund of developers S106 affordable housing contribution	250,000	250,000	250,000
	Income	Receipt of S106 funding	(250,000)	(250,000)	(250,000)
Total Economic Development and Planning Policy			0	0	0
Total General Public Services, Community Safety and Infrastructure			(5,000)	0	0

Annex C
GPSCSI Medium term capital investment programme

General Public Services, Community Safety & Infrastructure													
Community Partnerships	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Capital Grants & Loans	20,000	20,000	20,000	0	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Community CCTV	12,000	12,000	12,000	0	12,000	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Sub-total Community Partnerships	32,000	32,000	32,000	0	32,000	0	26,000	26,000	0	26,000	26,000	0	
Public Services	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Disabled Parking Bays	2,500	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Invoice awaited for the first 6 months of 2024/25
Waste Plant & Equipment	25,000	34,500	34,500	7,727	34,500	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Waste Services Depot	0	0	456,400	61,685	456,400	0	0	0	0	0	0	0	Environment Agency have signed off on the planning condition so works can proceed - to be planned for October/November
EV Charging Points	0	460,000	535,938	0	535,938	0	0	0	0	0	0	0	Scheme to be implemented later this financial year
Controlled Parking	0	82,322	107,322	9,481	107,322	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Replacement Bins	72,190	73,265	73,265	79,745	73,265	0	115,000	115,000	0	115,000	115,000	0	Budget will be spent
Waste & Recycling Vehicles	1,354,015	1,566,564	1,566,564	228,134	1,566,564	0	800,000	800,000	0	800,000	800,000	0	Budget will be spent
Car Park Restoration	290,000	310,509	310,509	131,946	310,509	0	35,000	35,000	0	35,000	35,000	0	Various projects have been identified and are currently being assessed for priority
Footpaths, Paths & Roads	20,000	25,728	25,728	15,390	25,728	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
TRDC Footpaths & Alleyways	25,000	43,387	43,387	4,593	43,387	0	25,000	25,000	0	25,000	25,000	0	Survey completed - Urgent works to be progressed
GIS	13,500	13,500	13,500	0	13,500	0	0	0	0	0	0	0	Budget will be spent
Transport and Infrastructure	199,344	365,383	340,383	25,411	340,383	0	179,000	179,000	0	179,000	179,000	0	£45,000 budget replaced by CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024
Sub-total Public Services	2,001,549	2,977,658	3,509,996	564,112	3,509,996	0	1,226,500	1,226,500	0	1,226,500	1,226,500	0	
Economic Development & Planning Policy	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Listed Building Grants	2,500	2,500	2,500	0	1,500	(1,000)	2,500	2,500	0	2,500	2,500	0	Full Budget not required as demand Led service, no applications received to date
CIL Community Grants	0	0	184,461	184,461	370,364	185,903	0	0	0	0	0	0	CIL Contribution for Chorleywood Common FC agreed at Full Council 9th July 2024
Sub-total Economic Development & Planning Policy	2,500	2,500	186,961	184,461	371,864	184,903	2,500	2,500	0	2,500	2,500	0	
Total General Public Services, Community Safety & Infrastructure	2,036,049	3,012,158	3,728,957	748,573	3,913,860	184,903	1,255,000	1,255,000	0	1,255,000	1,255,000	0	

Annex D

GPSCSI Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
General Public Services, Community Safety & Infrastructure				
Transport & Infrastructure	£45,000 budget replaced by CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024	(45,000)	0	0
	CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024	45,000		
Listed Building Grants	Full Budget not required as demand led service, no applications received to date	(1,000)	0	0
CIL Community Grants	CIL Contribution for Chorleywood Common FC agreed at Full Council 9th July 2024	185,903	0	0
Total General Public Services, Community Safety & Infrastructure		184,903	0	0

Annex E
GPSCSI Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2021/22		2022/23		2023/24		2024/25	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(2,190)	80	(7,700)	176	(5,410)	114	(12,845)	292
	May	(5,008)	133	(7,955)	153	(8,830)	135	(18,465)	372
	June	(5,360)	124	(6,960)	144	(8,180)	152	(16,355)	313
	July	(7,916)	167	(7,386)	113	(10,735)	248	(21,030)	359
	August	(8,878)	233	(6,814)	122	(13,495)	289	(21,830)	337
	September	(12,555)	252	(6,134)	114	(11,650)	236	(16,290)	326
	October	(10,444)	219	(9,526)	249	(13,707)	247		
	November	(10,585)	230	(9,118)	194	(13,715)	219		
	December	(9,834)	230	(7,845)	134	(11,725)	212		
	January	(8,800)	149	(8,913)	154	(12,865)	316		
	February	(8,614)	231	(9,020)	172	(18,307)	233		
	March	(10,828)	190	(10,329)	135	(14,753)	296		
	Total	(101,012)	2,238	(97,700)	1,860	(143,372)	2,697	(106,815)	1,999

Comments: The Original budget for 2024/25 is £115,000. Officers are now predicting income of £150,000 due to recent changes to the deployment plan. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). The no of PCN's issued can reduce due to greater parking compliance.

Car Park Enforcement	Month	2021/22		2022/23		2023/24		2024/25	
Pay & Display Tickets		£	Volume	£	Volume	£	Volume	£	Volume
	April	(9,551)	5,128	(11,910)	7,037	(15,346)	8,197	(19,257)	10,009
	May	(10,442)	5,577	(12,841)	7,097	(17,473)	8,412	(20,212)	10,433
	June	(12,675)	6,513	(15,058)	7,062	(17,912)	9,036	(18,090)	9,441
	July	(11,677)	6,653	(13,121)	7,362	(17,937)	9,271	(19,394)	10,191
	August	(11,136)	6,198	(13,742)	7,326	(16,564)	8,531	(16,320)	9,241
	September	(12,418)	6,789	(14,086)	7,387	(17,540)	9,075	(20,204)	8,752
	October	(13,466)	7,308	(14,702)	7,878	(18,978)	9,450		
	November	(14,253)	7,582	(14,587)	7,411	(19,091)	9,633		
	December	(14,857)	7,638	(17,110)	8,354	(20,515)	10,337		
	January	(10,425)	6,486	(16,778)	7,573	(20,475)	9,612		
	February	(12,966)	7,309	(14,471)	7,823	(19,453)	10,041		
	March	(17,041)	7,813	(19,225)	9,882	(21,063)	10,893		
	Total	(150,907)	80,994	(177,631)	92,192	(222,347)	112,488	(113,477)	58,067

Comments: The Original budget for 2024/25 is £220,000. There are different charging regimes for different car parks within the district. However most pay & display car parks in Rickmansworth operate the following regulations - Monday - Friday, 8.30am - 6.30pm max stay up to 24 Hours - charge £4 with the first hour being free.

Development Management	Month	2021/22		2022/23		2023/24		2024/25	
Application Fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(37,925)	202	(389,072)	121	(31,355)	111	(94,490)	133
	May	(44,506)	200	(59,995)	162	(57,426)	138	(74,771)	119
	June	(40,347)	177	(41,122)	123	(73,723)	122	(80,169)	125
	July	(35,900)	152	(56,630)	129	(23,579)	125	(93,197)	127
	August	(58,240)	153	(27,451)	144	(42,914)	137	(52,344)	101
	September	(24,763)	145	(53,870)	111	(28,687)	133	(30,825)	115
	October	(26,477)	135	(141,962)	125	(32,577)	137		
	November	(34,623)	133	(51,317)	136	(32,047)	120		
	December	(53,134)	136	(65,353)	119	(21,107)	96		
	January	(39,467)	106	(21,090)	131	(17,242)	104		
	February	(39,530)	108	(56,956)	116	(40,229)	103		
	March	(91,250)	172	(34,930)	163	(33,857)	120		
	Total	(526,162)	1,819	(999,748)	1,580	(434,743)	1,446	(425,795)	720

Comments: The Original budget for 2024/25 is £846,420. There are a number of different charging levels dependent on the type & size of the proposed area. The table of current fees for each type can be found on the Councils website.

GPSCSI Key Income Streams Cont.

Waste Management									
Trade Refuse	Month	2021/22		2022/23		2023/24		2024/25	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(342,837)	989	(374,524)	925	(408,151)	900	(432,709)	865
	May	(23,082)		(2,105)	929	2,040	897	2,897	856
	June	(3,124)		(297)	930	200	879	1,981	849
	July	(2,934)		(328)	930	1,007	882	(120)	851
	August	(235)		(1,417)	920	(3,049)	871	(324)	857
	September	(869)		(1,221)	925	(1,635)	872	(1,651)	860
	October	(362,664)		(376,644)	926	(402,130)	873		
	November	2,382		(7,399)	920	464	867		
	December	(6,135)		(738)	908	337	860		
	January	(1,064)		(2,476)	916	(940)	867		
	February	(1,213)		(1,298)	917	(5,573)	870		
	March	(8,966)		(5,356)	913	(2,436)	867		
	Total	(750,741)		989	(773,803)	913	(819,866)	867	(429,926)

Comments: The original 2024/25 budget is £907,865. Customers are invoiced twice a year in April and October. Income can fluctuate depending on the size of the bin collected and customers reducing their bin size and using the recycling service.

Garden Waste	Month	2021/22		2022/23		2023/24		2024/25	
Bin Charges		£	Volume	£	Volume	£	Volume	£	Volume
	April	(1,047,033)	21,524	(1,173,068)	21,649	(1,392,490)	21,254	(1,515,550)	21,389
	May	(19,620)	529	(18,910)	405	(31,450)	516	(23,624)	356
	June	(19,239)	331	(17,232)	237	(17,754)	273	(17,574)	255
	July	(13,244)	256	(8,724)	163	(6,786)	107	(9,899)	137
	August	(7,939)	190	(5,778)	96	(7,494)	111	(6,009)	82
	September	(4,834)	93	(3,129)	49	(4,346)	56	(3,090)	34
	October	(2,291)	75	(2,480)	80	(3,254)	89		
	November	(1,341)	51	(1,589)	51	(1,781)	50		
	December	(539)	20	(324)	14	(645)	16		
	January	(743)	31	(956)	26	(204)	15		
	February	0	0	0	0	30	0		
	March	0	0	0	0	0	0		
	Total	(1,116,822)	23,100	(1,232,190)	22,770	(1,466,174)	22,487	(1,575,746)	22,253

Comments: The original 2024/25 budget is £1,583,200. The standard charges for 2024/25 are £65 for the first bin and £110 each for a second or third bin. Customers in receipt of certain benefits pay a concession fee of £55 for the first bin.

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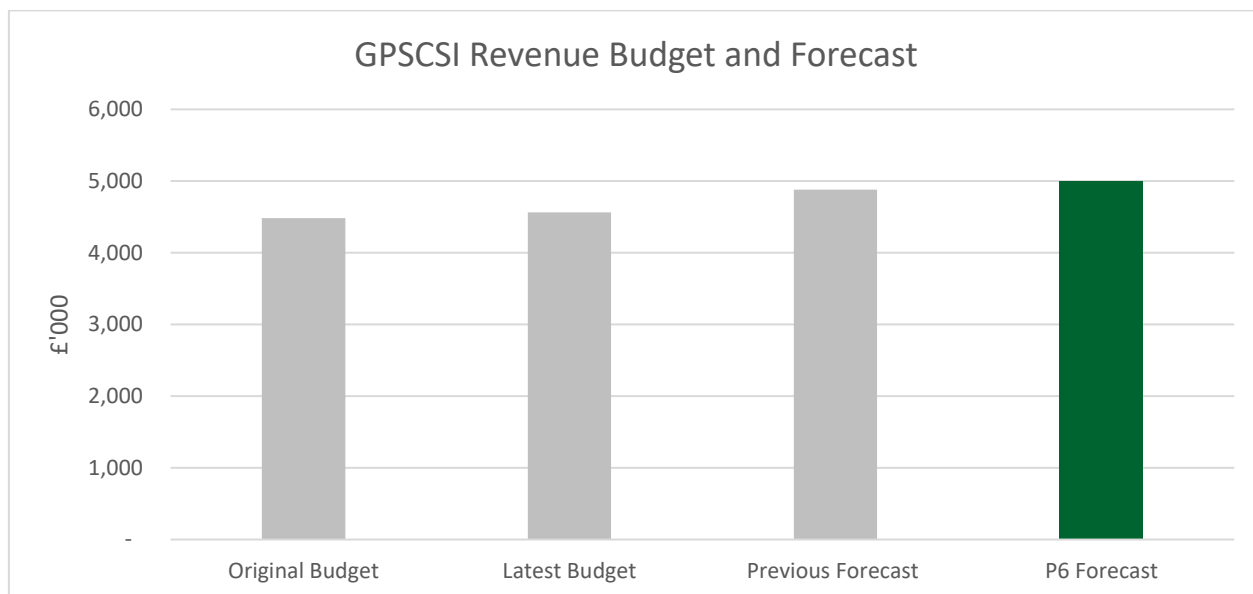
General Public Services, Community Safety and Infrastructure Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the General Public Services, Community Safety and Infrastructure (GPSCSI) Committee. The forecast is based on the position as at Period 6 which covers the period from 1 July 2024 to 30 September 2024.

