

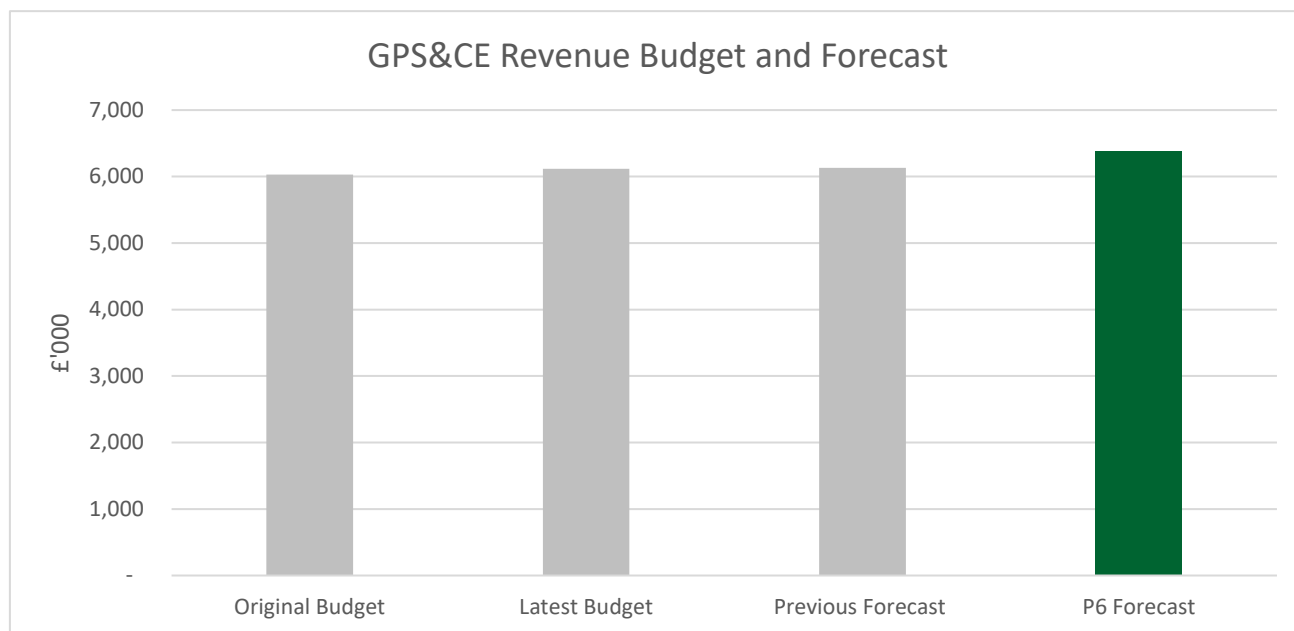
General Public Services and Community Engagement Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the General Public Services and Community Engagement (GPS&CE) Committee for the 2025/26 financial year. The forecast is based on the position as at Period 6 which covers the period from 1 July 2025 to 30 September 2025.

Revenue

2. The latest forecast is net expenditure of £6.377m against the latest budget of £6.119m. This is an unfavourable variance of £0.258m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Original Budget Plus 2024/25 Carry Forwards £000	Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
Community Partnerships	1,075	1,097	1,097	1,097	1,116	18	18
Economic Development and Planning Policy	886	886	886	898	952	54	66
Housing	496	496	509	509	529	20	20
Public Services	3,573	3,627	3,627	3,627	3,781	154	154
Total	6,030	6,106	6,119	6,131	6,377	246	258

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

4. Income Streams

The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2025/26.

Capital Investment Programme

5. The latest capital investment programme for 2025/26 is £5.283m. A variation of £0.378m is reported.
6. Detailed Capital budgets 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 2025.

