

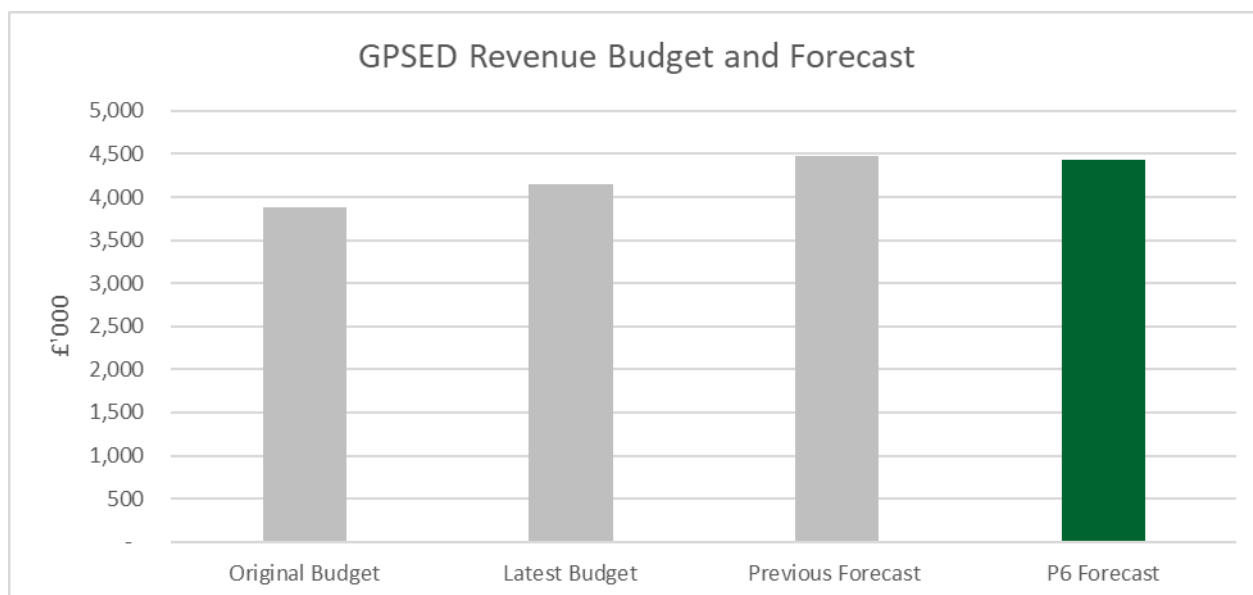
## General Public Services and Economic Development Committee Detailed Monitoring Report

### Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the General Public Services and Economic Development (GPSED) Committee. The forecast is based on the position as at Quarter 2 which covers the period from 1 August 2023 to 30 September 2023.

### Revenue

2. The previous forecast reported at Period 4 was net expenditure of £4.480m. This was a variation to budget of £0.329m. The latest forecast position at Quarter 2 is £4.431m. This is a favourable variance of (£0.050m). The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Latest Budget £000	Previous Forecast £000	Latest Forecast £000	Variation to Previous Forecast £000	Variation to Latest Budget £000
Housing	395	395	395	314	(80)	(80)
Economic Development and Planning Policy	752	792	792	822	31	31
Public Services	2,740	2,966	3,294	3,294	0	329
<b>Total</b>	<b>3,887</b>	<b>4,152</b>	<b>4,480</b>	<b>4,431</b>	<b>(50)</b>	<b>279</b>

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 2023/24.

### Capital Investment Programme

5. The latest capital investment programme for 2023/24 is £2.983m. A variation of £0.055m 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 2023.