Revenue

2. The latest forecast is net expenditure of £4.995m against the latest budget of £4.562m. This is an unfavourable variance of £0.432m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Original Budget Plus 2023/24 Carry Forwards		Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
		£000	£000					
Community Partnerships	1,022		1,030	1,030	1,030	1,025	(4)	(4)
Economic Development and Planning Policy	524		524	528	528	636	108	108
Public Services	2,935		2,982	3,005	3,324	3,334	10	329
Total	4,481		4,535	4,563	4,881	4,995	114	432

3. Annex B sets out the main variations to budget.

Income Streams

4. The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2023/24.

Capital Investment Programme

5. The latest capital investment programme for 2024/25 is £3.729m. A variation of £0.185m is reported.
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.

8. The following table sets out the vacancies as at 30 September 2024.

Department	Job Title	Comments	Total
Environmental Protection	Grounds Maintenance Trainee Operative	Subject to restructure	1.00
	Loader	Recently advertised	1.00
	HGV Driver	Currently advertised	1.00
Total General Public Services, Community Safety & Infrastructure			3.00

Annex A
GPSCSI Committee Medium Term Revenue Budget Service

General Public Services, Community Safety and Infrastructure										
Community Partnerships	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£		£	£	£	£	£	£	£	
Citizens Advice Bureaux	288,340	288,340	288,340	288,340	129,645	288,340	0	288,340	288,340	Budget will be spent
Community Development	4,500	12,000	12,000	12,000	(24,835)	7,000	(5,000)	4,500	4,500	Income and Expenditure budgets of £2,000 required for Ringfenced Household Support Fund grant, transfer of £5,000 of Household Support Fund budget to Homelessness Prevention Fund and Lone Worker Devices budget of £585 required
Community Safety	307,487	307,487	307,487	307,487	178,295	308,072	585	313,053	316,983	Income and Expenditure budgets of £2,000 required for Ringfenced PCC grant for Serious Violence and Lone Worker Devices budget of £585 required
Community Partnerships	211,042	211,042	211,042	211,042	100,079	211,042	0	212,418	212,418	Budget will be spent
Env Health - Commercial Team	209,790	209,790	209,790	209,790	99,221	209,790	0	209,790	209,790	Budget will be spent
Licensing	(66,585)	(66,585)	(66,585)	(66,585)	(50,728)	(66,585)	0	(66,585)	(66,585)	Budget will be spent
Community & Leisure Grant	67,500	67,500	67,500	67,500	27,079	67,500	0	67,500	67,500	Budget will be spent
Total	1,022,074	1,029,574	1,029,574	1,029,574	458,757	1,025,159	(4,415)	1,029,016	1,032,946	
Economic Development and Planning Policy	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Land & Property Info Section	(10,497)	(10,497)	(10,497)	(10,497)	11,818	31,553	42,050	(6,716)	13,986	Increase in Land Searches budget required of £15,000 due to Highway questions on searches now have to be sent to HCC for responses and £27,050 reduction in income budget for Search Fees required as budget consistently not met due to changing demands and the increase in Personal Searches
Street Naming & Numbering	7,130	7,130	7,130	7,130	1,727	7,130	0	7,130	7,130	Budget will be spent
Development Management	110,943	110,943	115,143	115,143	274,599	181,216	66,073	125,277	98,190	Increased budget for Professional Fees - Consultancy for Applications due to specialist input required for planning appeals of £60,000, applications of £13,000 and Legal Fees of £6,000 (Mansion House - data centre appeal). £2,325 budget required for Lone Worker Devices. Offset by Increase in income budget for Pre-Application Advise of £15,252 due to Speculative developments being submitted for pre application advice given status of the Local Plan, Government policy and recent appeal decisions. Income and Expenditure budgets of £250,000 required for the repayment of S106 Affordable Housing contribution
Development Plans	324,504	324,504	324,504	324,504	223,985	324,504	0	325,925	327,800	Budget will be spent
Hertfordshire Building Control	37,500	37,500	37,500	37,500	26,709	37,500	0	37,500	37,500	Budget will be spent
HS2 Planning	0	0	0	0	(737)	0	0	0	0	Income received from HS2
GIS Officer	53,999	53,999	53,999	53,999	26,797	53,999	0	53,999	53,999	Budget will be spent
Total	523,579	523,579	527,779	527,779	564,898	635,902	108,123	543,115	538,605	

GPSCSI Committee Medium Term Revenue Budget Service cont.

Public Services	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Decriminalised Parking Enf	209,165	251,240	272,561	272,561	(10,304)	252,561	(20,000)	245,486	205,486	Increase in budget required due to Inflationary increase on Parking contract with Hertsmere Borough Council, offset by Increased income of £35,000 received on PCNs due to recent changes to the deployment plan.
Car Parking-Maintenance	110,466	110,466	110,466	110,466	102,977	110,466	0	110,466	110,466	Budget will be spent
Dial A Ride	40,000	40,000	40,000	40,000	10,000	40,000	0	40,000	40,000	Budget will be spent
Sustainable Travel Schemes	1,500	6,674	6,674	6,674	0	6,674	0	1,500	1,500	Budget will be spent
Associate Director of Environment	92,826	92,826	94,656	94,656	46,468	94,656	0	98,035	98,035	Budget will be spent
Refuse Domestic	(26,220)	(26,220)	(26,220)	(26,220)	(7,180)	(26,220)	0	(26,220)	(26,220)	Budget will be spent
Refuse Trade	(231,882)	(231,882)	(231,882)	(231,882)	(172,109)	(231,882)	0	(231,882)	(231,882)	Budget will be spent
Better Buses Fund	101,762	101,762	101,762	101,762	0	101,762	0	101,762	101,762	Budget will be spent
Recycling General	750	750	750	750	(3,384)	750	0	750	750	Budget will be spent
Green Waste	(656,986)	(656,986)	(656,986)	(656,986)	(1,089,461)	(656,986)	0	(656,436)	(656,436)	Income is received at the beginning of the financial year and expenditure against the income is made throughout the year. Budget will be spent
Chemical Waste	(38,596)	(38,596)	(38,596)	(38,596)	(34,325)	(38,596)	0	(38,596)	(38,596)	Budget will be spent
Recycling Kerbside	(318,613)	(318,613)	(318,613)	(70)	3,838	(70)	0	(318,613)	(318,613)	Budget will be spent
Abandoned Vehicles	250	250	250	250	200	250	0	250	250	Demand led service
Public Conveniences	3,600	3,600	3,600	3,600	600	3,600	0	3,600	3,600	Budget will be spent
Hertfordshire Fly Tipping	0	0	0	0	0	0	0	0	0	
Environmental Protection	375,550	375,550	375,550	375,550	212,231	376,015	465	376,732	376,732	Budget required for Lone Worker Devices
Depot-Batchworth	34,380	34,380	34,380	34,380	45,238	63,875	29,495	55,225	55,225	Increase in NNDR of £26,355 due to revaluation and backdated claim and Budget required for Lone Worker Devices of £3,140
Waste Management	2,560,250	2,560,250	2,560,250	2,560,250	1,437,329	2,560,250	0	2,560,250	2,560,250	Budget will be spent
Street Cleansing	676,721	676,721	676,721	676,721	322,993	676,721	0	676,721	676,721	Budget will be spent
Total	2,934,923	2,982,172	3,005,323	3,323,866	865,109	3,333,826	9,960	2,999,030	2,959,030	
Total General Public Services, Community Safety and Infrastructure	4,480,576	4,535,325	4,562,676	4,881,219	1,888,765	4,994,887	113,668	4,571,161	4,530,581	

Annex B

GPSCSI Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary Estimates

General Public Services, Community Safety and Infrastructure					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Decriminalised Parking Enf SPA	Third Party Payments	Inflationary increase on Parking contract with Hertsmere Borough Council	15,000	15,000	15,000
Depot-Batchworth	Premises	Increase in NNDR due to revaluation and backdated claim	26,355	17,705	17,705
Total Public Services			41,355	32,705	32,705
Total General Public Services, Community Safety and Infrastructure			41,355	32,705	32,705

Variations to be managed

General Public Services, Community Safety and Infrastructure			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Community Safety	Supplies and services	Budget required for Lone Worker Devices	585	585	585
Total Community Safety			585	585	585
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Community Development	Supplies and services	Increase in Land Searches budget required due to Highway questions on searches now have to be sent to HCC for responses	15,000	-	-
	Income	Reduction in income budget for Search Fees required as budget consistently not met due to changing demands and the increase in Personal Searches	27,050	-	-
Development Planning	Supplies and services	Increased budget for Professional Fees - Consultancy for Applications due to specialist input required for planning appeals of £60,000, applications of £13,000 and Legal Fees of £6,000 (Mansion House - data centre appeal). £2,325 budget required for Lone Worker Devices	81,325	2,325	2,325
	Income	Increase in income budget for Pre-Application Advise due to Speculative developments being submitted for pre application advice given status of the Local Plan, Government policy and recent appeal decisions	(15,252)	-	-
Total Economic Development and Planning Policy			108,123	2,325	2,325
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Decriminalised Parking Enf SPA	Income	Increased income received on PCNs due to recent changes to the deployment plan.	(35,000)	-	-
Environmental Protection	Supplies and services	Budget required for Lone Worker Devices	465	465	465
Depot - Batchworth	Supplies and services	Budget required for Lone Worker Devices	3,140	3,140	3,140
Total Public Services			(31,395)	3,605	3,605
Total General Public Services, Community Safety and Infrastructure			77,313	6,515	6,515

Virements

General Public Services, Community Safety and Infrastructure			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Community Development	Supplies and services	To spend ringfenced Household Support Fund grant of £2,000, which is currently in reserves and transfer of £5,000 of Household Support Fund budget to Homelessness Prevention Fund	(3,000)	-	-
	Income	Transfer of ringfenced Household Support Fund grant from reserves	(2,000)	-	-
Community Safety	Supplies and services	To spend ringfenced grant from PCC for Serious Violence	2,000		
	Income	Receipt of ringfenced grant from PCC for Serious Violence	(2,000)		
Total Community Safety			(5,000)	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
Development Management	Supplies and services	Refund of developers S106 affordable housing contribution	250,000	250,000	250,000
	Income	Receipt of S106 funding	(250,000)	(250,000)	(250,000)
Total Economic Development and Planning Policy			0	0	0
Total General Public Services, Community Safety and Infrastructure			(5,000)	0	0