Department	Job Title	Comments	Total
Environmental Protection	Assistant Environmental Support Manager	Subject to restructure	1.00
Grounds Maintenance	Grounds Maintenance Operative	Recently advertised	1.00
Waste Services	Loader	Recently advertised	1.00
Planning Policy & Conversation	Planning and Conservation Officer	Recently advertised	1.00
Land and Property	Land and Property Information Manager	Recently advertised	1.00
Total General Public Services & Community Engagement			5.00

Annex A

GPS&CE Committee Medium Term Revenue Budget Service

General Public Services and Community Engagement										
Community Partnerships	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Spend to Date	Latest Forecast 2025/26	Variance @ P6	Forecast 2026/27	Forecast 2027/28	Officer Comments
	£		£		£	£	£	£	£	
Citizens Advice Bureaux	288,340	288,340	288,340	288,340	127,745	288,340	0	288,340	288,340	Budget currently forecast to be spent
Community Development	4,500	12,066	12,066	12,066	(33,146)	12,066	0	4,500	4,500	Budget currently forecast to be spent
Community Safety	357,154	371,239	371,239	371,239	160,223	379,108	7,869	384,917	384,917	2025/26 Pay Award applied
Community Partnerships	209,797	209,797	209,797	209,797	103,007	216,472	6,675	216,472	216,472	2025/26 Pay Award applied
Env Health - Commercial Team	209,790	209,790	209,790	209,790	102,591	209,790	0	209,790	209,790	Budget currently forecast to be spent
Licensing	(61,606)	(61,606)	(61,606)	(61,606)	(73,223)	(57,673)	3,933	(57,673)	(57,673)	2025/26 Pay Award applied
Community & Leisure Grant	67,500	67,500	67,500	67,500	22,800	67,500	0	67,500	67,500	Budget currently forecast to be spent
Total	1,075,475	1,097,126	1,097,126	1,097,126	409,996	1,115,603	18,477	1,113,846	1,113,846	

Economic Development and Planning Policy	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Spend to Date	Latest Forecast 2025/26	Variance @ P6	Forecast 2026/27	Forecast 2027/28	Officer Comments
	£	£	£	£	£	£	£	£	£	
Land & Property Info Section	16,971	16,971	16,971	16,971	(49,849)	25,389	8,418	41,711	41,711	2025/26 Pay Award applied
Street Naming & Numbering	7,130	7,130	7,130	7,130	2,652	7,130	0	7,130	7,130	Budget currently forecast to be spent
Development Management	220,386	220,386	220,386	232,386	71,657	267,847	35,461	224,246	227,928	Variance includes an £865 inflationary increase on Herts Ecology SLA and application of 2025/26 Pay Award
Development Plans	546,755	546,755	546,755	546,755	253,996	555,036	8,281	361,624	363,557	2025/26 Pay Award applied
Hertfordshire Building Control	37,500	37,500	37,500	37,500	34,506	37,500	0	37,500	37,500	Budget currently forecast to be spent
HS2 Planning	0	0	0	0	(1,267)	0	0	0	0	Income received from HS2
GIS Officer	56,860	56,860	56,860	56,860	29,104	58,687	1,827	58,687	58,687	2025/26 Pay Award applied
Total	885,602	885,602	885,602	897,602	340,799	951,589	53,987	730,898	736,513	

Housing, Public Health and Wellbeing	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Spend to Date	Latest Forecast 2025/26	Variance @ P6	Forecast 2026/27	Forecast 2027/28	Officer Comments
	£	£	£	£	£	£	£	£	£	
Housing Services Needs	559,622	559,622	559,622	559,622	401,674	576,632	17,010	600,501	588,524	2025/26 Pay Award applied
Rent Deposit Guarantee Scheme	5,110	5,110	5,110	5,110	1,717	5,110	0	5,110	5,110	Demand led service
Homelessness General Fund	(148,740)	(148,740)	(148,740)	(148,740)	(782,336)	(148,740)	0	(148,740)	(148,740)	
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	(86,002)	0	0	0	0	Transfer to/from reserves at year end
Env Health - Residential Team	85,305	85,305	98,177	98,177	26,639	101,371	3,194	115,918	104,004	2025/26 Pay Award applied
Public Health	0	0	0	0	11,636	0	0	0	0	
Total	496,297	496,297	509,169	509,169	(429,172)	529,373	20,204	567,789	543,898	

GPS&CE Committee Medium Term Revenue Budget Service cont.