Department	Job Title	Comments	Total
Economic and Sustainable Development	Senior Planning Officer	Covered by interim	1.00
Regulatory Services	Community Infrastructure Levy Officer	Recently advertised	1.00
	Senior Transport Planner	Not currently advertised	1.00
Housing	Housing Supply Officer	Recently advertised	1.00
Economy Infrastructure & Planning	Associate Director - Economy Infrastructure & Planning	Not Currently Advertised	1.00
Environmental Protection	Grounds Maintenance Trainee Operative	Recently advertised	1.00
	HGV Driver	Recently advertised	1.00
Residential Environmental Health	Housing Enforcement Officer	Recently advertised	1.00
<b>Total General Public Services &amp; Economic Development</b>			<b>8.00</b>

**Annex A  
GPSED Committee Medium Term Revenue Budget Service**

General Public Services and Economic Development									
Housing, Public Health and Wellbeing	Original Budget 2023/24 £	Latest Budget 2023/24 £	Previous Forecast 2023/24 £	Spend to Date £	Latest Forecast 2023/24 £	Variance @ P6 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Housing Services Needs	501,198	501,198	501,198	248,474	501,198	0	512,455	512,455	Budget will be spent
Rent Deposit Guarantee Scheme	5,110	5,110	5,110	798	5,110	0	5,110	5,110	Demand led service
Homelessness General Fund	(176,770)	(176,770)	(176,770)	(612,697)	(257,020)	(80,250)	(176,770)	(176,770)	Variance to be managed in year of £30,000 Hire of Accommodation and £50,250 Grants & Contributions budgets not required this year due to the level of grant funding received. Income and Expenditure budgets of £131,408 required for Ringfenced Prevent Homelessness grant
Housing Associations	(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	1,820	0	0	0	0	
Env Health - Residential Team	70,097	70,097	70,097	15,766	70,097	0	71,314	71,314	Budget will be spent
Public Health	0	0	0	(73,898)	0	0	0	0	
<b>Total</b>	<b>394,635</b>	<b>394,635</b>	<b>394,635</b>	<b>(422,237)</b>	<b>314,385</b>	<b>(80,250)</b>	<b>407,109</b>	<b>407,109</b>	

Economic Development and Planning Policy	Original Budget 2023/24 £	Latest Budget 2023/24 £	Previous Forecast 2023/24 £	Spend to Date £	Latest Forecast 2023/24 £	Variance @ P6 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Land & Property Info Section	6,987	6,987	6,987	29,322	38,987	32,000	(129)	(7,660)	Variance to be managed in year of £9,000 due to new service requirements to consult HCC, previously done inhouse and £23,000 reduction in search income due too reduction in numbers driven by economic conditions and continued trend for personal searches which are free to the general public
Street Naming & Numbering	7,130	7,130	7,130	313	7,130	0	7,130	7,130	Budget will be spent
Development Management	263,664	274,664	274,664	68,759	262,114	(12,550)	260,455	260,455	Variance to be managed in year of £1,500 as full mileage budget no longer required. Budget virement of £11,050 from Development Planning for Pre-Application Fees
Director Community & Env Servs	130,211	130,211	130,211	0	130,211	0	130,118	130,118	Service subject to restructure
Development Plans	298,293	326,793	326,793	205,600	337,843	11,050	310,871	310,871	Budget virement of £11,050 to Development Management for Pre-Application Fees
Hertfordshire Building Control	(4,323)	(4,323)	(4,323)	27,715	(4,323)	0	(4,323)	(4,323)	Service subject to restructure
HS2 Planning	0	0	0	109	0	0	0	0	Awaiting 1st Quarter income
GIS Officer	50,161	50,161	50,161	24,802	50,161	0	51,053	51,053	Budget will be spent
<b>Total</b>	<b>752,123</b>	<b>791,623</b>	<b>791,623</b>	<b>356,620</b>	<b>822,123</b>	<b>30,500</b>	<b>755,175</b>	<b>747,644</b>	

GPSED Committee Medium Term Revenue Budget Service cont.