Annex C
GPSCSI Medium term capital investment programme

General Public Services, Community Safety & Infrastructure													
Community Partnerships	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Capital Grants & Loans	20,000	20,000	20,000	0	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Community CCTV	12,000	12,000	12,000	0	12,000	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Sub-total Community Partnerships	32,000	32,000	32,000	0	32,000	0	26,000	26,000	0	26,000	26,000	0	
Public Services	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Disabled Parking Bays	2,500	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Invoice awaited for the first 6 months of 2024/25
Waste Plant & Equipment	25,000	34,500	34,500	7,727	34,500	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Waste Services Depot	0	0	456,400	61,685	456,400	0	0	0	0	0	0	0	Environment Agency have signed off on the planning condition so works can proceed - to be planned for October/November
EV Charging Points	0	460,000	535,938	0	535,938	0	0	0	0	0	0	0	Scheme to be implemented later this financial year
Controlled Parking	0	82,322	107,322	9,481	107,322	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Replacement Bins	72,190	73,265	73,265	79,745	73,265	0	115,000	115,000	0	115,000	115,000	0	Budget will be spent
Waste & Recycling Vehicles	1,354,015	1,566,564	1,566,564	228,134	1,566,564	0	800,000	800,000	0	800,000	800,000	0	Budget will be spent
Car Park Restoration	290,000	310,509	310,509	131,946	310,509	0	35,000	35,000	0	35,000	35,000	0	Various projects have been identified and are currently being assessed for priority
Footpaths, Paths & Roads	20,000	25,728	25,728	15,390	25,728	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
TRDC Footpaths & Alleyways	25,000	43,387	43,387	4,593	43,387	0	25,000	25,000	0	25,000	25,000	0	Survey completed - Urgent works to be progressed
GIS	13,500	13,500	13,500	0	13,500	0	0	0	0	0	0	0	Budget will be spent
Transport and Infrastructure	199,344	365,383	340,383	25,411	340,383	0	179,000	179,000	0	179,000	179,000	0	£45,000 budget replaced by CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024
Sub-total Public Services	2,001,549	2,977,658	3,509,996	564,112	3,509,996	0	1,226,500	1,226,500	0	1,226,500	1,226,500	0	
Economic Development & Planning Policy	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Listed Building Grants	2,500	2,500	2,500	0	1,500	(1,000)	2,500	2,500	0	2,500	2,500	0	Full Budget not required as demand Led service, no applications received to date
CIL Community Grants	0	0	184,461	184,461	370,364	185,903	0	0	0	0	0	0	CIL Contribution for Chorleywood Common FC agreed at Full Council 9th July 2024
Sub-total Economic Development & Planning Policy	2,500	2,500	186,961	184,461	371,864	184,903	2,500	2,500	0	2,500	2,500	0	
Total General Public Services, Community Safety & Infrastructure	2,036,049	3,012,158	3,728,957	748,573	3,913,860	184,903	1,255,000	1,255,000	0	1,255,000	1,255,000	0	

Annex D

GPSCSI Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
General Public Services, Community Safety & Infrastructure				
Transport & Infrastructure	£45,000 budget replaced by CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024	(45,000)	0	0
	CIL Contribution for Beryl Bikes agreed at Full Council 9th July 2024	45,000		
Listed Building Grants	Full Budget not required as demand led service, no applications received to date	(1,000)	0	0
CIL Community Grants	CIL Contribution for Chorleywood Common FC agreed at Full Council 9th July 2024	185,903	0	0
Total General Public Services, Community Safety & Infrastructure		184,903	0	0

Annex E
GPSCSI Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2021/22		2022/23		2023/24		2024/25	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(2,190)	80	(7,700)	176	(5,410)	114	(12,845)	292
	May	(5,008)	133	(7,955)	153	(8,830)	135	(18,465)	372
	June	(5,360)	124	(6,960)	144	(8,180)	152	(16,355)	313
	July	(7,916)	167	(7,386)	113	(10,735)	248	(21,030)	359
	August	(8,878)	233	(6,814)	122	(13,495)	289	(21,830)	337
	September	(12,555)	252	(6,134)	114	(11,650)	236	(16,290)	326
	October	(10,444)	219	(9,526)	249	(13,707)	247		
	November	(10,585)	230	(9,118)	194	(13,715)	219		
	December	(9,834)	230	(7,845)	134	(11,725)	212		
	January	(8,800)	149	(8,913)	154	(12,865)	316		
	February	(8,614)	231	(9,020)	172	(18,307)	233		
	March	(10,828)	190	(10,329)	135	(14,753)	296		
	Total	(101,012)	2,238	(97,700)	1,860	(143,372)	2,697	(106,815)	1,999

Comments: The Original budget for 2024/25 is £115,000. Officers are now predicting income of £150,000 due to recent changes to the deployment plan. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). The no of PCN's issued can reduce due to greater parking compliance.

Car Park Enforcement	Month	2021/22		2022/23		2023/24		2024/25	
Pay & Display Tickets		£	Volume	£	Volume	£	Volume	£	Volume
	April	(9,551)	5,128	(11,910)	7,037	(15,346)	8,197	(19,257)	10,009
	May	(10,442)	5,577	(12,841)	7,097	(17,473)	8,412	(20,212)	10,433
	June	(12,675)	6,513	(15,058)	7,062	(17,912)	9,036	(18,090)	9,441
	July	(11,677)	6,653	(13,121)	7,362	(17,937)	9,271	(19,394)	10,191
	August	(11,136)	6,198	(13,742)	7,326	(16,564)	8,531	(16,320)	9,241
	September	(12,418)	6,789	(14,086)	7,387	(17,540)	9,075	(20,204)	8,752
	October	(13,466)	7,308	(14,702)	7,878	(18,978)	9,450		
	November	(14,253)	7,582	(14,587)	7,411	(19,091)	9,633		
	December	(14,857)	7,638	(17,110)	8,354	(20,515)	10,337		
	January	(10,425)	6,486	(16,778)	7,573	(20,475)	9,612		
	February	(12,966)	7,309	(14,471)	7,823	(19,453)	10,041		
	March	(17,041)	7,813	(19,225)	9,882	(21,063)	10,893		
	Total	(150,907)	80,994	(177,631)	92,192	(222,347)	112,488	(113,477)	58,067

Comments: The Original budget for 2024/25 is £220,000. There are different charging regimes for different car parks within the district. However most pay & display car parks in Rickmansworth operate the following regulations - Monday - Friday, 8.30am - 6.30pm max stay up to 24 Hours - charge £4 with the first hour being free.

Development Management	Month	2021/22		2022/23		2023/24		2024/25	
Application Fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(37,925)	202	(389,072)	121	(31,355)	111	(94,490)	133
	May	(44,506)	200	(59,995)	162	(57,426)	138	(74,771)	119
	June	(40,347)	177	(41,122)	123	(73,723)	122	(80,169)	125
	July	(35,900)	152	(56,630)	129	(23,579)	125	(93,197)	127
	August	(58,240)	153	(27,451)	144	(42,914)	137	(52,344)	101
	September	(24,763)	145	(53,870)	111	(28,687)	133	(30,825)	115
	October	(26,477)	135	(141,962)	125	(32,577)	137		
	November	(34,623)	133	(51,317)	136	(32,047)	120		
	December	(53,134)	136	(65,353)	119	(21,107)	96		
	January	(39,467)	106	(21,090)	131	(17,242)	104		
	February	(39,530)	108	(56,956)	116	(40,229)	103		
	March	(91,250)	172	(34,930)	163	(33,857)	120		
	Total	(526,162)	1,819	(999,748)	1,580	(434,743)	1,446	(425,795)	720

Comments: The Original budget for 2024/25 is £846,420. There are a number of different charging levels dependent on the type & size of the proposed area. The table of current fees for each type can be found on the Councils website.

GPSCSI Key Income Streams Cont.

Waste Management									
Trade Refuse	Month	2021/22		2022/23		2023/24		2024/25	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(342,837)	989	(374,524)	925	(408,151)	900	(432,709)	865
	May	(23,082)		(2,105)	929	2,040	897	2,897	856
	June	(3,124)		(297)	930	200	879	1,981	849
	July	(2,934)		(328)	930	1,007	882	(120)	851
	August	(235)		(1,417)	920	(3,049)	871	(324)	857
	September	(869)		(1,221)	925	(1,635)	872	(1,651)	860
	October	(362,664)		(376,644)	926	(402,130)	873		
	November	2,382		(7,399)	920	464	867		
	December	(6,135)		(738)	908	337	860		
	January	(1,064)		(2,476)	916	(940)	867		
	February	(1,213)		(1,298)	917	(5,573)	870		
	March	(8,966)		(5,356)	913	(2,436)	867		
	Total	(750,741)		989	(773,803)	913	(819,866)	867	(429,926)

Comments: The original 2024/25 budget is £907,865. Customers are invoiced twice a year in April and October. Income can fluctuate depending on the size of the bin collected and customers reducing their bin size and using the recycling service.

Garden Waste	Month	2021/22		2022/23		2023/24		2024/25	
Bin Charges		£	Volume	£	Volume	£	Volume	£	Volume
	April	(1,047,033)	21,524	(1,173,068)	21,649	(1,392,490)	21,254	(1,515,550)	21,389
	May	(19,620)	529	(18,910)	405	(31,450)	516	(23,624)	356
	June	(19,239)	331	(17,232)	237	(17,754)	273	(17,574)	255
	July	(13,244)	256	(8,724)	163	(6,786)	107	(9,899)	137
	August	(7,939)	190	(5,778)	96	(7,494)	111	(6,009)	82
	September	(4,834)	93	(3,129)	49	(4,346)	56	(3,090)	34
	October	(2,291)	75	(2,480)	80	(3,254)	89		
	November	(1,341)	51	(1,589)	51	(1,781)	50		
	December	(539)	20	(324)	14	(645)	16		
	January	(743)	31	(956)	26	(204)	15		
	February	0	0	0	0	30	0		
	March	0	0	0	0	0	0		
	Total	(1,116,822)	23,100	(1,232,190)	22,770	(1,466,174)	22,487	(1,575,746)	22,253

Comments: The original 2024/25 budget is £1,583,200. The standard charges for 2024/25 are £65 for the first bin and £110 each for a second or third bin. Customers in receipt of certain benefits pay a concession fee of £55 for the first bin.

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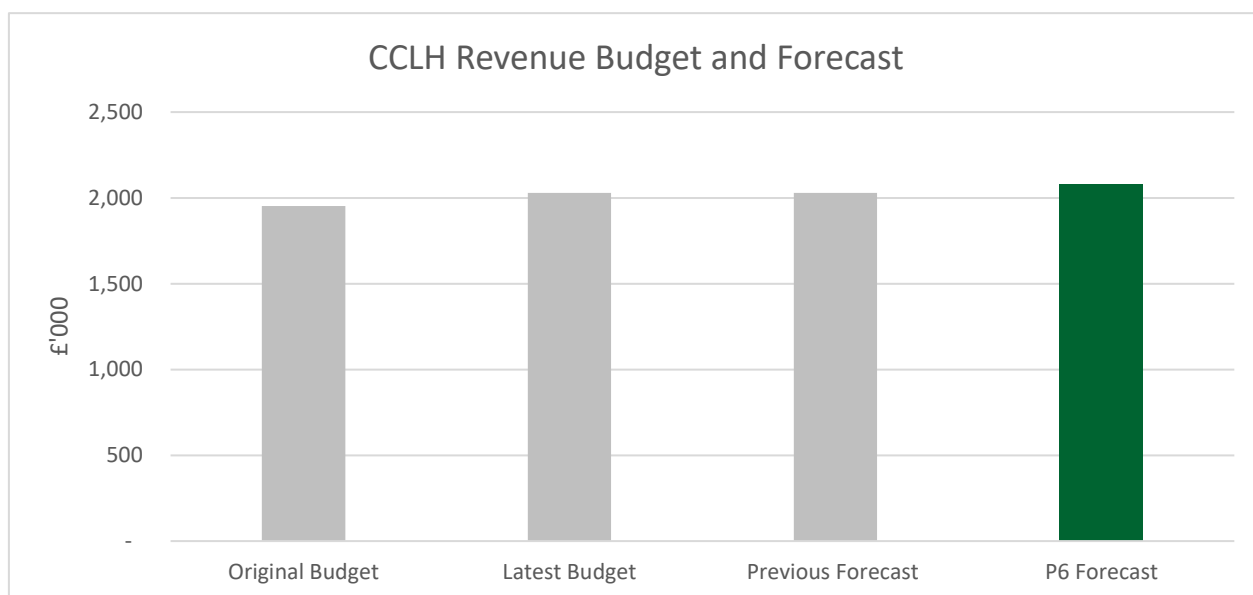
Climate change, Leisure and Housing Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Climate Change, Leisure and Housing (CCLH) Committee. The forecast is based on the position as at Period 6 which covers the period from 1 July 2024 to 30 September 2024.