Public Services	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Spend to Date	Latest Forecast 2025/26	Variance @ P6	Forecast 2026/27	Forecast 2027/28	Officer Comments
	£	£	£	£	£	£	£	£	£	
Decriminalised Parking Enf	250,508	300,588	300,588	300,588	(62,797)	303,753	3,165	215,756	218,177	2025/26 Pay Award applied
Car Parking-Maintenance	110,466	110,466	110,466	110,466	106,839	110,466	0	110,466	110,466	Budget currently forecast to be spent
Dial A Ride	40,000	40,000	40,000	40,000	20,000	40,000	0	40,000	40,000	Budget currently forecast to be spent
Sustainable Travel Schemes	1,500	5,566	5,566	5,566	500	5,566	0	1,500	1,500	Budget currently forecast to be spent
Associate Director of Environment	101,898	101,898	101,898	101,898	51,645	105,119	3,221	105,119	105,119	2025/26 Pay Award applied
Refuse Domestic	(24,290)	(24,290)	(24,290)	(24,290)	(15,120)	(24,290)	0	(24,290)	(24,290)	Budget currently forecast to be spent
Refuse Trade	(107,017)	(107,017)	(107,017)	(107,017)	(261,259)	(92,680)	14,337	(92,680)	(92,680)	Variance includes inflationary increase in contract for vehicle maintenance of £2,900 and application of 2025/26 Pay Award
Better Buses Fund	101,762	101,762	101,762	101,762	101,768	101,762	0	101,762	101,762	Budget currently forecast to be spent
Recycling General	750	750	750	750	(2,502)	750	0	750	750	Budget currently forecast to be spent
Garden Waste	(734,515)	(734,515)	(734,515)	(734,515)	(1,151,103)	(708,593)	25,922	(707,764)	(707,456)	Variance includes inflationary increase in contract for vehicle maintenance of £6,940 and application of 2025/26 Pay Award. Income is received at the beginning of the financial year and expenditure against the income is made throughout the year. Budget is currently forecast to be spent
Clinical Waste	(39,007)	(39,007)	(39,007)	(39,007)	(25,536)	(37,771)	1,236	(37,771)	(37,771)	2025/26 Pay Award applied
Recycling Kerbside	1,387	1,387	1,387	1,387	7,037	1,387	0	1,387	1,387	Budget currently forecast to be spent
Abandoned Vehicles	250	250	250	250	1,305	1,750	1,500	250	250	Increase in abandoned vehicles budget required due to increase in demand for service.
Public Conveniences	3,600	3,600	3,600	3,600	600	3,600	0	3,600	3,600	Budget currently forecast to be spent
Hertfordshire Fly Tipping	0	0	0	0	0	0	0	0	0	The cost of clearing fly tipping is recharged to the perpetrator if known, or funded from a specific reserve.
Environmental Protection	398,787	398,787	398,787	398,787	195,558	409,222	10,435	409,222	409,222	Variance includes inflationary increase in contract for vehicle maintenance of £100 and application of 2025/26 Pay Award
Depot-Batchworth	55,225	55,225	55,225	55,225	47,256	55,225	0	55,225	55,225	Budget currently forecast to be spent
Waste Management	2,699,685	2,699,685	2,699,685	2,699,685	1,664,043	2,771,863	72,178	2,772,577	2,773,500	Variance includes inflationary increase in contract for vehicle maintenance of £12,750 and application of 2025/26 Pay Award
Street Cleansing	711,970	711,970	711,970	711,970	359,724	733,680	21,710	733,680	733,680	Variance includes inflationary increase in contract for vehicle maintenance of £2,480 and application of 2025/26 Pay Award
Total	3,572,959	3,627,105	3,627,105	3,627,105	1,037,957	3,780,809	153,704	3,688,789	3,692,441	
Total General Public Services and Community Engagement	6,030,333	6,106,130	6,119,002	6,131,002	1,359,581	6,377,374	246,372	6,101,322	6,086,698	