Public Services	Original Budget 2023/24	Latest Budget 2023/24	Previous Forecast 2023/24	Spend to Date	Latest Forecast 2023/24	Variance @ P6	Forecast 2024/25	Forecast 2025/26	Officer Comments
	£	£	£	£	£	£	£	£	
Decriminalised Parking Enf	92,369	230,668	230,668	27,165	230,668	0	185,950	185,950	Budget will be spent
Car Parking-Maintenance	96,690	110,466	110,466	106,024	110,466	0	110,466	110,466	Budget will be spent
Dial A Ride	40,000	40,000	40,000	0	40,000	0	40,000	40,000	Budget will be spent
Sustainable Travel Schemes	1,500	8,000	8,000	3,026	8,000	0	1,500	1,500	Budget will be spent
Associate Director Customer & Community	0	0	0	34,804	0	0	0	0	Budget will be spent
Refuse Domestic	(23,370)	(22,390)	(22,390)	(8,163)	(22,390)	0	(22,390)	(22,390)	Budget will be spent
Refuse Trade	(37,465)	(30,091)	(30,091)	(97,510)	(30,091)	0	(30,091)	(30,091)	Budget will be spent
Better Buses Fund	93,359	101,762	101,762	101,769	101,762	0	101,762	101,762	Budget will be spent
Recycling General	750	750	750	(4,902)	750	0	750	750	Budget will be spent
Garden Waste	(595,543)	(577,888)	(577,888)	(979,714)	(577,888)	0	(577,888)	(577,888)	Income is received at the beginning of the financial year and expenditure against the income is made throughout the year. Budget will be spent
Clinical Waste	(31,678)	(31,468)	(31,468)	(35,782)	(31,468)	0	(31,468)	(31,468)	Budget will be spent
Recycling Kerbside	(318,613)	(318,613)	9,930	17,203	9,930	0	(318,613)	(318,613)	Budget will be spent
Abandoned Vehicles	250	250	250	50	250	0	250	250	Demand led service
Public Conveniences	3,600	3,600	3,600	2,400	3,600	0	3,600	3,600	Budget will be spent
Hertfordshire Fly Tipping	0	0	0	23	0	0	0	0	Budget will be spent
Environmental Protection	389,553	389,553	389,553	187,479	389,553	0	389,685	389,685	Income and Expenditure budgets required for the use of S106 funding for electric vehicles
Depot-Batchworth	35,380	35,380	35,380	19,690	35,380	0	35,380	35,380	Budget will be spent
Waste Management	2,360,909	2,393,329	2,393,329	1,309,491	2,393,329	0	2,293,592	2,293,592	Budget will be spent
Street Cleansing	632,375	632,375	632,375	297,598	632,375	0	633,545	633,545	Budget will be spent
<b>Total</b>	<b>2,740,066</b>	<b>2,965,683</b>	<b>3,294,226</b>	<b>980,651</b>	<b>3,294,226</b>	<b>0</b>	<b>2,816,030</b>	<b>2,816,030</b>	
<b>Total General Public Services and Economic Development</b>	<b>3,886,824</b>	<b>4,151,941</b>	<b>4,480,484</b>	<b>915,034</b>	<b>4,430,734</b>	<b>(49,750)</b>	<b>3,978,314</b>	<b>3,970,783</b>	

Annex B

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

Variances to be managed

General Public Services and Economic Development			2023/24	2024/25	2025/26
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Land & Property Info Section	Supplies and Services	New service requirements to consult HCC, previously done inhouse	9,000	-	-
	Income	Reduction in search income due to reduction in search numbers driven by economic conditions and continued trend for personal searches which are free to the general public	23,000	-	-
Development Management	Transport	Full Mileage budget no longer required	(1,500)	(1,500)	(1,500)
<b>Total Economic Development &amp; Planning Policy</b>			<b>30,500</b>	<b>(1,500)</b>	<b>(1,500)</b>
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24	2024/25	2025/26
Homelessness General Fund	Premises	Full Hire of Accommodation budget not required this year due to level of grant funding received	(30,000)	-	-
	Supplies and Services	Grants & Contributions budget not required this year due to level of grant funding received	(50,250)	-	-
<b>Total Housing Public Health and Wellbeing</b>			<b>(80,250)</b>	<b>0</b>	<b>0</b>
<b>Total General Public Services and Economic Development</b>			<b>(49,750)</b>	<b>(1,500)</b>	<b>(1,500)</b>