Revenue

2. The latest forecast is net expenditure of £2.080m against the latest budget of £2.030m. This is an unfavourable variance of £0.050m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Original Budget Plus 2023/24 Carry Forwards		Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
		£000	£000					
Housing	423	423	423	423	423	430	7	7
Leisure	1,220	1,220	1,220	1,217	1,217	1,261	43	43
Sustainability and Climate	309	389	389	389	389	389	0	0
Total	1,952	2,033	2,033	2,030	2,030	2,080	50	50

3. Annex B sets out the main variations to budget.

Capital Investment Programme

4. The latest capital investment programme for 2023/24 is £3.678m. A variation of £NIL is reported as budget virements net to zero.
5. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

6. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.
7. The following table sets out the vacancies as at 30 September 2024.

Department	Job Title	Comments	Total
Housing	Private Rented Sector Co-ordinator	Recently advertised	1.00
Total Climate Change, Leisure & Housing			1.00

Annex A
CCLH Committee Medium Term Revenue Budget Service

Climate Change, Leisure and Housing										
Housing, Public Health and Wellbeing	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Housing Services Needs	523,344	523,344	523,344	523,344	349,725	524,624	1,280	538,566	561,951	Budget required for Lone Worker Devices
Rent Deposit Guarantee Scheme	5,110	5,110	5,110	5,110	0	5,110	0	5,110	5,110	Demand led service
Homelessness General Fund	(177,620)	(177,620)	(177,620)	(177,620)	(572,349)	(172,620)	5,000	(157,620)	(157,620)	Income and Expenditure budgets of £3,200 required for Ringfenced Ukrainian Homelessness Support grant and transfer of £5,000 Household Support Fund budget from Community Development
Housing Associations	(5,000)	(5,000)	(5,000)	(5,000)	(2,500)	(5,000)	0	(5,000)	(5,000)	Income will be received by year end
Refugees	0	0	0	0	(41,330)	0	0	0	0	Transfer to/from reserves at year end
Env Health - Residential Team	77,427	77,427	77,427	77,427	10,960	77,662	235	77,662	77,662	Income and Expenditure budgets of £17,000 required for Ringfenced Asylum Dispersal grant. Budget required of £235 for Lone Worker Devices
Public Health	0	0	0	0	(10,197)	0	0	0	0	Income and Expenditure budgets of £44,250 required for Ringfenced HCC Public Health Grant
Total	423,261	423,261	423,261	423,261	(265,692)	429,776	6,515	458,718	482,103	

Leisure	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Leavesden Country Park	0	0	0	0	90,540	0	0	0	0	Income and Expenditure budgets to spend \$106 for works to Silver Birch Cottage of £45,000, Contribution of £20,000 towards the YMCA Café, ongoing tree works across Leavesden Country Park of £25,000, Conservation grazing on The Horses Field of £13,000 and Play equipment maintenance at The Horses Field of £10,000
Community Arts	11,400	11,400	11,400	11,400	39	0	(11,400)	0	0	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities
Watersmeet	26,393	26,393	26,393	26,393	(99,277)	28,770	2,377	29,816	30,879	Increase in NNDR of £2,142 and Budget required of £235 for Lone Worker Devices
Leavesden Ymca	(35,000)	(35,000)	(35,000)	(35,000)	(28,658)	(35,000)	0	(35,000)	(35,000)	Income is received quarterly.
Oxhey Hall	(3,000)	(3,000)	(3,000)	(3,000)	(3,512)	(3,000)	0	(3,000)	(3,000)	Income is received quarterly.
Museum	(700)	(700)	(700)	(700)	(700)	(700)	0	(700)	(700)	Budget met
Playing Fields & Open Spaces	93,981	93,981	93,981	93,981	10,038	127,875	33,894	127,875	127,875	Income budget reduced for Football Vatable of £26,544 as Pitch Hire has not recovered post covid and impacts of flooding at Scotsbridge and Rent - Land of £7,340 as Income has not returned to pre covid levels and is now not expected to
Play Rangers	56,484	56,484	56,484	56,484	41,012	0	(56,484)	0	0	Due to realignment of Leisure budgets, all employee budgets have been transferred to Leisure Development and all other budgets to a new cost centre Leisure Activities
Comm Parks & Sust Project	24,200	24,200	24,200	24,200	11,392	0	(24,200)	0	0	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities
Aquadrome	39,615	39,615	39,615	39,615	(432,016)	46,115	6,500	39,615	39,615	Increase in Repairs & Maintenance budget of £6,500 required due to urgent repairs to sewage pumps at Bury Lake Young Mariners and the Water ski Club. Income and Expenditure budgets required for Ringfenced grants of £61,226 from the National Lottery Heritage Fund funding for the Natural Heritage Networks Project
The Bury Green Space	0	0	0	0	(108,720)	0	0	0	0	Income and Expenditure budgets required for Ringfenced grants of £108,720 from Affinity Water and Groundworks
Leisure Venues	(509,893)	(509,893)	(509,893)	(509,893)	(388,570)	(509,893)	0	(509,893)	(509,893)	Budget will be spent
Leisure Activities	0	0	0	0	0	120,532	120,532	120,532	120,532	Due to realignment of Leisure budgets, this cost centre has been created and budgets transferred.
Leisure Development	557,807	557,807	554,807	554,807	278,907	645,889	91,082	648,317	649,501	Budget required for Lone Worker Devices of £465. Due to realignment of Leisure budgets, some budgets have been transferred to Leisure Development and the remaining to a new cost centre Leisure Venues
Play Development - Play schemes	34,843	34,843	34,843	34,843	48,647	0	(34,843)	0	0	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities
Sports Devel-Sports Projects	48,135	48,135	48,135	48,135	(16,416)	0	(48,135)	0	0	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities
Leisure & Community Services	36,087	36,087	36,087	36,087	280	0	(36,087)	0	0	Due to realignment of Leisure budgets, most employee budgets have been transferred to Leisure Development and all other budgets to a new cost centre Leisure Activities
Grounds Maintenance	840,028	840,028	840,028	840,028	380,749	840,028	0	840,028	840,028	Budget will be spent
Total	1,220,380	1,220,380	1,217,380	1,217,380	(216,264)	1,260,616	43,236	1,257,590	1,259,837	

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CCLC Committee Medium Term Revenue Budget Service cont.

Sustainability and Climate	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Energy Efficiency	9,500	23,900	23,900	23,900	0	23,900	0	9,500	9,500	Budget will be spent
Sustainability Projects	78,000	78,000	78,000	78,000	34,578	0	(78,000)	0	0	All budgets transferred to Climate change due to amalgamation of the 2 cost centres to create one cost centre named Climate Change & Sustainability Projects
Climate Change & Sustainability Projects	102,262	149,471	149,471	149,471	(530,011)	227,471	78,000	205,262	230,262	All budgets transferred from Sustainability Projects to Climate Change due to amalgamation of the 2 cost centres to create one cost centre named Climate Change & Sustainability Projects
Innovate UK	0	0	0	0	11,018	0	0	0	0	Innovate UK Grant claimed retrospectively as per grant conditions
Pest Control	12,755	12,755	12,755	12,755	1,785	12,755	0	12,755	12,755	Budget will be spent
Environmental Maintenance	25,970	25,970	25,970	25,970	4,682	25,970	0	25,970	25,970	Budget will be spent
Animal Control	64,490	64,490	64,490	64,490	33,028	64,490	0	64,490	64,490	Budget will be spent
Cemeteries	(228,193)	(228,193)	(228,193)	(228,193)	(150,969)	(228,193)	0	(228,193)	(228,193)	Budget will be spent
Trees And Landscapes	243,760	262,914	262,914	262,914	120,566	262,914	0	243,760	243,760	Budget transfer of £16,000 between Tree Works and Oak Process Moth and Tree Health
Total	308,544	389,307	389,307	389,307	(475,323)	389,307	0	333,544	358,544	
Total Climate Change, Leisure and Housing	1,952,185	2,032,948	2,029,948	2,029,948	(957,278)	2,079,699	49,751	2,049,852	2,100,484	

Annex B

CCLH Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary estimates

Climate Change, Leisure and Housing			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Watersmeet	Premises	Increase in NNDR	2,142	2,142	2,142
Total Leisure			2,142	2,142	2,142
Total Climate Change, Leisure and Housing			2,142	2,142	2,142

Variances to be managed

Climate Change, Leisure and Housing			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Housing Service Needs	Supplies and services	Budget required for Lone Worker Devices	1,280	1,280	1,280
Env Health - Residential Team	Supplies and services	Budget required for Lone Worker Devices	235	235	235
Total Housing, Public Health and Wellbeing			1,515	1,515	1,515
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
Watersmeet	Supplies and services	Budget required for Lone Worker Devices	235	235	235
Playing Fields & Open Spaces	Income	Income budget reduced for Football Vatable of £26,544 as Pitch Hire has not recovered post covid and impacts of flooding at Scotsbridge and Rent - Land of £7,340 as Income has not returned to pre covid levels and is now not expected to	33,894	33,894	33,894
Aquadrome	Premises	Increase in Repairs & Maintenance budget required due to urgent repairs to sewage pumps at Bury Lake Young Mariners and the Water ski Club	6,500	0	0
Leisure Development	Supplies and services	Budget required for Lone Worker Devices	465	465	465
Total Leisure			41,094	34,594	34,594
Total Climate Change, Leisure and Housing			42,609	36,109	36,109