Annex B

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

Supplementary Estimates

General Public Services and Community Engagement					
Community Partnership	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
Community Safety	Employees	2025/26 Pay Award applied	7,869	7,999	7,999
Community Partnerships	Employees	2025/26 Pay Award applied	6,675	6,675	6,675
Licensing	Employees	2025/26 Pay Award applied	3,933	3,933	3,933
Total			18,477	18,607	18,607
Economic Development & Planning Policy	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
Land & Property Info Section	Employees	2025/26 Pay Award applied	8,418	1,150	1,150
Development Management	Employees	2025/26 Pay Award applied	34,596	33,247	33,360
	Supplies and Services	Inflationary increase on Herts Ecology SLA	865	865	865
Development Plans	Employees	2025/26 Pay Award applied	8,281	8,486	8,546
GIS Officer	Employees	2025/26 Pay Award applied	1,827	1,827	1,827
Total			53,987	45,575	45,748
Housing, Public Health and Wellbeing	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
Housing Service Needs	Employees	2025/26 Pay Award applied	17,010	17,752	17,384
Env Health - Residential Team	Employees	2025/26 Pay Award applied	3,194	3,233	3,262
Total			20,204	20,985	20,646
Public Services	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
Decriminalised Parking Enf Spa	Employees	2025/26 Pay Award applied	3,165	3,231	3,305
Associate Director of Environment	Employees	2025/26 Pay Award applied	3,221	3,221	3,221
Refuse Trade	Employees	2025/26 Pay Award applied	11,437	11,100	10,754
	Transport	Inflationary increase in contract for vehicle maintenance	2,900	2,900	2,900
Garden Waste	Employees	2025/26 Pay Award applied	18,982	18,834	18,844
	Transport	Inflationary increase in contract for vehicle maintenance	6,940	6,940	6,940
Clinical Waste	Employees	2025/26 Pay Award applied	1,236	1,236	1,236
Environmental Protection	Employees	2025/26 Pay Award applied	10,335	8,775	8,775
	Transport	Inflationary increase in contract for vehicle maintenance	100	100	100
Waste Management	Employees	2025/26 Pay Award applied	59,428	59,449	59,479
	Transport	Inflationary increase in contract for vehicle maintenance	12,750	12,750	12,750
Street Cleansing	Employees	2025/26 Pay Award applied	19,230	19,230	19,230
	Transport	Inflationary increase in contract for vehicle maintenance	2,480	2,480	2,480
Total			152,204	150,246	150,014
Total General Public Services and Community Engagement			244,872	235,413	235,015

Variances to be managed

General Public Services and Community Engagement					
Public Services	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
Abadoned Vehicles	Supplies and Services	Increase in abandoned vehicles budget required due to increase in demand for service.	1,500	0	0
Total			1,500	0	0
Total General Public Services and Community Engagement			1,500	0	0