Virements

General Public Services and Economic Development			2023/24	2024/25	2025/26
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Homelessness General Fund	Supplies and Services	To spend ringfenced Prevent Homelessness grant	131,408	-	-
	Income	Receipt of ringfenced Prevent Homelessness grant	(131,408)	-	-
<b>Total Housing Public Health and Wellbeing</b>			<b>0</b>	<b>0</b>	<b>0</b>
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24	2024/25	2025/26
Development Planning	Income	Pre-Application Fees budget moved to Development Management	11,050	11,050	11,050
Development Management	Income	Pre-Application Fees budget moved from Development Planning	(11,050)	(11,050)	(11,050)
<b>Total Economic Development and Planning Policy</b>			<b>0</b>	<b>0</b>	<b>0</b>
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24	2024/25	2025/26
Environmental Protection	Transport	To spend S106 funding for Electric Vehicles	12,954	-	-
	Income	S106 funding for Electric Vehicles	(12,954)	-	-
<b>Total Public services</b>			<b>0</b>	<b>0</b>	<b>0</b>
<b>Total General Public Services and Economic Development</b>			<b>0</b>	<b>0</b>	<b>0</b>



## Annex D

### GPSED Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
<b>General Public Services &amp; Economic development</b>				
Bus Shelters	Rephased from 2024/25 due to increased costs	4,656	(4,656)	0
Waste Services Depot	Transfer from Basing House Whole Life Costing to facilitate works at the Waste services depot	50,000	0	0
<b>Total General Public Services &amp; Economic Development</b>		<b>54,656</b>	<b>(4,656)</b>	<b>0</b>



## Annex E GPSED Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2020/21		2021/22		2022/23		2023/24	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(950)	2	(2,190)	80	(7,700)	176	(5,410)	114
	May	(1,905)	3	(5,008)	133	(7,955)	153	(8,830)	135
	June	(2,155)	10	(5,360)	124	(6,960)	144	(8,180)	152
	July	(2,363)	98	(7,916)	167	(7,386)	113	(10,735)	248
	August	(4,115)	138	(8,878)	233	(6,814)	122	(13,495)	289
	September	(8,839)	238	(12,555)	252	(6,134)	114	(11,650)	236
	October	(12,331)	353	(10,444)	219	(9,526)	249		
	November	(8,964)	108	(10,585)	230	(9,118)	194		
	December	(7,416)	93	(9,834)	230	(7,845)	134		
	January	(3,033)	4	(8,800)	149	(8,913)	154		
	February	(1,951)	9	(8,614)	231	(9,020)	172		
	March	(2,057)	17	(10,828)	190	(10,329)	135		
	<b>Total</b>	<b>(56,079)</b>	<b>1,073</b>	<b>(101,012)</b>	<b>2,238</b>	<b>(97,700)</b>	<b>1,860</b>	<b>(58,300)</b>	<b>1,174</b>

**Comments:** The Original budget for 2023/24 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). Residents are charged on a zonal basis. The no of PCNs issued can reduce due to greater parking compliance.

Car Park Enforcement	Month	2020/21		2021/22		2022/23		2023/24	
Pay & Display Tickets		£	Volume	£	Volume	£	Volume	£	Volume
	April	(23)	5	(9,551)	5,128	(11,910)	7,037	(15,346)	8,197
	May	(20)	8	(10,442)	5,577	(12,841)	7,097	(17,473)	8,412
	June	(1,967)	1279	(12,675)	6,513	(15,058)	7,062	(17,912)	9,036
	July	(8,069)	4523	(11,677)	6,653	(13,121)	7,362	(17,937)	9,271
	August	(10,408)	6,149	(11,136)	6,198	(13,742)	7,326	(16,564)	8,531
	September	(12,002)	6,653	(12,418)	6,789	(14,086)	7,387	(17,540)	9,075
	October	(13,292)	6,925	(13,466)	7,308	(14,702)	7,878		
	November	(7,433)	10,031	(14,253)	7,582	(14,587)	7,411		
	December	(8,184)	4,033	(14,857)	7,638	(17,110)	8,354		
	January	(12)	1	(10,425)	6,486	(16,778)	7,573		
	February	(131)	40	(12,966)	7,309	(14,471)	7,823		
	March	(273)	385	(17,041)	7,813	(19,225)	9,882		
	<b>Total</b>	<b>(61,814)</b>	<b>40,032</b>	<b>(150,907)</b>	<b>80,994</b>	<b>(177,631)</b>	<b>92,192</b>	<b>(102,772)</b>	<b>52,522</b>