Virements

Climate Change, Leisure and Housing			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Homelessness General Fund	Supplies and Services	To spend ringfenced Ukrainian Homelessness Support grant	3,200	-	-
	Income	Receipt of ringfenced Ukrainian Homelessness Support grant	(3,200)	-	-
	Supplies and Services	Transfer of £5,000 of Household Support Fund budget from Community Development	5,000	-	-
Env Health - Residential Team	Supplies and Services	To spend ringfenced Asylum Dispersal grant	17,000	-	-
	Income	Receipt of ringfenced Asylum Dispersal grant	(17,000)	-	-
Public Health	Supplies and Services	To spend HCC Public Health Grant	44,250	-	-
	Income	Receipt of HCC Public Health Grant	(44,250)	-	-
Total Housing Public Health and Wellbeing			5,000	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Abbots Langley Project	Supplies and services	To spend S106 for works to Silver Birch Cottage of £45,000, Contribution of £20,000 towards the YMCA Café, ongoing tree works across Leavesden Country Park of £25,000, Conservation grazing on The Horses Field of £13,000 and Play equipment maintenance at The Horses Field of £10,000	113,000	-	-
	Income	Receipt of S106 for works to Silver Birch Cottage of £45,000, Contribution of £20,000 towards the YMCA Café, ongoing tree works across Leavesden Country Park of £25,000, Conservation grazing on The Horses Field of £13,000 and Play equipment maintenance at The Horses Field of £10,000	(113,000)	-	-
The Bury Green Space	Supplies and services	To spend Ringfenced grant funding from Affinity Water and Groundworks	108,720	-	-
	Income	Receipt of ringfenced grant funding from Affinity Water and Groundworks	(108,720)	-	-
Quadrome	Supplies and services	To spend ringfenced grant funding from the National Lottery Heritage Fund	61,226	-	-
	Income	Receipt of ringfenced grant funding from the National Lottery Heritage Fund	(61,226)	-	-
Community Arts	Employees	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities	(8,800)	(8,800)	(8,800)
	Supplies and Services		(4,420)	(4,420)	(4,420)
	Income		1,820	1,820	1,820
Play Rangers	Employees	Due to realignment of Leisure budgets, all employee budgets have been transferred to Leisure Development and all other budgets to a new cost centre Leisure Activities	(70,612)	(70,612)	(70,612)
	Supplies and Services		(1,040)	(1,040)	(1,040)
	Income		15,168	15,168	15,168
Play Development - Playschemes	Employees	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities	(58,188)	(58,188)	(58,188)
	Supplies and Services		(21,796)	(21,796)	(21,796)
	Income		45,141	45,141	45,141
Sports Devel-Sports Projects	Employees	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities	(33,435)	(33,435)	(33,435)
	Supplies and Services		(17,940)	(17,940)	(17,940)
	Income		3,240	3,240	3,240
Comm Parks & Sust Projects	Employees	Due to realignment of Leisure budgets, all budgets have been transferred to a new cost centre Leisure Activities	(14,000)	(14,000)	(14,000)
	Supplies and Services		(10,200)	(10,200)	(10,200)
	Income				
Leisure & Community Services	Employees	Due to realignment of Leisure budgets, most employee budgets have been transferred to Leisure Development and all other budgets to a new cost centre Leisure Activities	(27,947)	(27,947)	(27,947)
	Supplies and Services		(8,140)	(8,140)	(8,140)
	Income				
Leisure Activities	Employees	Due to realignment of Leisure budgets, this cost centre has been created and budgets transferred.	126,095	126,095	126,095
	Supplies and Services		59,806	59,806	59,806
	Income		(65,369)	(65,369)	(65,369)
Leisure Development	Employees	Due to realignment of Leisure budgets, some budgets have been transferred to Leisure Development and the remaining to a new cost centre Leisure Venues	86,887	86,887	86,887
	Supplies and Services		3,730	3,730	3,730
Total Leisure			0	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25	2025/26	2026/27
			£	£	£
Sustainability Projects	Supplies and Services	All budgets transferred to Climate change due to amalgamation of the 2 cost centres to create one cost centre named Climate Change & Sustainability Projects	(78,000)	(103,000)	(128,000)
Climate Change & Sustainability Projects	Supplies and services	All budgets transferred from Sustainability Projects to Climate Change due to amalgamation of the 2 cost centres to create one cost centre named Climate Change & Sustainability Projects	78,000	103,000	128,000
Trees & Landscapes	Premises	Budget transferred to Tree Works and moved from Oak Process Moth and Tree Health	(16,000)	(16,000)	(16,000)
	Premises	Budget transferred from Oak Process Moth and Tree Health and moved to Tree Works	16,000	16,000	16,000
Total Sustainability and Climate			0	0	0
Total Climate Change, Leisure and Housing			5,000	0	0

Annex C CCLH Medium term capital investment programme

Climate Change, Leisure & Housing													
Housing, Public Health & Wellbeing	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Disabled Facilities Grant	586,000	790,474	790,474	322,407	790,474	0	586,000	586,000	0	586,000	586,000	0	Budget will be spent
Home Repairs Assistance	2,000	2,000	2,000	0	2,000	0	2,000	2,000	0	2,000	2,000	0	Budget will be spent
Sub-total Housing, Public Health & Wellbeing	588,000	792,474	792,474	322,407	792,474	0	588,000	588,000	0	588,000	588,000	0	
Leisure	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Aquadrome Bridge Replacement	320,524	320,524	1,137,755	313	1,137,755	0	0	0	0	0	0	0	Budget will be spent
Leavesden Country Park Gate	0	164,889	164,889	106,773	164,889	0	0	0	0	0	0	0	Budget will be spent
Watersmeet Electrical	144,100	144,100	144,100	750	144,100	0	0	0	0	0	0	0	Budget will be spent
Scotsbridge-Chess Habitat	8,190	8,190	8,190	0	8,190	0	0	0	0	0	0	0	Budget will be spent
Open Space Access Improvements	60,000	95,946	95,946	20,719	95,946	0	60,000	60,000	0	60,000	60,000	0	Budget will be spent
Improve Play Area-Future Schemes	120,000	132,650	132,650	6,819	197,800	65,150	120,000	120,000	0	120,000	120,000	0	Budgets transferred from Fearney Mead and Lincoln Drive Play areas as projects are complete
Aquadrome-Whole Life Costing	11,000	15,020	15,020	0	15,020	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
Replacement Ground Maintenance Vehicles	804,000	804,000	830,318	458,735	830,318	0	540,000	540,000	0	540,000	540,000	0	Budget will be spent
Watersmeet-Whole Life Costing	20,000	20,000	20,000	1,171	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Pavilions-Whole Life Costing	11,000	16,668	16,668	10,245	16,668	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
Fearney Mead Play Area	0	50,000	50,000	0	17,245	(32,755)	0	0	0	0	0	0	Project complete, remaining budget to be transferred to Improve Play Areas - Future Schemes
Lincoln Drive Play Area	0	50,000	50,000	17,245	17,605	(32,395)	0	0	0	0	0	0	Project complete, remaining budget to be transferred to Improve Play Areas - Future Schemes
Sub-total Leisure	1,498,814	1,821,987	2,665,536	622,770	2,665,536	0	762,000	762,000	0	762,000	762,000	0	
Sustainability & Climate	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Cemetery-Whole Life Costing	5,000	9,830	9,830	0	9,830	0	5,000	5,000	0	5,000	5,000	0	Budget will be spent
UK Shared Prosperity	0	0	210,852	0	210,852	0	0	0	0	0	0	0	Budget will be spent
Sub-total Sustainability & Climate	5,000	9,830	220,682	0	220,682	0	5,000	5,000	0	5,000	5,000	0	
Total Climate Change, Leisure & Housing	2,091,814	2,624,291	3,678,692	945,177	3,678,692	0	1,355,000	1,355,000	0	1,355,000	1,355,000	0	

Annex D

CCLH Explanations of capital variances reported this Period

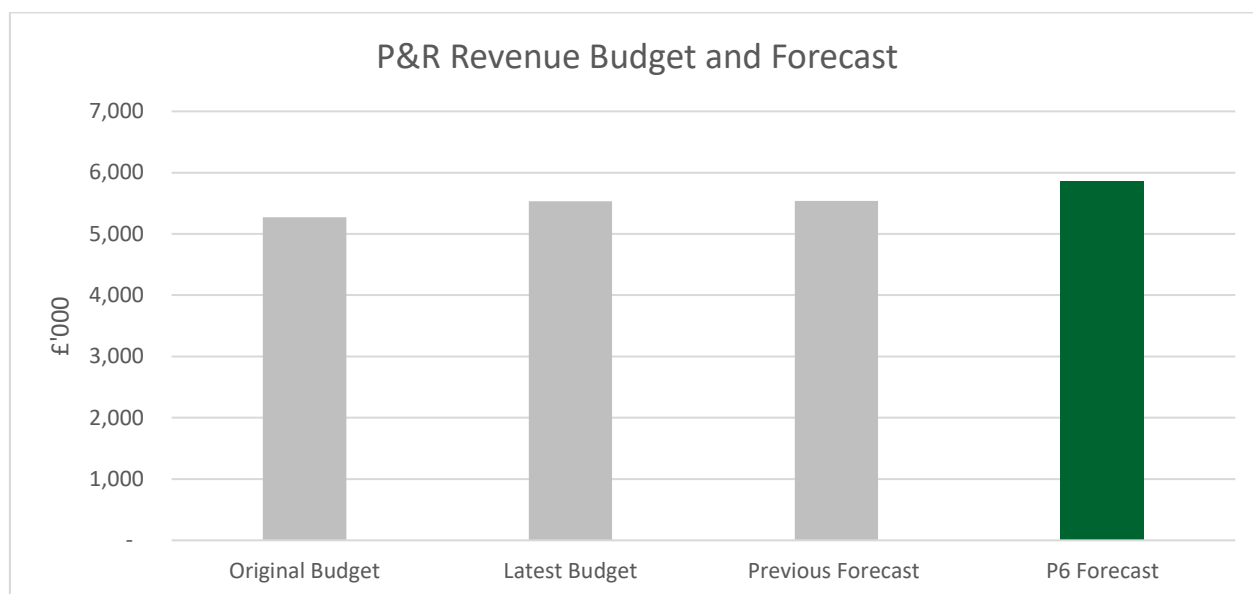
Description	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Climate Change, Leisure & Housing				
Fearney Mead Play Area	Project complete, remaining budget to be transferred to Improve Play Area - Future Schemes	(32,755)	0	0
Lincoln Drive Play Area	Project complete, remaining budget to be transferred to Improve Play Area - Future Schemes	(32,395)	0	0
Improve Play Area-Future Schemes	Budgets transferred from Fearney Mead and Lincoln Drive Play areas as projects are complete	65,150	0	0
Total Climate Change, Leisure & Housing		0	0	0

Policy and Resources Committee Detailed Monitoring Report

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Policy and Resources (P&R) Committee for the 2024/25 financial year. The forecast is based on the position as at Period 6 which covers the period from 1 July 2024 to 30 September 2024.

Revenue

2. The latest forecast is expenditure of £5.866m against the latest budget of £5.533m. This is an unfavourable variance of £0.333m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget Plus		Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
	Original Budget £000	2023/24 Carry Forwards £000					
Resources and Leader	6,989	7,130	7,264	7,269	7,573	304	309
Garages and Shops	(1,300)	(1,300)	(1,300)	(1,300)	(1,277)	24	24
Investment Properties	(950)	(950)	(950)	(950)	(950)	0	0
Vacancy Provision	(180)	(180)	(180)	(180)	(180)	0	0
Salary Contingency	712	712	700	700	700	0	0
Total	5,270	5,411	5,533	5,538	5,866	328	333

3. Annex B sets out the main variations to budget.

Income Streams

4. The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2024/25.

Capital Investment Programme

5. The latest capital investment budget for 2024/25 is £11.181m. A variation of £NIL is reported as budget virements net to zero..
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.
8. The following table sets out the vacancies by service as at 30 September 2024.

Department	Job Title	Comments	Total
Legal & Committee	Senior Committee Officer	Offered	1.00
Total P&R			1.00

Annex A
P&R Committee Medium Term Revenue Budget Service

Policy & Resources										
Resources	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Corporate Management	150,680	150,680	150,680	150,680	(123,227)	150,680	0	150,680	150,680	Budget will be spent
Major Incident Planning	113,107	113,107	113,107	113,107	57,019	113,107	0	113,904	114,728	Budget will be spent
UK Shared Prosperity Fund	0	0	0	0	(416,919)	0	0	0	0	
West Herts Crematorium	0	0	0	0	1,270,627	0	0	0	0	All spend will be recharged to West Herts Crematorium
Miscellaneous Income & Expend	(341,500)	(341,500)	(341,500)	(341,500)	43,896	(341,500)	0	(341,500)	(341,500)	Budget will be spent
Non Distributed Costs	57,000	57,000	57,000	57,000	882	57,000	0	59,000	59,000	Budget will be spent
Director Of Finance	128,735	128,735	130,795	130,795	61,362	130,795	0	135,026	135,025	Budget will be spent
Miscellaneous Properties	(77,208)	(77,208)	(77,208)	(77,208)	(26,734)	(77,208)	0	(77,208)	(77,208)	Budget will be spent
Office Services	192,810	192,810	202,810	192,810	89,106	192,810	0	190,810	190,810	Budget will be spent
Asset Management - Property Services	798,627	798,627	798,627	798,627	332,905	799,212	585	879,087	880,369	Budget required for Lone Worker Devices
Finance Services	440,080	440,080	440,080	440,080	259,170	440,080	0	435,772	439,212	Budget will be spent
Council Tax Collection	329,467	329,467	329,467	329,467	162,849	329,702	235	330,414	331,115	Budget required for Lone Worker Devices
Benefits & Allowances	681,913	681,913	681,913	681,913	436,341	681,913	0	685,248	687,432	Budget will be spent
HR	60,005	60,005	60,005	60,005	21,446	60,005	0	60,005	60,006	Budget will be spent
Leaves & Bens Management	41,970	41,970	41,970	41,970	21,010	41,970	0	41,969	41,970	Budget will be spent
Fraud	86,746	86,746	86,746	86,746	44,169	87,096	350	87,096	87,096	Budget required for Lone Worker Devices
Garages & Shops Maintenance	(1,300,150)	(1,300,150)	(1,300,150)	(1,300,150)	(681,717)	(1,276,650)	23,500	(1,276,650)	(1,276,650)	Income budget for garages reduced due to the re-development of 3 sites
Chief Executive	213,754	313,754	313,844	313,844	95,012	313,844	0	213,844	213,844	Budget will be spent

P&R Committee Medium Term Revenue Budget Service cont.