Annex C
GPS&CE Medium term capital investment programme

General Public Services and Community Engagement													
Community Partnerships	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	P6 Spend to Date	Forecast Outturn 2025/26	Variance	Latest Budget 2026/27	Proposed 2026/27	Variance	Latest Budget 2027/28	Proposed 2027/28	Variance	Comments
	£	£	£	£	£	£	£	£	£	£	£	£	
Capital Grants & Loans	20,000	20,000	20,000	0	13,000	(7,000)	20,000	20,000	0	20,000	20,000	0	Budget virement to Open Space Access Improvements for Pickleball Courts
Community CCTV	6,000	0	0	0	0	0	3,236	3,236	0	6,000	6,000	0	No budget for 2025/26
Sub-total Community Partnerships	26,000	20,000	20,000	0	13,000	(7,000)	23,236	23,236	0	26,000	26,000	0	
Economic Development and Planning Policy	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	P6 Spend to Date	Forecast Outturn 2025/26	Variance	Latest Budget 2026/27	Proposed 2026/27	Variance	Latest Budget 2027/28	Proposed 2027/28	Variance	Comments
	£	£	£	£	£	£	£	£	£	£	£	£	
Listed Building Grants	2,500	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Demand led service - No applications to date
CIL Community Grants	0	1,362,403	1,362,403	333,950	1,677,403	315,000	0	0	0	0	0	0	CIL Grants awarded to Batchworth Sea Scouts of £125,000 and 1st Chorleywood Scouts of £190,000. Approved at Full Council 8th July 2025
Sub-total Economic Development and Planning Policy	2,500	1,364,903	1,364,903	333,950	1,679,903	315,000	2,500	2,500	0	2,500	2,500	0	
Housing, Public Health and Wellbeing	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	P6 Spend to Date	Forecast Outturn 2025/26	Variance	Latest Budget 2026/27	Proposed 2026/27	Variance	Latest Budget 2027/28	Proposed 2027/28	Variance	Comments
	£	£	£	£	£	£	£	£	£	£	£	£	
Disabled Facilities Grant	586,000	678,443	678,443	352,775	678,443	0	586,000	586,000	0	586,000	586,000	0	Budget is currently forecast to 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	Demand led service - No applications to date
Sub-total Housing, Public Health and Wellbeing	588,000	680,443	680,443	352,775	680,443	0	588,000	588,000	0	588,000	588,000	0	
Public Services	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	P6 Spend to Date	Forecast Outturn 2025/26	Variance	Latest Budget 2026/27	Proposed 2026/27	Variance	Latest Budget 2027/28	Proposed 2027/28	Variance	Comments
	£	£	£	£	£	£	£	£	£	£	£	£	
Transport and Infrastructure	279,000	344,171	344,171	2,150	344,171	0	179,000	179,000	0	179,000	179,000	0	Budget is currently forecast to be spent
Disabled Parking Bays	2,500	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget is currently forecast to be spent
Waste Plant & Equipment	25,000	32,070	32,070	1,065	32,070	0	25,000	25,000	0	25,000	25,000	0	Budget is currently forecast to be spent
Waste Services Depot	0	147,257	147,257	147,808	147,257	0	0	0	0	0	0	0	Budget is currently forecast to be spent
EV Charging Points	0	535,938	535,938	0	535,938	0	0	0	0	0	0	0	Budget is currently forecast to be spent
Controlled Parking	25,000	49,144	49,144	502	49,144	0	25,000	25,000	0	25,000	25,000	0	Budget is currently forecast to be spent
Replacement Bins	54,000	54,000	54,000	70,426	124,000	70,000	115,000	45,000	(70,000)	115,000	115,000	0	Rephase from 2026/27 to 2025/26 due to predicted spend on replacement bins based on current spend to date
Waste & Recycling Vehicles	1,045,000	1,063,000	1,063,000	169,920	1,063,000	0	800,000	800,000	0	800,000	800,000	0	Budget is currently forecast to be spent
Car Park Restoration	250,000	313,131	313,131	140,196	313,131	0	250,000	250,000	0	250,000	250,000	0	Budget is currently forecast to be spent
Estates, Paths & Roads	47,000	47,000	47,000	350	47,000	0	20,000	20,000	0	20,000	20,000	0	Budget is currently forecast to be spent
TRDC Footpaths & Alleyways	225,000	251,413	251,413	105,772	251,413	0	205,000	205,000	0	215,000	215,000	0	Budget is currently forecast to be spent
Sub-total Public Services	1,952,500	2,839,624	2,839,624	638,189	2,909,624	70,000	1,621,500	1,551,500	(70,000)	1,631,500	1,631,500	0	
Total General Public Services and Community Engagement	2,569,000	4,904,970	4,904,970	1,324,914	5,282,970	378,000	2,235,236	2,165,236	(70,000)	2,248,000	2,248,000	0	

Annex D

GPS&CE Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2025/26 £	2026/27 £	2027/28 £
General Public Services and Community Engagement				
CIL Community Grants	CIL Grants awarded to Batchworth Sea Scouts of £125,000 and 1st Chorleywood Scouts of £190,000. Approved at Full Council 8th July 2025	315,000	0	0
Replacement Bins	Rephase from 2026/27 to 2025/26 due to predicted spend on replacement bins based on current spend to date	70,000	(70,000)	0
Capital Grants and Loans	Budget virement to Open Space Access Improvements for Pickleball courts	(7,000)	0	0
Total General Public Services and Community Engagement		378,000	(70,000)	0