**Comments:** The Original budget for 2023/24 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	2020/21		2021/22		2022/23		2023/24	
Application Fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(38,159)	132	(37,925)	202	(389,072)	121	(31,355)	111
	May	(81,876)	109	(44,506)	200	(59,995)	162	(57,426)	138
	June	(41,283)	143	(40,347)	177	(41,122)	123	(73,723)	122
	July	(32,903)	138	(35,900)	152	(56,630)	129	(23,579)	125
	August	(35,997)	142	(58,240)	153	(27,451)	144	(42,914)	137
	September	(90,374)	160	(24,763)	145	(53,870)	111	(28,687)	133
	October	(29,374)	155	(26,477)	135	(141,962)	125		
	November	(30,543)	170	(34,623)	133	(51,317)	136		
	December	(67,640)	149	(53,134)	136	(65,353)	119		
	January	(30,515)	158	(39,467)	106	(21,090)	131		
	February	(32,295)	155	(39,530)	108	(56,956)	116		
	March	(55,165)	221	(91,250)	172	(34,930)	163		
	<b>Total</b>	<b>(566,124)</b>	<b>1,832</b>	<b>(526,162)</b>	<b>1,819</b>	<b>(999,748)</b>	<b>1,580</b>	<b>(257,684)</b>	<b>766</b>

**Comments:** The Original budget for 2023/24 is £696,420. 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.

**GPSED Key Income Streams Cont.**

<b>Waste Management</b>									
Trade Refuse	Month	2020/21		2021/22		2022/23		2023/24	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(280,745)	866	(342,837)	989	(374,524)	913	(408,151)	872
	May	417		(23,082)		(2,105)		2,040	
	June	(20,476)		(3,124)		(297)		200	
	July	(10,195)		(2,934)		(328)		1,007	
	August	(2,013)		(235)		(1,417)		(3,049)	
	September	(1,827)		(869)		(1,221)		(1,635)	
	October	(347,427)		(362,664)		(376,644)			
	November	6,383		2,382		(7,399)			
	December	(751)		(6,135)		(738)			
	January	5,463		(1,064)		(2,476)			
	February	(2,020)		(1,213)		(1,298)			
	March	(8,782)		(8,966)		(5,356)			
	<b>Total</b>	<b>(661,973)</b>	<b>622</b>	<b>(750,741)</b>	<b>989</b>	<b>(773,803)</b>	<b>913</b>	<b>(409,588)</b>	<b>872</b>

**Comments:** The original 2023/24 budget is £826,650. 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	2020/21		2021/22		2022/23		2023/24	
Bin Charges		£	Volume	£	Volume	£	Volume	£	Volume
	April	(875,957)	20,314	(1,047,033)	21,524	(1,173,068)	21,649	(1,392,490)	21,254
	May	(66,976)	1,435	(19,620)	529	(18,910)	405	(31,450)	516
	June	(23,477)	469	(19,239)	331	(17,232)	237	(17,754)	273
	July	(10,812)	243	(13,244)	256	(8,724)	163	(6,786)	107
	August	(6,029)	131	(7,939)	190	(5,778)	96	(7,494)	111
	September	(4,295)	105	(4,834)	93	(3,129)	49	(4,346)	56
	October	(2,456)	85	(2,291)	75	(2,480)	80		
	November	(2,186)	65	(1,341)	51	(1,589)	51		
	December	(925)	28	(539)	20	(324)	14		
	January	(830)	28	(743)	31	(956)	26		
	February	0	0	0	0	0	0		
	March	0	0	0	0	0	10		
	<b>Total</b>	<b>(993,943)</b>	<b>22,903</b>	<b>(1,116,822)</b>	<b>23,100</b>	<b>(1,232,190)</b>	<b>22,780</b>	<b>(1,460,320)</b>	<b>22,317</b>

**Comments:** The original 2023/24 budget is £1,443,554. The standard charges for 2023/24 are £60 for the first bin and £105 each for a second or third bin. Customers in receipt of certain benefits pay a concession fee of £50 for the first bin.