Resources	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Investment Properties	(950,499)	(950,499)	(950,499)	(950,499)	(708,026)	(950,499)	0	(982,225)	(982,225)	Budget will be spent
Performance Mgt & Scrutiny	53,849	53,849	53,849	53,849	24,131	53,849	0	53,849	53,849	Budget will be spent
Debt Recovery	226,406	226,406	226,406	226,406	58,185	226,406	0	223,403	224,810	Budget will be spent
Associate Director Strategy, Partnerships & Housing	109,178	109,178	110,278	110,278	54,802	110,278	0	114,207	114,207	Budget will be spent
Three Rivers House	359,260	359,260	323,328	323,328	345,184	340,898	17,570	340,898	340,898	Increase in NNDR due to revaluation
Basing House	(10,140)	(10,140)	(10,140)	(10,140)	9,170	(10,140)	0	(10,140)	(10,140)	Budget will be spent
Oxhey Drive	10,250	10,250	10,250	10,250	0	9,770	(480)	10,250	10,250	Refuse Collection budget not required this year as building currently unoccupied.
Wimbledon	(200,000)	(200,000)	(200,000)	(200,000)	(294,998)	(200,000)	0	(500,000)	(500,000)	
Officers' Standby	6,140	6,140	6,140	6,140	0	6,140	0	6,140	6,140	Budget will be spent
Vacancy Provision	(180,000)	(180,000)	(180,000)	(180,000)	0	(180,000)	0	(180,000)	(180,000)	
Finance Client	14,898	14,898	14,898	14,898	21,744	14,898	0	14,906	14,919	Budget will be spent
Business App Maintenance	257,875	257,875	257,875	257,875	230,764	257,875	0	257,875	257,875	Budget will be spent
HR Client	683,377	683,377	763,377	763,377	431,592	802,587	39,210	802,587	802,587	Efficiency savings budget no longer required as saving was obtained through reduction in salaries, which now forms part of the shared service agreement with WBC
Internal Audit Client	55,968	55,968	55,968	55,968	40,769	55,968	0	55,968	55,968	Budget will be spent
Council Tax Client	(126,879)	(126,879)	(126,879)	(126,879)	0	(126,879)	0	(126,879)	(126,879)	Budget will be spent
Benefits Client	(470,660)	(470,660)	(470,660)	(470,660)	2,434,270	(470,660)	0	(470,660)	(470,660)	This holds the housing benefits payments and recovery from DWP and further grants from DWP relating to the provision of benefits. There is timing difference between payments made to claimants and income received from Government.
Nndr Cost Of Collection	(107,090)	(107,090)	(107,090)	(107,090)	296,000	(107,090)	0	(107,090)	(107,090)	This is received at year end
Fraud Client	2,690	2,690	2,690	2,690	1,121	2,690	0	2,690	2,690	Budget will be spent
Insurances	373,220	373,220	373,220	373,220	540,258	542,520	169,300	542,520	542,520	Increase in budget required for Insurance due to the recent
Debt Recovery Client Acc	(6,140)	(6,140)	(6,140)	(6,140)	(375)	(6,140)	0	(6,140)	(6,140)	Budget will be spent
Benefits New Burden	0	0	0	0	(31,884)	0	0	0	0	Income and Expenditure budgets of £31,884 required for DWP
Benefits DHP	0	0	0	0	(42,563)	0	0	0	0	Actioned at year end
Benefits Non Hra	1,020	1,020	1,020	1,020	(180,198)	1,020	0	1,020	1,020	Actioned at year end
HR Client	334,113	334,113	361,518	361,518	218,781	361,518	0	361,518	361,518	Budget will be spent
Salary Contingency	712,285	712,285	700,035	700,035	0	700,035	0	893,128	1,112,362	Awaiting outcome of 2024/25 pay award. Currently with Unions.
Total	2,725,157	2,825,157	2,897,630	2,887,630	5,095,925	3,137,900	250,270	2,985,322	3,214,408	

P&R Committee Medium Term Revenue Budget Service cont.

Leader	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£	£	£	£	£	£	£	
Register Of Electors	36,800	36,800	36,800	36,800	3,251	36,800	0	36,800	36,800	Budget will be spent
District Elections	76,320	76,320	76,320	76,320	244,549	151,970	75,650	76,320	76,320	Increase in budgets required due to increase in costs of holding elections
Customer Service Centre	949,303	949,303	949,303	949,303	443,723	949,303	0	959,124	961,784	Budget will be spent
Democratic Representation	321,516	321,516	335,951	335,951	181,928	337,551	1,600	335,951	335,951	Increase in budget required for member course fees.
Customer Contact Programme	6,000	47,055	47,055	47,055	39,580	47,055	0	68,453	68,453	Budget will be spent
Customer Experience	95,468	95,468	95,468	95,468	47,788	95,468	0	99,401	99,401	Budget will be spent
Communication	324,697	324,697	331,697	331,697	154,638	331,697	0	331,697	331,697	Budget will be spent
Legal Practice	402,049	402,049	410,019	425,019	220,292	425,019	0	410,668	411,333	Income and Expenditure budgets of £2,475 required for Legal advice re Affordable Housing Policy from S106 commuted sums
Committee Administration	207,249	207,249	210,249	210,249	104,689	210,249	0	212,217	214,181	Budget will be spent
Elections & Electoral Regn	125,815	125,815	142,815	142,815	90,756	142,815	0	144,783	146,747	Budget will be spent
British Elections	0	0	0	0	(1,648)	0	0	0	0	May 2024 awaiting recharges
County Elections	0	0	0	0	0	0	0	0	0	
Parliamentary Elections	0	0	0	0	(29,971)	0	0	0	0	July 2024 Election awaiting recharges
Referendums	0	0	0	0	0	0	0	0	0	
Police Commissioner Election	0	0	0	0	(67,891)	0	0	0	0	May 2021 Election claim currently with Cabinet Office. May 2024 election awaiting recharges
Total	2,545,217	2,586,272	2,635,677	2,650,677	1,431,685	2,727,927	77,250	2,675,414	2,682,667	
Total Policy and Resources	5,270,374	5,411,429	5,533,307	5,538,307	6,527,610	5,865,827	327,520	5,660,736	5,897,075	

Annex B

P&R Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary estimates

Policy and Resources			2024/25	2025/26	2026/27
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Garages & Shops Maintenance	Income	Income budget for garages reduced due to the re-development of 3 sites	23,500	23,500	23,500
Three Rivers House	Premises	Increase in NNDR due to revaluation	17,570	17,570	17,570
Insurances	Employees	Increase in budget required for Insurance due to the recent tender process	(6,791)	(6,791)	(6,791)
	Premises		73,407	73,407	73,407
	Transport		32,266	32,266	32,266
	Supplies and Services		70,418	70,418	70,418
Total Resources			210,370	210,370	210,370
Total Policy and Resources			210,370	210,370	210,370

P&R Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period cont.
 Variances

Policy and Resources					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Asset Management - Property	Supplies and Services	Budget required for Lone Worker Devices	585	585	585
Council Tax Collection	Supplies and Services	Budget required for Lone Worker Devices	235	235	235
Fraud	Supplies and Services	Budget required for Lone Worker Devices	350	350	350
Oxhey Drive	Premises	Refuse Collection budget not required this year as building currently unoccupied.	(480)	-	-
ICT Client	Supplies and Services	Efficiency savings budget no longer required as saving was obtained through reduction in salaries, which now forms part of the shared service agreement with WBC	39,210	39,210	39,210
Total Resources			39,900	40,380	40,380
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
District Elections	Employees	Increase in budgets required due to increase in costs of holding elections	16,000	-	-
	Premises		14,850	-	-
	Supplies and Services		44,800	0	0
Democratic Representative	Supplies and Services	Increase in budget required for member course fees.	1,600	0	0
Total Leader			77,250	0	0
Total Policy and Resources			117,150	40,380	40,380

Virements

Policy & Resources					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Legal Practice	Supplies and services	Legal advice re Affordable Housing Policy from S106 commuted sums	2,475	2,475	2,475
	Income	Receipt of S106 funding	(2,475)	(2,475)	(2,475)
Total Leader			0	0	0
Total Policy and Resources			0	0	0

Annex C
P&R Medium term capital investment programme

Policy & Resources													
Leader & Resources	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Professional Fees-Internal	157,590	157,590	157,590	0	157,590	0	157,590	157,590	0	157,590	157,590	0	Budget will be spent
Election Equipment	6,000	6,000	6,000	0	6,000	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Street Lighting	30,000	81,985	81,985	82,733	81,985	0	0	0	0	0	0	0	Budget will be spent
Members' IT Equipment	0	0	0	0	0	0	0	0	0	48,780	48,780	0	Budget will be spent
Rickmansworth Work Hub	3,200	3,200	3,200	0	3,200	0	0	0	0	0	0	0	Budget will be spent
ICT-Managed Project Costs	337,551	337,551	337,551	123,160	337,551	0	60,000	60,000	0	60,000	60,000	0	Budget will be spent
ShS-Hardware Replace Prog	0	0	0	0	0	0	40,000	40,000	0	40,000	40,000	0	Budget will be spent
Garage Improvements	150,000	148,410	148,410	6,187	148,410	0	150,000	150,000	0	150,000	150,000	0	Budget will be spent
ICT Website Development	0	14,870	14,870	3,850	14,870	0	0	0	0	0	0	0	Budget will be spent
ICT Hardware Replacement Prog	114,824	114,824	114,824	0	114,824	0	45,000	45,000	0	45,000	45,000	0	Budget will be spent
3 Rivers House Whole Life Costing	335,000	427,427	427,427	28,159	427,427	0	170,000	170,000		170,000	170,000	0	Contract for replacement Air conditioning units has just been awarded for £140K. Fuse Boards at end of life will be replaced this year at £20K. Access Control scoping work due, then will tender.
Basing House-Whole Life Costing	75,000	75,000	75,000	0	10,000	(65,000)	60,000	60,000	0	60,000	60,000	0	Budget transfer to temporary accommodation to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms
Business Application Upgrade	40,000	40,000	40,000	0	40,000	0	90,000	90,000	0	90,000	90,000	0	Budget will be spent
Three Rivers House Transformation	0	15,585	15,585	3,173	15,585	0	0	0	0	0	0	0	Upgrades to Penn Chamber under review
Sub-total Leader & Resources	1,249,165	1,422,442	1,422,442	247,262	1,357,442	(65,000)	778,590	778,590	0	827,370	827,370	0	
Major Projects													
Major Projects	Original Budget 2024/25 £	Original Budgets Plus 2023/24 Rephasing £	Latest Budget 2024/25 £	P6 Spend To Date £	Forecast Outturn 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Latest Budget 2026/27 £	Proposed 2026/27 £	Variance £	Comments
Property Investment Board	0	0	0	1,077	0	0	0	0	0	0	0	0	Budget will be spent
Temporary Accommodation - All Sites	0	0	0	0	65,000	65,000	0	0	0	0	0	0	Budget transfer from Basing House Whole life costing to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms in Lincoln Drive
Local Authority Housing Fund	0	5,845,025	9,758,225	4,035,372	9,758,225	0	0	0	0	0	0	0	Budget will be spent
Sub-total Major Projects	0	5,845,025	9,758,225	4,036,449	9,823,225	65,000	0	0	0	0	0	0	
Total Policy & Resources	1,249,165	7,267,467	11,180,667	4,283,711	11,180,667	0	778,590	778,590	0	827,370	827,370	0	

