

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 31 DECEMBER 2018

Note	Description of Major Movements					Full year variance (net of transfer to EMR)	QRO lines	PDG
A	Corporate Management					0		
	Forecast overspend on bank charges and audit fees (Housing Benefit certification)					16,000	x	Cabinet
	Information Commissioner registration					3,000		Cabinet
						19,000		
				0				
B	Legal & Democratic Services							
	Agency and other unanticipated salary costs (Legal Services)					28,000	x	Cabinet
	Forecast reduction in income from S106 work and other fees					17,000		Cabinet
	Modern.Gov software upgrade costs (Member Services)					1,500	20	Cabinet
	Tablet purchase in advance of Member election (to be met from reserves)					20,000		Cabinet
	External consultancy fees (Legal Services)					7,000		Cabinet
	Election grant income over-budgeted (Election Services)					17,000		Cabinet
	Salary savings due to SCP differential (estimate) (Election Services)					(7,800)		Cabinet
						82,700		
C	Car Parks							
	Inn					45,500	x	Economy
	External Contractors saving as no longer require security lock-up and mobile patrols as MSCP is now open for 24 hours					(6,000)		Economy
	Equipment Maint underspend due to new P&D machines					(5,000)		Economy
	Slight overspend on rates and printing & stationery					1,800		Economy
	Permit Income is expected to be below income target					12,500		Economy
						48,800	6	
D	Environmental Services combined							
	One-off staffing pressure within Environmental Health					14,500	1	Environment
	Income from water sampling down against budget due to staff sickness, staff resources have been directed to more statutory function.					10,000		Environment
	Cemetery Maintenance overspend on repairs to closed churchyard walls (off-set by EMR)					3,663		Environment
	Cemetery Equipment overspend due to purchase on Grave Shoring Equip (funded from EMR)					4,247		Environment
	Cemetery property rental income below budget due to letting agency going into administration					9,200		Environment
	Cemetery Income above profile due to increase in fees					(10,000)	11	Environment
	Bereavement Services salary saving due to vacant hours					(4,300)		Environment
	S106 Air Quality net transfers to/from EMRS to cover spend and receipts					(67,262)		Environment
						(39,952)		
E	Grounds Maintenance							
	Salary underspend due to vacant posts less Agency Staff used to cover					(13,660)	x	Environment
	Transport overspend due to repairs on vehicle & plant and slight increased fuel usage cost					15,000		Environment
	Underspends on materials and equipment and no Trade Waste charges after depot move					(10,660)		Environment
	Increased income from increased DCC grass cutting contributions & additional ad-hoc work for the HRA throughout the year.					(6,300)		Environment
	2 new mower purchases have resulted in new plant equipment overspend (fully funded from sinking funds)					31,800		Environment
						16,180	15	
F	Open Spaces							
	Overspend on Tree works (to be funded by EMR)					10,000	x	Environment
	Overspend on Play Area's & Paddling Pool Maint (to be funded by EMR)					10,000		Environment
						20,000	15	
G	Property Services							
	Asset Management relating to asset rationalisation resulting in capital receipts.					65,000	12	Homes
	Reduction in Public Convenience contributions due to Town and Parish withdrawals and pending asset transfers.					17,000	12	Homes
	risk assessment process.					8,000	12	Homes
	Income down on Wells Close as tenants have been relocated, plus rent arrears could not be pursued on legal advice					11,100	12	Homes
	Loss in rental income due to the relocation of Fore Street Shop tenant & rent reviews					13,000	12	Economy
	Income budget not achieved due to flats above 36 & 38 Fore Street require refurbishment project, options being presented include conversion into 2 or 4 flats for improved rate of return.					15,000	12	Economy
	Flood Defence & Land Drainage works overspend (to be off-set by EMR)					25,000		Environment
	Phoenix House maintenance and external contractors overspend due to a number of office alterations and general repairs.					22,000		Homes
	Old Road overspend on asset security (to be off-set by EMR £30,630)					36,000		Homes
	Salary savings within Property Services to be off-set against budget saving target.					(36,000)		Homes
	Office Cleaning salary underspend due to vacant hours not being filled as service is being reviewed (off-set with overspend below)					(10,000)		Homes
	Budget savings target across Property Services will not be achieved (off-set by savings above)					50,000		Homes
	Market Walk overspend on external contractors due to shop refurbs and letting agency fees.					10,000		Economy