Annex E

GPS&CE Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2022/23		2023/24		2024/25		2025/26	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(7,700)	176	(5,410)	114	(12,845)	292	(18,195)	369
	May	(7,955)	153	(8,830)	135	(18,465)	372	(18,050)	362
	June	(6,960)	144	(8,180)	152	(16,355)	313	(17,230)	323
	July	(7,386)	113	(10,735)	248	(21,030)	359	(27,462)	550
	August	(6,814)	122	(13,495)	289	(21,830)	337	(17,321)	318
	September	(6,134)	114	(11,650)	236	(16,290)	326	(17,160)	326
	October	(9,526)	249	(13,707)	247	(20,620)	391		
	November	(9,118)	194	(13,715)	219	(18,400)	349		
	December	(7,845)	134	(11,725)	212	(18,810)	363		
	January	(8,913)	154	(12,865)	316	(20,380)	368		
	February	(9,020)	172	(18,307)	233	(18,655)	345		
	March	(10,329)	135	(14,753)	296	(17,060)	315		
	Total	(97,700)	1,860	(143,372)	2,697	(220,740)	4,130	(115,418)	2,248
Comments: The Original budget for 2025/26 is £115,000. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). The no of PCN's issued can reduce due to greater parking compliance.									

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GPS&CE Key Income Streams Cont.

Waste Management									
Trade Refuse	Month	2022/23		2023/24		2024/25		2025/26	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(374,524)	925	(408,151)	900	(432,709)	865	(433,542)	886
	May	(2,105)	929	2,040	897	2,897	856	630	861
	June	(297)	930	200	879	1,981	849	(1,446)	894
	July	(328)	930	1,007	882	(120)	851	(418)	911
	August	(1,417)	920	(3,049)	871	(324)	857	(2,526)	910
	September	(1,221)	925	(1,635)	872	(1,651)	860	(7,890)	915
	October	(376,644)	926	(402,130)	873	(430,584)	862		
	November	(7,399)	920	464	867	(5,727)	858		
	December	(738)	908	337	860	351	855		
	January	(2,476)	916	(940)	867	(883)	854		
	February	(1,298)	917	(5,573)	870	(2,115)	851		
	March	(5,356)	913	(2,436)	867	(750)	866		
	Total	(773,803)	913	(819,866)	867	(869,634)	866	(445,192)	

Comments: The original 2025/26 budget is £930,570. 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. These figures now include Trade Food Contracts.

Garden Waste	Month	2022/23		2023/24		2024/25		2025/26	
Bin Charges		£	Volume	£	Volume	£	Volume	£	Volume
	April	(1,173,068)	21,649	(1,392,490)	21,254	(1,515,550)	21,389	(1,617,260)	21,280
	May	(18,910)	405	(31,450)	516	(23,624)	356	(21,225)	262
	June	(17,232)	237	(17,754)	273	(17,574)	255	(16,320)	168
	July	(8,724)	163	(6,786)	107	(9,899)	137	(6,122)	99
	August	(5,778)	96	(7,494)	111	(6,009)	82	(5,500)	70
	September	(3,129)	49	(4,346)	56	(3,090)	34	(3,121)	24
	October	(2,480)	80	(3,254)	89	(3,790)	94		
	November	(1,589)	51	(1,781)	50	(2,037)	57		
	December	(324)	14	(645)	16	(366)	9		
	January	(956)	26	(204)	15	0	0		
	February	0	0	30	0	655	0		
	March	0	0	0	0	0	0		
	Total	(1,232,190)	22,770	(1,466,174)	22,487	(1,581,284)	22,413	(1,669,548)	21,903

Comments: The original 2025/26 budget is £1,703,200. The standard charges for 2025/26 are £70 for the first bin and £115 each for a second or third bin. Customers in receipt of certain benefits pay a concession fee of £60 for the first bin.