Annex D
P&R Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2024/25 £	2025/26 £	2026/27 £
Policy & Resources				
Basing House - Whole Life Costing	Budget transfer to Temporary Accommodation - All Sites to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms	(65,000)	0	0
Temporary Accommodation - All Sites	Budget transfer from Basing House Whole life costing to facilitate LED lights and urgent end of life installations to include kitchens and bathrooms in Lincoln Drive	65,000	0	0
Total Policy & Resources		0	0	0

Annex E
P&R Key Income Streams

Garages and Shops									
Garages	Month	2021/22		2022/23		2023/24		2024/25	
Rent		£	Volume	£	Volume	£	Volume	£	Volume
	April	(67,120)	18%	(76,062)	17%	(79,962)	18%	(84,907)	8%
	May	(84,598)	18%	(74,883)	17%	(70,669)	16%	(90,903)	7%
	June	(67,303)	18%	(75,841)	16%	(80,973)	16%	(89,983)	8%
	July	(68,901)	17%	(76,597)	16%	(82,085)	14%	(94,267)	8%
	August	(85,572)	17%	(72,188)	16%	(81,588)	14%	(89,655)	7%
	September	(66,891)	18%	(74,631)	16%	(81,247)	14%	(90,008)	7%
	October	(67,979)	17%	(75,002)	16%	(82,104)	14%		
	November	(86,494)	16%	(73,282)	15%	(80,289)	14%		
	December	(69,289)	17%	(74,000)	16%	(82,367)	11%		
	January	(87,711)	17%	(75,231)	16%	(80,210)	9%		
	February	(69,601)	16%	(74,914)	18%	(81,581)	9%		
	March	(69,067)	17%	(72,721)	17%	(80,968)	8%		
	Total	(890,526)		(895,352)		(964,043)		(539,723)	

Comments: The original budget for 2024/25 is £1,107,950. Officers are now predicting income of £1,084,450 due to the redevelopment of 3 sites. Lower level applied to those in the more difficult to let areas. There are currently 1,056 rentable garages. The void percentage is based on the rentable stock only.

Shops	Month	2021/22		2022/23		2023/24		2024/25	
Rent		£	Volume	£	Volume	£	Volume	£	Volume
	April	(46,828)	n/a	(46,495)	n/a	(39,495)	n/a	(35,353)	n/a
	May	0	n/a	0	n/a	0	n/a	0	n/a
	June	(30,853)	n/a	(37,853)	n/a	(37,853)	n/a	(71,401)	n/a
	July	(15,250)	n/a	(8,250)	n/a	(8,250)	n/a	(4,890)	n/a
	August	0	n/a	0	n/a	0	n/a	0	n/a
	September	(38,245)	n/a	(38,244)	n/a	(31,244)	n/a	(71,808)	n/a
	October	(8,250)	n/a	(8,250)	n/a	(14,773)	n/a		
	November	0	n/a	0	n/a	0	n/a		
	December	(37,853)	n/a	(37,853)	n/a	(37,853)	n/a		
	January	(8,250)	n/a	(8,250)	n/a	(8,250)	n/a		
	February	0	n/a	0	n/a	0	n/a		
	March	0	n/a	(7,000)	n/a	(7,017)	n/a		
	Total	(185,528)		(192,195)	0	(184,735)	0	(183,452)	0

Comments: The original 2024/25 budget is £210,000. There are 20 shops in the district which are predominantly let as self repairing leases. Each shop rent is negotiated at the best market rate taking into consideration local factors regarding usage, availability, affordability and community benefit.

Corporate costs Medium Term Revenue Budget

Corporate Costs	Original Budget 2024/25	Original Budget Plus 2023/24 Carry Forwards	Latest Budget 2024/25	Previous Forecast 2024/25	Spend to Date	Latest Forecast 2024/25	Variance @ P6	Forecast 2025/26	Forecast 2026/27	Officer Comments
	£	£	£		£	£	£	£	£	
Interest Earned	(760,000)	(760,000)	(760,000)	(1,260,000)	(789,711)	(1,850,000)	(590,000)	(710,000)	(710,000)	Increased income expected of £540,000 on investments due to the continued high interest rates and West Herts Crematorium Dividend budget of £50,000 moved from Taxation & Non-Specific Grant
Interest Paid	715,606	715,606	715,606	715,606	87,420	715,606	0	755,266	741,766	Budget will be spent
Parish Precepts	2,500,591	2,500,591	2,500,591	2,500,591	2,500,591	2,500,591	0	2,500,591	2,500,591	Paid half yearly in April & September
Total Corporate Costs	2,456,197	2,456,197	2,456,197	1,956,197	1,798,300	1,366,197	(590,000)	2,545,857	2,532,357	

Funding the Capital Investment Programme

CAPITAL INVESTMENT PROGRAMME 2024-2027 - FUNDING

Capital Programme	2024/25	2024/25	2024/25	2025/26	2026/27
	Original Budget	Latest Budget	Outturn Forecast at P6	Forecast	Forecast
	£	£	£	£	£
Balance Brought Forward					
Govt Grants: Disabled Facility Grants	(1,269,046)	(1,269,046)	(1,269,046)	(1,269,046)	(1,269,046)
Section 106 Contributions	(1,535,703)	(1,535,703)	(1,535,703)	(1,535,703)	(1,535,703)
Capital Receipts Reserve	0	0	0	0	0
LAHF	(5,152,715)	(5,152,715)	(5,152,715)	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	0	0	0	0	0
Total Funding Brought Forward	(7,957,464)	(7,957,464)	(7,957,464)	(2,804,749)	(2,804,749)
Generated in the Year					
Govt Grants: Disabled Facility Grants	(586,000)	(725,637)	(725,637)	(586,000)	(586,000)
Section 106 Contributions	0	0	0	0	0
Capital Receipts Reserve	(1,100,000)	(1,100,000)	(1,100,000)	(1,000,000)	(1,000,000)
LAHF	0	0	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	(100,025)	(100,025)	(100,025)	(95,000)	(95,000)
Total Generated	(1,786,025)	(1,925,662)	(1,925,662)	(1,681,000)	(1,681,000)
Use of Funding					
Govt Grants: Disabled Facility Grants	586,000	725,637	725,637	586,000	586,000
Section 106 Contributions	0	0	0	0	0
CIL Contributions	460,000	1,918,092	2,148,995	0	0
Capital Receipts Reserve	1,100,000	1,100,000	1,100,000	1,000,000	1,000,000
LAHF	0	5,152,715	5,152,715	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	100,025	100,025	100,025	95,000	95,000
Borrowing	3,131,003	9,591,847	9,545,847	1,707,590	1,756,370
Total Use of Funding	5,377,028	18,588,316	18,773,219	3,388,590	3,437,370
Balance Carried Forward					
Govt Grants: Disabled Facility Grants	(1,269,046)	(1,269,046)	(1,269,046)	(1,269,046)	(1,269,046)
Section 106 Contributions	(1,535,703)	(1,535,703)	(1,535,703)	(1,535,703)	(1,535,703)
Capital Receipts Reserve	0	0	0	0	0
LAHF	(5,152,715)	0	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	0	0	0	0	0
Total Funding Carried Forward	(7,957,464)	(2,804,749)	(2,804,749)	(2,804,749)	(2,804,749)
South Oxhey Initiative					
Balance Brought Forward	0	0	0	0	0
Generated in the Year (Land Receipts)	(6,354,279)	(6,354,279)	(6,354,279)	0	0
Repayment of Borrowing	6,354,279	6,354,279	6,354,279	0	0
Total	0	0	0	0	0
Total Expenditure Capital Investment Programme	5,377,028	18,588,316	18,773,219	3,388,590	3,437,370

Medium Term Financial Plan 2023-2026

Medium Term Financial Plan - Consolidated Revenue Account (General Fund)							
Funding	2024/25					2025/26	2026/27
	Original	Original Budget plus Carry Forwards from 2023/24	Latest Budget	Previous Forecast	Latest Forecast	Forecast	Forecast
Council Tax Base (No.)	39,850.80	39,850.80	39,850.80	39,850.80	39,850.80	40,249.30	40,651.80
Council Tax Base Increase (%)	0.00	0.00	0.00	0.00	0.00	0.99	0.99
Band D Council Tax (£)	200.37	200.37	200.37	200.37	200.37	206.36	212.53
Council Tax Increase - TRDC (%)	0.00	0.00	0.00	0.00	0.00	2.99	2.99
Council Tax (£)	(7,984,905)	(7,984,905)	(7,984,905)	(7,984,905)	(7,984,905)	(8,305,846)	(8,639,727)
Parish Precepts (£)	(2,500,591)	(2,500,591)	(2,500,591)	(2,500,591)	(2,500,591)	(2,500,591)	(2,500,591)
Total Taxation (£)	(10,485,496)	(10,485,496)	(10,485,496)	(10,485,496)	(10,485,496)	(10,806,437)	(11,140,318)
Business Rates (£)	(2,818,907)	(2,818,907)	(2,818,907)	(2,818,907)	(2,818,907)	(2,795,000)	(2,795,000)
Collection Fund Surplus (£)	84,870	84,870	84,870	84,870	84,870	84,870	0
New Homes Bonus Grant (£)	(100,025)	(100,025)	(100,025)	(100,025)	(100,025)	(95,000)	(95,000)
Government Funding (£)	(589,041)	(589,041)	(589,041)	(589,041)	(589,041)	(500,000)	(500,000)
Dividend (£)	(50,000)	(50,000)	(50,000)	(50,000)	0	0	0
Total Grant Funding (£)	(3,473,103)	(3,473,103)	(3,473,103)	(3,473,103)	(3,423,103)	(3,305,130)	(3,390,000)
Total Taxation & Grant Funding (£)	(13,958,598)	(13,958,598)	(13,958,598)	(13,958,598)	(13,908,598)	(14,111,567)	(14,530,318)
Financial Statement - Summary							
	2024/25					2025/26	2026/27
	Original	Original Budget plus Carry Forwards from 2023/24	Latest Budget	Previous Forecast	Latest Forecast	Forecast	Forecast
	£		£		£	£	£
Committee - Net Cost Of Services							
General Public Services, Community Safety and Infrastructure	4,480,576	4,535,325	4,562,676	4,881,219	4,881,219	4,531,941	4,491,361
Climate Change, Leisure and Housing	1,952,185	2,032,948	2,029,948	2,029,948	2,029,948	2,011,601	2,062,233
Policy and Resources	5,270,374	5,411,429	5,533,307	5,538,307	5,538,307	5,409,986	5,646,325
Period 6 Variances	0	0	0	0	490,939	328,221	328,221
Sub-Total	11,703,135	11,979,702	12,125,931	12,449,474	12,940,413	12,281,749	12,528,140
Other							
Parish Precepts	2,500,591	2,500,591	2,500,591	2,500,591	2,500,591	2,500,591	2,500,591
Interest Payable & Borrowing costs	715,606	715,606	715,606	715,606	715,606	755,266	741,766
Interest Received	(760,000)	(760,000)	(760,000)	(1,260,000)	(1,260,000)	(660,000)	(660,000)
Period 6 Variances	0	0	0	0	(590,000)	(50,000)	(50,000)
Sub-Total	2,456,197	2,456,197	2,456,197	1,956,197	1,366,197	2,545,857	2,532,357
Net Expenditure	14,159,332	14,435,899	14,582,128	14,405,671	14,306,610	14,827,606	15,060,497
Income from Council Tax, Government Grants & Business Rates	(13,958,598)	(13,958,598)	(13,958,598)	(13,958,598)	(13,908,598)	(14,111,567)	(14,530,318)
(Surplus)/Deficit Before Use of Earmarked Reserves	200,734	477,301	623,530	447,073	398,012	716,039	530,179
Planned Use of Reserves:							
Economic Impact Reserve	0	0	0	0	(147,587)	(147,587)	0
(Surplus) / Deficit to be funded from General Balances	200,734	477,301	623,530	447,073	250,425	568,452	530,179
Movement on General Fund Balance							
	2024/25					2025/26	2026/27
	Original	Original Budget plus Carry Forwards from 2023/24	Latest Budget	Previous Forecast	Latest Forecast	Latest	Latest
	£		£		£	£	£
Balance Brought Forward at 1 April	(4,964,156)	(4,964,156)	(4,964,156)	(4,964,156)	(4,964,156)	(4,713,731)	(4,145,279)
Revenue Budget (Surplus)/Deficit for Year	200,734	477,301	623,530	447,073	250,425	568,452	530,179
Closing Balance at 31 March	(4,763,422)	(4,486,855)	(4,340,626)	(4,517,083)	(4,713,731)	(4,145,279)	(3,615,100)
Movement on Economic Impact							
	2023/24					2024/25	2025/26
	Original	Original Budget plus Carry Forwards from 2023/24	Latest Budget	Previous Forecast	Latest Forecast	Latest	Latest
	£		£		£	£	£
Balance Brought Forward at 1 April	(1,067,969)	(1,067,969)	(1,067,969)	(1,067,969)	(1,067,969)	(920,382)	(772,795)
COVID-19 Impact for Year	0	0	0	0	147,587	147,587	0
Closing Balance at 31 March	(1,067,969)	(1,067,969)	(1,067,969)	(1,067,969)	(920,382)	(772,795)	(772,795)
Total Reserves Impact							
	2023/24					2024/25	2025/26
	Original	Original Budget plus Carry Forwards from 2023/24	Latest Budget	Previous Forecast	Latest Forecast	Latest	Latest
	£		£		£	£	£
Balance Brought Forward at 1 April	(6,032,125)	(6,032,125)	(6,032,125)	(6,032,125)	(6,032,125)	(5,634,113)	(4,918,074)
Impact for Year	200,734	477,301	623,530	447,073	398,012	716,039	530,179
Closing Balance at 31 March	(5,831,391)	(5,554,824)	(5,408,595)	(5,585,052)	(5,634,113)	(4,918,074)	(4,387,895)
Total Reserves	(5,831,391)	(5,554,824)	(5,408,595)	(5,585,052)	(5,634,113)	(4,918,074)	(4,387,895)