		226,100		
H	Waste Services			
	Trade Waste - additional income generated from new customers.	(43,000)	x	Environment
	Trade Waste - additional bins required for new customers	23,000		Environment
	Trade Waste - waste disposal charges higher than budgeted, due to new customers	5,000		Environment
	included a target of 500 extra customers (See Appendix C)	15,000	x	Environment
	(See Appendix D)			Environment
	cardboard.	20,000	x	Environment
	Refurbishment of bottle banks. (covered by EMR)	10,000	x	Environment
	offset by an EMR £31k)	53,390	x	Environment
	Fuel costs more than budgeted.	19,000	x	Environment
	Underspend on vehicle maintenance.	(25,000)		Environment
	Underspend on equipment budgets.	(10,000)		Environment
	Refurbishment of recycling vehicles.(covered by EMR)	10,000		Environment
	S106 Recycling net transfers to/from EMRS	22,593		Environment
		99,983		
I	Community Development			
			8	Economy
			8	Economy
J	Recreation And Sport			
	Expansion of the service using external contractors for Mystery Shopper programme	4,655	x	Community
	Business Rates Saving on Exe Valley Extension & Lords Meadow	(16,250)		Community
	Staffing Underspend	(28,000)		Community
	Water leak - Initial dispute outcome is a no, a complaint has been made	52,000		Community
	Artificial Turf pitches maintenance	10,000		Community
	Data lines - connection to server - costs with no budget	4,000		Community
	Culm Valley old British Gas invoices	15,000		Community
	Commercial courses - not running to capacity following national trends	5,000		Community
	External Contractors for cleaning - Exe Valley	3,765		Community
	Income over budget for swimming lessons	(7,000)		Community
	Closure of learner pool - Refunding swimming during capital works period	12,000		Community
	Casual Swim – Underperforming due to good weather & open water swimming more popular	15,000		Community
	Series Of Lets Artificial Pitch Use – cancellations, changes to casual bookings and reduction to group participation.	13,000		Community
	Leisure Centre Courses - Underperforming against the income target	7,000		Community
	resourcing stocked items resulting in reduced lines available	1,000		Community
		91,170	15	
K	Finance And Performance			
			x	
	Additional costs for recruitment finders fee and work pressures for remaining staff have resulted in salary overspend.	8,000		Cabinet
	Due to nature of work and ageing IT equipment Finance have invested in new screens and laptops which is a one off cost for 18-19	3,700		Cabinet
	Finance increase subscription is for technical changes, support and guidance.	2,000		Cabinet
	Agency overspend in Procurement has now been addressed by permanent member of staff.	3,000		Cabinet
	No longer have the capacity to offer the Partnership working in Procurement with Torridge.	2,800		Cabinet
		19,500	20	
L	Revenues And Benefits			
	Housing Benefit Subsidy & Overpayment recovery	(70,000)	exc	Community
	Single Occupancy Discount Penalties will not be implemented in year	3,500	exc	Community
	Court cost income forecast lower than anticipated £19k, this is offset in part by a reduction in the costs for taking Liability Orders to court (reduction in costs per order from £3 to 50p)	12,000	exc	Community
	Universal Credit Delivery Partnership - additional funding for 18/19 only	(5,000)		Community
	Preceptors Contribution to C/Tax Recovery - grant no longer expected	27,000		Community
	Additional Forecast C/Tax Annexe Grant	(4,000)		Community
	Housing Benefit Salaries - Vacant HB Manager post & assessor post offset in part by agency staff, additional overtime & temporary increase for supervisors acting up.	(27,000)		Community
	Revenues Salaries - Vacant Revenues Manager post offset in part by agency staff, additional overtime & temporary increase for supervisors acting up.	(17,000)		Community
	Adjustment to CTB entitlement (re pre 01/04/13 CTB old scheme) not required to be repaid to DCLG	(5,400)		Community
	Various New Burdens grants from DWP in respect of Housing Benefits - initiatives delivered within existing resource	(53,000)		Community
		(138,900)		
M	General Fund Housing			
	Overspend on salary budget (estimate) due to Job Evaluation	5,000		Homes
	Income above target on Community Alarms	(8,000)		Homes
		(3,000)		
N	Planning And Regeneration			
	Salary saving on Enforcement through vacant post while recruiting	(4,000)		Community
	Salary saving on Development Control through vacant posts while recruiting	(32,000)		Community
	Development control - underspend on consultancy and legal services	(20,000)		Community
	Planning Fees under budget. They fluctuate according to the number and scale of applications received. Whilst it is	280,000		Community
	Minor savings on Forward Planning	(5,000)		Community

	Building Control fees under budget which have been partially offset by making savings on salaries (staff reducing hours worked and unfilled vacancies) and some minor savings on supplies and services.			
		10,000		Community
	Economic Development - salary savings. Unable to backfill a member of staff whilst on maternity leave, reduction in	(16,800)		Economy
	Slippage of various Economic Development & Regeneration projects. It is proposed to transfer this saving to an EMR to cover spend in 2019-.20			
		(50,000)		Economy
	Agreement by Cabinet 9/8/18 - The appointment of the Right To Build Task Force to provide consultancy support,	21,000		Community
	Slippage of local plan costs to 2019-20 - Saving to be transferred to EMR for 2019-20 spend	(81,000)		Community
	Garden Village - spend funded by EMR	84,000		Community
	EUE - spend funded by EMR	2,770		Community
	S106 POS net transfers to/from EMRS	37,528		Community
		226,498		
O	Customer Services			
	Salaries - apprentice now in permanent position, Un-required overtime budget, vacant posts, GM salary split.	(36,500)	x	Cabinet
	Computer software - Extend the licencing because of the new web accessibility guidelines work.	2,000	x	Cabinet
			x	Cabinet
		(34,500)	20	
P	Human Resources			
	Overspend as no budget provision for the new JE software	17,985		Cabinet
	Agency overspend as Service covers long term sickness	10,500		Cabinet
	Salary underspend due to staff changes within Learning & Development	(14,000)		Cabinet
	Salary underspend due to reduction in hours of the Health & Safety Officer	(23,000)		Cabinet
		(8,515)	20	
Q	I.T. Services			
	Salaries - JE's following restructure	8,500	x	Cabinet
	The replacement contact centre system was due to be installed in April 2018, unfortunately due to the supplier	17,000		Cabinet
	GDPR compliance tool for use with IDOX, DMS and Uniform. This tool allows scheduling for deletion of records	9,000		Cabinet
	The current contract for data lines procured through DCC is expiring. DCC will no longer pay for the infrastructure.	12,000		Cabinet
	Website maintenance budget for adhoc support isn't required. Aerial Photography budget not required as now	(15,500)		Cabinet
	Phoenix House printing costs are down	(4,000)		Cabinet
	Staff training (covered by EMR)	6,200		Cabinet
		33,200	20	
	FORECAST (SURPLUS)/DEFICIT AS AT 31/03/19	658,264		

Cabinet		111,385	
Community		245,568	
Homes		160,100	
Environment		121,211	
Economy		20,000	
		658,264	