Reserves Forecast 2024/25

Category	Opening Balance 01/04/2024 £	Net Movement in Year £	Closing Balance 31/03/2025 £	Purpose
General Reserves				
General Fund	(4,964,156)	250,425	(4,713,731)	Working balance to support the Council's revenue services. £2M is a suggested prudent minimum
Economic Impact (EIR)	(1,067,969)	147,587	(920,382)	To support the funding of unexpected/unplanned Council expenditure as a result of fluctuations in the economy.
Total Revenue	(6,032,125)	398,012	(5,634,113)	
Capital Reserves				
Community Infrastructure Levy (CIL)	(8,826,921)	(477,878)	(9,304,799)	Developers contributions towards Infrastructure
Capital Receipts	0	(30,103)	(30,103)	Generated from sale of Council assets
Grants & Contributions	(6,421,761)	(1,073,563)	(7,495,324)	Disabled Facility Grants and other contributions
Reserve for Capital expenditure	0	0	0	Reserve set aside for supporting capital expenditure
Total Capital	(15,248,682)	(1,581,544)	(16,830,226)	
Other Earmarked Reserves				
New Homes Bonus	0	(8,340)	(8,340)	Government grant set aside for supporting capital expenditure
Section 106	(1,802,026)	(593,908)	(2,395,934)	Developers contributions towards facilities
Leavesden Hospital Open Space	(753,889)	0	(753,889)	To maintain open space on the ex hospital site
Abbots Langley - Horsefield	(749,415)	0	(749,415)	Developers contributions towards maintenance of site
Environmental Maintenance Plant	(110,642)	0	(110,642)	Reserve to fund expenditure on plant & machinery
Building Control	(350,596)	0	(350,596)	To provide against future losses and/or borrowing against Hertfordshire Building Control Ltd
Commercial Risk Reserve	(8,827,444)	0	(8,827,444)	To manage timing of cashflows and risks in relation to commercial ventures
Collection Fund Reserve	(6,222,585)	0	(6,222,585)	To manage timing differences on the Collection Fund
HB Equalisation	(44,592)	0	(44,592)	To provide against future deficits on the Housing Benefit account
Grants & Contributions	(1,468,133)	0	(1,468,133)	Revenue Grants earmarked for use in future years
Planning Reserve	(88,132)	0	(88,132)	To allow for conservation area appraisals, the local plan timetable to be accelerated and other planning advice
Total Other	(20,417,454)	(602,248)	(21,019,702)	
Total All	(41,698,261)	(1,785,781)	(43,484,042)	

Budgetary Risks

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Sep-15	FIN07	Director of Finance	Strategic	The Medium term financial position worsens.	With the change in Government and the commentary currently being about a period of austerity to 'Fix the public finances', it is unlikely that additional resources will be forthcoming for local government in the next settlement. This risk reflect the position that the general fund balance falls below the minimum	4	4	16	The Council maintains a healthy level of balances and continues to actively monitor its budgets, taking action in year where necessary. Currently the Council is benefitting from a high level of interest income due to higher than anticipated interest rates and high levels of cash balances.	Head of Finance	3	2	6	➔	Regular budget monitoring reports to committees; Budgetary and Financial Risk Register reviewed and updated as part of the budget monitoring process; identification of budgetary pressure when reviewing the medium term financial plan during the budget setting process which includes a risk assessment for the prudent level of general balances and an assessment of financial resilience with reference to the CIPFA Financial resilience index.	Heads of Service/ Head of Finance	Continuous
Apr-06	FIN08	Director of Finance	Budgetary	The pay award exceeds estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years. The 2024/25 pay award has not been agreed and recent public sector settlements have been higher than the current employers offer.	4	3	12	The current pay offer is covered by the contingency within the budget. The MTFP contains an allowance for next year but this may not be sufficient if awards remain high. Maintain reserves to guard against risk. Early identification of new pressures through Budget Monitoring.	Head of Finance	3	2	6	➔	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early identification of new pressures through Budget Monitoring enable the Council to take steps to bring the budget back into balance.	Head of Finance	Continuous
Apr-06	FIN09	Director of Finance	Budgetary	Other inflationary increases exceed estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	Other than contractual agreements, budgets are cash limited where possible and budget managers are expected to manage increases within existing budgets.	2	3	6	Monitor future inflation projections. Actively manage budgets to contain inflation. Maintain reserves.	Service Heads/Head of Finance	2	2	4	⬇	Monitor future inflation projections. Actively manage budgets and contracts to contain inflation. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early identification of new pressures through Budget Monitoring enable the Council to take steps to bring the budget back into balance.	Head of Finance	Continuous
Jan-15	FIN10	Director of Finance	Budgetary	Interest rates increase or decrease resulting in significant variations in estimated interest income (investments) or interest expense (borrowing)	The Council remains cash positive so is experiencing a short term benefit from higher interest rates. Over the longer term rates are expected to come down allowing the Council to	3	2	6	The Council has a Treasury Management Strategy which is reviewed annually. The Council is looking to lend out over a longer period to maximised the benefit from temporary higher rates.	Head of Finance	3	2	6	➔	The Audit Committee receives two reports per year on Treasury Management activity and interest income and expenditure is monitored through the Budget Monitoring Report.	PIB	Continuous
Apr-06	FIN11	Director of Finance	Budgetary	Inaccurate estimates of fees and charges income and / or estimates of cost of delivering chargeable	A budget pressure is created due to income shortfalls or increased expenditure	3	2	6	Budget levels realistically set and closely scrutinised	Service Heads/Head of Finance	2	2	4	➔	Fees and charges, including and surplus or loss are monitored through budget monitoring with key income streams reported to CMT.	Service Heads	Continuous

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Apr-06	FIN12	Director of Finance	Budgetary	The Council loses the ability to recover VAT as a result of exceeding the partial exemption threshold resulting in budgetary pressure.	If the council's expenditure on functions for which it receives income that is exempt for VAT purposes exceeds 5% of its total VATable expenditure, then	2	4	8	VAT Planning and opt to tax on schemes. VAT advisers employed.	Head of Finance	1	4	4	➡	Partial Exemption Review is undertaken annually with support provided by the Council's external tax advisors, PS Tax. The Council continue to opt to tax land where appropriate.	Head of Finance	Continuous
Dec-13	FIN13	Director of Finance	Budgetary	The estimated cost reductions and additional income gains set out in the MTFP are not achieved resulting in an unplanned	Savings identified and included in the budget will be monitored as part of the budget monitoring process. See fees and	2	3	6	Service Heads to take responsibility for achieving savings. Budget monitoring to highlight any issues to allow corrective action to be	Service Heads/Head of Finance	2	2	4	➡	Budget process to clearly identify savings to be achieved and ensure clarity over responsibility over delivery. Savings to be challenged.	Head of Finance	Continuous
Apr-06	FIN14	Director of Finance	Budgetary	The Council is faced with potential litigation and other employment related	The Council has no material outstanding litigation cases.	2	3	6	Council procedures are adhered to	Solicitor to the Council	1	3	3	➡	Adherence to council procedures to be monitored and procedures maintained.	Solicitor to the Council	ongoing
Dec-13	FIN18	Director of Finance	Budgetary	Business Rates Retention fluctuates impacting on the amount of funding received by the Council.	The significant revaluations for 2023 introduce additional risk of appeals which could result in a reduction to income. Additional government support for creative industries. The Council was not included in the Business Rate pool for 2024/25 because of the	3	4	12	Maintain reserves against risk. Work with LG Futures to manage collection fund and maximise opportunities for pooling should this be an opportunity in 2025/26.	Head of Finance	3	3	9	➡	Hertfordshire CFOs continue to work with LG Futures to assess the impact on individual Councils in Hertfordshire and the impact on the ability to create a business rate pool for 2025/26. The scale of appeals is still unknown but this is likely to become clearer over the next 24 months as transitional relief reduces for businesses impacted by the increases in rateable value.	Director of Finance	Continuous
Jul-16	FIN20	Director of Finance	Budgetary	Failure of ICT systems	The Council's integrated Financial Management System (FMS) is held on an	3	2	6	System migrated to latest version. Payments system updated.	Head of Finance	1	2	2	➡	Monitor reliability	Head of Finance	Continuous
Mar-18	FIN21	Director of Finance	Budgetary	Property Investment	The Property Investment Board manage its property portfolio in order to secure additional income to support its general fund.	2	3	6	Portfolio to be actively managed to maintain income levels. Income to be reviewed regularly when MTFP is updated.	Head of Property Services	1	3	3	➡	PIB to assume responsibility for ongoing oversight.	Head of Property Services	Continuous
Sep-18	FIN23	Director of Finance	Budgetary	Commercial Investment	The Council has limited options to further improve self sustainability through commercial investment following changes to the the Prudential Code for Capital Finance and	3	2	6	Oversight mechanisms to be put in place to ensure oversight by PIB or similar mechanism. Council to determine approach to risk and level of income dependency within budget.	Head of Finance	2	2	4	➡	Monitor new developments. Investments overseen by the cross party Shareholder and Commercial Ventures Panel.	Head of Property Services	Continuous
Nov-19	FIN 24	Director of Finance	Service	Loss of Key Personnel	As the Council becomes more complex in its financial arrangements, key skills become more important.	3	4	12	Improve depth of skills and knowledge. Bring in temporary additional resources as necessary.	Head of Finance	1	3	3	➡	Following a revision of job descriptions, minor amendments to the structure, and a successful recruitment campaign during 2022/23, the Finance team is currently fully staffed. All staff have an annual Personal Development Review which contains smart objectives including objectives related to career development and identification of training needs and opportunities.	Chief Executive/ Director of Finance	Continuous